

## Financial Performance Monitoring Suite December 2020 – Quarter 3

### Executive summary

This report sets out the financial forecast for December, for revenue and capital. The headlines are:

**Revenue** - the forecast outturn is an estimated overspend of £0.799 when compared to the approved budget. The significant overspend is due to the Covid 19 pandemic and the effect of the national lock down affecting income streams within our Leisure, Car Parking Facilities and Commercial Properties. This includes initial emergency Covid 19 funding from central government of £2.202m, off set by additional costs of £0.737m. and £0.454m of reduce costs from furloughing staff from the Leisure Facilities.

Central Government announced further support for Local Authorities in relation to Leisure Facilities and Car Park, Income Compensation Scheme. Commercial Property income is excluded from this scheme. This will allow the authority to claim back 75p for every £1 of net losses and after deduction of 5% of budgeted fees and charges for those services. The first claim covers April to November, which the council has claimed to £2.816m (subject to approval) and will be on a retrospective basis. Due to the latest national lock down the forecast includes an estimate from December to March, of a further £1.046m due to claim, bringing the total to £3.862m.

**Capital Programme** – the forecast outturn is an estimated underspend of £11.890m.

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

## Service Commentary

The following table provides the variances by service and where variances are greater than +/- £10,000 comments have been provided by the budget managers/Head of Service. Where there are adverse variances the budget managers have provided details of the actions they are undertaking to address the overspend.

Head of Service	Actuals to December 2020 £'000s	Budget £'000s	Forecast £'000s	Variance £'000s	Variance %	Forecast Spend £'000s	Forecast Income £'000s
AD Corporate Resources	897	5,899	5,390	(509)	-8.6	13,102	(7,712)
AD Transformation	174	401	303	(98)	-24.4	366	(63)
Chief Operating Officer	4,254	4,425	4,330	(95)	-2.1	37,198	(32,868)
Corporate Leadership	578	603	731	128	+21.2	731	0
Head of ICT	3,164	2,139	2,128	(11)	-0.5	7,850	(5,722)
Head of Leisure & Health	1,549	(215)	579	794	+369.3	5,312	(4,733)
Head of Operations	3,592	3,347	4,037	690	+20.6	8,914	(4,877)
Housing Manager	136	177	208	31	+17.5	208	0
Growth Manager	(1,876)	842	745	(97)	-11.5	1,188	(443)
Programme Delivery Manager	19	70	36	(34)	-48.6	36	0
<b>Total</b>	<b>12,487</b>	<b>17,688</b>	<b>18,487</b>	<b>799</b>	<b>+4.5</b>	<b>74,905</b>	<b>(56,418)</b>

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Service	Service Grouping	Actuals to December 2020 £	Budget £	Forecast £	Variance £	Var %	Commentary on Result	Action Required	MTFS Impact
AD Corporate Resources	Head of Resources	(2,419,276)	106,242	(1,363,811)	(1,470,053)	-1,383.7	Within this are the Covid 19 additional costs +£737k and emergency funding (£2,201k)		
AD Corporate Resources	Corporate Finance	3,083,632	5,135,547	5,351,973	216,426	+4.2	+£179k additional costs for bad debt provision for potential increase on write off's. +£24k reduction in interest receivable due to interest rate reduction on surplus cash balances.		
AD Corporate Resources	Finance	634,613	794,948	811,288	16,340	+2.1	Increase costs due to childcare vouchers		
AD Corporate Resources	Risk Management	848,653	652,742	735,267	82,525	+12.6	Additional cost due to increase in insurance premiums		
AD Corporate Resources	Environmental & Energy Management	146,910	218,640	201,564	(17,076)	-7.8	-£8.5k saving due to restructure to form Property Services Team  -£8.5k underspend on consultancy fees due to vacant Energy Officer & Sustainability Officer position.		

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

AD Corporate Resources	Facilities Management	770,802	865,276	897,704	32,428	+3.7	<p>£31k Roof repairs to St Ives Bus Station</p> <p>£6.5k Replacement equipment after fire at Eastfield House (Oct 19)</p> <p>(£5k) Budget savings identified</p>	<p>Works agreed by Cllr Jonathan Gray to go ahead, agreed overspend due to H&amp;S compliance</p> <p>Transfer funds from insurance monies to cover costs</p>
AD Corporate Resources	Democratic & Elections	578,912	831,404	728,742	(102,662)	-12.3	<p>Staffing</p> <p>£4k District elections – none scheduled</p> <p>£9.7k electoral registration – canvassers fees £11.5k less than previous year</p> <p>£7.3k land charges – vacant post not recruited to yet</p> <p>Income</p> <p>European elections reimbursement for £57.2k; £40k</p> <p>Land charges, increase in search volumes, official and personal searches</p> <p>Supplies &amp; Services (£65k) unspent in for District elections not</p>	<p>Land charges fees to be reviewed by end of January 2021. Awaiting action by Accountant to progress further.</p> <p>District budget should be realigned for one in four years when the scheduled District elections are i.e. 2022/23 for the next elections</p>

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

							scheduled; (£19.5k) Members Allowances and Support.		
AD Corporate Resources	Human Resources	374,645	588,867	688,084	99,217	+16.8	Employee costs is due to 3 factors: *2 staff on maternity leave, so maternity pay in addition to backfill costs (somewhat mitigated by backfilling one post at more junior at less hours) * 1 backfill to maternity was recruited at more senior (Experienced), and higher salary, this was agreed value for money proposal, to pilot		

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

							<p>new approach to recruitment, spend to be offset by saving across organisation on recruitment agencies</p> <p>* Kickstart placement officer hired in HR team, hired to support implementation and set up, will be funded by scheme once placements start</p> <p>Overspend on Supplies and Services:</p> <p>* New HR and Payroll system overspend in year 1, due to rapid implementation approach, to avoid 3 year contract costs with legacy supplier.</p> <p>*Investment in recruitment sites and platforms to support new approach to recruitment. Budget bid in for future years. this is to tools used across the whole of the council</p>		
AD Corporate Resources	Procurement	8,116	62,132	20,133	(41,999)	-67.6	Salary saving due to vacant post – now being recruited.		

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

AD Corporate Resources	Commercial Estates	(3,143,748)	(3,586,787)	(2,903,253)	683,534	+19.1	<p>Income forecast down due to not purchasing investments this year, likely bad debt and delayed income and increase in void units.</p> <p>Expenditure on buildings up by £36k due to increased costs of empty buildings (rates and service charges), offset in part by reductions in maintenance where possible.</p> <p>Expenditure on supplies and services reflects lower MRP and costs</p>	<p>Income is a workstream in the recovery project and reported monthly.</p> <p>Task force approach to secure lettings from current interest in vacant units and seeking expert advice on CIS units.</p>	Impact on MTFS has been incorporated into new budget.
Chief Operating Officer	Environmental Protection Team	29,890	375,054	256,033	(119,021)	-31.7	<p>Additional income and expenditure related to Government grants supporting Covid-19. Staffing underspend related to half post vacancy.</p>		
Chief Operating Officer	Environmental Health Admin	86,517	143,794	123,018	(20,776)	-14.4	<p>Positions have not been fully recruited following the departure of staff in the early part of this FY to provide an underspend that can assist with the increased costs of the Tascomi project.</p>		

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Chief Operating Officer	Closed Churchyards	612	(13,000)	961	13,961	+107.4	Income shortfall arising from previous savings item inserted with no clear delivery plan.	Assessment of deliverability to include liaison with Parish Councils with closed churchyards	
Chief Operating Officer	Licencing	(86,213)	(62,710)	(88,108)	(25,398)	-40.5	<p>Employee salaries are reduced due to vacancy of operational manager but these costs partially offset by temp staffing to cover licencing manager covering ops manager post.</p> <p>Income and fees reduced due to approx. 10% drop in taxi licences not being renewed due to covid and drop in other licencing activities i.e Fees for one off events, not chasing unpaid annual fees during Q1 &amp; Q2, temporary short licences being issued for vehicle licences due to Gov` t MOT extension.</p>	No actions required at present. Supplies and services should not increase due to temp staff being replaced by fixed contract.	



# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Chief Operating Officer	Housing Benefits	2,576,355	1,371,355	1,512,366	141,011	+10.3	<p>Employees - adjusted to absorb cost of Financial Investigator post into budget plus cost of contractor (offset by grant income)</p> <p>Income &amp; Fees and Benefit &amp; Transfer Payments - adjusted to reflect current position on benefit expenditure and subsidy</p> <p>Supplies &amp; Services - adjustments to various elements of the budget, e.g. reduced legal fees due to no court work and reduced pool car costs as minimal visits are being made</p>		
Chief Operating Officer	Housing Needs	693,597	1,145,981	1,046,865	(99,116)	-8.6	<p>£40k in-year saving declared as no joint commissioning of Housing Related Support Services (HRS) this financial year.</p> <p>£30k in-in year saving relating to mainstreaming of Homelessness Trailblazer work.</p> <p>£18k in-year saving due</p>	No specific actions required at present.	£40k HRS in-year saving from above coming forward as MTFS declared saving for future years.

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

							to end of Private Sector Lease scheme.		
Chief Operating Officer	Customer Services	596,619	887,625	836,671	(50,954)	-5.7	Underspend in Employees is mainly due to delays in recruitment. The delay was mainly due to limitations in how we train and support new team members due to covid.		
Chief Operating Officer	Document Centre	197,827	175,580	219,922	44,342	+25.3	There is little in-house printing and no printing work being carried out for external customers therefore there is no external income. Reduced staffing costs and printing costs offsetting the overspend created by not having any external income.	This has been addressed in the 21/22 budget setting	
Chief Operating Officer	Chief Operating Officer	79,667	103,378	113,378	10,000	+9.7	Resource being needed for Business Grants and Customer Portal work		
Programme Delivery Manager	Programme Delivery	19,072	69,549	36,476	(33,073)	-47.6	The staff vacancy has resulted in an underspend. The forecast shows the new Programme Delivery Manager has started in August 2020.		

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Planning Policy Manager	Economic Development	(2,411,389)	185,434	289,671	104,237	+56.2	Overspend is due to market town programme managers costs and this will be funded from reserves.		
Planning Policy Manager	Planning Policy	522,821	633,058	434,755	(198,303)	-31.3	Covid-19 has delayed Local Plan preparation work reducing expenditure by £100k. Members have agreed to pause the CIL/S106 review, reducing expenditure by £25k. Additional income of £62k has been received for priority service on a strategic site, this wasn't budgeted for.		
Housing Manager	Housing Strategy	136,238	177,006	208,337	31,331	+17.7	Employees: Salary savings due to vacancy Supplies & Services: Consultants cost to be funded from reserves		
Corporate Leadership	Directors	483,456	508,300	608,301	100,001	+19.7	Additional staff costs incurred because cover for sickness leave was required to maintain HDC response to the impact of Covid-19 on the District.	This is an unavoidable in year situation.	

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Corporate Leadership	Executive Support & Business Planning	94,757	95,014	122,567	27,553	+29.0	Supplies & Services:- Additional costs of +£16k from LGA 3C shared service project partially offset by savings on stationery. Employees:- £20k needs to be transferred to Customer Services and so this forecast overspend is off-set by £20k savings on Customer Services		
AD Transformation	Transformation	174,470	400,988	303,207	(97,781)	-24.4	Transformation has worked with finance to ensure all costs are correctly coded to COVID related costs based on supporting the organization. This and wider grant income means we have reduced our draw on reserves. Though this means some planned work has been paused to support this as we have not brought in additional resources but instead reprioritised	Review when we hear back around further external grant funding applications to understand impact on financial position. Additional work will need to be reviewed based on results of CPCA funding applications.	

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Operations	CCTV	39,072	(89,496)	(59,253)	30,243	+33.8	+£7.4k HDC share of the tech consultancy costs with City Critec, +£5k for Klaxon marketing company who will run an exercise relating to the trading company. +£4k proposal to recover additional income from town and parish councils offset by income budgeted for HDC ventures which will not start in 20/21.	The costs for the marketing company and the tech consultancy are one off costs.	A budget bid has been submitted to take out the income expected from the trading company. This will be put back once the results of the marketing exercise is known.
Head of Operations	CCTV Shared Service	482,550	233,251	299,976	66,725	+28.6	+£21k relates to trading company income which will not occur in 20/21. +£15.5k relates to a forecasted reduction in recharge from City due to spending less on City only maintenance/equipment in 20/21. +£22k forecasted to spend on new BT fibre circuit to replace last MLL circuit and annual maintenance contract with QSG	The amount that HDC can claim from City directly relates to the costs that HDC incurs for the CCTV shared service	Budget bid has been submitted to take out income from the trading company until the marketing exercise is complete.
Head of Operations	Head of Operations	166,484	83,342	107,910	24,568	+29.5			

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Operations	Waste Management	1,907,256	2,518,306	2,499,951	(18,355)	-0.7	(97k) significant variance on this figure Expenditure of fuel is understated by 41k Income on second green been is overstated by 48K This would reduce our current total variance from (97k) to (9k) Trade income is down 20K due to Covid, second green bin charge is up (18K) bulky waste is up (77K) Recycling reprocessing cost have increased 55K Increase cost of collection for bulky 20K (increased operating costs)		
--------------------	------------------	-----------	-----------	-----------	----------	------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Operations	Fleet Management	226,751	300,234	314,894	14,660	+4.9	<p>(18k) employee-staff leaving and recruiting produced a surplus 25k income from pool cars have under recovered due to Covid and no site visits etc. there is no financial benefit in selling the pool cars, it would also leave HDC operationally restricted especially in the current climate(food deliveries etc)                  (12k) supplies and services- slight underspend although this could change due to unforeseen vehicle breakdowns or issues                  19k transport- unexpected repairs, servicing and upgrades to fuel tank and fuel system.</p>	No action required.	
--------------------	------------------	---------	---------	---------	--------	------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------	--

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Operations	Markets	90,054	(34,550)	106,471	141,021	+408.2	<p>Employees - variance due to Green Book enhancements required to be paid to staff. Previous budget pack manager did not make appropriate adjusts for this financial years to accommodate this.</p> <p>Income - Political decision made to suspend market traders rents due to pandemic as part of covid support measures.</p> <p>Supplies and services - due to reduced income, service expenditure has been halted as much as possible.</p>	<p>Employees - 2021/22 budget adjustment required to reflect the Green Book enhancements required to be paid.</p>	<p>Employees - will continue unless budget reflected to accommodate Green Book enhancements.</p>
--------------------	---------	--------	----------	---------	---------	--------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------



# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

<p>Head of Operations</p>	<p>Car Parks - Off Street</p>	<p>(635,994)</p>	<p>(1,445,010)</p>	<p>(1,169,635)</p>	<p>275,375</p>	<p>+19.1</p>	<p>Employees - vacancies not recruited to due to ongoing pandemic.</p> <p>Income - reduced town centre footfall due to ongoing pandemic with political decision made to suspend charges for 6 months which has mostly been reclaimed through compensation scheme.</p> <p>buildings - due to lower income, service has reduced maintenance spends further sweating assets.</p> <p>Supplies &amp; services - this is lost income, however sits against wrong account headings in Tech1.</p> <p>Benefit &amp; Transfer - payments back of income under contract to CCC &amp; supermarkets for managed sites. due to reduced income, the share to be paid back is lower.</p>	<p>Income - revenue bid submitted as part of budget setting to accommodate the potential reduction in income due to ongoing pandemic and recover of 4 years.</p> <p>Supplies &amp; services - this relates to income against wrong 1 codes. This has been rectified for 2021/22 budget packs.</p>	<p>Income - ongoing pandemic has seen drop in town centre usage. this has been accounted for in a revenue bid submitted as part of budget setting. his will be monitored as part of 2022/23 budget setting to understand if income position is improving.</p>
---------------------------	-------------------------------	------------------	--------------------	--------------------	----------------	--------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Operations	Car Park - On Street	(101,604)	(131,724)	356	132,080	+100.3	income - CCC locations managed by HDC. income low due to decreased to centre usage, in addition CCC have implemented schemes in St Neots (to reduce dramatically the number of Paid for parking spaces) & St Ives (removing all paid for parking in favour of disabled and loading bays).	income - no action required currently.	
Head of Operations	Countryside	155,963	255,023	280,678	25,655	+10.1	<p>Employees- vacancy at HCP -Countryside Support Worker left in July. Not being replaced due to COVID impact</p> <p>Income and fees Cafe income down. Countryside Centre Bookings down due to COVID impact</p> <p>Buildings less usage, expecting electricity to be lower.</p> <p>Supplies and services. £50,000 Grant received to build hides at Paxton. Materials being bought out of original codes £20,000 contribution</p>	loss of income is due to COVID	<p>Ongoing impact of COVID is likely to keep the café income low in short term. Staff costs reduced where possible, and looking for ways to further reduce</p> <p>Countryside Centre is unlikely to ever rebuild the type of use previously seen as more people are using TEAMS / ZOOM</p> <p>seeking new market and different opportunities in short term. Longer term to</p>

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

							from Friends of PPNR towards purchase of side arm flail mower  Transport - less use of machinery and movement to other sites.		become café/restaurant
--	--	--	--	--	--	--	-------------------------------------------------------------------------------------------------------------------------------------	--	------------------------

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Leisure & Health	One Leisure Active Lifestyles	179,129	155,819	286,298	130,479	+83.7	<p>OLAL has had to stop delivering activities due to the three national lockdowns</p> <ul style="list-style-type: none"> <li>• Income has been significantly affected (forecast to be £137K below budget) by Covid, three national lockdowns and the challenges incurred with activities prohibited by law.</li> <li>• In mitigation, the service has reduced controllable expenditure by £39.1k</li> <li>• Unavoidable Growth: As per Q2 unavoidable growth £45k <ul style="list-style-type: none"> <li>o £35K bid for Playing pitch strategy - presumption that this would be CIL funded.</li> <li>o £10K The Children and families project.</li> </ul> </li> <li>• Furloughing of Staff:</li> <li>• Income Compensation Scheme – any money recovered has been shown within OL as whole and not split out.</li> </ul>		
Head of Leisure & Health	St Ives Outdoor Centre	199,699	19,159	291,429	272,270	+1,421.1	<p>OLF has had to stop delivering activities due to the third national</p>		

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of Leisure & Health	Leisure Centres Corporate	170,391	379,380	226,687	(152,693)	-40.2	lockdown, this is expected to extend until the end of this financial year in some form. As reported in Q2 when the facilities were allowed to re-open there was a 71% return of memberships and whilst there were restriction in place that reduced capacity by circa 50% for all activities, these were well attended and at times at capacity. The current forecast includes a number of assumptions:- <ul style="list-style-type: none"> <li>• We will receive a total of £2.6m as part of the Income Compensation Scheme (this includes OLAL income)</li> <li>• We will receive £153K income per month as part of the Job Retention Scheme – Furlough (which will include OLAL payments)</li> <li>• All non-essential building maintenance has been deferred whilst the buildings remain predominantly shut.</li> </ul>		
Head of Leisure & Health	One Leisure Management Team	(1,269,924)	149,731	(3,514,640)	(3,664,371)	-2,447.3			
Head of Leisure & Health	St Neots Leisure Centre	604,205	(330,590)	898,093	1,228,683	+371.7			
Head of Leisure & Health	Huntingdon Leisure Centre	555,013	(124,849)	768,298	893,147	+715.4			
Head of Leisure & Health	St Ives Leisure Centre	794,039	(544,878)	1,161,763	1,706,641	+313.2			
Head of Leisure & Health	Ramsey Leisure Centre	135,309	(3,893)	245,575	249,468	+6,408.1			
Head of Leisure & Health	Ramsey Leisure Centre	253,786	(3,893)	378,145	382,038	+9,813.5			

# Service Grouping Summary

This list only includes service groups with a variance exceeding +/- £10,000

Head of 3C ICT	ICT Shared Service	3,162,941	2,139,047	2,127,890	(11,157)	-0.5			
-------------------	-----------------------	-----------	-----------	-----------	----------	------	--	--	--

## **CAPITAL PROGRAMME**

The approved gross Capital Programme 2020/21 is £16.611m. Schemes totalling £3.909m from 2019/20 have been rephased to 2020/21, to give the total gross capital programme for 2020/21 of £20.520m.

The Capital Programme is forecast to have an underspend of £11.890m, this includes underspends, overspends and growth.

The table below shows the capital programme by scheme with proposed rephasing, expenditure to date and forecast outturn.

Due to the Covid 19 pandemic, this has and may continue to affect delivery of some projects in terms of capacity of internal resources and the uncertainty within economical landscape for investments into property.

# Capital Project Expenditure Summary

## CAPITAL PROGRAMME SUMMARY

Department	Project Code	Description	Lead Officer	Original Budget	Latest Budget*	Spend This Year to Date	Forecast Spend	Year end forecast Variance	Comment on Variance
3CICT	100057	3CICT EFH Fire Insurance Settlement	Sam Smith	0	0	3,435	3,435	3,435	
3CICT	100088	Generator - 3CICT Backup	Sam Smith	27,000	27,000	0	27,000	0	
3CICT	100089	Data Centre Storage	Sam Smith	23,000	23,000	0	23,000	0	
3CICT	100090	Wi-Fi Access Points	Sam Smith	12,000	12,000	0	12,000	0	
Chief Operating Officer	100075	Environmental Health Software	Finlay Flett	0	40,000	0	40,000	0	
Chief Operating Officer	100082	Traveller Security Improvements	Finlay Flett	0	0	0	30,490	30,490	Project originally for 19-20. Elements delayed until current year
Chief Operating Officer	100007	Disabled Facilities Grants	Housing Strategy Manager	2,250,000	2,250,000	1,047,426	1,523,512	(726,488)	The budget spend is currently around 20% lower than 2019/20 at this point. Committed and Pipeline are down nearly 50% compared with last year. We may recover but this depends on referrals from OT's and contractor's ability to carry out works.
Chief Operating Officer	100064	Printing Equipment	Andy Lusha	0	16,000	0	0	(16,000)	
Chief Operating Officer	100099	Huntingdon On-Street WiFi	John Taylor	0	0	79,700	79,700	79,700	Part of the Covid 19 Recovery plan funded by CPCA?
Corporate Resources	100001	Bridge Place Car Park Const	Claire Edwards	0	377,642	23,955	23,955	(353,687)	Dependant on the sale of bridge place car park which has been delayed.
Corporate Resources	100052	HTC Grant	Claire Edwards	0	0	(50)	(33)	(33)	



# Capital Project Expenditure Summary

Department	Project Code	Description	Lead Officer	Original Budget	Latest Budget*	Spend This Year to Date	Forecast Spend	Year end forecast Variance	Comment on Variance
Corporate Resources	100061	VAT Exempt Capital	Claire Edwards	59,000	59,000	0	23,600	(35,400)	Will be impacted by the reduction in expenditure on capital schemes
Corporate Resources	100063	Company Share Investment	Claire Edwards	0	100,000	0	0	(100,000)	Assuming the company will remain dormant in 20/21
Corporate Resources	100085	Huntingdon Redevelopment	Claire Edwards	8,500,000	8,500,000	0	0	(8,500,000)	Will be delayed due to the pandemic and refocusing on prospectus for growth agenda.
Corporate Resources	100006	Bldg Efficiency - Salix Funding	Mark Houston	0	0	15,058	60,179	60,179	Salix Pot Total we're expected to spend is £60,179
Corporate Resources	100035	Retro-Fit Buildings	Mark Houston	0	227,501	0	0	(227,501)	Project has not progressed due to staff turnover, Budget still required in 2021/22
Corporate Resources	100092	Lighting - Loves Farm Footpath	Mark Houston	16,000	16,000	0	8,000	(8,000)	Tenders received have come in more cost effective than originally estimated.
Corporate Resources	100054	Oak Tree Remedial Work	Jackie Golby	1,000,000	1,911,811	23,720	487,369	(1,424,442)	Decanting of the premises to modular units has begun. Main building work to start in February and this will run until July.
Corporate Resources	100056	Alms Close	Jackie Golby	665,000	1,094,229	1,102,325	1,256,953	162,724	£135k overspend previously agreed with S151 Officer/PFH
Corporate Resources	100059	Health and Safety Works on Commercial Properties	Jackie Golby	0	15,499	(918)	15,082	(417)	costs being re-tendered due to Covid access
Corporate Resources	100060	Energy Efficiency Works at Commercial Properties	Jackie Golby	25,000	69,000	0	13,333	(55,667)	Delay due to pandemic
Corporate Resources	100071	Oak Tree Centre Car Park Redevelopment	Jackie Golby	0	0	350	9,967	9,967	Following SLT, this project has been shelved until further notice

# Capital Project Expenditure Summary

Department	Project Code	Description	Lead Officer	Original Budget	Latest Budget*	Spend This Year to Date	Forecast Spend	Year end forecast Variance	Comment on Variance
Growth	100076	A14 Upgrade	Growth Manager	200,000	400,000	0	400,000	0	May be spent in this year. we are due to pay 200k per year for 5 years when the Cambridgeshire County council ask for it. They haven't yet. Unsure when they will ask for it. If unspent by year end - This will need to be slipped into 21/22.
Growth	100077	Housing Company	Growth Manager	0	206,000	0	0	(206,000)	It is unlikely the Company will be set up this year but until a final decision on viability is made the budget will need to be slipped.
Growth	100047	Community Infrastructure	Claire Burton	0	0	119,993	2,275,180	2,275,180	This expenditure is funded from CIL receipts
Leisure & Health	100019	Hunt Leis C - Gen Improve (Cs)	Phil Lisseman	0	0	1,687	0	0	Decision made to stop condition survey work for the time being.
Leisure & Health	100020	Leisure Cents - Future Improve	Phil Lisseman	306,000	306,000	0	139,000	(167,000)	
Leisure & Health	100021	Ramsey L C - Gen Improve (Cs)	Phil Lisseman	0	0	287	0	0	
Leisure & Health	100023	Sn Leis C - Gen Improve (Cs)	Phil Lisseman	0	0	18,288	0	0	
Leisure & Health	100024	St Ivo - General Improve (Cs)	Phil Lisseman	0	0	1,541	0	0	
Leisure & Health	100025	St Ivo L C - Outdoor Gen Mtce (Cs)	Phil Lisseman	0	0	48,009	0	0	
Leisure & Health	100068	One Leisure St Ives New Fitness Offering	Paul France	0	0	24,415	24,415	24,415	
Leisure & Health	100078	OL St Ives Changing Rooms	Chris Keeble	0	250,000	13,278	237,500	(12,500)	Retention to be paid in 21/22 - therefore needs slipping. Project expected/planned to be complete 4.4.21
Leisure & Health	100058	One Leisure Ramsey 3G	Martin Grey	0	593,512	23,906	23,906	(569,606)	Scheme expenditure is now expected to slip to 2021/22

# Capital Project Expenditure Summary

Department	Project Code	Description	Lead Officer	Original Budget	Latest Budget*	Spend This Year to Date	Forecast Spend	Year end forecast Variance	Comment on Variance
Leisure & Health	100018	OL St Neots Synthetic Pitch	Jonathon Clarke	0	0	(8,879)	0	0	
Leisure & Health	100050	OL St Neots Pool Building	Jonathon Clarke	0	0	180	180	180	
Operations	100040	Wheeled Bins	Andrew Rogan	238,000	238,000	131,992	167,207	(70,793)	More being spent on commercial waste bins but this is more than offset by reduced expenditure on household bins
Operations	100043	Vehicles & Plant	Andrew Rogan	1,199,000	1,254,746	1,150,695	1,266,612	11,866	Current fleet replacement is planned, small cost overrun
Operations	100083	Godmanchester Mill Weir Improvements	Andrew Rogan	0	0	12,802	12,802	12,802	This will be funded from CIL
Operations	100073	Parking Strategy	George McDowell	37,000	127,094	6,180	87,784	(39,310)	Delay due to pandemic
Operations	100091	Civil Parking Enforcement	George McDowell	217,000	217,000	0	0	(217,000)	Project under review, budget will need to be slipped to 2021/22 if project proceeds
Operations	100093	Secure Cycle Storage	George McDowell	58,000	58,400	0	38,933	(19,467)	Delay due to pandemic
Operations	100028	Lone Worker Software	Eddy Gardener	0	20,000	0	10,000	(10,000)	Delay due to pandemic
Operations	100002	Cctv PFH Resilience	Eddy Gardner	0	20,000	10,195	14,826	(5,174)	

# Capital Project Expenditure Summary

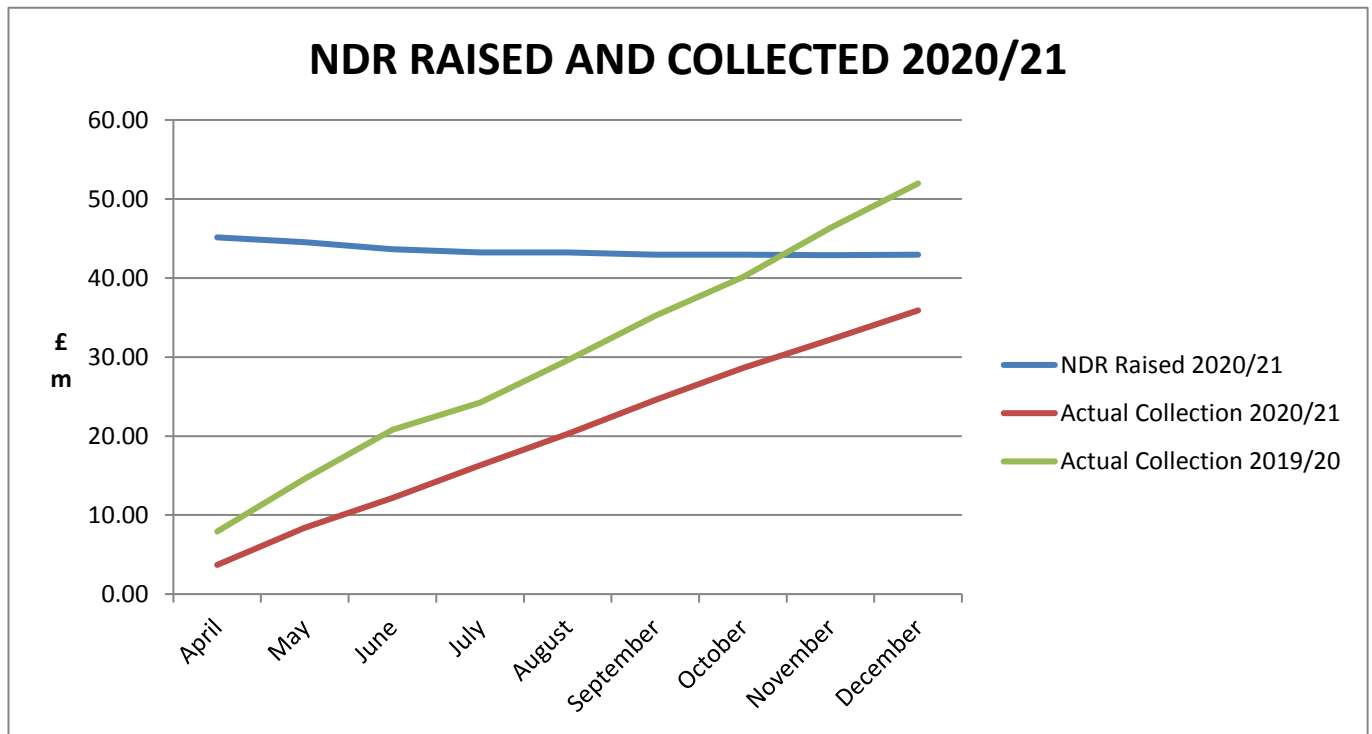
Department	Project Code	Description	Lead Officer	Original Budget	Latest Budget*	Spend This Year to Date	Forecast Spend	Year end forecast Variance	Comment on Variance
Operations	100037	Cctv - Camera Replacements	Eddy Gardner	0	0	3,893	106,000	106,000	Capital project tender was for £504,196.00 (both wireless and CCTV elements) due to BT and Virgin framework contract issues and control room changes previous HOS authorised Variation orders to £80,556.91. total project is then £586, 976 to QSG. there is application payment 4 V1 of £55,419 applied for covering all works less retention sum of £30,246 pending technical audit of the whole City and HDC systems. there are a lot of commitments and PO being closed down as QSG accept they have been paid. The final retention sum set aside pending full technical audit by specialist consultants being undertaken October/November 2020
Operations	100038	Cctv - Wireless	Eddy Gardner	0	0	7,409	7,409	7,409	
Operations	100039	Play Equipment	Helen Lack	53,000	53,000	6,393	43,000	(10,000)	£10k slipped to 2021/22 due to Covid restricting projects
Operations	100066	Operations Back Office	Helen Lack	0	198,392	21,833	84,244	(114,148)	
Operations	100074	Park Fencing	Helen Lack	12,000	12,000	8,361	14,491	2,491	
Operations	100095	Hinchingbrooke Country Park	Judith Arnold	1,550,000	1,550,000	41	20,000	(1,530,000)	only small amount of interpretation likely, due to Covid and floods causing waterlogged grounds
Operations	100065	HCP Wooden Bridge	Matthew Chudley	0	0	0	0	0	
Operations	100094	Districtwide Signage	Matthew Chudley	70,000	70,000	0	0	(70,000)	Delay due to pandemic
Operations	100100	St Neots Riverside Park Path/Cycle Imps	Matthew Chudley	0	0	19,551	19,551	19,551	

# Capital Project Expenditure Summary

Department	Project Code	Description	Lead Officer	Original Budget	Latest Budget*	Spend This Year to Date	Forecast Spend	Year end forecast Variance	Comment on Variance
Transformation	100005	Crm Replacement	Tony Evans	0	63,396	0	0	(63,396)	
Transformation	100081	Robotics	Tony Evans	0	50,000	0	0	(50,000)	This project has put on hold in FY 19/20 due to lacking foundational capability awaiting other projects delivering key pre-requisites before looking to deliver a SaaS based robotics platform. The project will progress in 2021/22.
Transformation	100096	Audio Visual Equipment	Tony Evans	30,000	30,000	0	0	(30,000)	Project not commenced, will now start in 2021/22
Transformation	100097	Customer Portal and Call Centre Software	Tony Evans	30,000	30,000	0	0	(30,000)	Project not commenced, will now start in 2021/22
Transformation	100098	Voice Bots	Tony Evans	34,000	34,000	0	0	(34,000)	Project not commenced, will now start in 2021/22
				<b>16,611,000</b>	<b>20,520,222</b>	<b>3,917,050</b>	<b>8,630,581</b>	<b>(11,889,641)</b>	

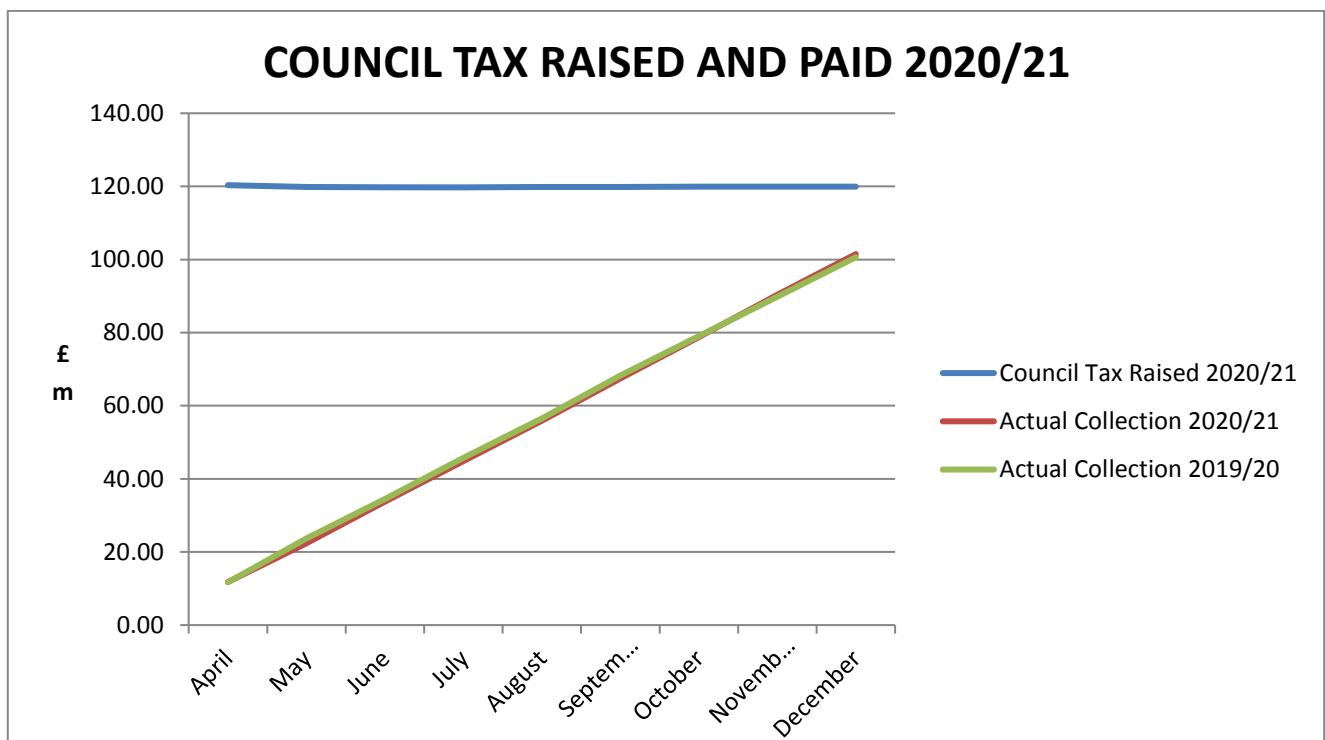
\* Includes unspent budget slipped from 2019/20

## Financial Dashboard



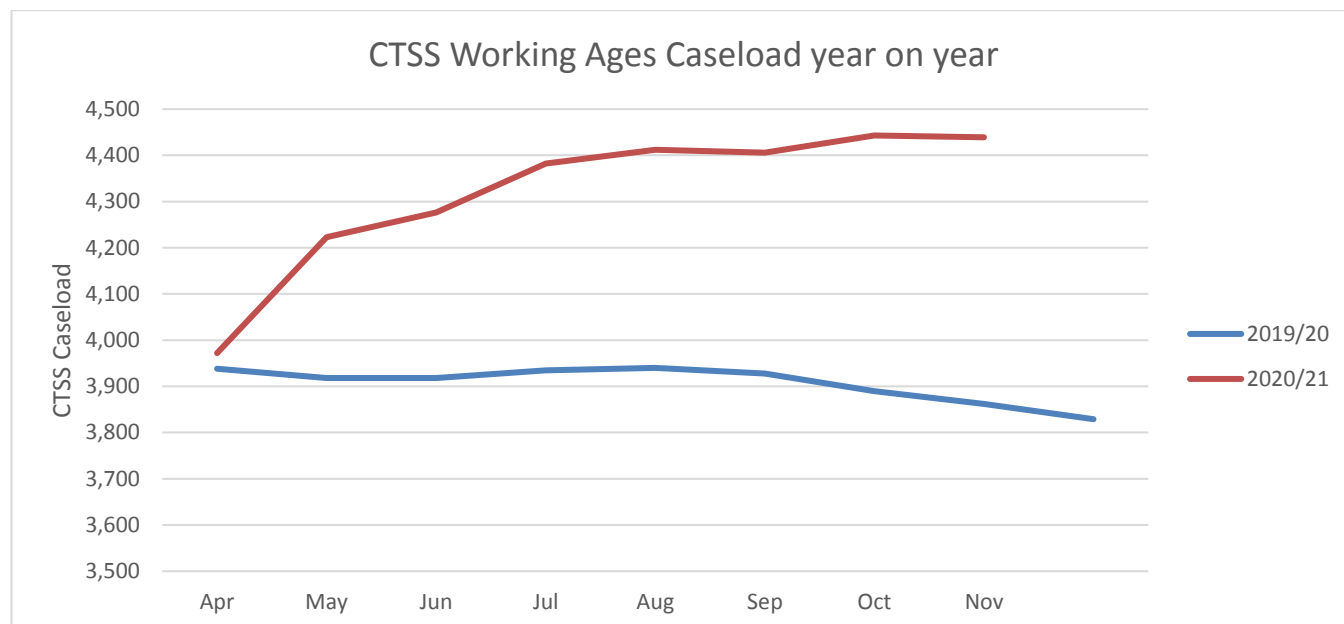
The NDR graph above shows the total amount of NDR bills raised in 2020/21 and the actual receipts received up to the end of December. For 2020/21 Central Government introduce significant reliefs for the retail and hospitality sector, which has reduced the annual billing by £21.151m. District Council's are being compensated for these relief's in line with the normal grant income received via the Business Rate Retention Scheme. The Council tax graph below provides the same analysis.

## Collection of Council Tax



Council tax collection rates during the initial phases of lockdown have not reduced significantly compared to 2019/20. However, into 21/22 the potential impact of the furlough scheme ending in March may have a significant impact on residence's ability to pay, if as anticipated, businesses are not able to continue to employ people at the pre-covid 19 levels.

### Council Tax Support Scheme



The graph above shows the increase in Council Tax Support Scheme caseload, this is an increase of 15.9%.

### Outstanding Miscellaneous Debt Overdue for Payment

Due to the Covid 19 pandemic the decision was taken to suspend debt recovery in support of the unusual circumstances of the whole economy in lock down, this has had a significant impact on the level of miscellaneous debt outstanding as at 31<sup>st</sup> December is £2.166m (June 2020, £4.575m), of which 77.9%, became due for payment since 1<sup>st</sup> April.

Over 90% of the debt is made up as follows:

Department	Amount Owed £m
CIL & s.106	0.527
Commercial Estates	0.639
Housing	0.408
Operations	0.188