
REPORT TO THE EXECUTIVE – 10 FEBRUARY 2022**PORTFOLIO: FINANCIAL SERVICES****REPORT FROM: ASSISTANT DIRECTOR, RESOURCES****SUBJECT: QUARTER 3 2021/22 FINANCIAL MANAGEMENT REPORT****1 DECISION BEING RECOMMENDED**

- 1.1 To note the Quarter 3 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 3 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 Assistant Director Resources, where appropriate.

3 OVERALL FINANCIAL POSITION

- 3.1 The latest revenue budget for 2021/22 is £11.732m which is an increase of £1.533m 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 Q3 is £11.150m, which is an underspend of £0.582m, after application of the Council's COVID-19 grant allocation and funding from the Government's income compensation scheme which ran until the end of quarter one.
- 3.2 The Council continues to feel the effects of COVID-19 on its budgets, most notably car parking income, although the ongoing impact will depend on how quickly the wider economy recovers. The projections within this report are based on assumptions which will be subject to close monitoring and refinement over the course of the financial year and beyond. The Council is required to report regularly to government on its financial pressures relating to the pandemic.
- 3.3 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 as a Corporate Adjustment.

- 3.4 Government introduced a Sales, Fees and Charges compensation scheme to reimburse local authorities for an element of its lost income; this continued until the first quarter of 2021/22. This is shown as a separate line in the Corporate Adjustments section of the table below.
- 3.5 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.
- 3.6 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.
- 3.7 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 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)	Of which: Salary Variance	Of which: Non Salary Variance
Leader/ Deputy Leader	2,981	3,003	1,763	2,771	(232)	(222)	(11)
Financial Services	1,352	2,244	1,887	2,135	(109)	(40)	(69)
Commercial, Business, Local Economy & Leisure	758	951	537	804	(147)	(55)	(92)
Strategic Planning	436	560	144	518	(42)	(31)	(11)
Environment & Place	3,250	3,279	2,278	3,028	(251)	(78)	(173)
IT, Tourism, Housing & Parking	1,120	1,230	639	1,630	400	(13)	413
Community	552	584	285	543	(41)	(31)	(10)
	10,449	11,851	7,534	11,429	(423)	(470)	47
Corporate Adjustments	-	-	-	-	-	-	-
Cost of Living Increase (1)		131	0	131	0	0	-
Vacancy Factor (2)	(250)	(250)	-	-	250	250	-
COVID Grant (3)	0	0	(341)	(341)	(341)	0	(341)
Sales, Fees and Charges Compensation (4)	0	0	-	(68)	(68)	0	(68)
TOTAL	10,199	11,732	7,193	11,150	(582)	(220)	(362)

(1) Cost of Living Increase

The Council budgeted for a 2% cost of living increase in 2021/22. As at the end of Q3 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.

(4) COVID-19 Sales, Fees and Charges Compensation Income

The Council expects to receive £0.068m for income losses; this is awaiting validation from government. The scheme ceased at the end of quarter one.

Portfolio Variances**Salary Variances**

- 3.8 Overall, there are Council-wide projected salary savings of £470,100 against a budgeted vacancy factor of £250,000, giving rise to a £220,100 positive variance. This is mainly due to higher than budgeted savings on the Managing Director post, (£104,600) and higher than anticipated vacancy rates across several service areas, including the Communications team (£52,900), Customer Services (£41,800), Planning (£31,700) and Estates (£46,700), plus smaller variances across other service areas. The salary savings by portfolio are split out in the table above.

Non-Salary Variances

- 3.9 In addition to the salaries underspends the following significant variances are projected.

Leader / Deputy Leader (£11,000 non-salaries underspend)

- Projected reduction in income of £10,100 for Hackney Carriage which is partially offset by surplus income of £17,100 for licensing.
- £30,000 additional spend on district-wide communications
- Savings on elections of £25,000, mostly due to reduced printing and postage costs.
- £7,200 additional legal income.
- £3,100 overspend of attendance bonus due to reduced staff sickness levels.

- Various smaller savings across support services totalling £10,000 including franking costs and photocopier paper.
- £17,700 cost pressure due to COVID-19 related expenditure.
- £7,200 income relating to redistributed external audit contract fees.
- Other smaller variances across the portfolio resulting in a £4,800 underspend

Financial Services (£69,000 non-salaries underspend)

- £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.
- £23,200 additional income from Council Tax Sharing Agreement, as a result of improved collection compared to the budgeted position.
- A £5,700 reduction in income from the Council Tax Support Administration Subsidy.
- A £8,300 reduction in Housing Benefit Payments based on the mid-year estimate submission.
- £14,300 reduction in insurance costs due to savings achieved via the insurance contracts re-procurement
- Various smaller savings across the portfolio totalling £9,100

Commercial, Business, Local Economy & Leisure (£92,000 non-salaries underspend)

- Income from local land charge search is expected to exceed budget by £9,300 due to increased demand, in addition expenditure is expected to be under budget by £6,000.
- £45,700 savings on Leisure Premises business rates, this is due entitlement to NNDR relief as a result of a government scheme.
- £22,700 reduction in insurance costs due to savings achieved via the insurance contracts re-procurement
- Various other smaller savings across the portfolio totalling £8,600

Strategic Planning (£11,000 non-salaries underspend)

- Planning income is forecast to over-achieve against budget by £128,800 due to several 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 £28,800.
- Pre-application advice income is expected to under-achieve by £34,000, 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 £10,800.

Environment & Place (£173,000 non-salaries underspend)

- Based on income to date, cemeteries income is forecast to exceed budget by £31,500.
- Grounds Maintenance costs are expected to be under budget by £33,600 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 £21,500 due to the ongoing impact of COVID-19.
- Expected £6,000 under achieved income on textile credits.
- Materials Recycling Facility costs are expected to be £125,000 lower than budgeted due to the decreased cost per tonne of processing recyclates, which is driven by the market. The budget will be adjusted for 2022/23 accordingly.
- £19,200 saving on Recycling Collection due to contract inflation costs being lower than budgeted for.
- £5,900 saving on Street Cleansing due to contract inflation costs being lower than budgeted for.
- Various small savings across the portfolio totalling £6,400.

IT, Tourism, Housing & Parking (£413,000 non-salaries overspend)

- Parking income is expected to be under budget by £369,000 based on current projections due to the ongoing impact of COVID-19. This will be partly mitigated by the Government's Sales, Fees and Charges compensation scheme.
- £95,700 additional NNDR costs due to backdated business rates adjustments.
- £7,500 anticipated saving on the IT consultancy budget.
- £28,800 saving on IT Upgrades budget.
- Various smaller savings across the portfolio totalling £14,600, including maintenance and mobile phone administration costs.

Community (£10,000 non-salaries underspend)

- £8,100 additional Environmental Health income.
- Various smaller savings across the portfolio totalling £1,900.

4 CAPITAL PROGRAMME

- 4.1 The original Capital Programme for 2021/22 was £3.6m, in addition 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 forecast outturn on the Council's capital programme as at Quarter 3 is £1.282m. 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 (ADP), pending Council agreement of the first Stop/Go decision point which is now not expected to be until 2022/23 (£1.994m) and will therefore be moved to the 2022/23 capital programme. There is also a £0.071m underspend on IT budgets linked to the outcome of the ADP decision and stability of Wi-Fi provision in the current council offices.
- 4.4 £98,000 for Grange Community Centre will be requested to be rolled forward into 2022/23 as site investigations and bookings at the centre have delayed progress with this work.
- 4.5 There is expected slippage of £0.231m on the play spaces programme, due to potential match funding for outstanding projects not currently being available and £0.079m against the Vehicle Fleet budget.

- 4.6 There is also a £0.110m underspend reported against Disabled Facilities Grant expenditure which is a government grant funded and demand-led programme, however expenditure is likely to increase in the last quarter as further grant applications are approved and works committed.
- 4.7 The town centre regeneration /community safety funds are currently underspent by £0.144m, however any monies uncommitted at year end will be requested to be rolled forward into 2022/23. There are also some projects where supply chain delays may mean that money is committed but not spent by year end and will therefore require the budget to be carried forward into 2022/23. This is currently shown as committed spend in the appendix.
- 4.8 The £10,000 responsive capital budget has now been fully allocated for the following purposes: -

Responsive capital projects 2021/22	Cost £
Contribution towards costs for additional security at leisure centres	3,222
Additional identified works to the windmill	3,313
New storage containers at Hockley Woods/Hall Road Cemetery	3,465
Total	10,000

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 has been considered carefully as part of the Council's MTFS process.
- 5.2 The Sales, Fees and Charges income compensation scheme continued 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.
- 5.3 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 in future years.
- 5.4 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.

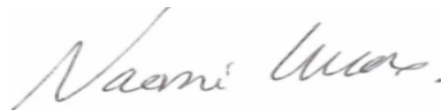
5.5 Delays in completing the items on the Capital Programme could prevent the Council from achieving its strategic objectives and lead to adverse publicity.

6 EQUALITY AND DIVERSITY IMPLICATIONS

6.1 An Equality Impact Assessment (EIA) has been completed and found there to be no impacts (either positive or negative) on protected groups as defined under the Equality Act 2010. The EIA will be considered in determining the overall budget allocation.

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.

YEAR TO DATE RESERVE DRAWDOWNS 2021/22

Description	Amount	Reason	Authorisation
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 Fund Reserve	1,000	Civic Pride	Managing Director & Councillors
Legal Reserve	1,200	Individual Member training	Section 151 Officer
Legal Reserve	7,497	Freeths waste contract	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
Invest to Save Reserve	201,200	Customer Experience Platform business case	The Executive
HB New Burdens	2,911	LADs IT Costs	Section 151 Officer
Invest to Save Reserve	22,480	Sharepoint and Onedrive migration business case	The Executive
HB New Burdens	2,687	Benefits Online Directory	Section 151 Officer
CTAX New Burdens	1,263	Credit check order	Section 151 Officer
CTAX New Burdens	10,212	Temporary recovery staff costs	Section 151 Officer

APPENDIX 1

Commercial, Business, Local Economy & Leisure			
Leisure Smoothing Reserve	159,833	Fusion Leisure Contract	Section 151 Officer/ The Executive
Active Rochford Reserve	8,450	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
Leisure Smoothing Reserve	13,656	Funding leisure contract	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	12,230	Planning Appeal	Section 151 Officer
Environment & Place			
Business Rates Smoothing Reserve	6,711	Ashingdon Pavilion Business Rates	Section 151 Officer
R&M Reserve	9,036	Urgent drainage works at Depot	Section 151 Officer
Contractor Provision Reserve	26,706	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 Ticket Machines and Lights Electricity	Section 151 Officer
Invest to Save Reserve	3,800	CMIS upgrade business case	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
Crime & Disorder Reserve	5,000	Delivery of Walk Online 2022	Louisa Moss
Crime & Disorder Reserve	2,000	Support for Police Operations	Louisa Moss
Total	1,532,921		

FORECAST YEAR-END POSITION FOR 2021/22 AS AT END OF DECEMBER 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 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Reception	D Tribe	0	0	1,119	1,812	1,812
Support Services	D Tribe	125,450	124,250	85,095	118,607	(5,643)
Legal Services	A Law	112,200	120,167	27,223	112,137	(8,030)
Human Resources	A Hutchings	195,700	195,650	123,008	183,449	(12,201)
Communications	D Tribe	79,450	78,850	19,887	55,381	(23,469)
Licensing	L Moss	56,550	72,650	15,625	52,345	(20,305)
Customer Services	D Tribe	447,900	439,000	301,817	390,364	(48,636)
Hackney Carriage	L Moss	(87,900)	(87,900)	(66,475)	(79,023)	8,877
Corporate Management	A Hutchings	220,350	224,587	13,046	235,059	10,472
Member & Committee Services	A Law	444,500	449,500	334,237	442,016	(7,484)
Assistant Directors	A Hutchings	651,250	643,650	449,920	635,034	(8,616)
Strategic Director	A Hutchings	136,700	134,100	101,366	135,699	1,599
Managing Director	A Hutchings	174,700	171,300	7,047	66,391	(104,909)
Civics	A Law	72,500	75,357	44,627	77,246	1,889
Conducting Elections	A Law	163,150	176,800	169,971	173,854	(16,281)
Registration of Electors	A Law	97,850	96,500	70,347	83,165	
Overview	A Law	1,100	1,100	0	200	(900)
Leadership Support Team	A Law	89,400	87,500	65,547	86,847	(653)
	TOTAL	2,980,850	3,003,061	1,763,406	2,770,584	(232,477)

PORTFOLIO HOLDER: FINANCIAL SERVICES, CLLR S P SMITH

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Housing Benefit Administration	N Lucas	274,523	304,820	80,789	301,794	(3,026)
Housing Benefits Payments	N Lucas	(171,190)	(171,190)	188,838	(179,508)	(8,318)
Audit	N Lucas	126,600	124,600	66,678	94,278	(30,322)
Financial Services	N Lucas	396,150	389,750	288,433	377,734	(12,016)
Non-Distributed Costs	N Lucas	789,000	789,000	879,160	767,074	(21,926)
Projects	N Lucas	0	849,849	297,490	849,849	0
Council Tax	N Lucas	(55,950)	(35,558)	(11,482)	(64,821)	(29,264)
Business Rates	N Lucas	(65,900)	(65,088)	67,034	(54,862)	10,226
Procurement	A Law	58,550	57,450	30,508	43,326	(14,124)
	TOTAL	1,351,783	2,243,634	1,887,447	2,134,863	(108,771)

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

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Office Accommodation Rayleigh	M Harwood – White	62,750	70,575	61,959	75,205	4,630
Office Accommodation Rochford	M Harwood – White	227,400	223,261	135,429	214,730	(8,532)
Estate Management Services	M Harwood – White	209,800	206,000	124,102	158,556	(47,444)
Sports Development & Promotion	M Harwood – White	54,600	61,950	51,091	59,764	(2,186)
Leisure Premises	M Harwood – White	186,450	346,597	166,070	284,904	(61,693)
Leisure Client Account	M Harwood – White	45,700	72,212	53,686	66,278	(5,934)
Emergency Planning	M Harwood – White	53,000	52,600	38,581	51,178	(1,422)
Local Land Charges	D Tribe	(140,000)	(140,000)	(126,241)	(155,244)	(15,244)
Health & Safety	M Harwood – White	58,400	57,800	32,340	48,326	(9,474)
	TOTAL	758,100	950,995	537,016	803,697	(147,298)

PORTFOLIO HOLDER: STRATEGIC PLANNING, CLLR I H WARD

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Highways/ Roads Routine	M Hotten	(18,000)	(19,200)	48,812	(18,496)	704
Development Management	M Hotten	179,200	225,380	(50,070)	197,483	(27,897)
Building Control Client Account	M Hotten	235,100	241,100	173,236	239,667	(1,433)
Building Control Fee Account	M Hotten	(210,000)	(220,000)	(189,545)	(225,000)	(5,000)
Planning Policy & Eco Dev	M Hotten	250,100	333,206	161,350	324,831	(8,375)
	TOTAL	436,400	560,486	143,784	518,485	(42,001)

PORTFOLIO HOLDER: ENVIRONMENT AND PLACE, CLLR D J SPERRING

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Cemeteries & Churchyards	M Hotten	(120,250)	(120,250)	(137,224)	(151,651)	(31,401)
Street Cleansing	M Hotten	739,700	739,700	424,959	732,797	(6,903)
Public Conveniences	M Hotten	43,400	29,900	11,225	28,995	(905)
Coast Protection	M Hotten	2,300	2,300	0	2,300	0
Depot	M Hotten	35,700	71,442	50,229	71,383	(59)
Recycling Collection	M Hotten	2,189,400	2,186,600	1,258,170	2,118,932	(67,668)
Recycling Disposal	M Hotten	(437,500)	(437,500)	150,439	(546,647)	(109,147)
Parks & Open Spaces	M Hotten	797,450	806,961	519,965	771,723	(35,237)
	TOTAL	3,250,200	3,279,152	2,277,763	3,027,833	(251,320)

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

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Off St Parking	M Harwood – White	(1,123,600)	(1,120,200)	(524,991)	(663,943)	456,257
Housing Strategy	L Moss	10,000	10,000	9,010	9,347	(653)
Private Sector Housing Renewal	L Moss	67,400	65,500	35,100	66,671	1,171
Homelessness	L Moss	824,324	932,310	150,669	927,258	(5,052)
Digital Services	D Tribe	153,900	150,700	115,599	153,174	2,474
Computer Services	D Tribe	1,173,650	1,177,850	864,674	1,126,051	(51,799)
Culture & Heritage – Windmill	M Harwood – White	(12,700)	(12,700)	(31,031)	(15,169)	(2,469)
Information	A Law	27,000	26,400	20,036	26,386	(14)
	TOTAL	1,119,974	1,229,860	639,066	1,629,775	399,915

PORTFOLIO HOLDER: COMMUNITY, CLLR A L WILLIAMS

Service Area	Lead Officer	2021/22 Original Budget	2021/22 Latest budget	Quarter 3 Actual YTD	End of Year Forecast	Actual Variance (surplus) / Deficit)
Corporate Policy & Partnership	L Moss	157,600	156,400	45,285	149,174	(7,226)
Community Safety	L Moss	37,550	45,750	19,164	37,746	(8,004)
Public Health	M Hotten	20,100	20,100	13,807	20,100	0
Environmental Health	L Moss	322,300	348,039	197,322	324,437	(23,602)
Safeguarding	L Moss	14,200	14,000	9,570	11,938	(2,062)
	TOTAL	551,750	584,289	285,148	543,395	(40,894)

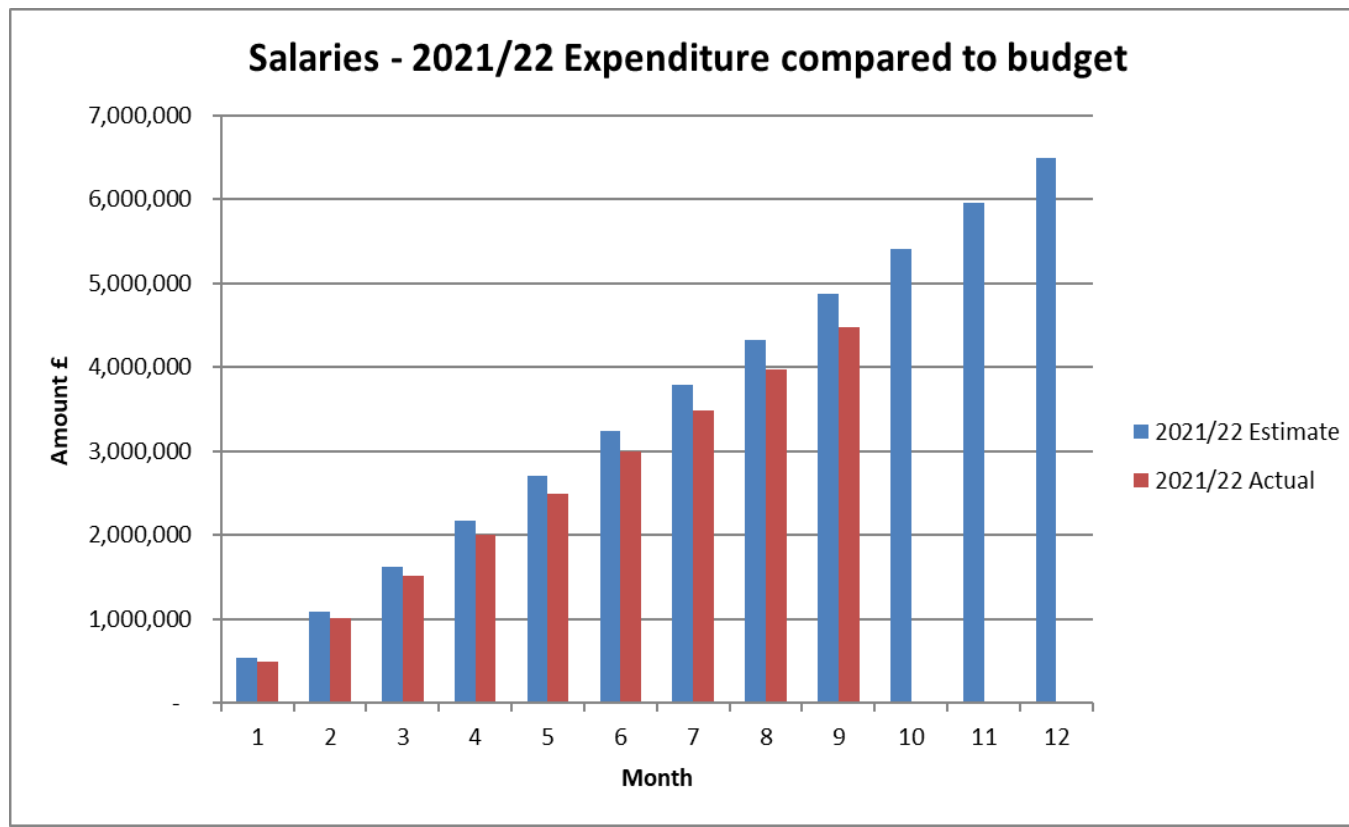
QUARTER 3 2021/22 PROJECTED CAPITAL OUTTURN POSITION

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 UNDERSPEND/ (OVERSPEND)
Commercial, Business, Local Economy and Leisure							
Asset Strategy	Works as per Asset Strategy FBC financials	1,994,631	1,994,631	0	-	-	1,994,631
Rochford Accommodation works	Works identified from surveys and inspections	20,000	27,500	25,410	-	25,410	1,090
Rayleigh Accommodation works	Works identified from surveys and inspections	0	0	923	-	923	77
Windmill works	Works identified from surveys and inspections	10,000	25,744	15,744	10,000	25,744	0
Rayleigh Grange Community Centre	Reinstatement Works to include Underpinning of subsidence	100,000	100,000	2,199	-	2,199	97,801
Street Lighting	Energy Efficient Lighting	11,000	23,786	7,153	10,000	17,153	6,633
Responsive Capital works	Capital works to ensure Health and Safety and Security.	10,000	0	0	-	-	0
Health and Safety Adaptations			113	113	-	113	(0)
Town Centre Regeneration Fund	To support town centre investment	50,000	50,000	0	-	-	50,000
Rochford Day Centre		0	10,359	8,359	-	8,359	2,000
TOTAL		2,195,631	2,232,133	59,902	20,000	79,902	2,152,231
Environment & Place							
Play Spaces	Agreed Programme of Play Equipment	300,000	325,000	34,342	60,000	94,342	230,658
Open Spaces	Replacement of fences/Gates/litter bins/other furniture	25,000	58,072	69,933	10,000	79,933	(174)
Parks & Open Spaces - Resurfacing works	Resurfacing & replacement of tarmac, concrete & paved foot paths & additional high risk areas within parks and open spaces	15,000	21,887		-		0
Pavilions	Essential works following condition survey	62,000	110,770	86,780	17,000	103,780	6,990
Waste Bins	Replacement of household bins	25,000	25,000	26,709	-	26,709	(1,709)
Vehicle Fleet	Replacement of vehicles	35,000	175,000	0	96,500	96,500	78,500
Cemeteries Groundworks	Installation of Headstone Beams	15,000	15,000	19,416	15,000	34,416	584
Cemeteries	Essential refurbishments	20,000	20,000				0
Public Conveniences Refurbishment			15,120	15,120	-	15,120	0
TOTAL		497,000	765,649	252,301	198,500	450,801	314,848
IT, Tourism, Housing & Parking							
Car Park Machines	Installation of 19 new Elite LS cash terminals with number plate input	71,500	71,500	50,047	2,500	52,547	18,954
Car Parks	Car Park priority resurfacing programme	100,000	129,935	77,538	52,397	129,935	0
Mobile Working	New Devices Refresh	50,000	42,500	24,970	10,000	34,970	7,530
Telephony Network	New Phone Kit/skype	15,000	25,000	2,280	10,000	12,280	12,720
Flat Bed Scanners and MFDs	Scanners for Support Services/Reception	5,000	55,000	4,081	2,500	6,581	48,419
IT Infrastructure works	Various	25,276	51,280	18,080	-	18,080	33,200
ICT Cloud Costs	Migration Carry Forwards		27,806	24,822	-	24,822	2,984
IT	Wifi	50,000	60,000	1,925	20,000	21,925	38,075
Disabled Facilities Grant	To fund aids and adaptations	475,000	475,000	364,732	-	364,732	110,268
Private Housing Renewal Programme	To fund aids and adaptations	20,000	20,000	10,090	-	10,090	9,910
TOTAL		811,776	958,021	578,564	97,397	675,961	282,060
Community							
Air Quality Grant Expenditure		0	69,786	65,953	3,833	69,786	0
Community Safety Fund	To fund investment in works that aid Community Safety across the district	100,000	100,000	0	5,610	5,610	94,390
TOTAL		100,000	169,786	65,953	9,443	75,396	94,390
GRAND TOTAL		3,604,407	4,125,589	956,719	325,340	1,282,059	2,843,530

7.18

KEY FINANCIAL INDICATORS AS AT END OF QUARTER 3 2021/22

Salaries

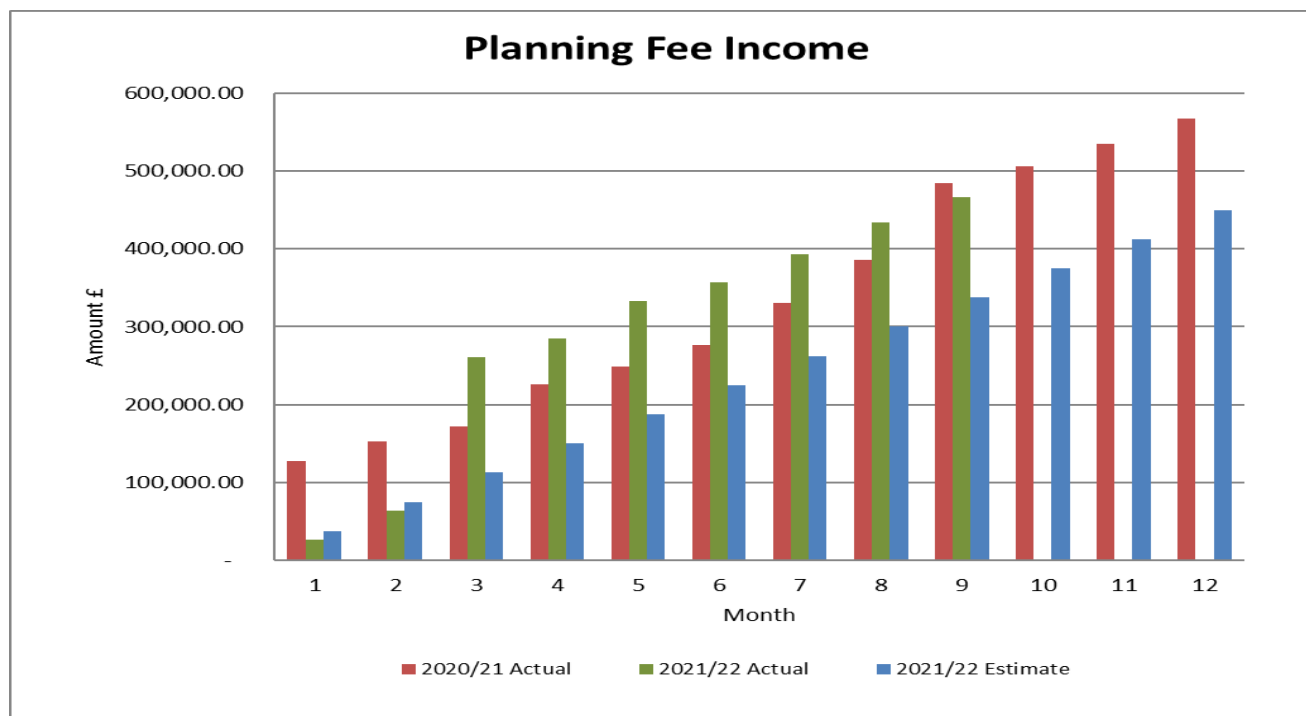


Commentary

The original budget for salaries was set at £6.62m, less an estimated vacancy factor of £250,000. At Q3 there is a projected underspend of c.£470,000 at year end, giving rise to a £220,000 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



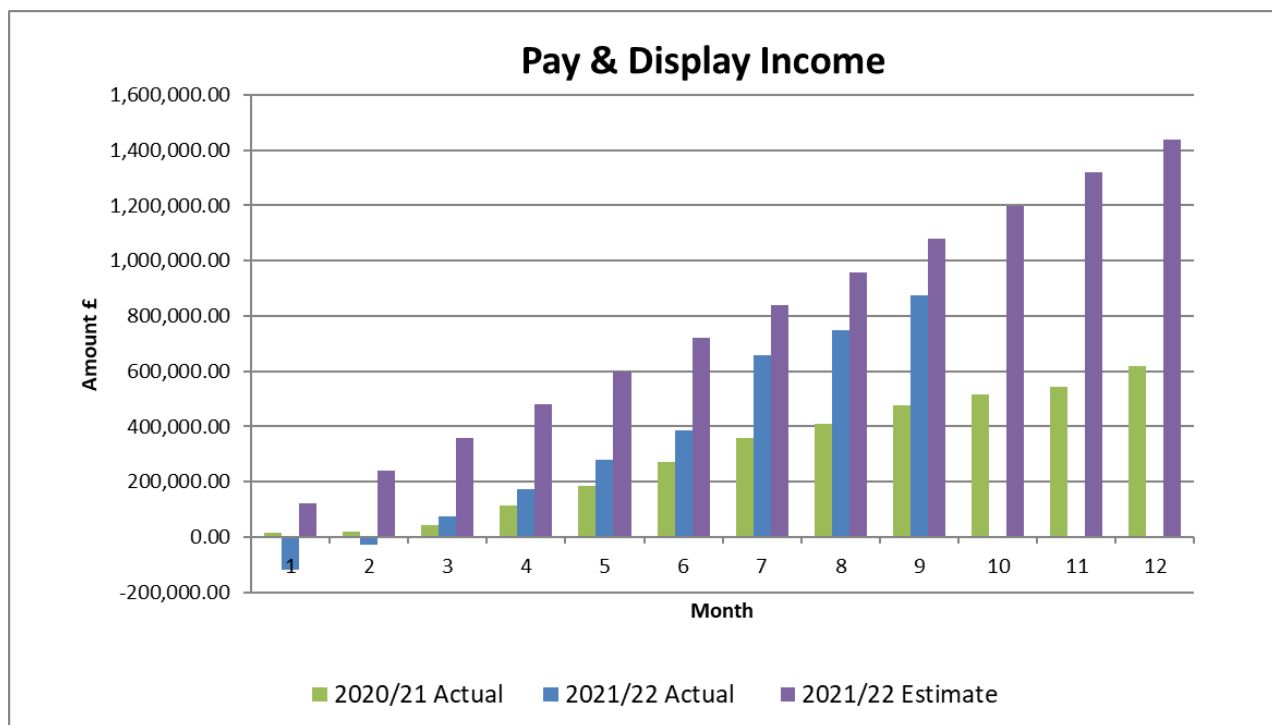
Commentary

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 £466,800 which is a favourable variance against the year to date budget of c£129,300. This is due to several larger applications.

Overall planning income is forecast to overachieve against budget by c£128,800. However it is anticipated that c£100,000 of additional staffing costs will need to be funded from this surplus income.

Parking Fees

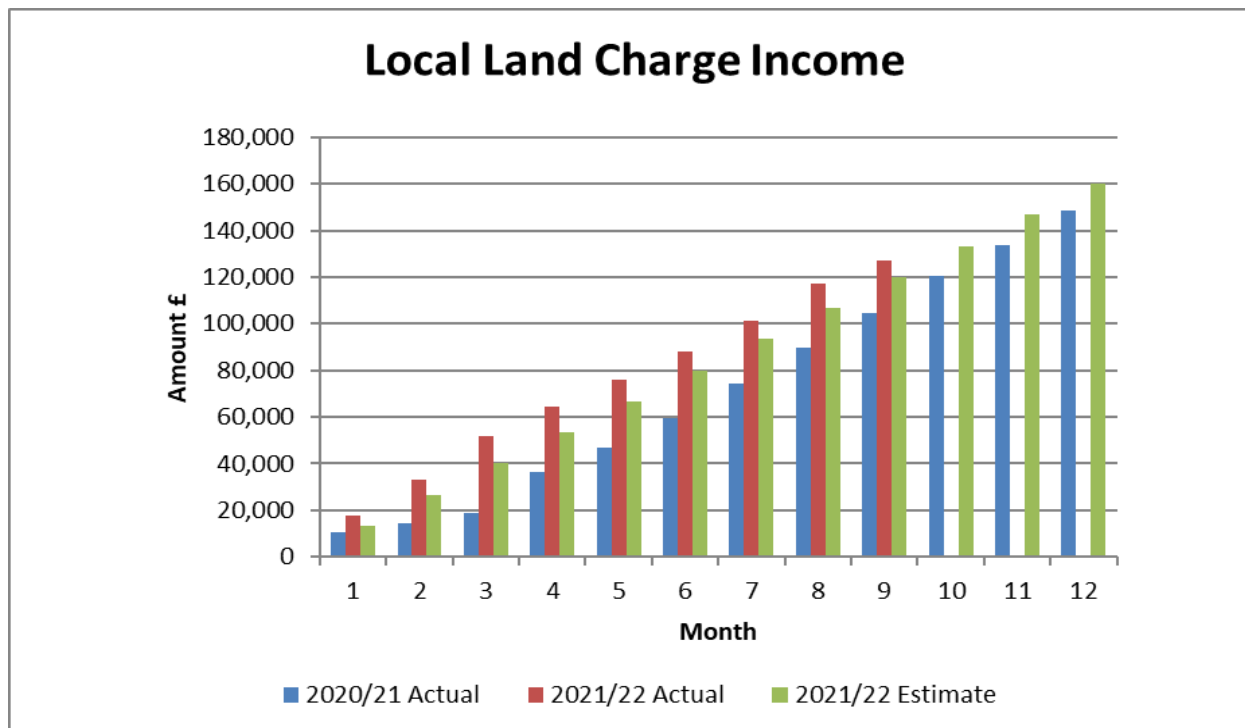


Commentary

Income to date is £875,900 against a year-to-date target of £1,078,575.

The full year budget for 2021/22 is £1,438,100. Due to COVID-19 it is estimated that parking income will be c£1,089,700

Local Land Charges

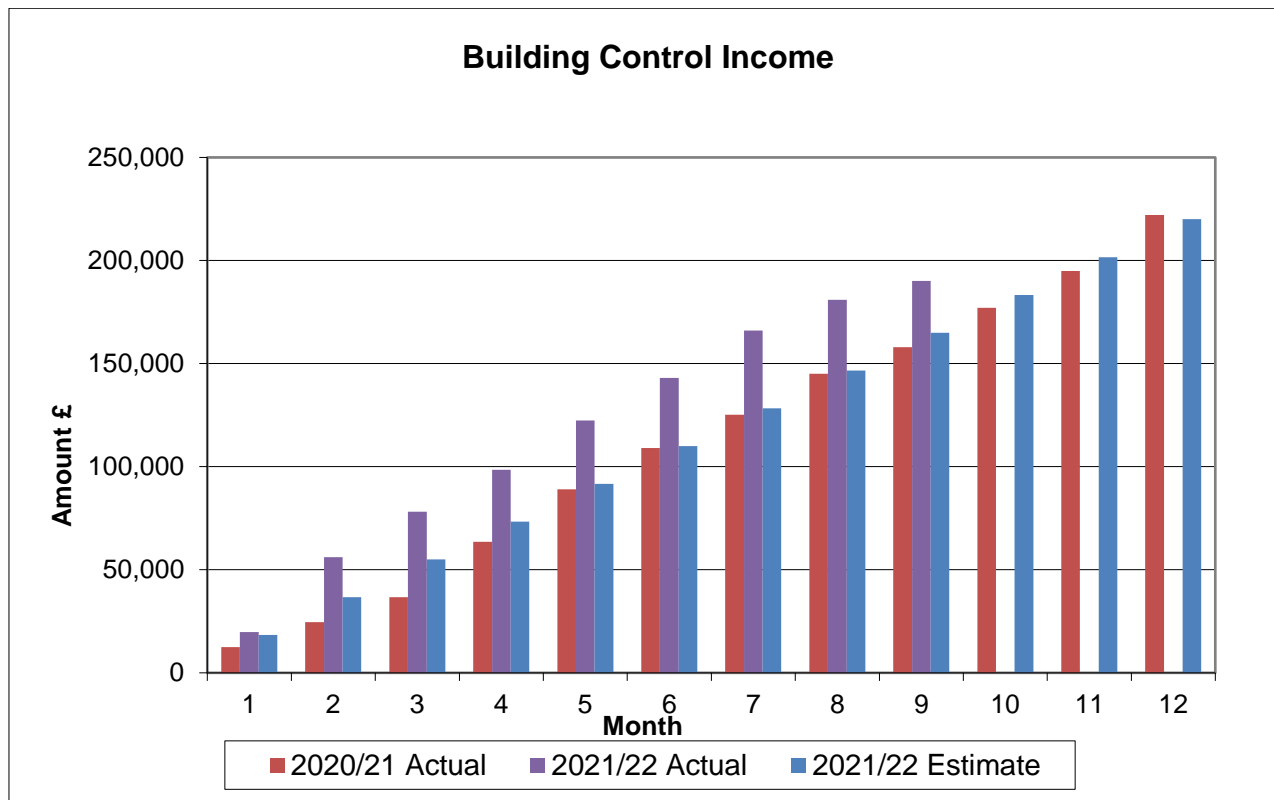


Commentary

Income to date is £127,000 against a year-to-date target of £120,000. This is an improvement compared to the same position last year, where income was £104,600 as at Q3.

The full year budget for 2021/22 is £160,000. Based on income to date, total income for the year is forecast to exceed budget by £9,300.

Building Control Income

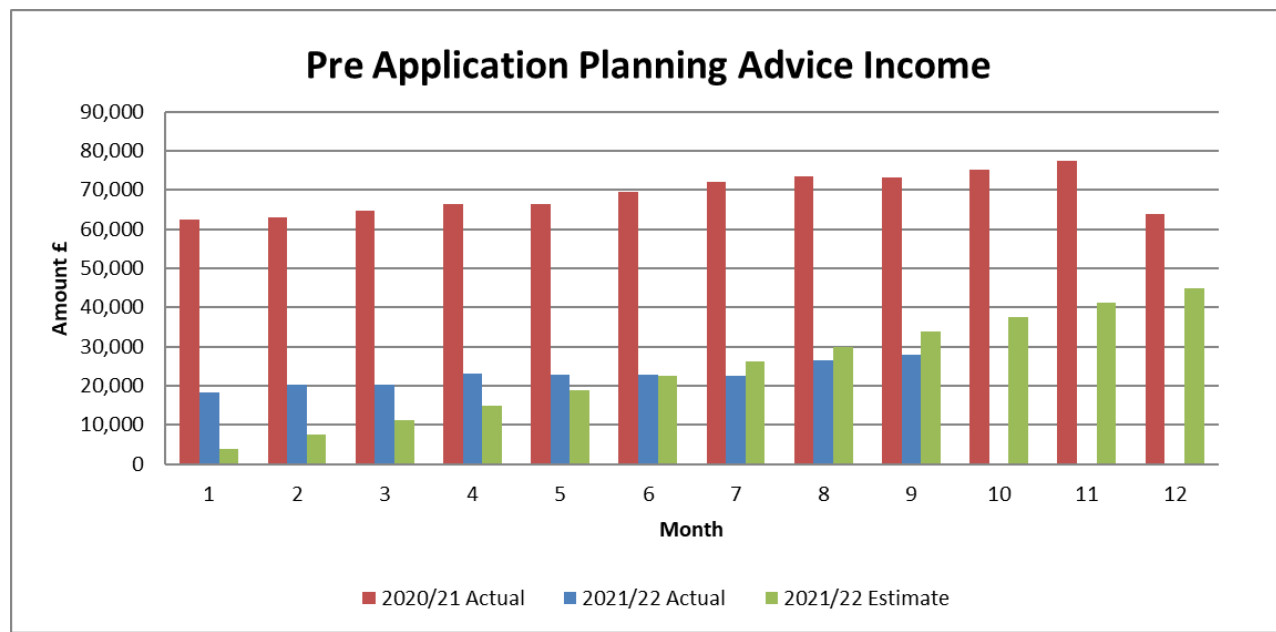


Commentary

Income to date is £190,100 against a year-to-date target of £165,000.

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 £27,900 against a year-to-date target of £33,750.

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	-86,502	112,935	288,658	
Castle Road	2020/21	7,250	37,040	35,817	22,695
	2021/22	44,385	54,780	56,336	
Back Lane	2020/21	4,747	21,319	21,325	16,559
	2021/22	31,189	36,977	41,980	
Market Car Park	2020/21	2,576	12,369	12,907	7,091
	2021/22	14,873	18,321	17,899	
Bellingham Lane	2020/21	5,053	24,741	24,595	17,901
	2021/22	33,151	39,660	37,682	
Southend Road	2020/21	1,496	5,776	7,255	5,381
	2021/22	9,739	12,088	10,419	
The Approach	2020/21	2,037	12,247	12,174	7,274
	2021/22	16,462	21,386	23,580	
Hockley Woods	2020/21	1,811	7,692	5,270	4,619
	2021/22	5,403	6,848	5,187	
Freight House	2020/21	790	3,829	3,194	2,156
	2021/22	4,366	5,653	5,788	
Old Ship Lane	2020/21	282	1,279	1,691	922
	2021/22	1,856	2,290	2,499	
Total	2020/21	43,741	225,912	205,305	142,209
	2021/22	74,922	310,937	490,027	

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	309	-	52,157
Welcome Back Fund	Strategic Planning	77,836	-	10,051	-	67,785
Additional Restrictions Grant	Strategic Planning	3,293,873	1,273,143	1,256,841	-	763,890
Essex Funded Discretionary Grant	Strategic Planning	150,592	-	135,000	-	15,592
Essex Business Adaptations Fund	Strategic Planning	365,578	53,000	285,033	27,545	0
Compliance and Enforcement Grants	Community	30,918	7,028	14,084	9,807	0
Environmental Health Track & Trace	Community	50,000	16,313	17,132	-	16,555
Night Time Economy Funding	Community	10,566	6,210	2,494	-	1,862
Contain Outbreak Management Fund (COMF)	Community	88,010	-	11,809	-	76,202
Community Hub	Community	100,000	-	49,208		50,792
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
Omicron Hospitality	Financial Services	516,033	-	-	-	516,033
COVID 19 Additional Relief Fund	Financial Services	1,114,222	-	-	-	1,114,222
Test & Trace Government Scheme	Financial Services	313,500	127,500	234,500	-	48,500
Test & Trace Discretionary Scheme - funded by ECC	Financial Services	176,580	41,500	48,000	-	87,080
New Burdens Admin Support	Financial Services	398,560	750	-	-	397,810
COMF Clinically Extremely Cohort (CEV)	IT, Tourism, Housing & Parking	48,110	29,334	13,166	-	5,610
Winter Grant	IT, Tourism, Housing & Parking	3,000	-	-	-	3,000
Protect & Vaccinate Funding	IT, Tourism, Housing & Parking	11,573	-	-	-	11,573
	TOTAL	36,563,426	25,845,291	5,666,853	1,634,484	3,416,798