

Tendring **District Council**



Appendices Included:

Executive Summary	A summary of the overall position.
Appendix A	A summary of the overall position by Portfolio/Committee split by GF and HRA
Appendix B	An analysis by Department of all General Fund Revenue budgets.
Appendix C	An analysis of Housing Revenue Account Revenue budgets.
Appendix D	The position to date for General Fund and HRA capital projects.
Appendix E	Collection Performance
Appendix F	Treasury activity.
Appendix G	Income from S106 Agreements.
Appendix H	Proposed Adjustments to the Budget

Financial Performance Report In-Year Performance as at end of:

September 2020

(The variance figures set out in these appendices that are presented in brackets represent either a net underspend to date position or additional income received to date)

Financial Performance Report - Executive Summary as at the end of September 2020

The tables below show the summary position for the General Fund, Housing Revenue Account, Capital, Collection Performance and Treasury Activity.

General Fund - Summary by Department Excluding Housing Revenue Account

	Full Year Budget £	Profiled Budget to Date £	Actual to Date £	Variance to Profile £
Office of the Chief Executive	0	92,090	92,132	42
Corporate Services	(25,682,550)	(3,157,786)	(8,975,874)	(5,818,088)
Operational Services	18,175,180	6,347,066	5,906,321	(440,746)
Planning and Regeneration	7,507,370	1,220,144	620,498	(599,646)
Total General Fund	(0)	4,501,514	(2,356,924)	(6,858,438)

Housing Revenue Account

	Full Year Budget £	Profiled Budget to Date £	Actual to Date £	Variance to Profile £
Total HRA	0	(4,181,307)	(4,322,419)	(141,111)

Capital

	Full Year Budget £	Profiled Budget to Date £	Actual to Date £	Variance to Profile £
General Fund	10,797,400	770,795	776,989	6,194
Housing Revenue Account	5,608,140	2,218,567	1,995,181	(223,386)
Total Capital	16,405,540	2,989,362	2,772,170	(217,192)

Collection Performance

	Collected to Date Against Collectable Amount
Council Tax	53.20%
Business Rates	52.87%
Housing Rents	97.17%
General Debt	82.35%

Treasury

	£'000
Total External Borrowing	39,429
Total Investments	114,797

Revenue Budget Position at the end of September 2020

General Fund Portfolio / Committee Summary

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £
Leader	4,488,640	892,200	362,695	(529,505)
Corporate Finance and Governance	285,900	(1,909,863)	(5,068,180)	(3,158,318)
Environment and Public Space	7,677,280	2,457,650	2,253,037	(204,613)
Housing	3,126,430	5,983,183	3,211,112	(2,772,071)
Partnerships	1,305,210	251,805	282,220	30,415
Business and Economic Growth	3,690,550	138,764	93,958	(44,806)
Leisure and Tourism	7,441,510	1,792,058	1,650,840	(141,218)
Independent Living	492,430	480,500	487,060	6,560
Budgets Relating to Non Executive Functions	787,110	107,682	110,058	2,375
	29,295,060	10,193,980	3,382,800	(6,811,180)
Revenue Support for Capital Investment	3,834,590	0	0	0
Financing Items	(3,346,130)	1,936,910	1,889,662	(47,248)
Budget Before use of Reserves	29,783,520	12,130,889	5,272,461	(6,858,428)
Contribution to / (from) earmarked reserves	(15,201,900)	0	0	0
Total Net Budget	14,581,620	12,130,889	5,272,461	(6,858,428)
Funding:				
Business Rates Income	(4,438,020)	(2,548,997)	(2,549,007)	(10)
Revenue Support Grant	(428,790)	(222,973)	(222,973)	0
Collection Fund Surplus	(1,360,420)	(680,210)	(680,210)	0
Income from Council Tax Payers	(8,354,390)	(4,177,195)	(4,177,195)	0
Total	(0)	4,501,514	(2,356,924)	(6,858,438)

Revenue Budget Position at the end of September 2020

HRA Portfolio Summary

	2020/21 Current Full Year Budget	2020/21 Profiled Budget to date	2020/21 Actual to date	2020/21 Variance to Profile
	£	£	£	£
Housing	(1,992,030)	(4,181,307)	(4,322,419)	(141,111)
	(1,992,030)	(4,181,307)	(4,322,419)	(141,111)
Revenue Support for Capital Investment	280,820	0	0	0
Financing Items	1,711,210	0	0	0
Budget Before use of Reserves	0	(4,181,307)	(4,322,419)	(141,111)
Total	0	(4,181,307)	(4,322,419)	(141,111)

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2020

Department - Office of Chief Executive

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Next Quarters Profile £	Comments
<u>Analysis by Type of Spend</u>						
Direct Expenditure						
Employee Expenses	178,550	89,275	89,827	552	44,638	
Transport Related Expenditure	2,820	1,410	64	(1,346)	705	
Supplies & Services	2,810	1,405	2,241	836	703	
Total Direct Expenditure	184,180	92,090	92,132	42	46,045	
Net Direct Costs	184,180	92,090	92,132	42	46,045	
Net Indirect Costs	(184,180)	0	0	0	0	
Total for Office of Chief Executive	0	92,090	92,132	42	46,045	

Department - Office of Chief Executive

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
<u>Analysis by Service/Function</u>					
Total for Chief Executive	0	92,090	92,132	42	
Total for Office of Chief Executive	0	92,090	92,132	42	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2020

Department - Corporate Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Next Quarters Profile £	Comments
<u>Analysis by Type of Spend</u>						
Direct Expenditure						
Employee Expenses	10,004,500	4,819,642	4,610,924	(208,717)	1,346,418	
Premises Related Expenditure	443,020	182,265	178,364	(3,901)	123,785	
Transport Related Expenditure	101,630	52,170	34,562	(17,608)	37,842	
Supplies & Services	43,628,530	37,159,996	34,168,615	(2,991,381)	927,647	
Transfer Payments	45,115,060	19,462,920	19,106,673	(356,247)	9,731,460	
Interest Payments	20,460	9,555	5,968	(3,587)	1,823	
Total Direct Expenditure	99,313,200	61,686,548	58,105,107	(3,581,441)	12,168,974	
Direct Income						
Government Grants	(87,580,450)	(56,070,685)	(58,417,418)	(2,346,733)	(13,647,579)	
Other Grants, Reimbursements and Contributions	(1,364,580)	(776,101)	(642,624)	133,477	(351,119)	
Sales, Fees and Charges	(141,830)	(66,157)	(50,490)	15,666	(45,050)	
Rents Receivable	(650)	(424)	(215)	209	(98)	
Interest Receivable	(489,280)	(301,592)	(337,617)	(36,025)	(158,580)	
RSG, Business Rates and Council Tax	(14,581,620)	(7,629,375)	(7,629,385)	(10)	(4,534,752)	
Total Direct Income	(104,158,410)	(64,844,334)	(67,077,749)	(2,233,416)	(18,737,178)	
Net Direct Costs	(4,845,210)	(3,157,786)	(8,972,643)	(5,814,857)	(6,568,204)	
Net Indirect Costs	(5,635,440)	0	(3,231)	(3,231)	0	
Net Contribution to/(from) Reserves	(15,201,900)	0	0	0	0	
Total for Corporate Services	(25,682,550)	(3,157,786)	(8,975,874)	(5,818,088)	(6,568,204)	

Department - Corporate Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
<u>Analysis by Service/Function</u>					
Total for Deputy Chief Executive and Administration	5,170	118,379	80,920	(37,459)	
Total for Governance and Legal Services	54,520	199,605	143,516	(56,089)	
Total for Finance, Revenues and Benefits	1,753,540	5,222,500	2,536,700	(2,685,800)	Although adjusted as part of the year end subsidy reconciliation process, Housing Benefit payments to claimants are lower than budgeted at the end of September. In addition, this area of the budget also 'holds' the money provided by the Government to enable £150 to be provided to claimants in receipt of local council tax support as part of their overall COVID support packages. Although this money is being actively applied to eligible claimants, it remains subject to review over the remainder of the year and will also form part of the overall collection fund adjustments at the end of the year. It is also worth highlighting that income from court costs in connection with the recovery of council tax is currently £100k behind profile. This is due to only limited recovery action taken during the year to date reflecting the COVID 19 crisis. From a budgetary position, this will be kept under review over the remainder of the year and revisited as part of reporting the quarter 3 position in February.

Department - Corporate Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Total for Finance - Other Corporate Costs	(462,330)	(5,500,755)	(8,418,552)	(2,917,797)	The primary reason for the variance to date is the timing of the payment of the various COVID related business grants and the final reconciliation process. The amount of funding received by the Council was based on the Government's estimate of the level of grants which is different to the actual grants paid. The variance to date also includes new burdens funding of £292k some of which has been included in Appendix H as part of the overall proposed adjustments to the budget as at the end of September 2020.
Total for Finance - Financing Items	(15,271,280)	2,226,367	2,221,310	(5,057)	
Total for Finance - RSG, Business Rates and Council Tax	(14,581,620)	(7,629,375)	(7,629,385)	(10)	
Total for Property Services	297,550	151,980	191,883	39,903	
Total for People, Performance and Projects	757,990	361,708	355,994	(5,714)	
Total for IT and Corporate Resilience	551,960	1,177,050	1,043,361	(133,689)	Variations in this service area broadly reflect the timing of the delivery of a number of projects and initiatives associated with various strands of the digital transformation project.
Total for Democratic Services	1,211,950	514,755	498,380	(16,375)	
Total for Corporate Services	(25,682,550)	(3,157,786)	(8,975,874)	(5,818,088)	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2020

Department - Operational Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Next Quarters Profile £	Comments
<u>Analysis by Type of Spend</u>						
Direct Expenditure						
Employee Expenses	10,524,970	5,208,390	5,298,720	90,330	2,480,930	
Premises Related Expenditure	3,430,400	1,948,102	1,722,978	(225,124)	779,323	
Transport Related Expenditure	515,950	252,537	228,605	(23,932)	94,287	
Supplies & Services	4,588,670	1,937,251	1,530,073	(407,178)	1,020,184	
Third Party Payments	5,124,660	2,158,836	2,197,773	38,938	1,292,557	
Transfer Payments	500,390	250,195	268,167	17,972	125,098	
Total Direct Expenditure	24,685,040	11,755,311	11,246,316	(508,995)	5,792,379	
Direct Income						
Government Grants	(748,930)	(425,170)	(425,167)	3	0	
Other Grants, Reimbursements and Contributions	(1,380,240)	(551,942)	(684,122)	(132,180)	(412,059)	
Sales, Fees and Charges	(7,536,240)	(3,963,068)	(3,707,658)	255,410	(1,867,098)	
Rents Receivable	(329,000)	(187,305)	(246,403)	(59,098)	(64,724)	
Direct Internal Income	(481,540)	(280,760)	(276,646)	4,114	(138,155)	
Total Direct Income	(10,475,950)	(5,408,245)	(5,339,995)	68,249	(2,482,036)	
Net Direct Costs	14,209,090	6,347,066	5,906,321	(440,746)	3,310,343	
Net Indirect Costs	3,966,090	0	0	(0)	(5,560)	
Total for Operational Services	18,175,180	6,347,066	5,906,321	(440,746)	3,304,783	

Department - Operational Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
<u>Analysis by Service/Function</u>					
Total for Corporate Director and Administration Operational Services	630,370	178,195	165,779	(12,416)	
Total for Public Realm	2,078,810	500,104	489,450	(10,654)	Although the net variance to date is relatively small, it masks a reduction in income at the Crematorium. Following a fire at the facility earlier in the year, it had to close for approximately 6 weeks which has contributed to reduced income of £165k against the profiled budget at the end of September 2020. No adjustment has been made to the budget at the present time but the position will be monitored over the remainder of the year as it may be possible for income to recover more generally over the this longer time frame. In terms of a favourable position at the end of September, income from car parks has fully recovered from the COVID lockdown period at the start of the financial year with the position being ahead of the profiled budget by £73k.
Total for Customer and Commercial Services	587,610	563,784	603,089	39,305	

Department - Operational Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Total for Sports and Leisure	4,477,780	1,256,896	942,054	(314,842)	Due to the significant impact from COVID 19, the income budgets for the various sports facilities have been adjusted as set out in Appendix H, which has been supported by Government funding. However there are also a number of corresponding reductions in expenditure at the facilities that would have been experienced over the same period. Reduced income will continue to be supported by the Government's sales, fees and charges (SFC) compensation scheme which does require any loss of income to be offset by reductions in expenditure wherever possible. This position will therefore form part of a wider reconciliation process over the rest of the year. Please see the main body of the report for additional information about the SFC compensation scheme. There is also an underspend of £80k due to the Airshow not going ahead this year and it is proposed to consider this available funding as part of the Back to Business initiative where it may be possible to support alternative events this year.
Total for Housing and Environmental Health	2,889,470	857,941	781,909	(76,032)	

Department - Operational Services

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Total for Building and Engineering	7,511,140	2,990,146	2,924,040	(66,105)	Recycling credit income remains ahead of the profile - £114k at the end of September, reflecting increased recycling rates. In addition, a number of underspends are emerging against the general office accommodation budget which would be expected given many officers are working from home. These two favourable issues are however masking a potential issue within Engineering Services where there is an adverse variance of £133k at the end of September - further details are set out in the main body of the report.
Total for Operational Services	18,175,180	6,347,066	5,906,321	(440,746)	

Corporate Budget Monitoring - General Fund Budget Position at the end of September 2020

Department - Planning and Regeneration

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Next Quarters Profile £	Comments
<u>Analysis by Type of Spend</u>						
Direct Expenditure						
Employee Expenses	2,484,970	1,221,930	1,066,137	(155,793)	610,965	
Premises Related Expenditure	28,970	20,590	16,895	(3,695)	4,190	
Transport Related Expenditure	35,300	17,650	4,938	(12,712)	8,825	
Supplies & Services	5,524,360	760,495	364,128	(396,367)	441,417	
Third Party Payments	870	0	0	0	0	
Total Direct Expenditure	8,074,470	2,020,665	1,452,098	(568,567)	1,065,398	
Direct Income						
Government Grants	(17,500)	(17,500)	(17,506)	(6)	0	
Other Grants, Reimbursements and Contributions	(60,000)	0	288	288	0	
Sales, Fees and Charges	(1,419,350)	(758,435)	(784,846)	(26,411)	(330,458)	
Rents Receivable	(52,880)	(24,586)	(29,537)	(4,951)	(16,487)	
Total Direct Income	(1,549,730)	(800,521)	(831,601)	(31,080)	(346,945)	
Net Direct Costs	6,524,740	1,220,144	620,498	(599,646)	718,453	
Net Indirect Costs	982,630	0	0	0	0	
Total for Planning and Regeneration	7,507,370	1,220,144	620,498	(599,646)	718,453	

Department - Planning and Regeneration

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
<u>Analysis by Service/Function</u>					
Total for Corporate Director	0	50,195	17,444	(32,751)	
Total for Planning and Customer Services	60,250	865,040	634,279	(230,761)	The variance to date is primarily against employee budgets which are offsetting the cost of agency staff and other issues within the Planning and Development area of budget set out below.
Total for Planning and Development	1,796,970	(519,150)	(390,241)	128,909	Planning fee income is running £43k ahead of the profiled budget at the end of September. However the cost of agency staff is £156k ahead of the budget along with £70k of additional costs being incurred in respect of planning appeals. This position is being supported by the variance within Planning and Customer Services highlighted above.
Total for Planning Policy	1,184,940	398,275	(9,666)	(407,941)	The position to date primarily reflects the timing of expenditure associated with the development of the Local Plan.
Total for Building Control	257,300	12,305	6,503	(5,802)	
Total for Regeneration	4,207,910	413,479	362,178	(51,301)	
Total for Planning and Regeneration	7,507,370	1,220,144	620,498	(599,646)	

Corporate Budget Monitoring - Housing Revenue Account Budget Position at the end of September 2020

Housing Revenue Account

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Next Quarters Profile £	Comments
<u>Analysis by Type of Spend</u>						
Direct Expenditure						
Employee Expenses	1,132,930	352,555	329,589	(22,966)	176,278	
Premises Related Expenditure	3,527,810	1,747,286	1,553,045	(194,241)	818,283	
Transport Related Expenditure	23,870	11,935	5,632	(6,303)	5,967	
Supplies & Services	527,540	172,750	201,325	28,575	60,096	
Third Party Payments	1,030	515	0	(515)	258	
Transfer Payments	17,000	8,500	8,294	(206)	4,250	
Interest Payments	1,358,430	384,550	384,554	4	250,070	
Total Direct Expenditure	6,588,610	2,678,091	2,482,439	(195,652)	1,315,201	
Direct Income						
Government Grants	0	0	0	0	0	
Other Grants, Reimbursements and Contributions	(8,440)	(220)	(4,796)	(4,576)	(110)	
Sales, Fees and Charges	(539,380)	(285,931)	(317,769)	(31,838)	(113,764)	
Rents Receivable	(13,117,260)	(6,573,247)	(6,482,292)	90,955	(3,287,283)	
Interest Receivable	(51,600)	0	0	0	0	
Total Direct Income	(13,716,680)	(6,859,398)	(6,804,857)	54,541	(3,401,156)	
Net Direct Costs	(7,128,070)	(4,181,307)	(4,322,419)	(141,111)	(2,085,955)	
Net Indirect Costs	7,128,070	0	0	0	0	
Net Contribution to/(from) Reserves	0	0	0	0	0	
Total for HRA	0	(4,181,307)	(4,322,419)	(141,111)	(2,085,955)	

Housing Revenue Account

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
<u>Analysis by Service/Function</u>					
Total for Finance - Financing Items	1,992,030	0	0	0	
Total for Corporate Director and Administration Operational Services	660,090	46,415	94,713	48,298	Some items of additional expenditure have occurred in the first half of the year - please see Appendix H for further details
Total for Customer and Commercial Services	(50,350)	(84,000)	(94,661)	(10,661)	
Total for Housing and Environmental Health	(6,465,280)	(5,697,989)	(5,642,699)	55,290	Void losses are running at approximately 4% compared with the 2% budgeted for. A separate piece of work is currently underway to provide further details around this position which will be presented to members shortly.
Total for Building and Engineering	3,863,510	1,554,267	1,320,229	(234,038)	This primarily reflects the timing of expenditure against this budget. However, please see additional comments with the main body of the report in respect of the Engineering Services who provide in-house repairs work.
Total for HRA	0	(4,181,307)	(4,322,419)	(141,111)	

Corporate Budget Monitoring - General Fund Capital Programme Position at the end of September 2020

	Total Budget Allocated to Scheme* £	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Expenditure						
Business and Economic Growth Portfolio						
SME Growth Fund Capital Grants	43,250	43,250	0	0	0	
Starlings and Milton Road Redevelopment	1,556,380	1,556,380	10,740	15,867	5,127	
Total for Business and Economic Growth Portfolio	1,599,630	1,599,630	10,740	15,867	5,127	
Corporate Finance and Governance Portfolio						
Joint HR and Payroll System	1,780	1,780	0	0	0	
Information and Communications Technology Core Infrastructure	345,040	180,040	40,510	40,511	1	
Agresso e-procurement	84,000	84,000	0	0	0	

Corporate Budget Monitoring - General Fund Capital Programme

Position at the end of September 2020

	Total Budget Allocated to Scheme* £	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Enhanced Equipment replacement - Printing and Scanning	6,210	2,600	0	0	0	
Office Rationalisation	355,100	355,100	115,120	115,119	(1)	Work will continue throughout the financial year towards the completion of the works in 2021.
Total for Corporate Finance and Governance Portfolio	792,130	623,520	155,630	155,631	1	
Environment and Public Space Portfolio						
Cranleigh Close, Clacton, landscaping works	1,830	1,830	0	0	0	Remaining budget allocated, with project scheduled to be finalised November 2020.
Environmental Health Database Migration	5,250	5,250	0	0	0	
Laying Out Cemetery	154,650	154,650	4,400	4,400	0	Following initial ecology surveys, further preliminary works are now required before works can commence.
Crematorium and Cemeteries Road Works	31,190	31,190	31,190	31,583	393	Works Complete.
Bath House Meadow Play Area, Walton	6,580	6,580	6,580	6,582	2	Works Complete.

Corporate Budget Monitoring - General Fund Capital Programme

Position at the end of September 2020

	Total Budget Allocated to Scheme* £	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Resurfacing Works, Off Valley Road	6,130	6,130	0	0	0	Project to be completed Autumn 2020, with orders now raised for final works.
Bath House Meadow Security Measures	16,610	16,610	11,040	11,043	3	Further works planned for Autumn 2020.
Clacton Multi-Storey car park repairs	180,000	180,000	0	0	0	Project in planning phase, with a follow up tender process to be arranged.
Public Convenience Works	40,000	40,000	0	0	0	Refurbishment programme agreed, with further works planned for 2020/21.
Works at Halstead Road Play Area, Kirby	100,850	100,850	93,330	93,327	(3)	Works to play area complete, with final landscaping works to be carried out in 2020/21
Total for Environment and Public Space Portfolio	543,090	543,090	146,540	146,936	396	
Housing Portfolio						
Replacement of High Volume Printers	29,000	29,000	0	0	0	
Replacement debit and credit card payment facility	14,630	14,630	0	0	0	

Corporate Budget Monitoring - General Fund Capital Programme

Position at the end of September 2020

	Total Budget Allocated to Scheme* £	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Replacement Scan Stations	12,000	12,000	0	0	0	
Housing in Jaywick	464,230	464,230	890	888	(3)	Investigation works continuing - detailed design phase commencing.
Private Sector Renewal Grants/Financial Assistance Loans	297,150	297,150	8,470	8,470	0	
Disabled Facilities Grants	7,978,210	5,707,210	388,745	383,437	(5,308)	
DFG - Discretionary use of BCF	0	0	0	5,304	5,304	
Private Sector Leasing	75,660	75,660	0	0	0	
Empty Homes funding	152,220	152,220	0	0	0	This project remains subject to review to identify alternative options / opportunities as part of the Council's wider investment plan.
Total for Housing Portfolio	9,023,100	6,752,100	398,105	398,099	(6)	

Corporate Budget Monitoring - General Fund Capital Programme

Position at the end of September 2020

	Total Budget Allocated to Scheme* £	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Independent Living Portfolio						
Careline - Replacement Telephone System	21,860	21,860	3,970	4,644	674	Project has commenced and is on profile with a likely completion at the end of the financial year following delays due to the Covid 19 lockdown.
Total for Independent Living Portfolio	21,860	21,860	3,970	4,644	674	
Leisure and Tourism Portfolio						
Replacement of beach hut supports - The Walings	11,620	0	0	0	0	
Princes Theatre Toilets	40,000	40,000	0	0	0	Project has now commenced
Town Centre Fountain	159,080	159,080	0	0	0	
CLC - Spa and Wetside Re-development	521,480	521,480	27,160	27,163	3	Tender specification now completed by contractor - awaiting specification review from building services before putting out to tender. Specification delayed by Covid 19 lockdown.
New Beach Huts	64,600	64,600	0	0	0	Project awaiting completion of lease agreement before building of huts can commence.

Corporate Budget Monitoring - General Fund Capital Programme

Position at the end of September 2020

	Total Budget Allocated to Scheme* £	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Cliff Stabilisation Scheme	438,630	438,630	28,650	28,650	0	A final walkthrough of the scheme has identified the need for some additional drainage works before the project can be finalised.
Marine Parade West Clacton Cliff Works	29,930	29,930	0	0	0	Works Complete.
Purchase of Street Cleansing Equipment	3,480	3,480	0	0	0	
Total for Leisure and Tourism Portfolio	1,268,820	1,257,200	55,810	55,813	3	
Total Approved General Fund Capital	13,248,630	10,797,400	770,795	776,989	6,194	

* This is current and future years budget where a scheme has been profile into future years

Corporate Budget Monitoring - Housing Revenue Account Capital Programme Budget Position at the end of September 2020

	2020/21 Current Full Year Budget £	2020/21 Profiled Budget to date £	2020/21 Actual to date £	2020/21 Variance to Profile £	Comments
Improvements, enhancement & adaptation of the Council's housing stock	2,696,410	759,737	611,733	(148,004)	The programme has been impacted by the Covid 19 restrictions, especially the 'lockdown' period at the start of the financial year.
IT Upgrade & Replacement	20,000	0	2,133	2,133	
Disabled Adaptations	420,000	207,930	72,051	(135,879)	
Acquisitions - 1-4-1 Capital Receipts	310,000	310,000	317,210	7,210	
Acquisitions - Section 106	294,000	147,000	198,149	51,149	Please see Appendix H for the proposed adjustment to cover the buy back of DIYSO Properties.
Cash Incentive Scheme	60,000	0	0	0	
New Build Initiatives and Acquisitions	1,807,730	793,900	0	(793,900)	
Jaywick Sands - New Build/Starter Homes	0	0	793,904	793,904	Please see Appendix H for the proposed adjustment to cover the outstanding costs of this project.
Total Housing Revenue Account Capital Programme	5,608,140	2,218,567	1,995,181	(223,386)	

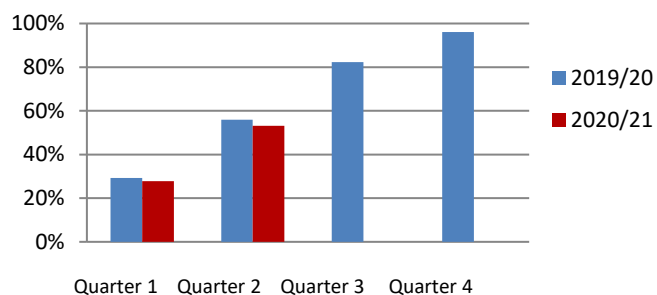
New-Build and Acquisitions - Subject to 1-4-1 Pooling Retained Receipts Regulations

MHCLG Target Date for Expenditure	Required Expenditure to meet MHCLG Target				Remaining Expenditure Required to Meet MHCLG Target
	30 % 1-4-1 Receipts to Retain from MHCLG £	70 % Expenditure Required by TDC £	Total Expenditure Required to Retain Receipts £	Total Actual Expenditure by TDC £	Total Expenditure £
31/12/2019	30,646	71,506	102,152	102,152	0
31/03/2020	124,070	289,496	413,566	413,566	0
30/06/2020	82,820	193,246	276,066	276,066	0
30/09/2020	160,839	375,291	536,130	536,130	0
31/12/2020	381,031	889,074	1,270,105	1,249,306	20,799
31/03/2021	45,057	105,136	150,193	0	150,193
30/09/2022	185,551	432,954	618,505	0	618,505
31/12/2022	113,411	264,626	378,037	0	378,037
Cumulative Expenditure	1,123,425	2,621,329	3,744,754	2,577,220	1,167,534

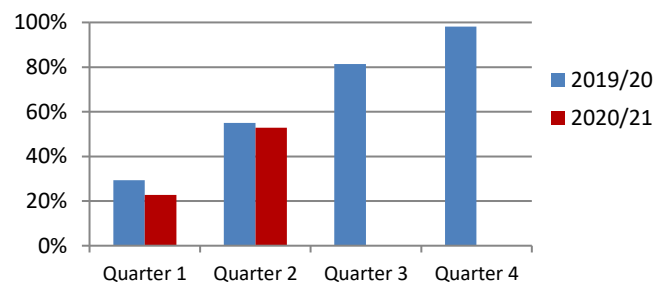
Collection Performance : Position at the end of September 2020

The collection performance against Council tax, Business Rates, Housing Rents and General Debt collection are set out below.

Council Tax

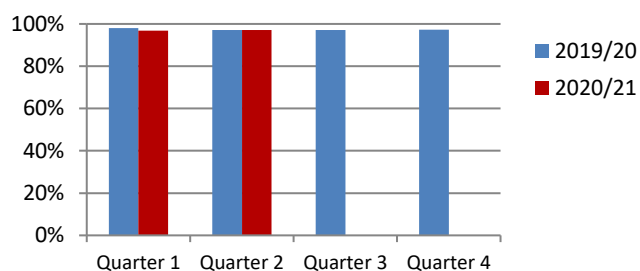


Business Rates

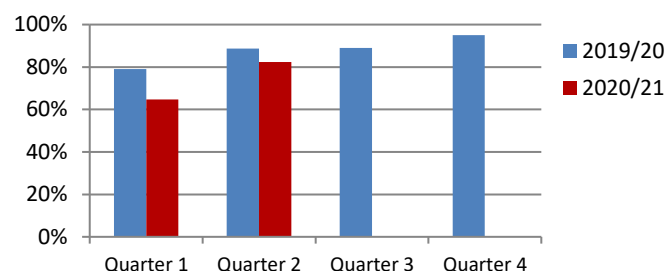


	2019/20	2020/21		2019/20	2020/21
Quarter 1	29.20%	27.79%	Quarter 1	29.37%	22.75%
Quarter 2	55.86%	53.20%	Quarter 2	55.03%	52.87%
Quarter 3	82.25%		Quarter 3	81.36%	
Quarter 4	96.09%		Quarter 4	98.19%	

Housing Rents



General Debt



	2019/20	2020/21		2019/20	2020/21
Quarter 1	97.99%	96.78%	Quarter 1	79.00%	64.75%
Quarter 2	97.20%	97.17%	Quarter 2	88.64%	82.35%
Quarter 3	97.20%		Quarter 3	88.94%	
Quarter 4	97.24%		Quarter 4	95.08%	

Treasury Activity : Position at the end of September 2020

Key Treasury Management Performance Data and Prudential Indicators are set out below.

TREASURY ACTIVITY

Borrowing	Opening Balance 1 April £'000	Borrowing to date £'000	Borrowing Repaid to date £'000	Balance to Date £'000	Comments
Long Term PWLB Borrowing - GF	207	0	52	155	
Long Term PWLB Borrowing - HRA	40,106	0	832	39,274	
TOTAL BORROWING	40,313	0	884	39,429	
Investments	Opening Balance 1 April £'000	Investments to date £'000	Investments Repaid to date £'000	Balance to Date £'000	Comments
<i>Investments less than a year</i>					
Investments with UK Government via Treasury Bills/Investments with DMO, and Local Authorities and other public bodies	54,900	4,570,400	4,519,300	106,000	Net investments have increased over the reporting period due to the timing of the Council's cash flow such as expenditure budgets behind profile or income being received ahead of expenditure plus the impact of Business Rates Covid 19 grant funding, half of which was received from the Government in error.
Investments with UK financial Institutions (including Money Market Funds)	11,560	6,000	8,763	8,797	At the end of the period, investments were held with 5 counterparties.
Investments with non-UK Financial institutions	0	0	0	0	
Total Investments for less than a year	66,460	4,576,400	4,528,063	114,797	
<i>Investments for longer than a year</i>	0	0	0	0	
TOTAL INVESTMENTS	66,460	4,576,400	4,528,063	114,797	
Interest Paid / Received	Full Year Budget £'000	Profiled Budget to Date £'000	Actual to Date £'000	Variance to date £'000	Comments
Interest Paid on Borrowing - GF	13	6	6	0	The weighted average rate of interest on the Council's GF borrowing is currently 7.51%. (on an accrued basis).
Interest Paid on Borrowing - HRA	1,358	385	385	0	The weighted average rate of interest on the Council's HRA borrowing is currently 3.46%. (on an accrued basis)
Interest Received on Investments	(386)	(213)	(236)	(23)	The weighted average rate of interest being received on the Council's investments is currently 0.37%. (on an accrued basis)
PRUDENTIAL INDICATORS					
	Approved Indicator £'000	Highest amount reached in the period £'000	Comments		
Authorised limit for external borrowing	76,156	40,313	Borrowing has remained within approved limits.		
Operational boundary for external borrowing	67,525				

Income from S106 Agreements

Information in respect of S106 income has been split across two areas below - Where money has been formally allocated / being spent and where money remains unallocated / uncommitted.

Where related to capital schemes - see Appendix D for overall scheme progress.

ALLOCATED / BEING SPENT

Scheme	Amount Committed / Planned to be Spent in 2019/20 (including accrued interest as appropriate) £'000
Capital Schemes	
Cranleigh Close, Clacton - landscaping works	8
Valley Road, Car Park Resurfacing	7
Revenue Schemes and other Contributions	120
TOTAL	135

UNALLOCATED / UNCOMMITTED TO DATE

Permitted Use as per S106 Agreement	Amount Held / 'Spend by' Date			
	Less than 1 Year £'000	1 to 2 Years £'000	2 to 4 Years £'000	4 years + £'000
Regeneration Programme and Other Initiatives	0	0	0	2
Affordable Housing	0	0	0	1,706
Town Centre Improvements	0	0	22	22
Habitat Protection	0	0	0	3
Open Space*	3	29	52	1,135
TOTAL	3	29	74	2,868

* For schemes with a 'spend by' date of less than one year, this money must be spent as follows
£3,000 by November 2020

Proposed Adjustments to the Budget September 2020

Description	Expenditure Budget £	Income Budget £	Reason for Adjustment
GENERAL FUND REVENUE			
<i>The following items have no net impact on the overall budget</i>			
Air Show (net budget)	(79,270)		Please see main body of the report for additional comments.
Back to Business	79,270		
Total General Fund Revenue with no net impact on the overall budget	0	0	

<i>The following items will be adjusted against the Forecast Risk Fund</i>			
Reduction in Housing Benefit Administration Grant	8,620		The amount confirmed by the Government after the budget was agreed in February was lower than expected.
Reduction in LCTS Administration Grant	14,190		The amount confirmed by the Government after the budget was agreed in February was lower than expected.
Reduction in NDR Administration Grant	2,770		The amount confirmed by the Government after the budget was agreed in February was lower than expected.
Increased Property Repair Costs	65,000		Urgent repairs were required to the playing field wall at York Street, Dovercourt.
Insurance Premiums	29,350		Additional cost of premiums following the renewal process in 2020.
Officer Pay Award 2020/21	124,450		To meet the cost of the agreed 2020/21 pay award - 2.75% which was 0.75% greater than the 2% included in the original budget
Members Allowances	34,270		To reflect the Full Council's decision in September

Appendix H

Description	Expenditure Budget £	Income Budget £	Reason for Adjustment
Replacement Microphone System for Members	50,000		Following the move to virtual / hybrid meetings during the year, it is proposed to invest in new microphones and associated equipment / software to support this new way of working going forward.
New Burdens Funding		(170,000)	Reflects new burdens funding received from the Government that is not required to be committed within the associated area of the budget.
Employee Costs		(200,000)	Reflects vacancy savings that can be 'banked' at the end of September 2020
Forecast Risk Fund	41,350		The balance of the above adjustments results in a small contribution being made to this reserve
GENERAL FUND CAPITAL			
Schemes Reprofiled			
None			
Other Changes to General Fund Capital Programme			
None			
<i>Total General Fund Capital Adjustment with no net impact on the overall budget</i>	0		

Appendix H

Description	Expenditure Budget £	Income Budget £	Reason for Adjustment
HRA REVENUE			
<i>The following items will be adjusted against the HRA General Balance</i>			
Implementation of new Housing Allocations IT / Software	40,950		Additional cost to support the changes to the associated processes which were recommended via a recent Internal Audit Review
Increased property valuation costs	20,000		Costs associated with the investigation of potential property purchases during the year
Implementation of new Job / Stock Management IT / Software	25,430		Additional expenditure required for the implementation of a new system to support the in-house Engineering Team, which also responds to a recent Internal Audit Review
Council Tax on Empty Properties	75,000		Costs primarily associated with long term empty properties at Honeycroft and Spendells
Officer Pay Award 2020/21	4,950		To meet the cost of the agreed 2020/21 pay award - 2.75% which was 0.75% greater than the 2% included in the original budget
Use of HRA Balances		(166,330)	The above costs to be met from HRA General Balances
HRA CAPITAL			
Jaywick Sands - New Properties	1,200,000		This is the estimated amount to complete this scheme supported by the use of '1-4-1' capital receipts via the new build and acquisition general capital scheme.
Use of New Build and Acquisitions Budget within the HRA Capital Programme	(1,200,000)		
DIYSO Buy Back	46,300		To support the buy back of DIYSO properties funded from S106 contributions
Use of S106 Contributions		(46,300)	

Description	Expenditure Budget £	Income Budget £	Reason for Adjustment
COVID 19 FUNDING ADJUSTMENTS - MET FROM GENERAL GOVERNMENT GRANT (Already reflected in Appendices)			
<i>Expenditure</i>			
Additional temporary staffing capacity including overtime	39,540		
Purchase of PPE	45,000		
Costs associated with reopening offices and facilities in a COVID secure way	67,940		
IT equipment / licences to support / facilitate remote working etc.	91,020		
Advertising / Printing and Stationary	64,010		
Temporary outsourcing of service delivery	51,690		
Additional Homelessness Costs	120,000		
Deep Cleaning of Offices / Facilities	4,550		
Delay in the delivery of savings included in the budget (from the closure of Weeley Council Offices)	90,000		
Discretionary Grants Scheme - applications identified as eligible for grant funding after finalisation of the scheme	20,000		
IT changes to facilitate the administration of various Government COVID Support Schemes	5,430		
Additional cleaning of Public Conveniences and Seafronts	31,110		
<i>Income - Amounts deemed 'lost' rather than delayed</i>			
Career Track	60,000		
Sports Facilities / Recreation Grounds and the Princes Theatre	1,085,330		The full losses to date have not been adjusted for as the grant from the Government was not sufficient at this stage to do so. However, please see the main body of the report for further information, especially in respect of the Government's Sales, Fees and Charges Compensation Scheme.

Appendix H

Description	Expenditure Budget £	Income Budget £	Reason for Adjustment
CAROS (to reflect decision to waive rents for 3 months)	11,600		
Investment due to low interest rate environment	96,420		
Use of Government COVID Support Funding		(1,883,640)	
	1,883,640	(1,883,640)	