

# **Report to the Cabinet**

**Report reference:** C-009-2022/23  
**Date of meeting:** 18th July 2022



**Portfolio:** Finance, Qualis Client & Economic Development – Cllr. John Philip  
**Subject:** Quarter 4 Budget Monitoring Report 2021/22 (Outturn)  
**Responsible Officer:** Andrew Small (01992 564278)  
**Democratic Services:** Adrian Hendry (01992 564246)

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## **Recommendations/Decisions Required:**

1. The General Fund revenue position at the end of Quarter 4 (Outturn) for 2021/22 be noted (*Appendix A*).
2. The General Fund capital position at the end of Quarter 4 (Outturn) for 2021/22 be noted (*Appendix B*).
3. The Housing Revenue Account revenue position at the end of Quarter 4 (Outturn) for 2021/22 be noted; and
4. The Housing Revenue Account capital position at the end of Quarter 4 (Outturn) for 2021/22 be noted (*Appendix C*).

## **Executive Summary:**

This report sets out the 2021/22 General Fund and Housing Revenue Account positions for both revenue and capital, as at 31st March 2022, which represents the Quarter 4 (Outturn) for the 2021/22 financial year.

The figures included within the report are still subject to external audit so should still be considered provisional at this stage.

In terms of General Fund revenue expenditure – at the Quarter 4 (Outturn) stage – a budget underspend of £0.992 million has been recorded, with net expenditure of £15.877 million against an overall budget provision of £16.869 million.

This is a significantly stronger position than anticipated at the Quarter 3 stage and reflects a substantial improvement in the budget performance of key lines of expenditure including (especially) Waste Management (which improved by £532,609 in Quarter 4). The income position also improved with the Council eventually collecting Court Costs of £719,267 (Council Tax £668,762, Business Rates £50,505) compared to zero in 2020/21 (when the magistrates' courts were closed due to the pandemic).

A summary of the General Fund revenue outturn is presented in paragraphs 2.3 and 2.4, which also explains the positive impact on the General Fund Reserve included in the Council's draft Statement of Accounts for 2021/22. Most notably, the long-term strategy of retaining a minimum balance of £4.0 million has been maintained.

The Housing Revenue Account (HRA) revenue position is presented in Section 3. Although there were some pressures in the year (most notably an overspend of £901,000 on Repairs and Maintenance), a planned surplus of £2.059 million was achieved and is to be applied to supporting the 2022/23 budget, which forms part of the strategy in the new HRA Business Plan.

The General Fund Capital position is covered in Section 4, which shows underspending (Programme slippage) of £46.767 million from originally profiled spending of £72.443 million in 2021/22. The single largest factor is the slower than anticipated drawdown on Qualis loans (impact £41.767 million).

The report concludes with Section 5, which covers the HRA Capital position for the year. The outcome is very similar to the forecast presented in Quarter 3, with total Programme slippage of £17.936 million from originally profiled spending of £39.350 million in 2021/22; as reported in previous quarters, planning related delays (especially) on the Housing Development Programme are the dominant factor.

## **1) Background and Introduction**

- 1.1 The Council's budget for 2021/22 (both General Fund and Housing Revenue Account) was approved by full Council on 25th February 2021. This report updates the Stronger Council Select Committee on how the Council's services have performed against their budgets in the financial year.
- 1.2 This is the fourth (and final) update for 2021/22 and includes the 2021/22 General Fund and Housing Revenue Account positions, for both revenue and capital, as at 31st March 2022 ("Quarter 4").
- 1.3 It should be noted that, as reported to Cabinet in February 2021, late service realignments meant that the General Fund service structure presented within the initial 2021/22 Budget required further refinement. The required changes, which are reflected in the tables below, were relatively slight and have no impact on Net Expenditure or Funding.

## **2) General Fund Revenue Budget**

- 2.1 The General Fund revenue position for 2021/22, at the Quarter 4 (Final Outturn) stage – summarised by service area – is presented in **Appendix A**. A budget underspend of £0.992 million has been recorded, with net expenditure of £15.877 million against an overall budget provision of £16.869 million. The table below summarises the position by service.

General Fund Revenue Budget 2021/22 (Quarter 4)			
Description	Budget 2021/22 (Updated)	Outturn (31/03/22)	Variance
	£000's	£000's	£000's
Chief Executive	812	781	(31)
Commercial & Technical Services	448	827	379
Community & Wellbeing	1,506	1,206	(300)
Corporate Services	8,821	8,579	(242)
Customer Services	2,564	1,859	(705)
Finance & Audit	2,226	3,264	1,038
Housing & Property	1,997	2,005	8
Place	431	330	(101)
Planning & Development	1,822	1,810	(12)
Strategy, Delivery & Performance	880	613	(267)
Qualis Income	(3,365)	(2,856)	509
Financing & Recharges	(1,273)	(2,541)	(1,268)
<b>Totals</b>	<b>16,869</b>	<b>15,877</b>	<b>(992)</b>

2.2 The table below reconciles the base budget approved by full Council on 25th February 2021 to the updated position presented in the table above.

Budget Reconciliation 2021/22: Quarter 4	
Description	Value (£000's)
<b>Net Expenditure (approved by full Council 25/02/21)</b>	<b>16,690</b>
<i>( @Q1) Pre-Pandemic DDF Commitments (approved prior to 2020/21):</i>	
Community Housing Fund	24
Contribution to Police Officers	84
MHCLG Recycling Reward Scheme	13
<i>(@Q3) DDF Commitment ("Kickstart" project)</i>	58
<b>Net Expenditure (updated Budget 2021/22 @ Q4)</b>	<b>16,869</b>

\*Revised DDF commitments of £783,000 for 2021/22, established in 2020/21 in the light of the Covid-19 pandemic, yet to be added.

2.3 The most notable variances (£0.2 million+) to the budget in the table above are as follows:

- **Commercial & Technical Services (£379,266 Overspend)** – there was a significant improvement on this directorate in the final quarter (the forecast overspend at Quarter 3 was £849,104). The most significant factor in the improved position related to Waste Management; with a Quarter 3 forecast overspend of £501,795 eventually turning in to a surplus of £30,814 at year end (a ‘positive swing’ of £532,609). The outturn on Recycling exceeded Quarter 3 expectations, which added to an unforeseen one-off saving on the Waste Collection (Biffa) contract in Quarter 4 of £235,000, which offset an identified overspend of the same amount in 2020/21. There are two other notable variances in the directorate as follows:
  - **Car Parking (£274,261 Overspend)** – the budget pressure on the Car Parking service was known about for most of the year, with an eventual overspend of £185,000 on Off-Street Parking being the single largest factor. This represented the combined impact of a structural budget deficit on Season Ticket income and overall, Car Park usage failing to recover to pre-pandemic levels; and
  - **Land & Property (£589,153 Overspend)** – forecast overspending of £218,887 was reported in Quarter 3 due to a range of budget pressures created by lower Rental Income from various Shops and Brooker Road Industrial Estate, along with miscellaneous additional costs, including Legal Fees due to tenancy changes (eventually £63,000 overspent), Professional Fees (eventually £48,000 overspent) and Business Rates on void properties (eventually £59,000 overspent). In Quarter 4, this has been added to by cost pressures on Security Costs (£80,000) and – especially – the late cancellation of Rental Invoices (value £230,000) in March 2022
- **Community & Wellbeing (£300,251 Underspend)** – staff vacancies in both the Economic Projects cost centre (£153,775) and the Community & Wellbeing cost centre (£91,839) are a major factor in the underspend in this directorate.
- **Corporate Services (£241,875 Underspend)** – the single largest factor behind the underspend in this directorate was the ICT cost centre, which recorded a surplus of £315,742; the underspend was driven by a range of smaller factors including combined staff cost savings on two posts of £22,000 (agency cover proving cheaper in this instance), the delayed “GFI” project (saving £50,000 in revenue costs), deferred training costs (saving £46,000) and the realising of savings of £42,000 following the removal of fixed telephone lines.
- **Customer Services (£705,070 Underspend)** – the major headline in this directorate related to an exceptional increase in Court Costs raised (Council Tax £668,762, Business Rates £50,505) which was the main driver behind a surplus of £740,335 on the Local Taxation cost centre; this compares to zero in 2020/21 (when the Council took no Local Tax cases to the Magistrates Court in the light of the pandemic, resulting in a backlog of cases for 2021/22). The Customer Services cost centre also recorded an underspend of £269,644, driven mainly by combined staff savings of £215,000 on the Benefits and Revenues cost centres mostly due to vacancies. In contrast, the Housing Benefits cost centre overspent by £399,840, with the largest factor relating to an accounting adjustment on Housing Benefit Overpayments (impact £206,000).
- **Finance & Audit (£1,037,810 Overspend)** – this directorate absorbs a range of miscellaneous corporate costs. Thus in 2021/22 the most significant cost pressure was the need to provide an additional contribution of £264,000 (above budget) to the Corporate Bad Debt Provision. In addition, the Council also had to pay unbudgeted Pension Costs (re “Added Years/Unfunded Payments” to ex-employees) of £246,000. Additional accounting adjustments of £161,000 were also required to address historic revenue items – not previously charged to revenue – to comply with proper accounting practice. A range of other smaller negative variances were also recorded including the one-off restructuring related costs within the Corporate Finance Team and additional Insurance costs

- **Strategy, Delivery & Performance (£267,851 Underspend)** – the underspend in this directorate was the result of underspending in two cost centres. Firstly, the “Other Activities” cost centre was underspent by £135,608 following a conscious decision to defer the recruitment of project staff until 2022/23 to meet revised project timetables. And secondly, the Strategy, Delivery and Performance Support Services cost centre recorded an underspend of £132,243 most notably due to combined savings of £75,000 on vacant posts and consultants/agency staff costs due to the re-scheduling of projects (noted above).
  - **Qualis Income (£509,063 Overspend)** – forecast income from Qualis was slightly lower than assumed within the budget mainly due to the delayed sale of Land and Buildings to Qualis (£460,817), although this is partially offset by other factors such as the recently agreed extension of the Qualis loan facility; and
  - **Financing & Recharges (£1,267,403 Underspend)** – as reported in previous quarterly updates, the established HRA Recharges budget was overly prudent and resulted in an underspend of £696,629; this has now been corrected in setting the 2022/23 Budget, which was adopted by full Council on 24th February 2022. In addition, anticipated Government grant in support of the Garden Town initiative of £500,000 was assumed in the budget, although – due to uncertainty at the time – this was offset by a Specific Contingency. However, a grant of £250,000 was received, with the balance eventually met from the Garden Town Reserve; the combined impact, removed the need to draw on the Contingency (triggering an underspend of £500,000).
- 2.4 As originally reported from Quarter 1, the un-ringfenced Covid-19 funding allocation of £663,322 finished on budget, although the Sales, Fees and Charges (SFC) Compensation scheme for the period April to June 2021 (scheme withdrawn by Government with effect from July 2021) was £404,269, compared to a budget assumption of £600,000. Despite this the General Fund Reserve (in the draft Statement of Accounts 2021/22) ended the year with a balance of £4.017 million, reflecting several other positive funding and accounting adjustments including additional income from the Council Tax Sharing Agreement and a positive adjustment (of £154,000) for a previously accumulated “Expected Credit Loss” (ECL) on a Qualis revenue loan.

### **3) Housing Revenue Account (revenue)**

- 3.1 The Housing Revenue Account (HRA) revenue position for 2021/22, at the Quarter 4 (Outturn) stage, is summarised in the table below. A surplus of £2.059 million was recorded for the year; this was £0.592 million below the budgeted surplus of £2.651 million.

Housing Revenue Account Budget 2021/22 (Quarter 4)						
Description	Budget 2021/22	IAS19 Adj	Business Plan Adj	Updated Budget 1st October 2021	Outturn (Q4)	Variance
	£000's	£000's	£000's	£000's	£000's	£000's
<b>EXPENDITURE</b>						
Supervision & Management (General)	6,633	(347)	0	6,286	6,305	19
Supervision & Management (Special)	3,953	(180)	0	3,773	3,641	(132)
Rents, Rates, Taxes and Insurances	533	0	0	533	600	67
Repairs and Maintenance	7,723	0	0	7,723	8,624	901
<b>Management &amp; Maintenance</b>	<b>18,842</b>	<b>(527)</b>	<b>0</b>	<b>18,315</b>	<b>19,170</b>	<b>855</b>
Capital Charges	8,782*	0	0	8,782	9,705	923
Major Repairs on Leasehold Properties	300	0	0	300	433	133
Treasury Management Expenses	58	0	0	58	22	(36)
Provision for Bad/Doubtful Debts	91	0	(2)	89	124	35
<b>Total Expenditure</b>	<b>28,073</b>	<b>(527)</b>	<b>(2)</b>	<b>27,544</b>	<b>29,454</b>	<b>1,910</b>
<b>INCOME</b>						
Gross Rent from Dwellings	(33,349)	0	(78)	(33,427)	(33,958)	(531)
Non-Dwellings Rents	(810)	0	0	(810)	(783)	27
Charges for Services & Facilities	(2,092)	0	0	(2,092)	(1,807)	285
Contributions from General Fund	(357)	0	0	(357)	(376)	(19)
<b>Total Income</b>	<b>(36,608)</b>	<b>0</b>	<b>(78)</b>	<b>(36,686)</b>	<b>(36,924)</b>	<b>(238)</b>
<b>Net Cost of Services</b>	<b>(8,535)</b>	<b>(527)</b>	<b>(80)</b>	<b>(9,142)</b>	<b>(7,470)</b>	<b>1,672</b>
Interest on Receipts and Balances	(36)	0	6	(30)	(65)	(35)
Interest Payable on Loans	6,125	0	(387)	5,738	5,476	(262)
Pensions Interest Payable/Return on Assets	652	(652)	0	0	0	0
<b>Net Operating Income</b>	<b>(1,794)</b>	<b>(1179)</b>	<b>(461)</b>	<b>(3,434)</b>	<b>(2,059)</b>	<b>1,375</b>
<i>Appropriations:</i>						
Direct Revenue Contributions to Capital	2,973	0	(2,190)	783	0	(783)
IAS19 Adjustment	(1,179)	1,179	0	0	0	0
<b>(Surplus)/Deficit for Year</b>	<b>0</b>	<b>0</b>	<b>(2,651)</b>	<b>(2,651)</b>	<b>(2,059)</b>	<b>592</b>

\*adjusted for reversal on Repairs Depreciation (£68,000)

3.2 There are six significant factors (above £200,000) behind the deficit as follows:

- **Repairs and Maintenance (£901,000 Overspend)** – there are two items driving this variance:
  - **Housing Repairs (£450,000)** – a large proportion of this variance relates to repair works (both general and void) that sat outside the Qualis base contract and is in line with the forecast outturn position at Quarter 3. In previous years, the Repairs Fund had been used to smooth the annual cost of repairs, but this was exhausted in 2020/21; and
  - **Planned Maintenance (£451,000)** – almost half of this variance (£215,000) reflects additional Gas Servicing costs, due to a high demand for remedial works related to radiators. A further £138,000 relates to various Sheltered Scheme works including a project to redecorate Frank Bretton House which also required the removal of an asbestos floor covering (£54,000).
- **Capital Charges (£923,000 Overspend)** – this variance is due to the difference in depreciation charges calculated following revaluation changes deemed necessary by the Council's external valuers at the Balance Sheet date. Although depreciation charges are effectively 'reversed' out of the HRA, they are replaced with a transfer of the same amount to the Major Repairs Reserve which is then ring fenced to either support capital spending or repay debt.
- **Gross Rent from Dwellings (£531,000 Underspend)** – improvements in void turnaround times, is leading to increased rental income receivable
- **Charges for Facilities and Services (£285,000 Overspend)** – a large proportion of this variance represents lost income from the Telecare service, which is now a free service offered by Essex County Council
- **Interest Payable on Loans – (£262,000 Underspend)** – the interest payable has a direct correlation to the amount of borrowing required annually to support the Capital Programme. Lower than expected capital spend has negated the need to take out supplementary borrowing thereby reducing the interest payable in the year; and
- **Direct Revenue Contributions to Capital (£783,000 Underspend)** – the HRA capital spend was lower than budgeted due to slippage on various schemes; consequently, no revenue contribution to capital was required this year (see Section 5 below for detail).

3.3 The opening HRA Reserve balance for 2021/22 was £2.105 million and, following the outturn surplus of £2.059 million presented above, the balance ended the year at £4.164 million, which is comfortably above the minimum HRA balance of £2.0 million assumed within the HRA Business Plan.

#### 4) General Fund Capital Programme

- 4.1 The General Fund Capital Programme outturn for 2021/22 is summarised – at a service level – in the table below. A more detailed analysis – at a scheme level – is included in **Appendix B**. The updated Programme budget totalled £72.443 million. Spending for the year amounted £25.676 million, leading to an underspend of £46.767 million. The underspend is primarily due to slippage in schemes; Cabinet approval to carry forward unspent budget on these schemes will be sought within the 2022/23 Quarter 1 Budget Monitoring Report.

<b>General Fund Capital Programme outturn 2021/22 (Quarter 4)</b>			
<b>Description</b>	<b>Budget 2021/22 (Updated)</b>	<b>Spending (31/03/22)</b>	<b>Variance (Under) / Over</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
Community & Wellbeing	770	82	(688)
Commercial & Technical	6,945	4,482	(2,463)
Corporate Services	2,807	885	(1,922)
Housing (General Fund)	494	475	(19)
Place	427	0	(427)
Qualis Loans	61,000	19,752	(41,248)
<b>Totals</b>	<b>72,443</b>	<b>25,676</b>	<b>(46,767)</b>

- 4.2 A General Fund Capital Programme budget of £15.946 million was approved by Council in February 2021. A net total of £5.169 million in unspent budgets have been rolled forward from 2020/21, initially resulting in an updated Programme budget of £21.115 million. As previously reported, further additions of £35,150,000 were made in Quarter 1, primarily to reflect the Cabinet's commitment (12th July 2021) to extend the Qualis loan facility by a further £35.0 million in support of the acquisition of additional regeneration sites.
- 4.3 In addition, further adjustments of £16.178 million were made in Quarter 2 to achieve proper accounting practice (rather than representing additional expenditure commitments), primarily to reflect the Asset Purchase Loan (to Qualis) of £16.0 million. The overall updated General Fund Capital Programme for 2021/22 was £72.443 million.
- 4.4 Spending has generally been subdued during the year; most of the underspend is due to the drawdown on Qualis loans being below budget expectations (£41.248 million).
- 4.5 There are two other significant variances (over £1.0 million) to highlight as follows:
- **Commercial and Technical (£2,463,000 Underspend)** – lower than budgeted expenditure was experienced on a range of projects. Most significantly:
    - Cartersfield Road – the project had a budget allocation of £1.436 million for 2021/22. Project delays have been experienced as the Council continues to seek vacant possession from some long-term tenants; comprehensive vacant possession is required for the site before capital works can commence. Latest intelligence suggests that the project may now be delayed until October 2022



- Investment Property Acquisitions – the original budget allocation was £30.0 million and at the Quarter 3 stage this was largely spent having been applied to buying back a series of historic leases to generate higher returns in the long run. The outturn position is an underspend of £1.118 million; slightly more than expected at Quarter 3 (£1.053 million) due to a delay in an anticipated capital payment for a unit on Centric Parade. The remaining unspent balance will be re-profiled for use in 2022/23; however, and in contrast
- Epping Leisure Facility – although this project is profiled to commence in 2022/23, some early capital expenditure has been incurred in 2021/22 on enabling activities including planning, architect, consultancy and other project fees. Total expenditure for the year end was £1.436 million, which offsets – to a large extent – the underspending on the other capital projects in the Commercial and Technical Services directorate.
- **Corporate Services (£1,922,000 Underspend)** – the most significant area of capital underspending in the Corporate Services directorate relates to the ICT Strategy, which had a profiled budget allocation of £2.126 million for 2021/22. The outturn was £0.411 million, leading to an underspend of £1.715 million at year end. Although several individual schemes have progressed well (e.g. a range of applications have been successfully moved to cloud-based solutions including Grounds Maintenance, the Gazetteer and Land Charges), internal resource constraints have led to delays in progressing some other capital schemes as quickly as originally planned (e.g. Network Revamp, Security Solution and replacing Hosted Hardware).

## 5) Housing Revenue Account (HRA) Capital Programme

- 5.1 The Housing Revenue Account (HRA) Capital Programme outturn for 2021/22 is summarised in the table below. A more detailed analysis – at a scheme level – is included in **Appendix C**. The updated Programme budget totalled £39.350 million. Spending in the year amounted to £21.414 million, leading to an underspend of £17.936 million. The underspend is primarily due to slippage in schemes; Cabinet approval to carry forward unspent budget on these schemes will be sought within the 2022/23 Quarter 1 Budget Monitoring Report.

HRA Capital Programme outturn 2021/22 (Quarter 4)			
Description	Budget 2021/22 (Updated)	Spending (31/03/22)	Variance (Under) / Over
	£000's	£000's	£000's
Housing Development	24,506	11,646	(12,860)
Capital Works	14,143	8,993	(5,150)
Other Housing Schemes	701	775	74
<b>Totals</b>	<b>39,350</b>	<b>21,414</b>	<b>(17,936)</b>

- 5.2 An HRA Capital Programme budget of £36.506 million was approved by Council in February 2021. A net total of £2.844 million in unspent budgets have been rolled forward from 2020/21, resulting in an updated Programme budget of £39.350 million for the year.

5.3 There are two significant areas of underspending/slippage on the HRA Capital Programme; Housing Development and Capital Works. Thus:

- **Housing Development (£12,860,000 Underspend)** – there are three elements to the net position to note:
  - **Housebuilding** – the Programme has a total budget of £17.014 million for 2021/22. The actual spend on the Programme is £8.678 million, resulting in an underspend of £8.336 million at year end. Schemes in all phases have encountered delays due to planning consents; schemes in Phase 4.3 encountered planning delays due to their impact on conservation areas leading to a much later start date than originally planned. Schemes in Phase 4.4 are still in the planning stage and hope to return to the Planning Committee for approval early in 2022/23. The Phase 5 schemes have also not progressed as well as originally anticipated with some returning to the design review stage and others still to progress to the planning stage
  - **Qualis Acquisitions** – the budget allocation for this scheme in 2021/22 was £7.492 million, however due to planning issues, the schemes have been re-scheduled to be delivered in 2022/23; and offsetting
  - **Open Market Acquisitions** – the focus of this scheme is to increase the Council's housing stock by averting the potential loss of capital receipts from the Government 1-4-1 Right to Buy (RTB) scheme. Although spending was planned for the final quarter of 2020/21, completions have taken place in the first half of 2021/22, thereby creating an *overspend* of £2.968 million.
- **Capital Works (£5,150,000 Underspend)** – access issues and other pandemic-related delays have been a factor in slippage on Component Replacement programmes during the year. In addition, one large Structural Scheme relating to the Copperfield/Limes Regeneration project (£1.0 million) has been re-scheduled to be delivered in 2022/23.

### **Reason for Decision:**

This report facilitates the scrutiny of the Council's financial position for 2021/22.

In terms of General Fund revenue, overall, it was a more stable picture in 2021/22 compared to the extreme volatility experienced in 2020/21 due to the impact of the pandemic. Quarter 4 was particularly positive, with an anticipated year end deficit at the Quarter 3 stage being reversed with an eventual budget underspend being recorded at the outturn stage. This – combined with funding and other accounting adjustments – eventually negated the need to draw on the General Fund Reserve to support the budget as originally assumed when the budget was set. Consequently, the long-term strategy to retain a minimum General Fund balance of £4.0 million was maintained.

In accordance with the planned transition to the new HRA Business Plan, the HRA revenue budget recorded a substantial surplus, which is to be utilised in funding the 2022/23 budget (as adopted by full Council in February 2022).

Capital spending has been relatively limited in both the General Fund and HRA this year.

### **Options:**

There are no matters for decision in this report. The Cabinet is requested to note the contents but may choose to take further action depending on the matters reported.

**Resource Implications:**

The resource implications in this report are overwhelmingly financial in nature, in the form of budgetary control. Robust budget monitoring processes maximise the opportunity for services to react quickly to potential problems as they emerge, thus reducing the risk of financial problems, impeding the delivery of strategic priorities.

**Legal and Governance Implications:**

The Council has a statutory obligation to maintain a balanced budget and the monitoring process enables the Committee to remain aware of issues and the process to be taken to maintain a balanced budget.

**Safer, Cleaner, Greener Implications:**

There are no SGS implications.

**Consultation Undertaken:**

The development of the original 2021/22 budget was informed by the democratic scrutiny processes.

**Background Papers:**

Management Accounts 2021/22 (Month 12)

Epping Forest District Council: draft Statement of Accounts 2021/22 (published 8th July 2022).

**Risk Management**

The report is primarily presented for information only and has no risk management implications, although regular monitoring and reporting of the type included in this report ensures early warning of significant issues that may place the Council at financial risk. This gives the Cabinet the best opportunity to take actions to mitigate such risks.

## General Fund Revenue Budget 2021/22

## Quarter 4 (Outturn)

Epping Forest DC: General Fund Outturn 2021/22						
@ 31 March 2022 (Month 12)						
General Fund						
Service Area	Activity	Full Year Budget	Q4 Draft Outturn (M12) Unadjusted	Reserve Movements	Q4 Draft Outturn (M12) Adjusted	Variance
		£'s	£'s	£'s	£'s	£'s
Chief Executive	Chief Executive Support Services	685,680	662,350		662,350	23,330
	Corporate Activities	50,070	79,332		79,332	29,262
	Other Activities	75,750	39,505		39,505	36,246
	<b>Sub-Total</b>	<b>811,500</b>	<b>781,187</b>	<b>-</b>	<b>781,187</b>	<b>30,313</b>
Commercial & Technical Services	Car Parking	- 850,000	- 575,739		- 575,739	274,261
	Community & Partnership	212,390	181,589		181,589	30,801
	Contracts & Technical Support Services	1,999,300	1,808,022		1,808,022	191,278
	Cost Centres - Contracts & Technical	3,123,860	3,080,743		3,080,743	43,117
	Emergency Planning & Other		1,563		1,563	1,563
	Environmental Health	206,360	195,762		195,762	10,598
	Land Drainage/Sewerage	99,700	80,434		80,434	19,266
	Land & Property	- 7,507,110	- 6,917,957		- 6,917,957	589,153
	Leisure Facilities	- 500,000	- 572,459		- 572,459	72,459
	North Weald Centre	- 812,950	- 1,259,791	380,000	- 879,791	66,841
	Parks & Grounds	474,690	529,061		529,061	54,371
	Private Sector Housing	- 112,860	- 167,835		- 167,835	54,975
	Regulatory Services	- 237,490	- 254,297		- 254,297	16,807
	Waste Management	4,351,639	4,320,825		4,320,825	30,814
	<b>Sub-Total</b>	<b>447,529</b>	<b>446,795</b>	<b>380,000</b>	<b>826,795</b>	<b>379,266</b>
Community & Wellbeing	Community, Health & Wellbeing	131,960	32,979	24,265	57,244	74,716
	Cost Centres - Community & Wellbeing	506,870	415,031		415,031	91,839
	Economic Projects Support Serv	346,030	192,255		192,255	153,775
	Homelessness	- 444,550	- 415,791	2,746	- 418,537	26,014
	Museum, Heritage & Culture	666,360	665,832	3,522	662,310	4,050
	Voluntary Sector Support	299,510	297,625		297,625	1,885
	<b>Sub-Total</b>	<b>1,506,180</b>	<b>1,187,932</b>	<b>17,997</b>	<b>1,205,929</b>	<b>300,251</b>
Corporate Services	Business Support	1,329,888	1,551,740		1,551,740	221,852
	Cost Centres - Corporate Support	295,190	359,744		359,744	64,554
	Elections	248,610	79,390		79,390	169,220
	Emergency Planning & Other	114,780	115,618		115,618	838
	ICT	3,626,860	3,280,406	30,712	3,311,118	315,742
	Insurance Premiums	826,330	756,309		756,309	70,021
	Member Activities	383,860	352,157		352,157	31,703
	Other Support Services	1,710,176	1,766,642	123	1,766,518	56,342
	Strategy Support Services	285,570	286,795		286,795	1,225
	<b>Sub-Total</b>	<b>8,821,264</b>	<b>8,548,800</b>	<b>30,589</b>	<b>8,579,389</b>	<b>241,875</b>
Customer Services	Cost Centres - Customer Services	2,542,760	2,273,116		2,273,116	269,644
	Customer Support Services	1,522,663	1,525,390		1,525,390	2,727
	Housing Benefits	- 1,122,200	- 722,360		- 722,360	399,840
	Local Taxation	- 415,950	- 1,156,285		- 1,156,285	740,335
	Members Activities	36,950	60,708		60,708	97,658
	<b>Sub-Total</b>	<b>2,564,223</b>	<b>1,859,153</b>	<b>-</b>	<b>1,859,153</b>	<b>705,070</b>
Finance & Audit	Audit Support Services	373,360	377,736		377,736	4,376
	Finance Support Services	1,180,000	1,493,616		1,493,616	313,616
	Finance & Other Activities	672,772	1,392,591		1,392,591	719,819
	<b>Sub-Total</b>	<b>2,226,132</b>	<b>3,263,942</b>	<b>-</b>	<b>3,263,942</b>	<b>1,037,810</b>
Housing & Property	Accommodation	485,330	764,338		764,338	279,008
	Cost Centres - Housing & Property	500,432	460,104		460,104	40,328
	Facilities & Depot Management	633,130	539,304		539,304	93,826
	Housing & Property Support Services	354,810	217,579		217,579	137,231
	Housing Policy	23,330	-	23,330	23,330	-
	<b>Sub-Total</b>	<b>1,997,032</b>	<b>1,981,325</b>	<b>23,330</b>	<b>2,004,655</b>	<b>7,623</b>
Place	Community & Partnership	49,760	7,701	32,095	39,796	9,964
	Cost Centres - Place	381,610	340,758	50,000	290,758	90,852
	<b>Sub-Total</b>	<b>431,370</b>	<b>348,460</b>	<b>17,905</b>	<b>330,555</b>	<b>100,815</b>
Planning & Development	Cost Centres - Planning Services	2,150,920	2,099,284		2,099,284	51,636
	Local Plan Implementation	880,030	882,229	537,842	344,387	535,643
	Planning & Development	- 990,960	- 436,279	16,540	- 452,819	538,141
	Planning Support Services	276,390	263,000		263,000	13,390
	Regulatory Services	- 494,460	- 565,720	121,562	- 444,158	50,302
	<b>Sub-Total</b>	<b>1,821,920</b>	<b>2,242,514</b>	<b>432,820</b>	<b>1,809,694</b>	<b>12,226</b>
Strategy, Delivery & Performance	Other Activities	161,600	25,992		25,992	135,608
	Strategy, Delivery & Performance Support	718,761	586,518		586,518	132,243
	<b>Sub-Total</b>	<b>880,361</b>	<b>612,510</b>	<b>-</b>	<b>612,510</b>	<b>267,851</b>
<b>General Fund Total</b>		<b>21,507,511</b>	<b>21,272,617</b>	<b>1,191</b>	<b>21,273,808</b>	<b>233,703</b>
	Qualis Income	- 3,365,200	- 2,856,137		- 2,856,137	509,063
	HRA Recharges	- 3,988,333	- 4,684,962		- 4,684,962	696,629
	<b>Financing</b>					
	Interest (inc. Qualis):					
	Interest Receivable	- 25,000	- 6,701		- 6,701	18,299
	Interest Payable	1,328,000	1,267,927		1,267,927	60,073
	Minimum Revenue Provision	912,000	883,000		883,000	29,000
	Specific Contingency	500,000	-		-	500,000
<b>General Fund (Net Expenditure)</b>		<b>16,868,978</b>	<b>15,875,745</b>	<b>1,191</b>	<b>15,876,936</b>	<b>992,042</b>

## General Fund Capital Programme 2021/22

## Quarter 4 (Outturn)

General Fund Capital Programme Outturn 2021/22								
Scheme	2020/21 Budget Outturn (xtract)			2021/22 Budget Outturn (@ 31 March 2022 - Q4)				
	2020/21 Unspent / (Overspent) Balances	Savings	Balances Rolled Forward into 2021/22	2021/22 Budget Allocation	In-Year Changes (Q2)	2021/22 Updated Budget	Actual Spending 2021/22	Variance (Uspend) / Ospend
	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s
<b>Community &amp; Wellbeing</b>								
Joint Museum and Library Facility	300,000	-	300,000	470,000	-	770,000	81,983	(688,018)
<b>Sub-Totals</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>470,000</b>	<b>-</b>	<b>770,000</b>	<b>81,983</b>	<b>(688,018)</b>
<b>Commercial &amp; Technical</b>								
Cartersfield Road	(71,136)	-	71,136	1,330,000	177,600	1,436,464	-	(1,436,464)
Investment Property Acquisition Fund	2,152,387	-	2,152,387	-	-	2,152,387	1,034,520	(1,117,867)
Investment Properties (Landmark Buildings)	51,791	- 51,791	-	-	-	-	-	-
EFDC Shopping Park	21,677	- 21,677	-	-	-	-	-	-
CCTV Replacement Programme	146,670	- 50,854	95,816	85,000	-	180,816	95,379	(85,437)
CarPark CCTV Systems	38,423	- 30,423	8,000	-	-	8,000	18,259	10,259
Superfast Broadband (REFCuS)	350,000	-	350,000	-	-	350,000	-	(350,000)
Disabled Facilities Grants	-	-	-	971,510	-	971,510	793,702	(177,808)
Home Assist Grants	-	-	-	-	-	-	37,783	37,783
Car Park Schemes	(46,361)	46,361	-	-	-	-	18,785	18,785
Civic Offices Accommodation Project	173,115	-	173,115	50,000	-	223,115	331,284	108,169
Civic Offices - Café External Works	-	-	-	100,000	-	100,000	24,021	(75,979)
Grounds Maintenance	19,400	-	19,400	30,000	-	49,400	8,455	(40,945)
Highways	140,000	-	140,000	-	-	140,000	41,917	(98,083)
NWA Preparations Phase 1	-	-	-	200,000	-	200,000	-	(200,000)
Vehicle Fleet Replacement & Equipment	750,000	-	750,000	383,000	-	1,133,000	510,260	(622,740)
Epping Leisure Facility	-	-	-	-	-	-	1,562,560	1,562,560
Ongar Leisure Centre	10,770	- 10,770	-	-	-	-	4,953	4,953
<b>Sub-Totals</b>	<b>3,736,736</b>	<b>- 119,154</b>	<b>3,617,582</b>	<b>3,149,510</b>	<b>177,600</b>	<b>6,944,692</b>	<b>4,481,879</b>	<b>(2,462,813)</b>
<b>Corporate Services</b>								
ICT General Schemes	89,021	-	89,021	128,000	-	217,021	74,642	(142,379)
ICT Strategy	120,464	35,060	155,524	1,970,500	-	2,126,024	410,572	(1,715,452)
Civic Offices Accommodation Project (ICT)	448,756	-	448,756	15,000	-	463,756	399,927	(63,829)
<b>Sub-Totals</b>	<b>658,241</b>	<b>35,060</b>	<b>693,301</b>	<b>2,113,500</b>	<b>-</b>	<b>2,806,801</b>	<b>885,140</b>	<b>(1,921,661)</b>
<b>Housing (Property Services)</b>								
Oakwood Hill Depot extension	39,171	-	39,171	-	-	39,171	32,599	(6,572)
Town Mead Depot	799	- 799	-	-	-	-	-	-
Investment Properties (Planned Works)	266,400	- 10,484	255,916	65,100	-	321,016	401,332	80,316
Operational Properties (Planned Works)	85,928	-	85,928	48,000	-	133,928	40,698	(93,230)
<b>Sub-Totals</b>	<b>392,298</b>	<b>- 11,283</b>	<b>381,015</b>	<b>113,100</b>	<b>-</b>	<b>494,115</b>	<b>474,628</b>	<b>(19,487)</b>
<b>Place</b>								
Climate & Environmental Projects	400,000	- 223,016	176,984	250,000	-	426,984	-	(426,984)
<b>Sub-Totals</b>	<b>400,000</b>	<b>- 223,016</b>	<b>176,984</b>	<b>250,000</b>	<b>-</b>	<b>426,984</b>	<b>-</b>	<b>(426,984)</b>
<b>Qualis</b>								
Asset Purchase Loan	-	-	-	-	16,000,000	16,000,000	14,752,500	(1,247,500)
Regeneration Finance Loans	-	-	-	45,000,000	-	45,000,000	5,000,000	(40,000,000)
<b>Sub-Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000,000</b>	<b>16,000,000</b>	<b>61,000,000</b>	<b>19,752,500</b>	<b>(41,247,500)</b>
<b>Total</b>	<b>5,487,275</b>	<b>- 318,393</b>	<b>5,168,882</b>	<b>51,096,110</b>	<b>16,177,600</b>	<b>72,442,592</b>	<b>25,676,130</b>	<b>(46,766,462)</b>

## Housing Revenue Account Capital Programme 2021/22

## Quarter 4 (Outturn)

HRA Capital Programme Outturn 2021/22									
	2020/21 Budget Outturn (xtract)			2021/22 HRA Capital Outturn (@ 31 March 2022: Q4)					
	2020/21 Unspent/ (Overspent) Balances	Savings	Balances Rolled Forward into 2021/22	Balances Rolled Forward from 2020/21	Virements between Schemes 2021/22	2021 Budget Allocation	2021/22 Budget (Updated)	Actual Spending 2021/22	Variance (Uspend) / Opend
Schemes	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s
<b>Housing Development Programme:</b>									
Housebuilding	4,540,000	- 4,540,000	-	-	-	17,014,000	17,014,000	8,678,000	8,336,000
Open Market Acquisitions	-	-	-	-	-	-	-	2,968,000	(2,968,000)
Qualis Acquisitions	-	-	-	-	-	7,492,000	7,492,000	-	7,492,000
<b>Sub-Totals</b>	<b>4,540,000</b>	<b>- 4,540,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,506,000</b>	<b>24,506,000</b>	<b>11,646,000</b>	<b>12,860,000</b>
<b>Capital Works:</b>									
Heating	314,000	-	314,000	314,000	-	1,519,000	1,833,000	1,141,000	692,000
Windows, Door and Roofing	1,249,000	-	1,249,000	1,249,000	- 643,000	3,003,000	3,609,000	2,760,000	849,000
Compliance Planned Maintenance	96,000	-	96,000	96,000	150,000	623,000	869,000	430,000	439,000
Kitchens & Bathrooms (inc void allocation)	125,000	-	125,000	125,000	-	1,375,000	1,500,000	933,000	567,000
Electrical	- 129,000	-	129,000	- 129,000	-	2,175,000	2,046,000	1,845,000	201,000
Sprinklers	175,000	-	175,000	175,000	-	100,000	275,000	-	275,000
Environmental	106,000	-	106,000	106,000	-	584,000	690,000	451,000	239,000
Structural works	223,000	-	223,000	223,000	493,000	1,550,000	2,266,000	629,000	1,637,000
Disabled adaptations	- 56,000	-	56,000	- 56,000	56,000	650,000	650,000	765,000	(115,000)
Asbestos Removal	63,000	-	63,000	63,000	- 56,000	251,000	258,000	39,000	219,000
Estate Improvements	57,000	- 50,000	7,000	7,000	-	140,000	147,000	-	147,000
<b>Sub-Totals</b>	<b>2,223,000</b>	<b>- 50,000</b>	<b>2,173,000</b>	<b>2,173,000</b>	<b>-</b>	<b>11,970,000</b>	<b>14,143,000</b>	<b>8,993,000</b>	<b>5,150,000</b>
<b>Other Housing Schemes:</b>									
Service Enhancements	691,000	- 20,000	671,000	671,000	-	30,000	701,000	695,000	6,000
<b>Sub-Totals</b>	<b>691,000</b>	<b>- 20,000</b>	<b>671,000</b>	<b>671,000</b>	<b>-</b>	<b>30,000</b>	<b>701,000</b>	<b>695,000</b>	<b>6,000</b>
<b>Vehicle Replacements</b>	<b>74,000</b>	<b>- 74,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>	<b>(80,000)</b>
<b>Total Expenditure</b>	<b>7,528,000</b>	<b>- 4,684,000</b>	<b>2,844,000</b>	<b>2,844,000</b>	<b>-</b>	<b>36,506,000</b>	<b>39,350,000</b>	<b>21,414,000</b>	<b>17,936,000</b>