

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES AND LICENSING
COMMITTEE

AGENDA
ITEM NO

6

05 SEPTEMBER 2019

Report Title	Community Services and Licensing Budget Monitoring Report Q1 2019/20
Purpose of Report	To present the 2019/20 forecast outturn position against the revenue budgets and Capital programme that the committee is responsible in order to give an expectation of possible variances against budget and items to be considered as part of the budget setting process.
Decision(s)	The Committee RESOLVES: a) To note the outturn forecast for the General Fund Revenue budget and the Capital programme for this Committee.
Consultation and Feedback	Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated into to the report to explain difference between budgets and actual income and expenditure.
Financial Implications and Risk Assessment	This report sets out the outturn forecast on the committee's revenue and capital budgets. There are a number of variations reported on the revenue budget, with a net underspend of £106k projected. The report also sets out the Capital outturn position, with changes proposed to the profiling of the capital scheme across 2019/20 and 2020/21. Lucy Clothier, Interim Accountancy Manager Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk
Legal Implications	There are no legal implications arising from this report. Patrick Arran, Interim Head of Legal Services Tel: 01453 754369 Email: patrick.arran@hotmail.co.uk
Report Author	Adele Rudkin - Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk
Options	None
Performance Management Follow Up	Budgets will continue to be monitored on a regular basis during the year by budget holders supported by Finance. The next monitoring report is due in Dec 2019.
Background Papers/ Appendices	None

Background

1. This report provides the first monitoring position statement for the financial year 2019/20. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues, and to inform members of any action to be taken if required.
2. **Due to the volume of information contained in the report, it would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**
3. Council approved the General Fund revenue budget at its meeting in February 2019.
4. The revised budget for Community Services and Licensing Committee, taking into account adjustments for workforce plan and carry forwards, is **£3.125m** (Original Budget was **£3.252m**).
5. The monitoring position for the service at 30 June 2019 shows a projected net underspend of **(£106k)** against the latest budget. The overall position on the General Fund will be considered by Strategy and Resources committee at their meeting on 3rd October 2019.
6. Table 1 below shows the overall projected outturn position for this Committee. Table 2 outlines the services with significant variations along with an explanation of why they have arisen (a significant variation is defined as being +/- £20,000 on each reporting line. Page 5 provides a more detailed breakdown of the committee's budgets.
7. Table 3 shows the Capital spend and projected outturn for Community Services and Licensing Committee for 19/20.

Table 1 – Community Services and Licensing Revenue budgets 2019/20

	Para Refs	2019/20 Original Budget (£'000)	2019/20 Revised Budget (£'000)	2019/20 Forecast Outturn (£'000)	2019/20 Outturn Variance (£'000)
Community Services Committee					
Community Safety		208	220	225	5
Cultural Services - Arts and Culture		700	632	628	(4)
Cultural Services - Sports and Health Dev.		169	205	213	8
Cultural Services - Sports Centres		(205)	(170)	(159)	11
Customer Services	8	387	387	331	(56)
Director (Customer Services)	9	135	118	35	(83)
Grants to Voluntary Organisations		337	337	337	0
Licensing		(62)	(62)	(62)	0
Public Spaces		1,278	1,296	1,314	17
Revenues and Benefits		205	57	51	(6)
Youth Services		101	106	106	1
Community Services and Licensing TOTAL		3,252	3,125	3,019	(106)

The table below outlines the key variances for this Committee.

Table 2 - Headline Budget variances

Service	Para Refs	Overspend/ (Underspend) (£'000)
Customer Services	8	(56)
Director (Customer Services)	9	(83)
TOTAL		(139)

8. Customer Services – (£56k) underspend

(Shobhan Sen xtn 4700, shobhan.sen@stroud.gov.uk)

This underspend is directly attributable to salaries. Within the service there are three vacant STR3 Customer Service Advisor posts. Customer Services are in the process of collaborating with service units across the council to take on more frontline services as first point of contact and resolution. It is envisaged that these vacancies are likely to be filled towards the end of 2019/20 and beginning of 2020/21 to provide additional capacity.

9. Director Customer Services – (£83k) underspend

(Kathy O’Leary xtn 4780, kathy.oleary@stroud.gov.uk)

A variance has been forecast due to the retirement of the post holder in March 2019. A new Senior Management Structure was agreed by Strategy and Resources Committee on the 11th July 2019. This underspend will be addressed at budget setting in order to meet additional costs associated with the new posts.

CAPITAL

10. Table 3 below shows the Capital Outturn forecast for 2019/20 with a projected outturn of **(£317k)**.

Table 3 – Capital Outturn forecast

		2019/20 Original Budget (£'000)	2019/20 Revised Budget (£'000)	2019/20 Forecast Outturn (£'000)	2019/20 Outturn Variance (£'000)
Community Services Capital Schemes	Para Refs				
Community Buildings Investment	11	0	117	0	(117)
Stratford Park Lido	12	200	200	0	(200)
Community Services Capital Schemes TOTAL		200	317	0	(317)

11. Community Buildings Investment

The Kingshill House Trust continues to be keen to take on the freehold interest of Kingshill House (Community Buildings Investment). Discussions are ongoing and a transfer date of 2020/21 is now anticipated. It is expected that a report will be taken to a future meeting of S&R committee to approve, in principle, the terms for a transfer once they have been agreed.

A capital budget provision of **£50k** in 2017/18 and **£150k** in 2018/19 was made as part of a funding package to help assist the transfer. A total of **£62k** was spent in 2017/18 on the refurbishment of the cottage which has been let and is securing a regular income for the Trust. **£21.5k** was spent in 2018/19 on urgently needed repair and decoration works to the sash windows. **£117k** is remaining for ongoing capital works to protect the services and fabric of the building.

12. Stratford Park Lido

A project to submit an application to the Heritage Lottery Fund to match fund this scheme is progressing well. Due to the submission timelines to the HLF it is prudent to expect the budget will not be spent within this current financial year.

	Para Refs	2019/20 Original Budget (£'000)	2019/20 Revised Budget (£'000)	2019/20 Forecast Outturn (£'000)	2019/20 Outturn Variance (£'000)
Community Services Committee					
Community Safety		24	36	36	0
Abandoned Vehicles		3	3	3	0
Careline Services		(89)	(89)	(86)	3
Neighbourhood Wardens		194	194	194	0
Car Parks Enforcement		40	40	34	(6)
Stroud and Dursley CCTV		37	37	45	8
Community Safety		208	220	225	5
Museum in the Park		378	378	374	(4)
Subscription Rooms		230	230	230	0
Tourism		92	24	24	0
Cultural Services - Arts and Culture		700	632	628	(4)
Sport and Health Development		133	144	152	8
Health and Wellbeing		36	61	61	0
Cultural Services - Sports and Health Dev.		169	205	213	8
Joint Use Sports Centres		0	0	0	0
Dursley Pool and Sports Centre		(327)	(292)	(281)	11
Stratford Park Leisure Centre		122	122	122	0
Cultural Services - Sports Centres	8	(205)	(170)	(159)	11
Customer Service Centre		387	387	331	(56)
Customer Services	9	387	387	331	(56)
Director (Customer Services)		135	118	35	(83)
Director (Customer Services)		135	118	35	(83)
Grants to Voluntary Organisations		337	337	337	0
Grants to Voluntary Organisations		337	337	337	0
Licensing		(62)	(62)	(62)	0
Licensing		(62)	(62)	(62)	0
Public Space Service		526	526	526	0
Cemeteries		27	27	30	2
Amenity Areas		136	154	155	1
Commons and Woodlands		14	14	17	3
Stratford Park		190	190	190	0
Grassed Areas Contribution to HRA		170	170	170	0
Public Conveniences		215	215	227	12
Public Spaces		1,278	1,296	1,314	17
Business Rate Collection		(119)	(111)	(114)	(3)
Council Tax Collection		208	196	196	(0)
Council Tax Support Administration		52	(4)	(4)	0
Rent Allowances and Rebates		(77)	(77)	(77)	0
Housing Benefit Administration		142	53	50	(2)
Revenues and Benefits		205	57	51	(6)
Hear by Right / Youth Services		101	106	106	1
Youth Services		101	106	106	1
Community Services and Licensing TOTAL		3,252	3,125	3,019	(106)