STROUD DISTRICT COUNCIL

STRATEGY AND RESOURCES COMMITTEE

REPORT FOR INFORMATION

Report Title	BUDGET MONI	TORING REPOR	RT Q1 2020/21				
Purpose of Report	To present to the Committee a forecast of the outturn position against the General Fund revenue budget, Housing Revenue Account and capital programme for 2020/21, in order to give an expectation of possible variances against budget.						
Decision(s)	The Committee	RESOLVES:					
	a) To note th budget.	ne outturn forecas	st for the Genera	I Fund Revenue			
	b) To note Account	the outturn fore	cast for the Ho	using Revenue			
	c) To note th	ne outturn foreca	st for the Capital	Programme.			
Consultation and	Budget holders						
Feedback	their service are	as. The feedbad	ck has been inco	prporated into to			
	the report to e	xplain difference	e between budg	ets and actual			
	income and expe	enditure.					
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Options	None						
Background Papers	None						
Appendices	Appendix A – Ot						
	Appendix B –	Strategy and F	Resources Com	mittee Detailed			
	Breakdown		Account Brookd	awa			
Implications	Appendix C – Housing Revenue Account BreakdownFinancialLegalEqualityEnvironmental						
(further details at the		Legai					
end of the report)	No	No	No	No			
. ,							

1 Background

1.1 This report provides the first monitoring position statement for the financial year 2020/21. 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. Summary

- 2.1 The monitoring position for the General Fund at 30 June 2020 shows a projected net revenue overspend of £595k against the latest budget, as summarised in Section 3.
- 2.2 The Housing Revenue Account (HRA) shows a forecasted overspend of £212k, as shown in Section 5.
- 2.3 The capital programme, as detailed in Section 6, shows a forecast spend of £24.194m against a budget of £27.023m.

3. Revenue Budget Position

- 3.1 Council approved the General Fund Revenue budget for 2020/21 in February 2020.
- 3.2 The monitoring position for the General Fund at 30 June 2020 shows a **projected net overspend of £595k** against the latest budget, as summarised in Table 1.

	2020/21	2020/21	2020/21	2020/21	2020/21
	Original	Revised	Forecast	Reserve	Outturn
	Budget	Budget	Outturn	Transfers	Variance
GENERAL FUND	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)
Community Services and Licensing	2,966	3,110	4,568	0	1,458
Environment	5,937	6,113	6,772	(31)	628
Housing General Fund	644	811	850	0	38
Strategy and Resources	7,169	7,102	8,158	0	1,057
HRA Contribution towards Services	(1,995)	(1,995)	(1,995)	0	0
Net Revenue Expenditure	14,721	15,141	18,352	(31)	3,181
Funding from Govt Grants/Council Tax	(15,126)	(15,126)	(17,712)	0	(2,586)
Transfers to/(from) Earmarked Reserves	405	(15)	(15)	0	0
Total General Fund	0	0	626	(31)	595

Table 1 – General fund Summary

3.3 Key areas of variance:

3.4 Covid-19 Loss of Income - £2,587k reduction in income

Many areas of the council have been significantly reduced income due to having to close over the lockdown period, and also greatly reduced income expected once reopened. Core council services are also seeing a reduction, or change, in need such as planning income. There are also significant reductions in other income such as rental income and investment income.

The substantial individual areas of lost income are The Pulse (£864k), car park income (£535k), development control (£606k) and investment income (£263k). This will continue to be monitored, and the figures are likely to change throughout the year as the position becomes more apparent.

Some lost income can be claimed as a co-payment from Government as included in paragraph 3.6.

Further detail on the position of each service can be found in the individual committee reports.

3.5 Covid-19 Additional Expenditure - £489k additional spend

Additional expenditure has been experienced in in areas such as homelessness and temporary accommodation (\pounds 250k), additional staff and personal protective equipment (PPE) for Ubico contracts (\pounds 122k), PPE for staff and modifications for Ebley Mill and The Pulse (\pounds 60k), Community Grants (\pounds 50k) and the sending of Covid-19 letters to all residents early in the pandemic (\pounds 28k).

An additional response fund of £442k has been allocated in earmarked reserves.

Further detail can be found within the detailed breakdown for each Committee.

This area will be continually monitored throughout the year as it can be expected that the costs will increase as further areas of need are identified.

3.6 Covid-19 Government Grants and Funding – (£2,586k) additional grant income

Local Authority Support Payments for Covid-19 totalling £1,386k have been received from Government. A scheme allowing copayment of lost sales, fees can charges from Government is underway. It doesn't cover all our lost income, but will cover 75% of fees such as car parking charges and lost income from The Pulse, after deducting 5% of the total budget. The claim to the end of July totalled £513k, with grant income in the region of £1.2m expected over the year (dependant on future lost income rates).

3.7 Salary Vacancy Savings – (£441k) underspend

Significant vacancy savings are expected in many services, including Revenues and Benefits (£77k), Building Control (£95k), Development Control (£76k), Policy and Governance (£80k) and ICT (£60k). This is due in part to the inability to recruit during the lockdown period, in some areas putting additional pressure on the existing teams.

3.8 Housing Benefit - £440k additional expenditure

A shortfall on housing benefit subsidy claims is expected, principally for supported accommodation. Although there is a higher rent allowable in supported accommodation, where the cost of housing is significantly higher than the amount allowable under housing benefit, this cannot all be claimed back through housing benefit subsidy and part of the cost is borne by the local authority. This cost continues to rise as both the cost and number of supported accommodation placements increase. Although a significant amount it should be noted that this represents a variance of only 2.7% on the housing benefit subsidy budget. This will continue to be monitored and the situation is subject to change throughout the year as housing benefit claims change and are difficult to predict.

4. Strategy & Resources Committee Revenue budget

- 4.1 The latest budget for Strategy and Resources Committee is £7.102m. The monitoring position at Quarter 1 shows a projected net overspend of £1.057m.
- 4.2 The below table gives a summary by service, with narrative given for major variances. Appendix B gives a further breakdown of the Strategy and Resources revenue budget.

		2020/21	2020/21	2020/21	2020/21	2020/21
		Original	Revised	Forecast	Reserve	Outturn
	Para	Budget	Budget	Outturn	Transfers	Variance
Strategy & Resources Committee	Refs	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)
Car Parks	4.3	(668)	(668)	(139)	0	529
Commercial Properties	4.4	(72)	(72)	(31)	0	41
Communications		154	154	154	0	0
Corporate Expenditure & Income	4.5	804	787	1,050	0	263
Corporate Policy & Governance	4.6	1,135	1,080	1,000	0	(80)
Corporate Services (Legal)		418	418	426	0	8
Covid-19	4.7	0	0	403	0	403
Facilities Management		475	475	469	0	(6)
Financial Services	4.8	884	884	844	0	(40)
Human Resources		431	435	429	0	(6)
Information & Communication Technology		1,654	1,654	1,654	0	0
Other Properties		(662)	(662)	(679)	0	(16)
Pension Lump Sum		1,567	1,567	1,567	0	0
Property Services		439	439	401	0	(38)
Senior Leadership Team		607	607	607	0	0
Youth Councils		3	4	4	0	0
Strategy and Resources TOTAL		7,169	7,102	8,158	0	1,057

Table 2 – Strategy & Resources Revenue budgets 2019/20

4.3 Car Parks - £529k income shortfall

(Mike Hammond, xtn 4447, mike.hammond@stroud.gov.uk)

The Covid-19 pandemic has had a severe impact on car park usage and associated revenue. For almost the first four months of the financial year, parking tarriffs were suspended. Charges returned (where applicable) on the 21st July, but it will take some time for user numbers to revert to pre-lockdown levels. This will be monitored very closely over the coming months.

4.4 Commercial Properties - £41k income shortfall

(Alison Fisk, xtn 4430, alison.fisk@stroud.gov.uk)

There are several areas that make up this variance:

A £29k loss of income is forecast at Brunel Mall. This is mainly due to rent and service charge deferments granted to support tenants as a result of COVID-19 which may continue into next financial year. There is one vacant unit which is currently being marketed.

The overall variance on Gossington Depot is favourable (£76k) due to the rental income from Ubico, this offsets the additional costs incurred of £47k to install new vehicle lifting equipment and ramps at the site. Following a report and investigation from Ubico's fleet manager it was identified that the current equipment and ramps were costly in both time and monetary terms. The recommendation being that it should be replaced or upgraded in order to achieve cost effectiveness in both staffing hours and financial costs.

£84k income shortfall on the Littlecombe units. Income has been impacted as 3 of the units have been sold rather than let and another 2 are under offer and expected to complete before year end. 2 units have been let and are occupied. Sales and lettings have been impacted by COVID-19, but interest is picking up again.

4.5 **Corporate Expenditure and Income – £263k loss of investment income**

(Lucy Clothier, xtn 4343, lucy.clothier@stroud.gov.uk)

The significant reduction in the Bank of England base rate due to the impact of Covid-19 has led to a much reduced expectation of investment income in this financial year.

4.6 **Corporate Policy and Governance – (£80k) underspend**

(Hannah Emery, xtn 4383, hannah.emery@stroud.gov.uk)

The forecast underspend is due to the delay in recruitment to the new posts within the structure of the Corporate Policy and Governance Team as well as the retirement of the Democratic Services and Elections Officer. Recruitment is now underway for the Information Governance Officer, Senior Executive Assistant, Executive Assistant and the Democratic Services and Elections Officer.

4.7 COVID 19 – £403k overspend/income shortfall

(Mike Hammond, mike.hammond@stroud.gov.uk)

Additional spend has been identified in many service areas including homelessness and temporary accommodation, additional staff and personal protective equipment (PPE) for Ubico contracts, PPE for SDC staff and modifications for Ebley Mill, community grants. Some additional spend relating to Covid-19 has been included within service lines.

4.8 **Finance – (£40k) underspend**

(Lucy Clothier, <u>lucy.clothier@stroud.gov.uk</u>)

An underspend is expected due to vacancy savings within the finance team. Recruitment is underway for the vacant Principal Accountant post.

4.9 **Other Properties – Brimscombe Port**

The Brimscombe Port site has been transferred to Stroud District Council in line with the redevelopment agreement. There will be no impact on the overall General Fund as any running costs (including some major refurbishment works to the Mill already underway) will be funded from rental income from the site which has also been transferred to SDC. All remaining funding will be used to fund the redevelopment of the site.

5. Housing Revenue Account Budget Position

- 5.1 The original net Housing Revenue Account (HRA) budget for 2020/21 is a transfer to reserves of £181k, as approved by Council in February 2020.
- 5.2 The monitoring position for the service at 30 June 2020 (Quarter a) shows a projected net overspend of £212k (1.0% of gross spend) against the current budget, as summarised in Table 3 on the following page.
- 5.3 The service has been affected by Covid-19, the full impact of which is not yet known. Where possible this will be contained within existing budgets.

Table 3: HRA Revenue Summary

Housing Committee	Para Refs	2020/21 Original Budget (£'000)	2020/21 Revised Budget (£'000)	2020/21 Forecast Outturn (£'000)	2020/21 Reserve Transfers (£'000)	2020/21 Outturn Variance (£'000)
Total Income	5.6	(22,943)	(22,943)	(22,780)	0	163
Total Expenditure		9,890	9,890	9,889	0	(1)
Total Other Costs and Income	5.7	11,522	12,440	12,491	0	51
Total Net Expenditure		(1,530)	(612)	(400)	0	212
Transfers to/from HRA Earmarked reserves		431	431	431	0	0
Transfers to/from General Reserves		181	181	181	0	0
Total Housing Revenue Account		(918)	0	212	0	212

- 5.4 A more detailed breakdown of this table can be found in Appendix C.
- 5.5 Key areas of variance of variance are set out below. Further detail can be found in the Housing Committee report.

5.6 Income – £163k loss of income

Dwelling rents are lower than budgeted. This is partly due to new tenancies not starting during the lockdown period, except in exceptional circumstances, which has increased the number of void properties during this time. Any repair works needed are now being undertaken, and properties being let.

There is also an expectation that arrears will be higher in 2020/21, also due to the Covid-19 pandemic. An allowance for this non payment of rents is included in the Provision for Bad Debt line.

Income levels will continue to be monitored throughout the year.

Garage rents are expected to be higher than budgeted but will continue to reduce in line with the approval to review the use of all garage sites.

5.7 Interest payable/receivable – £51k pressure

It is expected that the investment income will be lower than budgeted this year as investment rates have reduced significantly due to Covid-19.

6. Capital Programme

- 6.1 The 2020/21 Capital Programme of £25.472m was approved by Council in January 2020. This has been revised to a total of £27.023m during the year.
- 6.2 The revised General Fund capital programme is £8.172m, against which there is forecast spend of £6.145m, an underspend of £2.027m.
- 6.3 There are also some areas of forecast slippage in the capital programme, including the Canal restoration and the Stroud and District walking plan.
- 6.4 The HRA capital programme has been revised to £18,851k for 2020/21, after including slippage from 2019/20. The capital programme has been significantly affected by Covid-19, in particular the period of lockdown preventing works.
- 6.5 No variance is being reporting in Major Works. This is because a full review of the programme is being undertaken in order to assess the deliverability in 2020/21. The Major works programme has been significantly impacted by Covid-19. All programmes were stopped in March, and although works are now on site, the programme is not now deliverable in its current form during 2020/21. This is especially true where new contracts are being put in place this year, as the whole procurement process has been delayed.
- 6.6 The New Build programme has also been adversely affected by Covid-19, with works on site stopping during lockdown, and delays to the planning stages of schemes. Additional time is also needed for the Queens Drive site in order to address access issues.

Table 5 – Capital Summary	2020/21	2020/21	2020/21	2020/21
	Original	Revised	Forecast	Outturn
	Budget	Budget	Outturn	Variance
Capital Schemes	(£'000)	(£'000)	(£'000)	(£'000)
Community Buildings Investment	117	117	117	0
Stratford Park Lido	30	30	30	0
Community Services Capital Schemes TOTAL	147	147	147	0
Canal	3,317	3,702	1,834	(1,868)
Market Town Centres Initiative Fund	50	100	100	0
Multi-Service Contract Vehicles	712	822	822	0
Stroud District Cycling & Walking Plan	200	204	65	(139)
Wallbridge-Gateway	100	100	100	0
Environment Capital Schemes TOTAL	4,379	4,928	2,921	(2,007)
Affordable Housing-Support to Registered Providers	0	39	39	0
Better Care Fund Projects	0	0	0	0
Disabled Facilities Grant Scheme	330	330	330	0
Health through Warmth Grants	200	227	227	0
Private Sector Housing Loans	0	0	0	0
Temporary Accommodation	500	500	500	0
Warm Homes	1,000	1,183	1,183	0
Housing General Fund Capital Schemes TOTAL	2,030	2,279	2,279	0
Brimscombe Port Redevelopment	166	309	289	(20)
Electric Vehicle Aquisition	0	12	12	0
ICT Investment Plan	500	497	497	0
Littlecombe Business Units, Dursley	0	0	(0)	(0)
MSCP Resurfacing	0	0	0	0
Subscription Rooms - Refurbishment	0	0	0	0
Strategy and Resources Capital Schemes TOTAL	666	818	798	(20)
TOTAL GENERAL FUND CAPITAL SCHEMES	7,222	8,172	6,145	(2,027)
Major Works	6,089	6,089	6,089	0
New Build and Development	11,686	11,944	11,142	(802)
Other Capital Works	0	175	175	0
Sheltered Housing Modernisation	475	643	643	0
TOTAL HRA SCHEMES	18,250	18,851	18,049	(802)
	25 470	27 022	24 404	(2.020)
TOTAL CAPITAL SCHEMES	25,472	27,023	24,194	(2,829)

Table 5 – Capital Summary

7. Strategy and Resources Capital Programme

7.1 Table 6 below shows the Capital Forecast position at Quarter 1 for Strategy and Resources Committee and shows a projected outturn of **£798k**.

Table 6 – Strategy and Resources	Capital Programme
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	2020/21	2020/21	2020/21	2020/21
	Original	Revised	Forecast	Outturn
	Budget	Budget	Outturn	Variance
Strategy & Resources Capital Schemes	(£'000)	(£'000)	(£'000)	(£'000)
Brimscombe Port Redevelopment	166	309	289	(20)
Electric Vehicle Aquisition	0	12	12	0
ICT Investment Plan	500	497	497	0
Strategy and Resources Capital Schemes TOTAL	666	818	798	(20)

7.2 Brimscombe Port Redevelopment

There was slippage for 2019/20 mainly due to fact that the procurement process had not started. These costs will now be spent in 2020/21, subject to approval from Committee to the commencement of the procurement process, once planning permission has been decided for the infrastructure, and hence the increased forecast above the original budget.

7.3 Electric Vehicle Acquisition

The County group have met regarding installing electric vehicle points across the county. However due to the Covid-19 pandemic the group has not met recently. A plan is being drawn up, but nothing has been agreed. It is therefore not likely to be achieved prior to the end of this current financial year.

7.4 **ICT Investment Plan**

No variance is currently being forecast.

8. IMPLICATIONS

8.1 Financial Implications

There are no financial implications arising from this report as it reports on previous financial activities, and expected forecasts.

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8.2 Legal Implications

There are no legal implications arising from the recommendations in this report.

One Legal Tel: 01684272691 Email: legal.services@tewkesbury.gov.uk

8.3 Equality Implications

An EIA is not required because there are not any specific changes to service delivery proposed within this decision.

8.4 Environmental Implications

There are no significant implications within this category.

Other Service Committee Summaries

Community Services & Licensing Committee

	2020/21	2020/21	2020/21	2020/21	2020/21
	Original	Revised	Forecast	Reserve	Outturn
	Budget	Budget	Outturn	Transfers	Variance
Community Services Committee	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)
Community Safety	211	226	249	0	22
Cultural Services - Arts and Culture	415	415	462	0	47
Cultural Services - Community Health & Wellbeing	159	179	182	0	3
Cultural Services - Sports Centres	(162)	(90)	836	0	926
Customer Services	403	403	381	0	(22)
Director (Customer Services)	0	0	0	0	0
Grants to Voluntary Organisations	341	341	341	0	0
Licensing	(59)	(59)	(35)	0	24
Public Spaces	1,412	1,430	1,420	0	(11)
Revenues and Benefits	141	141	614	0	473
Youth Services	104	123	119	0	(5)
Community Services and Licensing TOTAL	2,966	3,110	4,568	0	1,458

Environment Committee

				2020/21 Reserve Transfers	Outturn
Environment Committee	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)
Canal	164	164	177	0	13
Carbon Management	109	109	107	0	(2)
Development Control	184	184	730	0	546
Director (Development Services)	0	0	0	0	0
Economic Development	99	99	102	0	2
Health & Wellbeing	831	1,007	1,037	0	30
Land Charges & Street Naming	(19)	(19)	35	0	54
Planning Strategy/Local Plan	410	410	443	(31)	2
Statutory Building Control	(93)	(93)	(43)	0	50
Waste & Recycling: Other	12	12	12	0	0
Waste and Recycling: MSC	4,241	4,241	4,172	0	(69)
Environment TOTAL	5,937	6,113	6,772	(31)	628

Housing Committee – General Fund

	2020/21 Original Budget	2020/21 Revised Budget		2020/21 Reserve Transfers	
Housing Committee	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)
Housing Advice	348	348	402	0	54
Housing Strategy	135	302	302	0	0
Private Sector Housing	161	161	145	0	(16)
Housing General Fund Total	644	811	850	0	38

Strategy and Resources Committee – Detailed Breakdown

	2020/21 Original Budget	2020/21 Revised Budget	2020/21 Forecast Outturn	2020/21 Reserve Transfers	2020/21 Outturn Variance
Strategy & Resources Committee	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)
Car Parks (Other) Car Parks (Stroud)	50 (719)	50 (719)	52 (191)	0 0	2 527
Car Parks	(719)	(668)	(139)	0	527 529
Brunel Mall	(66)	. ,	(38)	0	28
Gossington Depot	(66)	(66) 63	(38)	0	(77)
Industrial Units, Stonehouse	0	0	8	0	8
Littlecombe Development, Dursley	(68)	(68)	13	0	81
Commercial Properties	(72)	(72)	(31)	0	41
Communications	154	154	154	0	0
Communications	154	154	154	0	0
Corporate Expenditure & Income	804	787	1,050	0	263
Corporate Expenditure & Income	804	787	1,050	0	263
Business Services	305	250	210	0	(40)
Democratic Services	113	113	93	0	(20)
Elections	105	105	106	0	1
Electoral Registration	122	122	122	0	0
Executive Support	59	59	38	0	(20)
Members Expenses	364	364	364	0	0
Procurement Corporate Policy & Governance	67 1,135	67 1,080	67 1,000	0 0	0 (80)
		•		-	· · /
Legal Services Corporate Services (Legal)	418 418	418 418	426 426	0	8 8
	-	-	-	-	-
Covid-19 Covid-19	0	0	403 403	0 0	403
				-	403
	453	453	447	0	(6)
Emergency Management Facilities Management	22 0	22 0	22 (0)	0 0	0 (0)
Facilities Management	475	475	<u> </u>	0	(0) (6)
Financial Services				0	. ,
Financial Services	884 884	884 884	844 844	0	(40) (40)
			429	0	. ,
Human Resources Human Resources	431 431	435 435	429 429	0	(6) (6)
				0	0
Information & Communication Technology Information & Communication Technology	1,654 1,654	1,654 1,654	1,654 1,654	0	0
				-	
Brimscombe Port Business Park Bus Stations/Shelters	(90)	(90)	(90)	0	0
May Lane	(1) 15	(1) 15	(1) 4	0 0	0 (11)
Miscellaneous Properties and Land	(587)	(587)	(592)	0	(11)
Other Properties	(662)	(662)	(679)	0	(16)
Pension Lump Sum	1,567	1,567	1,567	0	0
Pension Lump Sum	1,567	1,567	1,567	0	0
Building Maintenance	106	106	68	0	(38)
Head of Property Services	61	61	61	0	(00)
Property Services	273	273	273	0	0
Property Services	439	439	401	0	(38)
Chief Executive	162	162	162	0	0
Director of Communities	111	111	111	0	0
Director of Place	111	111	111	0	0
Director of Resources	111	111	111	0	0
Director of Transformation	111	111	111	0	0
Senior Leadership Team	607	607	607	0	0
Youth Councils	3	4	4	0	0
Youth Councils	3	4	4	0	0
Strategy and Resources TOTAL	7,169	7,102	8,158	0	1,057

Housing Revenue Account

Housing Committee	2020/21 Original Budget (£'000)	2020/21 Revised Budget (£'000)	2020/21 Forecast Outturn (£'000)	2020/21 Reserve Transfers (£'000)	2020/21 Outturn Variance (£'000)
Dwelling Rents and service charges	(22,424)	(22,424)	(22,342)	0	82
Other charges and income	(629)	(629)	(649)	0	(20)
Provision for Bad Debt	110	110	210	0	100
Total Income	(22,943)	(22,943)	(22,780)	0	163
Supervision and Management	4,153	4,153	4,166	0	13
Repairs and Maintenance	4,237	4,237	4,217	0	(20)
Sheltered Housing Service	630	630	632	0	3
Other Expenditure	542	542	565	0	24
Sheltered Housing Modernisation	329	329	309	0	(20)
Total Expenditure	9,890	9,890	9,889	0	(1)
Support Service Charges from the GF	1,995	1,995	1,995	0	0
Interest Payable/Receivable	3,309	3,309	3,360	0	51
Provision for repaying debt	918	918	918	0	0
Revenue Funding of Capital Programme (Depn & RCCO)	6,218	6,218	6,218	0	0
Total Other Costs and Income	12,440	12,440	12,491	0	51
Total Net Expenditure	(612)	(612)	(400)	0	212
Transfers to/from HRA Earmarked reserves	431	431	431	0	0
Transfers to/from General Reserves	181	181	181	0	0
Total Housing Revenue Account	0	0	212	0	212