FINANCIAL UPDATE FOR THE THREE MONTHS TO 30 JUNE 2015

Cabinet Member<br>Responsible Officer<br>Cllr Peter Hare-Scott<br>Head of Finance

Reason for Report: To present a financial update in respect of the income and expenditure so far in the year.

RECOMMENDATION(S): The Cabinet note the financial monitoring information for the income and expenditure so far for the 2015/16 financial year.

Relationship to the Corporate Plan: The financial resources of the Council impact directly on its ability to deliver the corporate plan; prioritising the use of available resources brought forward and any future spending will be closely linked to key Council pledges from the updated Corporate Plan.

Financial Implications: Good financial management and administration underpins the entire document.

Legal Implications: None.
Risk Assessment: Regular financial monitoring information mitigates the risk of over or underspends at year end and allows the Council to direct its resources to key corporate priorities.

### 1.0 Introduction

1.1 The purpose of this report is to highlight to Cabinet our current financial status and the likely reserve balances at 31 March 2016. It embraces both revenue, in respect of the General Fund and Housing Revenue Account, and capital and aims to focus attention on those areas which are unlikely to achieve budget. It is particularly important for next year's budget setting and, looking further ahead, with the medium term financial plan.
1.2 Favourable variances generating either increased income or cost savings are expressed as credits (negative numbers), whilst unfavourable overspends or incomes below budget are debits (positive numbers). This report only includes budget variances in excess of $£ 10 \mathrm{k}$ as the purpose of the report is to concentrate on material issues that may require further investigation/action. Budget variances are expressed net of budgeted transfers to or from earmarked reserves, which were previously approved by Cabinet. A more detailed analysis will be provided with the final outturn report for the year.

### 2.0 Executive Summary of 2015/16

2.1 The table below shows the opening position of key operational balances of the Council, the forecasted in year movements and final predicted position at 31 March 2016:

| Usable Reserves | $\mathbf{3 1 / 0 3 / 2 0 1 5}$ | Forecasted in <br> year movement | $\mathbf{3 1 / 0 3 / 2 0 1 6}$ |
| :--- | :---: | :---: | :---: |
|  | $\mathbf{£ k}$ | $\mathbf{£ k}$ | $\mathbf{£ k}$ |
| Revenue |  |  |  |
| General Fund - see note | $(2,380)$ | 78 | $(2,302)$ |
| Housing Revenue Account | $(2,000)$ | 4 | $(1,996)$ |
| Capital |  |  |  |
| Major Repairs Reserve | 0 | 0 | 0 |
| Capital Receipts Reserve | $(985)$ | 106 | $(879)$ |
| Capital Contingency Reserve | $(1,123)$ | 252 | $(871)$ |

### 3.0 The General Fund Reserve

3.1 This is the major revenue reserve of the Council. It is increased or decreased by the surplus or deficit generated on the General Fund in the year. This reserve held a balance of $£ 2,380 \mathrm{k}$ as at $31 / 03 / 15$.
3.2 The forecast General fund deficit for the current year is $£ 78 \mathrm{k}$ as shown at Appendix A. The most significant service movements to date comprise:

|  | $£$ |
| :--- | :---: |
| Projected surplus arising from Market Walk and Fore St properties | $(363,000)$ |
| Housing Benefit fraud team transferred to Dept Work and Pensions | $(56,000)$ |
| External audit (Grant Thornton) costs lower than expected | $(24,000)$ |
| Agency staff required in Housing Benefit to deal with claims | 37,000 |

3.3 When the 2015/16 budgets were set negotiations with the owners of Market Walk were ongoing. No 2015/16 budgets were therefore set for the associated income, expenses, and loan interest on a possible loan from the Public Works Loan Board (PWLB), although a projected net annual surplus was expected if the purchase went ahead. Subsequently the acquisition was successful and completion took place on 27 March 2015.

3．3．1 The components that are related to the project are shown below：
The projected annual service surplus at this time（363）k
Interest payable on associated PWLB loan
108k
Capital financing（mandatory）
83k
Net transfer into earmarked reserves
172k
＝ニニニ
3．3．2 A reserve is required for future repairs（we have responsibilities as the landlord）and any further surplus will be earmarked for future economic generation projects．

3．4 The major variances are highlighted at Appendix B．The current incomes from our major funding streams are shown at Appendix C，whilst current employee costs are shown at Appendix D．

## 4．0 Housing Revenue Account（HRA）

4．1 This is a ring－fenced account in respect of the Council＇s social housing function．Major variances and proposed corrective action are highlighted at Appendix F．

4．2 Appendix E shows that the reserve opening balance is $£ 2,000 \mathrm{k}$ ．A forecast overspend of $£ 4 \mathrm{k}$ would decrease the available balance to $£ 1,996 \mathrm{k}$ ．

4．3 The most significant items of this underspend comprise a surplus in income generated from community alarms and unbudgeted structural repair works that are required for health and safety purposes．

4．4 There are budgeted revenue contributions to capital projects as follows for 2015／16．

| Description | Budget <br> $£^{\prime} \mathbf{0 0 0}$ | Forecast <br> Outturn <br> $£^{\prime} 000$ | Variance <br> $£^{\prime} 000$ |
| :--- | ---: | ---: | ---: |
| Sewage pumping stations | 50 | 50 | 0 |
| HRA digital transformation | 30 | 30 | 0 |
| Replacement vehicles | 59 | 59 | 0 |

In addition to the above，the works required at Birchen Lane，which were slipped from the 2014／15 capital programme will still require funding．Part of these costs may need to be covered by a revenue contribution from the HRA．

## 5．0 Major Repairs Reserve

5．1 The Major Repairs Reserve had a nil balance at 31 March 2015．After this year＇s capital expenditure and funding of the Major Repairs Reserve the closing balance is forecast to be nil．

### 6.0 Capital Programme

6.1 The status of this year's capital programme is shown at Appendix G.
6.2 Committed and Actual expenditure is currently $£ 2,369 \mathrm{k}$ against a budgeted Capital Programme of $£ 13,674$ k.
6.3 At this early stage in the year there are no forecast overspends nor forecast slippage into 2016/17. However, as the year progresses we will inform Members of developments and the projected year end position.

### 7.0 Capital Contingency Reserve

7.1 The Capital Earmarked Reserve has been set aside from Revenue to fund Capital Projects; the movement on this reserve is projected below:
£k
Capital Earmarked Reserve at 1 April 2015
Funding required to support 2015/16 Capital Programme
252
Forecast Balance at 31 March 2016

### 8.0 Capital Receipts Reserve (Used to fund future capital programmes)

8.1 Unapplied useable capital receipts are used to part fund the capital programme, the movement on this account for the year to date is given below:
£k
Unapplied Useable Capital Receipts at 1 April 2015
Net Receipts to date (includes 2 RTB's)
Current Balance
$(1,177)$
Forecast further capital receipts in year
Forecast capital receipts to be applied in year
957
Forecast Unapplied Capital Receipts c/fwd. 31 March 2016
(879)

$$
====
$$

### 9.0 Treasury Management

9.1 The interest position so far this financial year can be summarised as follows:

Interest Received:

|  | Budget £k | Forecast £k | Variance £k |
| :---: | :---: | :---: | :---: |
| Interest from HRA funding | (69) | ( 69 ) | 0 |
| Investment Income Received | (65) | (70) | (5) |
| Total Interest Receivable | (134) | (139) | (5) |

### 10.0 Heritable Bank

The administrators have advised us that a final dividend is likely to be paid later this year. At present we have only $£ 62 k$ remaining from our original $£ 1.1 \mathrm{~m}$ investment, which will mean that almost all of the original money will have been recovered.

### 11.0 Conclusion

11.1 Members are asked to note the revenue and capital forecasts for the financial year. This report only covers the first quarter, which is early to identify end of year positions. Cost pressures and income trends will become more apparent as we progress through the year.
11.2 With the announcement in the budget of further cuts to public spending at a similar rate to earlier years we will face further funding cuts next year and beyond. Budget meetings have recently commenced with senior managers, the Chief Executive and myself. Once again these are being held against a backdrop of uncertainty over the magnitude of ongoing Formula Grant cuts and starting from a position where services have already reduced costs by circa $£ 2.5 \mathrm{~m}$ since 2010/11. We are currently estimating that an aggregate saving of $£ 750 \mathrm{k}$ to $£ 1 \mathrm{~m}$ will be required to balance the 2016/17 budget. Further updates will be provided to Members over the following months and will be useful in arriving at an affordable Corporate Plan for the next four to 5 years.

In due course Members will be required to consider various potential future scenarios and their potential impact on service delivery that will facilitate a balanced budget, of prioritised services.

## Contact for more information:

Circulation of the Report:

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GENERAL FUND FINANCIAL MONITORING INFORMATION FOR
THE PERIOD 01 APRIL TO 30 JUNE 2015

|  |  |  | 2015/16 <br> Annual <br> Budget | $\begin{array}{\|l} \text { Full Year Forecast (Net of } \\ \text { Trf to Earmarked } \\ \text { Reserves (EMR) } \\ (0=\text { On budget) } \end{array}$ | Variance |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Com | General Fund Summary | Note | $\Sigma$ | £ | \% |
|  | Cllr C J Eginton |  |  |  |  |
| CM | Corporate Management | A | 1,197,130 | $(24,000)$ | -2.0\% |
| LD | Legal \& Democratic Services: Member/Election Services | B | 1,027,290 | 60,000 | 5.8\% |
|  | CIIr N V Davey |  |  |  |  |
| CP | Car Parks | C | $(23,680)$ | 0 | 0.0\% |
| ES | Cemeteries \& Public Health | D | 156,640 | 0 | 0.0\% |
| ES | Open Spaces | F | 593,300 | 0 | 0.0\% |
| GM | Grounds Maintenance | E | $(16,870)$ | 25,000 | -148.2\% |
| WS | Waste Services | H | 2,358,870 | 0 | 0.0\% |
|  |  |  |  |  |  |
|  | Cllr C R Slade |  |  |  |  |
| CD | Community Development | I | 328,270 | $(6,200)$ | -1.9\% |
| ES | Environmental Services incl. Licensing | D | 157,180 | $(6,000)$ | -3.8\% |
| IT | IT Services | Q | $(12,040)$ | $(30,000)$ | 249.2\% |
|  | Planning - Land charges | N | (600) | $(7,000)$ | 1166.7\% |
| RS | Recreation And Sport | J | 662,400 | 40,000 | 6.0\% |
|  | CIIr P H D Hare-Scott |  |  |  |  |
| FP | Finance And Performance | K | (180) | 0 | 0.0\% |
| RB | Revenues And Benefits | L | 782,650 | $(19,000)$ | -2.4\% |
|  |  |  |  |  |  |
|  | Cllr R L Stanley |  |  |  |  |
| ES | ES: Private Sector Housing Grants | D | 112,120 | 0 | 0.0\% |
| HG | General Fund Housing | M | 317,150 | 0 | 0.0\% |
| PS | Property Services | G | 253,800 | $(363,000)$ | -143.0\% |
|  |  |  |  |  |  |
|  | Clir R J Chesterton |  |  |  |  |
| CD | Community Development: Markets | I | 60,550 | 0 | 0.0\% |
| PR | Planning And Regeneration | N | 960,400 | 143,000 | 14.9\% |
|  |  |  |  |  |  |
|  | Cllr M Squires |  |  |  |  |
| CS | Customer Services | 0 | $(18,270)$ | 0 | 0.0\% |
| ES | Environment Services - Public Health | D | 356,920 | 0 | 0.0\% |
| HR | Human Resources | P | 98,470 | 0 | 0.0\% |
| LD | Legal \& Democratic Services: Legal Services | B | (10) | 1,000 |  |
|  | All General Fund Services |  | 9,351,490 | $(186,200)$ | -2.0\% |
| IE260 | Interest Payable |  | 68,390 | 79,064 |  |
| IE290 | Interest Receivable on Investments |  | $(65,000)$ | $(5,000)$ |  |
|  | Interest from Funding provided for HRA |  | $(69,090)$ | 0 |  |
|  | New Homes Bonus Grant |  | 0 | $(1,612,725)$ |  |
|  | Sundry Grants |  | 0 | 0 |  |
| ABFGF | Statutory Adjustments (Capital charges) |  | $(905,860)$ | 83,453 |  |
| TREMR | Net Transfer to/(from) Earmarked Reserves | APP B | 386,420 | 1,719,725 |  |
|  | TOTAL BUDGETED EXPENDITURE |  | 8,766,350 | 78,317 | 0.9\% |
|  | Formula Grant |  | $(3,767,480)$ | 0 |  |
|  | Council Tax |  | $(4,955,540)$ | 0 |  |
|  | Collection Fund Surplus |  | $(43,330)$ | 0 |  |
|  | TOTAL BUDGETED FUNDING |  | $(8,766,350)$ | 0 | 0\% |
|  |  |  |  |  |  |
|  | Forecast in year (Surplus) / Deficit |  | 0 | 78,317 |  |
|  | General Fund Reserve 01/04/15 |  |  | (2,380,180) |  |
|  |  |  |  |  |  |
|  | Forecast General Fund Balance 31/03/16 |  |  | $(2,301,863)$ |  |


|  |  | Full Year <br> Forecast <br> Variation <br> (Net of Trf |  |
| :---: | :---: | :---: | :---: |
| Note | Description of Major Movements | to EMR) | PDG |
|  |  |  |  |
| A | Corporate Management |  |  |
|  | External audit fees have seen a significant reduction | $(24,000)$ | Cabinet |
|  |  |  |  |
|  |  | $(24,000)$ |  |
| B | Legal \& Democratic Services |  |  |
|  | Salaries - uncovered maternity \& variance in hours | $(14,000)$ | Cabinet |
|  | Income - Legal below budget | 15,000 | Cabinet |
|  | Cost of District Council Elections (covered by earmarked reserve) | 60,000 | Cabinet |
|  |  | 61,000 |  |
| C | Car Parks |  |  |
|  |  |  |  |
|  |  | 0 |  |
|  |  |  |  |
| D | Environmental Services combined |  |  |
|  | Salary underspends in Environmental Enforcement due to vacant post and overtime budge | $(6,000)$ | CWB |
|  |  | $(6,000)$ |  |
| E | Grounds Maintenance |  |  |
|  | $£ 25 \mathrm{k}$ cut in grass cutting budget from Devon County Council | 25,000 | MTE |
|  |  |  |  |
|  |  | 25,000 |  |
|  |  |  |  |
| F | Open Spaces |  |  |
|  |  |  |  |
|  |  | 0 |  |
| G | Property Services |  |  |
|  | Market Walk income not budgeted -Predicting £363k of net income at year end to be off-set loan and capital financing. The projected surplus will be transferred into reserves for future development. | $(363,000)$ | MTE |
|  |  | $(363,000)$ |  |
|  |  |  |  |
| H | Waste Services |  |  |
|  |  |  | MTE |
|  |  | 0 |  |
| 1 | Community Development |  |  |
|  | Salaries - variance in hours | $(6,200)$ | CWB |
|  |  | $(6,200)$ |  |
| J | Recreation And Sport |  |  |
|  | EVLC salaries | 10,000 | CWB |
|  | EVLC Income | 20,000 | CWB |
|  | Maintenance overspend | 10,000 | CWB |
|  |  | 40,000 |  |
|  |  |  |  |
| K | Finance And Performance |  |  |
|  |  |  |  |
|  |  | 0 |  |
| L | Revenues And Benefits |  |  |
|  |  |  |  |
|  | HB Fraud section transferred to DWP from 01/05/15 | $(56,000)$ | CWB |
|  | Additional agency staff required in Housing Benefit | 37,000 | CWB |
|  |  | $(19,000)$ |  |
|  |  |  |  |
| M | General Fund Housing |  |  |
|  |  |  |  |
|  |  | 0 |  |
| N | Planning And Regeneration |  |  |
|  | Enforcement-Direct Action costs (predominantly Harlequin Valet) | 60,000 | CWB |
|  | Enforcment salary savings | $(10,000)$ | CWB |
|  | Development Control salaries-JE and backfilling | 13,000 | CWB |

Appendix B

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 30 JUNE 2015


## Net Transfers to / from Earmarked Reserves

| New Homes Bonus monies earmarked for capital and economic regeneration projects | $1,612,725$ |
| :--- | ---: |
| Transfer to digital transformation project | 30,000 |
| District Election Costs from earmarked reserve released | $(60,000)$ |
| Local Plan consultancy costs | $(35,000)$ |
| Projected surplus on Market Walk transfer to reserves earmarked for economic development | 172,000 |
| Net Transfer to ( from) Earmarked Reserves | $\mathbf{1 , 7 1 9 , 7 2 5}$ |

2015/16 General Fund Projected Outturn Variance $£$

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|  |  | 2015/16 |  | 2015/16 |  | 2015/16 | 2015/16 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Annual Budget |  | Profiled Budget |  | Actual | Variance |
| Total Employee Costs |  | £ |  | £ |  | £ | £ |
| General Fund |  |  |  |  |  |  |  |
| Community Development |  | 255,140 |  | 63,785 |  | 67,100 | 3,315 |
| Corporate Management |  | 814,520 |  | 203,630 |  | 210,369 | 6,739 |
| Customer Services |  | 670,660 |  | 167,665 |  | 181,205 | 13,540 |
| Environmental Services |  | 923,530 |  | 230,883 |  | 230,845 | (38) |
| Finance And Performance |  | 587,280 |  | 146,820 |  | 151,445 | 4,625 |
| General Fund Housing |  | 186,890 |  | 46,723 |  | 46,048 | (675) |
| Grounds Maintenance |  | 417,410 |  | 104,353 |  | 100,196 | $(4,157)$ |
| Human Resources |  | 292,870 |  | 73,218 |  | 75,740 | 2,522 |
| I.T. Services |  | 529,450 |  | 132,363 |  | 124,171 | $(8,192)$ |
| Legal \& Democratic Services |  | 370,940 |  | 92,735 |  | 97,980 | 5,245 |
| Planning And Regeneration |  | 1,420,670 |  | 355,168 |  | 317,029 | $(38,139)$ |
| Property Services |  | 316,090 |  | 79,023 |  | 65,820 | $(13,203)$ |
| Recreation And Sport |  | 1,476,980 |  | 369,245 |  | 390,997 | 21,752 |
| Revenues And Benefits |  | 682,780 |  | 170,695 |  | 159,094 | $(11,601)$ |
| Waste Services |  | 1,703,400 |  | 425,850 |  | 429,274 | 3,424 |
|  |  | 10,648,610 |  | 2,662,156 |  | 2,647,315 | $(14,841)$ |
| Housing Revenue Account |  |  |  |  |  |  |  |
| BHO09 Repairs And Maintenance |  | 947,660 |  | 236,915 |  | 239,081 | 2,166 |
| BHO10 Supervision \& Management |  | 1,315,080 |  | 328,770 |  | 339,325 | 10,555 |
| BH011 Special Services ${ }^{\text {a }}$ |  | 230,340 |  | 57,585 |  | 33,276 | $(24,309)$ |
|  |  | 2,493,080 |  | 623,270 |  | 611,683 | $(11,587)$ |
|  |  |  |  |  |  |  |  |
|  | £ | 13,141,690 | $\underline{1}$ | 3,285,426 | £ | 3,258,998 | $£(26,428)$ |


|  | 2015/16 | 2015/16 | 2015/16 | 2015/16 |
| :---: | :---: | :---: | :---: | :---: |
|  | Annual Budget | Profiled Budget | Actual | Variance |
| Agency Staff | £ | £ | £ | £ |
| General Fund |  |  |  |  |
| Car Parks | 0 | 0 | 0 | 0 |
| Community Development | 0 | 0 | 0 | 0 |
| Corporate Management | 0 | 0 | 0 | 0 |
| Customer Services | 0 | 0 | 0 | 0 |
| Environmental Services | 0 | 0 | 4,373 | 4,373 |
| Finance And Performance | 0 | 0 | 0 | 0 |
| General Fund Housing | 0 | 0 | 0 | 0 |
| Grounds Maintenance | 5,000 | 1,250 | 4,609 | 3,359 |
| Human Resources | 0 | 0 | 0 | 0 |
| I.T. Services | 0 | 0 | 0 | 0 |
| Legal \& Democratic Services | 0 | 0 | 0 | 0 |
| Planning And Regeneration | 0 | 0 | 0 | 0 |
| Property Services | 0 | 0 | 8,854 | 8,854 |
| Recreation And Sport | 0 | 0 | 0 | 0 |
| Revenues And Benefits | 0 | 0 | 12,629 | 12,629 |
| Waste Services | 30,000 | 7,500 | 16,025 | 8,525 |
|  | 35,000 | 8,750 | 46,489 | 37,739 |
|  |  |  |  |  |
| Housing Revenue Account |  |  |  |  |
| BHO09 Repairs And Maintenance | 2,000 | 500 | 1,808 | 1,308 |
| BHO10 Supervision \& Management | 0 | 0 | $(1,050)$ | $(1,050)$ |
| BHO11 Special Services | 0 | 0 | 0 | 0 |
|  | 2,000 | 500 | 758 | 258 |
|  |  |  |  |  |
|  |  |  |  |  |
| Total | £37,000 | £9,250 | £47,247 | £37,997 |

HOUSING REVENUE ACCOUNT FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 30 JUNE 2015

Housing Revenue Account ..... £k
Total HRA reserve as at 01/04/14 ..... $(2,000)$
Forecast variance for the year (see above) ..... 4
Forecast HRA reserve as at 31/03/15 ..... $(1,996)$
Housing Maintenance Fund ..... £k
Opening balance ..... $(6,360)$
Amount required to fund MRA works ..... 914
Reserve utilised for capital works (see appendix G) ..... 5,001
Budgeted transfer to reserves ..... $(2,465)$
Forecast closing balance ..... $(2,910)$
Renewable Energy Fund ..... £k
Opening balance ..... (370)
Expenditure forecast for this year (see appendix G) ..... 270
Income forecast for this year ..... (150)
Forecast closing balance ..... (250)

## HOUSING REVENUE ACCOUNT FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 30 JUNE 2015

|  |  |  | Forecast Variance$\qquad$ |
| :---: | :---: | :---: | :---: |
| Note | Description of Major Movements | Corrective Action |  |
|  |  |  |  |
| A | Slight variance in rent against budget (0.1\%) | None | 16,000 |
|  |  |  |  |
| B | Garage rents ahead of target so far | N/A | $(10,000)$ |
|  |  |  |  |
| C | LD warden contract generating more revenue than budgeted | N/A | $(10,000)$ |
|  |  |  |  |
| F | Excellent performance of community alarms, both in the tenant population and private sector | N/A | $(41,000)$ |
|  |  |  |  |
| I | Minor variance | N/A | $(3,000)$ |
|  |  |  |  |
| J | Unbudgeted structural repair work planned at $£ 37 \mathrm{k}$ | None | 37,000 |
|  |  |  |  |
| K | Final costs of wrapping up warden service | None | 15,000 |
|  |  |  |  |
|  |  | TOTAL | 4,000 |





[^0]:    Key
    CD
    CM
    CP
    CS
    ES
    FP
    GM
    HG
    HR

