

**PROVISIONAL YEAR END POSITION 2016-17  
BUDGET HOLDER PERFORMANCE**

| Main Service Code                             | Col 1  | Col 2  | Col 3   | Col 4   | Budget Holder Comments on Performance<br>(only provided where +/- £10k)   |
|---|--|--|---|---|---|
|   | Controllable<br>Approved Budget<br>@ 31/3/17 | Controllable<br>Provisional Year End<br>Position | Controllable<br>Variance to<br>Approved<br>Budget<br><br>(-) = Underspend | Controllable<br>Adjusted<br>Carry<br>Forward<br>Request |   |
|   | £  | £  | £   | £   |   |
| <b>Community and Social Affairs Committee</b> |  |  |   |   |   |
| 040 Public Conveniences                       | 103,140                                      | 99,252   | -3,888  | 3,880   |   |
| 060 Leisure Vision                            | 93,500                                       | 102,302  | 8,802   |   |   |
| 065 Waterfield Leisure Centre                 | -2,200                                       | -3,562   | -1,362  |   |   |
| 070 Open Spaces (General Expenses)            | 45,050                                       | 41,326   | -3,724  |   |   |
| 372 Rent Rebates - Non HRA                    | 2,860  | 5,919  | 3,059   |   |   |
| 373 Rent Rebates - HRA Tenants                | -51,210                                      | -124,331   | -73,121   |   | Reduction in expenditure due to fewer claims mainly as a result of the introduction of Universal Credit for which the full implementation was not expected at the time of budgeting. Higher subsidy received on claims due to lower claimant errors and improved processes which has reduced Local Authority errors. Proactive recovery of overpayments.  |
| 375 Rent Allowances                           | -98,790                                      | -120,111   | -21,321   |   | Reduction in expenditure due to fewer claims mainly as a result of the introduction of Universal Credit for which the full implementation was not expected at the time of budgeting. Higher subsidy received on claims due to lower claimant errors and improved processes which has reduced Local Authority errors.  |
| 400 Private Sector Housing Renewal            | 300  | 289  | -11   |   |   |
| 410 Homelessness                              | 120,290                                      | 115,201  | -5,089  |   |   |
| 420 Melton Lifeline                           | -17,510                                      | -17,910  | -400  |   |   |
| 425 Other Housing Services                    | -3,980                                       | -4,172   | -192  |   |   |
| 426 Supporting People                         | 22,550                                       | 57,332   | 34,782  |   | One additional FTE in post, not in the establishment, to deliver the service to the standard required and to cover employee absences due to sickness. Reduction in income received through LCC contributions due to the termination of the service at the end of January.   |
| 471 Customer Services                         | 793,330                                      | 759,143  | -34,187   | 30,750  | The revenues and benefits transformation work was not completed, a carry forward request has been put forward. Also reduction in postages costs as a result of the transformation process reviews and the implementation of self serve.   |
| 595 Community Service Grants                  | 72,380                                       | 71,614   | -766  |   |   |
| 625 Community Safety                          | 76,930                                       | 77,331   | 401   |   |   |
| 627 Welland Wheels to Work                    | 12,230                                       | 27,478   | 15,248  |   | Increase in repairs and maintenance costs due to the aging vehicles. Offset by underspend on the 2015/16 carry forward towards contribution of electric scooters which was put on hold in 2016/17 due to the timing delay in funding confirmation for future years. Income from rider hire below budget due to a reduction in the number of riders taking up the scheme and an error in the fees charged at the start of the year. Income which straddles two financial years has been reserved for the first time which has reduced income further in 2016/17. |
| 628 Children's Services                       | 24,760                                       | 24,907   | 147   |   |   |
| 685 Council Tax Benefit                       | 500  | -2,739   | -3,239  |   |   |
| 696 Strategic Arts Development                | 140  | 0  | -140  |   |   |
| 697 Strategic Sports & Leisure Development    | 14,150                                       | 14,208   | 58  |   |   |
|   | <b>1,208,420</b>                             | <b>1,123,476</b>                                 | <b>-84,944</b>  | <b>34,630</b>   |   |

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|---|---------------------------|-------------------------------|-----------------------------|--------------------------------|---|
|   | Controllable              | Controllable                  | Controllable                | Controllable                   |   |
|   | Approved Budget @ 31/3/17 | Provisional Year End Position | Variance to Approved Budget | Adjusted Carry Forward Request |   |
| (-) = Underspend                                    |                           |                               |                             |                                |   |
| <b>Policy, Finance and Administration Committee</b> |                           |                               |                             |                                |   |
| 320 7 King Street                                   | 5,120                     | 8,304                         | 3,184                       |                                |   |
| 470 Parkside  | 162,450                   | 140,012                       | -22,438                     |                                | Agency staff saving due to less sickness cover required for cleaners. Additional income from staff car parking fees and service charge/rent due to LPT staying longer than budgeted for.  |
| 472 Phoenix House                                   | 23,070                    | 19,950                        | -3,120                      |                                |   |
| 476 Welland Procurement Unit                        | 31,380                    | 29,414                        | -1,966                      |                                |   |
| 477 Corporate Repairs & Maintenance                 | 95,860                    | 101,558                       | 5,698                       |                                |   |
| 520 Commercialism                                   | 121,430                   | 44,648                        | -76,782                     | 76,780                         | 9 month pilot period covers two financial years, underspend to be carried forward to fund project in 2017-18  |
| 560 Electoral Registration                          | 38,170                    | 38,037                        | -133                        |                                |   |
| 565 Municipal Property                              | 2,620                     | -90                           | -2,710                      |                                |   |
| 580 Land Charges                                    | -72,720                   | -58,801                       | 13,919                      |                                | Reduced income due to lower than anticipated use of the service. Increased use of FOI (approx. 60 within 2016/17) for which no fee is attracted but similar input is required. Additional costs (interest and legal costs) incurred by continued involvement in the legal action against land charges, this has been partially funded by new burdens monies received.   |
| 600 Elections                                       | 2,590                     | 14,584                        | 11,994                      |                                | By election costs not budgeted for and admin support costs for PCC and EU referendum which cannot be reclaimed.   |
| 620 Local Authority Lottery                         | 5,750                     | 4,728                         | -1,022                      |                                |   |
| 630 Me and My Learning                              | 282,930                   | 276,321                       | -6,609                      | 6,600                          |   |
| 635 Central Expenses                                | 148,080                   | 148,281                       | 201                         |                                |   |
| 646 Corporate and Democratic Core                   | 248,820                   | 250,781                       | 1,961                       |                                |   |
| 647 Corporate Costs (Finance)                       | 95,200                    | 125,340                       | 30,140                      |                                | Estimated VAT due to HMRC following internet payments misallocation of VAT, offset by saving on audit fees due to general reduction of costs charged for service.   |
| 648 Non Distributed Costs                           | 119,930                   | 115,708                       | -4,222                      |                                |   |
| 660 NNDR Collection                                 | -338,060                  | -344,527                      | -6,467                      |                                |   |
| 661 Business Improvement District                   | -11,600                   | -10,925                       | 675                         |                                |   |
| 680 Council Tax Collection                          | -29,610                   | -49,233                       | -19,623                     | 4,000                          | Savings on summons costs as fewer summonses issued. Fewer empty homes being brought back into use resulted in a saving on Empty Homes inspections. Carry forward for Council Tax Scheme discretionary fund which is a ring fenced fund that preceptors contribute towards.  |
| 705 Misc Financing Items                            | -312,160                  | -189,562                      | 122,598                     |                                | £23k of the £125k transformation savings target achieved through Customer Services for which a virement has been processed. The remaining £102k has not been achieved. In addition there has been £3k of write-offs and £17k increase to the doubtful debts provision   |
| 810 Central Services                                | 830,710                   | 812,519                       | -18,191                     | 18,190                         | Underspend due to vacancies and additional income from external organisations for professional staff, request to carry forward approved to fund agency costs in 2017/18 until restructure complete  |
| 815 Information Technology                          | 640,850                   | 609,550                       | -31,300                     | 23,500                         | Lower laptop turnover due to move from laptops to thin clients and savings from change from vasco sign in. Carry forwards submitted for options appraisal for telephony system not undertaken in 2016-17 due to issues with telephony supplier and to address storage performance issues (delay in delivery)  |
| 820 Internal Audit                                  | 65,570                    | 46,716                        | -18,854                     |                                | Due to end of the Welland and a move to the LGSS delegation the reserve fund held by RCC on behalf of partners has been redistributed   |
| 830 Corporate Management Team                       | 367,380                   | 386,017                       | 18,637                      |                                | Provision set up for redundancy costs   |
| 840 Communications                                  | 685,620                   | 651,027                       | -34,593                     | 34,590                         | Savings due to vacant posts (Business Analyst and HR Officer) offset by provision for redundancy costs. Carry forwards for LCC transformation team support to complete review of systems and process reviews to support business efficiency projects, to cover the additional cost of 6 months agency HR support and to complete job specification/salary and appointment of the future Chief Executive.  |
| 845 Legal Services                                  | 126,970                   | 111,629                       | -15,341                     | 13,000                         | Professional fees have been less than expected due to the improved management of internal resources within the legal team and specific procurements being funded by services themselves e.g. local plans / waste procurement. However there are a number of ongoing legal cases requiring specialist legal support, to which the carry forward relates. Additional income due to the higher than expected number of s106 works being undertaken which a legal charge is levied for. |
| 872 Regulatory Services                             | 297,400                   | 313,658                       | 16,258                      |                                | Overspend arising from short term staff cover relating to planning application and local plan administration.   |
| 876 Communities and Neighbourhoods                  | 402,100                   | 410,515                       | 8,415                       |                                |   |
|   | <b>4,035,850</b>          | <b>4,006,159</b>              | <b>-29,691</b>              | <b>176,660</b>                 |   |

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|---|---|---|---|---|---|--|
|   |   | Controllable<br>Approved<br>Budget<br>@ 31/3/17 | Controllable<br>Provisional<br>Year End<br>Position | Controllable<br>Variance to<br>Approved<br>Budget<br>(-) = Underspend | Controllable<br>Adjusted<br>Carry<br>Forward<br>Request |  |
| <b>Rural, Economic and Environmental Affairs Committee</b>  |   |   |   |   |   |  |
| 005   | Environmental Health Service                                | 251,490   | 235,636   | -15,854   |   | Savings due to vacant posts. Higher income achieved than budgeted, primarily from private water sampling.  |
| 015   | Control of Pests  | 13,490  | 15,359  | 1,869   |   |  |
| 050   | Waste Management  | 1,900,140                                       | 1,907,270   | 7,130   |   |  |
| 100   | Land Drainage   | 19,620  | 16,114  | -3,506  |   |  |
| 120   | Car Parks & Bus Station                                     | -495,560  | -482,491  | 13,069  |   | Income throughout the year was higher than budget by £17k, however this additional income was vired throughout the year to fund an insurance claim within the car parks service and essential repairs and maintenance costs within the Corporate Repairs & Maintenance budget. A mid-year increase in collection costs, and increases in PCN processing costs attributed to the overspend. |
| 140   | Christmas Lighting  | 36,190  | 33,646  | -2,544  |   |  |
| 300   | Cattle Market   | -202,670  | -190,255  | 12,415  |   | The cattle performed well throughout 2016/17, resulting in additional income of £32k however this was reduced by a £16k shortfall in car park fees collected and car boot income. Due to a VAT error with regards to the Trade Units, an amount of £26k is owing to HMRC, this has been reserved and has resulted in a £10k shortfall of income overall.                                   |
| 305   | Cattle Market Re-Development                                | 66,270  | 16,420  | -49,850   | 47,090  | The project is currently moving into its final phases and remaining funds have been requested to be carried forward for 2017/18  |
| 315   | Tourism   | 31,940  | 33,330  | 1,390   |   |  |
| 340   | Development Control   | -204,570  | -334,225  | -129,655  | 20,000  | There were underspends due to vacant posts and essential user/mileage claims. There was also an underspend within professional fees, this has resulted in a request to carry forward £20k with regards to a public enquiry expected in 2017/18. Additional income was achieved due to increased applications and major schemes which attract higher fees.                                  |
| 345   | Local Plans   | 664,180   | 665,787   | 1,607   |   |  |
| 355   | Building Control  | -31,990   | -29,797   | 2,193   |   |  |
| 507   | Environmental Maintenance                                   | 389,960   | 356,649   | -33,311   |   | Underspends due to vacant posts, newer vehicles have attracted less repairs and increase fuel economy resulting in further underspends. An increase in contribution received from the BID relating to additional works completed for them.   |
| 570   | Industrial Estates  | -137,840  | -134,672  | 3,168   |   |  |
| 575   | Economic Development  | 264,130   | 235,154   | -28,976   |   | Underspend is attributed to staff vacancies and postages. The annual billing postages budget has been included in 575, however the spend was incurred within 876, the budget is to be moved from 2017/18 onwards.  |
| 588   | Licensing   | -15,110   | -28,152   | -13,042   |   | Savings due to vacant posts and staff turnover.  |
| 605   | Emergency Planning  | 26,050  | 25,361  | -689  |   |  |
|   |   | <b>2,575,720</b>                                | <b>2,341,134</b>                                    | <b>-234,586</b>   | <b>67,090</b>   |  |
| <b>Net Controllable Cost of Services - General Expenses</b> |   | <b>7,819,990</b>                                | <b>7,470,769</b>                                    | <b>-349,221</b>   | <b>278,380</b>  |  |
| 745   | Interest Received   | -107,330  | -130,988  | -23,658   |   | Higher level of balances and interest rate achieved higher than budgeted for   |
| 760   | Provision for Repayment of Debt                             | 12,420  | 12,419  | -1  |   |  |
| <b>Total Controllable Non Service Related Costs</b>         |   | <b>-94,910</b>                                  | <b>-118,569</b>                                     | <b>-23,659</b>  |   |  |
| 793   | <b>Net Controllable Deficit/Surplus(-) General Expenses</b> | <b>7,725,080</b>                                | <b>7,352,200</b>                                    | <b>-372,880</b>   |   |  |

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|--|--|---|---|---|---|---|
|  |  | Controllable<br>Approved<br>Budget<br>@ 31/3/17 | Controllable<br>Provisional<br>Year End<br>Position | Controllable<br>Variance to<br>Approved<br>Budget | Controllable<br>Adjusted<br>Carry<br>Forward<br>Request |   |
| <b>SPECIAL EXPENSES (MELTON MOWBRAY)</b>                         |  |   |   |   |   |   |
| 101  | Town Area Community Centres                                      | 23,150  | 23,553  | 403   |   |   |
| 270  | Open Spaces  | 85,600  | 76,386  | -9,214  | 7,000   |   |
| 325  | Cemeteries   | -45,140   | -45,793   | -653  |   |   |
| 330  | Allotments   | -690  | -230  | 460   |   |   |
| 478  | Corporate Repairs & Maintenance                                  | 24,240  | 19,332  | -4,908  | 4,900   |   |
| 636  | Corporate and Democratic Core - Special Expenses                 | 13,850  | 13,044  | -806  |   |   |
| <b>Net Controllable Cost of Services - Special Expenses (MM)</b> |  | <b>101,010</b>                                  | <b>86,292</b>                                       | <b>-14,718</b>                                    | <b>11,900</b>   |   |
| 746  | Interest Received  | -370  | -915  | -545  |   |   |
| <b>Total Controllable Non Service Related Costs</b>              |  | <b>-370</b>                                     | <b>-915</b>   | <b>-545</b>                                       |   |   |
| 794  | <b>Net Controllable Deficit/Surplus(-) Special Expenses (MM)</b> | <b>100,640</b>                                  | <b>85,377</b>                                       | <b>-15,263</b>                                    |   |   |
| <b>SPECIAL EXPENSES(SPROXTON)</b>                                |  |   |   |   |   |   |
| 295  | Closed Churchyards   | 500   | 0   | -500  |   |   |
| <b>SPECIAL EXPENSES (FRISBY)</b>                                 |  |   |   |   |   |   |
| 296  | Closed Churchyards   | 500   | 1,840   | 1,340   |   |   |
| <b>TOTAL ALL SERVICES</b>  |  | <b>£7,826,720</b>                               | <b>£7,439,417</b>                                   | <b>-£387,303</b>                                  |   |   |
| 430  | <b>HOUSING REVENUE ACCOUNT</b>                                   | <b>-£1,619,580</b>                              | <b>-£2,006,373</b>                                  | <b>-386,793</b>                                   |   |   |

As reported to a meeting of the Community & Social Affairs Committee on 21/6/17

**Notes:**

Col 1 = Approved budget is the original estimate as adjusted by virements, supplementary estimates and budget reductions.

Col 2 = Provisional year end position is subject to external audit certification

Col 3 = Variance comparing the provisional year end position to the approved budget (Col 2 - Col 1)

Col 4 = Underspend subject to a carry forward request