

Financial Performance Monitoring Suite March 2021 – Quarter 4

Executive summary

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

Revenue - the forecast outturn is an estimated underspend of £0.053 when compared to the approved budget and an improvement to Q3 of £853k. The underspend is due to additional one of funding from Central Government for Income compensation scheme of £110k; furlough recovery £186k and Clinically Vulnerable funding of £492k, not included in the Q3 forecast.

Capital Programme – the forecast outturn is an estimated underspend of £13.415m.

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 | Budget £'000s | Q3 Forecast £'000s | Provisional Outturn £'000 | Contribution to/(from) reserves £'000 | Proposed Budget C/fwd £'000s | Revised Provisional Outturn £'000s | Variance to Budget | | Variance to Forecast | | Actual Spend £'000s | Actual Income £'000s |
|----------------------------|------------------|--------------------------|---------------------------------|--|---------------------------------------|---|--------------------|-------------|----------------------|-------------|---------------------------|----------------------------|
| | | | | | | | £'000 | % | £'000 | % | | |
| AD Corporate Resources | 5,899 | 5,390 | 5,216 | 0 | 22 | 5,238 | (661) | -11.2 | (152) | -2.8 | 13,483 | (8,266) |
| AD Transformation | 408 | 303 | 130 | 0 | 48 | 178 | (230) | -56.4 | (125) | -41.3 | 304 | (174) |
| Chief Operating Officer | 4,417 | 4,330 | 4,061 | 0 | 0 | 4,061 | (356) | -8.1 | (269) | -6.2 | 37,531 | (33,470) |
| Corporate Leadership | 603 | 731 | 684 | 0 | 0 | 684 | 81 | +13.4 | (47) | -6.4 | 709 | (25) |
| Head of ICT | 2,139 | 2,128 | 2,007 | 0 | 0 | 2,007 | (132) | -6.2 | (121) | -5.7 | 8,032 | (6,025) |
| Head of Leisure & Health | (215) | 579 | 326 | 0 | 35 | 361 | 576 | +267.9 | (218) | -37.7 | 5,587 | (5,261) |
| Head of Operations | 3,347 | 4,037 | 4,082 | 0 | 0 | 4,082 | 735 | +22.0 | 45 | +1.1 | 9,017 | (4,935) |
| Housing Manager | 177 | 208 | 199 | (45) | 0 | 154 | (23) | -12.8 | (54) | -25.8 | 199 | 0 |
| Growth Manager | 842 | 745 | 709 | 102 | 0 | 811 | (31) | -3.7 | 66 | +8.9 | 1,223 | (514) |
| Programme Delivery Manager | 70 | 36 | 58 | 0 | 0 | 58 | (12) | -17.1 | 22 | +61.1 | 58 | 0 |
| Total | 17,687 | 18,487 | 17,472 | 57 | 105 | 17,634 | (53) | -0.3 | (853) | -4.6 | 76,143 | (58,670) |

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|------------------------|--------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|------|--|
| | | | | | | | | £ | % | |
| AD Corporate Resources | Commercial Estates | (3,586,787) | (2,903,253) | (3,341,944) | 0 | 0 | (3,341,944) | 244,843 | +6.8 | <p>Income forecast down due to not purchasing investments this year +£200k, Bad debt +£228k 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 interest payable -£367k and no voluntary MRP provision - £111k</p> |
| AD Corporate Resources | Corporate Finance | 5,135,547 | 5,351,973 | 5,355,284 | 0 | 0 | 5,355,284 | 219,737 | +4.3 | <p>+£110k 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. +£86k additional MRP</p> |

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|------------------------|-----------------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|-------|--|
| | | | | | | | | £ | % | |
| AD Corporate Resources | Democratic & Elections | 831,404 | 728,742 | 708,905 | 0 | 0 | 708,905 | (122,499) | -14.7 | <p>Staffing £4k District elections – none scheduled £9.7k electoral registration – canvassers fees £11.5k less than previous year £7.3k land charges – vacant post not recruited to yet</p> <p>Income European elections – remittance advice received for £57.2k reimbursement, YTD actual £40k Land charges – difficult to quantify but increase in search volumes, official and personal searches</p> <p>Supplies & Services Bulk (£65k) unspent in for District elections not scheduled (£19.5k) Members Allowances and Support – saving against SRAs. Lower than budget allocated.</p> |
| AD Corporate Resources | Environmental & Energy Management | 218,640 | 201,564 | 191,320 | 0 | 0 | 191,320 | (27,320) | -12.5 | <p>16k saving due to restructure to form Property Services Team</p> <p>14k underspend on consultancy fees due to Energy Officer & Sustainability Officer leaving the Council and the permanent Energy & Sustainability Officer replacement not being in position until November.</p> |

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| | | | | | | | | £ | % | |
| AD Corporate Resources | Facilities Management | 865,276 | 897,704 | 843,048 | 0 | 22,350 | 865,398 | 122 | +0.0 | |
| AD Corporate Resources | Finance | 794,948 | 811,288 | 854,485 | 0 | 0 | 854,485 | 59,537 | +7.5 | Increase salary costs to support implementation of Payroll/HR system |
| AD Corporate Resources | Head of Resources | 106,242 | (1,363,811) | (959,754) | 0 | 0 | (959,754) | (1,065,996) | -1,003.4 | Within this are the Covid 19 additional costs +£737k and emergency funding (£2,201k) |
| AD Corporate Resources | Human Resources | 588,867 | 688,084 | 653,373 | 0 | 0 | 653,373 | 64,506 | +11.0 | <p>Employee costs is due to 3 factors:</p> <ul style="list-style-type: none"> *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 new approach to recruitment, spend to be offset by saving across organisation on recruitment agencies * Kickstart placement officer hired in HR team, hired to support implementation and set up, will be funded by scheme once placements start <p>Overspend on Supplies and Services:</p> <ul style="list-style-type: none"> * New HR and Payroll system overspend in year 1, due to rapid implementation approach, to avoid 3 year contract costs with legacy |

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|-------------------------|-------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|--------|---|
| | | | | | | | | £ | % | |
| | | | | | | | | | | supplier. *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 |
| AD Corporate Resources | Legal | 223,940 | 217,653 | 193,446 | 0 | 0 | 193,446 | (30,494) | -13.6 | Recharges now based on hours consumed, rather than fixed fee |
| AD Corporate Resources | Procurement | 62,132 | 20,133 | 21,732 | 0 | 0 | 21,732 | (40,400) | -65.0 | Salary saving due to vacant post – now being recruited. |
| AD Corporate Resources | Public Conveniences | 6,400 | 5,010 | 24,882 | 0 | 0 | 24,882 | 18,482 | +288.8 | Additional cost due to increase cleaning and service charges |
| AD Corporate Resources | Risk Management | 652,742 | 735,267 | 671,655 | 0 | 0 | 671,655 | 18,913 | +2.9 | Additional cost due to increase in insurance premiums |
| Chief Operating Officer | Building Control | 152,540 | 152,540 | 109,435 | 0 | 0 | 109,435 | (43,105) | -28.3 | Reduce costs due to reduced activity during the year |
| Chief Operating Officer | Business Team | 278,018 | 276,539 | 226,371 | 0 | 0 | 226,371 | (51,647) | -18.6 | Salary saving due to vacant post -£96k; used to offset additional costs for temporary staff £59k |
| Chief Operating Officer | Chief Operating Officer | 96,038 | 113,629 | 207,891 | 0 | 0 | 207,891 | 111,853 | +116.5 | Overspend due to Customer Portal Licence |
| Chief Operating Officer | Closed Churchyards | (13,000) | 961 | 612 | 0 | 0 | 612 | 13,612 | +104.7 | Income shortfall arising from previous savings item inserted with no clear delivery plan. |
| Chief Operating Officer | Community Team | 540,710 | 546,085 | 48,703 | 0 | 0 | 48,703 | (492,007) | -91.0 | One off grant funding for Clinically and Extremely Vulnerable -£532k |

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|-------------------------|----------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|--------|--|
| | | | | | | | | £ | % | |
| Chief Operating Officer | Corporate Health & Safety | 64,706 | 64,531 | 52,983 | 0 | 0 | 52,983 | (11,723) | -18.1 | Underspend on supplies & services -£11.7k |
| Chief Operating Officer | Council Tax Support | (121,896) | (120,702) | (119,925) | 0 | 0 | (119,925) | 1,971 | +1.6 | |
| Chief Operating Officer | Customer Services | 887,625 | 836,671 | 857,119 | 0 | 0 | 857,119 | (30,506) | -3.4 | 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 | Development Management | (425,985) | (430,407) | (403,513) | 0 | 0 | (403,513) | 22,472 | +5.3 | Increase salary costs +£40k, temporary staff +£19k; offset by savings on supplies and services -£26k and increased application fees -£7k |
| Chief Operating Officer | Document Centre | 175,580 | 219,922 | 261,159 | 0 | 0 | 261,159 | 85,579 | +48.7 | 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. |
| Chief Operating Officer | Emergency Planning | 11,575 | 11,575 | 61,643 | 0 | 0 | 61,643 | 50,068 | +432.6 | Additional costs for major flooding incident over winter; floodsax, clean up |
| Chief Operating Officer | Environmental Health Admin | 143,794 | 123,018 | 113,211 | 0 | 0 | 113,211 | (30,583) | -21.3 | 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. |

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|-------------------------|-------------------------------|-------------|------------------|-----------------------------|----------------------------|----------------------------------|--|--------------------|--------|--|
| | | | | | to/(from) reserves £ | | | £ | % | |
| Chief Operating Officer | Environmental Protection Team | 375,054 | 256,033 | 342,849 | 0 | 0 | 342,849 | (32,205) | -8.6 | Additional income and expenditure related to Government grants supporting Covid-19. Staffing underspend related to half post vacancy. |
| Chief Operating Officer | Housing Benefits | 1,371,355 | 1,512,366 | 1,471,784 | 0 | 0 | 1,471,784 | 100,429 | +7.3 | Employees - adjusted to absorb cost of Financial Investigator post into budget plus cost of contractor (offset by grant income) Income & Fees and Benefit & Transfer Payments - adjusted to reflect current position on benefit expenditure and subsidy, together with a benefit of -£110k adjustment from 19/20 delayed Housing Subsidy audit Supplies & 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 |
| Chief Operating Officer | Housing Miscellaneous | 25,735 | 25,462 | 89,695 | 0 | 0 | 89,695 | 63,960 | +248.5 | |

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|----------------------------|----------------------|-------------|------------------|-----------------------------|----------------------------|----------------------------------|--|--------------------|-------|--|
| | | | | | to/(from) reserves £ | | | £ | % | |
| Chief Operating Officer | Housing Needs | 1,145,981 | 1,046,865 | 1,015,099 | 0 | 0 | 1,015,099 | (130,882) | -11.4 | £40k in-year saving declared as no joint commissioning of Housing Related Support Services (HRS) this financial year. Additional MHCLG grant income also made available during third lockdown phase (Jan-Mar) of £26k £30k in-in year saving relating to mainstreaming of Homelessness Trailblazer work. £18k in-year saving due to end of Private Sector Lease scheme. |
| Chief Operating Officer | Licencing | (62,710) | (88,108) | (53,700) | 0 | 0 | (53,700) | 9,010 | +14.4 | |
| Chief Operating Officer | Local Tax Collection | (227,770) | (221,929) | (220,500) | 0 | 0 | (220,500) | 7,270 | +3.2 | |
| Programme Delivery Manager | Programme Delivery | 69,549 | 36,476 | 57,890 | 0 | 0 | 57,890 | (11,659) | -16.8 | The staff vacancy has resulted in an underspend. |
| Growth Manager | Economic Development | 185,434 | 289,346 | 300,448 | 0 | 0 | 300,448 | 115,014 | +62.0 | Overspend is due to market town programme managers costs, funding by underspends within service area |

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|----------------------|---------------------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|-------|---|
| | | | | | | | | £ | % | |
| Growth Manager | Planning Policy | 633,058 | 434,755 | 386,826 | 102,000 | 0 | 488,826 | (144,232) | -22.8 | 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. |
| Growth Manager | Public Transport | 24,000 | 20,414 | 22,214 | 0 | 0 | 22,214 | (1,786) | -7.4 | |
| Housing Manager | Housing Strategy | 177,006 | 208,337 | 198,767 | (44,700) | 0 | 154,067 | (22,939) | -13.0 | Employees: Salary savings due to vacancy Supplies & Services: Consultants cost to be funded from reserves |
| Corporate Leadership | Directors | 508,300 | 608,301 | 608,835 | 0 | 0 | 608,835 | 100,535 | +19.8 | Additional staff costs incurred because cover for sickness leave was required to maintain HDC response to the impact of Covid-19 on the District. |
| Corporate Leadership | Executive Support & Business Planning | 95,014 | 122,567 | 74,738 | 0 | 0 | 74,738 | (20,276) | -21.3 | £25k one off outbreak management grant |
| AD Transformation | Transformation | 408,328 | 303,207 | 129,909 | 0 | 47,741 | 177,650 | (230,678) | -56.5 | 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 |

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|--------------------|----------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|--------|---|
| | | | | | | | | £ | % | |
| | | | | | | | | | | paused to support this as we have not brought in additional resources but instead reprioritised |
| Head of Operations | Car Park - On Street | (131,724) | 356 | 1,158 | 0 | 0 | 1,158 | 132,882 | +100.9 | 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). |

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|--------------------|------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|-------|--|
| | | | | | | | | £ | % | |
| Head of Operations | Car Parks - Off Street | (1,445,010) | (1,169,635) | (1,084,329) | 0 | 0 | (1,084,329) | 360,681 | +25.0 | <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 & services - this is lost income, however sits against wrong account headings in Tech1.</p> <p>Benefit & Transfer - payments back of income under contract to CCC & supermarkets for managed sites. due to reduced income, the share to be paid back is lower.</p> |
| Head of Operations | CCTV | (89,496) | (59,253) | (53,143) | 0 | 0 | (53,143) | 36,353 | +40.6 | <p>+£27k tech consultancy costs, +£16k BT costs. -£11k recover additional income.</p> |

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|--------------------|---------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|-------|--|
| | | | | | | | | £ | % | |
| Head of Operations | CCTV Shared Service | 233,251 | 299,976 | 335,200 | 0 | 0 | 335,200 | 101,949 | +43.7 | +£21k relates to trading company income which will not occur in 20/21. +£26.6k 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. Salary savings due to vacant posts -£26k off set by increase in overtime of +£43k |
| Head of Operations | Countryside | 255,023 | 280,678 | 313,734 | 0 | 0 | 313,734 | 58,711 | +23.0 | <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 from Friends of PPNR towards purchase of side arm flail mower</p> |

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|--------------------|--------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|-------|---|
| | | | | | | | | £ | % | |
| | | | | | | | | | | Transport - less use of machinery and movement to other sites |
| Head of Operations | Fleet Management | 300,234 | 314,894 | 289,212 | 0 | 0 | 289,212 | (11,022) | -3.7 | (18k) employee-staff leaving and recruiting produced a surplus 9k 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. |
| Head of Operations | Green Spaces | 499,366 | 505,970 | 622,250 | 0 | 0 | 622,250 | 122,884 | +24.6 | +£112k reduction in charges for third party fee income |
| Head of Operations | Head of Operations | 83,342 | 107,910 | 90,687 | 0 | 0 | 90,687 | 7,345 | +8.8 | |

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|--------------------------|--------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|--------|---|
| | | | | | | | | £ | % | |
| Head of Operations | Markets | (34,550) | 106,471 | 107,013 | 0 | 0 | 107,013 | 141,563 | +409.7 | <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 year 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> |
| Head of Operations | Parks and Open Spaces | 353,667 | 348,924 | 328,269 | 0 | 0 | 328,269 | (25,398) | -7.2 | £26k reduced costs for sewer and watercourses during the year |
| Head of Operations | Street Cleansing | 804,390 | 800,564 | 893,301 | 0 | 0 | 893,301 | 88,911 | +11.1 | +£47k additional income not achieved in year: +£27k increased cost for vehicle maintenance |
| Head of Operations | Waste Management | 2,518,306 | 2,499,910 | 2,238,735 | 0 | 0 | 2,238,735 | (279,571) | -11.1 | -£69k salary savings mainly from green waste collection; -£163k additional income (£105k bulky waste); -£122k saving on fuel and vehicle repairs; +£75k additional costs on waste disposal (£71k Trade Refuse) |
| Head of Leisure & Health | Head of Leisure & Health | 85,100 | 83,670 | 83,681 | 0 | 0 | 83,681 | (1,419) | -1.7 | |

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|--------------------------------|-------------------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|--------|--|
| | | | | | | | | £ | % | |
| Head of Leisure & Health | One Leisure Active Lifestyles | 155,819 | 286,298 | 301,586 | 0 | 35,000 | 336,586 | 180,767 | +116.0 | <p>OLAL has had to stop delivering activities due to the three national lockdowns. It is assumed that this current lockdown will extend to the end of March in some form with the ability to deliver activities severely restricted.</p> <ul style="list-style-type: none"> • 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. • In mitigation, the service has reduced controllable expenditure by £39.1k • Unavoidable Growth: As per Q2 unavoidable growth £45k <ul style="list-style-type: none"> o £35K bid for Playing pitch strategy - presumption that this would be CIL funded. o £10K The Children and families project. • Furloughing of Staff: The majority of the team were furloughed in November for 3 and a half weeks and again from January. Variables were furloughed during the first lockdown. For accounting purposes all funds for furloughed staff OLAL and OLF is recorded in OLF accounts. • Income Compensation Scheme: Currently all income paid as part of the government scheme is |

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|--------------------------|-----------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|----------|---|
| | | | | | | | | £ | % | |
| | | | | | | | | | | accounted for in OLF accounts and not split out. • Other mitigations when operable include, rationalisation of classes, brand new type of classes introduced based upon new demand, delays in recruitment or cover. |
| Head of Leisure & Health | Huntingdon Leisure Centre | (124,849) | 768,298 | 772,646 | 0 | 0 | 772,646 | 897,495 | +718.9 | OLF has had to stop delivering activities due to the third national lockdown. As reported 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:- • We will receive a total of £3m as part of the Income Compensation Scheme (this includes OLAL income) • We will receive £1.26m income as part of the Job Retention Scheme – Furlough (which will include OLAL payments) • All non-essential building maintenance has been deferred whilst the buildings remain predominantly shut. |
| Head of Leisure & Health | Leisure Centres Corporate | 379,380 | 226,687 | 233,392 | 0 | 0 | 233,392 | (145,988) | -38.5 | |
| Head of Leisure & Health | One Leisure Management Team | 149,731 | (3,514,640) | (3,775,629) | 0 | 0 | (3,775,629) | (3,925,360) | -2,621.6 | |
| Head of Leisure & Health | Ramsey Leisure Centre | (3,893) | 378,145 | 371,405 | 0 | 0 | 371,405 | 375,298 | +9,640.3 | |
| Head of Leisure & Health | Sawtry Leisure Centre | 0 | (464) | 0 | 0 | 0 | 0 | 0 | #DIV/0! | |
| Head of Leisure & Health | St Ives Leisure Centre | (544,878) | 1,161,763 | 1,208,704 | 0 | 0 | 1,208,704 | 1,753,582 | +321.8 | |
| Head of Leisure & Health | St Ives Outdoor Centre | 19,159 | 291,429 | 249,105 | 0 | 0 | 249,105 | 229,946 | +1,200.2 | |

Service Grouping Summary

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

| Head of Service | Service Grouping | Budget £ | Q3 Forecast £ | Provisional Outturn £ | Contribution to/(from) reserves £ | Proposed Budget C/fwd £ | Revised Provisional Outturn £ | Variance to Budget | | Comment on Variance to Budget |
|--------------------------|-------------------------|-------------|------------------|-----------------------------|--|----------------------------------|--|--------------------|--------|--|
| | | | | | | | | £ | % | |
| Head of Leisure & Health | St Neots Leisure Centre | (330,590) | 898,093 | 880,976 | 0 | 0 | 880,976 | 1,211,566 | +366.5 | |
| Head of 3C ICT | ICT Shared Service | 2,139,047 | 2,127,890 | 2,007,165 | 0 | 0 | 2,007,165 | (131,882) | -6.2 | Overall increase in costs recharged to City and South Cams |

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 £13.415m, 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 | Description | Lead Officer | Original Budget | Latest Budget* | Actual Spend | Year end forecast Variance | Budget C/Fwd | Comment on Variance |
|-------------------------|-------------------------------------|--------------------------|-----------------|----------------|--------------|----------------------------|--------------|---|
| 3CICT | 3CICT EFH Fire Insurance Settlement | Sam Smith | 0 | 0 | 3,695 | 3,695 | | |
| 3CICT | Generator - 3CICT Backup | Sam Smith | 27,000 | 27,000 | 28,785 | 1,785 | | |
| 3CICT | Data Centre Storage | Sam Smith | 23,000 | 23,000 | 18,315 | (4,685) | | |
| 3CICT | Wi-Fi Access Points | Sam Smith | 12,000 | 12,000 | 0 | (12,000) | 12,000 | |
| Chief Operating Officer | Environmental Health Software | Finlay Flett | 0 | 40,000 | 134,904 | 94,904 | | |
| Chief Operating Officer | Traveller Security Improvements | Finlay Flett | 0 | 0 | 30,490 | 30,490 | | Project originally for 19-20. Elements delayed until current year |
| Chief Operating Officer | Disabled Facilities Grants | Housing Strategy Manager | 2,250,000 | 2,250,000 | 1,247,189 | (1,002,811) | | 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 contractors ability to carry out works. |
| Chief Operating Officer | Printing Equipment | Andy Lusha | 0 | 16,000 | 0 | (16,000) | 16,000 | |
| Chief Operating Officer | Huntingdon On-Street WiFi | John Taylor | 0 | 0 | 129,400 | 129,400 | | Part of the Covid 19 Recovery plan funded by CPCA |
| Corporate Resources | Bridge Place Car Park Const | Claire Edwards | 0 | 377,642 | 32,050 | (345,592) | 345,592 | Dependant on the sale of bridge place car park which has been delayed. |
| Corporate Resources | HTC Grant | Claire Edwards | 0 | 0 | 0 | 0 | | |
| Corporate Resources | VAT Exempt Capital | Claire Edwards | 59,000 | 59,000 | 0 | (59,000) | | Will be impacted by the reduction in expenditure on capital schemes |
| Corporate Resources | Company Share Investment | Claire Edwards | 0 | 100,000 | 0 | (100,000) | 100,000 | Assuming the company will remain dormant in 20/21 |
| Corporate Resources | Huntingdon Redevelopment | Claire Edwards | 8,500,000 | 8,500,000 | 0 | (8,500,000) | 8,500,000 | Will be delayed due to the pandemic and refocusing on prospectus for growth agenda. |

Capital Project Expenditure Summary

| Department | Description | Lead Officer | Original Budget | Latest Budget* | Actual Spend | Year end forecast Variance | Budget C/Fwd | Comment on Variance |
|---------------------|--|----------------|-----------------|----------------|--------------|----------------------------|--------------|---|
| Corporate Resources | Bldg Efficiency - Salix Funding | Mark Houston | 0 | 0 | 66,358 | 66,358 | | Salix Pot Total we're expected to spend is £60,179 |
| Corporate Resources | Retro-Fit Buildings | Mark Houston | 0 | 227,501 | 0 | (227,501) | 227,501 | Project has not progressed due to staff turnover, Budget still required in 2021/22 |
| Corporate Resources | Lighting - Loves Farm Footpath | Mark Houston | 16,000 | 16,000 | 0 | (16,000) | | Tenders received have come in more cost effective than originally estimated. |
| Corporate Resources | Oak Tree Remedial Work | Jackie Golby | 1,000,000 | 1,911,811 | 124,563 | (1,787,248) | 1,787,248 | Decanting of the premises to modular units has begun. Main building work to start in February and this will run until July. |
| Corporate Resources | Alms Close | Jackie Golby | 665,000 | 1,094,229 | 1,180,431 | 86,202 | | £135k overspend previously agreed with S151 Officer/PFH |
| Corporate Resources | Health and Safety Works on Commercial Properties | Jackie Golby | 0 | 15,499 | 0 | (15,499) | 15,499 | costs being re-tendered due to Covid access |
| Corporate Resources | Energy Efficiency Works at Commercial Properties | Jackie Golby | 25,000 | 69,000 | 2,949 | (66,051) | 66,051 | Delay due to pandemic |
| Corporate Resources | Oak Tree Centre Car Park Redevelopment | Jackie Golby | 0 | 0 | 12,187 | 12,187 | | Following SLT, this project has been shelved until further notice |
| Growth | A14 Upgrade | Growth Manager | 200,000 | 400,000 | 0 | (400,000) | 400,000 | 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 | Housing Company | Growth Manager | 0 | 206,000 | 0 | (206,000) | 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 | Community Infrastructure | Claire Burton | 0 | 0 | 1,863,109 | 1,863,109 | | This expenditure is funded from CIL receipts |
| Leisure & Health | Hunt Leis C - Gen Improve (Cs) | Phil Lisseman | 0 | 0 | 2,183 | 2,183 | | Decision made to stop condition survey work for the time being. |
| Leisure & Health | Leisure Cents - Future Improve | Phil Lisseman | 306,000 | 306,000 | 0 | (306,000) | 190,000 | |

Capital Project Expenditure Summary

| Department | Description | Lead Officer | Original Budget | Latest Budget* | Actual Spend | Year end forecast Variance | Budget C/Fwd | Comment on Variance |
|------------------|--|-----------------|-----------------|----------------|--------------|----------------------------|--------------|---|
| Leisure & Health | Ramsey L C - Gen Improve (Cs) | Phil Lisseman | 0 | 0 | 304 | 304 | | |
| Leisure & Health | Sn Leis C - Gen Improve (Cs) | Phil Lisseman | 0 | 0 | 21,214 | 21,214 | | |
| Leisure & Health | St Ivo - General Improve (Cs) | Phil Lisseman | 0 | 0 | 7,117 | 7,117 | | |
| Leisure & Health | St Ivo L C - Outdoor Gen Mtce (Cs) | Phil Lisseman | 0 | 0 | 51,893 | 51,893 | | |
| Leisure & Health | One Leisure St Ives New Fitness Offering | Paul France | 0 | 0 | 25,880 | 25,880 | | |
| Leisure & Health | OL St Ives Changing Rooms | Chris Keeble | 0 | 250,000 | 145,397 | (104,603) | 104,603 | Retention to be paid in 21/22 - therefore needs slipping. Project expected/planned to be completed in 2021. |
| Leisure & Health | One Leisure Ramsey 3G | Martin Grey | 0 | 593,512 | 31,382 | (562,130) | 562,130 | Scheme expenditure is now expected to slip to 2021/22 |
| Leisure & Health | OL St Neots Synthetic Pitch | Jonathon Clarke | 0 | 0 | 4,514 | 4,514 | | |
| Leisure & Health | OL St Neots Pool Building | Jonathon Clarke | 0 | 0 | 191 | 191 | | |
| Operations | Wheeled Bins | Andrew Rogan | 238,000 | 238,000 | 194,071 | (43,929) | | More being spent on commercial waste bins but this is more than offset by reduced expenditure on household bins |
| Operations | Vehicles & Plant | Andrew Rogan | 1,199,000 | 1,254,746 | 1,207,692 | (47,054) | 47,054 | Current fleet replacement is planned, small cost overrun |
| Operations | Godmanchester Mill Weir Improvements | Andrew Rogan | 0 | 0 | 13,802 | 13,802 | | This will be funded from CIL |
| Operations | Parking Strategy | George McDowell | 37,000 | 127,094 | 135,568 | 8,474 | | |
| Operations | Civil Parking Enforcement | George McDowell | 217,000 | 217,000 | 0 | (217,000) | 217,000 | Project under review, budget will need to be slipped to 2021/22 if project proceeds |
| Operations | Secure Cycle Storage | George McDowell | 58,000 | 58,400 | 0 | (58,400) | 58,400 | Delay due to pandemic |
| Operations | Lone Worker Software | Eddy Gardener | 0 | 20,000 | 0 | (20,000) | 20,000 | Delay due to pandemic |
| Operations | Cctv PFH Resilience | Eddy Gardner | 0 | 20,000 | 10,195 | (9,805) | | |

Capital Project Expenditure Summary

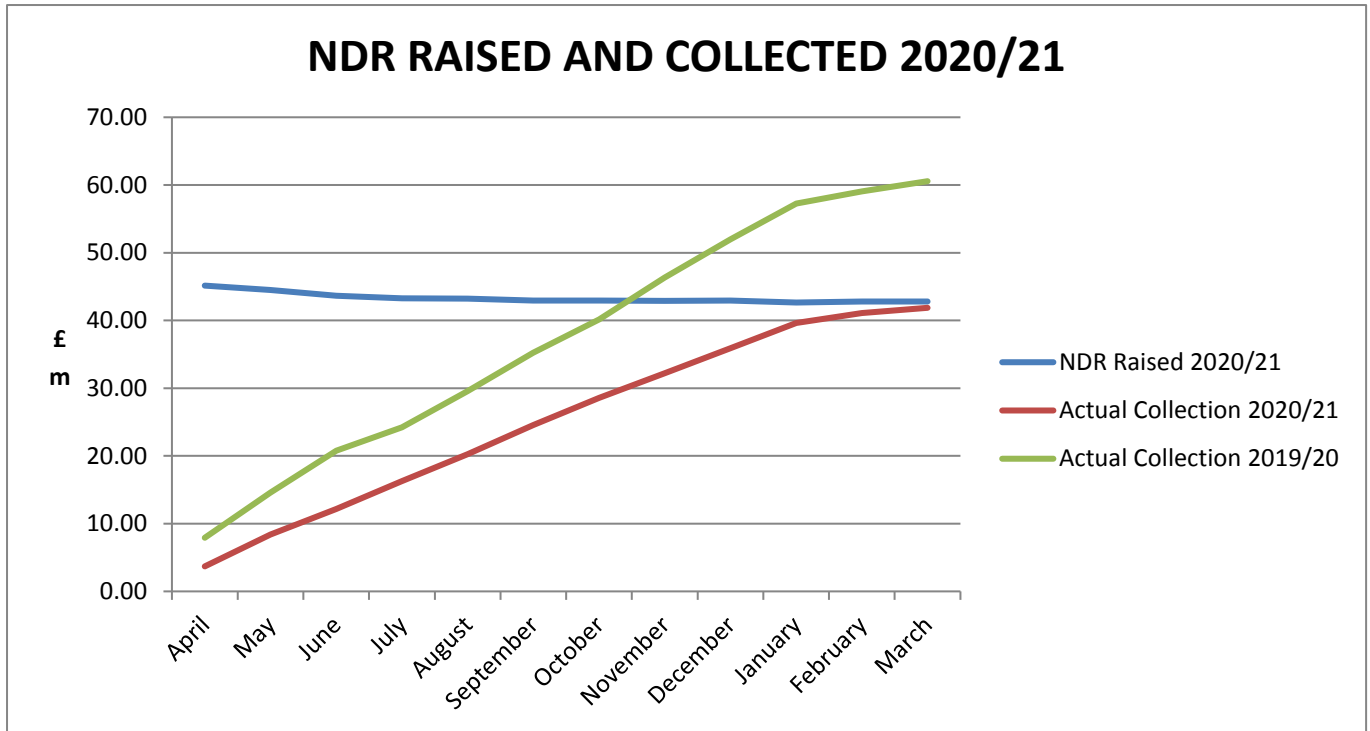
| Department | Description | Lead Officer | Original Budget | Latest Budget* | Actual Spend | Year end forecast Variance | Budget C/Fwd | Comment on Variance |
|----------------|---|-----------------|-----------------|----------------|--------------|----------------------------|--------------|---|
| Operations | Cctv - Camera Replacements | Eddy Gardner | 0 | 0 | 183,747 | 183,747 | | 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 | Cctv - Wireless | Eddy Gardner | 0 | 0 | 7,409 | 7,409 | | |
| Operations | Play Equipment | Helen Lack | 53,000 | 53,000 | 31,744 | (21,256) | 21,256 | Slipped to 2021/22 due to Covid restricting projects |
| Operations | Operations Back Office | Helen Lack | 0 | 198,392 | 91,714 | (106,678) | 106,678 | |
| Operations | Park Fencing | Helen Lack | 12,000 | 12,000 | 11,882 | (118) | | |
| Operations | Hinchingbrooke Country Park | Judith Arnold | 1,550,000 | 1,550,000 | 3,951 | (1,546,049) | 1,546,049 | only small amount of interpretation likely, due to Covid and floods causing waterlogged grounds |
| Operations | HCP Wooden Bridge | Matthew Chudley | 0 | 0 | 0 | 0 | | |
| Operations | Districtwide Signage | Matthew Chudley | 70,000 | 70,000 | 0 | (70,000) | 70,000 | Delay due to pandemic |
| Operations | St Neots Riverside Park Path/Cycle Imps | Matthew Chudley | 0 | 0 | 19,551 | 19,551 | | |
| Transformation | Crn Replacement | Tony Evans | 0 | 63,396 | 0 | (63,396) | | |

Capital Project Expenditure Summary

| Department | Description | Lead Officer | Original Budget | Latest Budget* | Actual Spend | Year end forecast Variance | Budget C/Fwd | Comment on Variance |
|---------------------|--|--------------|-------------------|-------------------|------------------|----------------------------|-------------------|---|
| Transformation | Robotics | Tony Evans | 0 | 50,000 | 0 | (50,000) | 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 | Audio Visual Equipment | Tony Evans | 30,000 | 30,000 | 0 | (30,000) | 30,000 | Project not commenced, will now start in 2021/22 |
| Transformation | Customer Portal and Call Centre Software | Tony Evans | 30,000 | 30,000 | 0 | (30,000) | | Project not commenced, will now start in 2021/22 |
| Transformation | Voice Bots | Tony Evans | 34,000 | 34,000 | 0 | (34,000) | 34,000 | Project not commenced, will now start in 2021/22 |
| | Telephony Replacement | | | | 3,667 | 3,667 | | Part of the Covid 19 Accelerated plan funded by CPCA |
| | | | | | 1,355 | 1,355 | | |
| Operations | Parklets | | | | 903 | 903 | | |
| Operations | Solar Benches | | | | 903 | 903 | | |
| Operations | Covered Benches | | | | 903 | 903 | | |
| Operations | Town Walks | | | | 903 | 903 | | |
| Corporate Resources | Decarbonisation Projects | | | | 20,948 | 20,948 | | Funded from Salix Grant Funding |
| | | | 16,611,000 | 20,520,222 | 7,105,409 | (13,414,813) | 14,733,061 | |

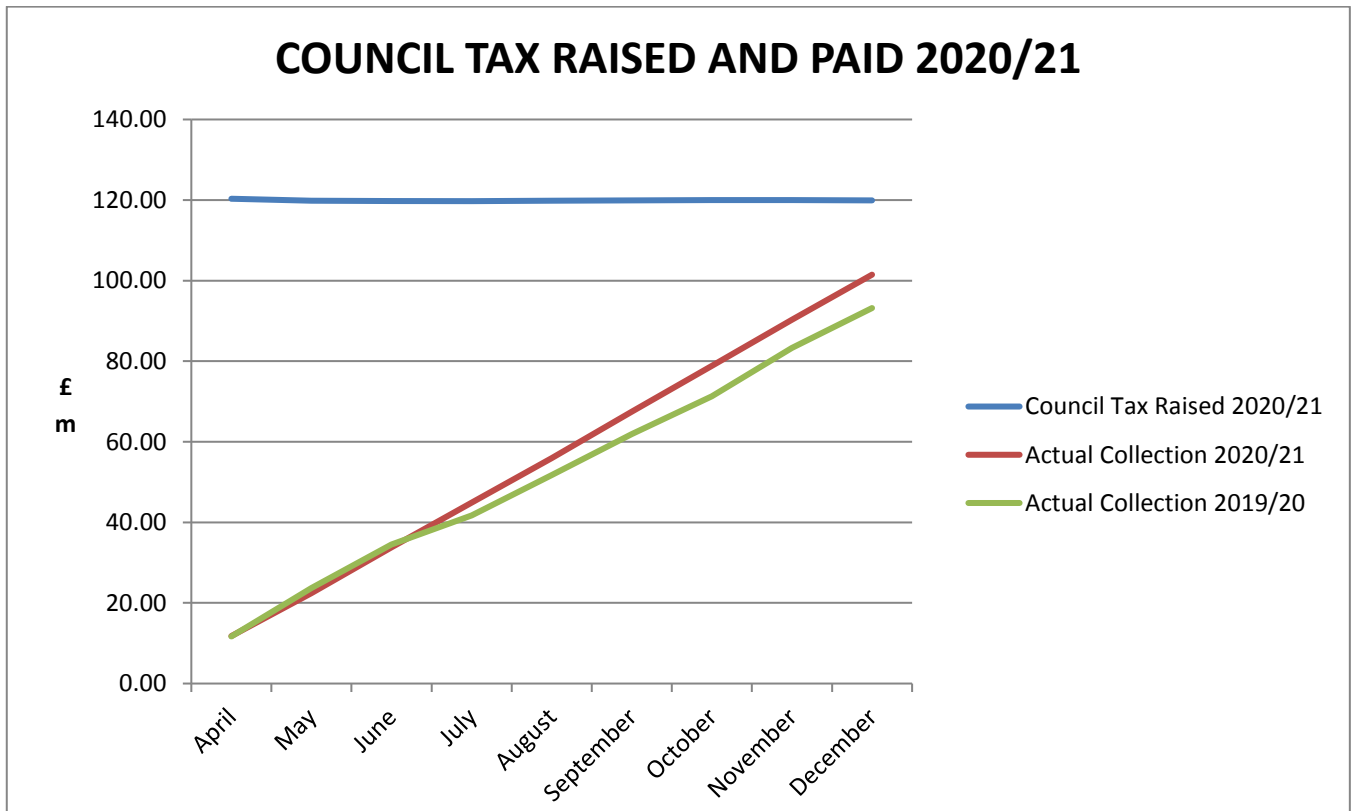
* Includes unspent budget slipped from 2019/20

Financial Dashboard



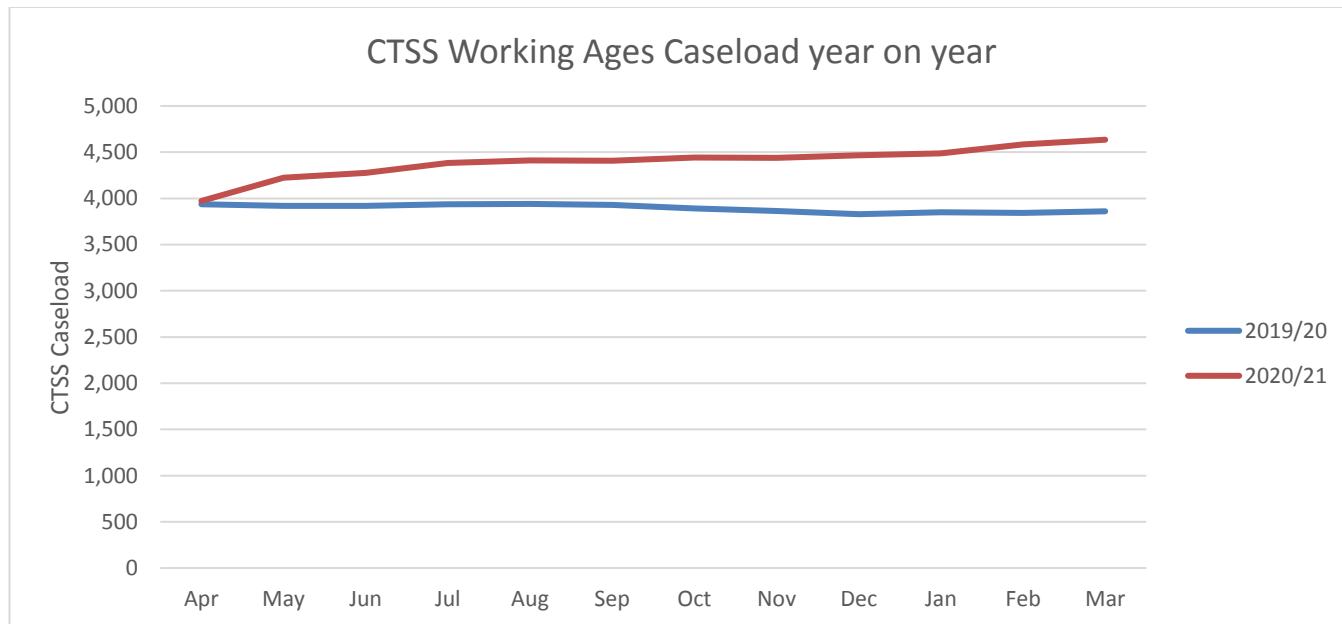
The NDR graph above shows the total amount of NDR bills raised in 2020/21 and the actual receipts received up to the end of March. For 2020/21 Central Government introduce significant reliefs for the retail and hospitality sector, which has reduced the annual billing by £21.151m. District Councils are being compensated for these reliefs 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 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 15.3%.

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 31st March is £3.526m (December 2020, £2.166m).

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

| Department | Amount Owed £m |
|--------------------|-------------------|
| 3C Share Services | 0.775 |
| Commercial Estates | 1.490* |
| Housing | 0.471 |
| Operations | 0.742 |

*£662k has since been paid for commercial estates in relation to the Oaktree Centre

Bad debt provision for commercial estates has been provided for of £228k to reflect what is at risk of non-payment in 21/22.