

Report to Cabinet
Report of Chief finance officer (Section 151 Officer)
Subject Quarter one revenue and capital budget monitoring
2020/21

Purpose

To update Cabinet on the financial position of the council as at 30th June 2020

Recommendation

- 1) To note the forecast outturn for the 2020/21 General Fund, HRA and capital programme; and
- 2) To note the consequential forecast of the General Fund and Housing Revenue Account balances.

Corporate and service priorities

The report helps to meet the corporate priorities A healthy organisation, Great neighbourhoods, housing and environment, Inclusive economy and People living well

Financial implications

The General Fund revenue budget is forecast to overspend by £1.299m, which will need to be met from reserves.

The Housing Revenue Account budget is forecast to overspend by £3.501m which will need to be met from reserves.

The General Fund Capital Programme is forecast to underspend by £2.470m.

The Housing Revenue Account Capital Programme is forecast to underspend by £10.710m.

Ward/s: All Wards

Cabinet member: Councillor Kendrick - Resources

Contact officers

Hannah Simpson, interim chief finance officer 01603 989204

Adam Drane, finance business partner 01603 987561

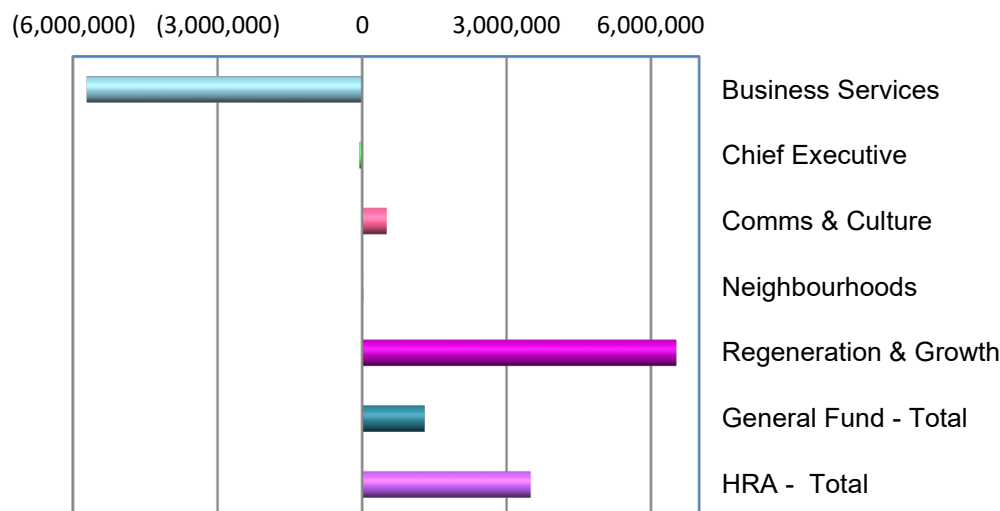
Background documents

None

Financial Position – Q1 – 2020/21 Figures in 000s

General Fund	Current budget	Forecast outturn	Forecast variance
Expenditure	143,295	194,177	50,882
Income	(54,931)	(46,707)	8,224
Grants and subsidies	(88,365)	(146,172)	(57,807)
Total	0	1,299	1,299

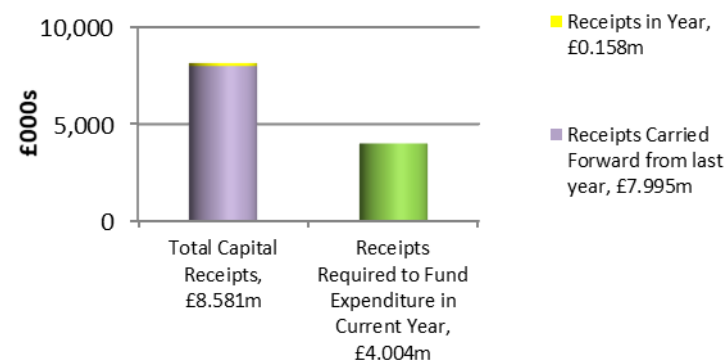
Forecast variances by service area (under) and overspends



Housing Revenue Account	Current budget	Forecast outturn	Forecast variance
Expenditure	68,783	67,413	(1,370)
Income	(68,783)	(63,912)	4,871
Total	0	3,501	3,501

Capital programme	Current budget	Forecast outturn	Forecast variance
General Fund	35,693	33,223	(2,470)
Housing Revenue Account	48,417	37,707	(10,710)

Non-Housing Capital Receipts



- The General Fund revenue budget is forecast to overspend by £1.299m, mainly arising from reduced income from car park and invest properties, partially offset by lower than budgeted external borrowing costs, in-year budget savings and forecast government income reimbursement grant
- The HRA is forecast to overspend by £3.501m largely due to anticipated increase in bad debt provision relating to dwelling rent income, partially offset by savings in the HRA dwellings repair budget
- The General Fund capital programme is forecast to underspend by £2.407m mainly due to Covid-19 related delays in a number of workstreams including CIL and general upgrade works
- The Housing Revenue Account capital programme is forecast to underspend by £10.710m, largely due to Covid-19 related disruption to planned work on HRA stock and forecast in-year underspend relating to the new build opportunities fund, based on current progress.
- Both the General Fund and HRA reserves are expected to exceed their respective prudent minimum balances.

General Fund Revenue Budget

Covid-19 Impacts

1. The Covid-19 pandemic has had a significant impact on the 2020-21 general fund budget; this is due to a combination of increased costs (e.g. accommodating rough sleepers, investment in IT to allow staff to work from home, food costs for vulnerable people, higher recycling costs) and lost income (e.g. from car parks, commercial rents, planning fees, licensing, event bookings).
2. A number of forecasts are based on assumptions as to how income streams will be impacted by the Covid-19 situation. The performance is dependent on how lockdown restrictions are eased and the recovery of the economy in general

Government Funding

3. To date, the council has been awarded un-ringfenced Covid-19 funding of £1.8m to assist in dealing with the crisis. An income reimbursement scheme has been created to assist with lost income due to Covid-19 along with assistance with Collection Fund deficit payments. These are discussed below.
4. **Income scheme:** The new income loss scheme will involve a 5% deductible rate, whereby councils will absorb losses up to 5% of their planned sales, fees and charges income, with the government compensating councils for 75p in every pound of relevant loss thereafter. By introducing a 5% deductible the government is accounting for an acceptable level of volatility, whilst seeking to shield authorities from the worst losses.

To help guide authorities in ensuring claims are reasonable, and in line with government's intention, the department is setting out a set of principles which will be used to define relevant claims under the announced support scheme. Income from commercial revenues, including rental amounts are not considered relevant losses and will not be compensated for under this scheme.

5. **Collection Fund Deficits:** Local tax income (council tax and business rates) is collected by billing authorities and paid into local 'collection funds'. Where there is a shortfall in tax receipts (compared to expected levels), this leads to a deficit on the collection fund. In this scenario, billing and major precepting authorities are usually required to meet their share of any deficit during the following financial year. The government's proposal is that repayments to meet collection fund deficits in 2020-21 will instead be phased over a three-year period (2021-22 to 2023-24) to ease immediate pressures on budgets.

6. These government grants and other unbudgeted grants are set out in paragraph 11 along with the proposed uses.

In-year Savings Review

7. The scale of the in-year budget impact from Covid-19 is unprecedented and, although the council can call upon a proportion of its reserves to limit the impact, actions have needed to be taken to reduce the in-year overspend position. The council has undertaken a line by line review of revenue budgets to enable us to update the forecasts as part of the in-year monitoring. This work will be a continuous process throughout the year as the impacts of the pandemic become clearer.
8. The council has put in place a new senior management group which was tasked with identifying in year savings options. This group is made up of managers from across the council ensuring a collective ownership of the challenge. In addition, all new recruitment is signed off by the corporate leadership team in order to provide a corporate overview of resource allocation.
9. As a result of the line-by-line budget review, Directorates have identified potential in-year savings proposals across a range of areas. These include:
- Reduced expenditure on events as a result of Covid-19 cancellations;
 - Holding vacant posts where the impacts on services can be adequately managed;
 - Reductions in non-essential spend in areas such as training, travel and other supplies and services;
 - Postponing planned maintenance into future years where the impacts can be managed in the short term;
 - Savings from a lower requirement for external borrowing in year.

Where material, the impact of these savings is included in the variance detail shown in table1.

General Fund Forecast

10. The forecast is a £1.299m overspend. This equates to 0.9% of the gross expenditure budget.

The current forecast expenditure on housing benefit payments is higher than budgeted and shows as an adverse expenditure variance in the expenditure table on the summary page. However, this is offset by increased subsidy income from central government, as shown in the grants and subsidies line.

£3.1m income is forecast in relation to the income reimbursement scheme detailed in paragraph 4. There is limited guidance available at present; the current figure is indicative and mainly covers car parking and planning income. This figure will be reviewed once further government guidance is available.

Car parking income

11. A number of scenarios relating to car park usage have been modelled. The outcomes of these models showed a forecast loss of between £3.0m and £4.4m. For forecasting purposes the average of these figures has been used. These models will be regularly assessed and updated, taking into account the most recent available usage figures. At the end of June, the income from car parks was lower than budgeted by £1.285m.

Investment property income

12. A 25% loss of income amounting to £1.6m has been assumed for forecasting purposes. This is based potential rent discounts and deferred rental payments. In a number of cases it is assumed rent will be recovered in the future financial years. In addition, budgeted income from new acquisitions is also unlikely to be achieved, leading to a £0.69m forecast income loss.

The forecast budget variances by directorate are shown below:

Table 1: Key General Fund revenue budget variances (NB: figures in brackets represent savings or increased income)

General Fund Directorate	P3 Forecast Variance £000s	Description and commentary
Business Services	(5,713)	<p>Underspend variance mainly due to:</p> <ul style="list-style-type: none"> • £4,802k – Covid-19 grant income - £1,702k & Covid-19 support grant & estimated £3,100k from Covid-19 income reimbursement scheme • £1,739k - lower than budgeted net borrowing costs due to internal, rather than external, borrowing in the first part of the year, along with reduced investment property purchases • £200k – reduction in capital contribution, due to reduction in housing improvement agency team work caused by Covid-19 enforced delays • £418k – no contribution to commercial property ear marked reserve anticipated in 2020/21 • £122k - lower than budgeted minimum revenue provision requirement due to later acquisition of investment properties than originally anticipated <p>Partially offset by:</p> <ul style="list-style-type: none"> • £898k - lower than anticipated housing benefit recovery rates • £400k vacancy factor – underspends realised within service areas, so showing as an overspend against this service • £280k – lower interest earned from invested funds, partly due to internal, rather than external, borrowing • £150k – unbudgeted contribution to the business rates pool to assist with economic recovery in the region in relation to issues arising from Covid-19
Chief Executive	(53)	Variance mainly due to staff vacancies

General Fund Directorate	P3 Forecast Variance £000s	Description and commentary
Communications & Culture	545	<p>Variance mainly due to:</p> <ul style="list-style-type: none"> • £425k – additional support for leisure provision following the impacts of Covid-19. • £142k – net forecast reduction in St Andrews Hall income - incorporates an assumed loss of 79% of budgeted income. • £96k – net forecast reduction in Norman Centre income - incorporates an assumed loss of 55% of budgeted income. • £72k forecast reduction in leisure centre management fee income against budget <p>Partially offset by £215k net forecast underspend relating to cancellation of key events i.e. Lord Mayor's Procession.</p>
Neighbourhoods	29	<p>Variance mainly due to:</p> <ul style="list-style-type: none"> • £265k forecast additional Covid-19 costs relating to waste management. • £183k reduction in private sector leasing rental income due to assumed 10% reduction in collectable income. <p>Partly offset by:</p> <ul style="list-style-type: none"> • £247k forecast underspend on salaries due to vacant posts within Neighbourhood Operations and delays in recruitment due to Covid-19. • £100k additional income forecast in respect of recycling credits.
Regeneration & Development	6,526	<p>Variance mainly due to:</p> <ul style="list-style-type: none"> • £3,707k reduction in forecast car park income • £2,258k reduction in forecast rental income from investment properties • £296k net overspend on planning mainly due to loss planning fee income • £159k reduction in forecast net rental income from the market • £107k forecast under recovery of rent relating to the airport industrial estate <p>Partly offset by £178k forecast underspend on general repairs and maintenance due to revised prioritisation of works</p>

Further detail is set out in **Appendix 1**.

Grant Income

13. The following unbudgeted grants have been received in 2020/21:

Table 2

Grant	Additional income	Details
BEIS support grant payment	(39,062,000)	Small business and retail & hospitality grants to be paid out – if the full amount of the grant is not distributed, the balance will be returned to central government
BEIS Support top up grant	(1,578,000)	Second payment relating to small business and retail & hospitality grants
BEIS discretionary grant	(2,032,000)	The council has developed a scheme to determine how this fund should be distributed to eligible businesses
New burdens grant for administration of BEIS grants	(170,000)	Government grant designed to assist with additional costs associated with the distribution of BEIS grants
Covid-19 hardship fund	(2,036,930)	The council has developed a scheme to determine how this fund should be distributed to those currently part of the council tax reduction scheme
Covid-19 funding	(1,818,177)	Covid-19 funding designed to support local authorities in dealing with challenges arising from Covid-19
Rough sleeper initiative grant	(434,767)	Additional funding announced after the deadline for inclusion in the 2020/21 budgets
HB unbudgeted New burdens	(51,633)	Additional new burdens grant relating to administering housing benefit
BID support grant	(44,470)	Grant received by the council and passed across to the Business Improvement Districts in order to assist with Covid-19 related issues

In addition:

- income of £3,100k has been forecast in relation to the income reimbursement grant detailed in paragraphs 4 & 10
- a tourism sector support grant of £431k was awarded to the council in July. This will be spent on supporting the tourism industry deal with the challenges brought about by Covid-19 and will be incorporated into the Q2 monitoring report.
- a claim has been made for £66k from the “re-opening the high street fund”
- an estimated £49,243k additional section 31 grant for business rates relief will be received, as detailed in paragraph 16.

Housing Revenue Account Budget

Covid-19 Impacts

14. The Covid-19 pandemic has had a significant impact on the 2020-21 housing revenue account budget; this is mainly due to the projected loss of income in relation to housing rent and service charges, although this has been slightly offset by a forecast underspend on repairs work due to reduced works, caused by Covid-19 restrictions.

Net expenditure on the HRA is forecast to be £3.501m overspent. The key forecast budget variances are set out below in Table 2.

Table 3: Key HRA revenue budget variances (NB: figures in brackets represent savings or increased income)

Housing Revenue Account	P3 Forecast Variance £000s	Description and commentary
Repairs & Maintenance	(664)	Underspend mainly caused by delays in non-essential repair works that were suspended during the Covid-19 lockdown restrictions.

Housing Revenue Account	P3 Forecast Variance £000s	Description and commentary
Rents, Rates, & Other Property Costs	(445)	Lower than budgeted water costs relating to tenants' supply, partly offset by lower than budgeted service charge income in current financial year
General Management	(298)	<p>Variance mainly due to:</p> <ul style="list-style-type: none"> • £88k forecast underspend relating to corporate recharges from the general fund • £65k forecast underspend on legal expenses due to temporary suspension of recovery action • £49k forecast underspend on employee costs due to vacant posts • £22k forecast underspend on decoration allowances due to lockdown
Special Services	(145)	Variance mainly due to £140k forecast underspend as sheltered housing alarm maintenance costs now included within repairs budget
Provision for bad debts	4,666	<p>Based on current recovery rates and the anticipated trend going forward, an in-year recovery rate of 95% has been assumed. Although the full income due will be raised, there is a requirement to calculate a provision for those debts considered to be at risk. Some of this may be recovered in future years but provision for the full amount will be required in 2020/21</p> <p>The figure shown relates to both rental and service charge income.</p>

Housing Revenue Account	P3 Forecast Variance £000s	Description and commentary
Service charges	204	Variance mainly due to: <ul style="list-style-type: none"> £101k forecast reduced income from water charge service charge income offset by lower water payment costs against Rents, Rates, & Other Property Costs £92k lower than budgeted recharge income from leaseholders based on actual costs
Interest Received	130	£130k forecast reduced interest income from the general fund based on anticipated in-year balances

Further detail is set out in **Appendix 1**.

Collection Fund

15. The Collection Fund includes all income generated from council tax and business rates that is due in the year from council taxpayers and ratepayers. The Covid-19 pandemic will impact on the collection rates of the two tax streams; however at this early stage in the year and with the wider economic uncertainty, we cannot yet forecast the full impact on the council's budgets with any high degree of uncertainty. Any deficits on the collection funds will be distributed to the general fund in the subsequent three years (see paragraph 5).

Council Tax

16. The Government announced a Hardship Fund in March 2020, of which the allocation to Norwich was £2.037m. The Council took the decision to use this funding to reduce council tax bills to zero for the 2020/21 financial year for anyone who is eligible for partial council tax support (applied to both working age adults and pensioners). This will provide significant financial relief for over 4,000 residents.

To assess the potential impact of Covid-19 on the council tax, modelling has been on income losses of 5% and 10% in 2020-21. A 5% loss equates to around £0.5m loss to Norwich City Council, increasing up to around £1m for a 10% loss. Based on the cash

collection levels and increases in residents eligible for council tax reduction seen to date, the 5% level is considered most likely (Table 4), but much will depend on how the economy and employment levels perform in the coming months.

Table 4

	Budget £000s	Forecast £000s	(Surplus) / deficit £000s
Total Council Tax Collection Fund Income	(72,117)	(68,613)	3,504
Norwich City Council Share	(9,968)	(9,484)	484

Business Rates

17. The Government announced an extension of the retail hospitality and leisure rate relief scheme to cover 100% of the business rates due in 20/21. The current value of this additional relief given to businesses is £43m. This will result in lower cash being collected from business rates payers, with the lost income being compensated separately from central government via a Section 31 grant. The council therefore does not lose out on income as a result of the extra reliefs provided.

Despite the reliefs, Covid-19 is expected to impact on the level of business rates collected as companies struggle with cash flow or cease trading. Based on the profile cash receipts to date modelling has been done on the non-collection of 10% of the 20/21 balances owed. The forecast also takes into account the additional S31 grant and lower forecast levy payment to the Norfolk Business Rates Pool.

Table 5

	Budget £000s	Forecast £000s	(Surplus) / deficit £000s
Norwich City Council Retained Income Share	(6,539)	(6,016)	522

Impact on Balances

18. The prudent minimum level of General Fund reserves has been assessed as £4.232m. The budgeted and forecast outturn's impact on the 2019/20 balance brought forward is as follows:

Table 6

Item	£000s
Balance at 1 April 2020	(9,464)
Budgeted contribution to reserves 2020/21	(517)
Forecast outturn 2020/21	1,299
= Forecast balance at 31 March 2021	(8,682)

The General Fund balance is, therefore, expected to continue to exceed the prudent minimum balance.

Table 6 assumes the current forecast overspend will impact General Fund reserves, but a review is required to determine whether an element should be funded from other earmarked reserves e.g. commercial property reserve

19. The prudent minimum level of HRA reserves has been assessed as £5.844m. The budgeted and forecast outturn's impact on the 2019/20 balance brought forward is as follows:

Table 7

Item	£000s
Balance at 1 April 2020	(33,968)
Budgeted contribution to reserves 2019/20	(2,175)
Forecast outturn 2019/20	3,501
= Forecast balance at 31 March 2021	(32,642)

The Housing Revenue Account balance is, therefore, expected to continue to exceed the prudent minimum balance.

20. An invest to save earmarked fund was created to allow the council to support the delivery of savings and efficiencies, through the Fit for the Future Transformation Programme. The fund was created from revenue budget underspends in prior years. The balance on the fund at 1 April 2020 was £3.01m. A corresponding Housing Revenue Account Invest to Save fund was also created. The balance on this fund at 1 April 2020 was £2.5m.

21. A commercial property earmarked reserve was created in order to provide funding for any future void and rent free periods as well as any repairs/upgrades required to the properties to help safeguard the future value of the investment and the rental income stream. Net income generated above the target as well as any savings from reduced borrowing requirements is to be transferred to this reserve. Based on the current forecasts, there will be no contribution made to this reserve in 2020/21:

Table 8

Item	£000s
Balance at 1 April 2020	(2,047)
Forecast transfer in 2020/21	0
= Forecast balance at 31 March 2021	(2,047)

Capital Programme

22. Project managers and NPS colleagues have participated in a review of the 20/21 capital programme to assess the impact that the Covid-19 pandemic will have on the delivery of individual projects. Consideration was also given to the financial uncertainty that the pandemic has created and where practical expenditure planned for 20/21 has been deferred.

The general fund capital programme is forecast to underspend by £2.470m and the HRA capital programme is forecast to underspend by £10.710m in this financial year. The anticipated carry forwards from 2019/20 budgets into the 2020/21 programme are included in these figures, awaiting authorisation.

23. In March 2020 the government commenced a consultation on the Public Works Loan Board (PWLB) future funding terms. The consultation aims to work with local authorities and sector representatives to develop a targeted intervention to stop debt-for-yield activity while protecting the crucial work that local government does on service delivery, housing, and regeneration. The proposals, if implemented, would mean that the Public Works Loan Board would not be a source of lending to local authorities investing in commercial properties to generate income. The council's 2020-21 capital budget contains £25m for asset investments (for either new properties or investment in the existing portfolio) with the aim of generating additional rental income. The council will await the outcome of the consultation before deciding whether to take forward any further investment in this or future years.

Capital programme budget variances (NB: figures in brackets represent savings or increased income)

Table 9

Capital Programme Group	Q1 Forecast Variance £000s	Description and commentary
GF Capital Expenditure Programme	(789)	<ul style="list-style-type: none"> £300k: AH1000 City Hall Heating System. Investment in upgrading the City Hall heating system has been deferred until 21/22. £280k: AH1959 Implementation St Andrews Hall refurbishment paused pending confirmation that matched funding has been secured.
GF Capital Section 106/GNGP/CIL	(416)	<ul style="list-style-type: none"> The disruption caused by the Covid-19 pandemic has delayed the implementation of a number of smaller S.106/GNGP/CIL funded projects in 20/21. The affected play and open space projects are being rescheduled for delivery and completion in 21/22.
GF Not Controlled By NCC	(1,265)	<ul style="list-style-type: none"> £907k: AE5200 CIL Contribution Strategic: forecast based on an analysis of the potential impact that the Covid-19 pandemic may have on the collection of CIL revenues in 20/21. £309k: AA5207 Disabled Facilities Grant. The annual budget was estimated before the amount of DFG funding awarded to the council for 20/21 had been confirmed. Forecast outturn has been set to match the level of funding subsequently confirmed.
GF Financing for NRL/Asset Investment Programme	0	<ul style="list-style-type: none"> Full utilisation of the 20/21 budgets funding the council's equity investment in NRL and the continuation of the Asset Investment Programme is forecast.

Capital Programme Group	Q1 Forecast Variance £000s	Description and commentary
HRA Neighbourhood Housing	(7,703)	<p>Based on an analysis of the impact that disruption caused by the Covid-19 pandemic is expected to have on the delivery of the HRA stock upgrade programme, the following underspends in 2020-21 are now forecast:</p> <ul style="list-style-type: none"> • £765k: Electrical (Domestic) • £300k: Whole House Improvements • £400k: Kitchen Upgrades • £500k: Bathroom Upgrades • £1,200k: Communal Boilers • £750k: Domestic Boilers • £1,050k: Windows Programme • 500k: Planned Maintenance - Roofing • £1,701k: Planned Maintenance - Structural • £160k: Community Safety Door Access Controls <p>Covid-19 has also impacted on the number of disabled adaptations that can be completed in 20/21 and an underspend of £200k is forecast.</p>
New Build Social Housing	(2,695)	<ul style="list-style-type: none"> • £2,351k: AB5100 New Build Opportunities Fund - Forecast outturn based on the current pipeline of approved acquisitions and progress made with ongoing negotiations over the acquisition of potential development sites. • £344k: AJ5100 LANB Northumberland Street. It is anticipated that the Northumberland Street development may be able to progress in 20/21 but the completed dwellings will not be completed until 21/22 at the earliest.
Grants to Registered Housing Providers	(69)	Full utilisation of the 20/21 budget funding grants to Registered Housing Providers is forecast.

Capital Programme Group	Q1 Forecast Variance £000s	Description and commentary
Tenancy & Estate Management System	(244)	£243k: Tenancy & Estate Management System (TEMS) - Timetable for the delivery of the system has been extended into 21/22.

Further detail is set out in **Appendix 2**

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Cabinet
Committee date:	9 September 2020
Head of service:	Chief Finance Officer
Report subject:	Budget Monitoring 2020/21
Date assessed:	03/08/20
Description:	This is the integrated impact assessment for the Quarter one revenue and capital budget monitoring 2020/21 report

		Impact		
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The report shows that the council monitors its budgets, considers risks to achieving its budget objectives, reviews its balances position, and is therefore able to maintain its financial standing
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The report demonstrates that the council is aware of and monitors risks to the achievement of its financial strategy.
------------------------	--------------------------	-------------------------------------	--------------------------	---

Recommendations from impact assessment	
Positive	
None	
Negative	
None	
Neutral	
None	
Issues	
The council should continue to monitor its budget performance in the context of the financial risk environment within which it operates.	

Revenue Budget Monitoring Summary Year: 2020/21 Q1 (June)
Figures in £000s

General Fund Summary

Approved budget £000s	Current budget £000s		Forecast outturn £000s	Forecast variance £000s
4,801	4,801	Business Services	5,273	472
333	333	Democratic Services	270	(63)
(14,372)	(14,372)	Finance	(20,508)	(6,136)
0	0	Human Resources	(34)	(34)
0	0	Procurement & Service Improvement	49	49
(9,238)	(9,238)	Total Business Services	(14,951)	(5,713)
0	0	Chief Executive	(7)	(7)
489	489	Strategy & Programme Management	443	(46)
489	489	Total Chief Executive	436	(53)
1,823	1,823	Communications & Culture	2,368	545
(94)	(94)	Customer Contact	(128)	(35)
1,730	1,730	Total Customers, Comms & Culture	2,240	510
10,537	10,537	Citywide Services	10,462	(75)
1,560	1,560	Neighbourhood Housing	1,759	198
649	649	Neighbourhood Services	555	(94)
12,747	12,747	Total Neighbourhoods	12,775	29
(8,388)	(8,388)	City Development	(1,962)	6,425
0	0	Environmental Strategy	(12)	(12)
0	0	Executive Head of Regeneration &	(5)	(5)
1,479	1,479	Planning	1,775	296
1,181	1,181	Property Services	1,003	(177)
(5,728)	(5,728)	Total Regeneration & Growth	798	6,526
0	0	Total General Fund	1,299	1,299

Housing Revenue Account Summary

Approved budget £000s	Current budget £000s		Forecast outturn £000s	Forecast variance £000s
13,899	13,899	Repairs & Maintenance	13,235	(664)
5,858	5,858	Rents, Rates, & Other Property Costs	5,413	(445)
13,224	13,224	General Management	12,926	(298)
4,949	4,949	Special Services	4,804	(145)
23,264	23,264	Depreciation & Impairment	23,285	22
202	202	Provision for Bad Debts	4,868	4,666
(57,545)	(57,545)	Dwelling Rents	(57,545)	0
(2,098)	(2,098)	Garage & Other Property Rents	(2,081)	17
(7,888)	(7,888)	Service Charges - General	(7,684)	204
(82)	(82)	Miscellaneous Income	(68)	14
6,631	6,631	Adjustments & Financing Items	6,631	0
(204)	(204)	Amenities shared by whole community	(204)	0
(210)	(210)	Interest Received	(80)	130
0	0	Total Housing Revenue Account	3,501	3,501

General Fund summary by type *Figures in £000s*

Approved budget £000s	Current budget £000s		Forecast outturn £000s	Forecast variance £000s
23,879	23,879	Employees	23,532	(347)
10,155	10,155	Premises	9,686	(469)
230	230	Transport	198	(32)
18,253	18,253	Supplies & Services	64,210	45,957
67,963	67,963	Housing Benefits & Business Rates Tariff	76,322	8,360
5,435	5,435	Capital Financing	3,008	(2,427)
1,300	1,300	Rev Contribs to Capital	1,100	(200)
(29,604)	(29,604)	Fees, charges and rental income	(21,399)	8,205
(88,365)	(88,365)	Government Grants	(146,172)	(57,807)
16,081	16,081	Recharge Expenditure	16,122	41
(25,326)	(25,326)	Recharge Income	(25,308)	19
0	0	Total General Fund	1,299	1,299

Housing Revenue Account summary by type

Approved budget £000s	Current budget £000s		Forecast outturn £000s	Forecast variance £000s
5,951	5,951	Employees	5,877	(74)
22,173	22,173	Premises	21,097	(1,076)
95	95	Transport	86	(9)
2,658	2,658	Supplies and Services	7,180	4,522
8,271	8,271	Recharge Expenditure	8,182	(89)
27,487	27,487	Capital Financing	27,508	22
(68,496)	(68,496)	Receipts	(68,291)	205
0	0	Government Grants	0	0
(287)	(287)	Recharge Income	(287)	0
2,148	2,148	Revenue Contribution to Capital	2,148	0
0	0	Total Housing Revenue Account	3,501	3,501

Capital Budget Monitoring Summary Year: 2020/21
Q1 (June) Figures in £000s

GF Capital Expenditure Programme	Current Budget	Forecast Outturn	Variance
AA1000 Customer centre redesign	25	25	0
AH1000 City Hall heating system	315	15	(300)
AJ1000 City Hall Kitchens & Toilets	35	35	0
AL1000 City Hall chamber benches conservation	44	0	(44)
AA1005 Mile Cross Depot Site	0	8	8
AA1009 Eaton Park path replacement	53	53	0
AB1009 Eaton Park changing room showers	17	17	0
AA1037 Earham Cemetery gates refurbishment	28	0	(28)
AB1037 Earham Cemetery railings replacement	142	45	(97)
AA1058 Norwich Parks tennis expansion	423	423	0
AA1064 Earham Park toilet replacement	79	79	0
AA1079 Wensum Park Stone Wall	20	20	0
AA1184 Community Centres - Upgrades	0	0	0
AA1204 Traveller Site	18	18	0
AA1255 St John Maddermarket retaining wall	70	70	0
AA1432 4 Exchange Street emergency lighting	7	7	0
AA1632 2 Upper King Street roof and windows	29	29	0
AA1791 Old Meeting House fire detection system	11	11	0
AA1911 Riverbank stabilisation	15	0	(15)
AA1912 Riverside Leisure Centre	22	22	0
AA1959 St Andrew's Hall refurbishment	280	0	(280)
AA5205 CCTV replacement	8	8	0
AA5206 IT Investment Fund	567	567	0
AB5206 Finance System	21	21	0
AC5206 HR System	11	11	0
AF5206 IT Transformation - Digital platform	200	200	0
AB1021 Motor Cycle Park	11	11	0
AD0000 Parks Demolition	0	0	0
AF0000 Riverside Footpath District Lighting	21	21	0
AV0000 Multi storey car parks structural survey	33	0	(33)
Total GF Capital Expenditure Programme	2,503	1,714	(789)

GF Capital Section 106/GNGP/CIL	Current Budget	Forecast Outturn	Variance
EY5201 Play Sector 3 & 4 improvements	6	0	(6)
FJ5201 St Georges open space and play	88	0	(88)
FK5201 Wensum Park Play Area -	62	0	(62)
FF5201 S.106 Bowthorpe To Clover Hill	68	68	0
FG5201 St Stephens Towers Public Realm	63	8	(55)
FL5201 Bunkers Hill - Entrance & path	59	28	(31)
ES5201 S106 Mile Cross Gardens Play	0	0	0
EV5201 S106 Castle Green Play	70	70	0
EX5201 Bowthorpe Southern park	5	5	0
AO5200 Yare - Wensum Green Infrastructure	95	28	(67)
AA5202 CIL GNGB Castle Gardens	150	150	0
AB5202 CIL GNGB Football Pitch	40	40	0
AD5202 CIL GNGB Riverside Walk	172	172	0
AG5202 UEA to Eaton boardwalk extension	29	29	0
AI5202 Earham Millenium Green	10	10	0
AK5202 GNGP Bowthorpe Crossing	0	0	0
AM5202 GNGB Community Access 20 Acre Wood	57	0	(57)
AN5202 GNGB Marriott's Way Infrastructure	36	36	0
AL5200 CIL Crowdfunding matched funding	12	12	0
AA5200 Co-CIL Nhood Ketts Heig	0	0	0
AB5200 CIL Nhood 20 Acre Wood	3	3	0
AD5200 CIL Nhood Community Enabling	6	6	0
ZZ8039 CIL Neighbourhood Projects	200	150	(50)
Total GF S106/GNGP/CIL Programme	1,229	813	(416)

GF Not Controlled By NCC	Current Budget	Forecast Outturn	Variance
AY5204 CCAG2 Wayfinding	30	30	0
AA5203 Cycle safety funding	0	0	0
AE1856 St Giles multi storey car park lighting	104	104	0
AE5200 CIL Contribution Strategic	1,568	661	(907)
AK5200 CIL neighbourhood - Netherwood	28	28	0
AE5204 CCAG2 Fifers Lane/lves Rd/Heyford	20	20	0
AP5204 CCAG2 Wayfinding	12	12	0
AA5207 Disabled Facilities Grant	1,250	940	(310)
AQ0000 DFG Residents Contribution	0	0	0
AR0000 Strong & Well	0	2	2
AB5207 HIA - Housing Assistance	250	200	(50)
Total GF Not Controlled By NCC	3,263	1,998	(1,265)

GF Capital Asset Investment Programme	Current Budget	Forecast Outturn	Variance
AB1429 Asset Acquisition 6	42	42	0
AA2010 Asset Acquisition 11	5	5	0
ZZ7438 144A King Street	0	0	0
AB0000 Asset investment for income (other	25,000	25,000	0
Total GF Asset Investment Programme	25,047	25,047	0

GF Capital Expenditure Programme	Current Budget	Forecast Outturn	Variance
AA1916 Equity Investment	3,500	3,500	0
Total GF Financing For NRL	3,500	3,500	0

GF Capital Expenditure Programme	Current Budget	Forecast Outturn	Variance
AH0000 Capital contingency	150	150	0
Total GF Capital Contingency	150	150	0

Total General Fund Capital Programme	35,693	33,223	(2,470)
---	---------------	---------------	----------------

HRA Capital Programme Group	Current Budget	Forecast Outturn	Variance
Community Upgrades	1,906,153	1,646,153	(260,000)
Heating Upgrades	5,738,952	3,788,952	(1,950,000)
Home Upgrades	7,942,301	5,977,101	(1,965,200)
Independent Living Upgrades	958,200	758,200	(200,000)
Preventative Upgrades	8,166,222	5,965,222	(2,201,000)
Sheltered Housing Regeneration	112,729	112,729	0
Thermal Upgrades	666,128	589,751	(76,377)
Window & Door Upgrades	4,201,734	3,151,734	(1,050,000)
Site Development	127,396	127,396	0
New Build Social Housing	13,934,801	11,239,550	(2,695,251)
Grants to Registered Housing Providers	3,826,791	3,826,791	0
CCTV Replacement	0	0	0
Private Sector Leasing - Empty Homes	69,000	0	(69,000)
Tenancy & Estate Management System	766,668	523,130	(243,538)
Total HRA Capital Programme	48,417,075	37,706,709	(10,710,366)