

DECEMBER 2017 - SALARIES

<u>DIRECTORATE</u>	<u>2017/18</u>			<u>2016/17</u>		
	<u>EXPENDITURE</u>	<u>BUDGET</u>	<u>VARIATION</u>	<u>EXPENDITURE</u>	<u>BUDGET</u>	<u>VARIATION</u>
	<u>31/12/2017</u>	<u>PROVISION</u>	<u>FROM BUDGET</u>	<u>TO 31/12/16</u>	<u>PROVISION</u>	<u>FROM BUDGET</u>
	<u>£000</u>	<u>(REVISED)</u>	<u>(REVISED)</u>		<u>(REVISED)</u>	<u>(REVISED)</u>
		<u>£000</u>	<u>%</u>	<u>£000</u>	<u>£000</u>	<u>%</u>
CHIEF EXECUTIVE	429	449	-4.5	232	232	0.0
RESOURCES *	4,321	4,444	-2.8	4,132	4,191	-1.4
GOVERNANCE *	2,728	2,746	-0.7	2,741	2,765	-0.9
NEIGHBOURHOODS *	3,180	3,232	-1.6	3,241	3,305	-1.9
COMMUNITIES *	5,858	5,878	-0.3	5,611	5,612	0.0
TOTAL	16,516	16,749	-1.4	15,957	16,105	-0.9

* Agency costs are included in the salaries expenditure.

Neighbourhoods revised budget provision assumes £260,000 of Salary/Agency expenditure will be funded from the Local Plan DDF.

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual		Comments
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Museum	121	90	88	102	-2	-2	There are no major variances.
Bed & Breakfast Accommodation	271	203	282	252	79	39	After a period where bed and breakfast placements had levelled out caseload has again started to increase. As a result, expenditure in the third quarter is higher than expected but rental income has also risen during the same period, as seen below.
Disabled Facility Grants	694	390	392	463	2	1	The Council has a legal duty to provide Disabled Facility Grants to all residents who meet the eligibility criteria. These grants are used for disabled adaptation works such as stair lifts, disabled entry solutions and bathroom renovations and will be fully funded by the Better Care Fund. There are no major variances in quarter three.
Grants to Voluntary Groups	88	33	31	31	-2	-6	There are no major variances.
Voluntary Sector Support	174	150	150	170	0	0	There are no variances in the current year. In the prior year the second instalment to VAEF was paid in December but in 2017/18 the payment was made in January.
<u>Major income items:</u>							
Bed & Breakfast Accommodation	280	252	263	250	11	4	Rents are higher than expected due to the increased caseload.
	1,628	1,118	1,206	1,268			

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual			<u>Comments</u>
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	17/18 Budget v Actual £'000			
		£'000	£'000	£'000	£'000		%	
<u>Major income items</u>								
Development Control	977	741	703	882	-38		-5	2017/18 has seen reduced levels of fee income compared to the previous year. This is possibly because major developers are awaiting the publication of the Local Plan prior to submitting any planning applications within the district. It is worth noting that from mid-January 2018 the government has allowed Local authorities to increase fees by 20 percent which has been reflected in the current budgets.
Building Control Fee Earning	530	403	431	365	28		7	The income received has exceeded both the budget to date and the previous year's actual. The generation of income has been steadily improving over the recent years due to uncertainty in the housing market. The trend in the Building Control fee has continued into quarter three which leads to indicate that the full year budget may well be exceeded.
Local Land Charges	174	133	130	126	-3		-2	2017/18 has seen a minor improvement in the level of fee income compared to the previous year which has been reflected in the current year budgets. The actual at quarter three is just below target with the budget.
	1,681	1,277	1,264	1,373				

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual		Comments
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	£'000	%	
Major expenditure items:							
Refuse Collection	1,379	807	797	796	-10	-1	} No major variances.
Street Cleansing	1,318	790	797	795	7	1	
Recycling	2,835	1,585	1,568	1,543	-17	-1	No major variances.
Highways General Fund	112	97	57	27	-40	-41	The level of replacement of street furniture and litter bins is hard to predict and hence causes timing differences on expenditure. The variance between years is due to match funding of the Highways panel (See Cabinet report C-071-2016/17).
Off Street Parking	464	346	312	388	-34	-10	Maintenance items are showing savings a substantial amount of the repairs budget is spent in the fourth quarter.
North Weald Centre	238	167	150	142	-17	-10	Due to the nature of maintenance costs the budget is phased into 12 equal amounts, however expenditure tends to be heavier in quarter four.
Land Drainage & Contaminated Land	98	85	45	44	-40	-47	This is a maintenance driven budget and has a volatile pattern of spend. Generally expenditure is heavier in the winter months though a small underspend now looks likely.
	6,444	3,877	3,725	3,734			

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual		<u>Comments</u>
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	£'000	%	
<u>Major expenditure items</u>							
Forward Planning/Local Plan	1,259	397	394	777	-3	-1	As the investigative and evidence gathering part of the Local Plan is nearing completion a majority of the spend is scheduled in the final quarter when the plan is due to be submitted to the inspectorate late March 2018.
<u>Contract cost Monitoring</u>							
Leisure Facilities:-							
Loughton Leisure Centre	-138	-104	-105	-128	-1	1	As the new leisure contract is paid via Direct Debit no variances will arise in year. The variance between years is indicative of the saving being generated in the contract in the first year.
Epping Sports Centre	234	156	156	212	0	0	
Waltham Abbey Pool	16	12	18	349	6	50	
Ongar Sports Centre	98	65	65	201	0	0	
	210	129	134	634			

2017/18
DIRECTORATE FINANCIAL MONITORING - NEIGHBOURHOODS (3)

ANNEX 4c

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual		<u>Comments</u>
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	£'000	%	
<u>Major income items:</u>							
Refuse Collection	80	60	59	53	-1	-2	No major variances. This relates to bulk waste collections and collections have increased on last year.
Recycling	1,426	742	732	646	-10	-1	There is a variance between years due to the Avoided Disposal Cost being applied sooner in 2017/18 compared to the previous year.
Off Street Parking	1,367	988	982	924	-6	-1	Income is higher in 2017/18 mainly due to pay and display being £70,000 higher. This could be due to more proactive monitoring by the contractor.
North Weald Centre	914	796	805	695	9	1	little in-year variance. Variance between years arises due to increases in Market and Casual rents.
Hackney Carriages	176	132	133	138	1	1	No major variances
Licensing & Registrations	110	82	100	89	18	22	Income appears up on expectations but there is likely to be some income that relates to 2018/19 in the current year actual.
Fleet Operations MOTs	220	165	163	129	-2	-1	There has been a marked increase in the number of MOT's carried out over the previous year, also an increase in the value of additional works carried out on the fleet.
	4,293	2,965	2,974	2,674			

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual			<u>Comments</u>
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	£'000		%	
<u>Major income items:</u>								
Industrial Estates	1,600	1,457	1,648	1,196	192		13	A number of leases have had favourable rent reviews this year across all estates.
Business Premises - Shops	2,223	2,223	2,222	2,169	-1		0	No in-year variance. The variance between years is due to increases from rent reviews.
Epping Forest Shopping Park	490	121	115	N/A	-6		-5	No major variances.
Land & Property	215	214	201	305	-13		-6	The in-year variance is due to lower than expected top-up of the former lease turnover amount due. A variance arises between years due to a premium obtained for the renewal of the lease in December 2016.
	4,529	4,014	4,187	3,670				

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual		Comments
		17/18 Budget	17/18 Actual	16/17 Actual	Budget v Actual		
		£'000	£'000		£'000	%	
<u>Major expenditure items:</u>							
Building Maintenance	508	238	207	232	-31	-13	Expenditure fluctuates year on year due to Building Maintenance works being determined on a rolling five year programme which identifies and prioritises the works required to the non-office assets. 2017/18 has seen a reduction in the budget and actual than previous year due to some planned maintenance works placed on hold pending the outcome of the next stage of the accommodation review as part of the transformation programme. Expenditure totalling £29,500 is committed to work which will be completed in the fourth quarter enabling the work programme for the year to be accomplished.
Information & Communication Technology	1,102	998	968	892	-30	-3	The full year budget includes the cost of the councils Multi-Function Devices, Network Telephone & Mobiles, provision of the Service Desk and maintenance for all Systems in use. Expenditure in 2017/18 is higher than the comparative actual due to the yearly incremental costs relating to the renewal of maintenance contracts for the Councils systems. Although at quarter three the expenditure is lower than the profiled budget, it is expected that this will be spent in the last quarter of the year for ongoing system projects within the Council.
Benefit relating to Bed & Breakfast cases (Non-HRA Rent Rebates)	289	215	211	204	-4	-2	2017/18 has seen an increase in the number of homeless people placed in Bed and Breakfast accommodation compared to the previous year. The actual at quarter three is in line with the profiled budget but there has been an increase in placements recently.
Bank & Audit Charges	118	69	69	49	0	0	The expenditure in quarter three is on target with the budget to date. The increase in expenditure compared to the prior year is the result of a timing difference in the billing for the Audit fee.
	2,017	1,520	1,455	1,377			
<u>Major income items:</u>							
Investment Income	205	171	168	279	-3	-2	The in year variance is in line with expectations. The variance between years is due to lower investment balances, and shorter terms for investing due to the requirement to have liquidity of funds available at short notice to cover the on-going Capital Programme.
	205	171	168	279			

2017/18 DIRECTORATE FINANCIAL MONITORING - HOUSING REVENUE ACCOUNT

ANNEX 6

	17/18 Full Year Budget £'000	Third Quarter			17/18 Variance Budget v Actual		<u>Comments</u>
		17/18 Budget £'000	17/18 Actual £'000	16/17 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Management & General	297	188	162	192	-26	-14	Expenditure is lower than expected in the first three quarters of 2017/18 due to less spend on new equipment for new housing system and consultant fees within the Policy & Management budget than originally anticipated.
Housing Repairs	5,976	2,236	2,171	2,640	-65	-3	This underspend relates to expenditure on planned maintenance (£28,000), responsive repairs (£16,000) and engineering maintenance (16,000). With regard to responsive repair works, it is always difficult to forecast when they will arise due to the demand-led nature of the works. Having said that, expenditure is generally higher during the winter months.
Special Services	1,098	638	553	670	-85	-13	The underspend in this section relates to utility costs and tree felling.
	<u>7,371</u>	<u>3,062</u>	<u>2,886</u>	<u>3,502</u>			
<u>Major income items:</u>							
Non-Dwelling Rents	852	642	637	650	-5	-1	No major variances.
Gross Dwelling Rent	31,536	23,652	23,649	24,456	-3	0	No major variances. The year on year variance relates to the 1% government led rent decrease.
	<u>32,388</u>	<u>24,294</u>	<u>24,286</u>	<u>25,106</u>			