

**Report to** Cabinet 9 October 2013

**Item**

**Report of** Chief finance officer

**11**

**Subject** Revenue budget monitoring 2013/14 – Period 04

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### **Purpose**

To update Cabinet on the financial position as at 31 July 2013, the forecast outturn for the year 2013/14, and the consequent forecast General Fund and Housing Revenue Account balances.

### **Recommendations**

1. To note the financial position as at 31 July 2013 and the forecast outturn 2013/14;

### **Corporate and service priorities**

The report helps to meet the corporate priority value for money services and the service plan priority to provide accurate, relevant and timely financial information.

### **Financial implications**

The financial implications of this report are set out in the text.

**Ward/s:** All wards

**Cabinet member:** Councillor Waters – Deputy leader and resources

### **Contact officers**

Caroline Ryba, Chief Finance Officer  
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### **Background documents**

Budget Reports (Council 21 February 2012)



## Report

1. Council approved budgets for the 2013/14 financial year on 19 February 2013.
2. The attached appendices show the year-to-date and forecast outturn positions for the General Fund and the Housing Revenue Account:
  - Appendix 1 shows the General Fund by Corporate Leadership Team responsibilities, and by Subjective Group
  - Appendix 2 shows the Housing Revenue Account in (near) statutory format, and by Subjective Group
  - Appendix 3 shows budget and expenditure for the year to date in graphical format.

## General Fund

3. The budgets reported include the resources financing the council's net budget requirement (which includes a £1.587m contribution to balances as called for by the Medium Term Financial Strategy) so that the net budget totals zero:

| <i>Item</i>                      | <i>Approved<br/>Budget<br/>£000s</i> |
|----------------------------------|--------------------------------------|
| Net Budget Requirement           | 20,617                               |
| Non-Domestic Rates               | (5,194)                              |
| Revenue Support Grant            | (7,861)                              |
| Council Tax precept              | (7,562)                              |
| <b>Total General Fund budget</b> | <b>0</b>                             |

4. The General Fund shows an underspend to date of £0.793m and a forecast variance of an underspend of £1.507m.
5. The underspend to date reported is made up of many debit and credit figures where various income and expenditure lines are ahead of or behind budget profile and are still influenced by "accrual" sums brought forward to cover obligations accounted for in the last financial year. The impact of these accruals will reduce as the obligations are settled by payments and receipts in the current year.
6. A summary of forecast variances (compared to the previous period's) are set out below with brief commentary.



| <i>General Fund Service</i>      | <i>Forecast<br/>Variance<br/>P03<br/>£000s</i> | <i>Forecast<br/>Variance<br/>P04<br/>£000s</i> | <i>Forecast<br/>Variance<br/>Change<br/>£000s</i> | <i>Commentary</i>  |
|----------------------------------|--|--|---|--|
| Business Relationship Management | (27)   | 62   | 89  | Reduced surplus in financial arrangements and increased deficit in Housing Benefits                                      |
| Chief Executive & Corporate      | (1,327)  | (1,234)  | 94  | Continuing underspend on uncommitted Contingency   |
| Customers, Comms & Culture       | (196)  | (132)  | 64  | Continuing underspends on Culture, Halls, and Communications   |
| Operations:                      |  |  |   |  |
| City Development:                | 261  | 136  | (124)   | Surplus on Car Parks, deficit on properties  |
| Citywide Services:               | (37)   | (61)   | (24)  |  |
| Deputy Chief Executive:          | (10)   | (10)   | (0)   |  |
| Neighbourhood Housing:           | (169)  | (1)  | 168   | No material surplus anticipated for Private Sector Leasing   |
| Neighbourhood Services:          | (185)  | (170)  | 15  | Continuing uncommitted budgets in Neighbourhood teams  |
| Planning:                        | (29)   | 152  | 181   | Reduced income expectations and one-off costs  |
| Property Services:               | 22   | 18   | (5)   |  |
| Strategy, People & Democracy     | (323)  | (267)  | 56  | Continuing underspends in Environmental Strategy & HR; reduced surplus expected in Partnerships as grant funds expended. |
| <b>Total General Fund</b>        | <b>(2,021)</b>                                 | <b>(1,507)</b>                                 | <b>515</b>  |  |

7. Forecast variances will continue to receive further scrutiny through the course of the financial year.

## Housing Revenue Account

8. The budgets reported include a £15m contribution from HRA balances towards the Housing capital programme 2013/14, so that the net budget totals zero:

| <i>Item</i>                   | <i>Approved<br/>Budget<br/>£000s</i> |
|-------------------------------|--------------------------------------|
| Gross HRA Expenditure         | 61,881                               |
| Gross HRA Income              | (55,715)                             |
| Contribution from HRA Balance | (6,166)                              |
| <b>Total net HRA budget</b>   | <b>0</b>                             |

9. The Housing Revenue Account shows an underspend to date of £3.871m and a forecast variance of an underspend of £1.239m.



10. The underspend to date reported is made up of many debit and credit figures, where various income and expenditure lines are ahead of or behind budget profile, including many still influenced by “accrual” sums brought forward to cover obligations accounted for in the last financial year, and others where the budget profile does not properly reflect the timing of income and expenditure. These will be further scrutinised and where appropriate amended.
11. A summary of forecast variances (compared to the previous period’s) are set out below with brief commentary.

| <i>HRA Division of Service</i>       | <i>Forecast<br/>Variance<br/>P03<br/>£000s</i> | <i>Forecast<br/>Variance<br/>P04<br/>£000s</i> | <i>Forecast<br/>Variance<br/>Change<br/>£000s</i> | <i>Commentary</i>  |
|--------------------------------------|--|--|---|--|
| Repairs & Maintenance                | (66)   | (126)  | (59)  |  |
| Rents, Rates, & Other Property Costs | (384)  | (377)  | 7   | Reduction in Anglia Water charges  |
| General Management                   | (958)  | (557)  | 401   | Underspend on uncommitted Contingency, reduced costs of property services          |
| Special Services                     | (327)  | (268)  | 59  | Continuing underspends in Sheltered Housing & NCAS                                 |
| Depreciation & Impairment            | (76)   | (76)   | -   |  |
| Provision for Bad Debts              | -  | -  | -   |  |
| Dwelling Rents                       | (1,298)  | (33)   | 1,266   | Forecast underspend for rent income recalculated based on additional rent weeks.   |
| Garage & Other Property Rents        | (16)   | (38)   | (21)  |  |
| Service Charges - General            | 21   | 249  | 228   | Reduced service charge income expected reflecting reduced “Special Services” costs |
| Miscellaneous Income                 | (28)   | (44)   | (16)  |  |
| Adjustments & Financing Items        | (102)  | (101)  | 0   | Increased income from RTB administration   |
| Amenities shared by whole community  | -  | -  | -   |  |
| Interest Received                    | -  | -  | -   |  |
| <b>Total Housing Revenue Account</b> | <b>(3,234)</b>                                 | <b>(1,370)</b>                                 | <b>1,864</b>                                      |  |

12. Forecast variances will continue to receive further scrutiny through the course of the financial year.

## Risks

13. A risk-based review based on the size and volatility of budgets has identified a “Top 10” of key budgets where inadequacy of monitoring and control systems could pose a significant threat to the council’s overall financial position. These are shown in the following table.



| Key Risk Budgets                           | Budget<br>£000s | Current<br>Variance | Current<br>Var % | Current<br>RAG | Forecast<br>Variance | Forecast<br>Var % | Forecast<br>RAG |
|--|-----------------|---------------------|------------------|----------------|----------------------|-------------------|-----------------|
| Housing Benefit Payments - Council tenants | 39,258          | 437                 | 1%               | GREEN          | -661                 | -2%               | GREEN           |
| Housing Benefit Payments - Other tenants   | 31,564          | 536                 | 2%               | GREEN          | 694                  | 2%                | GREEN           |
| HRA Repairs - Tenanted Properties          | 11,720          | -2,911              | -25%             | RED            | 0                    | 0%                | GREEN           |
| HRA Repairs - Void Properties              | 2,700           | -486                | -18%             | RED            | 0                    | 0%                | GREEN           |
| Multi-Storey Car Parks                     | -2,868          | -47                 | 2%               | GREEN          | 72                   | -3%               | GREEN           |
| HRA Rents - Estate Properties              | -58,597         | -1,625              | 3%               | GREEN          | -152                 | 0%                | GREEN           |
| City Hall                                  | 1,073           | -208                | -19%             | RED            | 42                   | 4%                | GREEN           |
| Corporate Management including Contingency | 2,868           | -139                | -5%              | AMBER          | -1,276               | -44%              | RED             |
| Private Sector Leasing Costs               | 2,752           | -82                 | -3%              | GREEN          | -142                 | -5%               | RED             |

14. The “Current RAG” statuses are not considered an issue at this stage of the financial year. With respect to the “Forecast RAG”, those shows as red are:
- Corporate Management – the size of the forecast underspend represents a lack of commitment of the contingency budgets to date, which is not a material issue
  - Private Sector Leasing Costs - the forecast underspend will be offset by reduced forecast rent income.
15. The 2013/14 budgets approved by Council were drawn up in the expectation of reduced resources as announced by the coalition government. There are risks to the current and medium term financial position from:
- Reductions in government grant – the localisation of Business Rates and of Council Tax reductions has increased the risks to the council’s financial position arising from economic conditions and policy decisions.
  - Changes in policy – if further “empowerment” of local authorities is not matched by devolved resources
  - Delivery of savings – the budget incorporates both savings measures already in place, and those planned for implementation during the year. If these savings are not achievable in full, overspends will result. With appropriate approvals these may be mitigated through provision made in the corporate contingency, up to the level of that contingency
  - Identification of further savings – work is continuing on developing proposals for additional savings to bridge the medium-term budget gap. If these proposals fall short, or are not implemented fully and in a timely manner, further budget shortfalls will result.
16. Forecast outturns will be estimates based on management assessments, formulae, and extrapolation. They may not adequately take account of variables such as:
- Bad Debts – budget reports show gross debt, i.e., invoices raised. While allowance has been made in the budget for non-collections, the current economic climate may have an adverse influence on our ability to collect money owed. This may be reflected in higher provisions for bad debt, as may the impact of welfare reforms such as the “Bedroom Tax”.
  - Seasonal Factors – if adverse weather conditions or a worsening economic climate depress levels of trade and leisure activities in the city, there may be a negative impact on parking and other income.



- Housing Repairs & Improvements – the rate of spend on void properties, though closely managed, is heavily influenced by void turnaround, since transfers can create a chain of voids involving significant repair costs.

## Financial Planning

17. Overall levels of overspend and underspend will have an ongoing impact on the budget for following years and the size and urgency of savings requirements
18. Net overspends and underspends will be consolidated into the General Fund and Housing Revenue Account balances carried forward to 2014/15.
19. These are reflected in periodic updates to the Medium Term Financial Strategy and Housing Revenue Account Business Plan.

## Impact on Balances

20. The prudent minimum level of General Fund reserves has been assessed as £4.353m. The budgeted outturn, updated to reflect the draft 2012/13 outturn, is as follows:

| <i>Item</i>                         | <i>£000s</i> |
|-------------------------------------|--------------|
| Balance (unaudited) at 1 April 2013 | (5,951)      |
| Budgeted use of balances 2013/14    | (1,587)      |
| Forecast outturn 2013/14            | (1,507)      |
| = Forecast balance at 31 March 2014 | (9,045)      |

21. The General Fund balance is therefore expected to continue to exceed the prudent minimum.
22. The prudent minimum level of HRA reserves has been assessed as £2.967m. The budgeted outturn, updated to reflect the draft 2012/13 outturn, is as follows:

| <i>Item</i>                         | <i>£000s</i> |
|-------------------------------------|--------------|
| Balance at 1 April 2013             | (26,777)     |
| Budgeted use of balances 2013/14    | 6,166        |
| Forecast outturn 2013/14            | (1,370)      |
| = Forecast balance at 31 March 2014 | (23,845)     |

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



## Collection Fund

24. The Collection Fund is made up of three accounts – Council Tax, the Business Improvement District (BID) account, and National Non-Domestic Rates (NNDR).
  - Council Tax is shared between the city, the county, and the police and crime commissioner based on an estimated tax base and the council tax rates agreed by each of the preceptors. Any surplus or deficit is shared in the following financial year.
  - The BID account is operated on behalf of the BID company, to collect their income from the BID levy. Any surplus or deficit is passed on to the BID company.
  - NNDR income is shared between the city, the county, and central government. Since “localisation”, any surplus or deficit is also shared, rather than as formerly being borne wholly by the government.
25. The “localisation” of NNDR brings added volatility and risk to the council’s resources, and for this reason the Collection Fund is now being brought into the monthly budget monitoring system.
26. There are particular risks attached to NNDR, which are:
  - Appeals – the impact of any appeals will fall on the Collection Fund, and therefore in part on the city. Although the Valuation Office has a large backlog of appeals, the value of the appeals is not known, nor the likelihood of success, nor the timing of the appeal being determined.
  - NNDR billable – changes in the NNDR billable, e.g., demolition or construction of new billable premises, will impact on the amount billable. Assumptions of growth may also be affected by changes in the larger economic environment.
  - NNDR collectable – arrears and write-offs (e.g., where a business goes into administration) will also impact on the Collection Fund.
27. These risks are monitored and mitigated through normal Revenues operations.
28. A summary of the Collection Fund is provided below:

| <i>Approved<br/>Budget</i> | <i>Current<br/>Budget</i> | <b>Collection Fund Summary</b>       | <i>Actual To<br/>Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|----------------------------|---------------------------|--------------------------------------|---------------------------|-----------------------------|------------------------------|
|                            |                           | <b>Council tax</b>                   |                           |                             |                              |
| 53,349                     | 53,349                    | Expenditure                          | 16,035                    | 52,765                      | (584)                        |
| (53,349)                   | (53,349)                  | Income                               | 0                         | (52,765)                    | 584                          |
|                            |                           | <b>Business Improvement District</b> |                           |                             |                              |
| 656                        | 656                       | Expenditure                          | 191                       | 656                         | 0                            |
| (656)                      | (656)                     | Income                               | 0                         | (656)                       | 0                            |
|                            |                           | <b>National Non-Domestic Rate</b>    |                           |                             |                              |
| 76,489                     | 76,489                    | Expenditure                          | 24,997                    | 76,629                      | 140                          |
| (76,489)                   | (76,489)                  | Income                               | (2,489)                   | (76,629)                    | (140)                        |
| <b>(584)</b>               | <b>0</b>                  | <b>Total Collection Fund</b>         | <b>38,734</b>             | <b>0</b>                    | <b>0</b>                     |



## Integrated impact assessment



**NORWICH**  
City Council

### Report author to complete

|                         |  |
|-------------------------|--|
| <b>Committee:</b>       | Cabinet  |
| <b>Committee date:</b>  | 11 September 2013  |
| <b>Head of service:</b> | Chief Finance Officer  |
| <b>Report subject:</b>  | Revenue Budget Monitoring 2013/14  |
| <b>Date assessed:</b>   | 16 August 2013   |
| <b>Description:</b>     | This is the integrated impact assessment for the Revenue Budget Monitoring 2013/14 report to cabinet |



|  | Impact                              |                                     |                          |   |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| Economic<br>(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<br>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<br>(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"/> |   |



|  | Impact                              |                                     |                          |   |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| Equality and diversity<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments  |
| Relations between groups<br>(cohesion)                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Eliminating discrimination &<br>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<br>(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<br>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   |
|--|
| <b>Positive</b>  |
| None   |
| <b>Negative</b>  |
| None   |
| <b>Neutral</b>   |
| None   |
| <b>Issues</b>  |
| The council should continue to monitor its budget performance in the context of the financial risk environment within which it operates. |



## Budget Monitoring Summary

Year: 2013/14

Period: 04 (Jul)

## GENERAL FUND SERVICE SUMMARY

| <i>Approved<br/>Budget</i>              | <i>Current<br/>Budget</i> |   | <i>Budget<br/>To Date</i> | <i>Actual<br/>To Date</i> | <i>Variance<br/>To Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|---|---------------------------|---|---------------------------|---------------------------|-----------------------------|-----------------------------|------------------------------|
| <b>Business Relationship Management</b> |                           |   |                           |                           |                             |                             |                              |
| 17,323                                  | 17,323                    | Business Relationship Management              | 33,544                    | 29,896                    | (3,648)                     | 13,038                      | (4,285)                      |
| (21,315,762)                            | (21,312,762)              | Finance                                       | (4,870,366)               | (5,144,286)               | (273,920)                   | (21,169,017)                | 143,745                      |
| (3,997)                                 | (3,997)                   | Procurement & Service Improvement             | 904,990                   | (300,778)                 | (1,205,768)                 | (81,182)                    | (77,185)                     |
| <b>(21,302,436)</b>                     | <b>(21,299,436)</b>       | <b>Total Business Relationship</b>            | <b>(3,931,832)</b>        | <b>(5,415,168)</b>        | <b>(1,483,336)</b>          | <b>(21,237,161)</b>         | <b>62,275</b>                |
| <b>Chief Executive</b>                  |                           |   |                           |                           |                             |                             |                              |
| 2,466,991                               | 2,394,749                 | Chief Executive                               | (628,829)                 | (856,445)                 | (227,616)                   | 1,115,770                   | (1,278,979)                  |
| (75,624)                                | (75,624)                  | Law & Governance                              | 138,072                   | 160,219                   | 22,147                      | (30,457)                    | 45,167                       |
| <b>2,391,367</b>                        | <b>2,319,125</b>          | <b>Total Chief Executive</b>                  | <b>(490,757)</b>          | <b>(696,226)</b>          | <b>(205,469)</b>            | <b>1,085,313</b>            | <b>(1,233,812)</b>           |
| <b>Customers, Comms &amp; Culture</b>   |                           |   |                           |                           |                             |                             |                              |
| 2,484,221                               | 2,484,221                 | Communications & Culture                      | 859,959                   | 583,777                   | (276,182)                   | 2,330,835                   | (153,386)                    |
| (101,033)                               | (65,333)                  | Customer Contact                              | 700,962                   | 762,456                   | 61,494                      | (43,670)                    | 21,663                       |
| <b>2,383,188</b>                        | <b>2,418,888</b>          | <b>Total Customers, Comms &amp; Culture</b>   | <b>1,560,921</b>          | <b>1,346,233</b>          | <b>(214,688)</b>            | <b>2,287,165</b>            | <b>(131,723)</b>             |
| <b>Operations</b>                       |                           |   |                           |                           |                             |                             |                              |
| (76,251)                                | (76,251)                  | City Development                              | (1,299,671)               | (1,459,728)               | (160,057)                   | 60,150                      | 136,401                      |
| 9,635,875                               | 9,635,875                 | Citywide Services                             | 2,826,564                 | 2,924,767                 | 98,203                      | 9,574,857                   | (61,018)                     |
| (140)                                   | (140)                     | Deputy Chief Executive                        | 46,436                    | 45,904                    | (532)                       | (10,298)                    | (10,158)                     |
| 2,322,140                               | 2,322,140                 | Neighbourhood Housing                         | 332,604                   | 324,669                   | (7,935)                     | 2,320,989                   | (1,151)                      |
| 2,406,508                               | 2,406,508                 | Neighbourhood Services                        | 642,748                   | 454,268                   | (188,480)                   | 2,236,604                   | (169,904)                    |
| 1,726,030                               | 1,726,030                 | Planning                                      | 323,550                   | 192,770                   | (130,780)                   | 1,878,164                   | 152,134                      |
| 109,732                                 | 109,732                   | Property Services                             | 625,326                   | 203,437                   | (421,889)                   | 127,602                     | 17,870                       |
| <b>16,123,894</b>                       | <b>16,123,894</b>         | <b>Total Operations</b>                       | <b>3,497,557</b>          | <b>2,686,087</b>          | <b>(811,470)</b>            | <b>16,188,069</b>           | <b>64,175</b>                |
| <b>Strategy, People &amp; Democracy</b> |                           |   |                           |                           |                             |                             |                              |
| 242,457                                 | 242,457                   | Democratic Services                           | 278,016                   | 396,164                   | 118,148                     | 229,737                     | (12,720)                     |
| 15,608                                  | 27,498                    | Human Resources                               | 410,854                   | 2,404,830                 | 1,993,976                   | (124,728)                   | (152,226)                    |
| 145,922                                 | 167,574                   | Strategy & Programme Management               | 164,476                   | (25,771)                  | (190,247)                   | 65,082                      | (102,492)                    |
| <b>403,987</b>                          | <b>437,529</b>            | <b>Total Strategy, People &amp; Democracy</b> | <b>853,346</b>            | <b>2,775,223</b>          | <b>1,921,877</b>            | <b>170,091</b>              | <b>(267,438)</b>             |
| <b>0</b>                                | <b>0</b>                  | <b>Total General Fund</b>                     | <b>1,489,235</b>          | <b>696,149</b>            | <b>(793,086)</b>            | <b>(1,506,523)</b>          | <b>(1,506,523)</b>           |

## GENERAL FUND SUBJECTIVE SUMMARY

| <i>Approved<br/>Budget</i> | <i>Current<br/>Budget</i> |                           | <i>Budget<br/>To Date</i> | <i>Actual<br/>To Date</i> | <i>Variance<br/>To Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|-----------------------------|------------------------------|
| 15,900,082                 | 16,038,224                | Employees                 | 5,212,570                 | 6,500,332                 | 1,287,762                   | 15,496,711                  | (541,513)                    |
| 9,004,053                  | 9,004,053                 | Premises                  | 4,225,038                 | 4,349,287                 | 124,249                     | 8,790,856                   | (213,197)                    |
| 304,809                    | 304,809                   | Transport                 | 101,612                   | 15,331                    | (86,281)                    | 161,511                     | (143,299)                    |
| 14,580,752                 | 14,737,710                | Supplies & Services       | 4,438,993                 | 3,794,581                 | (644,412)                   | 13,103,611                  | (1,634,099)                  |
| 8,125,351                  | 7,959,662                 | Third Party Payments      | 2,023,080                 | 93,836                    | (1,929,244)                 | 7,649,791                   | (309,871)                    |
| 63,260,654                 | 88,175,654                | Transfer Payments         | 30,806,504                | 29,163,436                | (1,643,068)                 | 88,208,832                  | 33,178                       |
| 3,271,443                  | 3,271,443                 | Capital Financing         | 2,342,729                 | 540,861                   | (1,801,868)                 | 3,253,497                   | (17,946)                     |
| (22,298,418)               | (22,132,729)              | Receipts                  | (7,935,934)               | (7,224,651)               | 711,283                     | (20,698,557)                | 1,434,172                    |
| (87,934,587)               | (113,144,687)             | Government Grants         | (39,555,009)              | (36,492,055)              | 3,062,954                   | (113,067,166)               | 77,521                       |
| 1,551,696                  | 1,551,696                 | Centrally Managed         | 717,080                   | (168,407)                 | (885,487)                   | 1,551,696                   | 0                            |
| 18,359,367                 | 18,359,367                | Recharge Expenditure      | 495,656                   | 549,374                   | 53,718                      | 18,096,555                  | (262,812)                    |
| (24,125,202)               | (24,125,202)              | Recharge Income           | (1,383,084)               | (425,777)                 | 957,307                     | (24,053,859)                | 71,343                       |
| <b>0</b>                   | <b>0</b>                  | <b>Total General Fund</b> | <b>1,489,235</b>          | <b>696,149</b>            | <b>(793,086)</b>            | <b>(1,506,523)</b>          | <b>(1,506,523)</b>           |



## Budget Monitoring Report

Year: 2013/14

Period: 04 (Jul)

**HOUSING REVENUE ACCOUNT STATUTORY SUMMARY**

| <i>Approved<br/>Budget</i> | <i>Current<br/>Budget</i> |                                      | <i>Budget<br/>To Date</i> | <i>Actual<br/>To Date</i> | <i>Variance<br/>To Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|----------------------------|---------------------------|--------------------------------------|---------------------------|---------------------------|-----------------------------|-----------------------------|------------------------------|
| 15,384,339                 | 15,384,339                | Repairs & Maintenance                | 5,068,034                 | 1,312,934                 | (3,755,100)                 | 15,389,769                  | 5,430                        |
| 6,655,661                  | 6,655,661                 | Rents, Rates, & Other Property Costs | 2,248,608                 | 5,877,090                 | 3,628,482                   | 6,278,945                   | (376,716)                    |
| 11,285,925                 | 11,285,925                | General Management                   | 2,456,735                 | 1,195,525                 | (1,261,210)                 | 10,728,449                  | (557,476)                    |
| 5,536,370                  | 5,536,370                 | Special Services                     | 1,587,431                 | 990,261                   | (597,170)                   | 5,268,468                   | (267,902)                    |
| 22,077,640                 | 22,077,640                | Depreciation & Impairment            | 0                         | 0                         | 0                           | 22,002,140                  | (75,500)                     |
| 941,000                    | 941,000                   | Provision for Bad Debts              | 235,250                   | 0                         | (235,250)                   | 941,000                     | 0                            |
| (58,596,560)               | (58,596,560)              | Dwelling Rents                       | (19,532,188)              | (21,084,862)              | (1,552,674)                 | (58,629,404)                | (32,844)                     |
| (2,193,735)                | (2,193,735)               | Garage & Other Property Rents        | (633,331)                 | (1,116,894)               | (483,563)                   | (2,231,553)                 | (37,818)                     |
| (10,026,307)               | (10,026,307)              | Service Charges - General            | (3,425,436)               | (2,997,638)               | 427,798                     | (9,777,040)                 | 249,267                      |
| 0                          | 0                         | Miscellaneous Income                 | 0                         | (14,667)                  | (14,667)                    | (44,000)                    | (44,000)                     |
| 9,817,561                  | 9,817,561                 | Adjustments & Financing Items        | (10,384)                  | (37,939)                  | (27,555)                    | 9,716,124                   | (101,437)                    |
| (731,895)                  | (731,895)                 | Amenities shared by whole community  | 0                         | 0                         | 0                           | (731,895)                   | 0                            |
| (150,000)                  | (150,000)                 | Interest Received                    | 0                         | 0                         | 0                           | (150,000)                   | 0                            |
| <b>(1)</b>                 | <b>(1)</b>                | <b>Total Housing Revenue Account</b> | <b>(12,005,281)</b>       | <b>(15,876,191)</b>       | <b>(3,870,910)</b>          | <b>(1,238,998)</b>          | <b>(1,238,997)</b>           |

**HOUSING REVENUE ACCOUNT SUBJECTIVE SUMMARY**

| <i>Approved<br/>Budget</i> | <i>Current<br/>Budget</i> |                                      | <i>Budget<br/>To Date</i> | <i>Actual<br/>To Date</i> | <i>Variance<br/>To Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|----------------------------|---------------------------|--------------------------------------|---------------------------|---------------------------|-----------------------------|-----------------------------|------------------------------|
| 6,280,077                  | 6,280,077                 | Employees                            | 1,944,580                 | 1,722,730                 | (221,850)                   | 6,080,580                   | (199,497)                    |
| 26,425,447                 | 26,524,379                | Premises                             | 8,887,418                 | 7,815,887                 | (1,071,531)                 | 26,042,286                  | (482,093)                    |
| 117,214                    | 117,214                   | Transport                            | 39,064                    | 18,433                    | (20,631)                    | 68,113                      | (49,101)                     |
| 4,166,356                  | 4,067,424                 | Recharge Expenditure                 | 903,334                   | 435,880                   | (467,454)                   | 3,715,579                   | (351,845)                    |
| 347,169                    | 347,169                   | Third Party Payments                 | 29,112                    | 1,721                     | (27,391)                    | 345,451                     | (1,718)                      |
| 5,350,612                  | 5,350,612                 | Recharge Expenditure                 | 470,268                   | 0                         | (470,268)                   | 5,350,612                   | 0                            |
| 3,628,341                  | 3,628,341                 | Capital Financing                    | 0                         | 0                         | 0                           | 3,552,841                   | (75,500)                     |
| (72,041,452)               | (72,041,452)              | Receipts                             | (24,023,797)              | (25,767,440)              | (1,743,643)                 | (72,120,695)                | (79,243)                     |
| (239,476)                  | (239,476)                 | Government Grants                    | (79,824)                  | (103,401)                 | (23,577)                    | (239,476)                   | 0                            |
| (2,101,429)                | (2,101,429)               | Recharge Income                      | (175,436)                 | 0                         | 175,436                     | (2,101,429)                 | 0                            |
| 15,019,000                 | 15,019,000                | Rev Contribs to Capital              | 0                         | 0                         | 0                           | 15,019,000                  | 0                            |
| 13,048,140                 | 13,048,140                | Capital Financing                    | 0                         | 0                         | 0                           | 13,048,140                  | 0                            |
| <b>(1)</b>                 | <b>(1)</b>                | <b>Total Housing Revenue Account</b> | <b>(12,005,281)</b>       | <b>(15,876,191)</b>       | <b>(3,870,910)</b>          | <b>(1,238,998)</b>          | <b>(1,238,997)</b>           |

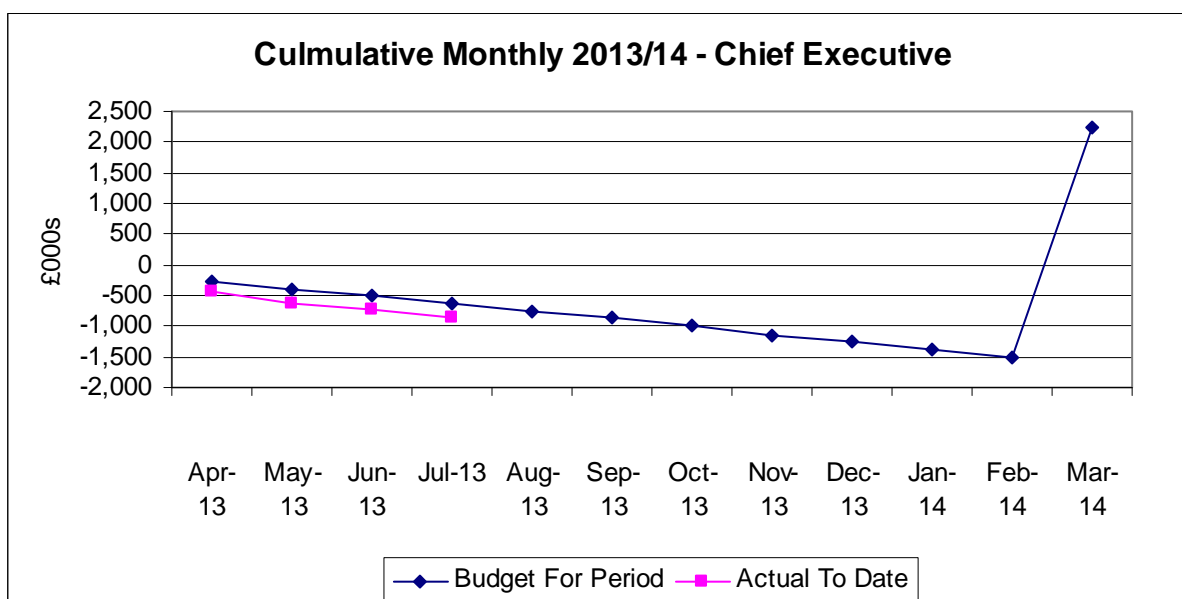
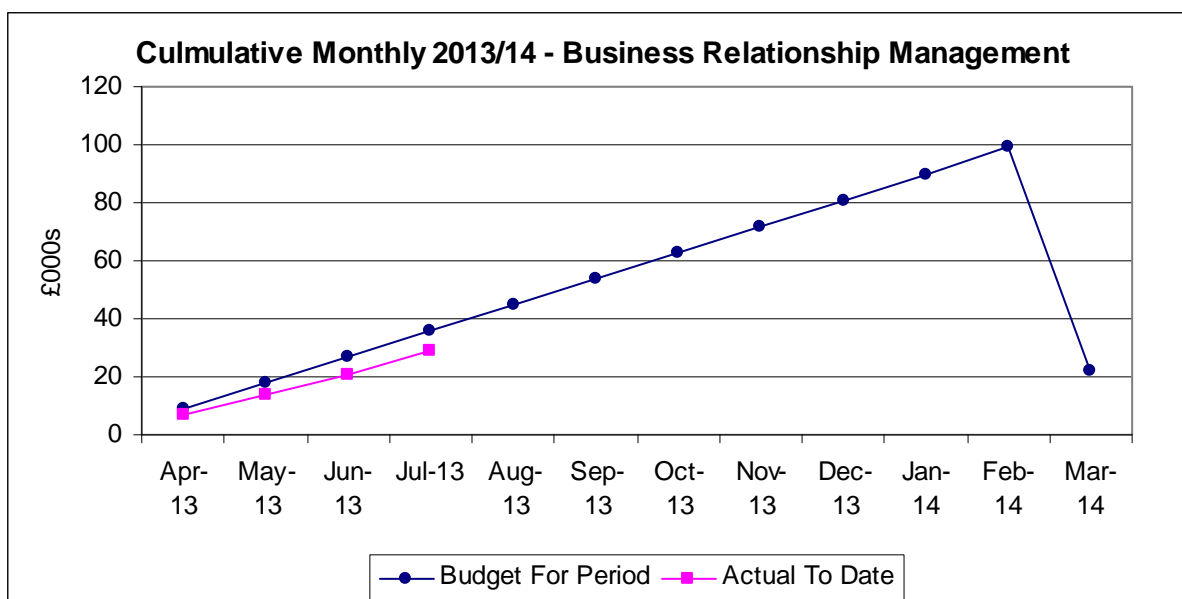


## Budget & Expenditure – Monthly by Service Graphs

The following graphs show the monthly budget profile and income/expenditure to date for each service (both General Fund and Housing Revenue Account) for the financial year.

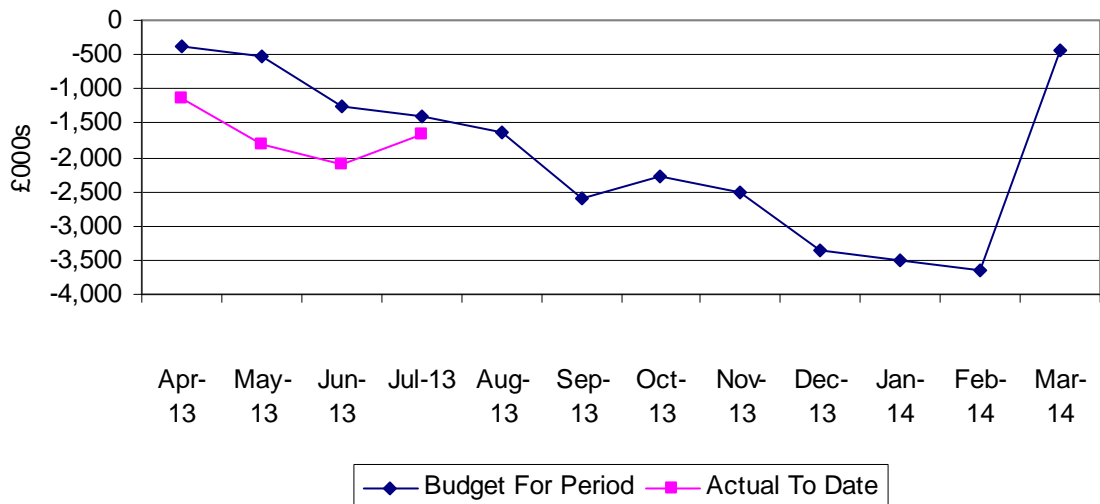
The actual income/expenditure reported is influenced by accrual provisions brought forward from the previous financial year, and by any delays in invoicing and/or payment.

Budgets are profiled to show the expected pattern of income & expenditure, and will be refined and improved during the course of the financial year.

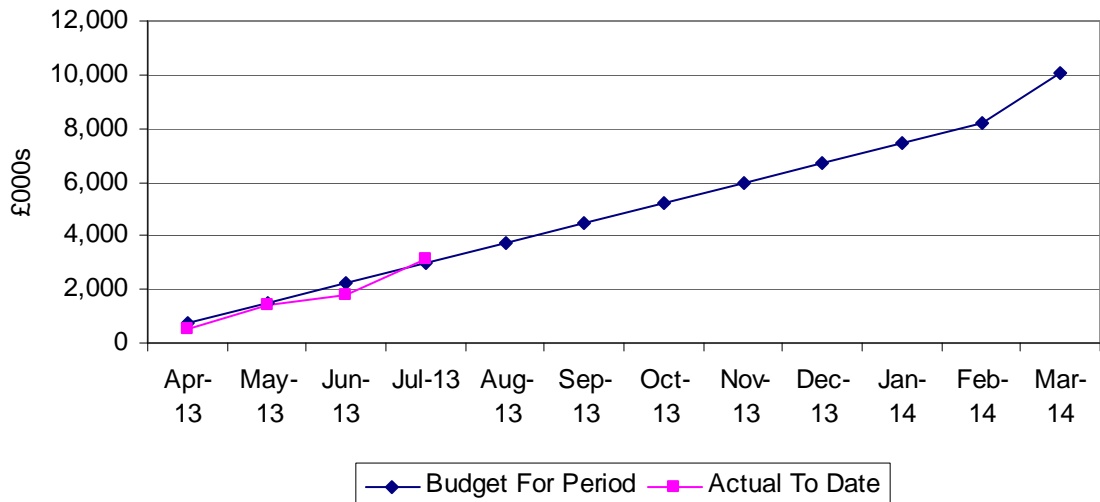




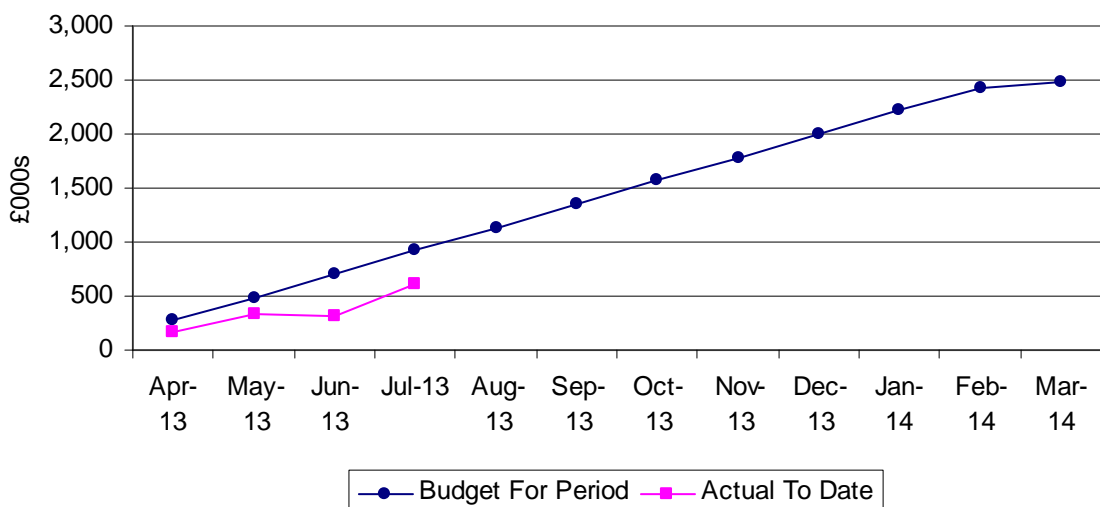
### Culmulative Monthly 2013/14 - City Development



### Culmulative Monthly 2013/14 - Citywide Services

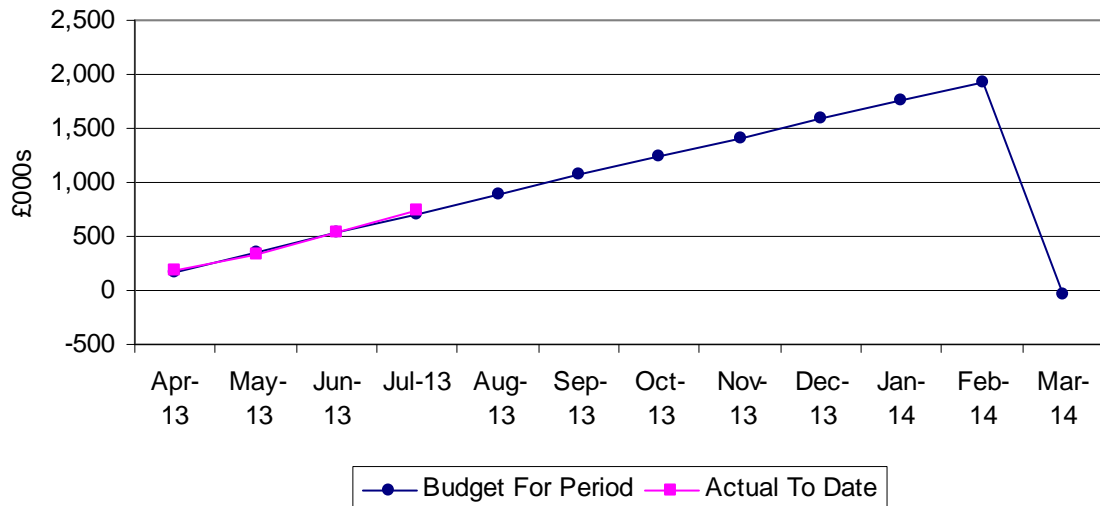


### Culmulative Monthly 2013/14 - Communications & Culture

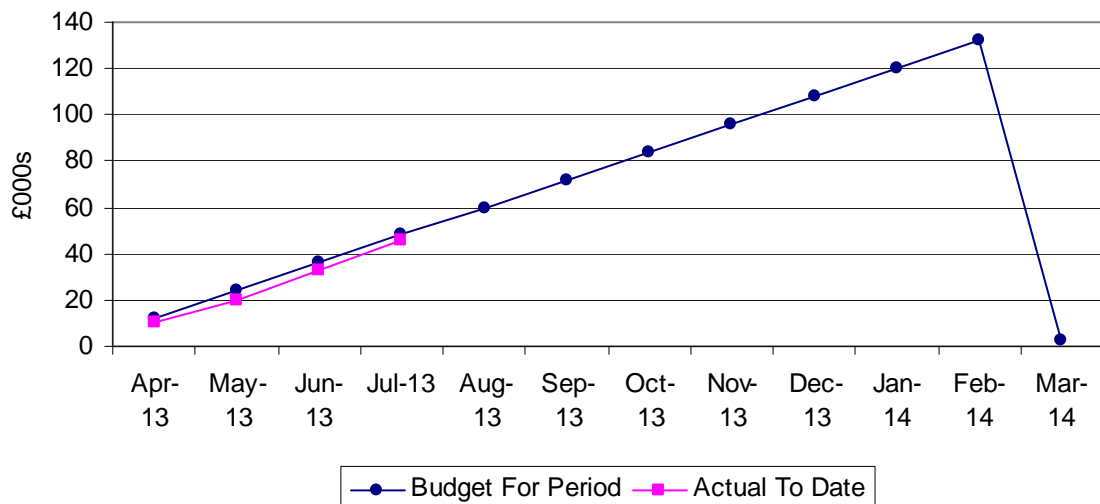




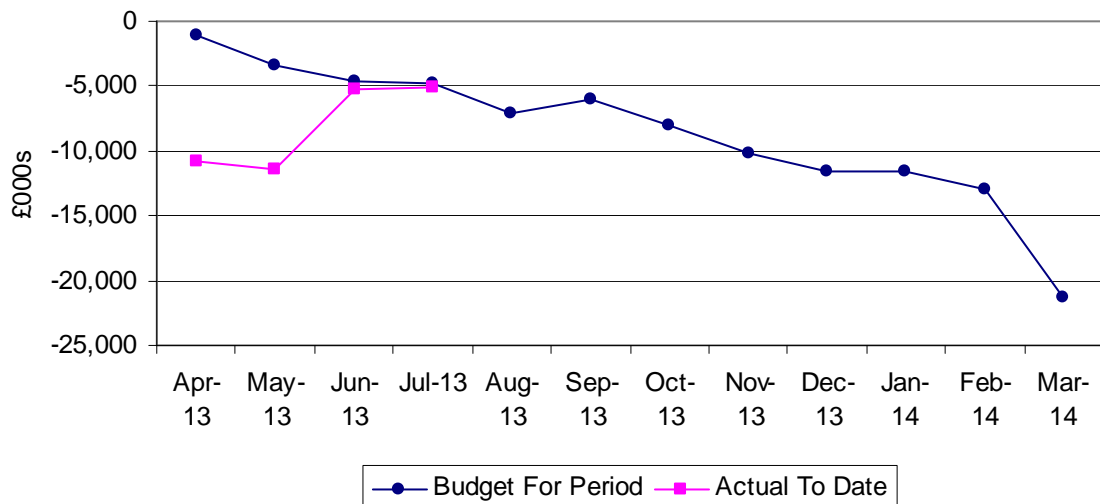
### Culmulative Monthly 2013/14 - Customer Contact



### Culmulative Monthly 2013/14 - Deputy Chief Executive

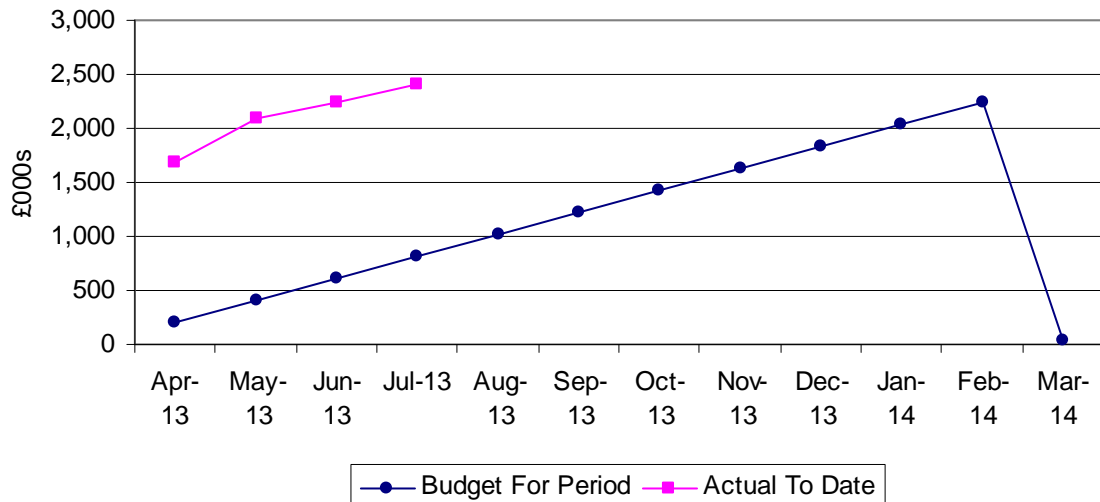


### Culmulative Monthly 2013/14 - Finance

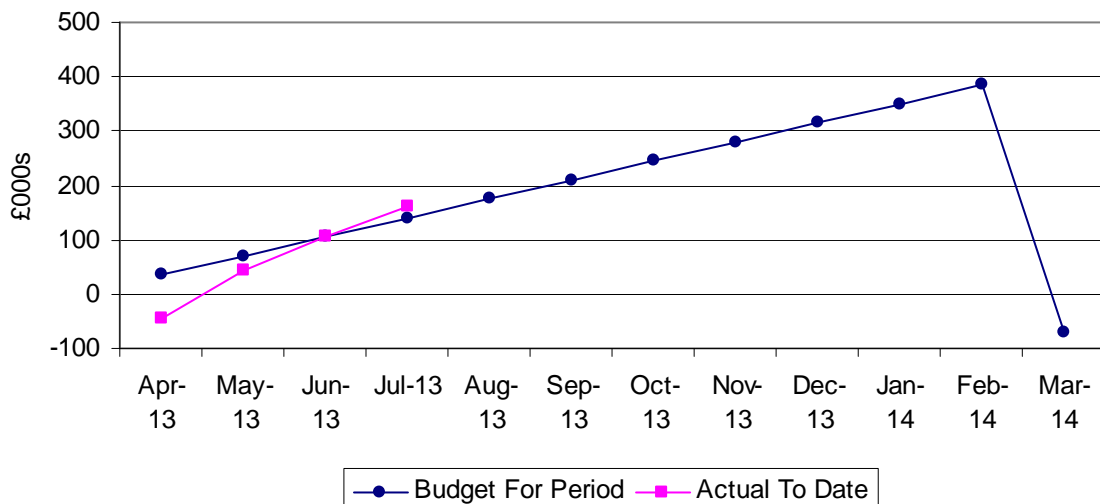




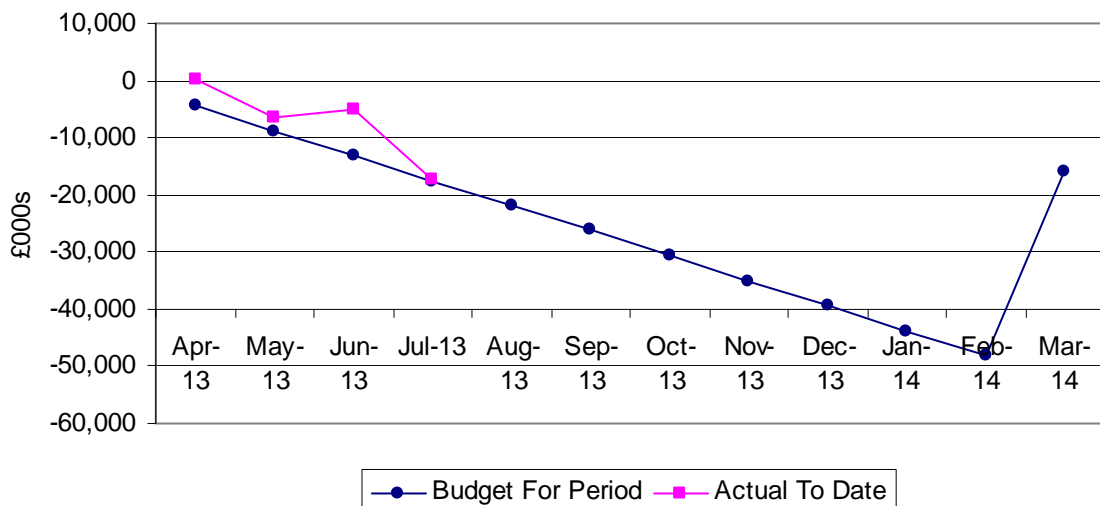
### Culmulative Monthly 2013/14 - HR & Learning



### Culmulative Monthly 2013/14 - Legal Services

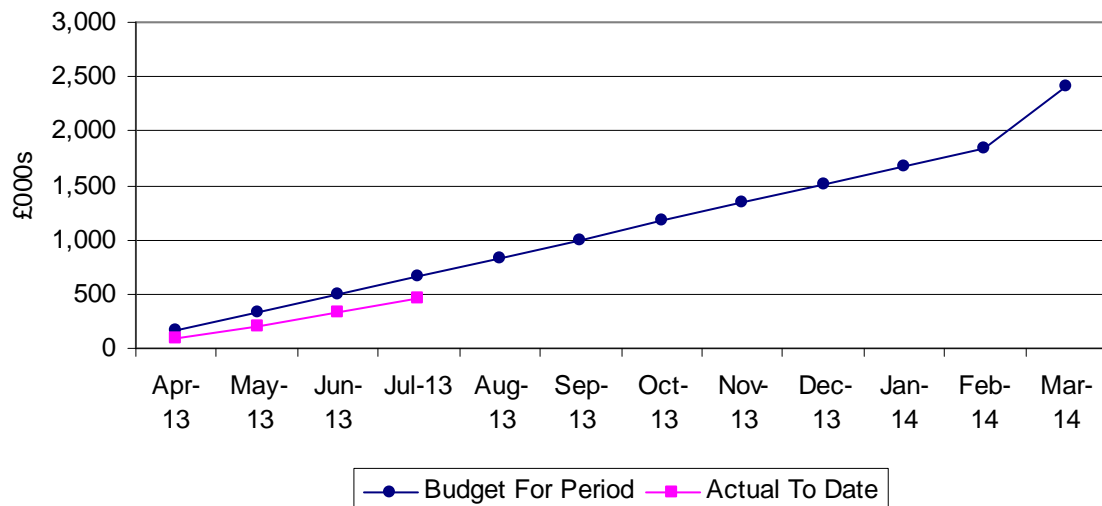


### Culmulative Monthly 2013/14 - Neighbourhood Housing

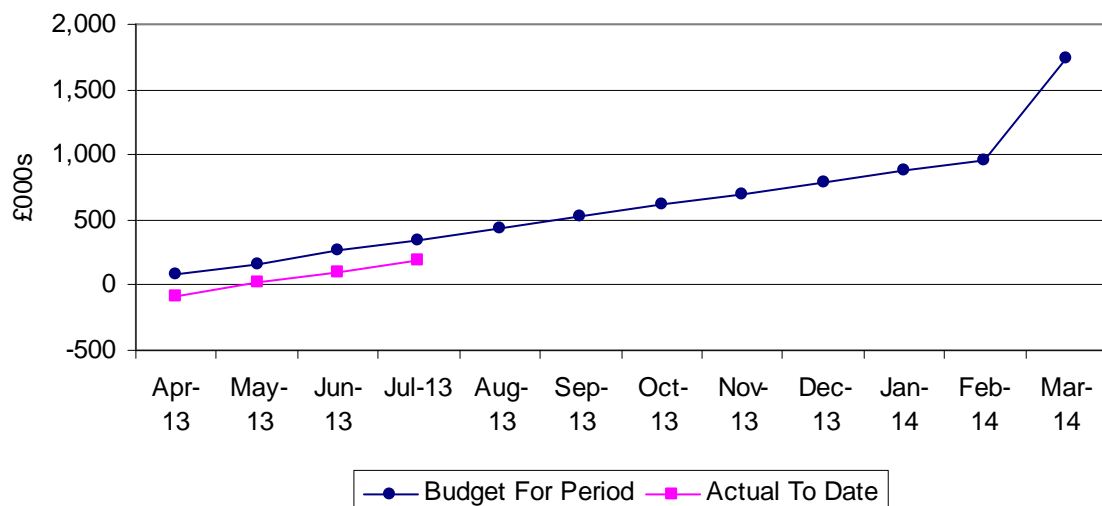




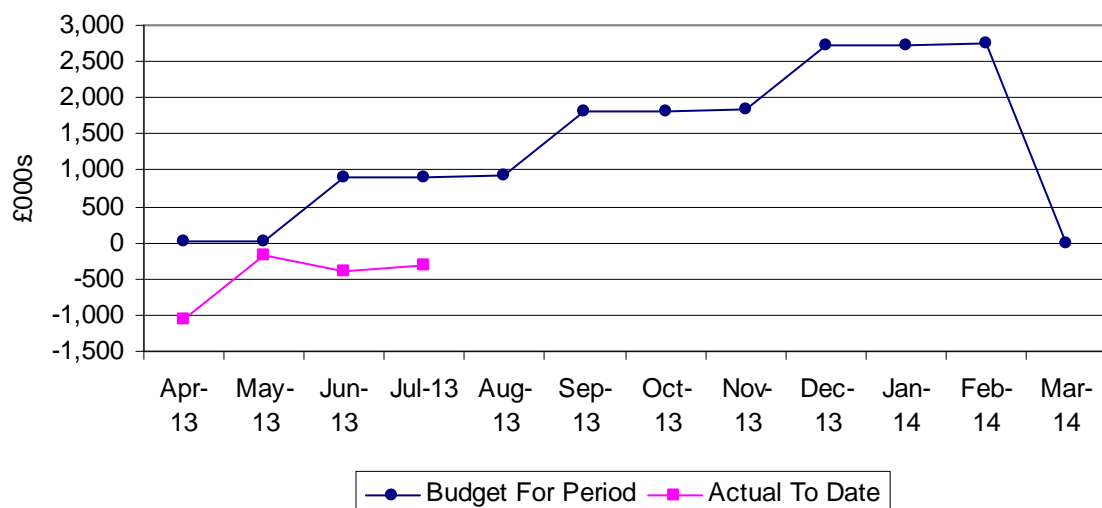
### Culmulative Monthly 2013/14 - Neighbourhood Services



### Culmulative Monthly 2013/14 - Planning

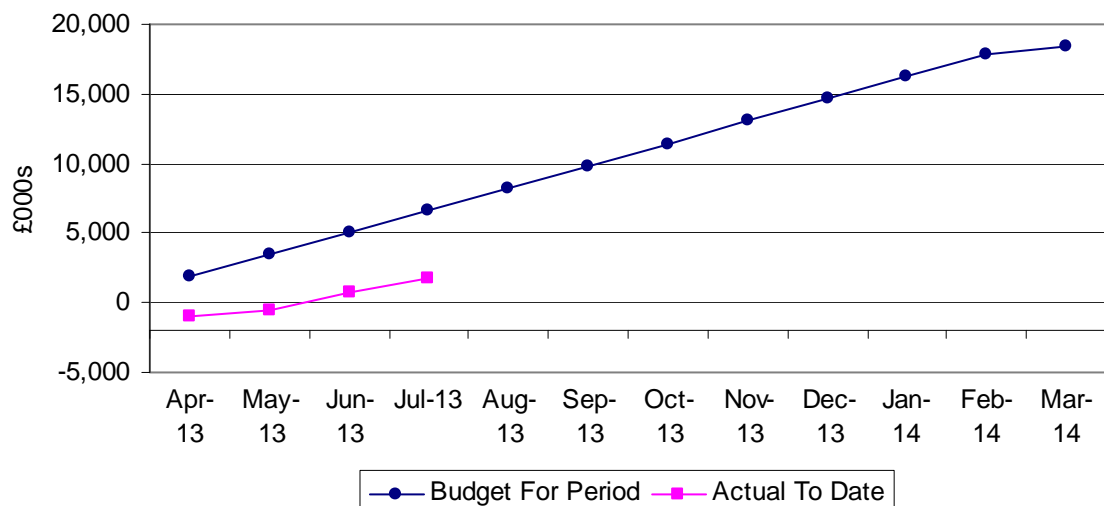


### Culmulative Monthly 2013/14 - Procurement & Systems

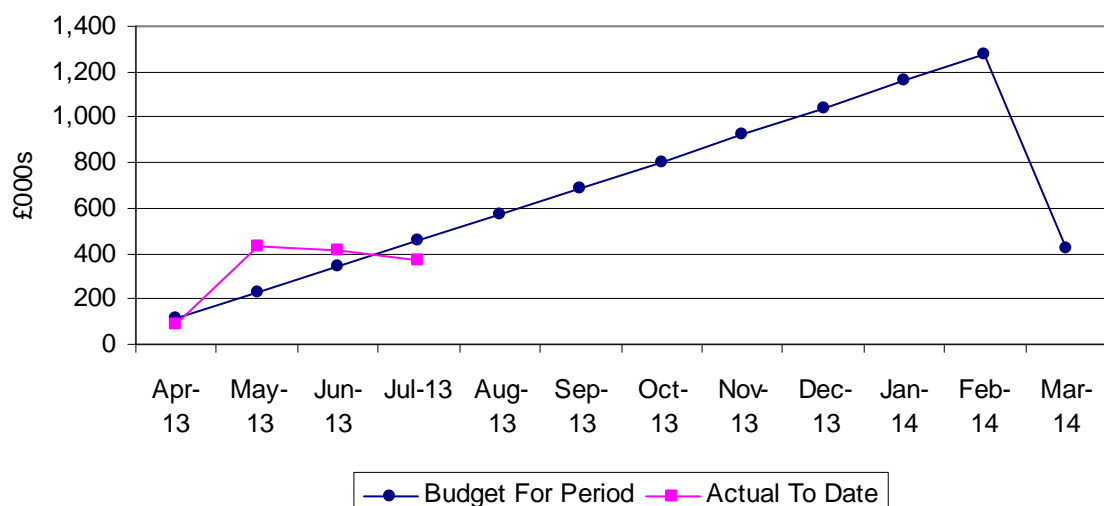




### Culmulative Monthly 2013/14 - Property Services (NPS)



### Culmulative Monthly 2013/14 - Strategy, People & Democracy



### Culmulative Monthly 2013/14 Norwich City Council (Revenue)

