

## CORPORATE FINANCE AND GOVERNANCE PORTFOLIO HOLDER

30 JULY 2021

## REPORT OF THE ASSISTANT DIRECTOR (FINANCE &amp; IT)

A1 **FINANCIAL OUTTURN 2020/21**

(Report prepared by Richard Barrett and the Accountancy Team)

## PART 1 – KEY INFORMATION

**PURPOSE OF THE REPORT**

To provide an overview of the financial outturn for the year 2020/21 and to seek approval of associated financial decisions related to the end of year accounting processes.

**EXECUTIVE SUMMARY**

Similarly to previous years of the financial forecast cycle and set against the context of an on-going and challenging financial environment, strong, effective and proactive financial management continues to have a major effect on the outturn position.

Along with a number of more significant impacts from the COVID 19 pandemic, which are discussed further on in this report, there has also been a much wider, albeit more minor impact, across a range of other budgets, which forms part of the overall outturn position for the year.

Following the completion of the comprehensive end of year processes, the financial outturn position for 2020/21 has been prepared across the various areas of the budget with a summary of the position set out below.

**Summary by Key Areas of the Budget**

Key Area	Outturn Position
<b>General Fund</b>	
<b>General Fund Revenue</b> - Overall favourable variance after allowing for the carry forwards requested by services	<b>(£1.539m)</b>
<b>Capital Programme</b> – there is no overall variance with the schemes continuing to be delivered in 2021/22 supported by the associated carry forward requests.	<b>Nil</b>
<b>Housing Revenue Account</b>	
Net Deficit for the year met from calling money out of HRA General Balances (over and above the budgeted use of the reserve)	<b>£0.657m</b>

General Fund Reserves (excluding requested carry forwards)	
<p><b>Earmarked Reserves –</b></p> <p>Reduced use of reserves compared to budget</p> <p>Additional Contributions to reserves compared to the budget (<i>excluding carry forwards</i>)</p> <p><b><i>There was no change in the level of the Uncommitted Reserve which remains at £4.000m</i></b></p>	<p style="text-align: center;"><b>nil</b></p> <p style="text-align: center;"><b>£0.213m</b></p>

### Reserves

The Council's overall general fund reserves total **£43.304m** at 31 March 2021. However, **£39.304m** is in respect of earmarked reserves, which relate to future years commitments (including the 2020/21 carry forwards requested by services). The total earmarked reserves also include the balance on the Forecast Risk Fund of **£3.753m**, which is in-line with the amount required to support the long term financial sustainability plan. Earmarked reserves are predominantly for previously identified priorities of the council.

It is important to highlight that the earmarked reserves at the end of 2020/21 also reflect the various COVID 19 funding streams received by the Council during the year, which will need to be carried forward into 2021/22 to meet the on-going costs that they are supporting e.g. business grant schemes, additional resources to manage the impact of increased 'staycations' and domestic vacations and on-going community costs. **Appendix K (ii to iii)**, provides a high level summary of the various COVID 19 grant funding amounts received from both the Government and ECC. Further details are set out within the same appendix and further on in this report in respect of the use of this funding, both to date and proposed use in 2021/22.

The balance of **£4.000m** is the level of uncommitted reserves which includes a working balance requirement of **£1.600m**. This level of uncommitted reserves matches that previously approved.

### On-going Review of Budgets

As set out last year, the imperative to find savings and reduce the net budget has meant that all services continue to limit spending and identify efficiencies wherever possible, which would have had an impact on the year end position for 2020/21. A more comprehensive review of the budgets will be undertaken as part of the Financial Strategy process for 2022/23 to identify where further net budget adjustments need to be made in light of this latest position.

### Use of Outturn Variance for the Year and Other Financial Matters

The outturn report provides a timely opportunity to consider further financial matters that may have arisen. With this in mind, further details are set out below relating to a recommended use of the outturn variance for the year of **£1.539m** (to fund essential works at Weeley Crematorium) along with the identification of funding to support the recent bid to the Government's 'Levelling Up' Fund.

Although subject to formal consideration by Cabinet at its September meeting, the above two items are reflected in the recommendations below.

**RECOMMENDATION(S) APPENDIX A**

**That the Corporate Finance and Governance Portfolio Holder:**

**(a) notes the financial outturn position for 2020/21 as set out in this report and appendices;**

**(b) approves the financing of General Fund capital expenditure for 2020/21 as detailed in Appendix D;**

**(c) approves the movement in uncommitted and earmarked General Fund reserves for 2020/21 set out in Appendix E;**

**(d) approves the qualifying carry forwards totalling £23.322m (£14.352m Revenue and £8.970m Capital) as set out in Appendix K;**

**(e) agrees that all other carry forwards totalling £0.536m requested by services be transferred to the relevant earmarked reserve pending consideration by Cabinet at its September 2021 meeting;**

**(f) in respect of the Housing Revenue Account (HRA), approves the movement on HRA balances for 2020/21 including any commitments set out within Appendices H and/or I along with recharges to the HRA from the General fund of £2.813m for the year and the financing of the HRA capital expenditure set out in Appendix I;**

**(g) that subject to the above, notes the various COVID 19 grant funding amounts set out in Appendix K (ii to iii) and approves the use of the funding as set out in the same appendix and in the main body of this report;**

**(h) that subject to the above, recommends to Cabinet that the overall General Fund Outturn Variance for the year of £1.539m be used to support the essential works at the Weeley Crematorium;**

**(i) recommends to Cabinet that £2.060m be allocated to support the recent bid to the Government's 'Levelling Up Fund', funded by the use of amounts identified within the 2021/22 budget as set out later on in this report; and**

**(j) agrees to a delegation to the Council's Section 151 Officer, in consultation with the Corporate Finance and Governance Portfolio Holder, to adjust the outturn position for 2020/21 along with any corresponding adjustment to earmarked reserves as a direct result of any recommendations made by the Council's External Auditor during the course of their audit activities relating to the Council's 2020/21 accounts.**

**PART 2 – IMPLICATIONS OF THE DECISION****DELIVERING PRIORITIES**

Careful planning to ensure financial stability underpins the Council's capacity to deliver against its priorities. Both the capital and revenue budgets of the authority are prepared and monitored with the aim of supporting key objectives. The outturn position reflects this process and supports the successful financial planning process.

## **FINANCE, OTHER RESOURCES AND RISK**

### **Finance and other resources** **APPENDIX A**

The main financial implications for each section of the Council's accounts are as set out in this report.

#### **Risk**

There are no direct risks associated with the outturn position although the ability to fund future financial forecasts is recognised as a strategic risk to support the achievement of financial resilience of the Council in both the short and long term.

## **LEGAL**

The Council is legally required to calculate a Council Tax requirement each financial year. Within this framework is the requirement to monitor and report accordingly on the financial position of the authority against this requirement.

The outturn position set out in this report and the actions proposed are within the Council's powers and reflect the statutory requirements and responsibilities of the Council in the preparation of its accounts.

The approval of the outturn position each year is delegated to the Corporate Finance and Governance Portfolio Holder. Any further decisions that may be required following the outturn process, such as allocating money brought forward from the prior year will be reported to Cabinet at a subsequent meeting. In effect, the approval of the outturn delegated to the Corporate Finance and Governance Portfolio Holder will primarily only place available funding that needs further allocation in reserves until such time as a formal / separate decision is presented to Cabinet.

Ordinarily, the outturn position is reported to the July meeting of Cabinet. However, given the on-going impact from COVID 19 and the change to the Statement of Accounts deadline, it is proposed to report the outturn position to their September meeting. Although the report will seek formal approval of the use of the general fund variance for the year, a recommendation from the Corporate Finance and Governance Portfolio Holder is set out elsewhere in this report.

## **OTHER IMPLICATIONS**

**Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.**

**Crime and Disorder / Equality and Diversity / Health Inequalities/ Area or Ward affected / Consultation/Public Engagement.**

Although there are no direct equality and diversity issues, the overall Financial Strategy and budget process aims to recognise any such issues where appropriate within the Council's wider Financial Framework.

## **PART 3 – SUPPORTING INFORMATION**

### **BACKGROUND**

The Financial Outturn for 2020/21 forms the basis of the information included in the Council's Statement of Accounts which will be published 'Subject to Audit' by the end of July 2021. The external audit of the Statement of Accounts is required to be completed by the end of September 2021. These dates, which are nationally set with Government approval, are significantly later than in the years prior to 2020 to take account of the on-going impact of COVID 19.

Details around specific items such as Revenue, Capital, Reserves and Carry Forwards are set out in the following separate sections of the report along with the appendices.

As highlighted within earlier financial performance reports during 2020/21, the appendices still reflect the previous senior management structure, which has been maintained for financial reporting purposes to ensure consistency of reporting across the full financial year.

## GENERAL FUND REVENUE OUTTURN 2020/21 – A DETAILED ANALYSIS

The following table sets out a summary of the outturn position after taking into account the carry forwards / commitments requested by services discussed further on in this report. A more detailed Portfolio and Departmental analysis is set out within the appendices.

### Overall Summary of General Fund Revenue Account Outturn 2020/21

	Budget	Outturn	Variance
	£m	£m	£m
<b>Total Net Outturn Position</b> <i>(after requested carry forwards and reserves adjustments)</i>			
<b>Financing</b>			
Business Rates			
Revenue Support Grant			
Council Tax (including Collection Fund)			
<b>Total</b>			

A number of issues emerging earlier in the year were addressed via the quarterly financial performance reports and are therefore reflected in the budget rather than being presented as a variance at the end of the year. In addition, a number of the variances that have remained at the end of the year have already been highlighted via the in-year financial performance reports.

**Appendix C** sets out the detailed outturn position by department, with the net variance shown in column (e) of that appendix. The net variance has been further analysed by direct costs and indirect costs and is set out in columns (f) and (g) of the same appendix. Indirect costs continue to include a number of technical accounting adjustments such as those relating to pension costs.

A departmental headline outturn summary is set out in **Appendix A**, which highlights the key variances within each department.

As mentioned in the executive summary above, the outturn position will be subject to a comprehensive review to identify areas of the budget that may be able to be adjusted to support the Council's long term financial sustainability plan going into 2022/23 and beyond.

## COVID 19 Grant Funding

As reported within the quarterly financial performance reports during the year, a significant level of COVID 19 funding has been made available by the Government and ECC. This has ranged from general new burdens funding to specific funding relating to business support grants and business adaptation grants. A comprehensive summary of the various COVID 19 grants paid to the Council is set out in **Appendix K (ii and iii)**

The Council has remained committed to ensuring that the funding made available continues to form part of supporting the district's recovery from the COVID 19 pandemic with any unspent amounts proposed to be carried forward to enable associated activities to continue in 2021/22.

**Appendix K (ii)** also sets out how the COVID 19 general new burdens funding has been allocated so far to date, which is set out at end of that appendix. As highlighted within the appendix, of the **£2.999m** paid to the Council, a total of **£2.079m** has been allocated across a range of items such as supporting increased homelessness costs to those associated with the Sales, Fees and Charges Compensation Scheme (**SFC Scheme**).

In respect of the SFC Scheme, 'compensation' was claimable from the Government based on the following key principles:

- Loss of income must have been due to the impact of the COVID 19 pandemic;
- claims made by Local Authorities should reflect corresponding underspends against expenditure budgets to offset the reduction in income as far as reasonable possible;
- claims made by Local Authorities can only be made where income is determined to be permanently 'lost'; and
- the Government will reimburse 75% on any 'lost' income after the first 5% which has to be met by the Local Authority.

As set out in **Appendix K(ii)**, **£1.215m** is claimable from the Government based on the key principles above, which relates to leisure centres, recreation grounds and the Princes Theatre. There were other budget areas where income was lower than budgeted but they are not eligible for support under the scheme as they did not meet all of the qualifying principles set out above. The cost to the Council of having to meet the first 5% of any net losses along with the 25% not reimbursable by the Government is **£0.551m**. This cost is included within the **£2.079m** 'charged' against the general new burdens funding of **£2.999m** highlighted above.

**Appendix K (ii and iii)** also sets out the position against the various business grant schemes. Some of these schemes have spanned both 2020/21 and 2021/22 with the carry forward amounts therefore reflecting this position, in addition to any new amounts receivable by the Council in 2021/22. To date all discretionary grant funding has been fully allocated and paid to businesses within the district. In respect of the mandatory schemes, the Government in effect paid the Council money 'on account' following which various phases of application processes were administered. In respect of these mandatory schemes, any unspent grant funding must be repaid to the Government once the associated reconciliation processes have been completed. This is therefore money that the Council did not have the ability to retain for distribution locally, as was the case with the discretionary schemes, as it was subject to strict rules set out by the Government.

In terms of 2021/22, uncommitted COVID 19 funding has been highlighted within **Appendix K (iii)**, which includes additional funding made available by the Government across a number of schemes. Across the relevant 3 schemes (including the 'top-up' funding of **£0.804m** in respect of the Additional Restrictions Business Grant Scheme), there is a total of **£2.803m** available. This is after allowing for the proposed commitments against the general new burdens funding as set out at the bottom of that appendix, which are subject to a recommendation included earlier on in

this report.

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As highlighted in the appendix, commitments against this available funding of **£2.803m** will be considered as part of the back to business plan / financial strategy going forward but continuing to remain against the commitment to continue to support the district recover from the COVID 19 pandemic.

Also set out within **Appendix K (ii and iii)** is the financial position against the LCTS Hardship Fund. This scheme was introduced by the Government and based on providing a £150 payment to all those households in receipt of support under the LCTS Scheme. A decision was made by the Leader towards the end of March to use any unspent funding in 2020/21 to provide a 'top-up' to all those households who had previously qualified for the original payment of £150. This approach was proposed to ensure that all of the available funding was spent by the end of March 2021 rather than be potentially returned to the Government. However subsequent to this decision, the Government confirmed that any unspent money could be carried forward to support further council tax support schemes in 2021/22. The Government have also confirmed additional funding of **£0.198m** in 2021/22. Therefore in consultation with the Portfolio Holder for Corporate Finance and Governance and based on the new information that has become available, a revised approach is proposed whereby the unspent money from 2020/21 (**£0.311m**) is added to the new funding made available by the Government (**£0.198m**) and used to increase the existing council tax hardship budget. This approach would provide additional flexibility to officers within the Revenues and Benefits Service to support a much larger number of households in the district during 2021/22 who may be facing on-going hardship.

Notwithstanding the various activities and actions set out above, further updates against the various COVID 19 funding streams will be provided as part of the quarterly financial performance reports during 2021/22.

During the external audit of the Council's Accounts over the coming months, adjustments or amendments may be recommended by the Council's External Auditor. Although subject to the actual adjustments that may be recommended by the Auditor, they may have a direct impact on the overall outturn position for the year rather than be just presentational changes. They would then be included in the Statement of Accounts that would be presented to the Audit Committee later in the year for approval. To enable the right level of flexibility in responding to any changes recommended by the External Auditor, a delegation is included in the recommendations above to enable the Council's S151 officer, in consultation with the Corporate Finance and Governance Portfolio Holder, to make the necessary adjustments to the 2020/21 outturn position.

### **Allocation of the Overall Outturn Variance for the Year**

In-line with the delegation to the Corporate Finance and Governance Portfolio Holder, the overall favourable variance for the year of **£1.539m** has been transferred to the Revenue Commitments Reserve until Cabinet formally considers its allocation.

Although subject to formal consideration / approval by Cabinet in September, it is recommended that the full amount of **£1.539m** is used to meet the cost of the essential cremator replacement works at the Weeley Crematorium, an issue that has been highlighted previously. The opportunity will also be taken to consider the possibility of enhancing facilities at the crematorium such as onsite hospitality provision.

### **Other Issues**

The outturn report also provides the timely opportunity to reflect on other significant financial matters arising to date.

**APPENDIX A**

At its meeting on 21 May 2021, Cabinet considered a report setting out the opportunities associated with submitting a bid to the Government's Levelling Up Fund.

The Levelling Up Fund provides for up to £20million of capital funding towards transport investments, regeneration and town centre / cultural investment. However the level of funding awarded in each case will depend on the proposals submitted, how they fit with the government's objectives of the fund and overall value for money, which will include consideration of any potential 'co-funding' from the local authority or other public/private sector sources. Essex County Council previously committed co-funding to the Future High Streets Fund proposals had they been successful but has indicated that it would be prepared to carry forward some of that funding to support the revised Levelling Up Fund proposals. The report considered by Cabinet in May also highlighted that this Council may wish to consider whether it can make any additional commitment towards co-funding improvements in the Town Centre once it is clearer what the schemes will comprise.

Following Cabinet's decision in May to support a bid to the Government's Levelling Up Fund, the bid was prepared and submitted by the Assistant Director for Strategic Planning and Place in consultation with the Portfolio Holder for Business and Economic Growth. The following wording was included within the bid submitted:

*Subject to a formal decision, Tendring District Council is looking to commit £2million of capital funding towards co-funding the project – on the understanding that it will help to deliver on the Council's ambitions around climate change and the promotion of electric vehicles.*

Consideration of using part of the outturn variance for the year was a potential funding option but given its urgency, a recommendation is set out above to allocate the full outturn variance for the year to the work at the crematorium. Therefore alternative funding options have been considered with the following proposal to set aside just over £2m being included in the recommendations to Cabinet above:

<b>Funding Proposal</b>	<b>Budget Allocation</b>
Use of New Homes Bonus Carried forward from 2020/21	£1.013m  <i>(£1.054m included in Appendix K (i) less existing commitment in 2021/22 of £0.041)</i>
New Homes Bonus Receivable in 2021/22	£0.644m
Lower Tier Grant 2021/22*	£0.403m
<b>TOTAL FUNDING PROPOSED</b>	<b>£2.060m</b>

*\*Subsequent to the Government's Local Government Finance Settlement announcements at the start of the year, additional general grant funding has been confirmed. This was not originally included in the 2021/22 base budget as there was uncertainty around whether this was simply an element of the Government's 'funding power' assessment rather than being 'new' money. The money has now been received by the Council and so it is available to support the proposals above.*

At its 21 May meeting, Cabinet also considered a report setting out the proposals for flexible commercial space in Jaywick Sands.

Members were informed that following advice from COLBEA, who have had a long history in the provision of business support services and was experienced in the successful management of



incubation and managed workspace, there were some proposed changes to the planned internal space arrangements of the proposed building, which if approved would require additional funding of £300,000.

The same report also highlighted that ECC had given an informal commitment to resource this funding shortfall but the Portfolio Holder for Corporate Finance and Governance would provide an update as to whether this request was successful within this Financial Outturn report.

It was subsequently reported directly at the meeting that Essex County Council had indicated that it might be able to support this requirement and work was in hand to secure confirmation of this additional allocation. It is now possible to confirm that ECC are able to meet the additional funding requirement of **£0.300m**, so no further funding considerations are required within this outturn report.

#### **GENERAL FUND CAPITAL OUTTURN POSITION FOR 2020/21**

Full details of the outturn position for each scheme together with the total carry forwards requested are set out in **Appendix D**. However a summary is set out in the following table:

	<b>Budget 2020/21</b>	<b>Outturn 2020/21</b>	<b>C/Fwd</b>	<b>Remaining Variance</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>GF Capital Expenditure</b>	10.890	1.920	8.970	0

#### **Financing the Capital Programme**

A summary of the proposed financing of the capital expenditure in 2020/21 is set out in the following table, with a more detailed analysis being provided in **Appendix D** to this report:

	<b>Budget 2020/21 £m</b>	<b>Outturn 2020/21 £m</b>	<b>To Fund C/fwds £m</b>	<b>Variance £m</b>
External Contributions	0.043	0	0.043	0
S106	0.109	0.103	0.006	0
Government Grants	5.986	0.994	4.992	0
Capital Receipts	0.825	0.010	0.815	0
Revenue Contributions	0.335	0.024	0.311	0
Use of Earmarked Reserves	3.592	0.789	2.803	0
<b>Total</b>	<b>10.890</b>	<b>1.920</b>	<b>8.970</b>	<b>0</b>

There was no overall variance at the end of the year after taking into account carry forward requests.

The overall budget for the year takes into account adjustments that have occurred since the position was last reported to members within the Q3 financial performance report. These adjustments would have been subject to separate decision making processes as necessary.

## GENERAL FUND REVENUE AND CAPITAL CARRY FORWARDS INTO 2021/22

It is recognised that due to the size, nature and lead-in times of some schemes, expenditure can span financial years with some schemes not completed by the 31 March in any one year. Therefore commitments for goods and services are likely to remain outstanding at the 31 March each year, examples of which include uncompleted work that the Council has a contractual obligation against or the project is either currently underway or will be started shortly with payment dates or trigger points within the process yet to be reached, finalised and paid.

All carry forwards requested by services have been reflected in the year end position and are shown in **Appendices C and D**. These broadly follow the principles applied in previous years such as:

- There is a 'contractual commitment';
- There is a related long term project which is expected to span a number of financial years;
- There is non-recurring item for which no budget provision exists in the following year;

In addition to the qualifying carry forwards under the above criteria, there have been a number of requests to carry money forward to support initiatives and projects that although not strictly complying with the above criteria, it could be advantageous for them to be agreed as they further the delivery of priorities etc.

The total amount of money that is subject to a request to carry it forward into 2021/22 is as follows:

General Fund Revenue – General	£14.352m	£0.536	£14.888m
General Fund Capital Schemes	£8.970m	n/a	£8.970m
<b>TOTAL</b>	<b>£23.322m</b>	<b>£0.536m</b>	<b>£23.858m</b>

It is important to highlight that the level of carry forwards has increased compared to end of 2019/20. This is primarily due to the significant level of COVID 19 funding received from the Government / ECC, which needs to be rolled forward into 2021/22 to enable associated activities to continue, including those highlighted within the earlier section of this report. (**Appendix K (ii to iii)** sets out the individual COVID funding streams in more detail).

To ensure that schemes that are currently underway are not subject to delays or adverse financial / non-financial issues, the Portfolio Holder for Corporate Finance and Governance is being asked to agree all qualifying carryforwards as part of this report, which is reflected in the recommendations. A full list of these qualifying items is set out in **Appendix K**.

As was the case last year, all other carry forwards totalling **£0.536m** remain subject to review with the associated amounts being transferred to the revenue commitments reserves pending further review and agreement by Cabinet in September. Although the amounts requested are included within the figures set out in the appendices, any carry forwards subsequently not approved by Cabinet will increase the general outturn variance for the year.

## GENERAL FUND RESERVES OUTTURN POSITION FOR 2020/21

Earmarked reserves are shown in more detail in **Appendix E** and include the adjustments set out elsewhere in this report.

The change in the budgeted net use of earmarked reserves of **£19.755m** takes into account the proposed level of revenue and capital carry forward requests. The change in reserves also includes the overall outturn variance of **£1.539m**, which has been transferred to the Revenue Commitments Reserve in the interim period before its formal allocation is considered by Cabinet at its September 2021 meeting. The overall change in the budgeted use of reserves also includes an amount of **£0.214m** which is the amount required to 'top up' the contributions to the forecast risk fund to meet the **£0.500m** committed to pay into this reserve each year that in turn supports the long term forecast.

The overall level of reserves at the end of 2020/21 is **£43.304m**, made up of **£19.867m** for commitment reserves, **£19.437m** for other earmarked reserves and **£4.000m** for uncommitted reserves.

Within the **£19.437m** other earmarked reserves figure mentioned above, an amount totalling **£6.467m** is included, which supports a technical adjustment associated with the accounting treatment of COVID 19 business rate reliefs provided during 2020/21, that also forms part of the overall collection fund figures.

In terms of the overall level of reserves, it should be noted however, that transfers to earmarked reserves are not an increase in the Council's longer-term unallocated general resources as it relates to future years commitments. It is important to highlight that the Council has 'cash-backed' the delivery of its priorities rather than being based on an assessment of affordability at some time in the future, with delivery planned to commence on a range of schemes / projects over the coming months.

The Financial Strategy has continued to aim to maintain the Uncommitted Reserve, including the minimum working balance of **£1.600m**, at **£4.000m**. At 31 March 2021, the uncommitted reserve stands at **£4.000m** so it remains in line with this requirement.

## INCOME COLLECTION PERFORMANCE AND INCOME FROM S106 AGREEMENTS

The position against council tax, business rates, housing rents and general debt is set out in **Appendix F**. As reported during the year, the COVID 19 pandemic has had an impact on collection performance against some of the Council's major income streams.

In respect of **housing rents**, collection performance was consistent with the performance in prior years.

In respect of **general debt**, this covers a significant range of income streams from repairs to leasehold properties to rechargeable works to dangerous structures and will be subject to recovery action as necessary throughout 2021/22.

In respect of **business rates**, the collection performance at the end of the year was 96.2%, which was only slightly lower than the 98.19% achieved at the same time last year. This was supported by the significant level of Government funding made available via business rate reliefs.

The overall business rates income position for the year was also supported by remaining a member of the Essex Business Rates Pool. The overall benefit of being a pool member totalled

**£0.558m** in 2020/21.

## APPENDIX A

In terms of the operation of the pool, it is based on the principle of the local authority members being better off collectively due to the fact that the overall levy rate payable by the pool is lower than that for each individual pool member. This is primarily due to Essex County Council being a 'top-up' authority, which effectively offsets the overall levy rate that would otherwise be payable by each local authority.

In terms of how the above collection performance translates into the collection fund position, this was slightly more positive than originally budgeted, with the position being **£0.029m** ahead of expectations at the end of March 2021. (The overall collection fund deficit was **£6.438m** compared to the budgeted amount of **£6.467m**) As discussed earlier in the year as part of the budget setting process for 2021/22, the deficit relates to the timing of the treatment of the various elements associated with accounting for business rates, rather than representing an underlying adverse position and will be met via the planned call on the associated reserve set out in the budget and included within **Appendix E**.

In respect of **council tax**, the collection performance at the end of the year was 92.66%, which was lower than the 96.09% achieved in 2019/20.

Similarly to the business rates collection fund position, the year end council tax position is also a positive one, with a surplus of **£0.231m** in the fund compared with the **£0.027m** originally expected.

Also included within the overall council tax position is the 'cost' of the Local Council Tax Support Scheme. The budget for the year was **£11.987m**, with the total actual 'cost' of the scheme being lower at **£11.859m**.

Due to the COVID 19 pandemic, the Government introduced income guarantee schemes associated with both business rates and council tax. However, given the relatively positive position at the end of the year, the relevant qualifying thresholds were not met, so no financial support was claimable under the schemes.

As 2021/22 is seen as a transitional year following the very difficult circumstances faced in 2020/21, it remains unclear as to the on-going impact COVID 19 will have on collection performance over the remainder of this financial year. However, updates will be provided as part of the quarterly financial performance reports during the year.

However, the end of year amounts retained within the collection fund provide a positive position heading into 2021/22. The collection fund amounts include debt that remains outstanding at the 31 March 2021, but as discussed earlier in the year, this should be broadly seen as deferred income, as the necessary recovery action will be undertaken during 2021/22.

Details around the use of income from S106 agreements is set out in **Appendix G**. There are no significant issues to highlight and no money was returned to developers during the year.

## A REVIEW OF THE HRA OUTTURN POSITION FOR 2020/21

The Housing Revenue Account (HRA) reflects a statutory obligation to account separately for the income and expenditure arising from the Council's landlord functions.

A summary of the Council's Housing Revenue Account for 2020/21 is set out in the table below with a more detailed analysis provided in **Appendix H** to this report.

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	<b>Budget 2020/21</b>	<b>Outturn 2020/21</b>	<b>Variance</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
Expenditure	6.755	6.895	0.140
Income	(13.717)	(13.432)	0.285
Indirect Income / Expenditure	8.822	8.191	(0.631)
Net Use of HRA Reserves	(1.860)	(1.654)	0.206
<b>Total HRA General Balance as at 31 March 2021</b>			<b>4.447</b>

*Net use of HRA Reserves includes a contribution from HRA General Balances of £0.823m (which includes the deficit position for the year of £0.657m set out below).*

### **Housing Revenue Account Overview**

The outturn position for the year was an overall deficit of **£0.657m**, with more detailed figures set out in **Appendix H**.

There were three main issues behind this overall variance, which are set out below:

#### **1) Premises Related Costs / Service Unit and Central Costs - £0.630m**

This position primarily reflects the work undertaken during the year on the existing housing stock of 3,000+ properties. The work undertaken is based on planned and responsive maintenance work, which is undertaken via a mix of the in-house service and an external contractor.

Given the on-going maintenance requirements associated with 3,000+ properties, it is difficult to review one-year in isolation, as work will be required across a range of activities, including unavoidable issues such as works undertaken to bring void properties to a relettable condition. The level of work therefore differs across years and is largely demand driven. However, the overall cost has to be managed within the longer term HRA business plan, as spending at levels significantly above the budget is not sustainable in the medium to long term. The position will continue to be monitored over 2021/22 and reviewed alongside the mixed use of the in-house service and external contractor to ensure value for money is maximised over the long term business plan period.

*It is important to highlight that **£0.134m** of the **£0.630m** set out above relates to technical adjustments required as part of accounting for pension costs at the end of the year, which appear in the Service Unit and Central Costs line of the budget alongside those of the in-house team.*

#### **2) Rents Receivable - £0.250m**

This reflects the full year voids position for 2020/21. However, as highlighted during the year as part of financial performance reports, work remains on-going to reduce void loss from approx. 4% to the more historic level of 2% over the next 12 months. Updates will be provided within the quarterly financial performance reports during 2021/22.

#### **3) General Supplies and Services – (£0.183m)**

To offset the two issues highlighted above, there have been a number of underspends against a range of supplies and services budgets, including a reduced bad debt provision as the actual position has been better than originally included within the HRA 30 year business plan.

General Fund recharges to the HRA totalled **£2.813m**, an increase of **£0.372m** against the budget for the year, which primarily reflects the issues already highlighted above relating to the on-going repairs to the housing stock and pension adjustments. Agreement to this level of recharge forms part of the recommendations set out earlier on in this report.

Taking the above into account, along with aggregate of other variances at the end of the year, the overall deficit on the HRA is **£0.657m**. This amount has therefore been 'drawn down' from general balances along with the budgeted use of the same reserve of **£0.166m** resulting in a total use of reserves of **£0.823m**.

### HRA Capital Programme

A summary of the Council's HRA Capital Programme for 2020/21 is set out in the table below with a more detailed analysis provided in **Appendix I** to this report.

	<b>Budget 2020/21</b>	<b>Outturn 2020/21</b>	<b>C/Fwd</b>	<b>Remaining Variance</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>HRA Capital Expenditure</b>	6.910	4.160	2.352	(0.398)

### Financing the HRA Capital Programme

A summary of the proposed financing of the capital expenditure in 2020/21 is set out in the following table, with a more detailed analysis being provided in **Appendix I** to this report:

	<b>Budget 2020/21 £m</b>	<b>Outturn 2020/21 £m</b>	<b>To Fund C/fwds £m</b>	<b>Variance £m</b>
Major Repairs Reserve	3.196	2.063	0.781	(0.353)
Revenue funding from the HRA	1.974	1.111	0.863	0
Capital Receipts	0.838	0.725	0.113	0
S106	0.852	0.261	0.596	0.005
External Contributions	0.050	0	0	(0.050)
<b>HRA Total</b>	<b>6.910</b>	<b>4.160</b>	<b>2.352</b>	<b>(0.398)</b>

The overall variance of **£0.398m** is largely due to the timing and programme of works, which will continue in 2021/22 and beyond supported by the Major Repairs Reserve within a wider stock condition / refurbishment programme.

Following the finalisation of the project associated with the development of the 10 new properties in Jaywick Sands, the overall cost of this scheme in 2020/21 totalled **£1.517m** against a budget of **£1.304m**. As previously mentioned, this development is based on a proof of concept approach to support the regeneration of the Jaywick Sands area with value for money considerations therefore being viewed across a much longer term period rather than on simply a commercial 'new build' basis.

As part of the Council's project management processes, a detailed report setting out lessons learnt that could be taken forward within the longer term regeneration plans for Jaywick Sands will be presented to members later in the year now that this project has been completed.

The additional cost of the scheme has been met by a corresponding variance against the existing wider new build and acquisition budget elsewhere in the HRA Capital Programme.

### **HRA Balances and Reserves**

The overall level of HRA General Balances has reduced to **£4.447m**. Full details of HRA reserves are set out in **Appendix J**, which reflect the adjustments discussed above.

## **BACKGROUND PAPERS FOR THE DECISION**

None

## **APPENDICES**

<b>Appendix A (1 - 4)</b>	<b>Key Outturn Variances by Department 2020/21</b>
<b>Appendix B</b>	<b>GF - Portfolio / Department Outturn Summary 2020/21</b>
<b>Appendix C</b>	<b>GF – Revenue Departmental / Directorate Outturn 2020/21</b>
<b>Appendix D</b>	<b>GF - Capital Outturn 2020/21</b>
<b>Appendix E</b>	<b>GF - Reserves</b>
<b>Appendix F</b>	<b>Collection Performance – Council Tax, Business Rates, Housing Rents and General Debts</b>
<b>Appendix G</b>	<b>Income from S106 Agreements</b>
<b>Appendix H</b>	<b>HRA – Revenue Outturn 2020/21</b>
<b>Appendix I</b>	<b>HRA – Capital Outturn 2020/21</b>
<b>Appendix J</b>	<b>HRA – Reserves</b>
<b>Appendix K</b>	<b>Qualifying General Fund Carry Forwards (Including Analysis of COVID 19 Funding 2020/21 and 2021/22)</b>

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

<b>Department - Office of Chief Executive</b>		
<b>Headline Summary</b>	<b>Variance</b>	<b>Comments</b>
	£	
Overall Variance Before Carry Forwards	(1,320)	
Less Carry forward Requests	0	
<b>Variance After Carry Forwards</b>	<b>(1,320)</b>	
<b>Variance Summary</b>		
<b>Net Direct Costs</b>	<b>2,963</b>	
<b>Net Indirect Costs</b>	<b>(4,283)</b>	
<b>Total</b>	<b>(1,320)</b>	



APPENDIX A.2

<b>Department - Corporate Services</b>		
<b>Headline Summary</b>	<b>Variance</b>	<b>Comments</b>
	£	
Overall Variance Before Carry Forwards	(13,455,841)	
Less Carry forward Requests	11,200,650	
General Outturn Transferred to Reserves	1,539,142	
<b>Variance After Carry Forwards</b>	<b>(716,049)</b>	
<b>Variance Summary</b>		
<b>General</b> - Employee Costs (Including Vacancy Allowance)	(145,712)	Similarly to previous years / earlier financial performance reports, this position reflects a range of issues such as turnover of staff / staff vacancies and the short term impact from on-going restructures within services.
<b>Governance and Legal Services Unit Account</b> - Costs and Legal Expenses Recoverable	(97,952)	This reflects the recoverable income following the successful prosecution case finalised during the year along with income from planning agreements which are now undertaken in-house.
<b>Finance, Revenues and Benefits</b> - Various Revenues and Benefits Service Unit Costs	(101,169)	This service remains subject to a number of external factors such as the impact of the roll-out of Universal Credit, with the current position reflecting on-going changes to the service in the short term, which will be adjusted against associated Government Grant funding going into 2021/22 and beyond.
<b>Finance, Revenues and Benefits</b> - Rent Allowances and Rent Rebates net costs	(239,026)	Similarly to previous years, this reflects the difference between housing benefit paid and subsidy receivable along with overpayments recovered, with the position only becoming clear when the comprehensive end of year adjustments to this technical area of the budget are finalised.
<b>Finance - Other Corporate Costs</b> - New Burdens Grants not allocated	(199,960)	A number of new burdens grant payments which were carried forward from the prior year are no longer expected to be allocated to any specific service area so they remain as favourable variances at the end of the year.
<b>Finance - Other Corporate Costs</b> - Corporate Finance Strategy Allowance	(211,280)	Money was set aside as part of the 2020/21 budget to reflect specific risks such as changes in recharges to the HRA and salary costs during the year which have not materialised.
<b>Finance - Council Tax Sharing Agreement with Major Preceptors</b> - Income	429,842	This reflects the lower council tax collection performance for the year as set out in the main body of the report. However this should be seen as deferred income, as collection performance is expected to recover following the COVID 19 pandemic, which should see income from the sharing agreement return to 'normal' levels over time.
<b>Finance - Interest Payable and Similar Charges</b> - Expected Credit Loss Model Impairment	134,637	This relates to the general provision for bad debts where the position fluctuates over time, with 2020/21 reflecting the impact from COVID 19.
<b>Finance - Interest and Investment Income - Interest Receivable</b> (including from Finance Lease adjustment)	(54,295)	This position reflects a number of smaller variances across a number of income items with the most significant of which relating to the reduction in investment income payable to the HRA following lower investment returns for the year that are initially accounted for in the GF.
<b>Democratic Services</b> - Election Expenses	(74,281)	This reflects the net position against both election expenses and electoral registration costs where successful reimbursement of costs have been claimed from the Government.
<b>Finance - RSG, Business Rates and Council Tax</b> - Net Income from Business Rates	(902,393)	The variance at the end of year relates to the timing of when income from business rates can be recognised in the accounts along with the benefit of remaining a member of the Essex Business Rates Pool. Further details are set out in the main body of the report.
<b>Finance - Contribution to / (from) Earmarked - Contribution to the Forecast Risk Fund</b>	213,650	This reflects the required contribution to the forecast risk fund to bring the total contribution for the year to £500k.
<b>General</b> - Aggregate of General / Smaller Net Variances	(363,518)	
<b>General Outturn Position for the Year Contributed to Reserves</b>	1,539,142	
<b>Net Direct Costs</b>	<b>(72,315)</b>	
<b>Indirect Costs</b>	(643,734)	This includes the pension adjustment required as part of the year end accounting processes
<b>Total</b>	<b>(716,049)</b>	

## APPENDIX A.3

<b>Department - Operational Services</b>		
<b>Headline Summary</b>	<b>Variance</b>	<b>Comments</b>
	<b>£</b>	
Overall Variance Before Carry Forwards	(1,574,922)	
Less Carry forward Requests	1,972,230	
<b>Variance After Carry Forwards</b>	<b>397,308</b>	
<b>Variance Summary</b>		
<b>General</b> - Employee Costs	(103,487)	Similarly to previous years / earlier financial performance reports, this position reflects a range of issues such as turnover of staff / staff vacancies and the short term impact from on-going restructures within services.
<b>Sports and Leisure, Princes Theatre and Recreation Grounds</b> - Net Position	84,709	This reflects the final position for the year after taking into account the Government's COVID 19 sales, fees and charges compensation scheme. The net loss for the year before the compensation scheme adjustment was £1.766m, of which £1.215m is claimable after allowing for the 5% deductible and the requirement for the Council to meet 25% of any loss. This left a balance of £551k which has been charged against the General COVID support funding made available by the Government - please see separate appendix. The majority of the remaining variance of £85k relates to the £50k insurance excess payable against the flooding incident at the Brightlingsesa Lido.
<b>Cemeteries and Crematorium</b> - Income	122,579	Income was lower than budgeted largely due to the fire at the Crematorium earlier in the year when the cremators were not operational for several weeks.
<b>Crematorium</b> - Expenditure Budgets	(76,486)	A number of budgets remained underspent at the end of the year that partly offset the reduction in income above e.g. utility costs.
<b>General</b> - Insurance Excesses	41,389	Two insurance excess payments were required to be made during the year.
<b>Car Parks</b> - Off Street - Income	30,507	Parking income was lower than budgeted at the end of the financial year due to the significant COVID 'lockdown' period in the last quarter of the year. This position was offset by corresponding reductions in expenditure which are included within the aggregated small items figure below.
<b>Careline</b> - Net Position	104,521	Income from this service was greater than budgeted at the end of the year (£85k). However it was more than offset by overspends on employee and other costs of £169k. This position largely reflects the very challenging year experienced by the service due to the COVID 19 pandemic.
<b>General</b> - Building Repairs	145,577	There a number of overspends against premises budgets within the department which include the use of the in-house team during the year. The cost has been off by other premises related budgets, with this balance met within the overall outturn position for the year.
<b>General Licencing</b> - Income	49,684	A number of licencing income budgets remained behind profile at the end of the year reflecting the COVID 19 pandemic and the cyclical nature of licencing across a number of financial years. This was partly offset by reductions in expenditure of £19k which are included within the small aggregated items highlighted below.
<b>Beach Huts</b> - Income	(85,382)	Income was in excess of the budget at the end of the year. In-line with previous decisions, this has been added to the general seafront investment budget which totals £348k for 2020/21. However net expenditure of £236k has been spent from this investment budget during the year reducing the carry forward for investment in 2021/22 to £112k (included in Appendix K).
<b>Homelessness</b> - Spend	466,719	This reflects the significant increase in demand for temporary accommodation due to the COVID 19 pandemic. However this was offset by increased income (see below) along with utilising £159k from the general COVID support funding made available by the Government.
<b>Homelessness</b> - Income	(466,655)	Additional income is receivable during periods of increased demand as it primarily relates to the associated housing support payments via universal credit / HB.
<b>Recycling and Waste Contract</b> - Recycling Credits	(128,228)	Income from recycling credits continued to exceed the budget in the second half of the year that reflects the continuing success of the new service launched in 2019.
<b>Recycling and Waste Contract</b> - Contract Payment and Other Expenditure Budgets	88,720	This largely reflects the increased costs of the service from housing growth in the district along with other associated costs. However this is more than offset by the additional income generated from recycling credits as highlighted above.
<b>Garden Waste Collection Service</b> - Income	(184,641)	The take up of this service continues to increase year on year.
<b>Garden Waste Collection Service</b> - Expenditure	184,348	Additional expenditure is incurred in meeting the demand for this service which offsets the increased income above. However it is important to highlight that this is after allowing for a carry forward of £61,180 to enable further investment to be made in this service going forward.
<b>General</b> - Aggregate of General / Smaller Net Variances	(35,200)	
<b>Net Direct Costs</b>	<b>238,674</b>	
<b>Net Indirect Costs</b>	<b>158,634</b>	
<b>Total</b>	<b>397,308</b>	

APPENDIX A.4

<b>Department - Planning and Regeneration</b>		
<b>Headline Summary</b>	<b>Variance</b>	<b>Comments</b>
	<b>£</b>	
Overall Variance Before Carry Forwards	(4,509,159)	
Less Carry forward Requests	4,829,220	
<b>Variance After Carry Forwards</b>	<b>320,061</b>	
<b>Variance Summary</b>		
<b>Planning and Development</b> - External Legal Fees / Other Associated Costs	108,143	Further additional costs were incurred in connection with appeals / inquiries, which have been met from increased planning fee income. The remainder of the income budget has been requested to be carried forward as part of the commitment to reinvest the money from the 20% increase in planning fees - see Appendix K.
<b>Planning and Development</b> - Planning Income	(108,143)	
<b>Building Control</b> - Fee Income	19,461	Income remained lower than budgeted at the end of the year
<b>General</b> - Aggregate of General / Smaller Net Variances	(38,513)	
<b>Net Direct Costs</b>	<b>(19,052)</b>	
<b>Net Indirect Costs</b>	<b>339,113</b>	
<b>Total</b>	<b>320,061</b>	

## General Fund Position at the end of March 2021

### Portfolio Summary

	2020/21 Budget	2020/21 Actual	2020/21 Variance
	£	£	£
Leader	4,401,780	2,221,147.02	(2,180,632.98)
Corporate Finance and Governance	(5,322,160)	(12,457,729.29)	(7,135,569.29)
Environment and Public Space	7,860,910	7,465,233.59	(395,676.41)
Housing	3,733,510	2,412,495.82	(1,321,014.18)
Partnerships	1,299,730	285,246.39	(1,014,483.61)
Business and Economic Growth	3,683,610	519,587.12	(3,164,022.88)
Leisure and Tourism	6,886,280	6,363,315.74	(522,964.26)
Budgets Relating to Non Executive Functions	780,570	688,295.16	(92,274.84)
<b>Net Cost of Services</b>	<b>23,324,230</b>	<b>7,497,591.55</b>	<b>(15,826,638.45)</b>
Revenue Support for Capital Investment	4,030,190	916,078.75	(3,114,111.25)
Financing Items	(3,429,700)	(3,424,057.72)	5,642.28
<b>Total Before use of Reserves</b>	<b>23,924,720</b>	<b>4,989,612.58</b>	<b>(18,935,107.42)</b>
Contribution to / (from) Earmarked Reserves*	(9,343,100)	10,411,632.42	19,754,732.42
<b>Net Total</b>	<b>14,581,620</b>	<b>15,401,245.00</b>	<b>819,625.00</b>
<i>Financed by:</i>			
Business Rates (including Tariff and Levy)	(4,438,020)	(5,257,638.00)	(819,618.00)
Revenue Support Grant	(428,790)	(428,794.00)	(4.00)
Collection Fund Surplus/Deficit	(1,360,420)	(1,360,419.00)	1.00
Income from Council Tax Payers	(8,354,390)	(8,354,394.00)	(4.00)
<b>Total</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>

### Department Summary

	2020/21 Budget	2020/21 Actual including Reserves Adj and C/fwds	2020/21 Variance
	£	£	£
Office of Chief Executive	1,320	0.00	(1,320.00)
Corporate Services (including income from Council Tax)*	(25,368,550)	(26,084,598.88)	(716,048.88)
Operational Services	17,993,920	18,391,227.75	397,307.75
Planning and Regeneration	7,373,310	7,693,371.13	320,061.13
<b>Total</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>

\* this includes the contribution to reserves of the general outturn position of £1.539m

APPENDIX C

**General Fund Position at the end of March 2021**

**Department - Office of Chief Executive**

	(a) 2020/21 Budget	(b) 2020/21 Actual	(c) 2020/21 Reserves Adjustment	(d) 2020/21 C/fwd requests	(e) 2020/21 Variance after Reserves Adj and C/fwds
<b>Direct Expenditure</b>	£	£	£	£	£
Employee Expenses	179,870	179,949.17	0.00	0.00	79.17
Transport Related Expenditure	2,820	64.35	0.00	0.00	(2,755.65)
Supplies & Services	2,810	8,449.49	0.00	0.00	5,639.49
<b>Total Direct Expenditure</b>	<b>185,500</b>	<b>188,463.01</b>	<b>0.00</b>	<b>0.00</b>	<b>2,963.01</b>
<b>Net Direct Costs</b>	<b>185,500</b>	<b>188,463.01</b>	<b>0.00</b>	<b>0.00</b>	<b>2,963.01</b>
<b>Total Indirect Income/Expenditure</b>	<b>(184,180)</b>	<b>(188,463.01)</b>	<b>0.00</b>	<b>0.00</b>	<b>(4,283.01)</b>
<b>Total for Office of Chief Executive</b>	<b>1,320</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,320.00)</b>

**Analysis of the Variance in column (e) by Direct and Indirect**

(f) Direct Variance	(g) Indirect Variance
£	£
79.17	0.00
(2,755.65)	0.00
5,639.49	0.00
<b>2,963.01</b>	<b>0.00</b>
<b>2,963.01</b>	<b>0.00</b>
<b>0.00</b>	<b>(4,283.01)</b>
<b>2,963.01</b>	<b>(4,283.01)</b>

**Department - Office of Chief Executive**

	(a) 2020/21 Budget	(b) 2020/21 Actual	(c) 2020/21 Reserves Adjustment	(d) 2020/21 C/fwd requests	(e) 2020/21 Variance after Reserves Adj and C/fwds
<b>Analysis by Section/Function</b>	£	£	£	£	£
<b>Total for Office of Chief Executive</b>	<b>1,320</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,320.00)</b>

**Analysis of the Variance in column (e) by Direct and Indirect**

(f) Direct Variance	(g) Indirect Variance
£	£
2,963.01	(4,283.01)

APPENDIX C

Analysis of the Variance in column (e) by Direct and Indirect	
(f)	(g)
Direct Variance	Indirect Variance
£	£
(304,953.69)	0.00
(19,244.43)	0.00
(36,047.11)	0.00
(611,925.64)	0.00
(2,316,795.76)	0.00
(7,233.83)	0.00
<b>(3,296,200.46)</b>	<b>0.00</b>
1,994,167.85	0.00
309,059.17	0.00
5,863.19	0.00
0.00	0.00
(18,212.58)	0.00
(819,625.00)	0.00
<b>1,471,252.63</b>	<b>0.00</b>
<b>(1,824,947.83)</b>	<b>0.00</b>
<b>0.00</b>	<b>(643,733.47)</b>
<b>1,752,632.42</b>	<b>0.00</b>
<b>(72,315.41)</b>	<b>(643,733.47)</b>

General Fund Position at the end of March 2021					
Department - Corporate Services					
	(a)	(b)	(c)	(d)	(e)
Analysis by Type of Spend	2020/21 Budget	2020/21 Actual	2020/21 Reserves Adjustment	2020/21 C/fwd requests	2020/21 Variance after Reserves Adj and C/fwds
	£	£	£	£	£
<b>Direct Expenditure</b>					
Employee Expenses	10,018,040	9,301,836.31	0.00	411,250.00	(304,953.69)
Premises Related Expenditure	785,520	664,525.57	0.00	101,750.00	(19,244.43)
Transport Related Expenditure	106,470	70,422.89	0.00	0.00	(36,047.11)
Supplies & Services	70,728,700	48,362,244.36	0.00	21,754,530.00	(611,925.64)
Transfer Payments	47,243,940	44,132,824.24	0.00	794,320.00	(2,316,795.76)
Interest Payments	20,460	13,226.17	0.00	0.00	(7,233.83)
<b>Total Direct Expenditure</b>	<b>128,903,130</b>	<b>102,545,079.54</b>	<b>0.00</b>	<b>23,061,850.00</b>	<b>(3,296,200.46)</b>
<b>Direct Income</b>					
Government Grants	(121,717,080)	(105,349,262.15)	0.00	(14,373,650.00)	1,994,167.85
Other Grants, Reimbursements and Contributions	(2,487,180)	(1,576,460.83)	0.00	(601,660.00)	309,059.17
Sales, Fees and Charges	(144,730)	(138,866.81)	0.00	0.00	5,863.19
Rents Receivable	(650)	(650.00)	0.00	0.00	0.00
Interest Receivable	(512,720)	(530,932.58)	0.00	0.00	(18,212.58)
RSG, Business Rates and Council Tax	(14,581,620)	(15,401,245.00)	0.00	0.00	(819,625.00)
<b>Total Direct Income</b>	<b>(139,443,980)</b>	<b>(122,997,417.37)</b>	<b>0.00</b>	<b>(14,975,310.00)</b>	<b>1,471,252.63</b>
<b>Net Direct Costs</b>	<b>(10,540,850)</b>	<b>(20,452,337.83)</b>	<b>0.00</b>	<b>8,086,540.00</b>	<b>(1,824,947.83)</b>
<b>Total Indirect Income/Expenditure</b>	<b>(5,484,600)</b>	<b>(9,242,443.47)</b>	<b>0.00</b>	<b>3,114,110.00</b>	<b>(643,733.47)</b>
<b>Net Contribution to/(from) Reserves</b>	<b>(9,343,100)</b>	<b>10,411,632.42</b>	<b>(18,002,100.00)</b>	<b>0.00</b>	<b>1,752,632.42</b>
<b>Total for Corporate Services</b>	<b>(25,368,550)</b>	<b>(19,283,148.88)</b>	<b>(18,002,100.00)</b>	<b>11,200,650.00</b>	<b>(716,048.88)</b>

<b>Department - Corporate Services</b>						
<b>Analysis by Section/Function</b>	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	
	<b>2020/21 Budget</b>	<b>2020/21 Actual</b>	<b>2020/21 Reserves Adjustment</b>	<b>2020/21 C/fwd requests</b>	<b>2020/21 Variance after Reserves Adj and C/fwds</b>	
	£	£	£	£	£	£
Deputy Chief Executive and Administration	(25,550)	0.00	0.00	34,440.00	59,990.00	65,669.30
Governance and Legal Services	67,790	0.00	0.00	15,000.00	(52,790.00)	78,471.36
Finance, Revenues and Benefits	1,763,740	303,992.29	0.00	664,120.00	(795,627.71)	(16,612.46)
Finance - Other Corporate Costs	(6,294,860)	(12,708,677.42)	0.00	6,166,800.00	(247,017.42)	(485,375.30)
Finance - Financing Items	(9,447,010)	7,240,720.33	(18,002,100.00)	3,114,110.00	1,799,740.33	195,556.22
Finance - RSG, Business Rates and Council Tax	(14,581,620)	(15,401,245.00)	0.00	0.00	(819,625.00)	0.00
Property Services	585,600	131,191.67	0.00	33,950.00	(420,458.33)	(435,406.16)
People, Performance and Projects	787,680	(89,908.43)	0.00	1,034,520.00	156,931.57	158,391.04
IT and Corporate Resilience	468,760	117,487.02	0.00	87,710.00	(263,562.98)	(260,236.84)
Democratic Services	1,306,920	1,123,290.66	0.00	50,000.00	(133,629.34)	55,809.37
<b>Total for Corporate Services</b>	<b>(25,368,550)</b>	<b>(19,283,148.88)</b>	<b>(18,002,100.00)</b>	<b>11,200,650.00</b>	<b>(716,048.88)</b>	<b>(643,733.47)</b>

<b>Analysis of the Variance in column (e) by Direct and Indirect</b>		
<b>(f)</b>	<b>(g)</b>	
<b>Direct Variance</b>	<b>Indirect Variance</b>	
£	£	£
(5,679.30)		65,669.30
(131,261.36)		78,471.36
(779,015.25)		(16,612.46)
238,357.88		(485,375.30)
1,604,184.11		195,556.22
(819,625.00)		0.00
14,947.83		(435,406.16)
(1,459.47)		158,391.04
(3,326.14)		(260,236.84)
(189,438.71)		55,809.37
(72,315.41)		(643,733.47)

APPENDIX C

Analysis of the Variance in column (e) by Direct and Indirect	
(f)	(g)
Direct Variance	Indirect Variance
£	£
(70,789.02)	0.00
(14,444.53)	0.00
78,787.51	0.00
(271,495.61)	0.00
180,156.06	0.00
128,841.98	0.00
<b>31,056.39</b>	<b>0.00</b>
(1,189,866.25)	0.00
(162,310.08)	0.00
1,616,826.86	0.00
(55,184.15)	0.00
(1,848.96)	0.00
<b>207,617.42</b>	<b>0.00</b>
<b>238,673.81</b>	<b>0.00</b>
<b>0.00</b>	<b>158,633.94</b>
<b>238,673.81</b>	<b>158,633.94</b>

General Fund Position at the end of March 2021					
Department - Operational Services					
	(a)	(b)	(c)	(d)	(e)
<u>Analysis by Type of Spend</u>	2020/21 Budget	2020/21 Actual	2020/21 Reserves Adjustment	2020/21 C/fwd requests	2020/21 Variance after Reserves Adj and C/fwds
<b>Direct Expenditure</b>	£	£	£	£	£
Employee Expenses	10,892,460	10,594,250.98	0.00	227,420.00	(70,789.02)
Premises Related Expenditure	3,880,260	3,618,185.47	0.00	247,630.00	(14,444.53)
Transport Related Expenditure	633,770	677,797.51	0.00	34,760.00	78,787.51
Supplies & Services	5,187,520	3,453,604.39	0.00	1,462,420.00	(271,495.61)
Third Party Payments	5,114,850	5,295,006.06	0.00	0.00	180,156.06
Transfer Payments	291,940	420,781.98	0.00	0.00	128,841.98
<b>Total Direct Expenditure</b>	<b>26,000,800</b>	<b>24,059,626.39</b>	<b>0.00</b>	<b>1,972,230.00</b>	<b>31,056.39</b>
<b>Direct Income</b>					
Government Grants	(813,540)	(2,003,406.25)	0.00	0.00	(1,189,866.25)
Other Grants, Reimbursements and Contributions	(1,668,710)	(1,831,020.08)	0.00	0.00	(162,310.08)
Sales, Fees and Charges	(7,839,010)	(6,222,183.14)	0.00	0.00	1,616,826.86
Rents Receivable	(357,380)	(412,564.15)	0.00	0.00	(55,184.15)
Direct Internal Income	(1,431,770)	(1,433,618.96)	0.00	0.00	(1,848.96)
<b>Total Direct Income</b>	<b>(12,110,410)</b>	<b>(11,902,792.58)</b>	<b>0.00</b>	<b>0.00</b>	<b>207,617.42</b>
<b>Net Direct Costs</b>	<b>13,890,390</b>	<b>12,156,833.81</b>	<b>0.00</b>	<b>1,972,230.00</b>	<b>238,673.81</b>
<b>Total Indirect Income/Expenditure</b>	<b>4,103,530</b>	<b>4,262,163.94</b>	<b>0.00</b>	<b>0.00</b>	<b>158,633.94</b>
<b>Total for Operational Services</b>	<b>17,993,920</b>	<b>16,418,997.75</b>	<b>0.00</b>	<b>1,972,230.00</b>	<b>397,307.75</b>



APPENDIX C

<b>Department - Operational Services</b>						
<b>Analysis by Section/Function</b>	<b>(a)</b> 2020/21 Budget	<b>(b)</b> 2020/21 Actual	<b>(c)</b> 2020/21 Reserves Adjustment	<b>(d)</b> 2020/21 C/fwd requests	<b>(e)</b> 2020/21 Variance after Reserves Adj and C/fwds	
	£	£	£	£	£	
Corporate Director and Administration Operational Services	606,260	3,593.56	0.00	627,010.00	24,343.56	
Public Realm	2,164,210	2,211,735.53	0.00	153,190.00	200,715.53	
Customer and Commercial Services	611,760	820,036.28	0.00	0.00	208,276.28	
Sports and Leisure	3,956,180	3,734,497.23	0.00	332,570.00	110,887.23	
Housing and Environmental Health	2,993,050	2,545,351.76	0.00	536,250.00	88,551.76	
Building and Engineering	7,662,460	7,103,783.39	0.00	323,210.00	(235,466.61)	
<b>Total for Operational Services</b>	<b>17,993,920</b>	<b>16,418,997.75</b>	<b>0.00</b>	<b>1,972,230.00</b>	<b>397,307.75</b>	

<b>Analysis of the Variance in column (e) by Direct and Indirect</b>		
	<b>(f)</b> Direct Variance	<b>(g)</b> Indirect Variance
	£	£
	27,432.66	(3,089.10)
	88,485.51	112,230.02
	112,177.75	96,098.53
	210,107.75	(99,220.52)
	(66,193.02)	154,744.78
	(133,336.84)	(102,129.77)
	238,673.81	158,633.94

APPENDIX C

Analysis of the Variance in column (e) by Direct and Indirect	
(f)	(g)
Direct Variance	Indirect Variance
£	£
(13,141.85)	0.00
(3,547.08)	0.00
(20,516.70)	0.00
53,499.41	0.00
(870.00)	0.00
<b>15,423.78</b>	<b>0.00</b>
0.00	0.00
284.00	0.00
(26,773.02)	0.00
(7,987.05)	0.00
<b>(34,476.07)</b>	<b>0.00</b>
<b>(19,052.29)</b>	<b>0.00</b>
0.00	339,113.42
(19,052.29)	339,113.42

## General Fund Position at the end of March 2021

### Department - Planning and Regeneration

	(a)	(b)	(c)	(d)	(e)
<u>Analysis by Type of Spend</u>	2020/21 Budget	2020/21 Actual	2020/21 Reserves Adjustment	2020/21 C/fwd requests	2020/21 Variance after Reserves Adj and C/fwds
	£	£	£	£	£
<b>Direct Expenditure</b>					
Employee Expenses	2,407,080	2,230,438.15	0.00	163,500.00	(13,141.85)
Premises Related Expenditure	28,970	25,422.92	0.00	0.00	(3,547.08)
Transport Related Expenditure	32,300	11,783.30	0.00	0.00	(20,516.70)
Supplies & Services	6,141,120	1,294,859.41	0.00	4,899,760.00	53,499.41
Third Party Payments	870	0.00	0.00	0.00	(870.00)
<b>Total Direct Expenditure</b>	<b>8,610,340</b>	<b>3,562,503.78</b>	<b>0.00</b>	<b>5,063,260.00</b>	<b>15,423.78</b>
<b>Direct Income</b>					
Government Grants	(17,500)	0.00	0.00	(17,500.00)	0.00
Other Grants, Reimbursements and Contributions	(357,500)	(140,676.00)	0.00	(216,540.00)	284.00
Sales, Fees and Charges	(1,693,610)	(1,720,383.02)	0.00	0.00	(26,773.02)
Rents Receivable	(58,370)	(66,357.05)	0.00	0.00	(7,987.05)
<b>Total Direct Income</b>	<b>(2,126,980)</b>	<b>(1,927,416.07)</b>	<b>0.00</b>	<b>(234,040.00)</b>	<b>(34,476.07)</b>
<b>Net Direct Costs</b>	<b>6,483,360</b>	<b>1,635,087.71</b>	<b>0.00</b>	<b>4,829,220.00</b>	<b>(19,052.29)</b>
<b>Total Indirect Income/Expenditure</b>	<b>889,950</b>	<b>1,229,063.42</b>	<b>0.00</b>	<b>0.00</b>	<b>339,113.42</b>
<b>Total for Planning and Regeneration</b>	<b>7,373,310</b>	<b>2,864,151.13</b>	<b>0.00</b>	<b>4,829,220.00</b>	<b>320,061.13</b>

APPENDIX C

<b>Department - Planning and Regeneration</b>						
<b>Analysis by Section/Function</b>	<b>(a)</b> 2020/21 Budget	<b>(b)</b> 2020/21 Actual	<b>(c)</b> 2020/21 Reserves Adjustment	<b>(d)</b> 2020/21 C/fwd requests	<b>(e)</b> 2020/21 Variance after Reserves Adj and C/fwds	
	£	£	£	£	£	
Corporate Director	(94,140)	0.00	0.00	0.00	94,140.00	
Planning and Customer Services	(171,110)	0.00	0.00	163,500.00	334,610.00	
Planning and Development	2,050,800	1,181,188.30	0.00	776,470.00	(93,141.70)	
Planning Policy	1,177,760	508,031.92	0.00	623,510.00	(46,218.08)	
Building Control	255,390	297,788.73	0.00	0.00	42,398.73	
Regeneration	4,154,610	877,142.18	0.00	3,265,740.00	(11,727.82)	
<b>Total for Planning and Regeneration</b>	<b>7,373,310</b>	<b>2,864,151.13</b>	<b>0.00</b>	<b>4,829,220.00</b>	<b>320,061.13</b>	

<b>Analysis of the Variance in column (e) by Direct and Indirect</b>		
	<b>(f)</b> Direct Variance	<b>(g)</b> Indirect Variance
	£	£
	9,574.12	84,565.88
	(78,988.98)	413,598.98
	106,122.77	(199,264.47)
	5,883.51	(52,101.59)
	47,958.24	(5,559.51)
	(109,601.95)	97,874.13
	(19,052.29)	339,113.42

## General Fund Capital Outturn 2020/21

	2020/21 Approved Budget	2020/21 Actual Expenditure	2020/21 Variance Over/(Under)	2020/21 Carry Forward	2020/21 Variance
	£	£	£	£	£
<b>Expenditure</b>					
<b>Business and Economic Growth Portfolio</b>					
SME Growth Fund Capital Grants	43,250	-	(43,250)	43,250	-
Starlings and Milton Road Redevelopment	1,556,380	571,243	(985,137)	985,130	(7)
Jaywick Market	45,000	44,998	(2)	-	(2)
	<b>1,644,630</b>	<b>616,241</b>	<b>(1,028,389)</b>	<b>1,028,380</b>	<b>(9)</b>
<b>Corporate Finance and Governance Portfolio</b>					
Information and Communications Technology Core Infrastructure	180,040	105,900	(74,140)	74,140	-
Agrosso e-procurement	84,000	-	(84,000)	84,000	-
Enhanced Equipment replacement - Printing and Scanning	2,600	-	(2,600)	2,600	-
Office Rationalisation	97,130	61,782	(35,348)	35,350	2
	<b>363,770</b>	<b>167,682</b>	<b>(196,088)</b>	<b>196,090</b>	<b>2</b>
<b>Environment and Public Space Portfolio</b>					
Cranleigh Close, Clacton, landscaping works	1,830	1,190	(640)	640	-
Environmental Health Database Migration	5,250	-	(5,250)	5,250	-
Laying Out Cemetery	154,650	4,400	(150,250)	150,250	-
Crematorium and Cemeteries Road Works	31,580	31,583	3	-	3
Bath House Meadow Play Area, Walton	6,580	6,582	2	-	2
Resurfacing Works, Off Valley Road	6,130	6,113	(17)	-	(17)
Bath House Meadow Security Measures	16,610	11,043	(5,567)	5,570	3
Clacton Multi-Storey car park repairs	180,000	-	(180,000)	180,000	-
Public Convenience Works	40,000	-	(40,000)	40,000	-
Works at Halstead Road Play Area, Kirby	100,850	95,698	(5,152)	5,150	(2)
Purchase of Open Spaces Vehicle	11,680	11,675	(5)	-	(5)
Purchase of Hot Wash Street Cleaner	35,000	-	(35,000)	35,000	-
	<b>590,160</b>	<b>168,284</b>	<b>(421,876)</b>	<b>421,860</b>	<b>(16)</b>

## General Fund Capital Outturn 2020/21

	2020/21 Approved Budget	2020/21 Actual Expenditure	2020/21 Variance Over/(Under)	2020/21 Carry Forward	2020/21 Variance
	£	£	£	£	£
<b>Housing Portfolio</b>					
Replacement of High Volume Printers	29,000	-	(29,000)	29,000	-
Careline - Replacement Telephone System	21,860	7,611	(14,249)	14,240	(9)
Replacement Scan Stations	12,000	-	(12,000)	12,000	-
Housing in Jaywick	419,230	14,501	(404,729)	404,730	1
Private Sector Renewal Grants/Financial Assistance Loans	297,150	9,981	(287,169)	287,170	1
Disabled Facilities Grants	5,651,050	729,456	(4,921,594)	4,921,600	6
Financial Assistance Grants	56,160	56,155	(5)	-	(5)
Private Sector Leasing	75,660	-	(75,660)	75,660	-
Empty Homes funding	152,220	-	(152,220)	152,220	-
	<b>6,714,330</b>	<b>817,704</b>	<b>(5,896,626)</b>	<b>5,896,620</b>	<b>(6)</b>
<b>Leisure and Tourism Portfolio</b>					
Princes Theatre Toilets	50,390	50,391	1	-	1
Town Centre Fountain	159,080	-	(159,080)	159,080	-
CLC - Spa and Wetside Re-development	613,480	21,250	(592,230)	592,230	-
New Beach Huts	64,600	-	(64,600)	64,600	-
Cliff Stabilisation Scheme	58,520	58,517	(3)	-	(3)
Clacton/Holland Cliff Stabilisation	631,040	20,081	(610,959)	610,960	1
	<b>1,577,110</b>	<b>150,239</b>	<b>(1,426,871)</b>	<b>1,426,870</b>	<b>(1)</b>
<b>Total Approved General Fund Capital Programme</b>	<b>10,890,000</b>	<b>1,920,150</b>	<b>(8,969,850)</b>	<b>8,969,820</b>	<b>(30)</b>

## General Fund Capital Outturn 2020/21

	2020/21 Approved Budget	2020/21 Actual Expenditure	2020/21 Variance Over/(Under)	2020/21 Carry Forward	2020/21 Variance
	£	£	£	£	£
<b>Financing</b>					
<b>Specific Financing</b>					
External Contributions	(43,250)	-	43,250	(43,250)	0
Section 106	(108,810)	(103,001)	5,809	(5,790)	19
Government Grant re Coast Protection	(438,630)	(78,599)	360,031	(360,020)	11
Government Grants - Other	(282,100)	(129,880)	152,220	(152,220)	0
Disabled Facilities Grant	(5,264,980)	(785,611)	4,479,369	(4,479,370)	(1)
	(6,137,770)	(1,097,091)	5,040,679	(5,040,650)	29
<b>General Financing</b>					
Capital Receipts	(825,040)	(9,981)	815,059	(815,060)	(1)
Direct Revenue Contributions	(335,170)	(24,171)	310,999	(311,000)	(1)
Capital Commitments Reserve	(3,500,020)	(788,907)	2,711,113	(2,711,110)	3
Leisure Capital Project Reserve	(92,000)	-	92,000	(92,000)	0
	(4,752,230)	(823,059)	3,929,171	(3,929,170)	1
<b>Total Funding of Approved General Fund Capital Programme</b>	<b>(10,890,000)</b>	<b>(1,920,150)</b>	<b>8,969,850</b>	<b>(8,969,820)</b>	<b>30</b>

## General Fund Reserves as at 31 March 2021

### Contributions from/to Reserves - Actual Position for the Year

	Balance 31 March 2020	Contribution from Reserves 2020/21	Contribution to Reserves 2020/21	Balance 31 March 2021
	£	£	£	£
<b>Earmarked Reserves</b>				
Revenue Commitments Reserve	11,422,958	(11,201,958)	16,517,132	16,738,132
Capital Commitments Reserve	3,793,107	(3,791,700)	3,127,933	3,129,340
Forecast Risk Fund	3,087,912	(393,000)	1,058,328	3,753,240
Asset Refurbishment / Replacement Reserve	1,269,288	0	0	1,269,288
Beach Recharge Reserve	1,500,000	0	0	1,500,000
Benefit Reserve	999,790	0	0	999,790
Building for the Future Reserve	2,609,750	(1,370,940)	0	1,238,810
Business Rate Resilience Reserve	1,758,422	0	6,467,400	8,225,822
Careline System Replacement Reserve	0	0	0	0
Commuted Sums Reserve	389,402	(28,000)	65,090	426,492
Crematorium Reserve	154,252	0	0	154,252
Election Reserve	0	0	30,000	30,000
Haven Gateway Partnership Reserve	75,000	0	0	75,000
Leisure Capital Projects Reserve	124,000	(92,000)	50,000	82,000
Planning Inquiries and Enforcement Reserve	99,000	(20,000)	0	79,000
Residents Free Parking Reserve	221,000	(221,000)	0	0
Section 106 Agreements Reserve	1,388,673	(267,931)	482,279	1,603,021
Specific Revenue Grants Reserve - Homelessness	0	0	0	0
	<b>28,892,554</b>	<b>(17,386,529)</b>	<b>27,798,162</b>	<b>39,304,187</b>
<b>Uncommitted Reserve</b>	4,000,000	0	0	4,000,000
<b>Total Reserves</b>	<b>32,892,554</b>	<b>(17,386,529)</b>	<b>27,798,162</b>	<b>43,304,187</b>

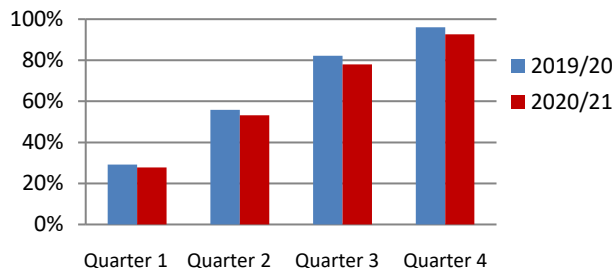
### Contributions from/to Reserves - Summary of Actual Position Compared to the Budget

	2020/21 Budget	2020/21 Actual	Variance
	£	£	£
<b>Earmarked Reserves</b>			
Contributions from	(17,386,370)	(17,386,529)	(159)
Contributions to	8,043,270	27,798,162	19,754,892
<b>Total</b>	<b>(9,343,100)</b>	<b>10,411,633</b>	<b>19,754,733</b>
<b>Uncommitted Reserve</b>			
Contributions from	0	0	0
Contributions to	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Reserves</b>	<b>(9,343,100)</b>	<b>10,411,633</b>	<b>19,754,733</b>

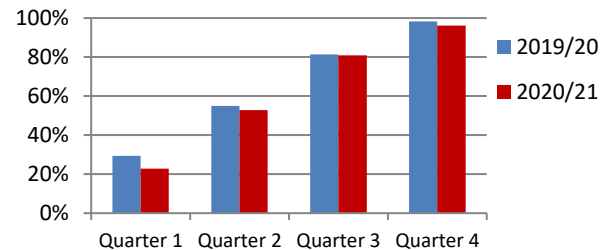
## Collection Performance : Position at the end of March 2021

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

### Council Tax (against annual amounts)

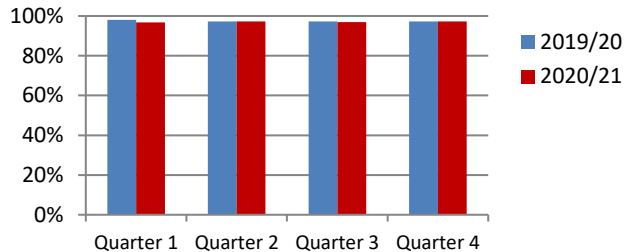


### Business Rates (against annual amounts)

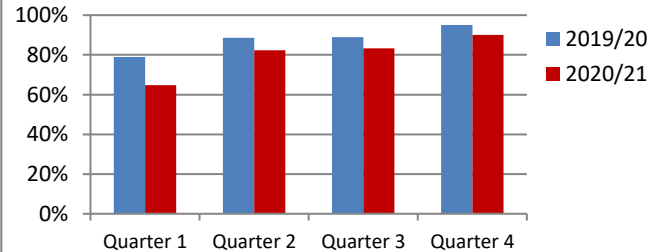


	2019/20	2020/21		2019/20	2020/21
Quarter 1	29.20%	27.79%	Quarter 1	29.37%	22.75%
Quarter 2	55.86%	53.20%	Quarter 2	55.03%	52.87%
Quarter 3	82.25%	77.96%	Quarter 3	81.36%	80.82%
Quarter 4	96.09%	92.66%	Quarter 4	98.19%	96.20%

### 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%	96.95%	Quarter 3	88.94%	83.30%
Quarter 4	97.24%	97.30%	Quarter 4	95.08%	90.00%



## ***Income from S106 Agreements: Outturn Position at the end March 2021***

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

The information below relates to only S106 amounts applicable to TDC.

### ***ALLOCATED / BEING SPENT***

Scheme	Amount Spent / Committed to be Spent
	£000
GF Revenue Schemes	272
GF Capital Schemes	109
HRA Capital Schemes	852
<b>TOTAL</b>	<b>1,233</b>

### ***UNALLOCATED / UNCOMMITTED TO DATE***

Permitted Use as per S106 Agreement	Amount Held / 'Spend by' Date			
	Less than 1 year	1 to 2 years	2 to 4 years	4 years +
	£000	£000	£000	£000
Regeneration Programme and Other Initiatives	-	-	-	2
Affordable Housing	-	-	-	854
Town Centre Improvements	-	-	22	22
Cycle Facilities	-	-	-	22
Habitat Preservation	-	-	-	3
Open Space *	2	30	104	1,283
<b>TOTAL</b>	<b>2</b>	<b>30</b>	<b>126</b>	<b>2,186</b>

\* See the below 'spend by' dates for schemes ending in less than one year:  
£2k by October 2021

## **Outturn Reporting - Housing Revenue Account (HRA) Position at the end of March 2021**

<b>Analysis by Type of Spend</b>			
	<b>2020/21 Budget</b>	<b>2020/21 Actual</b>	<b>2020/21 Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Direct Expenditure</b>			
Employee Expenses	1,137,880	1,132,994.46	(4,885.54)
Premises Related Expenditure	3,602,810	3,861,286.31	258,476.31
Transport Related Expenditure	23,870	63,724.44	39,854.44
Supplies & Services	613,920	430,894.64	(183,025.36)
Third Party Payments	1,030	6,000.00	4,970.00
Transfer Payments	17,000	38,314.15	21,314.15
Interest Payments	1,358,430	1,361,683.06	3,253.06
<b>Total Direct Expenditure</b>	<b>6,754,940</b>	<b>6,894,897.06</b>	<b>139,957.06</b>
<b>Direct Income</b>			
Other Grants, Reimbursements and Contributions	(8,440)	(7,705.36)	734.64
Sales, Fees and Charges	(539,380)	(536,988.09)	2,391.91
Rents Receivable	(13,117,260)	(12,867,008.22)	250,251.78
Interest Receivable	(51,600)	(20,031.13)	31,568.87
<b>Total Direct Income</b>	<b>(13,716,680)</b>	<b>(13,431,732.80)</b>	<b>284,947.20</b>
<b>Net Direct Costs</b>	<b>(6,961,740)</b>	<b>(6,536,835.74)</b>	<b>424,904.26</b>
<b>Total Indirect Income/Expenditure</b>	<b>8,821,650</b>	<b>8,190,522.24</b>	<b>(631,127.76)</b>
<b>Net Contribution to/(from) Reserves</b>	<b>(1,859,910)</b>	<b>(1,653,686.50)</b>	<b>206,223.50</b>
<b>Total for HRA</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>

## Housing Revenue Account Capital Outturn 2020/21

	2020/21 Approved Budget	2020/21 Actual Expenditure	2020/21 Over/(Under) Spending	2020/21 Slippage/ Completed	2020/21 Variance
	£	£	£	£	£
<b>Expenditure</b>					
Improvements, enhancement & adaptation of the Council's housing stock	2,696,410	1,889,247	(807,163)	780,790	(26,373)
IT Upgrade & Replacement	20,000	2,133	(17,867)	-	(17,867)
Disabled Adaptations	420,000	171,314	(248,686)	-	(248,686)
Acquisitions - 1-4-1 Capital Receipts	207,960	95,163	(112,797)	112,800	3
Acquisitions - Section 106	851,780	261,029	(590,751)	595,600	4,849
Acquisitions - Direct Revenue Financing	222,050	222,047	(3)	-	(3)
Cash Incentive Scheme	60,000	-	(60,000)	-	(60,000)
New Build Initiatives and Acquisitions	1,128,570	2,110	(1,126,460)	862,860	(263,600)
Jaywick Sands - New Build/Starter Homes	1,304,000	1,517,273	213,273	-	213,273
<b>Total Housing Revenue Account Capital Programme</b>	<b>6,910,770</b>	<b>4,160,316</b>	<b>(2,750,454)</b>	<b>2,352,050</b>	<b>(398,404)</b>
<b>Financing</b>					
Major Repairs Reserve	(3,196,410)	(2,062,694)	1,133,716	(780,790)	352,926
Direct Revenue Contributions	(1,974,400)	(1,111,541)	862,859	(862,860)	(1)
Section 106	(851,780)	(261,029)	590,751	(595,600)	(4,849)
Capital Receipts	(837,850)	(725,052)	112,798	(112,800)	(2)
External Contributions	(50,330)	-	50,330	-	50,330
<b>Total Funding of Approved HRA Capital Programme</b>	<b>(6,910,770)</b>	<b>(4,160,316)</b>	<b>2,750,454</b>	<b>(2,352,050)</b>	<b>398,404</b>

# Housing Revenue Account Reserves as at 31 March 2021

## Contributions from/to Reserves - Actual Position for the Year

	Balance 31 March 2020	Contribution from Reserves 2020/21	Contribution to Reserves 2020/21	Balance 31 March 2021
	£	£	£	£
<b>HRA Reserves</b>				
HRA General Balance	5,270,246	(822,965)	0	4,447,281
HRA Commitments	1,693,576	(1,693,582)	862,860	862,854
Major Repairs Reserve	4,334,686	(2,062,694)	3,176,410	5,448,402
<b>Total Reserves</b>	<b>11,298,508</b>	<b>(4,579,241)</b>	<b>4,039,270</b>	<b>10,758,537</b>

## Contributions from/to Reserves - Summary of Actual Position Compared to the Budget

	2020/21 Budget	2020/21 Actual	Variance
	£	£	£
<b>HRA General Balance</b>			
<b>General Outturn for the Year</b>			
Contributions from	(166,330)	(822,965)	(656,635)
Contributions to	0	0	0
<b>Total</b>	<b>(166,330)</b>	<b>(822,965)</b>	<b>(656,635)</b>
<b>HRA Commitments</b>			
Contributions from	(1,693,580)	(1,693,582)	(2)
Contributions to	0	862,860	862,860
<b>Total</b>	<b>(1,693,580)</b>	<b>(830,722)</b>	<b>862,858</b>
<b>Major Repairs Reserve</b>			
Contributions from	(3,196,410)	(2,062,694)	1,133,716
Contributions to	3,176,410	3,176,410	0
<b>Total</b>	<b>(20,000)</b>	<b>1,113,716</b>	<b>1,133,716</b>
<b>Total Reserves</b>	<b>(1,879,910)</b>	<b>(539,971)</b>	<b>1,339,939</b>

# Qualifying General Fund Carry Forwards

## Revenue

Service	Description
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### ITEMS MEETING CARRYFORWARD CRITERIA

#### Corporate Services

<i>Deputy Chief Executive and Administration</i>	Deputy Chief Executive and Administration Service Unit
<i>Governance and Legal Services</i>	Governance and Legal Services Service Unit
<i>Finance, Revenues and Benefits</i>	Accountancy Service Unit
<i>Finance, Revenues and Benefits</i>	Health & Safety
<i>Finance, Revenues and Benefits</i>	Procurement
<i>Finance - Other Corporate Costs</i>	Member Small Grants
<i>Finance - Other Corporate Costs</i>	Enforcement Activities
<i>Finance - Other Corporate Costs</i>	Garden Communities Project
<i>Finance - Other Corporate Costs</i>	EU Exit Preparation
<i>Finance - Other Corporate Costs</i>	Climate Emergency Initiatives

<b><i>Finance - Other Corporate Costs</i></b>	Accelerated delivery of key projects, priorities and initiatives.
<b><i>Finance - Other Corporate Costs</i></b>	New Homes Bonus - Project Expenses
<b><i>Finance - Other Corporate Costs</i></b>	Energy Efficiency Schemes
<b><i>Finance - Other Corporate Costs</i></b>	Back to Business Action Plan
<b><i>Finance - Other Corporate Costs</i></b>	Fit for Purpose
<b><i>Finance - Other Corporate Costs</i></b>	Contingency (Corporate) Budget
<b><i>Property Services</i></b>	Emerging Property Projects
<b><i>Property Services</i></b>	Martello Tower Repair Works
<b><i>Property Services</i></b>	Martello Tower Repair Works
<b><i>Property Services</i></b>	Treadwheel Crane Repair Works
<b><i>Property Services</i></b>	Treadwheel Crane Repair Works
<b><i>People, Performance and Projects</i></b>	CCG Wellbeing Hub and other Health Partner Schemes
<b><i>People, Performance and Projects</i></b>	Essex Family Needs Project
<b><i>People, Performance and Projects</i></b>	Community Safety Projects
<b><i>People, Performance and Projects</i></b>	Community Safety

<b><i>IT and Corporate Resilience</i></b>	Information Technology
<b><i>Democratic Services</i></b>	Members - Other Costs
<b>Total for Corporate Services</b>	
<b>Operational Services</b>	
<b><i>Corporate Director and Administration Operational Services</i></b>	Community Housing Trust Grant
<b><i>Public Realm</i></b>	Open Spaces
<b><i>Public Realm</i></b>	Memorial Seats
<b><i>Public Realm</i></b>	Nature Conservation
<b><i>Public Realm</i></b>	Playgrounds
<b><i>Public Realm</i></b>	Car Parks - Off St
<b><i>Public Realm</i></b>	Car Parks - Off St
<b><i>Public Realm</i></b>	Horticultural Services
<b><i>Sports and Leisure</i></b>	Beach Hut Sites
<b><i>Sports and Leisure</i></b>	Clacton 150
<b><i>Sports and Leisure</i></b>	Tour De Tendring & Other Cycling Events
<b><i>Housing and Environmental Health</i></b>	Fast Food Initiative
<b><i>Housing and Environmental Health</i></b>	Private Sector Housing MH Support Pilot

<b><i>Housing and Environmental Health</i></b>	Public Health - Improvement Projects
<b><i>Housing and Environmental Health</i></b>	Public Health - Local Delivery Pilots
<b><i>Housing and Environmental Health</i></b>	Home Improvement Agency
<b><i>Housing and Environmental Health</i></b>	Private Sector Innovation & Enforcement Grant
<b><i>Building and Engineering</i></b>	Highways TDC - Highway Rangers
<b><i>Building and Engineering</i></b>	Highways TDC - General
<b><i>Building and Engineering</i></b>	Recycling & Waste Contract
<b><i>Building and Engineering</i></b>	Weekly Collection Grant
<b><i>Building and Engineering</i></b>	Recycling Rewards Scheme
<b><i>Building and Engineering</i></b>	Garden Waste Collection Service
<b>Total for Operational Services</b>	
<b>Planning and Regeneration</b>	
<b><i>Planning and Development</i></b>	Planning and Enforcement
<b><i>Planning and Development</i></b>	Development Control - Chargeable Account
<b><i>Planning and Development</i></b>	Future High Streets Fund
<b><i>Planning Policy</i></b>	Planning Policy and Conservation
<b><i>Planning Policy</i></b>	Planning Policy and Conservation
<b><i>Regeneration</i></b>	Rural and Urban Infrastructure Fund



<i>Regeneration</i>	Tending Community Fund
<i>Regeneration</i>	SME Growth Fund
<i>Regeneration</i>	Business Investment and Growth
<i>Regeneration</i>	Town Team Partners
<i>Regeneration</i>	Town Team Partners
<i>Regeneration</i>	Click It Local
<i>Regeneration</i>	Creative and Cultural Strategy
<i>Regeneration</i>	Freeports Project Group
<i>Regeneration</i>	Freeports Project Group
<i>Regeneration</i>	Economic Strategy
<b>Total for Planning and Regeneration</b>	
<b>TOTAL GF REVENUE MEETING CARRYFORWARD CRITERIA</b>	

**APPENDIX K (i)**

Requested C/fwd Amount (£)	Comments
26,000	Staff capacity to support a number of key activities such as enforcement and work associated with delivering the Council's on-going response to COVID 19.
15,000	To support Corporate Enforcement / Anti Social Behaviour activities
29,340	System update planned when new software release available
165,000	To meet the cost of projects and initiatives associated with the Councils overall Health and Safety responsibilities
13,950	To purchase a new E-Tendering system to support the overall governance arrangements associated with procurement within the Council
45,470	Balance of member small grants budget available for further allocations during 2021/22
234,000	Budgets committed to a continuation of a range of enforcement activities
1,300,000	To support the overall delivery of this project
272,620	Utilisation of external funding that supports this initiative
195,820	To support associated initiatives

200,000	To support the commitment to deliver a number of key projects and initiatives, especially those that may have been impacted by COVID 19.
1,054,130	Please see main body of the report for further details relating to the recommendation to use this funding as part of the the bid to the Government's levelling up fund
100,000	Funding to support this scheme
840,820	Funding set aside during 2020/21 for projects and activities that support the District's recovery from the COVID 19 pandemic
336,980	To be used to support initiatives in 2021/22
322,010	To support unexpected corporate expenditure
29,040	To support emerging property projects
15,150	Expenditure associated with grant from Historic England for Martello Tower Repairs
(11,800)	Grant from Historic England for Martello Tower repairs above
8,200	Expenditure associated with grant from Historic England for the Treadwheel Crane Project
(6,640)	Grant from Historic England for the Treadwheel Crane Project above
541,400	External funding received to support the Wellbeing Hub project and Other Health Partner Schemes
16,430	To continue projects associated with this initiative
54,910	External funding to support initiatives
40,000	Partnership scheme to continue into 2021/22

47,090	To support IT system implementation and other initiatives
50,000	To support the cost of a replacement microphone system for members
<b>5,934,920</b>	

627,010	Grant funded ongoing project
3,180	Unspent external grant funding
9,520	To meet the cost of orders placed during March 2021
27,710	To undertake nature conversation projects supported by external grant income
1,450	Works to be carried out in 2021/22
40,000	To support projects in 2021/22
9,550	To undertake projects supported by an external contribution
6,990	To support improvements to the overall appearance of the District
112,140	To reinvest in beach huts / seafront amenities in 2021/22
120,430	To undertake projects supported by external grant income
100,000	To support the associated cycling event in 2021/22
52,410	Grant funded ongoing project / long term initiative
183,560	Grant funding to be repaid to the CCG as they will now be directly delivering the associated project themselves

130,170	Grant funded ongoing project
36,670	Grant funded ongoing project
24,760	Grant funded ongoing project
85,360	Grant funded ongoing project
50,000	ECC Contribution to support Highways Initiatives
35,570	To support street lighting upgrade costs during 2021/22
39,540	To continue to support the waste and recycling service in 2021/22
10,840	Unspent weekly collection grant to support associated initiatives in 2021/22
42,370	Use of recycling rewards scheme grant income to support projects and initiatives in 2021/22
28,780	To continue to support the delivery of the service in future years
<b>1,778,010</b>	

67,250	To support associated projects and initiatives
412,560	To support the continuation of improvements to the Planning Service from the 20% increase in fees
296,660	To support the Future High Streets Fund project
10,000	To support the project associated with the improvement of Town Centres
613,510	Delivery of the Local Plan
1,184,310	To support the development of this project in 2021/22

404,000	To support community groups and organisations
90,950	To support payments due in 2021/22 to successful applicants
1,343,980	To support schemes and projects in 2021/22 and beyond
17,500	External funding awarded to partners with applications to apply the funding still awaited from the associated external organisation
(17,500)	External funding awarded to partners with applications to apply the funding still awaited from the associated external organisation
30,000	To support the roll out of this initiative in 2021/22
100,000	To support activities associated with the Creative and Cultural Strategy
33,040	Grant funded ongoing project
(20,540)	Grant to support the ongoing project above
100,000	To support schemes and projects in 2021/22
<b>4,665,720</b>	
<b>12,378,650</b>	

					<b>2020/21</b>	
Service Area	Description	Government Grant 2020/21	Spent	Balance to Carry Forward to 2021/22 (incl. Corresponding Grant Income where relevant)	Year End Variance	
<b>COVID 19 GOVERNMENT / ECC FUNDING - POSITION AND CARRY FORWARDS</b>						
<i>Finance - Other Corporate Costs</i>	COVID 19 - General New Burdens	2,999,890	2,079,220 <i>See separate detailed breakdown below</i>	920,660	0	
<i>Finance - Other Corporate Costs</i>	COVID 19 - General New Burdens - To support the administration of Business Rate Grants	502,260	170,000	332,260	0	
<i>Finance, Revenues and Benefits</i>	LCTS Hardship Fund	1,374,440	1,063,113	311,320	(3)	
<i>Finance - Other Corporate Costs</i>	COVID 19 - Re-opening High Streets Safety Fund	131,110	43,563	87,530	(3)	
<i>Finance, Revenues and Benefits</i>	COVID 19 - Track and Trace Support (excl. administration but including ECC Grant funding of £295,990)	708,990	226,000	482,990	0	
<i>Finance - Other Corporate Costs</i>	COVID 19 - Business Grants - Mandatory	51,794,060	41,571,778	10,457,282	226,000	
<i>Finance - Other Corporate Costs</i>	COVID 19 - Business Grants - Original Discretionary Scheme	1,739,500	1,739,199	43,740	44,439	
<i>Finance - Other Corporate Costs</i>	COVID 19 - Business Grants - Later Discretionary Scheme (Including AHG)	5,269,010	1,574,845	3,694,160	5	
<i>Finance - Other Corporate Costs</i>	COVID 19 - Sales, Fees and Charges Compensation Scheme	1,215,420	1,215,419	0	1	
<i>People, Performance and Projects</i>	COVID 19 - Community Champions	220,000	0	220,000		
<i>Regeneration</i>	COVID 19 - ECC Business Adaptations Scheme	264,000	66,000	196,000		
<i>Finance - Other Corporate Costs</i>	COVID 19 - ECC Outbreak Control	50,000	0	50,000		
<i>Finance - Other Corporate Costs</i>	COVID 19 - ECC Compliance and Enforcement (including grant of £0.038m from MPCLIS)	272,760	50,727	222,030		
<i>Finance - Other Corporate Costs</i>	COVID 19 - ECC Clinically Vulnerable	75,670	0	75,670		
<i>Housing and Environmental Health</i>	COVID 19 - ECC Night Time Economy	23,320	0	23,320		
<i>People, Performance and Projects</i>	COVID 19 - ECC Emergency Assistance	30,390	21,500	8,890		
<b>Detailed Breakdown of COVID 19 General New Burdens Grant Highlighted above</b>						
	Agreed by Cabinet as part of the Financial Performance report for Q2 2020/21		1,883,640			
	Agreed by Cabinet as part of the Financial Performance report for Q3 2020/21		250,810		5	
	Reversal of part of allocation set out in Q2 - funding now coming from the SFC Compensation Scheme		(1,065,330)			
	The amount met by the Council under the SFC Compensation Scheme - 5% deductible and 45% to be funded locally		550,950			
	Additional homelessness costs incurred during the year		159,000			
	This is the total level of business grant funding not reimbursed by the Government as highlighted within the year and variance column in the table above. This is being disputed with BEIS.		279,430			
	Health and Safety Materials and Protective Equipment		17,610			
	Vacuous subsidising activities were undertaken during the year e.g. Business Grants		19,560			
	Misc. expenditure relating to COVID 19 e.g. computer application changes		3,550			
			<b>2,079,220</b>			

2021/22							
Service Area	Description	Government Grant 2021/22	Amount Carried Forward from 2020/21	Total Available 2021/22	Spent / Committed 2021/22	Uncommitted Balance 2021/22	General Comments
<b>COVID 19 GOVERNMENT / ECC FUNDING - POSITION AND CARRY FORWARDS</b>							
<i>Finance - Other Corporate Costs</i>	COVID 19 - General New Burdens	1,023,210	920,680	1,943,870	277,250	1,666,620	Comments against these amounts will be considered in the Back to Back Business Plan / Financial Strategy during 2021/22.
<i>Finance - Other Corporate Costs</i>	COVID 19 - General New Burdens - To support the administration of Business Rate Grants	0	332,260	332,260	0	332,260	
<i>Finance, Revenues and Benefits</i>	LCTS Hardship Fund	197,640	311,330	508,970	508,970	0	It is proposed to apply this funding to support the existing council tax hardship scheme in 2021/22 - please see main body of the report for further commentary
<i>Finance - Other Corporate Costs</i>	COVID 19 - Reopening High Streets Safety Fund	196,110	87,530	283,640	283,640	0	Commitments / opportunities to apply this funding will be considered in 2021/22
<i>Finance, Revenues and Benefits</i>	COVID 19 - Track and Trace Support (excl. administration but including ECC Grant funding of £295,990)	0	482,990	482,990	482,990	0	This budget remains available to support the programme of grants for businesses eligible / asked to self-isolate in line with associated funding agreements.
<i>Finance - Other Corporate Costs</i>	COVID 19 - Business Grants - Mandatory	9,096,273	10,457,282	19,553,555	19,553,555	0	Payments to business have continued to be paid out to eligible businesses in 2021/22 with any money remaining unspent returnable to the Government. In terms of the £804,916 available in 2021/22, this relates to the top up funding due to the Council and will be considered within the context of the Back to Business Plan.
<i>Finance - Other Corporate Costs</i>	COVID 19 - Business Grants - Original Discretionary Scheme	0	43,740	43,740	43,740	0	
<i>Finance - Other Corporate Costs</i>	COVID 19 - Business Grants - Later Discretionary Schemes (Including ARG)	804,916	3,694,160	4,499,076	3,694,160	804,916	Although not reflected within the figures, in 2021/22 ECC have provided 'top up' funding of up to £275K to support the ARG scheme as part of their Additional Business Support Funding.
<i>Finance - Other Corporate Costs</i>	COVID 19 - Salaries - Fees and Charges Compensation Scheme	0	0	0	0	0	The Government have committed to maintaining this scheme for the first half of 2021/22 and money will be drawn down on a claims made basis.
<i>People, Performance and Projects</i>	COVID 19 - Community Champions	0	220,000	220,000	220,000	0	
<i>Regeneration</i>	COVID 19 - ECC Business Adaptations Scheme	0	196,000	196,000	196,000	0	Commitments / opportunities will be considered against these amounts in accordance with the associated funding agreements during 2021/22.
<i>Finance - Other Corporate Costs</i>	COVID 19 - ECC Outbreak Control (2021/22 grant is from the Government)	284,055	50,000	314,055	314,055	0	In respect of the Business Adaptations Scheme, if any money remains unspent from the £275K made available by ECC to support the ARG scheme highlighted above, it will be transferred across to the adaptations scheme to ensure that all available funding reaches local businesses - this figure will be subject to confirmation as part of reconciling the ARG scheme position.
<i>Finance - Other Corporate Costs</i>	COVID 19 - ECC Compliance and Enforcement (Including grant of £0.095m from MHCLG)	0	222,030	222,030	222,030	(3)	
<i>Finance - Other Corporate Costs</i>	COVID 19 - ECC Critically Vulnerable	0	75,670	75,670	75,670	0	
<i>Housing and Environmental Health</i>	COVID 19 - ECC Night Time Economy	0	23,320	23,320	23,320	0	
<i>People, Performance and Projects</i>	COVID 19 - ECC Emergency Assistance	0	8,890	8,890	8,890	0	
<b>Detailed Breakdown of COVID 19 General New Burdens Grant highlighted above</b>							
	Additional bins / emptying / cleaning / cutting to support expected additional tourism demand in 2021/22 etc.				150,000		
	Extension of 2 Street Ranger posts to the end of December 2021				12,550		
	Temporary Customer Support Assistant to respond to additional customer demand				19,200		
	Additional Communication Officer support - Social Media / Media Support				5,500		
	Summerline Plan - Communication Plan				90,000		
					<b>277,260</b>		