

# **FINANCE DIGEST 2014/15**

**Financial Monitoring at**

**Period 8**

**November 2014**

**Prepared By : Finance Shared Service**

**Date : 6th January 2015**

## Table of Contents

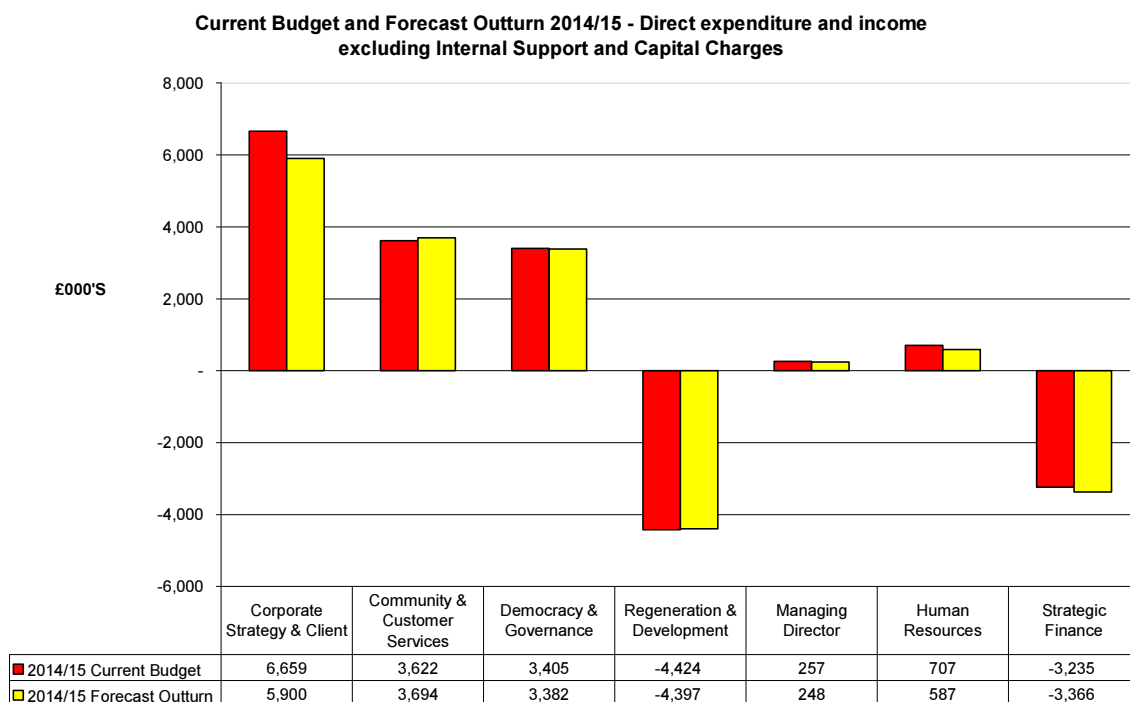
1	Introduction .....	3
2	Revenue Budget – Net Expenditure .....	3
3	Key variances identified in period 8 .....	4
4	Funding and Reserves .....	6
5	Key Financial Risk Areas .....	6
6	Debtors .....	7
7	Creditors .....	9
8	Council Tax and Business Rates Collection .....	9
9	Capital Expenditure .....	10

## 1 Introduction

- 1.1 The monthly Finance Digest is the Council's key tool for monitoring the financial performance of the organisation. It is designed to be used by Members, officers and to provide an overview to our customers and residents.
- 1.2 It is essential that the Council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives and that corrective action is taken where necessary.
- 1.3 This document shows the expected financial position at the end of the financial year, based on the actual performance at the end of November 2014 (Period 8).
- 1.4 This document brings together a range of information which ultimately impacts on the Council's financial performance. This includes budget monitoring and also financial performance indicators which will help the Council predict its position at the end of the financial year.

## 2 Revenue Budget – Net Expenditure

- 2.1 This section outlines the expected year end position for the Council's revenue budget. This takes into account both the expenditure incurred and the income received for the running of the day to day services e.g. waste collection, leisure and housing services.
- 2.2 The Council's current budget is £14,932,000. The forecast outturn for the end of the year, as at the end of November 2014 is £13,990,000. This results in a favourable variance (under spend) of £942,000 for the year. This is shown in the graph below and further details can be found in Appendix 1.



2.3 Further details on the variance are shown in the table below:

	Current Budget	Forecast Outturn	Variance
	£000's	£000's	£000's
Corporate Strategy & Client Services	8,275	7,516	(759)
Community & Customer Services	5,061	5,132	72
Democracy & Governance	2,026	2,004	(22)
Regeneration & Development	(1,203)	(1,175)	28
Managing Director	1,017	1,008	(9)
Human Resources	40	(80)	(120)
Strategic Finance	(284)	(416)	(131)
<b>Total</b>	<b>14,932</b>	<b>13,990</b>	<b>(942)</b>

2.4 The main reasons for the £942,000 overall favourable variance are outlined below:

*Favourable variances*

- £815,000 variance on the leisure contract
- £87,000 variance on the corporate training costs
- £125,000 variance on utility and insurance savings
- £19,000 increased income from HCC for trees and verges
- £231,000 savings across the authority on salaries net of increases for agency cover
- £25,000 adjustment for pay award and vacancy savings in corporate costs
- £220,000 increase in Planning fee income
- £50,000 increase in Building Control income
- £187,00 increases in Grant and Fees & Charges income for Environmental Health

*Unfavourable variances*

- £170,000 variance on emergency accommodation for the homeless (appendix 4)
- £37,000 variance on the consultancy costs for the Town Centre Model
- £42,000 variance on housing legal fees and management fees received
- £308,000 variance on commercial property income
- £45,000 increased costs for waste and recycling
- £40,000 cessation of administration fees in relation to the old market
- £17,000 increases costs for ICT systems – Uniform and CRM

*Variances funded from reserves*

- £20,000 Small Projects Fund
- £80,000 Business improvement District
- £180,000 for Town Centre Events funded from reserves

### 3 Key variances identified in period 8

3.1 The key variances reported this month are as follows and more detail can be found in Appendix 2. These are included in paragraph 2.4 above.

*Favourable variances*

- £231,000 savings across the authority on salaries net of increases for agency cover (see appendix 3)
- £14,000 increase in commercial rent income
- £25,000 adjustment for pay award and vacancy savings in corporate costs, which are now incorporated in the revised salaries
- £45,000 increase in Planning fee income
- £50,000 increase in Building Control income
- £187,00 increases in Grant and Fees & Charges income for Environmental Health

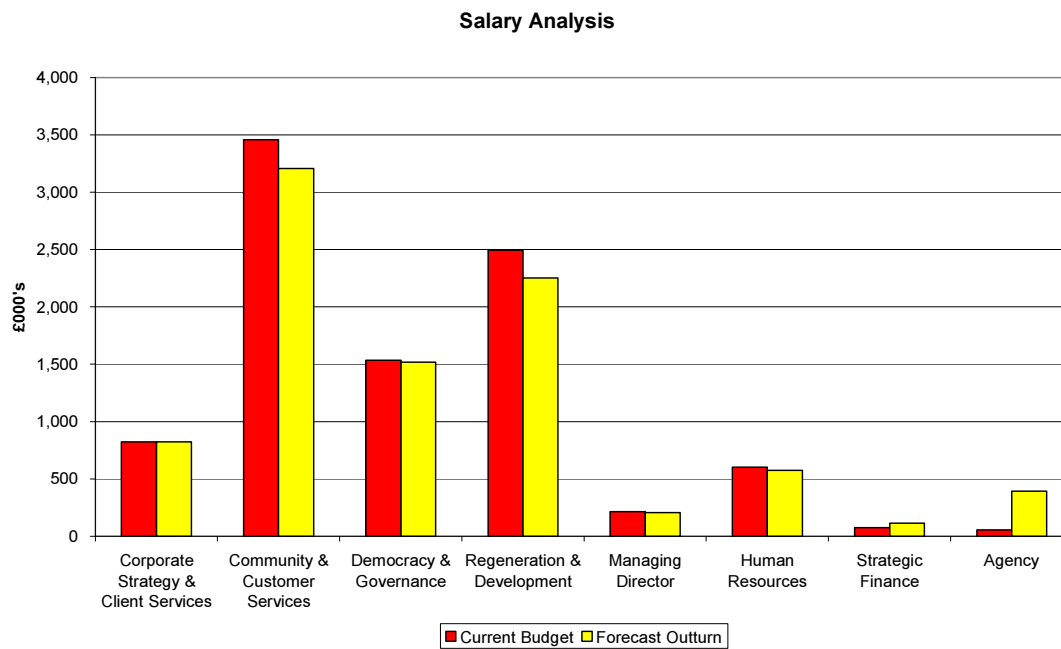
*Unfavourable variances*

- £180,000 for Town Centre Events funded from reserves.
- £130,000 increase in emergency accommodation for the homeless (appendix 4)

*Changes in funding*

- There have been no changes in funding this month.

3.2 One area which is kept under review is the salary analysis. The chart below shows the current estimated year end position. Further information can be found in Appendix 3, where salaries for employees and agency staff for cover have been reported separately for each service. The salaries estimates have been revised this month and there are variances on every service: these are mostly due to vacancies within the year.



## 4 Funding and Reserves

### *Funding*

- 4.1 The business rates projection continues to be volatile as the Council gets better information to help predict the year end position. The current forecast shows a reduction for funding of Business Rate growth (£11K) this month. However, it is anticipated that this position may change prior to the end of the year as changes are processed by the Valuation Office Agency.
- 4.2 Overall the Council's funding position compared to the current budget has not changed. This is due to changes in forecast outturn during the year. Full details of the current funding position can be seen in Appendix 4.

### *Reserves*

- 4.3 The Council's reserves position can be seen in the table below, and further details can be found in Appendix 6.

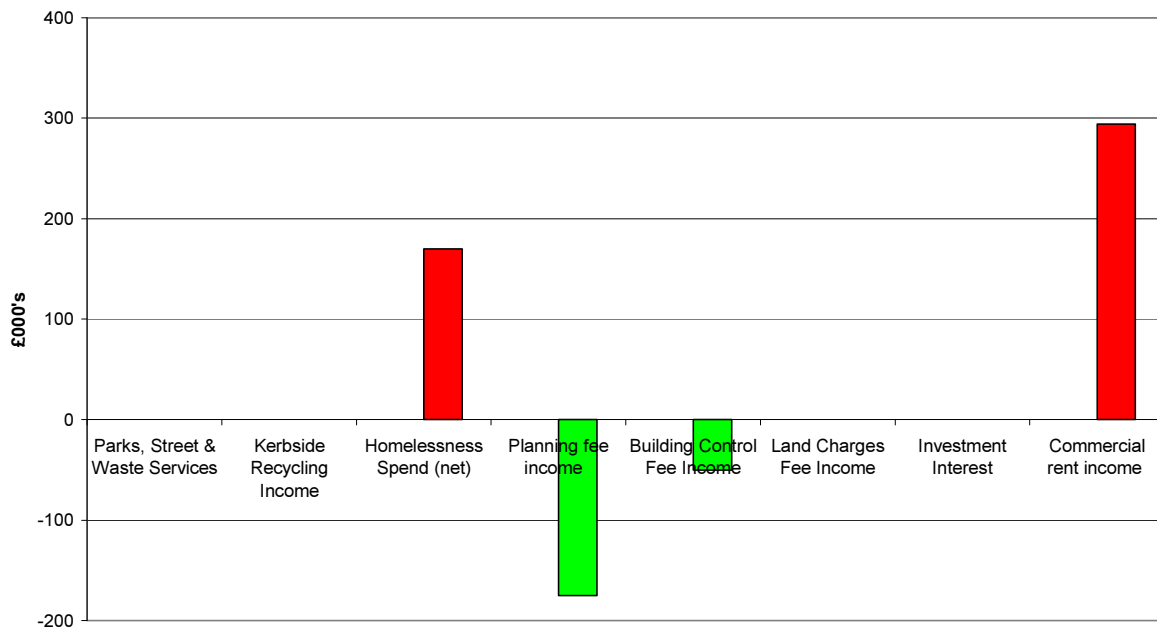
Description	Bal B/F as @ 1-Apr-2014	Agreed use of reserves	Movement in Year	Total Movement	Forecast Bal as @ 31-Mar-2015
General Fund Working Balance	-1,350,000	0	0	0	-1,350,000
Capital Financing Reserve	-604,000	0	0	0	-604,000
Earmarked Reserves	-6,131,950	338,950	0	338,950	-5,793,000
General Reserves (see movement in year reconciliation below)	-7,478,000	-38,000	-930,845	-968,845	-8,446,845
<b>Total Revenue Reserves (incl GFWB)</b>	<b>-15,563,950</b>	<b>300,950</b>	<b>-930,845</b>	<b>-629,895</b>	<b>-16,193,845</b>

General Reserves Movement in Year	
Revenue forecast variance for year (see paragraph 2.3)	-941,695
Funding variance from council tax and business rates for year	10,850
Movement in general reserves in year	-930,845

## 5 Key Financial Risk Areas

- 5.1 The Council's budget is exposed to some key risk areas, these are generally areas of expenditure where the Council is not in control of the demand for that service, or where there have been income assumptions built into the budget. These risks are regularly monitored and the latest position is shown below. Further details can be found in Appendix 5.

### Key Risk Areas



5.2 This chart shows how the risk areas are currently performing. For those that are shown in red (above the line) are unfavourable variances and for the one that is shown in green (below the line) is a favourable variance.

5.3 The two service areas which are currently showing unfavourable variances are homelessness and also commercial rental income. The commercial rental position is showing an unfavourable variance of £308,000 however this has improved by £14,000 from £322,000 since period 7.

5.4 The Planning application fee income will increase by £45,000 (favourable variance).

5.5 The Building Control fee income will increase by £50,000 (favourable variance).

5.6 The net expenditure on emergency accommodation for Homeless Families will increase by £170,000. This is an increase of £130,000 from period 7.

## 6 Debtors

6.1 The total outstanding debt as at 30 November 2014 was £880,794. Of the outstanding amount 45% is less than one month old and it is anticipated that this will be recovered. The total amount of debt outstanding is shown below. This identifies that 38% of the outstanding debt is over three months old.

6.2 The total outstanding as at 30 November 2014 shows a favourable variance of £237,825 from period 7. The significant change being the outstanding debt of 'over 12 months' category, which has reduced by £45,063. This is a key area because historically this category is the most difficult debt to recover.

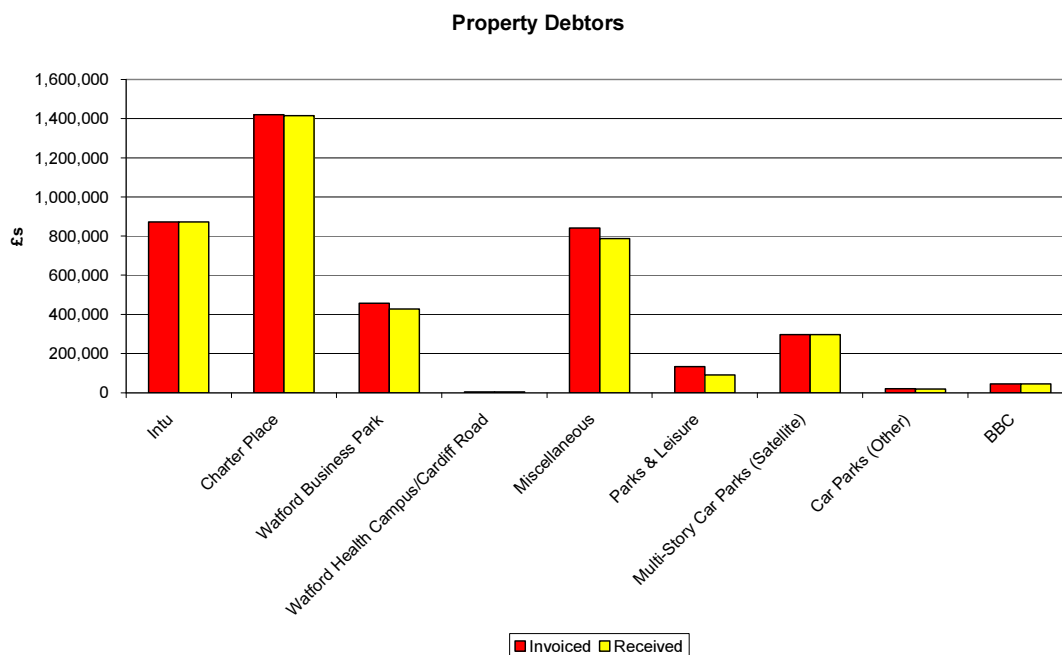
Invoices Outstanding from 1st April 2014 to 30th November 2014									
Service Area	Invoices outstanding by age of debt								
	No. of Invoices	0 - 1 month	2 - 3 months	4 - 6 months	7 - 9 months	10 - 12 months	over 12 months	Instalment Plan	Grand Total
		£	£	£	£	£	£	£	
Corporate Strategy & Client Service	288	17,876	7,743	3,829	7,000	3,415	6,672	987	47,522
Community & Customer Service	298	22,700	593	5,795	4,560	1,685	32,577	586	68,496
Democracy and Governance	133	68,315	574	275	1,439	9,671	7,783	95	88,152
Regeneration and Development	121	254,993	110,645	42,642	21,768	32,091	111,834	380	574,353
Managing Director	3	0	0	2,280	0	0	0	0	2,280
Human Resources	2	0	0	0	0	0	0	0	0
Strategic Finance	33	31,829	30,397	20,724	0	0	17,041	0	99,991
<b>Grand Total</b>	<b>878</b>	<b>395,713</b>	<b>149,952</b>	<b>75,545</b>	<b>34,767</b>	<b>46,862</b>	<b>175,907</b>	<b>2,048</b>	<b>880,794</b>

### Commercial Property rents

6.3 The commercial rent portfolio forms a large part of the Council's total income and it is important that the Council closely monitors this income stream. A detailed breakdown is included in the table below.

AREA/Zone/Site	Budget for 2014/5	Invoiced to 30/11/2014	Received to 31/11/2014	Forecast rent for 2014/15	Forecast Variance
	£	£	£	£	£
Intu	(1,300,000)	(872,846)	(872,846)	(976,300)	323,700
Charter Place	(2,115,100)	(1,419,521)	(1,416,012)	(2,105,000)	10,100
Watford Business Park	(768,000)	(457,408)	(427,390)	(697,800)	70,200
Watford Health Campus/Cardiff Road	(110,000)	(3,945)	(3,945)	(56,000)	54,000
Miscellaneous	(1,093,950)	(840,485)	(787,801)	(1,228,040)	(134,090)
Parks & Leisure	(174,820)	(132,532)	(90,272)	(178,220)	(3,400)
Multi-Story Car Parks (Satellite)	(930,730)	(296,601)	(296,601)	(943,000)	(12,270)
Car Parks (Other)	(24,160)	(20,865)	(18,837)	(24,160)	0
BBC	(61,000)	(45,750)	(45,750)	(61,000)	0
<b>Total</b>	<b>(6,577,760)</b>	<b>(4,089,953)</b>	<b>(3,959,454)</b>	<b>(6,269,520)</b>	<b>308,240</b>

6.4 The chart below shows the value of the rent invoiced compared to the rent received for commercial properties. This shows that 96.8% of the rent that has been invoiced in 2014/15 has been received.





## 7 Creditors

7.1 The Council has paid 98.35% of undisputed invoices within 30 days. Under government legislation, invoices not paid within 30 days are subject to interest charges (excluding those that are in dispute). To date the Council has not incurred any interest charges.

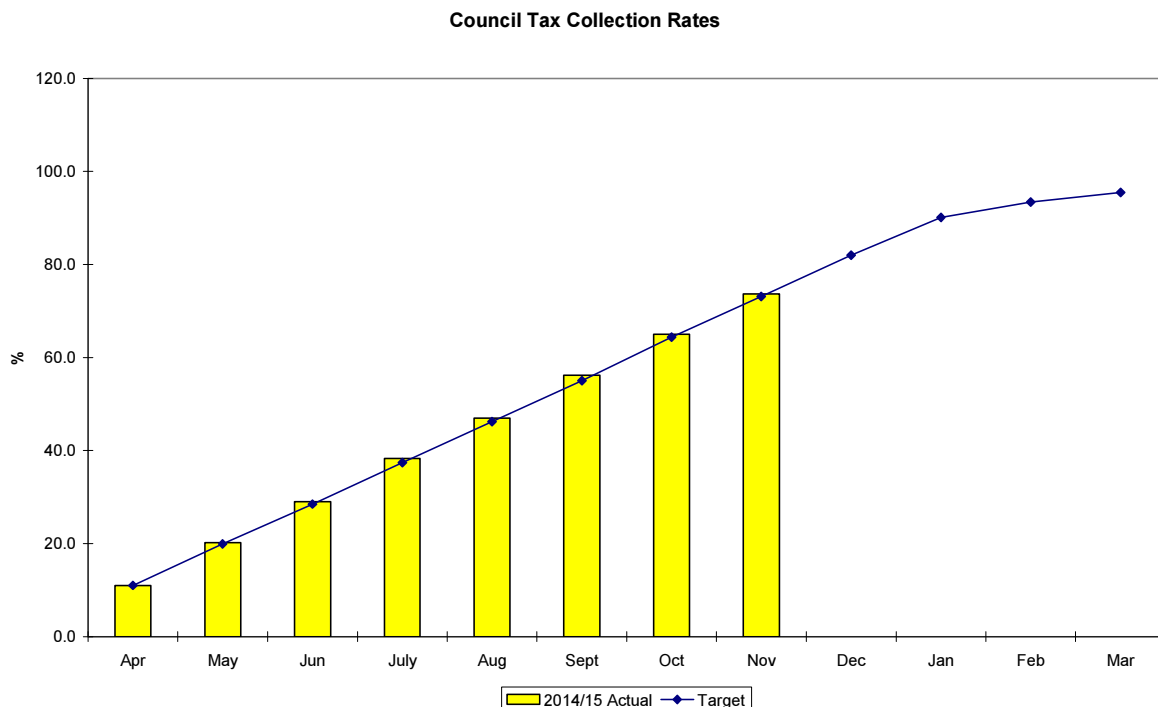
7.2 A breakdown of payments by department at period 8 is shown in the table below.

Service Area	Monthly Undisputed Invoices Paid	Late Payments	Payments On Time	% Payments On Time Period 8	% Payments On Time YTD
Corporate Strategy & Client Services	63	1	62	98.41	98.98
Community & Customer Services	174	2	172	98.85	99.05
Democracy & Governance	238	9	229	96.22	97.98
Regeneration & Development	95	1	94	98.95	99.32
Managing Director	4	0	4	100.00	95.83
Shared Services	18	2	16	88.89	95.15
<b>Total</b>	<b>592</b>	<b>15</b>	<b>577</b>	<b>97.47</b>	<b>98.35</b>

7.3 The number of payments made by BACS for the month was 99.52%, and for the year to date is 98.69%. This is against a target of 90%.

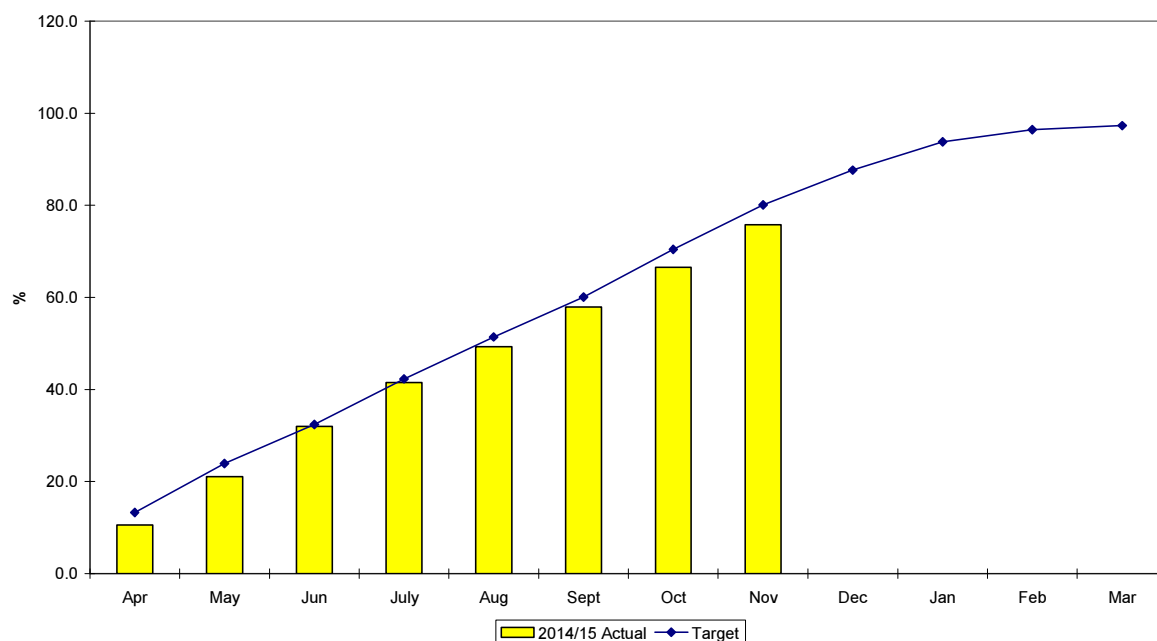
## 8 Council Tax and Business Rates Collection

8.1 The Council's performance in the collection of Council Tax can be seen in the graph below. This shows that the collection rates for the year are slightly better than the profiled target.



8.2 The Council's performance in relation to business rates is shown below. The graph indicates that the performance is behind target. However, some of this will be due to the target being profiled on previous year's cash collection and this year businesses have been allowed to elect to pay business rates over 12 months. It is anticipated that approximately 8% of the net collectable debit will be received during February and March. This is significantly higher than in previous years. This has impacted on the profile.

### Business Rates Income Collection



## 9 Capital Expenditure

- 9.1 Capital is defined as spend relating to the acquisition, creation of or subsequent expenditure on assets which are expected to be used for more than one financial year. The Council has a capital programme which includes improving, maintaining or enhancing their properties (eg the Building Investment Programme). Other examples of capital spend include the purchase of refuse freighters and bins, spend on parks and open spaces (eg play equipment), ICT and other equipment (eg CCTV equipment) and Grants to the Public (eg Disabled Facility Grants). Capital spend can only be funded by capital funds such as some some Earmarked Reserves (eg Capital Fund Reserve), Section 106 Contributions and Government Grants and the Capital Receipts Reserve.
- 9.2 Appendices 12 & 13 shows the original approved budgets for 2014/15, variances previously reported (not relevant this month), variances reported this month and the forecast outturn for 2014/15. It also shows the actual spend against forecast outturn. The report also includes the latest budgets for the following three financial years. Appendix 12 is a summary by Service Area and Appendix 13 is a detailed report which gives a breakdown of Appendix 12 by capital scheme.
- 9.3 The table in Appendix 14 shows the variances reported this period and the reasons for the variances. The variances reported this period, in prior periods and the latest forecast outturn and budgets are summarised below: This gives a latest forecast outturn for 2014/15 is £15,148,842.

	2014/15	2015/16	2016/17	2017/18
Original Budgets Approved January 2014	18,420,690	3,596,710	1,581,000	1,560,000
Variances Reported Previous Periods	(4,000,000)	(900,000)	0	0
<b>Variances Reported This Period</b>	<b>728,152</b>	<b>6,400,860</b>	<b>3,055,415</b>	<b>169,250</b>
Revised Forecast Outturn / Latest Budgets	15,148,842	9,097,570	4,636,415	1,729,250

- 9.4 Up to the end of period 8, the capital spend totalled £6.492m (43% of latest forecast outturn).

*Capital Funding*

- 9.5 Appendix 15 shows how the Capital Programme is funded. For each year, the capital programme is fully funded from various sources, including the Capital Receipts Reserve, Grants and Contributions (including Section 106 contributions and Government grants) and other Earmarked Reserves.
- 9.6 This report shows over the reported period, the capital programme will be funded by £5.950m of Grants and Contributions, £3.157m of other Earmarked Reserves, £3.040m of Section 106 contributions and the balance of £18.466m by the Capital Receipts Reserve. The total of this capital funding (£30.613m) is equal to the amount of forecasted capital spend over the period
- 9.7 The result of this funding is the Capital Receipts Reserve is reduced by the amount used to fund the capital programme £17.559m less what is forecasted to be received in the reported period (£8.830m) which gives a balance on this reserve at the end of the 2017/18 of £4.065M
- 9.8 In addition, the Section 106 contributions (S106) are reduced by the amount used to fund the capital programme £3.040m, less what we are expecting to receive over the period in contributions and interest of £0.530m, giving a balance at the end of 2017/08 of £0.278m. The reduction in S106 contributions should be partly offset by the new Community Infrastructure Levy (CIL) Contributions from 2015/16 onwards.

*Significant Overspends*

- 9.9 There are no significant overspends to report this period.

## Section 1 - Budget Monitoring

Appendix 1

**Summary Revenue Account**

The tables below show, at sub service level, the variances between the current budget and the forecast outturn as at period 8 (November).

Service Area	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Corporate Strategy & Client Services	6,582	6,659	3,783	5,900	(759)	(800)	41
Community & Customer Services	3,555	3,622	2,244	3,694	72	76	(5)
Democracy & Governance	3,363	3,405	1,929	3,382	(22)	(3)	(20)
Regeneration & Development	(4,532)	(4,424)	(3,202)	(4,397)	28	287	(260)
Managing Director	257	257	148	248	(9)	(6)	(3)
Human Resources	1,092	707	419	587	(120)	(87)	(33)
Strategic Finance	135	(3,235)	(358)	(3,366)	(131)	(112)	(19)
Recharges, capital charges and accounting adjustments	4,142	7,941	0	7,941	0	0	0
<b>NET EXPENDITURE</b>	<b>14,593</b>	<b>14,932</b>	<b>4,928</b>	<b>13,990</b>	<b>(942)</b>	<b>(644)</b>	<b>(298)</b>
<u>Funded By :-</u>							
Council tax and Government Grants (see appendix 4)	(14,631)	(14,631)	(9,552)	(14,620)	11	11	11
Surplus / (Deficit) - Transfer to / (from) reserves	38	(301)	0	630	931	633	287
<b>NET BUDGET REQUIREMENT</b>	<b>(14,593)</b>	<b>(14,932)</b>		<b>(13,990)</b>	<b>942</b>	<b>644</b>	<b>298</b>

**Detailed revenue variances by service area**

Appendix 2

The table below shows at summary service level the original 2014/15 budget and variances that have occurred in the year to provide a forecast outturn at 30th November. The reasons for these variances are shown in Appendix 2. The budgets are for direct expenditure and income only and exclude internal support charges and capital charges.

Corporate Strategy and Client	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Management & Support	120	120	64	117	(3)	(4)	1	Revised salaries
Contract Monitoring	294	294	726	290	(4)	0	(4)	Revised salaries. Actual is high because the October 2014 invoice (£488K) has been paid but not recharged in period 8 to Parks & Open Spaces, Street Cleansing and Waste and Recycling.
Parks And Open Spaces	1,047	1,144	697	1,135	(9)	(19)	11	Revised salaries for Cassiobury Park staff (HLF funded) & Veolia LGPS increase (pensionable overtime). Actual is low because the proportion of the October 2014 invoice has not been recharged in period 8 (see Contract Monitoring above).
Leisure	664	571	(576)	(255)	(827)	(827)	0	The actuals are currently much higher than the forecast because the outstanding management fee from SLM has been received. The forecast takes account of the anticipated expenditure for the rest of the year.
Grants	781	781	533	744	(37)	(32)	(5)	Revised salaries
Street Cleansing	1,803	1,803	982	1,822	19	0	19	Veolia LGPS increase (pensionable overtime). Actual is low because the proportion of the October 2014 invoice has not been recharged in period 8 (see Contract Monitoring above).
Waste And Recycling	1,373	1,398	941	1,412	14	45	(31)	Reallocation of Veolia LGPS increase (pensionable overtime). Actual is low because the proportion of the October 2014 invoice has not been recharged in period 8 (see Contract Monitoring above).
Partnerships & Performance	499	547	416	636	88	37	51	Revised salaries including restructure costs (Agreed by Senior management team)
<b>Total</b>	<b>6,582</b>	<b>6,659</b>	<b>3,783</b>	<b>5,900</b>	<b>(759)</b>	<b>(800)</b>	<b>41</b>	

Community and Customer Services	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Customer Services	787	799	501	734	(65)	(4)	(61)	Reduction in salaries costs due to vacancies
Housing	616	651	299	902	251	82	168	Increase in agency and temporary staff for Homelessness. Increase in net expenditure on homeless accommodation (£130K) since period 7.
Environmental Health & Licensing	1,232	1,245	624	1,036	(209)	(4)	(205)	Reduction in salaries costs due to vacancies (£21K). Increase in income from stray dogs (£3K). Increase in legal fees relating to ASBOS (£1K) and Licensing Act prosecutions (£5K). Increase in grant income for Community Safety (£27K), Environmental Health (£100K) and Licensing (£30K). Increase in income from Environmental Health fees and charges (£30K)
Culture & Play	920	928	821	1,023	95	1	94	Reduction in salaries costs due to vacancies. Actuals include expenditure on Town Centre events as this (approx £180K) is to be funded from reserves.
<b>Total</b>	<b>3,555</b>	<b>3,622</b>	<b>2,244</b>	<b>3,694</b>	<b>72</b>	<b>76</b>	<b>(5)</b>	

**Detailed revenue variances by service area**

Appendix 2

Democracy and Governance	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Legal And Democratic	1,853	1,895	1,034	1,888	(7)	19	(26)	Revised salaries & underspend on legal fees, printing, members training, telephone allowances & advertising.
Buildings And Projects	1,464	1,464	869	1,470	6	0	6	Revised salaries. Actual expenditure on premises is lower at this time of year as most of the costs occur in the Winter months.
Procurement	46	46	26	24	(22)	(21)	(1)	Revised salaries
<b>Total</b>	<b>3,363</b>	<b>3,405</b>	<b>1,929</b>	<b>3,382</b>	<b>(22)</b>	<b>(3)</b>	<b>(20)</b>	

Regeneration And Development	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Commercial Projects	(5,795)	(5,706)	(3,957)	(5,512)	194	362	(168)	Revised salaries (£73k vacancies in Valuations & Estates, post moved to Economic Development £56k and £25k Old Market closed), increase in quarterly payment by INTU & reduced rent on misc. properties. <u>Note:</u> movement of forecast for Palace Park (£275K) from Multi Storey Car Parks cost centre to Charter Place cost centre - this will continue into future years but is revenue neutral .
Development Section	449	449	(306)	123	(326)	(175)	(151)	Reduction in salaries costs due to vacancies (£56K). Increase in Planning fee income (£45K) and Building Control fee income (£50K)
Transport And Infrastructure	23	23	586	179	(5)	0	(5)	Revised salary estimate. Expenditure for projects (£540K) and will be reimbursed by Herts CC and Section 106 at year end.
Policy Team	278	297	375	292	7	0	7	Revised salary estimate including final payment to a former employee.
Economic Development	513	513	100	520	156	100	56	Post moved from Commercial Projects to Economic Development
<b>Total</b>	<b>(4,532)</b>	<b>(4,424)</b>	<b>(3,202)</b>	<b>(4,397)</b>	<b>28</b>	<b>287</b>	<b>(260)</b>	

Managing Director	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Corporate Management	257	257	148	248	(9)	(6)	(3)	Revised salaries
<b>Total</b>	<b>257</b>	<b>257</b>	<b>148</b>	<b>248</b>	<b>(9)</b>	<b>(6)</b>	<b>(3)</b>	

**Detailed revenue variances by service area**

Appendix 2

Human Resources	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
HR Client	667	241	76	154	(87)	(87)	0	Training budget following previous year's spending pattern.
HR Shared Services	425	465	343	433	(33)	0	(33)	Revised salaries & recalculated shared services split of costs
<b>Total</b>	<b>1,092</b>	<b>707</b>	<b>419</b>	<b>587</b>	<b>(120)</b>	<b>(87)</b>	<b>(33)</b>	

Strategic Finance	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn Period 8	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 8	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Finance & Resources	247	247	59	127	(120)	(125)	5	Revised salaries. Shared Services contribution to Finance Director will be processed at year end.
Finance Services Client	897	897	(19)	894	(3)	0	(3)	Revised salaries. Shared Services payment forecast budget £764K, actual will be processed at year end.
Revenues And Benefits Client	885	885	(1,336)	891	6	0	6	Revised salaries. Shared Services payment forecast budget £1,840K, actual will be processed at year end.
Corporate Costs	158	158	(70)	133	(25)	0	(25)	Adjustment for vacancy savings and pay award in service departments - already taken into account in the salary estimates. Contingency, provisions and professional fees (all totalling £247K) have not yet been spent. The contingency remains for any unforeseeable costs between now and the end of the year.
Finance Shared Service	848	0	0	0	0	0	0	
Revs & Bens Shared Service	1,834	0	26	0	0	0	0	Actuals to be reviewed and cleared out
ICT Service	1,575	886	981	897	11	13	(2)	Revised salaries. Shared services income (£458K) due at year end.
Adjustments Under Statute	(6,309)	(6,309)	0	(6,309)	0	0	0	Year end accounting adjustment
<b>Total</b>	<b>135</b>	<b>(3,235)</b>	<b>(358)</b>	<b>(3,366)</b>	<b>(131)</b>	<b>(112)</b>	<b>(19)</b>	

**Salary Analysis - Direct Employee Expenses**

**Appendix 3**

Employees represent one of the highest revenue expenditure items for the Council. The table below shows the total direct employee costs (includes salaries, superannuation, national insurance etc but excludes IAS19 adjustments) at service level and variances between the latest forecast at period 7 (October) and the forecast outturn at period 8

Service Area	2014/15 Original Budget £000's	2014/15 Current Budget £000's	2014/15 Actuals to date £000's	2014/15 Latest Forecast Outturn Period 8 £000's	2014/15 Variance Current Budget to Forecast Outturn £000's	2014/15 Previously Reported Variances £000's	2014/15 Forecast Variance Period 8 £000's	Reason for variance
Corporate Strategy & Client Services	801	823	533	823	0	0	0	
Community & Customer Services	3,431	3,457	2,133	3,207	(250)	0	(250)	Vacancy savings in Housing, Environmental Health & Licensing, Culture & Play and Customer Services.
Democracy & Governance	1,535	1,535	1,053	1,516	(19)	0	(19)	Vacancy savings in Legal & Committee Services.
Regeneration & Development	2,493	2,493	1,503	2,250	(242)	0	(242)	Vacancy savings in the Commercial Team, Development Section, Policy Team and Transport & Infrastructure
Managing Director	212	212	136	206	(6)	0	(6)	Vacancy savings - Managing Director's PA.
Human Resources	442	603	314	573	(30)	(13)	(17)	Vacancy savings & delay in appointing Apprentices.
Strategic Finance	75	75	74	113	38	33	4	Adjustment on salaries estimate
<b>Total</b>	<b>8,988</b>	<b>9,197</b>	<b>5,747</b>	<b>8,688</b>	<b>(509)</b>	<b>20</b>	<b>(530)</b>	



**Other Costs - Agency Staff**

**Appendix 3**

The table below shows the cost of agency staff at service level and variances between the latest forecast at period 7 (October) and the forecast outturn at period 8 (November).

<b>Service Area</b>	2014/15 Original Budget £000's	2014/15 Current Budget £000's	2014/15 Actuals to date £000's	2014/15 Latest Forecast Outturn Period 8 £000's	2014/15 Variance Current Budget to Forecast Outturn £000's	2014/15 Previously Reported Variances £000's	2014/15 Forecast Variance Period 8 £000's	Reason for variance
Corporate Strategy & Client Services	0	0	47	47	47	0	47	Cover for restructure in Communications.
Community & Customer Services	21	21	113	148	128	0	128	Cover for vacancies in key posts in Housing and Environmental Health & Licensing
Democracy & Governance	0	0	4	22	22	0	22	Cover for Committee Services.
Regeneration & Development	35	35	74	100	65	0	65	Cover for workload in the Commercial Team, Development Section and Transport & Infrastructure
Managing Director	0	0	3	3	3	0	3	Cover for Managing Director's PA.
Human Resources	0	0	0	0	0	0	0	
Strategic Finance	289	0	38	71	71	38	33	Additional ICT & Revenues and Benefits cover.
<b>Total</b>	<b>345</b>	<b>56</b>	<b>279</b>	<b>392</b>	<b>336</b>	<b>38</b>	<b>299</b>	

## Funding Analysis

## Appendix 4

This table shows the individual funding streams that support the Council's revenue budget.

Funding Stream	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	2014/15 Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Latest Forecast	2014/15 Variance Period 8 Outturn
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
<b>Government Grants</b>								
Revenue Support Grant	(2,575)	(2,575)	(1,130)	(2,575)	0	0	0	
Redistributed Business Rates	(2,331)	(2,331)	(1,554)	(2,331)	0	0	0	
<b>Council Tax Receipts</b>	(7,523)	(7,523)	(5,015)	(7,523)	0	0	0	
<b>Other Government Funding</b>								
Council Tax Freeze Grant	(369)	(369)	(66)	(369)	0	0	0	
Homeless Grant	(276)	(276)	(184)	(276)	0	0	0	
Funding-New Homes Bonus	(1,731)	(1,731)	(1,602)	(1,731)	0	0	0	
Funding-Business Rate Reduction/(Growth)	175	175	0	186	11	11	11	Reduction due to latest position
<b>Total</b>	<b>(14,631)</b>	<b>(14,631)</b>	<b>(9,552)</b>	<b>(14,620)</b>	<b>11</b>	<b>11</b>	<b>11</b>	

**Key Financial Risk Areas**

**Appendix 5**

The Council is exposed to risks in certain key areas. These risks include economic conditions, demographics and dependency on demand. The table below shows those risks that are closely monitored each month.

Service Area	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	2014/15 Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Latest Forecast Variance	Comments
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Parks, Street & Waste Services	5,652	5,652	3,289	5,652	0	0	0	Regular meetings between the client monitoring team and operational representatives from Veolia Environmental Services are held to ensure the contract is being delivered as specified.
Kerbside Recycling Income	(457)	(457)	(123)	(477)	0	0	0	Awaiting quarter 3 income from Herts County Council and payment for the County wide scheme to reduce landfill volumes which is received at year end.
Homelessness Spend (net)	110	110	183	280	170	40	130	This consists of expenditure and income relating to the hire and occupation of accommodation for the Homeless. This services is demand led and volatile. Net expenditure has increased significantly.
Development Control Fee Income	(297)	(297)	(478)	(517)	(175)	(130)	(45)	Planning fee income has increased.
Building Control Fee Income	(198)	(198)	(189)	(248)	(50)	0	(50)	Building Control fee income has increased.
Land Charges Fee Income	(80)	(80)	(73)	(80)	0	0	0	This is a demand led service and income stream can be volatile.
Investment Interest	(240)	(240)	(120)	(240)	0	0	0	Interest rates continue to be depressed.
Commercial rent income	(6,578)	(6,578)	(3,959)	(6,284)	294	308	(14)	This generates a large income stream for the Council and has to be monitored closely.

**FORECAST REVENUE RESERVE BALANCES AT PERIOD 8****2014/15**

Description	Bal B/F as @ 1-Apr-2014	Agreed use of reserves	Movement in Year	Total Movement	Forecast Bal as @ 31-Mar-2015
General Fund Working Balance	-1,350,000				-1,350,000
<b>REVENUE</b>					
<b><i>Capital Financing Reserves</i></b>					
Multi-Storey Car Pk Rep Reserve	-181,000	0	0	0	-181,000
Leisure Structured Maintenance Reserve	-423,000	0	0	0	-423,000
<b><i>Earmarked Reserves</i></b>					
Car Parking Zones Reserve	-630,000	0	0	0	-630,000
Charter Place Tenants Reserve	-160,000	0	0	0	-160,000
Le Marie Centre Repair Reserve	-12,000	0	0	0	-12,000
Rent Deposit Guarantee Scheme	-100,000	0	0	0	-100,000
Homeless Prevention Reserve	-113,000	0	0	0	-113,000
Budget Carry Forwards Reserve	-338,950	338,950	0	338,950	0
Climate Change Reserve	-57,000	0	0	0	-57,000
Recycling Reserve	0	0	0	0	0
NDR Collection Fund Reserve	-4,661,000	0	0	0	-4,661,000
Parks Waste & street Strategy	-60,000	0	0	0	-60,000
<b><i>General Reserves</i></b>					
Exam In Public - LDF Reserve	-233,000	0	0	0	-233,000
Housing Benefit Subsidy Reserve	-996,000	0	0	0	-996,000
Invest To Save Reserve	-839,000	0	80,000	80,000	-759,000
Future Pension Funding Reserve	-2,249,000	0	0	0	-2,249,000
Insurance Fund Reserve	0	0	0	0	0
LA Business Growth Incentive Reserve	-570,000	0	0	0	-570,000
Area Based Grant Reserve	-85,000	0	0	0	-85,000
Performance Reward Grant Resrv	-32,000	0	0	0	-32,000
Housing & PDG Reserve	-266,000	0	0	0	-266,000
Economic Impact Reserve	-1,927,000	-38,000	-1,010,845	-1,048,845	-2,975,845
High Street Inovation Reserve	-90,000	0	0	0	-90,000
PRG Capital Grants-One Watford Reserve	-191,000	0	0	0	-191,000
<b>Revenue Reserves</b>	<b>-14,213,950</b>	<b>300,950</b>	<b>-930,845</b>	<b>-629,895</b>	<b>-14,843,845</b>
<b>Total Reserves incl GFWB</b>	<b>-15,563,950</b>				<b>-16,193,845</b>

## Treasury Management Performance

## Appendix 7

The Council held £37.2M of investments as at 30 November 2014. (See table below). This information is reported in the monthly Members Information Bulletin.

<b>Institution</b>	<b>Principal (£)</b>
<b><u>Banks</u></b>	
Clydesdale	3,000,000
Lloyds	9,200,000
Nat West	8,000,000
Santander UK	5,000,000
<b><i>Total Banks</i></b>	<b>25,200,000</b>
<b><u>Building Societies</u></b>	
Nationwide	4,000,000
Principality	3,000,000
Skipton	5,000,000
<b><i>Total Building Societies</i></b>	<b>12,000,000</b>
<b><i>Total</i></b>	<b>37,200,000</b>

The performance of the Council's treasury management strategy up to 30th November excluding the investment of £4.9m above shows an average annualised return on investments of 0.59% against a benchmark rate of 0.62%.

The forecast for interest receivable remains unchanged at £240k for 2014/15.

**Creditor Payment Monitoring @ Period 8 (November 2014)****Appendix 8**

The Council paid 98.35% of undisputed invoices within 30 days against a target of 100%. Under government legislation, invoices not paid within 30 days are subject to interest charges (excluding those invoices that are in dispute). To date, the Council has not incurred any interest charges.

The number of payments made by BACS for the month was 99.52% (cumulative figure is 98.69%) against a target of 90%.

**Creditor Payment Monitoring Statistics By Service Area**

<b>Service Area</b>	<b>Monthly Undisputed Invoices Paid</b>	<b>Late Payments</b>	<b>Payments On Time</b>	<b>% Payments On Time Period 8</b>	<b>% Payments On Time YTD</b>
Corporate Strategy & Client Services	63	1	62	98.41	98.98
Community & Customer Services	174	2	172	98.85	99.05
Democracy & Governance	238	9	229	96.22	97.98
Regeneration & Development	95	1	94	98.95	99.32
Managing Director	4	0	4	100.00	95.83
Shared Services	18	2	16	88.89	95.15
<b>Total</b>	<b>592</b>	<b>15</b>	<b>577</b>	<b>97.47</b>	<b>98.35</b>

**Debtors Monitoring @ Period 8 (November 2014)****Appendix 9**

The table below shows the number of invoices raised and the amounts outstanding by age of debt from 1st April to 30th November by service areas.

<b>Invoices Outstanding from 1st April 2014 to 30th November 2014</b>									
<b>Service Area</b>	<b>Invoices outstanding by age of debt</b>								
	<b>No. of Invoices</b>	<b>0 - 1 month</b>	<b>2 - 3 months</b>	<b>4 - 6 months</b>	<b>7 - 9 months</b>	<b>10 - 12 months</b>	<b>over 12 months</b>	<b>Instalment Plan</b>	<b>Grand Total</b>
		£	£	£	£	£	£	£	
Corporate Strategy & Client Service	288	17,876	7,743	3,829	7,000	3,415	6,672	987	47,522
Community & Customer Service	298	22,700	593	5,795	4,560	1,685	32,577	586	68,496
Democracy and Governance	133	68,315	574	275	1,439	9,671	7,783	95	88,152
Regeneration and Development	121	254,993	110,645	42,642	21,768	32,091	111,834	380	574,353
Managing Director	3	0	0	2,280	0	0	0	0	2,280
Human Resources	2	0	0	0	0	0	0	0	0
Strategic Finance	33	31,829	30,397	20,724	0	0	17,041	0	99,991
<b>Grand Total</b>	<b>878</b>	<b>395,713</b>	<b>149,952</b>	<b>75,545</b>	<b>34,767</b>	<b>46,862</b>	<b>175,907</b>	<b>2,048</b>	<b>880,794</b>

**Commercial Property Rents****Appendix 10**

The Commercial rent portfolio forms a large part of the Council's total income (approximately 33%). Therefore it is essential that the Council closely monitors this income stream.

	Budget for 2014/5	Invoiced to 30/11/2014	Received to 31/11/2014	Forecast rent for 2014/15	Forecast Variance
AREA/Zone/Site	£	£	£	£	£
Intu	(1,300,000)	(872,846)	(872,846)	(976,300)	323,700
Charter Place	(2,115,100)	(1,419,521)	(1,416,012)	(2,105,000)	10,100
Watford Business Park	(768,000)	(457,408)	(427,390)	(697,800)	70,200
Watford Health Campus/Cardiff Road	(110,000)	(3,945)	(3,945)	(56,000)	54,000
Miscellaneous	(1,093,950)	(840,485)	(787,801)	(1,228,040)	(134,090)
Parks & Leisure	(174,820)	(132,532)	(90,272)	(178,220)	(3,400)
Multi-Story Car Parks (Satellite)	(930,730)	(296,601)	(296,601)	(943,000)	(12,270)
Car Parks (Other)	(24,160)	(20,865)	(18,837)	(24,160)	0
BBC	(61,000)	(45,750)	(45,750)	(61,000)	0
Total	(6,577,760)	(4,089,953)	(3,959,454)	(6,269,520)	308,240



**Council Tax and NNDR Collection Rates**

The Council monitors these performance indicators as part of Managing the Business.

Reference	Description														
<b>RB 1</b>	<b>Council Tax Collection</b>														
Indicator Definition	Percentage of current year council tax collected in year														
		Annual	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	
Watford	Target	95.5	11.0	19.9	28.5	37.4	46.2	55.0	64.4	73.1	82.0	90.1	93.4	95.5	
	2013/14 Actual	95.5	11.0	19.9	28.5	37.4	46.2	55.0	64.4	73.1	82.0	90.1	93.4	95.5	
	2014/15 Actual		11.0	20.2	29.0	38.3	47.0	56.2	65.0	73.7					
	Target Achieved?		☹	😊	😊	😊	😊	😊	😊	😊	😊				
	Direction of Travel		↔	↑	↑	↑	↑	↑	↑	↑	↑				

Reference	Description														
<b>RB 2</b>	<b>NNDR Collection</b>														
Indicator Definition	Percentage of current year national non-domestic rates collected in year														
		Annual	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	
Watford	Target	97.3	13.3	23.9	32.4	42.3	51.4	60.0	70.4	80.1	87.6	93.8	96.4	97.3	
	2013/14 Actual	97.3	13.3	23.9	32.4	42.3	51.4	60.0	70.4	80.1	87.6	93.8	96.4	97.3	
	2014/15 Actual		10.6	21.1	32.0	41.5	49.3	57.9	66.5	75.8					
	Target Achieved?		☹	☹	☹	☹	☹	☹	☹	☹	☹				
	Direction of Travel		↓	↓	↓	↓	↓	↓	↓	↓	↓				

The reduction in collection rate for the year is primarily due to businesses taking up the option of spreading their instalments over 12 months instead of 10 months. The target will be reprofiled for 2015/16 to take account of this.

## CAPITAL SPEND SUMMARY

Cost Centre	Capital Scheme	2014/15				
		Original Budget 2014/15	Actual Spend Pd8 2014/15	Variances Previously Reported	Variances Period 8	Forecast Outturn 2014/15
WA6920	Key Projects	9,669,477	4,389,850	(3,500,000)	(500,000)	5,669,477
WA6921	Environmental Services	404,078	37,756	0	47,625	451,703
WA6922	Community & Leisure Services	3,559,962	152,361	(600,000)	54,420	3,014,382
WA6923	Housing Services	685,802	287,301	0	0	685,802
WA6924	Parking Services	59,111	0	0	0	59,111
WA6925	Asset Management	1,449,369	591,427	100,000	174,040	1,723,409
WA6926	ICT	414,139	39,794	0	0	414,139
WA6927	ICT Shared Services	18,000	0	0	910,517	928,517
WAA601	Corp Serv / Project Mgt	552,470	6,316	0	0	552,470
WA6928	Section 106 Funded Schemes	1,608,282	986,902	0	41,550	1,649,832
WA4900	<b>TOTAL CAPITAL PROGRAMME</b>	<b>18,420,690</b>	<b>6,491,707</b>	<b>(4,000,000)</b>	<b>728,152</b>	<b>15,148,842</b>

## Appendix 13

### Capital Schemes Detailed Expenditure

Cost Centre	Capital Scheme	2014/15				
		Original Budget 2014/15	Variances Previously Reported	Variances Period 8	Forecast Outturn 2014/15	Actual Spend Pd8 2014/15
<b>WA6920</b>	<b>Key Projects</b>					
WAA983	Cultural Quarter Phase 1	2,050,582	0	0	2,050,582	1,527,646
WAA954	Green Spaces Strategy	52,741	0	0	52,741	45,471
WAA923	Health Campus-Contribution to LABV	1,500,000	(1,500,000)	0	0	0
WAA927	Health Campus-Loan to WHHT	2,000,000	(2,000,000)	0	0	0
WAA920	Health Campus	1,603,790	0	(500,000)	1,103,790	442,531
WAA211	New Market	2,462,364	0	0	2,462,364	2,374,202
<b>WA6921</b>	<b>Environmental Services</b>					
WAA992	Additional Green Waste Bins	18,000	0	(18,000)	0	0
WAJ300	Decent Homes Assistance	219,015	0	0	219,015	34,354
WAJ602	Energy Grants	26,954	0	0	26,954	0
WAJ600	Environmental Services Schemes	8,393	0	0	8,393	3,402
WAJ800	Environmental Services Schemes	72,590	0	0	72,590	0
WAA975	Recycling Boxes	36,940	0	(36,940)	0	0
WAA161	Replacement Domestic Bins	22,186	0	(22,185)	1	0
WAA197	Veolia Contract Fleet Requirement	0		124,750	124,750	0
<b>WA6922</b>	<b>Community &amp; Leisure Services</b>					
WAA201	Allotments Upgrades	1,374,720	0	(16,000)	1,358,720	37,963
WAB966	Cassiobury Park HLF Project	478,261	0	70,420	548,681	43,401
WAA202	Farm Terrace Allotments	647,835	0	0	647,835	24,953
WAA219	Gaelic Football Relocation	908,146	(600,000)	0	308,146	25,204
WAA912	Improvements Community Centres	80,000	0	0	80,000	20,840
WAA214	Museum CCTV Intruder Alarm Sys	50,000	0	0	50,000	0
WAA215	Town Centre CCTV Camera Replac	21,000	0	0	21,000	0
<b>WA6923</b>	<b>Housing Services</b>					
WAJ203	Affordable Housing	24,328	0	0	24,328	0
WAJ100	Mand Disabled Facilities Grant	599,552	0	0	599,552	288,986
WAA987	Stand Alone Prop to Decent Std	61,922	0	0	61,922	(1,685)
<b>WA6924</b>	<b>Parking Services</b>					
WAA950	Upgrading/Resurfacing CarParks	59,111	0	0	59,111	0

		2014/15				
Cost Centre	Capital Scheme	Original Budget 2014/15	Variences Previously Reported	Variences Period 8	Forecast Outturn 2014/15	Actual Spend Pd8 2014/15
<b>WA6925</b>	<b>Asset Management</b>					
WAA203	Atrium Phase 5	34,000	0	0	34,000	458
WAA995	Building Investment Programme	1,015,369	0	0	1,015,369	283,095
WAA210	Car Parks Structure Surv	15,000	0	10,000	25,000	24,246
WAA173	CCTV Control Room Relocation	0	0	198,000	198,000	139,459
WAA925	Charter Place	0	0	0	0	(31,317)
WAA994	Depot Refurbishment	0	0	0	0	4,374
WAA952	Match Funding Capital Projects	35,000	0	0	35,000	4,351
WAA213	Pop Up Toilets Refurbishment	35,000	0	(35,000)	0	0
WAA225	Property Review	0	100,000	0	100,000	37,053
WAA991	Veolia Capital Improvements	90,000	0	1,040	91,040	45,522
WAB963	Guest Market (Indoor)	0	0	0	0	(5,027)
WAA185	Watford Business Park Redevelo	225,000	0	0	225,000	89,213
<b>WA6926</b>	<b>ICT</b>					
WAA132	ICT - Document Management Proc	15,000	0	0	15,000	0
WAA134	ICT-Env Health	189,139	0	0	189,139	5,700
WAA109	ICT-Hardware Replacement Prog	80,000	0	0	80,000	1,080
WAA221	ICT-Project Management Provisi	120,000	0	0	120,000	33,014
WAA212	Telephony-Cost of Server Repla	10,000	0	0	10,000	0
<b>WA6927</b>	<b>ICT Shared Services</b>					
WAA982	ShS-Hardware Replace Prog	18,000	0	0	18,000	0
WAA945	ShS-IT Modernisation	0	0	906,917	906,917	0
WAB925	ShS-HR Appraisal Module	0	0	3,600	3,600	0
<b>WAA601</b>	<b>Corporate Services / Project Management</b>					
WAA601	Support Services	552,470	0	0	552,470	6,316
<b>WA6990</b>	<b>New Schemes Requiring Approval</b>					
WAA190	Green Spaces Strategy	0	0	0	0	0
WAA191	ShS-Business Application Upgrades	0	0	0	0	0
WAA192	Town Hall Subway CCTV	0	0	0	0	0
WAA193	Clarendon Road Streetscape Improv	0	0	0	0	0
WAA194	Introduction of Electric Vehicle Rapid	0	0	0	0	0
WAA195	Watford Museum HLF Matchfunding	0	0	0	0	0
WAA196	Private Sector Stock Condition Surve	0	0	0	0	0

		2014/15				
Cost Centre	Capital Scheme	Original Budget 2014/15	Variances Previously Reported	Variances Period 8	Forecast Outturn 2014/15	Actual Spend Pd8 2014/15
<b>WA6928</b>	<b>Section 106 Funded Schemes</b>					
WAB944	Berry Avenue Play Area	60,000	0	0	60,000	0
WAB964	Centennial House Landscaping	210	0	0	210	0
WAB961	Cherry Tree Allotments	12,000	0	0	12,000	12,000
WAB951	Colne River Project	464,903	0	(7,100)	457,803	332,576
WNC004	Colne Valley Improvements	8,699	0	0	8,699	9,000
WAB940	East Drive Play Area	120,000	0	38,500	158,500	136,009
WAB952	Fern Way Play Area Landscaping	15,000	0	(15,000)	0	0
WAB938	Goodwood Rec Play Area Improve	5,000	0	0	5,000	5,068
WAB931	Himalayan Way Play Area	98,942	0	0	98,942	31,823
WAB932	Jellicoe Road Play Area Improv	6,893	0	0	6,893	7,000
WAB950	King George V Playing Field	0	0	39,400	39,400	39,397
WAB954	Knutsford Road	34,600	0	0	34,600	34,600
WAB962	Local Nature Reserves	38,784	0	0	38,784	20,714
WAB958	Local Park Improvements	60,779	0	0	60,779	51,035
WNC022	Multi Use Games At Meriden	120,000	0	0	120,000	0
WAB949	Oxhey Park	0	0	2,150	2,150	2,149
WAB953	Radlet Road MUGA	30,000	0	0	30,000	25,258
WAB946	Ridgehurst Avenue Play Area	50,000	0	(23,500)	26,500	0
WAB948	Riverside Recreation Ground	310,300	0	0	310,300	154,150
WAB945	Southwold Road Play Area	50,000	0	0	50,000	0
WAB942	Waterfields Rec Play Area	122,172	0	7,100	129,272	125,813
WAB960	Wiggenhall Allotments	0	0	0	0	310
<b>WA4900</b>	<b>TOTAL CAPITAL PROGRAMME</b>	<b>18,420,690</b>	<b>(4,000,000)</b>	<b>728,152</b>	<b>15,148,842</b>	<b>6,491,707</b>

## Variances This Period

Centre	Capital Scheme	2014/15	Reason for Variance
WAA920	Health Campus	(500,000)	Rephasing of Health Campus budget to 2015/16 due to delays in making CPO agreements and payments.
WAA923	Health Campus-Contribution to LABV	0	Reversal of £3m Adjustment in Period 6. This is WBC's contributions towards the road infrastructure for the Health Campus Project. The spend had been moved to debtors as it was believed to be Loan Note contributions, however it was actually road infrastructure contributions to the LABV which goes through the capital programme as a WBC infrastructure contribution towards the scheme.
WAA992	Additional Green Waste Bins	(18,000)	Rephased due to service changes
WAA975	Recycling Boxes	(36,940)	Rephased due to service changes
WAA161	Replacement Domestic Bins	(22,185)	Rephased due to service changes
WAA197	Veolia Contract Fleet Requirement	124,750	Finance required from Vehicle Replacement Fund for purchase of caged vehicles
WAA201	Allotments Upgrades	(16,000)	Budget reduction due to full requirements now known in relation to project scope - landscape improvements less than anticipated. Projected underspend to be carried forward.
WAB966	Cassiobury Park HLF Project	70,420	Cabinet approved the Cassiobury Park HLF (Heritage Lottery Fund) project final stage 2 submission and budget on 20th January 2014. A budget of £979k for the HLF Development Stage had already been approved in previous years and the report to Cabinet approved a further draft budget of £5.979m to complete the scheme, however in the final calculations the budget request was revised down to £5.669m. The capital programme includes additional budgets in 2014/15 to 2016/17 for the Delivery Stage totalling £5.669m, of which £4.535m will be funded by HLF grants and the balance of £1.134m funded from S106 contributions which had previously been earmarked for this scheme.
WAA210	Car Parks Structure Surv	10,000	Overspend due to unforeseen structural defects found during original works specification requiring immediate attention. Vire shortfall from 2015/16 budget to correct spend.
WAA173	CCTV Control Room Relocation	198,000	This was an underspend in 2013/14 which should have rephased in to 2014/15 as there was spend in 2014/15, however no request was received. Therefore this increase in budget will be funded from the underspend in 2013/14.
WAA213	Pop Up Toilets Refurbishment	(35,000)	Rephase budget to 2016/17 as no refurbishment approved to date in the investment programme.
WAA991	Veolia Capital Improvements	1,040	This relates to indexation increases included within the Veolia contract
WAA109	ICT-Hardware Replacement Prog	0	The hardware replacement programme budgets are required to avoid the current issues whereby parts of the server, network and desktop estate all require replacement at the same time. This budget will play a key supporting role in delivering services.
WAA982	ShS-Hardware Replace Prog	0	Shared Service budget for the hardware replacement programme as detailed in line above.
WAA945	ShS-IT Modernisation	906,917	Budget Approved by Council in July 2014
WAB925	ShS-HR Appraisal Module	3,600	There was an underspend in 2013/14 which should have been rephased in to 2014/15. The work is being done in 2014/15 and therefore the budget is required. This will be funded from the underspend in 2013/14.
WAB942	Waterfields Rec Play Area	7,100	Virement from WAB951 to fund overspend. Lumped with a number of other projects as part of the parks improvement programme - overspend due to variations and on site instructions with extra works requested
WAB951	Colne River Project	(7,100)	Virement to WAB942 to fund overspend. As above but with some capacity - further works to be expended here on parks improvements in this area
WAB940	East Drive Play Area	38,500	Virement from WAB952 and WAB946 to fund overspend. Play areas lumped together as a single contract. All Equipment purchased went to this code meaning this one overspent but others were underspent - see below
WAB950	King George V Playing Field	39,400	Additional budget requested to fund the overspend. The invoice relates to an outdoor gym at Harebreaks Recreation Ground. There is no budget for this scheme.
WAB949	Oxhey Park	2,150	Additional budget requested to fund the overspend. The overspend was due to some extras which were requested for the scheme which included a new footpath in the park
WAB952	Fern Way Play Area Landscaping	(15,000)	Virement to WAB940 to fund overspend. See WAB940
WAB946	Ridgehurst Avenue Play Area	(23,500)	Virement to WAB940 to fund overspend. See WAB940
	<b>TOTAL VARIANCES</b>	<b>728,152</b>	

## Capital Funding

	Latest Forecast 2014/15	Latest Forecast 2015/16	Latest Forecast 2016/17	Latest Forecast 2017/18
--	-------------------------------	-------------------------------	-------------------------------	-------------------------------

<b>CAPITAL FUNDING</b>				
Grants & Contributions	697,951	2,523,900	2,489,000	239,000
Reserves	3,041,605	38,000	77,125	0
Capital Receipts	9,433,536	6,003,812	1,538,170	1,490,250
Section 106 Contributions	1,975,750	531,858	532,120	0
<b>TOTAL CAPITAL FUNDING</b>	<b>15,148,842</b>	<b>9,097,570</b>	<b>4,636,415</b>	<b>1,729,250</b>

<b>AVAILABLE FUNDING - CAPITAL RECEIPTS RESERVE</b>				
Balance Brought Forward	13,701,293	7,797,367	3,793,555	3,555,385
Used for Financing	(9,433,536)	(6,003,812)	(1,538,170)	(1,490,250)
In Year Receipts	3,529,610	2,000,000	1,300,000	2,000,000
<b>BALANCE CARRIED FORWARD</b>	<b>7,797,367</b>	<b>3,793,555</b>	<b>3,555,385</b>	<b>4,065,135</b>

<b>AVAILABLE FUNDING - SECTION 106 CONTRIBUTIONS</b>				
Balance Brought Forward	2,788,107	1,312,356	795,498	273,378
Used for Financing	(1,975,750)	(531,858)	(532,120)	0
In Year Receipts + Interest	500,000	15,000	10,000	5,000
<b>BALANCE CARRIED FORWARD</b>	<b>1,312,356</b>	<b>795,498</b>	<b>273,378</b>	<b>278,378</b>