
REPORT TO THE EXECUTIVE – 4 NOVEMBER 2021**PORTFOLIO: FINANCIAL SERVICES****REPORT FROM: ASSISTANT DIRECTOR, RESOURCES****SUBJECT: QUARTER 2 2021/22 FINANCIAL MANAGEMENT REPORT****1 DECISION BEING RECOMMENDED**

- 1.1 To note the Quarter 2 2021/22 revenue budget and capital position set out in sections 3 and 4 below and detailed in Appendices 1 to 5.

2 REASON/S FOR RECOMMENDATION

- 2.1 The purpose of this report is to set out the forecast revenue and capital budget positions as at end of Quarter 2 2021/22.
- 2.2 The commentary does not attempt to cover all budgetary changes but draws attention to the key factors affecting net expenditure for that service area.
- 2.3 Allocations from the general balance for supplementary estimates (endorsed unplanned expenditure) or proposals to return underspends to the general balance will be recommended for approval by the Section 151 Officer, where appropriate.

3 OVERALL FINANCIAL POSITION

- 3.1 The latest revenue budget for 2021/22 is £11.436m which is an increase of £1.237m compared to the original budget of £10.199m. The changes to the original budget are due to drawdowns from reserves which are detailed in Appendix 1. The forecast outturn for general fund expenditure as at Q2 is £11.169m, which is an underspend of £0.268m, after application of the Council's COVID-19 grant allocation, but before any additional funding from the Government's income compensation scheme.
- 3.2 The Council continues to feel the impact on COVID-19 on its budgets, most notably car parking income, although the full impact is not yet clear and will depend on how quickly the wider economy recovers. The projections within this report are based on assumptions which have a high degree of uncertainty and will therefore be subject to close monitoring and refinement over the course of the financial year and beyond. Budget pressures are shown gross within the relevant portfolio lines, to enable monitoring of the movements against budget, with general COVID-19 grant income shown separately beneath. The Council will seek to mitigate any losses through in-year savings as far as possible but if there is an overall deficit at year-end it may be

required to draw on its COVID-19 smoothing reserve which was created in 2020/21 for this purpose. The Council is required to report monthly to Government on its expected financial pressures relating to the pandemic.

- 3.3 Government has also introduced a scheme to reimburse local authorities for an element of its lost income which will continue in the first quarter of 2021/22. This is not included in the projected year end position as the amount is not yet confirmed for 2021/22.
- 3.4 The Council has also received a number of other COVID-19 related grants for specific purposes; however, these are not reflected in the general fund position as if these are not fully spent, they will either be returned or held in ear-marked reserves at year-end. These are detailed separately at Appendix 5.
- 3.5 Portfolio holders, supported by Assistant Directors, are accountable for any budget variations within their services and the associated responsibility to ensure expenditure and income are managed within agreed budgets. To make sure that this is successfully achieved, it is essential that Assistant Directors identify any significant emerging variances, develop action plans (endorsed by Portfolio Holders) to address these, and review them throughout the financial year, so that overall expenditure is contained within the available budget.
- 3.6 A breakdown of the revenue position by portfolio is set out in Appendix 2 and summarised in the table below.

Portfolio	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)	Of which: Salary Variance	Of which: Non Salary Variance
Leader/ Deputy Leader	2,981	2,990	1,176	2,859	(131)	(137)	7
Financial Services	1,352	2,003	1,607	1,917	(86)	(37)	(49)
Commercial, Business, Local Economy & Leisure	758	937	302	823	(113)	(40)	(74)
Strategic Planning	436	555	15	502	(54)	(30)	(24)
Environment & Place	3,250	3,268	1,404	3,137	(131)	(49)	(82)
IT, Tourism, Housing & Parking	1,120	1,226	600	1,595	369	(15)	384
Community	552	577	158	546	(31)	(26)	(5)
	10,449	11,556	5,262	11,379	(177)	(333)	157
Corporate Adjustments							
Cost of Living Increase (1)	-	131	0	131	0	0	-
Vacancy Factor (2)	(250)	(250)	-	-	250	250	-
COVID Grant (3)	-	-	(341)	(341)	(341)	-	(341)
TOTAL	10,199	11,436	4,921	11,169	(268)	(83)	(184)

(1) Cost of Living Increase

The Council budgeted for a 2% cost of living increase in 2021/22. As at the end of Q2 the actual pay award is still to be approved. Therefore, this increase has been removed across the portfolio budget lines and is shown as a corporate adjustment instead. Once a pay award has been agreed for 2021/22 this budget will be reinstated to individual budget lines.

(2) Vacancy Factor

The Council budgeted for a vacancy factor saving of £200,000 across all portfolios due to natural turnover of staff during the financial year, plus an additional £50,000 due to the vacant Managing Director post at the start of the year. The actual projected salary savings are shown within each portfolio line.

(3) COVID-19 General Grant Income

£0.341m of grant has been allocated to the Council by Government in relation to general COVID-19 pressures. This is un-ringfenced funding which will be used to offset COVID-19 pressures incurred across individual service areas detailed in the relevant portfolio areas below.

Portfolio Variances**Salary Variances**

- 3.7 Overall, there are Council-wide projected salary savings of £333,400 against a budgeted vacancy factor of £250,000, giving rise to a £83,400 positive variance. The salary savings by portfolio are split out in the table above.

Non-Salary Variances

- 3.8 In addition to the salary underspends the following significant variances are projected.

Leader / Deputy Leader (£7,000 non-salaries overspend)

- Projected reduction in income of £30,400 for Hackney Carriage and £1,700 in other licensing income due to fewer applications as a result of COVID-19.
- Savings on cost of elections budgets of £16,400, mostly due to reduced printing and postage costs.
- £4,000 additional legal income.
- £3,900 overspend of attendance bonus due to reduced staff sickness levels.
- Various small savings across Support Services totalling £10,900. This includes franking costs and photocopier paper.
- £15,900 cost pressure due to COVID-19 related expenditure.
- £7,200 income relating to redistributed external audit contract costs.
- Other smaller variances across the portfolio resulting in a £6,200 underspend.

Financial Services (£49,000 non-salaries underspend)

- Within Council Tax there is a £5,700 reduction in income from the Council Tax Support Administration Subsidy.
- £31,300 saving on Housing Benefit Payments based on the mid-year estimate submission.
- An underspend relating to smaller budgets brought forward from 2020/21 but not required in 2021/22 of £3,200.
- £46,000 estimated reduction in income recoverable from court proceedings relating to Council Tax, and £8,900 from business rates, partially offset by a £12,000 saving in court costs expenditure.
- Additional income from precepting authorities relating to administration of the Council Tax Support scheme of £40,600 is expected.
- £18,200 additional income from Council Tax Sharing Agreement, as a result of improved collection compared to the budgeted position.
- Various smaller savings across the portfolio totalling £4,300

Commercial, Business, Local Economy & Leisure (£74,000 non-salaries underspend)

- Income from local land charge search is expected to exceed budget by £6,600 due to increased demand, in addition expenditure is expected to be under budget by £6,000.
- Various small savings across Rochford & Rayleigh office accommodation expenditure budgets totalling £3,900.
- £45,700 savings on Leisure Premises business rates, this is due entitlement to NNDR relief as a result of a Government scheme.
- Various other smaller savings across the portfolio totalling £11,800

Strategic Planning (£24,000 non-salaries underspend)

- Planning income is forecast to over-achieve against budget by £141,000 due to a number of large applications received in the first quarter. However, it is anticipated that c£100,000 of additional staffing costs will need to be funded

from this surplus income. Therefore, this gives rise to a net positive variance of £41,000.

- Pre-application advice income is expected to under-achieve by £30,400, this is due to this being a demand led service.
- Building control income is forecast over-achieve by £5,000.
- Various small savings across the portfolio totalling £8,400.

Environment & Place (£82,000 non-salaries underspend)

- Based on income to date, cemeteries income is forecast to exceed budget by £21,500
- Grounds Maintenance costs are expected to be under budget by £74,300 mainly due to the decision to bring this service back in-house, rather than contract for services via the Councils Local Authority Trading Company, GGT (GM). This is partially offset by a reduced recharge income of £20,500 for services provided by RDC staff to GGT.
- Parks and Open Spaces overall income is expected to under achieve by £21,300 due to the ongoing impact of COVID-19.
- Expected £6,000 under achieved income on textile credits.
- £19,200 saving on the Recycling Collection due to contract inflation costs being lower than budgeted for.
- £6,400 saving on Street Cleansing due to contract inflation costs being lower than budgeted for.
- Various small savings across the portfolio totalling £8,400.

IT, Tourism, Housing & Parking (£384,000 non-salaries overspend)

- Parking income is expected to be under budget by £387,800 based on current projections due to the ongoing impact of COVID-19. This will be partly

mitigated in the first quarter by the Government's Sales, Fees and Charges compensation scheme.

- Loss of £8,800 income due to South Essex Parking Partnership no longer using the Civic Suite as a base.
- £7,500 anticipated saving on the IT consultancy budget.
- There is a net pressure on Homelessness and Housing Strategy budgets of £5,200, mainly due to reduced income as a result of vacancies at Kings Head and South Street.
- Various smaller savings across the portfolio totalling £10,100, including maintenance and mobile phone administration costs.

Community (£5,000 non-salaries underspend)

- £4,600 additional Environmental Health income.

4 CAPITAL PROGRAMME

- 4.1 The original Capital Programme for 2021/22 was £3.6m, however as part of the closedown of the 2020/21 financial year, £0.5m of carry forwards were agreed creating a revised budget of £4.1m.
- 4.2 The forecasted outturn on the Council's capital programme as at Quarter 2 is £1.459m. The table at Appendix 3 summarises the projected position by service area.
- 4.3 The major item with slippage against the revised 2021/22 budget is the Asset Delivery Programme, pending Council agreement of the first Stop/Go decision point to allow works to proceed in-year (£1.994m). There is also expected slippage of £0.248m on the play spaces programme, due to potential match funding for outstanding projects not currently being available; £0.095m against the Vehicle Fleet budget and £0.119m against Disabled Facilities Grant expenditure which is demand-led.
- 4.4 The overall forecast outturn can be contained within the funds earmarked for the 2021/22 Capital Programme and is largely funded by grants and the capital receipts reserve.

5 RISK IMPLICATIONS


- 5.1 The Council already faced a challenging situation to balance the budget from 2022/23 onwards, so the impact of COVID-19 on future years' budgets will be considered carefully as part of the Council's MTFs process. Some Government grants and income compensation monies have been used to

create a COVID-19 smoothing reserve during 2020/21 to assist with future pressures; use of this will need to be monitored closely.

- 5.2 The Sales, Fees and Charges income compensation scheme continues into the first quarter of this financial year; however, after this point the Council will feel the full impact of any ongoing income losses e.g., from car parking. The Council is likely to have to take difficult decisions to ensure its financial sustainability in the medium term unless significant additional ongoing resources are agreed for local authorities as part of the Comprehensive Spending Review anticipated in 2021.
- 5.3 The Council continues to work with the District Councils' Network and other sectoral bodies to lobby Government for appropriate funding to ensure any COVID-19 losses are fully compensated. It has provided detailed estimates of all its pressures to MHCLG each month to inform the governmental analysis of the impact of the pandemic on Local Government finances.
- 5.4 Delays in completing the items on the Capital Programme could prevent the Council from achieving its strategic objectives and lead to adverse publicity.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

LT Lead Officer Signature: _____



ASSISTANT DIRECTOR, RESOURCES

Background Papers:-

None.

For further information please contact Naomi Lucas on:-

Phone: 01702 546366 x 3517
Email: Naomi.Lucas@rochford.gov.uk

If you would like this report in large print, Braille or another language please contact 01702 318111.

APPENDIX 1: YEAR TO DATE RESERVE DRAWDOWNS 2021/22

<i>Description</i>	<i>Amount</i>	<i>Reason</i>	<i>Authorisation</i>
Leader/ Deputy Leader			
Licensing Reserve	18,000	Licensing Animal Welfare Contractors	Section 151 Officer
Devolution Reserve	4,337	Devolution Model	Section 151 Officer
Legal Reserve	468	Legal Consultancy	Section 151 Officer
Legal Reserve	903	Legal Advice	Section 151 Officer
Legal Reserve	5,800	Overview and scrutiny audit	Section 151 Officer
General Fund Reserve	900	Chain of Office	Section 151 Officer
Civic Regalia Reserve	2,157	Chain of Office	Section 151 Officer
Election Reserve	15,000	Cost of Election	Section 151 Officer
Devolution Reserve	600	East of England subscription renewal	Section 151 Officer
General Balance drawdown	1,000	Civic Pride	Section 151 Officer
Financial Services			
ND New Burdens Reserve	2,182	Software Changes	Section 151 Officer
HB New Burdens	500	Subsidy phone line costs	Section 151 Officer
Infrastructure Reserve	221,130	Connect project including training	Investment Board/ Full Council
Infrastructure Reserve	385,039	Asset Delivery Programme	Investment Board/ Full Council
HB New Burdens	800	Benefits Training	Section 151 Officer
HB New Burdens	28,400	Funding of Fixed Term Contract post	Section 151 Officer
HB New Burdens	230	NFI Back Account Verification Tool	Section 151 Officer
Transformation Reserve	20,000	Collaborative Working Project	Section 151 Officer
HB New Burdens	2,600	Capita consultancy fee - debt management	Section 151 Officer
HB New Burdens	15,318	Funding of Temp recovery officer post	Section 151 Officer
Commercial, Business, Local Economy & Leisure			
Leisure Smoothing Reserve	159,833	Fusion Leisure Contract	Section 151 Officer/ The Executive
Active Rochford Reserve	7,700	Active Rochford Projects	Senior Leisure & Cultural Services Officer

COVID 19 Reserve	13,656	Funding leisure contract	Section 151 Officer
R&M Reserve	5,000	Civic Suite R&M	Section 151 Officer
Strategic Planning			
Planning Reserve	47,000	Planning consultancy/ agency	Section 151 Officer
LDF Reserve	35,000	Local plan leaflet print and delivery	Section 151 Officer
LDF Reserve	52,106	Local Development Framework	Section 151 Officer
Legal Reserve	7,000	Planning Appeal	Section 151 Officer
Environment & Place			
Business Rates Smoothing Reserve	6,711	Ashingdon Pavilion Business Rates	Section 151 Officer
R&M Reserve	6,500	Urgent drainage works at Depot	Section 151 Officer
Contractor Provision Reserve	13,645	Urgent drainage works at Depot	Section 151 Officer
IT, Tourism, Housing & Parking			
Flexible Homeless Support Grant	22,186	Homelessness Support	Section 151 Officer
Flexible Homeless Support Grant	4,600	Increase in working hours	Louisa Moss
Flexible Homeless Support Grant	87,000	Funding of Fixed Term Contract posts	Section 151 Officer
IT Reserve	5,000	Additional Mobile phone costs	Section 151 Officer
R&M Reserve	5,500	Car Park Machines utilities pressure	Section 151 Officer
Community			
Environmental Health Reserve	3,392	Consultants	Louisa Moss
Crime & Disorder Reserve	2,000	Policy/ Guide review	Louisa Moss
COVID 19 Reserve	28,247	Environmental Health COVID works	Section 151 Officer
Total	1,237,440		

APPENDIX 2: FORECAST YEAR-END POSITION FOR 2021/22 AS AT END OF SEPTEMBER 2021**PORTFOLIO HOLDER: LEADER/DEPUTY LEADER, CLLR S E WOOTTON & CLLR C E ROE**

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Reception	D Tribe	0	0	(693)	0	0
Support Services	D Tribe	125,450	124,250	59,342	117,571	(6,679)
Legal Services	A Law	112,200	112,670	17,420	105,369	(7,301)
Human Resources	A Hutchings	195,700	195,650	82,457	192,284	(3,366)
Communications	D Tribe	79,450	78,850	16,023	75,623	(3,227)
Licensing	L Moss	56,550	72,650	20,298	70,619	(2,031)
Customer Services	D Tribe	447,900	439,000	198,507	418,341	(20,659)
Hackney Carriage	L Moss	(87,900)	(87,900)	(36,866)	(58,101)	29,799
Corporate Management	A Hutchings	220,350	224,045	(37,594)	233,209	9,164
Member & Committee Services	A Law	444,500	448,300	227,535	439,204	(9,096)
Assistant Directors	A Hutchings	651,250	639,650	293,282	634,935	(4,715)
Strategic Director	A Hutchings	136,700	134,100	65,791	135,991	1,891
Managing Director	A Hutchings	174,700	171,300	6,443	66,689	(104,611)
Civics	A Law	72,500	75,357	23,336	72,323	(3,034)
Conducting Elections	A Law	163,150	176,800	149,230	177,420	(6,246)
Registration of Electors	A Law	97,850	96,500	49,516	89,634	
Overview	A Law	1,100	1,100	0	1,100	0
Leadership Support Team	A Law	89,400	87,500	41,826	86,926	(574)
	TOTAL	2,980,850	2,989,823	1,175,853	2,859,137	(130,686)

PORTFOLIO HOLDER: FINANCIAL SERVICES, CLLR S P SMITH

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Housing Benefit Administration	N Lucas	274,523	299,223	7,174	299,606	383
Housing Benefits Payments	N Lucas	(171,190)	(171,190)	396,144	(202,486)	(31,296)
Audit	N Lucas	126,600	124,600	42,226	97,268	(27,332)
Financial Services	N Lucas	396,150	389,750	188,005	384,066	(5,684)
Non-Distributed Costs	N Lucas	789,000	789,000	880,266	785,754	(3,246)
Projects	N Lucas	0	626,169	225,215	626,169	0
Council Tax	N Lucas	(55,950)	(47,032)	(200,260)	(63,596)	(16,564)
Business Rates	N Lucas	(65,900)	(65,088)	52,318	(54,256)	10,832
Procurement	A Law	58,550	57,450	16,296	44,840	(12,610)
	TOTAL	1,351,783	2,002,882	1,607,383	1,917,365	(85,517)

PORTFOLIO HOLDER: COMMERCIAL, BUSINESS, LOCAL ECONOMY & LEISURE, CLLR M J WEBB

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Office Accommodation Rayleigh	M Harwood – White	62,750	67,450	44,379	74,525	7,075
Office Accommodation Rochford	M Harwood – White	227,400	226,700	104,024	216,292	(10,408)
Estate Management Services	M Harwood – White	209,800	206,000	80,768	167,025	(38,975)
Sports Development & Promotion	M Harwood – White	54,600	61,200	37,023	59,236	(1,964)
Leisure Premises	M Harwood – White	186,450	346,283	47,946	300,541	(45,742)
Leisure Client Account	M Harwood – White	45,700	58,556	33,722	56,669	(1,887)
Emergency Planning	M Harwood – White	53,000	52,600	21,787	51,479	(1,121)
Local Land Charges	D Tribe	(140,000)	(140,000)	(86,677)	(152,554)	(12,554)
Health & Safety	M Harwood – White	58,400	57,800	19,035	49,894	(7,906)
	TOTAL	758,100	936,589	302,006	823,106	(113,483)

PORTFOLIO HOLDER: STRATEGIC PLANNING, CLLR I H WARD

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Highways/ Roads Routine	M Hotten	(18,000)	(19,200)	27,106	(20,111)	(911)
Development Management	M Hotten	179,200	220,150	(55,722)	181,350	(38,800)
Building Control Client Account	M Hotten	235,100	231,100	113,985	229,335	(1,765)
Building Control Fee Account	M Hotten	(210,000)	(210,000)	(141,263)	(215,000)	(5,000)
Planning Policy & Eco Dev	M Hotten	250,100	333,206	70,531	326,036	(7,170)
	TOTAL	436,400	555,256	14,638	501,610	(53,646)

PORTFOLIO HOLDER: ENVIRONMENT AND PLACE, CLLR D J SPERRING

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Cemeteries & Churchyards	M Hotten	(120,250)	(120,250)	(95,835)	(141,652)	(21,402)
Street Cleansing	M Hotten	739,700	739,700	242,517	732,190	(7,510)
Public Conveniences	M Hotten	43,400	29,900	3,408	29,814	(86)
Coast Protection	M Hotten	2,300	2,300	0	2,300	0
Depot	M Hotten	35,700	55,845	35,163	55,786	(59)
Recycling Collection	M Hotten	2,189,400	2,187,142	658,199	2,125,681	(61,460)
Recycling Disposal	M Hotten	(437,500)	(437,500)	157,801	(431,500)	6,000
Parks & Open Spaces	M Hotten	797,450	810,961	403,094	764,125	(46,835)
	TOTAL	3,250,200	3,268,097	1,404,349	3,136,744	(131,353)

PORTFOLIO HOLDER: IT, TOURISM, HOUSING & PARKING, CLLR D S EFDE

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Off St Parking	M Harwood – White	(1,123,600)	(1,120,200)	(92,659)	(737,801)	382,399
Housing Strategy	L Moss	10,000	10,000	9,010	9,510	(490)
Private Sector Housing Renewal	L Moss	67,400	65,500	23,986	65,520	20
Homelessness	L Moss	824,324	932,310	(7,668)	937,959	5,649
Digital Services	D Tribe	153,900	150,700	74,655	149,699	(1,001)
Computer Services	D Tribe	1,173,650	1,174,050	597,796	1,155,843	(18,207)
Culture & Heritage – Windmill	M Harwood – White	(12,700)	(12,700)	(18,403)	(12,142)	558
Information	A Law	27,000	26,400	12,946	26,546	146
	TOTAL	1,119,974	1,226,060	599,663	1,595,135	369,075

PORTFOLIO HOLDER: COMMUNITY, CLLR A L WILLIAMS

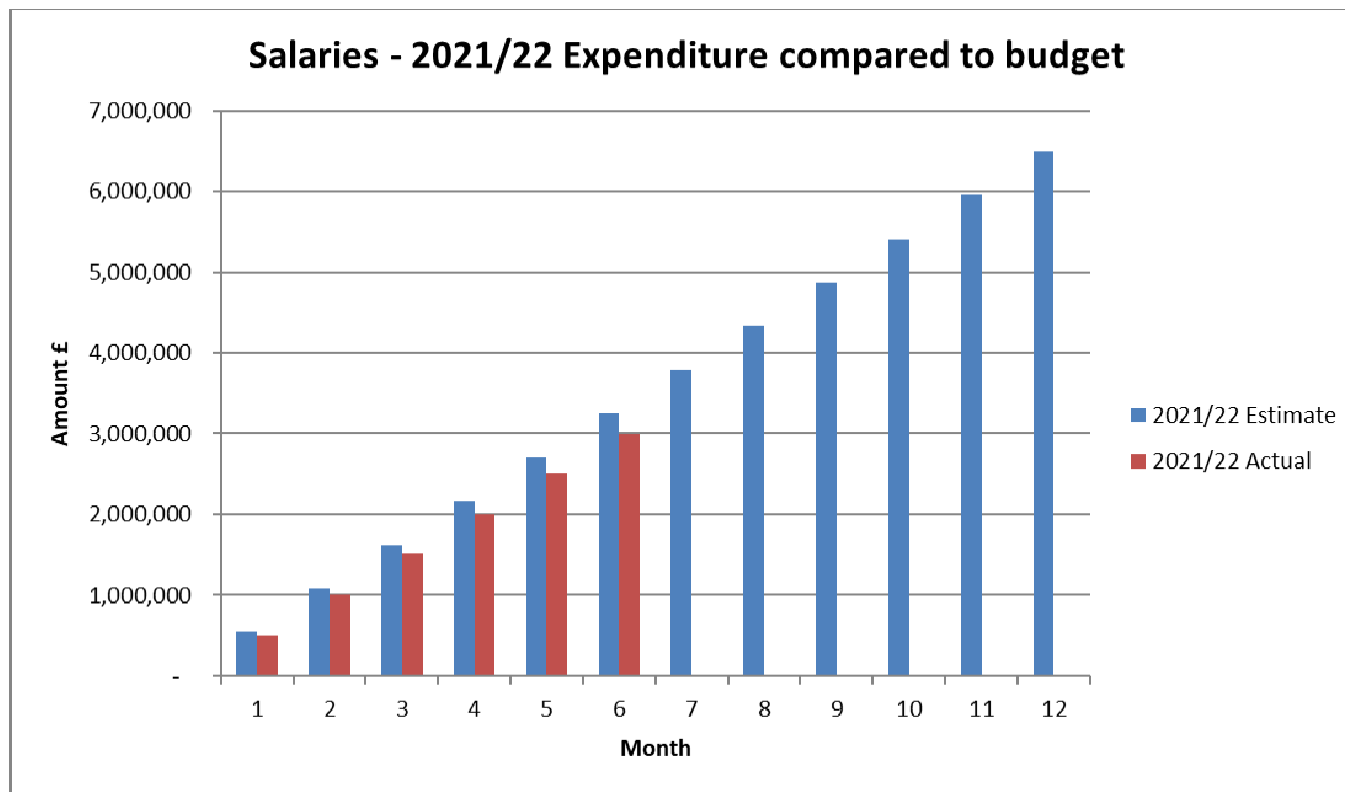
Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 2 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Corporate Policy & Partnership	L Moss	157,600	156,400	22,066	148,188	(8,212)
Community Safety	L Moss	37,550	38,750	13,713	33,524	(5,226)
Public Health	M Hotten	20,100	20,100	7,631	20,100	0
Environmental Health	L Moss	322,300	348,039	108,279	332,191	(15,848)
Safeguarding	L Moss	14,200	14,000	6,755	12,230	(1,770)
	TOTAL	551,750	577,289	158,443	546,232	(31,057)

APPENDIX 3: QUARTER 2 2021/22 PROJECTED CAPITAL OUTTURN POSITION

Item	Commentary	2021/22 ORIGINAL BUDGET £	2021/22 REVISED BUDGET £	2021/22 TOTAL SPENT AND COMMITTED TO DATE £	2021/22 PROJECTION FOR REMAINDER OF YEAR £	FULL YEAR FORECAST SPEND £	PROJECTED VARIANCE UNDER SPEND/(OVERSPEND) £
Commercial, Business, Local Economy and Leisure							
Asset Strategy	Works as per Asset Strategy FBC financials	1,994,631	1,994,631	0	0	0	1,994,631
Rochford Accommodation works	Works identified from surveys and inspections	20,000	19,000	7,059	0	7,059	11,941
Rayleigh Accommodation works	Works identified from surveys and inspections	0	1,000	923	0	923	77
Windmill works	Works identified from surveys and inspections	10,000	22,431	15,744	6,687	22,431	0
Rayleigh Grange Community Centre	Reinstatement Works to include Underpinning of subsidence	100,000	100,000	450	100,000	100,450	(450)
Street Lighting	Energy Efficient Lighting	11,000	23,786	6,607	17,057	23,664	122
Responsive Capital works	Capital works to ensure Health and Safety and Security.	10,000	10,000	0	3,500	3,500	6,500
Health and Safety Adaptations			113	113	0	113	(0)
Town Centre Regeneration Fund	To support town centre investment	50,000	50,000	0	25,000	25,000	25,000
Rochford Day Centre		0	10,359	8,359	0	8,359	2,000
TOTAL		2,195,631	2,231,320	39,256	152,244	191,500	2,039,820
Environment & Place							
Play Spaces	Agreed Programme of Play Equipment	300,000	325,000	26,914	50,000	76,914	248,086
Open Spaces	Replacement of fences/Gates/litter bins/other furniture	25,000	73,072	51,618	21,454	73,072	0
Parks & Open Spaces - Resurfacing works	Resurfacing & replacement of tarmac, concrete & paved foot paths & additional high risk areas within parks and open spaces	15,000			0		0
Pavilions	Essential works following condition survey	62,000	110,770	85,675	20,000	105,675	5,095
Waste Bins	Replacement of household bins	25,000	25,000	26,709	0	26,709	(1,709)
Vehicle Fleet	Replacement of vehicles	35,000	175,000	0	80,000	80,000	95,000
Cemeteries Groundworks	Installation of Headstone Beams	15,000	35,000	4,165	15,000	19,165	15,835
Cemeteries	Essential refurbishments	20,000					0
Public Conveniences Refurbishment			15,120	15,120	0	15,120	0
TOTAL		497,000	758,962	210,201	186,454	396,655	362,307
IT, Tourism, Housing & Parking							
Car Park Machines	Installation of 19 new Elite LS cash terminals with number plate input	71,500	71,500	500	71,100	71,600	(100)
Car Parks	Car Park priority resurfacing programme	100,000	129,935	71,145	58,790	129,935	0
Mobile Working ind. £10k for CRM work	New Devices Refresh	50,000	50,000	15,789	34,211	50,000	(0)
Telephony Network	New Phone Kit/skype	15,000	25,000	2,280	22,720	25,000	0
Flat Bed Scanners	Scanners for Support Services/Reception	5,000	55,000	4,081	50,919	55,000	0
IT Infrastructure works	Various	25,276	51,280	18,080	0	18,080	33,200
ICT Cloud Costs	Is this migratio (carry forward is)		27,806	24,820	0	24,820	2,987
IT	Wifi	50,000	60,000	0	10,000	10,000	50,000
Disabled Facilities Grant	To fund aids and adaptations	475,000	475,000	316,200	40,000	356,200	118,800
Private Housing Renewal Programme	To fund aids and adaptations	20,000	20,000	10,090	0	10,090	9,910
TOTAL		811,776	965,521	462,984	287,740	750,724	214,797
Community							
Air Quality Grant Expenditure		0	69,786	65,963	3,823	69,786	0
Community Safety Fund	To fund investment in works that aid Community Safety across the district	100,000	100,000	0	50,000	50,000	50,000
TOTAL		100,000	169,786	65,963	53,823	119,786	50,000
GRAND TOTAL		3,604,407	4,125,589	778,404	680,261	1,458,665	2,666,924

APPENDIX 4: KEY FINANCIAL INDICATORS AS AT END OF QUARTER 2 2021/22

Salaries

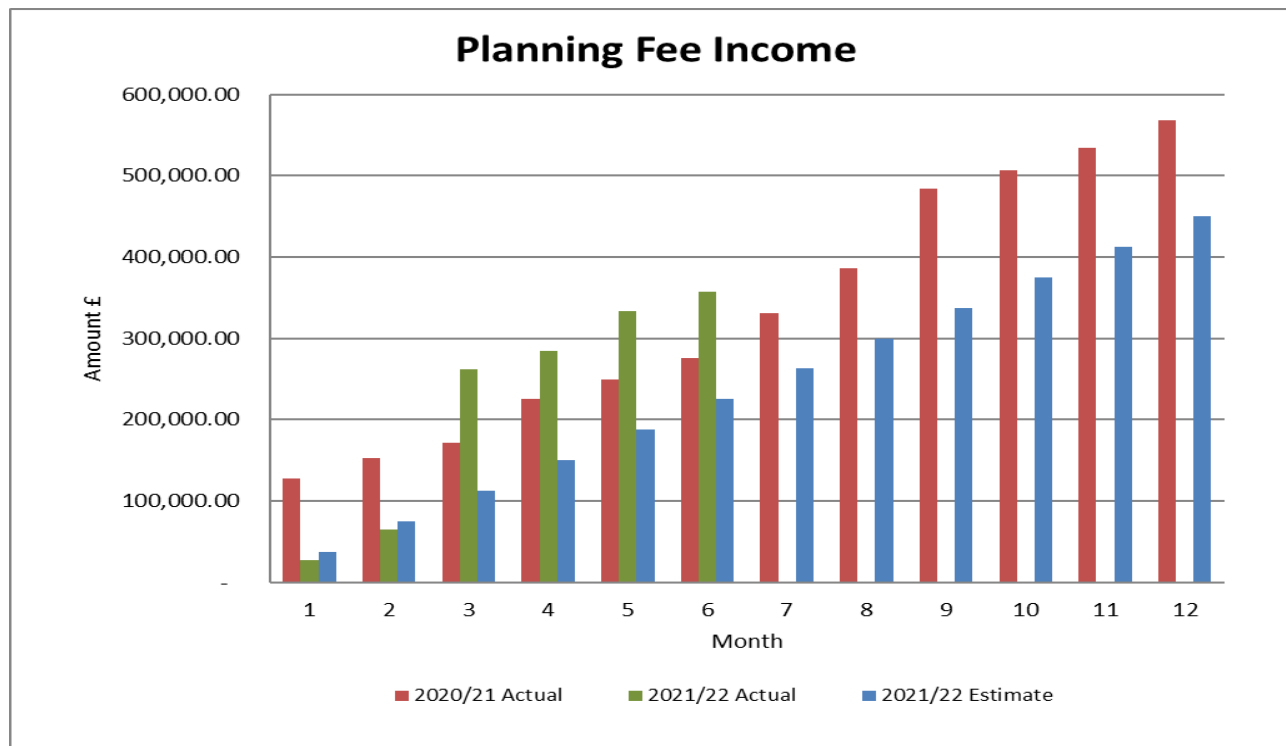


Commentary

The original budget for salaries was set at £6.62m, less an estimated vacancy factor of £250,000. At Q2 there is a projected underspend of c.£333,500 at year end, giving rise to a £83,500 overall variance.

* For the purpose of this report the 2% budgeted Cost of Living increase has been removed, as the final pay award has not been confirmed. This will be updated later in the year once the Cost-of-Living increase has been approved.

Planning Fees



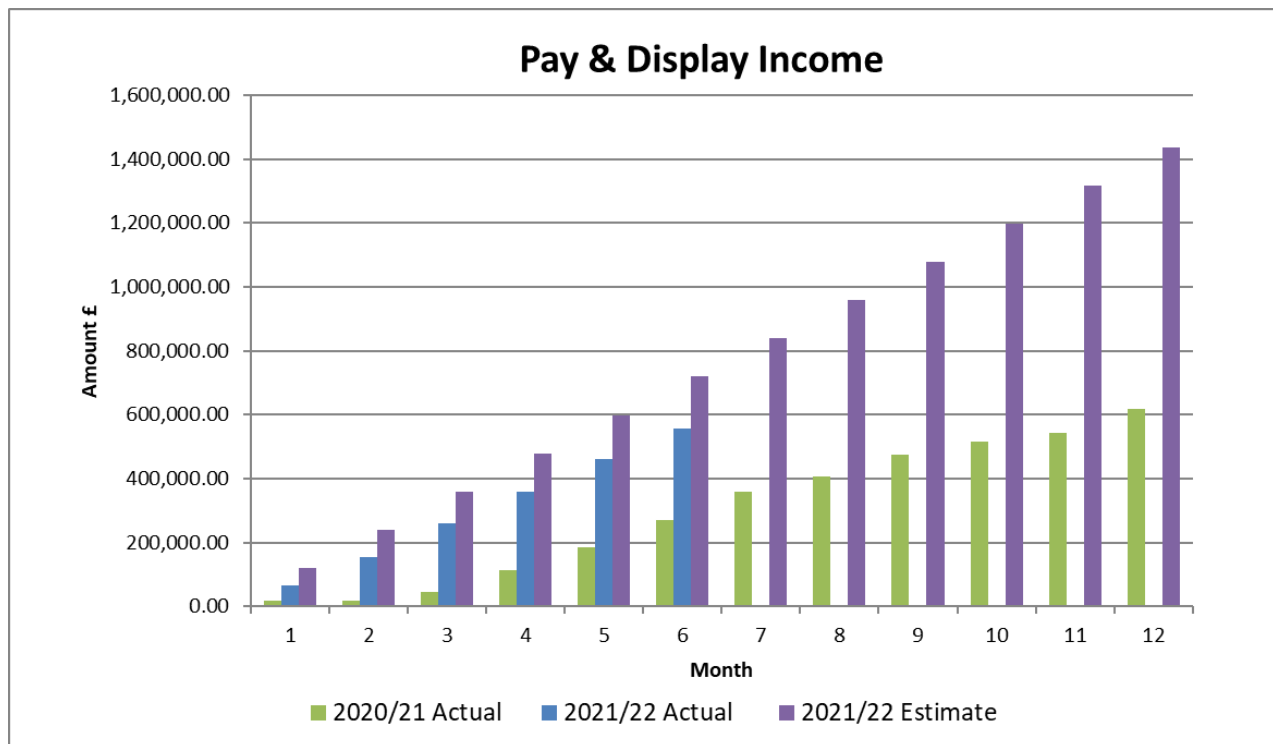
Commentary

The original budget for planning fee income was £450,000. This was based on officer assumptions on Planning Applications for 2021/22.

At this stage, the year-to-date position is £356,600 which is a favourable variance against the year to date budget of c£131,600. This is due to several larger applications.

Overall planning income is forecast to overachieve against budget by c£141,000. However it is anticipated that c£100,000 of additional staffing costs will need to be funded from this surplus income.

Parking Fees

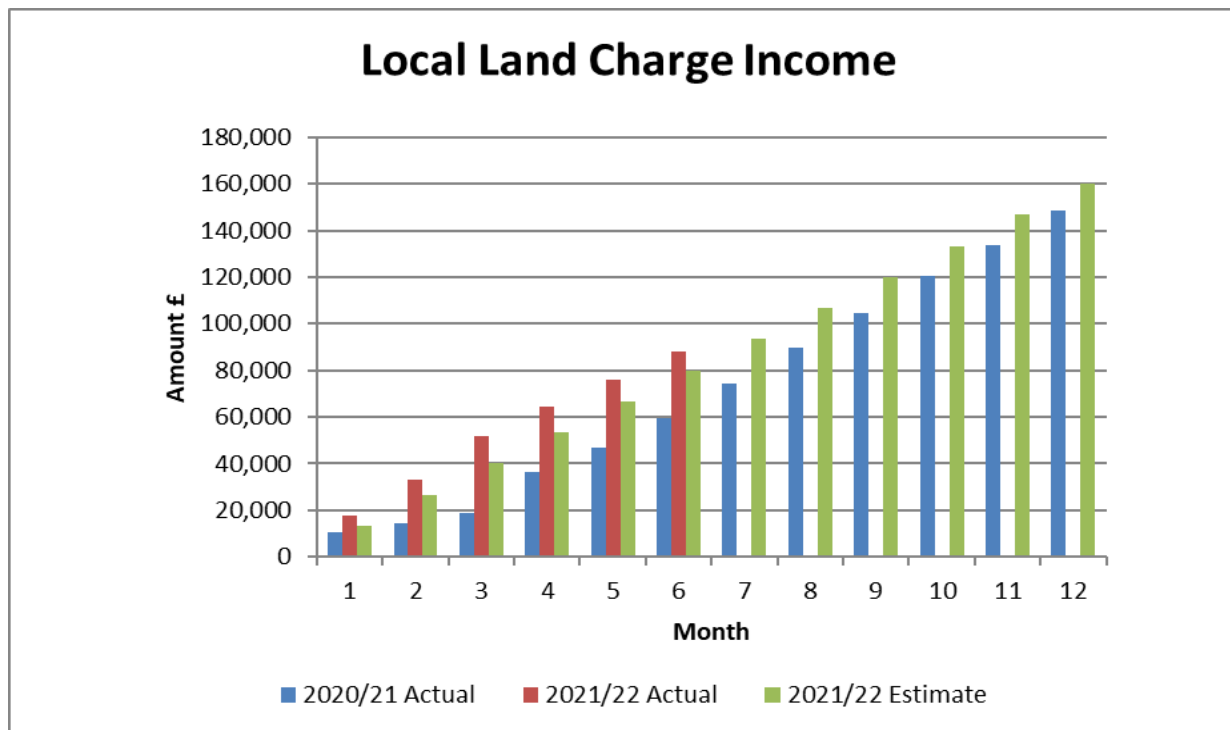


Commentary

Income to date is £555,800 against a year to date target income of £719,050.

The full year budget for 2020/21 is £1,438,100. Due to COVID-19 it is estimated that parking income will be c£1,062,000

Local Land Charges

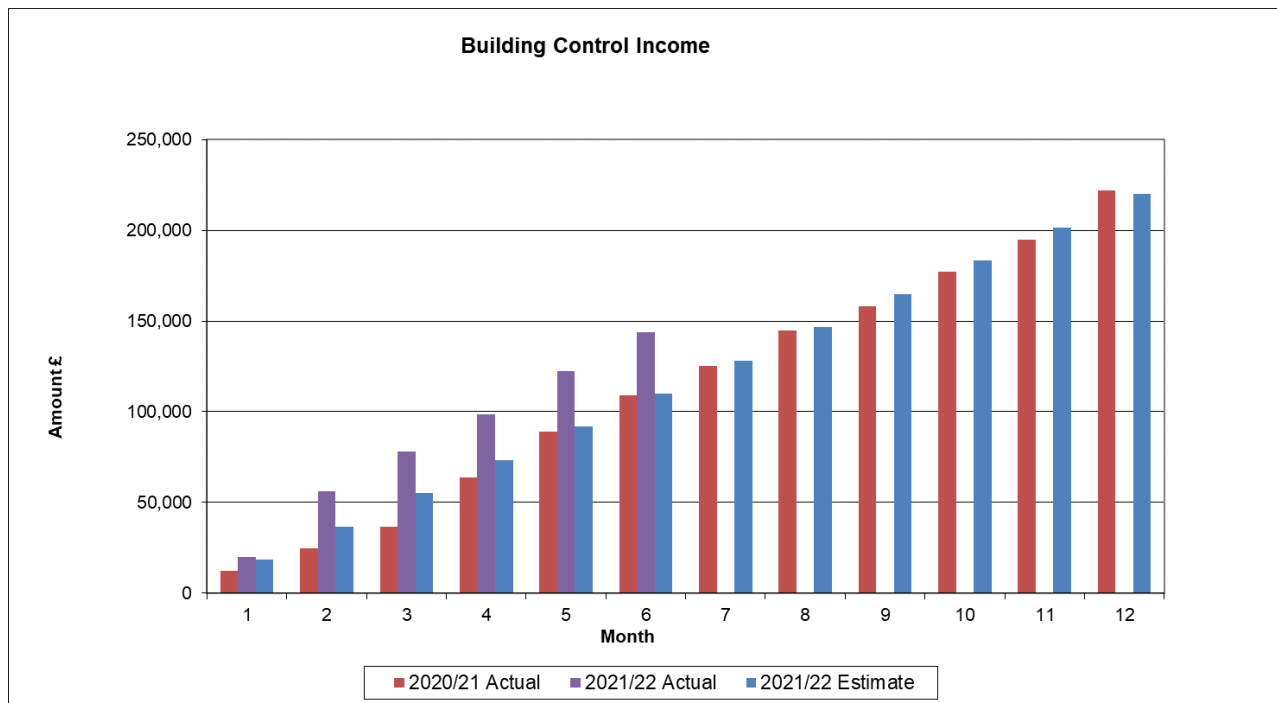


Commentary

Income to date is £87,800 against a year to date target of £80,000. This is an improvement compared to the same position last year, where income was £59,400 as at Q2.

The full year budget for 2021/22 is £160,000. Based on income to date, total income for the year is forecast to be over original budget by c£6,600

Building Control Income

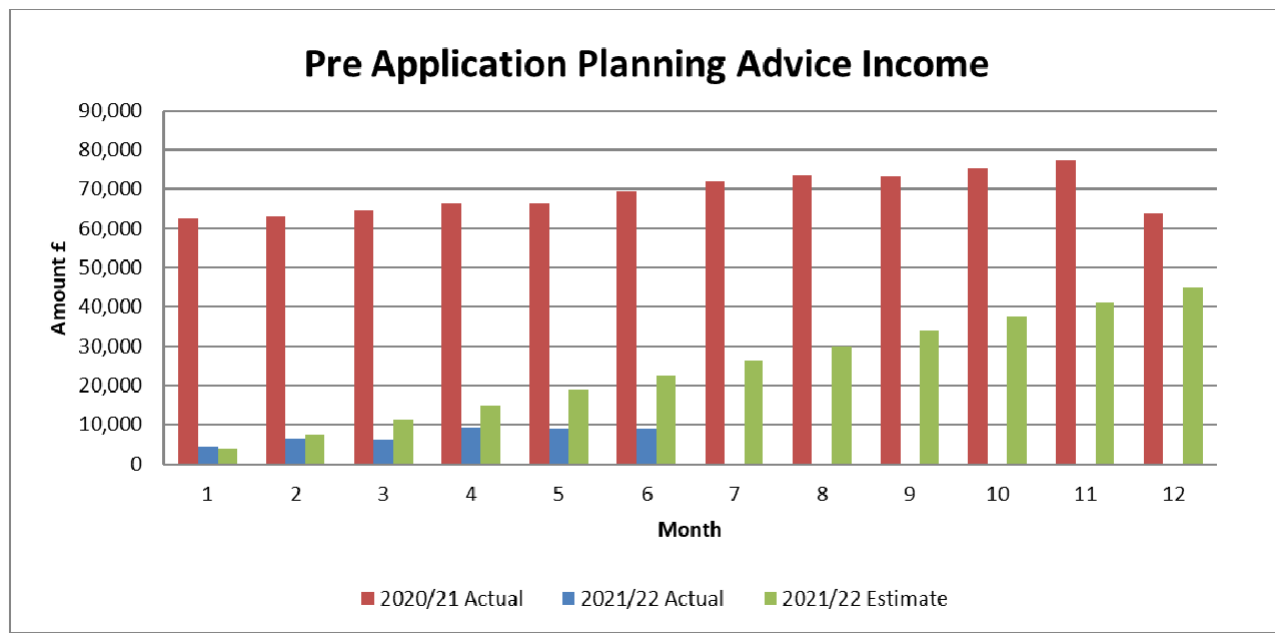


Commentary

Income to date is £143,700 against a year to date target of £110,000.

The full year budget for 2021/22 is £220,000. Current assumptions are that income from building control will be £225,000 for the year.

Pre-Planning Application Advice



Commentary

The original budget for 2021/22 was set at £45,000. This was based on officer assumptions on the take up of this service.

Income to date is £9,000 against a year to date target of £22,500.

Car Park Income Breakdown

Car Park	Financial Year	Income Received Q1	Income Received Q2	Income Received Q3	Income Received Q4
		£	£	£	£
Webster's Way	2020/21	17,700	99,620	81,076	57,611
	2021/22	96,881	106,421		
Castle Road	2020/21	7,250	37,040	35,817	22,695
	2021/22	44,385	52,859		
Back Lane	2020/21	4,747	21,319	21,325	16,559
	2021/22	31,189	35,681		
Market Car Park	2020/21	2,576	12,369	12,907	7,091
	2021/22	14,873	17,451		
Bellingham Lane	2020/21	5,053	24,741	24,595	17,901
	2021/22	33,151	38,098		
Southend Road	2020/21	1,496	5,776	7,255	5,381
	2021/22	9,739	11,280		
The Approach	2020/21	2,037	12,247	12,174	7,274
	2021/22	16,462	21,414		
Hockley Woods	2020/21	1,811	7,692	5,270	4,619
	2021/22	5,403	6,713		
Freight House	2020/21	790	3,829	3,194	2,156
	2021/22	4,366	5,430		
Old Ship Lane	2020/21	282	1,279	1,691	922
	2021/22	1,856	2,177		
Total	2020/21	43,741	225,912	205,305	142,209
	2021/22	258,306	297,523		

APPENDIX 5: COVID-19 SPECIFIC GRANTS – not reflected in the General Fund position

Description	Portfolio	Grant Entitlement £	2020/21 Payments £	2021/22 Payments £	Repayments £	Remaining Balance £
Discretionary Business Grants	Strategic Planning	902,500	902,500			-
Reopening High Streets Safely Fund	Strategic Planning	77,836	25,370	-	-	52,466
Welcome Back Fund	Strategic Planning	77,836	-	-	-	77,836
Additional Restrictions Grant	Strategic Planning	3,138,075	1,273,143	1,256,841	-	608,091
Essex Funded Discretionary Grant	Strategic Planning	150,592	-	135,000	-	15,592
Essex Business Adaptations Fund	Strategic Planning	165,578	53,000	-	-	112,578
Compliance and Enforcement Grants	Community	30,918	7,028	14,084	9,807	0
Environmental Health Track & Trace	Community	50,000	16,313	11,829	-	21,858
Night Time Economy Funding	Community	10,566	6,210	2,279	-	2,077
Contain Outbreak Management Fund (COMF)	Community	88,010	-	-	-	88,010
Community Hub	Community	100,000	-	43,618		56,382
Business Grants	Financial Services	17,700,000	17,700,000	-		-
Local Restrictions Support Grants	Financial Services	11,134,138	5,662,644	3,589,227	1,597,132	285,135
Test & Trace Government Scheme	Financial Services	313,500	127,500	142,000	-	44,000
Test & Trace Discretionary Scheme - funded by ECC	Financial Services	176,580	41,500	32,000	-	103,080
New Burdens Admin Support	Financial Services	306,960	750	-	-	306,210
COMF Clinically Extremely Cohort (CEV)	IT, Tourism, Housing & Parking	48,110	29,334	11,666	-	7,110
Winter Grant	IT, Tourism, Housing & Parking	3,000	-	-	-	3,000
	TOTAL	34,474,200	25,845,291	5,238,544	1,606,939	1,783,426