

|                          |  |                              |
|--------------------------|--|------------------------------|
| <b>Committee:</b>        | Cabinet  | <b>Date:</b>                 |
| <b>Title:</b>            | Budget Outturn 2019/20 - Qtr. 2 Forecast                                   | Tuesday, 26<br>November 2019 |
| <b>Portfolio Holder:</b> | Portfolio Holder for Finance and Budget                                    |                              |
| <b>Report Author:</b>    | Angela Knight, Assistant Director - Resources<br>aknight@uttlesford.gov.uk | <b>Key decision:</b><br>N    |

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## Summary

1. This report details financial performance relating to the General Fund, Housing Revenue Account, Capital Programme and Treasury Management. It is based upon actual expenditure and income from April to September and predicts a forecast for the end of the 2019/20 financial year.
2. The General Fund is forecasting a £7,000 overspend, made up of small net variances in direct services and net reductions in capital financing.
3. The Housing Revenue Account is forecasting a net operating surplus of £400,000; after in year reserves adjustments this gives an overall budget surplus of £317,000.
4. The Capital Programme is forecasting a current year underspend of £6,834,000; this is due to requested slippage of £7,068,000 to be carried forward to 2020/21. This leaves an actual overspend of £234,000.
5. Treasury management activity has been in accordance with the Strategy.

## Recommendations

6. The Cabinet is recommended to approve the General Fund, Housing Revenue Account and Capital Programme outturn forecast position and the updated use of reserves.

## Financial Implications

7. Any financial implications are contained in the body of this report.

## Background Papers

8. No background papers have been referred to in the preparation of this report.

## Impact

- 9.

|                            |   |
|----------------------------|---|
| Communication/Consultation | Budget Managers and Corporate Management Team |
| Community Safety           | N/A   |

|                                 |     |
|---------------------------------|-----|
| Equalities                      | N/A |
| Health and Safety               | N/A |
| Human Rights/Legal Implications | N/A |
| Sustainability                  | N/A |
| Ward-specific impacts           | N/A |
| Workforce/Workplace             | N/A |

### General Fund Revenue Account

10. The net operating expenditure is £3,233,000 underspent and after adjusting for the associated use of reserves, this gives an overall net overspend of £7,000. The following table provides a summary of the budget outturn and full details of service income and expenditure is shown in Appendix A.

| £'000                              | 2018/19       | 2019/20         |                |                  |                |
|------------------------------------|---------------|-----------------|----------------|------------------|----------------|
|                                    | Outturn       | Original Budget | Current Budget | Forecast Outturn | Variance       |
| Communities & Partnerships         | 778           | 895             | 853            | 1,288            | 435            |
| Housing & Economic Development     | 1,485         | 1,792           | 1,792          | 1,756            | (35)           |
| Environmental Services             | 2,454         | 3,481           | 4,123          | 4,006            | (117)          |
| Finance & Administration           | 5,507         | 6,781           | 6,181          | 5,757            | (424)          |
| <b>Portfolio (Service) Budgets</b> | <b>10,224</b> | <b>12,948</b>   | <b>12,948</b>  | <b>12,807</b>    | <b>(141)</b>   |
| Corporate Items                    | (1,736)       | (1,705)         | 4,031          | 939              | (3,091)        |
| <b>Total Net Budget</b>            | <b>8,487</b>  | <b>11,243</b>   | <b>16,979</b>  | <b>13,746</b>    | <b>(3,233)</b> |
| Funding                            | (5,614)       | (7,609)         | (7,609)        | (7,662)          | (53)           |
| <b>Net Operating Profit</b>        | <b>2,874</b>  | <b>3,634</b>    | <b>9,370</b>   | <b>6,085</b>     | <b>(3,286)</b> |
| Transfers to/(from) Reserves       | 2,457         | 2,023           | (3,713)        | (420)            | 3,293          |
| <b>OVERALL NET POSITION</b>        | <b>5,331</b>  | <b>5,657</b>    | <b>5,657</b>   | <b>5,664</b>     | <b>7</b>       |

### Budget Movements (original to current)

11. The original budget for 2019/20 approved by Council on 25 February has been updated and this is reflected in the current budget. The adjustments relate to the following items:

- Services (Portfolio's) – No changes to the overall budget total for services. To allow for more transparency and clarity of spending relating to Garden Communities a new cost centre has been set up. The total budget movements are £909,000, this will now all be managed and reported within Garden Planning (GGP), the budget virements are as follows:

- £600,000 from Corporate Team for Garden Communities delivery
  - £309,000 from Planning Policy for Development Plan Document preparation
- Capital Financing – the increase in the current budget from the original of £5,736,000 is the financing of the capital programme slippage brought forward from 2018/19 as approved at July Cabinet.

## Variations

12. The forecasted position is a bottom line variance of £7,000 overspend compared to the quarter one position of £79,000 underspend, this is a total increased spend of £86,000. This key changes to the variances are;

- Planning Appeals - £255,000 - increased cost and this was reported in September as a post quarter end balance but it was not included in the actual costs
- Housing Benefits - £175,000 - subsidy income originally calculated at 98% of expenditure, due to updated information and accuracy rates this has been uplifted to 99%

13. The services budget is predicting a net underspend of £141,202, after adjusting for the associated reserves movements the actual variance in direct services is a net underspend of £141,714.

14. The table below gives a summary of the under and overspends related to each portfolio service area. The table also identifies whether these are for one year only or expected to continue in future years (ongoing) and the reserves movements directly associated to service activities. Further details of the reserves movements can be found in paragraph 21.

|   | Savings/Additional Income |                    | Increased costs/Decreased |                  | Other Immaterial | Total Net Variance |
|---|---------------------------|--------------------|---------------------------|------------------|------------------|--------------------|
|   | One off savings           | Ongoing savings    | One off Growth            | Ongoing Growth   |                  |                    |
| Communities & Partnerships                      | (83,000)                  | (33,800)           | 525,000                   | 37,170           | (10,798)         | 434,572            |
| Housing & Economic Development                  | (328,340)                 | (17,470)           | 308,030                   | 0                | 2,367            | (35,413)           |
| Environmental Services                          | (785,220)                 | (454,993)          | 899,450                   | 224,900          | (990)            | (116,853)          |
| Finance & Admin                                 | (721,216)                 | (1,817,512)        | 328,920                   | 1,788,836        | (2,536)          | (423,508)          |
| <b>Total Service Variances</b>                  | <b>(1,917,776)</b>        | <b>(2,323,775)</b> | <b>2,061,400</b>          | <b>2,050,906</b> | <b>(11,957)</b>  | <b>(141,202)</b>   |
| <b>Use of reserves</b>                          |                           |                    |                           |                  |                  |                    |
| Grants & Contributions                          |                           |                    | (500,000)                 |                  |                  |                    |
| Corporate Management                            | 184,968                   |                    |                           |                  |                  |                    |
| Communications                                  |                           |                    | (43,000)                  |                  |                  |                    |
| Planning Policy                                 |                           |                    | (37,330)                  |                  |                  |                    |
| Development Control                             |                           |                    | (25,000)                  |                  |                  |                    |
| Legal Services                                  |                           |                    | (11,870)                  |                  |                  |                    |
| Garden Communities                              | 255,500                   |                    |                           |                  |                  |                    |
| Homelessness                                    | 116,220                   |                    |                           |                  |                  |                    |
| Private Finance Init                            | 48,000                    |                    |                           |                  |                  |                    |
| Health Improvement                              | 12,000                    |                    |                           |                  |                  |                    |
| <b>Actual Service Variances net of reserves</b> | <b>(1,301,088)</b>        | <b>(2,323,775)</b> | <b>1,444,200</b>          | <b>2,050,906</b> | <b>(11,957)</b>  | <b>(141,714)</b>   |

15. The key variances greater than £30,000 that are not funded through the use of reserves are detailed below:

### ***Overspends***

- Development Control, £352,000 - this relates to the increase in planning appeals and the professional fees and legal costs related to the undetermined Stansted Airport planning application.
- Building Surveying, £95,000 - income has decreased due to reduced applications

### ***Underspends***

- Housing Benefits Subsidy - £175,000 - subsidy income originally calculated at 98% of expenditure due to updated information and accuracy rates this has been uplifted to 99%
- Waste and Recycling - £72,000 is due to the reduced cost of diesel and providing the bin delivery service in house
- Council Tax Discounts - £62,000 is an increase in the income from the Essex Sharing Agreement for additional tax base growth in year
- Planning Policy, £55,000 - service restructure reduced staffing by 1 full time post
- Financial Services, £45,000 - insurance renewal (all categories) has generated a reduced premium
- Public Health, £38,000 - additional income due to higher levels of food imports through the Border Inspection Post at Stansted Airport.
- Central Services, £33,000 underspend - staff vacancy

16. The variance of £3,091,000 in the Corporate costs relate to the following items:

- Capital Financing – the decreased cost of financing is for two capital projects, the New Depot Site and the Superfast broadband project, this has no bottom line budget impact as both these are funded directly from the reserves where there is a contra entry
- Investment Income/charges – the net increase of £116,000 (reduction in borrowing costs and increase in income) is due to the re-profiling of the additional loans to Aspire (CRP) Ltd

### **Key Risks**

17. The outturn forecast is the most informed prediction we have at this point in time and is reliant on estimates and assumptions provided by service managers.

18. Detailed below are the areas which are deemed as **HIGH** risk and have the potential to materially affect our year-end financial position.

- **Planning** (Local Plan)– the Stage 1 Hearings concluded on 18 July and whilst there was nothing unexpected to arise from the sessions, there are a series of examination actions that must be completed ahead of the second stage. The Inspectors have said that once they have reviewed the council’s responses they will write to the council with their initial findings and advice on the next steps. This has been delayed by the pre-election period and therefore the risk level remains unchanged.
- **Planning Appeals** - Forecasting whether decisions will be appealed is difficult to assess, and costs could continue to escalate above the overspend currently reported
- **Business Rates Retention** - the total business rate income recognised in the Council’s account is subject to change, due to the difficulty in estimating the year end business rate levy, realisation of appeals and the impact of revaluations carried out by the Valuation Office Agency (VOA). The Council is reliant on the VOA to release these figures and for UDC’s consultant to assess the potential impact on the appeals provision at year end promptly. The actual position is not known until year end and it is difficult to estimate this during the year.
- **Housing Benefit Subsidy Income Claims** – due to the complexity of the subsidy claim, a change in number of claimants throughout the year and the high financial value of the subsidy income, even a small % change can have a significant impact on the budget. For example a 1% change to caseload can increase or decrease the bottom line by approximately £68k.

### **General Fund Reserves**

19. The balance of all reserves at 1 April 2019 was £17,420,000, with a predicted net drawdown of £420,000 which leaves an estimated year-end balance of £16,999,000. The complete reserves position is set out in Appendix B.

20. Within ‘all reserves’ are usable reserves which had a balance of £13,033,000 at 1 April 2019 with a predicted net drawdown of £955,000, this leaves a year-end balance of £12,078,000.

21. The current budget had an estimated £3,713,000 net use of reserves; the current forecast shows a net reduction of £3,293,000 in the amount of reserves required in-year. The changes to and (from) reserves are detailed in the following table:

| Service Area                                 | Amount £         | Details of transfer  |
|--|------------------|--|
| Grants & Contributions                       | (500,000)        | Funds allocated for Carver Barracks Grant  |
| Communications                               | (43,000)         | Funds allocated for Citizen Access implementation                                    |
| Planning Policy                              | (37,330)         | Additional funding for consultancy on Local Plan                                     |
| Development Control                          | (25,000)         | Drawdown to cover reduced S106 funds in year   |
| Legal Services                               | (11,870)         | Funding for additional resource for review of the governance process                 |
| Garden Communities                           | 255,500          | Funding to be carried forward to future year/s                                       |
| Corporate Management                         | 184,968          | Government funding for additional work relating to EU Exit                           |
| Homelessness                                 | 116,220          | Government funding for programme of work to support homelessness                     |
| Private Finance Init                         | 48,000           | Additional income to support predicted future year deficits                          |
| Health Improvement                           | 12,000           | External funding to support programme of work for health and wellbeing               |
| <b>Service Movement to / (from) Reserves</b> | <b>(512)</b>     |  |
| Business Rates                               | 110,672          | Estimated surplus to support future years deficits                                   |
| Capital Slippage                             | 604,000          | Funding Contribution for superfast broadband not required in year                    |
| New Homes Bonus Ward Members                 | 16,000           | Release of grant income as per criteria for council new administration               |
| Waste Depot Relocation Project               | 2,563,000        | Funding of the depot not required in line with the slippage in the capital programme |
| <b>Total Movement to / (from) Reserves</b>   | <b>3,293,160</b> |  |

## Housing Revenue Account (HRA)

22. The HRA is forecasting a net operating surplus of £400,000. A detailed budget analysis is attached as Appendix C and the following table gives a summary of the key items of income and expenditure.

| £'000                                 | 2019/20         |                |                  |              |
|---------------------------------------|-----------------|----------------|------------------|--------------|
|                                       | Original Budget | Current Budget | Forecast Outturn | Variance     |
| Total Service Income                  | (15,352)        | (15,352)       | (15,800)         | (448)        |
| Total Service Expenditure             | 4,491           | 4,491          | 4,523            | 32           |
| Total Corporate Items                 | 10,710          | 10,710         | 10,726           | 16           |
| <b>OPERATING (SURPLUS)/DEFICIT</b>    | <b>(150)</b>    | <b>(150)</b>   | <b>(550)</b>     | <b>(400)</b> |
| Funding of Capital Programme from HRA | 2,690           | 2,690          | 2,612            | (78)         |
| Use of Reserves                       | (2,539)         | (2,539)        | (2,379)          | 160          |
| Total Use of Reserves/Funding         | <b>151</b>      | <b>151</b>     | <b>233</b>       | <b>83</b>    |
| <b>(SURPLUS)/DEFICIT</b>              | <b>0</b>        | <b>0</b>       | <b>(317)</b>     | <b>(317)</b> |

23. The key variances are related to increased income and are detailed below;

- £141,000 - additional service charge and rental income of £184,000 due to Reynolds Court being completed and units being tenanted earlier than anticipated. This is offset against additional costs of £43,000 relating to the council's element of the utilities supply
- £265,000 – compensation claim relating to the infrastructure works at Stansted Airport and the financial impact on the housing stock values

24. The HRA reserves position as at the 1 April 2019 is £3,042,000; after allowing for in-year forecast drawdowns on reserves of £379,000 this leaves an estimated year-end balance of £2,663,000. Full details of all the reserves can be seen in Appendix D.

## Capital Programme

25. The Capital Programme original budget was set at £11,772,000 after allowing for capital slippage from 2018/19 of £11,034,000 (approved by Cabinet in the Budget Outturn report presented on 15 July) this gives an updated current budget of £22,806,000. Full details of the capital programme are shown in Appendix E; this includes tables detailing the Section 106 balances.
26. The total predicted spend for the year is £15,972,000 generating a net underspend of £6,834,000; after allowing for in year slippage of £7,068,000 this leaves an actual overspend of £234,000.
27. The reported slippage in 2019/20 to be carried forward to 2020/21 is due to the following projects:

### General Fund

- Depot Relocation, £2,563,000 – The depot planning application was submitted in the Spring. However a speculative application, to which the council is not a party, has been submitted by a landowner promoting a different site as suitable for the council depot. Public consultation responses to one site reference the other and therefore it has been decided that both applications must go to the same Planning Committee meeting on the 11 December 2019. The delay will inevitably mean that, at best, the land will be acquired in the current year with build works starting in early 2020/21
- Superfast Broadband, £600,000 – Gigaclear have announced that the completion of the rollout of full fibre broadband for Uttlesford has been delayed until December 2021

### Housing Revenue Account

- The Moors, £1,960,000 – the formal processes of planning approval and the subsequent contractor procurement process took longer than anticipated, as of 4<sup>th</sup> November a contract has been awarded
- Walden Place, £1,762,000 – A Joint Venture was being reviewed as an option for delivery, it has now been agreed the council will carry out the works directly. Discussions have been ongoing with planners and the conservation service to work up plan drawings to allow a Pre-App to be submitted

## Treasury Management

28. Treasury Management Activities have been in accordance with the strategy. Full details of all the council's investments and borrowing is attached as Appendix F.

29. The HM Treasury increased the interest rates by 1% on Public Works Loan Board (PWLB) lending from the 7 October on new borrowing only. The following is an extract from the HM Treasury correspondence.

*'PWLB lending is offered at a fixed margin above the Government's cost of borrowing, as measured by gilt yields. The Treasury raised the margin over gilts to 100bps (one percentage point) in 2010, to better reflect the availability of capital finance, and lowered it to 80bps over gilts in 2013 for qualifying authorities.*

*Some local authorities have substantially increased their use of the PWLB in recent months, as the cost of borrowing has fallen to record lows. HM Treasury is therefore restoring interest rates to levels available in 2018, by increasing the margin that applies to new loans from the PWLB by 100bps (one percentage point) on top of usual lending terms.*

*This restoration of normal PWLB lending rates will apply to all new loans with immediate effect. The Government will monitor the impact of this change and keep rates policy under review.'*

30. The average rates of interest for the period April to September are shown in the table below; this also shows the change in the average rate between quarters.

|                        | Quarter 1 | Quarter 2 |
|------------------------|-----------|-----------|
| Investments short term | 0.55%     | 0.58%     |
| Borrowing short term   | 0.75%     | 0.69%     |

31. The council's long term investments relate to the loan to Aspire (CRP) Ltd for the purchase of the 50% share of Chesterford Research Park and the ongoing development of the park. The table below provides details of both the actual investments to date and future agreed amounts:

| Drawdown Date | Amount<br>£'000 | Term               | Rate<br>% | Basis                  | Annual Interest<br>Receivable<br>£'000 |
|---------------|-----------------|--------------------|-----------|------------------------|--|
| 03/05/2017    | 47,250          | 50 years           | 4         | Interest only          | 1,890                                  |
| 26/03/2018    | 223             | 49 years 1 months  | 4         | Interest only          | 8,920                                  |
| 02/01/2019    | 2,518           | 48 years 4 months  | 4         | Interest only          | 100,720                                |
| 20/08/2019    | 3,000           | 20 years           | 4.5       | Principal and Interest | 78,750                                 |
| TBC           | 1,250           | Ending on 20/08/39 | 4.5       | Principal and Interest | 0                                      |

32. The additional funds to Aspire (CRP) Ltd are for the refurbishment and refit of the Newnham building.

### 33. The council has two long term loans

- General Fund, £10,000,000 with Phoenix Life Ltd as the first tranche of funding for the council's investment in Aspire (CRP) Ltd on an interest only basis. The fixed rate of interest of 2.86%, gives an annual interest payment of £286,000.
- Housing Revenue Account, £84,807,000 to fund the purchase of the council's housing stock; this is a mix of fixed and variable rate loans. The annual interest payment is £2,604,000 with a current annual principal repayment of £2,000,000.

### Risk Analysis

| Risk   | Likelihood                         | Impact  | Mitigating actions  |
|--|------------------------------------|---|---|
| Actual income and expenditure will vary from forecast, requiring adjustments to budget and/or service delivery. Detailed risks are set out in paragraphs 16 - 20 in the main body of the report. | 2 – some variability is inevitable | 2 – budget will be closely monitored and prompt action taken to deal with variances | Budgetary Monitoring and monthly analysis of the financial position |

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

## Appendix A

## General Fund Summary – 2019/20

| £'000  | 2018/19<br>Outturn | April to September |                    |                     | 2019/20            |                   |                     |                                   |
|--|--------------------|--------------------|--------------------|---------------------|--------------------|-------------------|---------------------|-----------------------------------|
|  |                    | Current<br>Budget  | Actuals to<br>Date | Variance<br>to Date | Original<br>Budget | Current<br>Budget | Forecast<br>Outturn | Forecast to<br>Budget<br>Variance |
| <b>Portfolio Budgets</b>                               |                    |                    |                    |                     |                    |                   |                     |                                   |
| Community & Partnerships                               | 778                | 419                | 887                | 468                 | 895                | 853               | 1,288               | 435                               |
| Housing & Economic Development                         | 1,485              | 891                | 478                | (413)               | 1,792              | 1,792             | 1,756               | (35)                              |
| Environmental  | 2,454              | 1,910              | 1,558              | (352)               | 3,481              | 4,123             | 4,006               | (117)                             |
| Finance & Administration                               | 5,507              | 3,109              | 2,887              | (221)               | 6,781              | 6,181             | 5,757               | (424)                             |
| <b>Total - Portfolio Budgets</b>                       | <b>10,224</b>      | <b>6,329</b>       | <b>5,810</b>       | <b>(518)</b>        | <b>12,948</b>      | <b>12,948</b>     | <b>12,807</b>       | <b>(141)</b>                      |
| <b>Corporate Items</b>                                 |                    |                    |                    |                     |                    |                   |                     |                                   |
| Capital Financing Costs                                | 1,704              |                    |                    |                     | 1,892              | 7,628             | 4,653               | (2,975)                           |
| Interest Charges                                       | 382                |                    |                    |                     | 495                | 495               | 469                 | (26)                              |
| Investment Income                                      | (1,971)            |                    |                    |                     | (2,119)            | (2,119)           | (2,209)             | (91)                              |
| Impairment allowance                                   | 8                  |                    |                    |                     | 0                  | 0                 | 0                   | 0                                 |
| Pension Fund - Added Years                             | 87                 |                    |                    |                     | 85                 | 85                | 85                  | 0                                 |
| Corporate Core HRA Share                               | (374)              |                    |                    |                     | (366)              | (366)             | (366)               | 0                                 |
| Recharge to HRA  | (1,572)            |                    |                    |                     | (1,693)            | (1,693)           | (1,693)             | 0                                 |
| <b>Subtotal - Corporate Items</b>                      | <b>(1,736)</b>     |                    |                    |                     | <b>(1,705)</b>     | <b>4,031</b>      | <b>939</b>          | <b>(3,091)</b>                    |
| <b>Subtotal - Budgets</b>                              | <b>8,487</b>       |                    |                    |                     | <b>11,243</b>      | <b>16,979</b>     | <b>13,746</b>       | <b>(3,233)</b>                    |
| <b>Funding</b>   |                    |                    |                    |                     |                    |                   |                     |                                   |
| Council Tax - Collection Fund Balance                  | (14)               |                    |                    |                     | (67)               | (67)              | (67)                | 0                                 |
| Business Rates - Collection Fund Balance               | 384                |                    |                    |                     | (941)              | (941)             | (1,052)             | (111)                             |
| Business Rates - UDC Share (net of tariff)             | (2,201)            |                    |                    |                     | (2,577)            | (2,577)           | (2,205)             | 372                               |
| Business Rates - Levy/(Safety Net) Payment             | 762                |                    |                    |                     | 566                | 566               | 457                 | (109)                             |
| Business Rates - Section 31 Funding                    | (1,274)            |                    |                    |                     | (1,212)            | (1,212)           | (1,422)             | (210)                             |
| Business Rates - Renewable Energy Schemes              | (126)              |                    |                    |                     | (129)              | (129)             | (124)               | 5                                 |
| Rural Services Delivery Grant                          | (279)              |                    |                    |                     | (279)              | (279)             | (279)               | 0                                 |
| New Homes Bonus  | (2,864)            |                    |                    |                     | (2,969)            | (2,969)           | (2,969)             | 0                                 |
| <b>Subtotal - Funding</b>                              | <b>(5,614)</b>     |                    |                    |                     | <b>(7,609)</b>     | <b>(7,609)</b>    | <b>(7,662)</b>      | <b>(53)</b>                       |
| <b>Net Operating Expenditure</b>                       | <b>2,874</b>       |                    |                    |                     | <b>3,634</b>       | <b>9,370</b>      | <b>6,085</b>        | <b>(3,286)</b>                    |
| <b>Transfer to/(from) Reserves</b>                     |                    |                    |                    |                     |                    |                   |                     |                                   |
| Business Rates   | 280                |                    |                    |                     | 941                | 941               | 1,052               | 111                               |
| Licensing  | 90                 |                    |                    |                     | 24                 | 24                | 24                  | 0                                 |
| Capital Slippage                                       | 205                |                    |                    |                     | 0                  | (1,173)           | (569)               | 604                               |
| Working Balance  | (49)               |                    |                    |                     | 28                 | 28                | 28                  | 0                                 |
| Medium Term Financial Strategy                         | 336                |                    |                    |                     | 0                  | 0                 | 0                   | 0                                 |
| Transformation   | (9)                |                    |                    |                     | 0                  | 0                 | (55)                | (55)                              |
| EU Exit  | 128                |                    |                    |                     | 200                | 200               | 385                 | 185                               |
| Funding  | 0                  |                    |                    |                     | 1,060              | 1,060             | 1,060               | 0                                 |
| Economic Development                                   | 46                 |                    |                    |                     | 0                  | 0                 | 0                   | 0                                 |
| Elections  | 25                 |                    |                    |                     | (55)               | (55)              | (55)                | 0                                 |
| Homelessness   | 92                 |                    |                    |                     | (20)               | (20)              | 96                  | 116                               |
| Health and Wellbeing                                   | 26                 |                    |                    |                     | 0                  | 0                 | 12                  | 12                                |
| Planning and Development                               | (183)              |                    |                    |                     | (309)              | (309)             | (318)               | (9)                               |
| Strategic Initiatives                                  | 0                  |                    |                    |                     | 0                  | 0                 | (500)               | (500)                             |
| Development Projects                                   | 1,152              |                    |                    |                     | 0                  | 0                 | 202                 | 202                               |
| New Homes Bonus Ward Members                           | (16)               |                    |                    |                     | (16)               | (16)              | 0                   | 16                                |
| Waste Depot Relocation Project                         | 280                |                    |                    |                     | 0                  | (4,563)           | (2,000)             | 2,563                             |
| Waste Management                                       | (14)               |                    |                    |                     | 170                | 170               | 170                 | 0                                 |
| Private Finance Initiative                             | 67                 |                    |                    |                     | 0                  | 0                 | 48                  | 48                                |
| <b>Subtotal - Movement in General Fund Reserves</b>    | <b>2,457</b>       |                    |                    |                     | <b>2,023</b>       | <b>(3,713)</b>    | <b>(420)</b>        | <b>3,293</b>                      |
| <b>COUNCIL TAX REQUIREMENT</b>                         | <b>5,331</b>       |                    |                    |                     | <b>5,657</b>       | <b>5,657</b>      | <b>5,664</b>        | <b>7</b>                          |
| <b>Council Tax (precept levied on Collection Fund)</b> | <b>(5,330)</b>     |                    |                    |                     | <b>(5,657)</b>     | <b>(5,657)</b>    | <b>(5,657)</b>      | <b>0</b>                          |
| <b>(Surplus)/Deficit</b>                               | <b>0</b>           |                    |                    |                     | <b>0</b>           | <b>0</b>          | <b>7</b>            | <b>7</b>                          |

## Community and Partnerships

| £'000                   | 2018/19<br>Outturn | 2019/20            |                   |                     |                   |
|-------------------------|--------------------|--------------------|-------------------|---------------------|-------------------|
|                         |                    | Original<br>Budget | Current<br>Budget | Forecast<br>Outturn | Variance<br>Qtr.2 |
| Community Information   | 48                 | 47                 | 47                | 49                  | 2                 |
| Day Centres             | 67                 | 73                 | 73                | 78                  | 4                 |
| Emergency Planning      | 1                  | 26                 | 26                | 26                  | 0                 |
| Grants & Contributions  | 351                | 358                | 358               | 851                 | 493               |
| Leisure & Performance   | 67                 | 83                 | 41                | 41                  | (1)               |
| Saffron Walden Museum   | 186                | 215                | 215               | 213                 | (2)               |
| New Homes Bonus         | 96                 | 78                 | 78                | 78                  | 0                 |
| Private Finance Init    | (32)               | 15                 | 15                | (38)                | (53)              |
| Communities Partnership | 0                  | 0                  | 0                 | 0                   | 0                 |
| Renovation Grants       | (5)                | 0                  | 0                 | (11)                | (11)              |
| <b>Portfolio Total</b>  | <b>778</b>         | <b>895</b>         | <b>853</b>        | <b>1,288</b>        | <b>435</b>        |

## Housing and Economic Development

| £'000                    | 2018/19<br>Outturn | 2019/20            |                   |                     |                   |
|--------------------------|--------------------|--------------------|-------------------|---------------------|-------------------|
|                          |                    | Original<br>Budget | Current<br>Budget | Forecast<br>Outturn | Variance<br>Qtr.2 |
| Building Surveying       | (40)               | (126)              | (126)             | (20)                | 106               |
| Committee Admin          | 294                | 346                | 346               | 340                 | (5)               |
| Customer Services Centre | 379                | 451                | 451               | 453                 | 2                 |
| Democratic Represent     | 324                | 361                | 361               | 361                 | 0                 |
| Economic Development     | 225                | 265                | 265               | 265                 | (0)               |
| Energy Efficiency        | 26                 | 34                 | 34                | 30                  | (4)               |
| Health Improvement       | 119                | 155                | 155               | 128                 | (27)              |
| Homelessness             | 89                 | 234                | 234               | 121                 | (113)             |
| Lifeline                 | (155)              | (159)              | (159)             | (159)               | 0                 |
| Communications           | 224                | 229                | 229               | 236                 | 7                 |
| <b>Portfolio Total</b>   | <b>1,485</b>       | <b>1,792</b>       | <b>1,792</b>      | <b>1,756</b>        | <b>(35)</b>       |

## Environmental Services

| £'000                  | 2018/19<br>Outturn | 2019/20            |                   |                     |                   |
|------------------------|--------------------|--------------------|-------------------|---------------------|-------------------|
|                        |                    | Original<br>Budget | Current<br>Budget | Forecast<br>Outturn | Variance<br>Qtr.2 |
| Animal Warden          | 29                 | 16                 | 16                | 8                   | (8)               |
| Grounds Maintenance    | 296                | 333                | 333               | 335                 | 2                 |
| Car Park               | (732)              | (661)              | (661)             | (682)               | (21)              |
| Development Control    | (499)              | (241)              | (245)             | 107                 | 352               |
| Depots                 | 45                 | 51                 | 51                | 49                  | (2)               |
| Garden Planning        | 0                  | 0                  | 909               | 654                 | (256)             |
| Street Cleansing       | 411                | 403                | 403               | 433                 | 30                |
| Housing Strategy       | 50                 | 54                 | 54                | 54                  | 0                 |
| Highways               | (0)                | 4                  | 4                 | 3                   | (1)               |
| Local Amenities        | 8                  | (12)               | (12)              | (13)                | (1)               |
| Licensing              | (257)              | (375)              | (375)             | (378)               | (3)               |
| Vehicle Management     | 496                | 477                | 477               | 466                 | (11)              |
| Public Health          | 584                | 669                | 669               | 611                 | (59)              |
| Planning Management    | 345                | 385                | 392               | 381                 | (11)              |
| Planning Policy        | 437                | 1,334              | 1,022             | 965                 | (56)              |
| Planning Specialists   | 145                | 151                | 151               | 146                 | (5)               |
| Waste Management       | 578                | 363                | 363               | 291                 | (72)              |
| Community Safety       | 235                | 286                | 328               | 322                 | (6)               |
| Street Services        | 284                | 244                | 244               | 254                 | 10                |
| <b>Portfolio Total</b> | <b>2,454</b>       | <b>3,481</b>       | <b>4,123</b>      | <b>4,006</b>        | <b>(117)</b>      |

## Finance and Administration

| £'000                  | 2018/19<br>Outturn | 2019/20            |                   |                     |                   |
|------------------------|--------------------|--------------------|-------------------|---------------------|-------------------|
|                        |                    | Original<br>Budget | Current<br>Budget | Forecast<br>Outturn | Variance<br>Qtr.2 |
| Benefits Admin         | 224                | 301                | 301               | 293                 | (8)               |
| Corporate Management   | 1,070              | 1,291              | 1,291             | 1,112               | (180)             |
| Conveniences           | 20                 | 20                 | 20                | 20                  | 0                 |
| Central Services       | 449                | 444                | 444               | 401                 | (43)              |
| Corporate Team         | 40                 | 682                | 82                | 91                  | 10                |
| Conducting Elections   | 1                  | 101                | 101               | 114                 | 13                |
| Electoral Registration | 31                 | 55                 | 55                | 48                  | (7)               |
| Financial Services     | 1,098              | 1,111              | 1,111             | 1,069               | (42)              |
| Housing Benefits       | (5)                | 72                 | 72                | (103)               | (175)             |
| Human Resources        | 299                | 280                | 280               | 295                 | 15                |
| Internal Audit         | 126                | 139                | 139               | 144                 | 5                 |
| Information Technology | 1,362              | 1,402              | 1,402             | 1,407               | 5                 |
| Land Charges           | (86)               | (88)               | (88)              | (66)                | 22                |
| Legal Services         | 186                | 179                | 179               | 178                 | (1)               |
| Local Taxation         | (108)              | (90)               | (90)              | (100)               | (10)              |
| Non Domestic Rates     | (144)              | (144)              | (144)             | (146)               | (2)               |
| Office Cleaning        | 179                | 208                | 208               | 211                 | 3                 |
| Offices                | 376                | 377                | 377               | 423                 | 46                |
| Revenues Admin         | 536                | 582                | 582               | 570                 | (11)              |
| Council Tax Discounts  | (150)              | (141)              | (141)             | (203)               | (62)              |
| <b>Portfolio Total</b> | <b>5,507</b>       | <b>6,781</b>       | <b>6,181</b>      | <b>5,757</b>        | <b>(424)</b>      |

## Appendix B

## General Fund Reserves

| £'000                                       | Balance        | Forecast Transfer From | Forecast Transfer to | Forecast Transfer | Forecast Balance |
|---|----------------|------------------------|----------------------|-------------------|------------------|
|   | 1st April 2019 | General Fund           | General Fund         | Between Reserves  | 31st March 2020  |
| <b><u>RINGFENCED RESERVES</u></b>           |                |                        |                      |                   |                  |
| Business Rates                              | 1,781          | 1,052                  |                      |                   | 2,833            |
| Departments for Work and Pensions           | 71             |                        |                      |                   | 71               |
| Licensing                                   | 90             | 57                     | (33)                 |                   | 114              |
| Capital Slippage                            | 1,171          |                        | (569)                |                   | 602              |
| Working Balance                             | 1,272          | 28                     |                      |                   | 1,300            |
| <b>TOTAL RINGFENCED RESERVES</b>            | <b>4,387</b>   | <b>1,137</b>           | <b>(602)</b>         | <b>0</b>          | <b>4,921</b>     |
| <b><u>USABLE RESERVES</u></b>               |                |                        |                      |                   |                  |
| <b><u>Financial Management Reserves</u></b> |                |                        |                      |                   |                  |
| Medium Term Financial Strategy              | 1,336          | 450                    | (450)                |                   | 1,336            |
| Transformation                              | 1,168          |                        | (55)                 |                   | 1,114            |
| EU Exit                                     | 128            | 385                    |                      |                   | 513              |
| Funding                                     | 0              | 1,060                  |                      |                   | 1,060            |
|   | <b>2,632</b>   | <b>1,895</b>           | <b>(505)</b>         | <b>0</b>          | <b>4,022</b>     |
| <b><u>Contingency Reserves</u></b>          |                |                        |                      |                   |                  |
| Emergency Response                          | 40             |                        |                      |                   | 40               |
|   | <b>40</b>      | <b>0</b>               | <b>0</b>             | <b>0</b>          | <b>40</b>        |
| <b><u>Service Reserves</u></b>              |                |                        |                      |                   |                  |
| Economic Development                        | 61             |                        |                      |                   | 61               |
| Elections                                   | 100            | 25                     | (80)                 |                   | 45               |
| Homelessness                                | 218            | 116                    | (20)                 |                   | 314              |
| Health and Wellbeing                        | 72             | 12                     |                      |                   | 84               |
| <i>Planning</i>                             | 1,247          | 52                     | (330)                |                   | 969              |
| <i>Neighbourhood Planning</i>               | 70             |                        | (15)                 |                   | 55               |
| <i>Housing Strategy</i>                     | 25             |                        |                      |                   | 25               |
| <i>Development Control</i>                  | 159            |                        | (25)                 |                   | 134              |
| Strategic Initiatives                       | 2,160          |                        | (500)                |                   | 1,660            |
| Development Projects                        | 1,152          | 202                    | 0                    |                   | 1,354            |
| New Homes Bonus Ward Members                | 0              |                        | 0                    |                   | 0                |
| Waste Depot Relocation Project              | 4,649          |                        | (2,000)              |                   | 2,649            |
| Waste Management                            | 201            | 170                    |                      |                   | 371              |
| Private Finance Initiative                  | 247            | 48                     |                      |                   | 295              |
|   | <b>10,361</b>  | <b>625</b>             | <b>(2,970)</b>       | <b>0</b>          | <b>8,016</b>     |
| <b>TOTAL USABLE RESERVES</b>                | <b>13,033</b>  | <b>2,520</b>           | <b>(3,475)</b>       | <b>0</b>          | <b>12,078</b>    |
| <b>TOTAL GENERAL FUND RESERVES</b>          | <b>17,420</b>  | <b>3,657</b>           | <b>(4,077)</b>       | <b>0</b>          | <b>16,999</b>    |

## Appendix C

## Housing Revenue Account 2019/20

| £000   | April to Sept  |                 |                  | 2019/20         |                 |                  |                                     |
|--|----------------|-----------------|------------------|-----------------|-----------------|------------------|-------------------------------------|
|  | Current Budget | Actuals to Date | Variance to Date | Original Budget | Current Budget  | Forecast Outturn | Forecast Variance to Current Budget |
| <b>Housing Revenue Account Income</b>              |                |                 |                  |                 |                 |                  |                                     |
| Dwellings Rent                                     | (7,074)        | (7,091)         | (18)             | (14,147)        | (14,147)        | (14,238)         | (91)                                |
| Garage Rents                                       | (112)          | (112)           | 0                | (224)           | (224)           | (224)            | 0                                   |
| Land Rents   | (2)            | (2)             | (0)              | (3)             | (3)             | (3)              | 0                                   |
| Charges for Services & Facilities                  | (488)          | (586)           | (98)             | (977)           | (977)           | (1,069)          | (93)                                |
| Contributions Towards Expenditure                  | 0              | (3)             | (3)              | 0               | 0               | (265)            | (265)                               |
| <b>Total Service Income</b>                        | <b>(7,676)</b> | <b>(7,794)</b>  | <b>(118)</b>     | <b>(15,352)</b> | <b>(15,352)</b> | <b>(15,800)</b>  | <b>(448)</b>                        |
| <b>Housing Finance &amp; Business Management</b>   |                |                 |                  |                 |                 |                  |                                     |
| Business & Performance Management                  | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
| Rents, Rates & Other Property Charges              | 37             | 88              | 51               | 75              | 75              | 118              | 43                                  |
|  | 37             | 88              | 51               | 75              | 75              | 118              | 43                                  |
| <b>Housing Maintenance &amp; Repairs Services</b>  |                |                 |                  |                 |                 |                  |                                     |
| Common Service Flats                               | 102            | 65              | (37)             | 204             | 204             | 204              | 0                                   |
| Estate Maintenance                                 | 76             | 70              | (6)              | 152             | 152             | 152              | 0                                   |
| Housing Repairs                                    | 1,280          | 1,336           | 56               | 2,561           | 2,561           | 2,575            | 15                                  |
| Housing Sewerage                                   | 29             | 37              | 8                | 58              | 58              | 58               | 0                                   |
| Newport Depot                                      | 12             | 13              | 1                | 24              | 24              | 24               | 0                                   |
| Property Services                                  | 159            | 170             | 11               | 318             | 318             | 330              | 11                                  |
|  | 1,659          | 1,691           | 32               | 3,317           | 3,317           | 3,343            | 26                                  |
| <b>Housing Management &amp; Homelessness</b>       |                |                 |                  |                 |                 |                  |                                     |
| Housing Services                                   | 235            | 209             | (26)             | 470             | 470             | 450              | (20)                                |
| Sheltered Housing Services                         | 315            | 279             | (36)             | 629             | 629             | 612              | (17)                                |
| Supporting People                                  | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
|  | 549            | 488             | (62)             | 1,099           | 1,099           | 1,062            | (37)                                |
| <b>Total Service Expenditure</b>                   | <b>2,245</b>   | <b>2,267</b>    | <b>21</b>        | <b>4,491</b>    | <b>4,491</b>    | <b>4,523</b>     | <b>32</b>                           |
| <b>Corporate Items</b>                             |                |                 |                  |                 |                 |                  |                                     |
| Bad Debt Provision                                 | 0              | 0               | 0                | 100             | 100             | 100              | 0                                   |
| Depreciation - Dwellings (to MRR)                  | 0              | 0               | 0                | 3,888           | 3,888           | 3,888            | 0                                   |
| Depreciation - Non-Dwellings (to MRR)              | 0              | 0               | 0                | 91              | 91              | 91               | 0                                   |
| Impairment - Non-Dwellings                         | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
| Interest / Costs - HRA Loan                        | 0              | 1,313           | 1,313            | 2,604           | 2,604           | 2,604            | 0                                   |
| Repayment of Loan                                  | 0              | 0               | 0                | 2,000           | 2,000           | 2,000            | 0                                   |
| Investment Income                                  | 0              | 0               | 0                | (42)            | (42)            | (26)             | 16                                  |
| Recharge from General Fund                         | 0              | 0               | 0                | 1,695           | 1,695           | 1,695            | 0                                   |
| HRA Share of Corporate Core                        | 0              | 0               | 0                | 366             | 366             | 366              | 0                                   |
| Pension Fund - Added Years                         | 0              | 0               | 0                | 19              | 19              | 19               | 0                                   |
| Pension Fund - Deficit                             | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
| Right to Buy Admin Cost Allowance                  | (5)            | 0               | 5                | (10)            | (10)            | (10)             | 0                                   |
| <b>Total Corporate Items</b>                       | <b>(5)</b>     | <b>1,313</b>    | <b>1,318</b>     | <b>10,710</b>   | <b>10,710</b>   | <b>10,726</b>    | <b>16</b>                           |
| <b>TOTAL EXPENDITURE</b>                           | <b>2,240</b>   | <b>3,580</b>    | <b>1,339</b>     | <b>15,201</b>   | <b>15,201</b>   | <b>15,250</b>    | <b>48</b>                           |
| <b>OPERATING (SURPLUS)/DEFICIT</b>                 | <b>(5,435)</b> | <b>(4,214)</b>  | <b>1,221</b>     | <b>(150)</b>    | <b>(150)</b>    | <b>(550)</b>     | <b>(400)</b>                        |
| Funding from Capital Receipts Reserve for HRA Loan | 0              | 0               | 0                | (2,000)         | (2,000)         | (2,000)          | 0                                   |
| <b>Funding of Capital Programme from HRA</b>       |                |                 |                  |                 |                 |                  |                                     |
| Funding of Action Plan Capital Items               | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
| Funding of Capital from Revenue                    | 0              | 0               | 0                | 2,690           | 2,690           | 2,612            | (78)                                |
|  | 0              | 0               | 0                | 2,690           | 2,690           | 2,612            | (78)                                |
| <b>Transfers to/from (-) Reserves</b>              |                |                 |                  |                 |                 |                  |                                     |
| Capital Projects Reserve                           | 0              | 0               | 0                | (153)           | (153)           | 0                | 153                                 |
| Potential Developments (New Builds)                | 0              | 0               | 0                | (355)           | (355)           | 0                | 355                                 |
| Sheltered Housing Reserve                          | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
| HRA Capital Slippage Reserve                       | 0              | 0               | 0                | 0               | 0               | (390)            | (390)                               |
| Transformation Reserve                             | 0              | 0               | 0                | 0               | 0               | 0                | 0                                   |
| Working Balance                                    | 0              | 0               | 0                | (31)            | (31)            | 11               | 42                                  |
|  | 0              | 0               | 0                | (539)           | (539)           | (379)            | 160                                 |
| <b>Total Use of Reserve / Funding</b>              | <b>0</b>       | <b>0</b>        | <b>0</b>         | <b>2,151</b>    | <b>2,151</b>    | <b>2,233</b>     | <b>83</b>                           |
| <b>(SURPLUS)/DEFICIT</b>                           | <b>(5,435)</b> | <b>(4,214)</b>  | <b>1,221</b>     | <b>0</b>        | <b>0</b>        | <b>(317)</b>     | <b>(317)</b>                        |

## Appendix D

## Housing Revenue Account Reserves

| Reserve                            | Actual Balance | Forecast transfer | Forecast Transfer | Transfer between | Estimated Balance |
|------------------------------------|----------------|-------------------|-------------------|------------------|-------------------|
| £'000                              | 1st April 2019 | from HRA          | to HRA            | Reserves         | 31st March 2020   |
| <b>RINGFENCED RESERVES</b>         |                |                   |                   |                  |                   |
| Working Balance                    | 489            | 11                | 0                 | 0                | 500               |
|                                    | 489            | 11                | 0                 | 0                | 500               |
| <b>USABLE RESERVES</b>             |                |                   |                   |                  |                   |
| <u>Revenue Reserves</u>            |                |                   |                   |                  |                   |
| Transformation / Change Management | 180            | 0                 | 0                 | 0                | 180               |
| Revenue Projects                   | 60             | 0                 | 0                 | 0                | 60                |
|                                    | 240            | 0                 | 0                 | 0                | 240               |
| <u>Capital Reserves</u>            |                |                   |                   |                  |                   |
| Capital Projects                   | 13             | 0                 | 0                 | 60               | 73                |
| Potential Development Projects     | 0              | 0                 | 0                 | 0                | 0                 |
| Sheltered Housing Projects         | 0              | 0                 | 0                 | 0                | 0                 |
| HRA Slippage Reserve               | 2,300          | 508               | (898)             | (60)             | 1,850             |
|                                    | 2,313          | 508               | (898)             | 0                | 1,923             |
| <b>TOTAL USABLE RESERVES</b>       | <b>2,553</b>   | <b>508</b>        | <b>(898)</b>      | <b>0</b>         | <b>2,163</b>      |
| <b>TOTAL RESERVES</b>              | <b>3,042</b>   | <b>519</b>        | <b>(898)</b>      | <b>0</b>         | <b>2,663</b>      |

| Reserve with conditions                | Actual Balance | Forecast transfer | Forecast Transfer to | Estimated Balance |
|--|----------------|-------------------|----------------------|-------------------|
| £'000                                  | 1st April 2019 | from HRA          | HRA                  | 31st March 2020   |
| Capital Receipt Reserve - RTB          | 3,226          | 1,440             | (3,660)              | 1,006             |
| Capital Receipt Reserve - Other        | 40             | 470               | (500)                | 10                |
| <b>Capital Receipt Reserve - Total</b> | <b>3,266</b>   | <b>1,910</b>      | <b>(4,160)</b>       | <b>1,016</b>      |
| Major Repairs Reserve (MRR)            | 473            | 3,979             | (4,026)              | 426               |

## Appendix E

## General Fund Capital Programme

| £'000   | Cost Code   | Original Budget<br>2019/20 | Slippage from<br>2018/19 | Budget<br>adjustment/<br>virements | Current Budget<br>2019/20 | Forecast<br>Outturn | Forecast to<br>Budget<br>Variance | Requested<br>Slippage to<br>2020/21 |
|---|-------------|----------------------------|--------------------------|------------------------------------|---------------------------|---------------------|-----------------------------------|-------------------------------------|
| <b>Community and Partnerships</b>             |             |                            |                          |                                    |                           |                     |                                   |                                     |
| S/W Motte & Bailey Castle                     | CGF119/6801 | 0                          | 54                       |                                    | 54                        | 110                 | 56                                |                                     |
| Community Project Grants                      | CGF502/6842 | 110                        | 0                        |                                    | 110                       | 110                 | 0                                 |                                     |
| <b>Community and Partnerships</b>             |             | <b>110</b>                 | <b>54</b>                | <b>0</b>                           | <b>164</b>                | <b>220</b>          | <b>56</b>                         | <b>0</b>                            |
| <b>Environmental Services</b>                 |             |                            |                          |                                    |                           |                     |                                   |                                     |
| White Street Car Park                         | CGF108/6801 | 0                          | 25                       |                                    | 25                        | 25                  | 0                                 |                                     |
| Household Bins                                | CGF300/6822 | 70                         | 0                        |                                    | 70                        | 70                  | 0                                 |                                     |
| Trade Waste Bins                              | CGF301/6822 | 30                         | 0                        |                                    | 30                        | 30                  | 0                                 |                                     |
| Kitchen Caddies                               | CGF304/6822 | 10                         | 0                        |                                    | 10                        | 10                  | 0                                 |                                     |
| Garden Waste Bins                             | CGF308/6822 | 20                         | 0                        |                                    | 20                        | 20                  | 0                                 |                                     |
| Car Parking Machine Replacement               | CGF321/6822 | 0                          | 92                       |                                    | 92                        | 92                  | 0                                 |                                     |
| Electric Car Charges                          | CGF323/6822 | 0                          | 0                        |                                    | 0                         | 10                  | 10                                |                                     |
| Grounds Maintenance Equipment                 | CGF307/6822 | 0                          | 0                        |                                    | 0                         | 16                  | 16                                |                                     |
| Vehicle Replacement Programme                 | CGF602/6823 | 822                        | 2,174                    |                                    | 2,996                     | 2,996               | 0                                 |                                     |
| <b>Total Environmental Services</b>           |             | <b>952</b>                 | <b>2,291</b>             | <b>0</b>                           | <b>3,243</b>              | <b>3,269</b>        | <b>26</b>                         | <b>0</b>                            |
| <b>Housing and Economic Development</b>       |             |                            |                          |                                    |                           |                     |                                   |                                     |
| Compulsory Purchase Order                     | CGF125/6821 | 0                          | 0                        |                                    | 0                         | 0                   | 0                                 |                                     |
| Private Sector Renewal Grants                 | CGF500/6841 | 70                         | 0                        |                                    | 70                        | 70                  | 0                                 |                                     |
| Disabled Facilities Grants                    | CGF503/6841 | 260                        | 0                        |                                    | 260                       | 260                 | 0                                 |                                     |
| Empty Dwellings                               | CGF505/6841 | 10                         | 0                        |                                    | 10                        | 10                  | 0                                 |                                     |
| Air Quality Monitoring SW                     | CGF322/6822 | 15                         | 0                        |                                    | 15                        | 15                  | 0                                 |                                     |
| Superfast Broadband                           | CGF528/6841 | 0                          | 600                      |                                    | 600                       | 0                   | (600)                             | 600                                 |
| <b>Total Housing and Economic Development</b> |             | <b>355</b>                 | <b>600</b>               | <b>0</b>                           | <b>955</b>                | <b>355</b>          | <b>(600)</b>                      | <b>600</b>                          |

## Appendix E continued...

| £'000                                       | Cost Code   | Budget                     |                          |                          |                           | Forecast<br>Outturn | Forecast to<br>Budget<br>Variance | Requested<br>Slippage to<br>2020/21 |
|---|-------------|----------------------------|--------------------------|--------------------------|---------------------------|---------------------|-----------------------------------|-------------------------------------|
|   |             | Original Budget<br>2019/20 | Slippage from<br>2018/19 | adjustment/<br>virements | Current Budget<br>2019/20 |                     |                                   |                                     |
| <b>Finance &amp; Administration</b>         |             |                            |                          |                          |                           |                     |                                   |                                     |
| <b>IT Schemes</b>                           |             |                            |                          |                          |                           |                     |                                   |                                     |
| Minor Items IT                              | CGF401/6834 | 20                         | 0                        |                          | 20                        | 20                  | 0                                 |                                     |
| PCI Compliance                              | CGF413/6834 | 20                         | 28                       |                          | 48                        | 48                  | 0                                 |                                     |
| New members IT equipment                    | CGF416/6824 | 30                         | 0                        |                          | 30                        | 30                  | 0                                 |                                     |
| PSN CoCo Works                              | CGF425/6824 | 30                         | 20                       |                          | 50                        | 50                  | 0                                 |                                     |
| Core Switches - replacement                 | CGF433/6824 | 0                          | 24                       |                          | 24                        | 24                  | 0                                 |                                     |
| Replacement Electoral System                | CGF434/6824 | 0                          | 60                       |                          | 60                        | 60                  | 0                                 |                                     |
| Hot Desking/Mobile working                  | CGF435/6824 | 90                         | 6                        |                          | 96                        | 96                  | 0                                 |                                     |
| Asset Management System - Cap Pur IT        | CGF437/6824 | 0                          | 30                       |                          | 30                        | 30                  | 0                                 |                                     |
| Cyber Security - Cap Pur IT                 | CGF438/6824 | 20                         | 12                       |                          | 32                        | 32                  | 0                                 |                                     |
| Grounds Maint & Vehicle Sys - Cap Pur IT    | CGF439/6824 | 0                          | 95                       |                          | 95                        | 95                  | 0                                 |                                     |
| Idox Additional Modules - Cap Pur IT        | CGF441/6824 | 0                          | 5                        |                          | 5                         | 5                   | 0                                 |                                     |
| Licensing - Lalpacto Idox Uni - Cap Pur IT  | CGF442/6824 | 0                          | 16                       |                          | 16                        | 16                  | 0                                 |                                     |
| ArcGIS Upgrade - Cap Pur IT                 | CGF443/6824 | 0                          | 21                       |                          | 21                        | 21                  | 0                                 |                                     |
| Mobile / Web Payments - Cap Pur IT          | CGF444/6824 | 40                         | 0                        |                          | 40                        | 40                  | 0                                 |                                     |
| Network Monitor&Threat Protect - Cap Pur IT | CGF445/6824 | 30                         | 0                        |                          | 30                        | 30                  | 0                                 |                                     |
| Postal Software - Cap Pur IT                | CGF446/6824 | 27                         | 0                        |                          | 27                        | 27                  | 0                                 |                                     |
| <b>UDC Asset work</b>                       |             |                            |                          |                          |                           |                     |                                   |                                     |
| London Rd Office Building works             | CGF112/6801 | 173                        | 0                        |                          | 173                       | 173                 | 0                                 |                                     |
| New Depot                                   | CGF103/6801 | 0                          | 4,563                    |                          | 4,563                     | 2,000               | (2,563)                           | 2,563                               |
| Day Centres Cyclical Improvements           | CGF115/6801 | 46                         | 27                       |                          | 73                        | 73                  | 0                                 |                                     |
| Guildhall Works                             | CGF116/6801 | 0                          | 0                        |                          | 0                         | 11                  | 11                                |                                     |
| Museum Buildings work                       | CGF123/6801 | 45                         | 4                        |                          | 49                        | 49                  | 0                                 |                                     |
| London Rd Office Heating                    | CGF315/6822 | 0                          | 36                       |                          | 36                        | 36                  | 0                                 |                                     |
| London Rd Office Electrical                 | CGF316/6822 | 15                         | 56                       |                          | 71                        | 71                  | 0                                 |                                     |
| <b>Total Finance &amp; Administration</b>   |             | <b>586</b>                 | <b>5,003</b>             | <b>0</b>                 | <b>5,589</b>              | <b>3,037</b>        | <b>(2,552)</b>                    | <b>2,563</b>                        |

## Housing Revenue Account Capital Programme

| £'000                                 | Cost Code   | Original Budget<br>2019/20 | Slippage from<br>2018/19 | Budget<br>adjustment/<br>virements | Current Budget<br>2019/20 | Forecast<br>Outturn | Forecast to<br>Budget<br>Variance | Requested<br>Slippage to<br>2020/21 |
|---------------------------------------|-------------|----------------------------|--------------------------|------------------------------------|---------------------------|---------------------|-----------------------------------|-------------------------------------|
| <b><u>Housing Revenue Account</u></b> |             |                            |                          |                                    |                           |                     |                                   |                                     |
| HRA Repairs                           |             | 3,445                      | 54                       |                                    | 3,499                     | 3,529               | 30                                |                                     |
| UPVC Fascia's and Guttering           | CHR223/6812 | 100                        | 0                        |                                    | 100                       | 100                 | 0                                 |                                     |
| Light Vans Replacement Programme      | CHR300/6823 | 0                          | 183                      |                                    | 183                       | 0                   | (183)                             | 183                                 |
| HRA IT - Contingency                  | CHR400/6841 | 0                          | 20                       |                                    | 20                        | 20                  | 0                                 |                                     |
| Cash Incentive Scheme Grants          | CHR500/6841 | 50                         | 0                        |                                    | 50                        | 50                  | 0                                 |                                     |
| <b><u>Business Plan Items</u></b>     |             |                            |                          |                                    |                           |                     |                                   |                                     |
| Resurfacing access roads              | CHR111/6801 | 0                          | 133                      |                                    | 133                       | 133                 | 0                                 |                                     |
| Market Properties                     | CHR105/6801 | 0                          | 0                        |                                    | 0                         | 0                   | 0                                 |                                     |
| <b><u>New Builds (RTB 1-4-1)</u></b>  |             |                            |                          |                                    |                           |                     |                                   |                                     |
| Unidentified                          | CHR105/6801 | 2,425                      | 0                        | (2,425)                            | 0                         | 0                   | 0                                 |                                     |
| Market Properties                     | CHR106/6801 | 0                          | 0                        | 975                                | 975                       | 1,610               | 635                               |                                     |
| Sheds Lane                            | CHR112/6801 | 15                         | 0                        |                                    | 15                        | 15                  | 0                                 |                                     |
| Newton Grove                          | CHR113/6801 | 134                        | 188                      |                                    | 322                       | 322                 | 0                                 |                                     |
| Frambury Lane                         | CHR114/6801 | 168                        | 370                      |                                    | 538                       | 538                 | 0                                 |                                     |
| The Moors                             | CHR116/6801 | 2,432                      | 759                      |                                    | 3,191                     | 270                 | (2,921)                           | 1,960                               |
| Thaxted Road                          | CHR117/6801 | 0                          | 0                        | 150                                | 150                       | 150                 | 0                                 |                                     |
| Great Chesterford                     | CHR118/6801 | 0                          | 0                        | 1,300                              | 1,300                     | 1,350               | 50                                |                                     |
| <b><u>Redevelopment Scheme</u></b>    |             |                            |                          |                                    |                           |                     |                                   |                                     |
| <b><u>Sheltered Schemes</u></b>       |             |                            |                          |                                    |                           |                     |                                   |                                     |
| Reynolds Court                        | CHR107/6801 | 0                          | 110                      |                                    | 110                       | 110                 | 0                                 |                                     |
| Hatherley Court                       | CHR108/6801 | 0                          | 482                      |                                    | 482                       | 869                 | 387                               |                                     |
| Walden Place                          | CHR109/6801 | 1,000                      | 787                      |                                    | 1,787                     | 25                  | (1,762)                           | 1,762                               |
| <b>Total HRA</b>                      |             | <b>9,769</b>               | <b>3,086</b>             | <b>0</b>                           | <b>12,855</b>             | <b>9,091</b>        | <b>(3,764)</b>                    | <b>3,905</b>                        |

**Total Capital Programme**

| £'000                          | Original Budget 2019/20 | Slippage from 2018/19 | Budget adjustment/virements | Current Budget 2019/20 | Forecast Outturn | Forecast to Budget Variance | Requested Slippage to 2020/21 |
|--------------------------------|-------------------------|-----------------------|-----------------------------|------------------------|------------------|-----------------------------|-------------------------------|
| Total HRA                      | 9,769                   | 3,086                 | 0                           | 12,855                 | 9,091            | (3,764)                     | 3,905                         |
| Total General Fund             | 2,003                   | 7,948                 | 0                           | 9,951                  | 6,881            | (3,070)                     | 3,163                         |
| <b>CAPITAL PROGRAMME TOTAL</b> | <b>11,772</b>           | <b>11,034</b>         | <b>0</b>                    | <b>22,806</b>          | <b>15,972</b>    | <b>(6,834)</b>              | <b>7,068</b>                  |

**Financing of Capital Programme**

|                             | General Fund<br>£'000 | Housing Revenue Account<br>£'000 |
|-----------------------------|-----------------------|----------------------------------|
| Grants and Contributions    | 284                   | 115                              |
| Revenue Contribution (RCCO) | 713                   | 1,740                            |
| Internal Borrowing          | 3,315                 | 0                                |
| Reserves                    | 2,569                 | 873                              |
| S106                        | 0                     | 602                              |
| Capital Receipts            | 0                     | 1,777                            |
| Major Repairs Reserve       | 0                     | 3,985                            |
|                             | <b>6,881</b>          | <b>9,091</b>                     |
| Total Financing             |                       | <b>15,972</b>                    |

## Section 106 Balances

| With Conditions                                    | 31 March 2019 | Income   | Adjustment | Drawn Down -    | Balance at 30 |
|--|---------------|----------|------------|-----------------|---------------|
|  | £'000         | £'000    |            | Capital/Revenue | Sept 2019     |
|  | £'000         | £'000    |            | £'000           | £'000         |
| <b>S106 Receipts in Advance</b>                    |               |          |            |                 |               |
| Priors Green, Takeley                              | 78            | -        | -          | -               | 78            |
| Land north of Ingrams, Felsted                     | 10            | -        | -          | -               | 10            |
| Rochford Nurseries/Foresthall Park, Stansted       | 60            | -        | -          | (30)            | 30            |
| The Orchard, Elsenham                              | 42            | -        | -          | -               | 42            |
| Wedow Road, Thaxted                                | 53            | -        | -          | -               | 53            |
| Sector 4 Woodlands Park, Gt Dunmow                 | 10            | -        | -          | -               | 10            |
| Keers Green Nurseries, Aythorpe Roding             | 120           | -        | -          | -               | 120           |
| Land adjacent to S/W Hospital                      | 31            | -        | -          | -               | 31            |
| Land at Blossom Hill Farm, Henham                  | 33            | -        | -          | -               | 33            |
| Land at Webb & Hallett Road, Flitch Green, Felsted | 33            | -        | -          | -               | 33            |
| Land south side of Radwinter Road                  | 49            | -        | -          | -               | 49            |
| <b>Total</b>                                       | <b>519</b>    | <b>-</b> | <b>-</b>   | <b>(30)</b>     | <b>489</b>    |

| Other Bodies                                    | 31 March 2019 | Income     | Adjustment | Transferred to | Balance at 30 |
|---|---------------|------------|------------|----------------|---------------|
|   | £'000         | £'000      |            | other bodies   | Sept 2019     |
|   | £'000         | £'000      |            | £'000          | £'000         |
| <b>S106 Receipts in Advance</b>                 |               |            |            |                |               |
| Sector 4 Woodlands Park (Helena Romanes School) | 165           | -          | -          | -              | 165           |
| Brewers End, Takeley                            | 31            | -          | -          | -              | 31            |
| Land adj Hailes Wood, Elsenham                  | 10            | -          | -          | -              | 10            |
| Land at Flitch Green, Felsted                   | 67            | -          | -          | -              | 67            |
| Land adjacent to S/W Hospital                   | 16            | -          | -          | -              | 16            |
| Ashdon Road Commercial Centre                   | 26            | -          | -          | -              | 26            |
| Land south of Stansted Road, Elsenham           | 53            | -          | -          | -              | 53            |
| Land south of Ongar Road, Dunmow                | 17            | -          | -          | -              | 17            |
| Land at 119 Radwinter Road, adj S/W Hospital    | 15            | -          | -          | -              | 15            |
| Land North of Ongar Road, Gt Dunmow             | 21            | -          | -          | -              | 21            |
| Land at Bury Water Lane, Newport                | 29            | -          | -          | -              | 29            |
| Land south side of Radwinter Road               | 36            | -          | -          | -              | 36            |
| Land at Elsenham Nuseries                       | 14            | -          | -          | -              | 14            |
| Bury Water Lane, Newport                        | 26            | -          | -          | -              | 26            |
| Walpole Farm, Cambridge Road, Stansted          | 53            | 187        | -          | (187)          | 53            |
| Land at Little Walden Road, Saffron Walden      | 120           | -          | -          | (120)          | -             |
| Land at London Road, Gt Chesterford             | -             | 400        | -          | (364)          | 36            |
| <b>Grants and Contributions to Other Bodies</b> | <b>699</b>    | <b>587</b> | <b>-</b>   | <b>(671)</b>   | <b>615</b>    |

| Without Conditions                         | 31 March 2019 | Income   | Adjustment | Drawn Down - | Balance at 30 |
|--|---------------|----------|------------|--------------|---------------|
|  | £'000         | £'000    |            | Capital      | Sept 2019     |
|  | £'000         | £'000    |            | £'000        | £'000         |
| <b>S106 Unapplied</b>                      |               |          |            |              |               |
| Affordable Housing;                        | 676           | -        | -          | -            | 676           |
| Drawn Down                                 | -             | -        | -          | -            | -             |
| Affordable Housing                         | 676           | -        | -          | -            | 676           |
| Dunmow Eastern Sector                      | 18            | -        | -          | -            | 18            |
| Woodlands Park, Gt Dunmow                  | 36            | -        | -          | -            | 36            |
| Bell College, Saffron Walden               | 15            | -        | -          | -            | 15            |
| Priors Green, Takeley                      | 8             | -        | -          | -            | 8             |
| Foresthall Park, Stansted                  | 33            | -        | -          | -            | 33            |
| Lt Walden Road/Ashdon Road, Saffron Walden | 98            | -        | -          | -            | 98            |
| Oakwood Park, Takeley                      | 5             | -        | -          | -            | 5             |
| <b>Total</b>                               | <b>889</b>    | <b>-</b> | <b>-</b>   | <b>-</b>     | <b>889</b>    |

**Treasury Management 2019/20 – Quarter 2****Investments April – September 2019**

| <b>Date of Investment</b> | <b>Counterparty</b>          | <b>Amount (£)</b> | <b>Date of Repayment</b> | <b>Interest Rate</b> |
|---------------------------|------------------------------|-------------------|--------------------------|----------------------|
| 01-Apr-19                 | Coventry City Council        | 2,500,000         | 18-Apr-19                | 0.80%                |
| 01-Apr-19                 | DMO                          | 2,500,000         | 04-Apr-19                | 0.50%                |
| 02-Apr-19                 | DMO                          | 1,000,000         | 04-Apr-19                | 0.50%                |
| 04-Apr-19                 | DMO                          | 1,500,000         | 11-Apr-19                | 0.50%                |
| 10-Apr-19                 | DMO                          | 1,200,000         | 18-Apr-19                | 0.50%                |
| 15-Apr-19                 | DMO                          | 1,500,000         | 18-Apr-19                | 0.50%                |
| 26-Apr-19                 | DMO                          | 1,500,000         | 30-Apr-19                | 0.50%                |
| 01-May-19                 | DMO                          | 1,500,000         | 09-May-19                | 0.50%                |
| 09-May-19                 | DMO                          | 3,000,000         | 17-May-19                | 0.50%                |
| 15-May-19                 | DMO                          | 2,000,000         | 17-May-19                | 0.50%                |
| 15-May-19                 | DMO                          | 1,000,000         | 20-May-19                | 0.50%                |
| 24-May-19                 | DMO                          | 1,000,000         | 03-Jun-19                | 0.50%                |
| 31-May-19                 | DMO                          | 1,500,000         | 03-Jun-19                | 0.50%                |
| 03-Jun-19                 | DMO                          | 1,500,000         | 05-Jun-19                | 0.50%                |
| 03-Jun-19                 | DMO                          | 3,000,000         | 11-Jun-19                | 0.50%                |
| 05-Jun-19                 | DMO                          | 3,500,000         | 10-Jun-19                | 0.50%                |
| 11-Jun-19                 | Thurrock Council             | 2,000,000         | 11-Dec-19                | 0.80%                |
| 14-Jun-19                 | Conwy County Borough Council | 2,000,000         | 16-Dec-19                | 0.80%                |
| 10-Jun-19                 | DMO                          | 2,000,000         | 14-Jun-19                | 0.50%                |
| 10-Jun-19                 | DMO                          | 1,500,000         | 11-Jun-19                | 0.50%                |
| 12-Jun-19                 | Surrey County Council        | 2,000,000         | 12-Dec-19                | 0.78%                |
| 11-Jun-19                 | DMO                          | 2,000,000         | 12-Jun-19                | 0.50%                |
| 11-Jun-19                 | DMO                          | 2,000,000         | 19-Jun-19                | 0.50%                |
| 17-Jun-19                 | DMO                          | 4,500,000         | 19-Jun-19                | 0.50%                |
| 26-Jul-19                 | DMO                          | 1,000,000         | 01-Aug-19                | 0.50%                |
| 01-Aug-19                 | DMO                          | 1,000,000         | 05-Aug-19                | 0.50%                |
| 05-Aug-19                 | DMO                          | 750,000           | 16-Aug-19                | 0.50%                |
| 15-Aug-19                 | DMO                          | 4,000,000         | 16-Aug-19                | 0.50%                |
| 02-Sep-19                 | DMO                          | 1,000,000         | 05-Sep-19                | 0.50%                |
| 05-Sep-19                 | Cornwall Council             | 2,000,000         | 05-Dec-19                | 0.63%                |
| 05-Sep-19                 | DMO                          | 1,000,000         | 19-Sep-19                | 0.50%                |
| 16-Sep-19                 | DMO                          | 2,000,000         | 19-Sep-19                | 0.50%                |

**Money Market Funds Investments April – September 2019**

| <b>Date of Investment</b> | <b>Counterparty</b> | <b>Amount (£)</b> | <b>Date of Repayment</b> | <b>Average daily Interest Rate</b> |
|---------------------------|---------------------|-------------------|--------------------------|------------------------------------|
| 01-Apr-19                 | CCLA                | 1,000,000         | On-going                 | 0.74%                              |
| 01-May-19                 | Federated           | 1,000,000         | 20-May-19                | 0.77%                              |
| 03-Jun-19                 | Federated           | 1,000,000         | On-going                 | 0.74%                              |
| 11-Jun-19                 | Invesco             | 1,000,000         | 19-Jun-19                | 0.75%                              |
| 01-Jul-19                 | Invesco             | 1,000,000         | 18-Jul-19                | 0.73%                              |
| 18-Jul-19                 | Invesco             | 500,000           | 15-Aug-19                | 0.73%                              |
| 05-Aug-19                 | Invesco             | 500,000           | 15-Aug-19                | 0.72%                              |
| 03-Sep-19                 | Invesco             | 700,000           | On-going                 | 0.71%                              |
| 11-Sep-19                 | Invesco             | 300,000           | On-going                 | 0.71%                              |

**Borrowing April – September 2019**

| <b>Date of borrowing</b> | <b>Institution</b>                    | <b>Amount (£)</b> | <b>Date of Repayment</b> | <b>Interest Rate</b> |
|--------------------------|---------------------------------------|-------------------|--------------------------|----------------------|
| 20/05/2019               | Western Isles Council                 | 2,000,000         | 01/07/2019               | 0.75%                |
| 17/06/2019               | Vale of Glamorgan Council             | 1,500,000         | 01/11/2019               | 0.73%                |
| 19/06/2019               | Neath Port Talbot Council             | 1,000,000         | 01/11/2019               | 0.76%                |
| 18/07/2019               | Worcester City Council                | 2,000,000         | 01/08/2019               | 0.60%                |
| 22/07/2019               | Harlow District Council               | 2,000,000         | 02/09/2019               | 0.68%                |
| 22/07/2019               | Falkirk Council                       | 2,500,000         | 02/09/2019               | 0.68%                |
| 18/07/2019               | Newport City Council                  | 2,000,000         | 01/08/2019               | 0.65%                |
| 19/08/2019               | Western Isles Council                 | 3,500,000         | 02/12/2019               | 0.71%                |
| 20/08/2019               | Barnsley Metropolitan Borough Council | 3,000,000         | 02/12/2019               | 0.71%                |
| 22/08/2019               | Bridgend County Borough Council       | 1,500,000         | 01/11/2019               | 0.72%                |
| 19/09/2019               | Vale of Glamorgan Council             | 1,000,000         | 01/11/2019               | 0.65%                |
| 19/09/2019               | Greater Manchester Combined Authority | 4,500,000         | 01/10/2019               | 0.62%                |