

# COUNCIL BUDGET - MONTH 6 2012/13 REVENUE AND CAPITAL MONITORING

<b>Cabinet Member</b>	Councillor Jonathan Bianco
<b>Cabinet Portfolio</b>	Finance, Property and Business Services
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<b>Papers with report</b>	None

## HEADLINE INFORMATION

<b>Purpose of report</b>	<p>The report sets out the Council's overall 2012/13 revenue &amp; capital position, as forecast at the end of Month 6 (September). The in-year revenue position is forecast as an underspend of £1,740k an adverse movement of £259k from that reported at Month 5.</p> <p>An underspend of £6,626k is currently forecast on General Fund capital budgets for 2012-15. There is a forecast pressure of £5,701k on the HRA capital programme over this period due to projected variances on new build projects.</p>
<b>Contribution to our plans and strategies</b>	Achieving value for money is an important element of the Council's medium term financial plan.
<b>Financial Cost</b>	N/A
<b>Relevant Policy Overview Committee</b>	Corporate Services and Partnerships
<b>Ward(s) affected</b>	All

## RECOMMENDATIONS

That Cabinet:

1. Note the forecast management budget position for revenue and capital as at Month 6.
2. Note the treasury Month 6 update at Appendix B.
3. Approve the retaining of agency staff as detailed in Appendix C.
4. Notes the supplementary levy of £620k issued by West London Waste Authority
5. Approves the addition of £30k to 2012/13 PEECS revenue budgets for development of an emissions 'ready reckoner' for traffic management schemes funded by a DEFRA grant.
6. Approves the amendments to fees and charges for street naming and numbers as set out in appendix D to this report with effect from 1/12/12.
7. Approves the allocation of £764k from Capital General Contingency to the WREN centre project.
8. Approves the virement of £325k capital budget for Bourne Primary School from Phase 2A Temporary programme to Phase 2 permanent expansion. (PTO)

- 9. Approves acceptance of the Right to Buy and One-for-One Replacement agreement with the Secretary of State for Communities and Local Government.**
- 10. Approves award of £95k grant from the Town Centre Initiatives budget to enable the relocation of Ruislip Manor Post Office, subject to the necessary grant agreement being in place with the recipient.**
- 11. Ratify the emergency contract decision taken by the Chief Executive, in consultation with the Leader, on 13 November 2012 to revoke a previous Cabinet Member decision dated 17 July 2012 and place a new contract with BMCC at the previously tendered amount of £81,626.72 for the first floor upgrade of Merrifields House Respite Care Home for Children, Burns Close, Hayes.**

## **INFORMATION**

### **Reasons for Recommendations**

1. The reason for the monitoring recommendation is to ensure that the Council achieves its budgetary objectives. The report informs Cabinet of the latest forecast revenue and capital position for the current year 2012/13.
2. Recommendation 4 requests that Cabinet note the receipt of a supplementary levy request from the West London Waste Authority, which is intended to rebuild balances in light of the adverse financial position detailed within Appendix 1 to this report.
3. Recommendation 5 seeks authority to add £30k of DEFRA grant funding for development of a 'ready reckoner' tool for assessing the impact of traffic management schemes on emissions. This project will be undertaken with Leicester City Council and provide the Council with access to the completed tool.
4. Recommendation 6 revises current charges for street naming and numbering changes to better reflect the costs of those changes affecting more than one property. The proposed schedule of charges is set out in Appendix D.
5. Cabinet approved an allocation £839k to Queenswalk Redevelopment Project for the Resource Centre on 25 October 2012. Recommendation 7 now seeks authority to allocate £720k to the WREN Centre and £44k for the Canopy, Fencing and Gates from Capital General Contingency approved by Cabinet on 27 September 2012.
6. Recommendation 8 seeks authority to transfer £325k from Phase 2A Temporary Programme to Phase 2 Permanent Expansion to contribute towards the cost of constructing two permanent classrooms at Bourne Primary School approved by Cabinet on 25 October 2012.
7. Recommendation 9 seeks authority to enter into an agreement with the Secretary of State for Communities and Local Government to enable the retention of 100% of Right to Buy sales proceeds (as opposed to 25% currently), in order to support on-going replacement of housing stock. This programme will require support from HRA funded Prudential Borrowing and will be developed through on-going MTFP processes.
8. Recommendation 10 seeks authority to award grant funding from the Council's Town Centre Improvements budget to enable Ruislip Manor Post Office to move into larger, more central premises as part of the wider regeneration of this area. Prior to any funds being released, the necessary grant agreements will be in place to secure the Council's financial interest.
9. Recommendation 11 is required to ratify an emergency contract decision recently taken in relation to the works at Merrifield House, where due to external commercial reasons a new contract needed to be entered into on similar terms. Use of this emergency delegation in the Constitution helped mitigate the Council incurring unnecessary costs.

### **Alternative options considered**

10. There are no other options proposed for consideration.

## **SUMMARY**

### **A) Revenue**

11. The in year revenue monitoring position as at Month 6 (September) shows that forecast net expenditure for the year 2012/13 is £1,740k less than the budget following recognition of a £620k exceptional levy payment required by the West London Waste Authority.
12. There is currently a £2,360k underspend on normal activities, including an £640k pressure on directorate operating budgets, primarily due to slippage on SCHH savings, and a £3,000k underspend on capital financing costs, linked to borrowing on the Primary School Capital Programme being deferred.
13. The improvement of £361k reported on operating budgets reflects work being undertaken across the Council to deliver outturn within budget this year, which will allow the capital financing underspend to be treated as a windfall.
14. The reported position takes into account the delivery of the £17,696k savings which were included in the 2012/13 budget. To date 86% are either banked or on track for delivery.
15. Balances brought forward at 31st March 2012 were £23,313k, to which a further £2,126k was budgeted to be added during 2012/13. Forecast balances at 31 March 2013 are expected to reach £27,178k as a result of this budgeted contribution and the in year underspend noted above.

### **B) Capital**

16. Forecast outturn on the 2012/13 General Fund Capital Programme is £58,463k, a variance of £44,360k on a revised budget of £102,823k. The majority of this relates to the re-phasing of Primary Schools Expansions (£26,450k), with the remaining balance relating to unallocated contingency and other projects.
17. Over the three-year period 2012 to 2015, an underspend of £6,626k is now reported on the General Fund Capital Programme. Table 7 provides further detail of this projected underspend.
18. General Fund capital receipts for 2012/13 are projected to be £6,551k at Month 6. This represents a variance of £17,097k on the revised budget of £23,648k and relates to the re-phasing of disposals which are now forecast to complete during 2013/14. A favourable variance of £7,986k is forecast over the period 2012 to 2015.
19. A net pressure of £5,701k is reported on the HRA capital programme over the period of 2012 to 2015, which relates to variances on New Build projects.

## A) REVENUE

20. Table 1 indicates the overall impact of the expenditure forecast now reported on the approved budget and the resulting balances position.

**Table 1**

2012/13 Original Budget	Budget Changes		2012/13 (As at Month 6)		% Var of budget	Variances (+ adv/- fav)		
			Current Budget	Forecast		Variance (As at Month 6)	Variance (As at Month 5)	Change from Month 5
£'000	£'000		£'000	£'000		£'000	£'000	£'000
229,902	922	Directorates Budgets on normal activities	230,824	231,464	0%	+640	+1,001	-361
-41,360	-922	Corporate Budgets on normal activities	-42,282	-45,282	7%	-3,000	-3,000	0
<b>188,542</b>	<b>0</b>	<b>Sub-total Normal Activities</b>	<b>188,542</b>	<b>186,183</b>	<b>-1%</b>	<b>-2,360</b>	<b>-1,999</b>	<b>-361</b>
		<b>Exceptional items: WLWA Supplementary Levy</b>		620		+620	0	+620
<b>0</b>	<b>0</b>	<b>Sub-Total</b>	<b>0</b>	<b>620</b>		<b>+620</b>	<b>0</b>	<b>+620</b>
<b>188,542</b>	<b>0</b>	<b>Total net expenditure</b>	<b>188,542</b>	<b>186,803</b>	<b>-1%</b>	<b>-1,740</b>	<b>-1,999</b>	<b>259</b>
-	0	<b>Budget Requirement</b>	-	-190,668		0	0	0
<b>-2,126</b>	<b>0</b>	<b>Net total</b>	<b>-2,126</b>	<b>-3,865</b>		<b>-1,740</b>	<b>-1,999</b>	<b>259</b>
<b>-23,313</b>		<b>Balances b/f 1/4/012</b>	<b>-23,313</b>	<b>-23,313</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>-25,439</b>	<b>0</b>	<b>Balances c/f 31/3/13</b>	<b>-25,439</b>	<b>-27,178</b>		<b>-1,740</b>	<b>-1,999</b>	<b>+259</b>

21. The West London Waste Authority (WLWA) has requested a supplementary levy of £620k as a result of limited progress on delivery of 2012/13 savings and an adverse outturn position, which has worsened further following external audit.

### Directorates' Forecast Expenditure Month 6

22. Table 2 provides analysis of the budget, forecast and variance at directorate level. Further detail on each directorate is set out in Appendix A. The group forecasts exclude sums provided for in contingency which are set out in table 4.

**Table 2**

2012/13 Original Budget	Budget changes	2012/13 Current Budget as at Month 6	Directorate		2012/13 Forecast (as at Month 6)	% Var	Variances (+ adv/- fav)		
							Variance (As at Month 6)	Variance (As at Month 5)	Change from Month 5
£'000	£'000	£'000			£'000		£'000	£'000	£'000
315,308	-2,375	312,934	SCHH	<i>Exp</i>	315,293	1%	+2,360	+2,827	-467
-205,801	2,301	-203,500		<i>Inc</i>	-205,183	1%	-1,683	-1,839	+156
<b>109,507</b>	<b>-73</b>	<b>109,434</b>		<b>Total</b>	<b>110,110</b>	<b>1%</b>	<b>+676</b>	<b>+987</b>	<b>-311</b>
386,494	-11,647	374,846	PEECS	<i>Exp</i>	374,542	0%	-304	-349	+45
-298,379	12,829	-285,550		<i>Inc</i>	-285,301	0%	+249	+349	-100
<b>88,115</b>	<b>1,181</b>	<b>89,296</b>		<b>Total</b>	<b>89,241</b>	<b>0%</b>	<b>-55</b>	<b>+0</b>	<b>-55</b>
22,090	-632	21,458	CS	<i>Exp</i>	21,640	1%	+182	+131	+51
-9,004	636	-8,368		<i>Inc</i>	-8,606	3%	-238	-169	-69
<b>13,085</b>	<b>4</b>	<b>13,090</b>		<b>Total</b>	<b>13,034</b>	<b>0%</b>	<b>-56</b>	<b>-38</b>	<b>-18</b>
16,691	-140	16,551	Contingency		16,625	0%	+74	+51	+23
2,504	-50	2,454	Priority Growth		2,454	0%	0	0	0
<b>229,902</b>	<b>922</b>	<b>230,824</b>	<b>Sub-Total Normal Activities</b>		<b>231,464</b>	<b>0%</b>	<b>+640</b>	<b>+1,001</b>	<b>-361</b>

23. **Social Care, Health & Housing (SCH&H)** are projecting **an overspend of £676k (£311k improvement)** as at Month 6. There remains an underlying pressure due to slippages in delivery of the Supported Housing Programme, which is partially off-set by underspends on Housing Benefit and housing support contracts. Movement from Month 5 relates to work within Mental Health to manage placement costs and further improvement in Children's Services primarily linked to greater use of in house fostering placements.

24. **Planning, Environment, Education & Community Services (PEECS)** are forecasting **a £55k underspend (£55k improvement)** as at Month 6. Overspends are reported on Facilities Management expenditure, parking income and outdoor advertising income, with compensating favourable variances arising from staffing vacancies linked to early delivery of 2013/14 savings within the directorate. The improvement compared to Month 5 reflects further progress in the early delivery of savings in the education service.

25. **Central Services (CS)** is forecasting **a £56k favourable variance (£18k improvement)** as at Month 6. The improvement reported from Month 5 consists of an improved grant income position off-set by refreshed forecasts on staffing costs.

### **Progress on 2012/13 Savings**

26. Table 3 below sets out progress against the savings programme for 2012/13 as set out in the budget approved in February 2012.

**Table 3**

<b>Rag Status of Savings</b>	<b>Central Services</b>	<b>PEECS</b>	<b>SCHH</b>	<b>Total (Month 6)</b>	<b>%</b>
Blue - Banked	-1,751	-5,254	-4,271	-11,276	63.72
Green - On track for delivery	-30	-2,114	-1,824	-3,968	22.42
Amber - Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	-235	-595	-830	4.69
Red - Serious problems in the delivery of the saving.	0	-50	-1,572	-1,622	9.17
<b>Total</b>	<b>-1,781</b>	<b>-7,653</b>	<b>-8,262</b>	<b>-17,696</b>	<b>100.00</b>

27. As at Month 6, 86% savings are classified as either banked or on track (84% at Month 5), with £370k of savings previously badged as amber being transferred to on-track to reflect on-going BID activity across the Council. Banked savings contained within this figure have risen to 64% from 58% at Month 6.

28. A further 5% savings remain classed as amber (7% at Month 5), with 9% continuing to report significant problems with delivery (no change from Month 5). The majority of red savings relate to slippages within the Supported Housing Programme and are still expected to be deliverable in the medium term, while alternative proposals are being developed to manage any shortfalls in the current financial year.

**Development & Risk Contingency: £74k overspend (£23k adverse movement)**

29. £16,691k of potential calls on the Development & Risk Contingency were incorporated into the 2012/13 budget. Table 4 shows the latest forecast call on this contingency budget. Forecast contingency requirements remain broadly consistent with MTFE assumptions in totality, however there has been some movement on specific allocations.

**Table 4**

Group	Development and Risk Contingency	2012/13 Budget	Forecast as Needed (Month 6)	Variance (+adv / -fav)		
				Variance (As at Month 6)	Variance (As at Month 5)	Change from Month 5
	<i>2012/13 allocations:</i>	£'000	£'000	£'000	£'000	£'000
	<b>Current Commitments:</b>					
All	General Contingency	1,000	1,000	0	0	0
SCHH	Social Care Pressures (Adults')	6,171	6,171	0	0	0
SCHH	Social Care Pressures (Children's)	165	165	0	0	0
SCHH	Increase in Transitional Children due to Demographic Changes	2,742	2,742	0	0	0
SCHH	Potential shortfall in reablement, LD & PD savings targets	500	500	0	0	0
SCHH	Asylum Funding Shortfall	1,449	1,516	+67	0	+67
SCHH	Impact of HB Changes on Temporary Accommodation	737	737	0	0	0
PEECS	Waste Disposal Levy	550	550	0	0	0
PEECS	Additional costs for two year olds	357	246	-111	0	-111
PEECS	Development Control Income	500	413	-87	-65	-22
PEECS	Carbon Reduction Commitment Energy Efficiency Scheme	450	350	-100	-100	0
PEECS	Local Development Framework Legal & Consultancy Fees	90	90	0	0	0
PEECS	SEN Transport	100	300	+200	+150	+50
PEECS	HS2 Challenge Contingency	200	200	0	0	0
PEECS	Contingency against Leisure outsourced income streams	480	509	+29	-10	+39
CS	Uninsured Claims	400	400	0	0	0
CS	Schools withdrawal from the HR payroll and OH service	300	300	0	0	0
All	Pump Priming for BID Savings	500	500	0	0	0
PEECS	Fuel		40	+40	+40	0
PEECS	Traveller Incursions		8	+8	+8	0
PEECS	Planning Appeals		28	+28	+28	0
	<b>Original Contingency Allocation</b>	<b>16,691</b>	<b>+16,765</b>	<b>+74</b>	<b>+51</b>	<b>+23</b>
	<b>Approved Allocations:</b>					
SCHH	Social Care Pressures (Children's)	-140	-140	0	0	0
	<b>Remaining Contingency</b>	<b>16,551</b>	<b>+16,625</b>	<b>+74</b>	<b>+51</b>	<b>+23</b>

30. Over the period April to September 2012 there have been increased numbers of asylum claimants who do not meet UKBA requirements and are therefore ineligible for grant funding. Should this trend continue over the remaining six months of 2012/13, an additional call on contingency of £67k over and above the budgeted figure will be required.

31. In addition to the £640k supplementary levy requested by West London Waste shown as an exceptional item in table 1, the underlying pressure due to additional waste being diverted to landfill remains at £550k and is expected to be funded from contingency.

32. The Council is currently building capacity to provide free childcare to disadvantaged two year olds in line with Government policy, however, it is not expected that the full £357k contingency allocation will be required in 2012/13 as this new provision is phased in.

33. Continuing the improvement reported on Development Control Income in Month 4, the forecast call on contingency has reduced by a further £22k although an income shortfall of

£413k remains. As previously noted this income stream is highly dependent on major planning applications and therefore will remain volatile in light of the wider economic climate.

34. An adverse movement of £50k is reported on SEN Transport, increasing the call on contingency to £300k, as a result of twelve new routes being required to accommodate increased pupil numbers in September 2012. While this underlying demographic pressure is expected to continue, a BID review of this area will contribute to mitigating this issue in the longer term.
35. Further deterioration in forecast golf income accounts for an increased call on contingency for outsourced leisure income of £39k, bringing the in year shortfall to £149k. While inclement weather over the past six months will have contributed towards this shortfall, it is expected that this pressure will continue into 2013/14 and beyond.
36. Current forecasts continue to assume that the £1,000k set aside within General Contingency will be required in full over and above pressures detailed in table 4 above. As previously noted, there is likely to be a requirement to draw down contingency to manage the impact of auto-enrolment into the LGPS from February 2013.

#### **Priority Growth: Nil variance**

37. The 2012/13 General Fund budget approved by Council on 23 February 2012 increased the unallocated Priority Growth budget from £1,000k to £1,704k, while maintaining a budget of £800k for HIP Initiatives. Table 5 summarises the position with regards to each element of priority growth.

**Table 5**

<b>Priority Growth</b>	<b>2012/13 Budget</b>	<b>Agreed draw downs</b>	<b>Unallocated</b>
<b>2012/13 Unallocated Priority Growth at start of the year</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>HIP Initiatives Budget:</b>	800		
Communications Projects		7	
Heritage/Civic Pride Projects		166	
Business Improvement Delivery		100	
ICT Projects		321	
<b>HIP Initiatives unallocated balance</b>	<b>800</b>	<b>594</b>	<b>206</b>
<b>Unallocated non specific growth</b>	<b>1,704</b>		
Green Spaces (approved October 2012)		50	
<b>Balance of unallocated growth</b>	<b>1,704</b>	<b>50</b>	<b>1,654</b>
<b>Total</b>	<b>2,504</b>	<b>644</b>	<b>1,860</b>

38. As at Month 6 HIP Steering Group have approved £594k allocations from the HIP Initiatives budget, leaving £206k as yet unallocated. To date Cabinet have approved one release from unallocated growth, leaving £1,654k available to fund further initiatives in the current financial year.
39. The forecast at Month 6 assumes the remaining unallocated budgets for both HIP Initiatives and unallocated growth will be committed in full by 31 March 2013, with any underspend at outturn contributing to balances.

## Corporate Budgets Forecasts: £3,000k underspend (no movement)

40. Table 6 shows budget, forecast and variance reported on corporate budgets as at Month 6.

**Table 6**

2012/13 Original Budget	Budget Changes	2012/13 Current Budget as at Month 6	Corporate Budgets	2012/13 Forecast Outturn (as at Month 6)	Variances (+ adv/- fav)		
					Variance (As at Month 6)	Variance (As at Month 5)	Change from Month 5
£'000	£'000	£'000		£'000	£'000	£'000	£'000
12,340	-922	11,418	Financing Costs	8,418	-3,000	-3,000	0
950	0	950	IAS 19 Pension Adjustment	950	0	0	0
-35,583	0	-35,583	Asset Management A/c	-35,583	0	0	0
10,165	0	10,165	Levies & other corp budgets	10,165	0	0	0
-29,232	0	-29,232	Corporate Govt Grants	-29,232	0	0	0
<b>-41,360</b>	<b>-922</b>	<b>-42,282</b>	<b>Corporate Budgets</b>	<b>-45,282</b>	<b>-3,000</b>	<b>-3,000</b>	<b>0</b>

41. As previously reported, an underspend of £3,000k is reported on financing costs as initial borrowing required to support the Primary School Capital Programme will not be required in this financial year. It is still expected that this sum will be required in full in future years as grant funding for this programme is exhausted.

## **B) CAPITAL**

### **Programme Monitoring**

42. Table 7 sets out the latest forecast outturn on current General Fund capital projects. Forecasts for future years include live capital projects and programmes of works as included in the draft programmes for 2012/13 to 2014/15, which were reported to Cabinet and Council in February 2012.

43. The original budget of £89,286k as agreed by Cabinet on 23 February 2012 has been increased by £13,537k and therefore the current revised budget for 2012/13 is £102,823k. As at month 6 forecast outturn for 2012/13 is £58,463k (£65,313k at month 5), with the movement of £6,850k primarily due to reprofiling of expenditure on a number of projects.

**Table 7**

	2012/13	2013/14	2014/15	Total Month 6	Total Month 5
	£'000	£'000	£'000	£'000	£'000
Original Budget	89,286	71,110	37,012	197,408	197,408
Revised Budget	102,823	72,675	37,259	212,757	211,469
Forecast Outturn	58,463	96,972	50,696	206,131	204,548
Council Resourced Variance – see table 8	-31,511	11,771	13,437	-6,303	-6,599
External Grants Variance	-12,388	12,065	0	-323	-323
Other Resourced Variance	-461	461	0	0	0
<b>Programme Variance</b>	<b>-44,360</b>	<b>24,297</b>	<b>13,437</b>	<b>-6,626</b>	<b>-6,922</b>

44. The actual General Fund capital expenditure as at the end of September had reached £14,824k representing 25% of current forecast outturn; this is similar to the percentage of final outturn achieved at the same point in 2011-12 of 23%.
45. The main programme shows a net favourable variance of £660k, comprising pressures of £447k, and underspends of £1,107k, as set out in table 8. There are four additional projects reporting an underspend since month 5 (table 8 provides further detail) with £5,643k contingency and priority growth remaining unallocated.

**Table 8**

<b>Council Resourced Variance</b>	<b>2012-13 £'000</b>	<b>2013-14 £'000</b>	<b>2014-15 £'000</b>	<b>Total (Mth 6) £'000</b>	<b>Total (Mth 5) £'000</b>
<b>Pressures:</b>					
Highgrove Pool Phase II	285	0	0	285	280
Botwell Green Leisure Centre	63	0	0	63	63
Hayes End Library Development	56	0	0	56	56
Hillingdon Sports & Leisure Centre	43	0	0	43	43
<b>Total Council Resourced Pressures:</b>	<b>447</b>	<b>0</b>	<b>0</b>	<b>447</b>	<b>442</b>
<b>Underspends:</b>					
Civic Centre Works Programme	-280	0	0	-280	0
Primary School Expansions - Rosedale Temporary	-274	0	0	-274	-274
New Young People's Centres	-155	0	0	-155	-155
Road Safety	-100	0	0	-100	0
Manor Farm Stables Development	-80	0	0	-80	-80
South Ruislip Development - Plot A	-75	0	0	-75	40
Primary School Expansions - Minor Works	-60	0	0	-60	-60
Sport & Cultural Projects	-53	0	0	-53	0
Ruislip High School Expansion	-30	0	0	-30	-30
<b>Total Council Underspends:</b>	<b>-1,107</b>	<b>0</b>	<b>0</b>	<b>-1,107</b>	<b>-559</b>
<b>Projected Rephasing</b>	<b>-27,369</b>	<b>12,432</b>	<b>14,937</b>	<b>0</b>	<b>0</b>
<b>Main Programme Variance</b>	<b>-28,029</b>	<b>12,432</b>	<b>14,937</b>	<b>-660</b>	<b>-117</b>
<b>General Contingency</b>	<b>-2,482</b>	<b>-661</b>	<b>-1,500</b>	<b>-4,643</b>	<b>-5,482</b>
<b>Unallocated Priority Growth</b>	<b>-1,000</b>	<b>0</b>	<b>0</b>	<b>-1,000</b>	<b>-1,000</b>
<b>Council Resourced Variance</b>	<b>-31,511</b>	<b>11,771</b>	<b>13,437</b>	<b>-6,303</b>	<b>-6,599</b>

46. September Cabinet approved a revised scope of works for the Queenswalk Redevelopment which was for both the development of the existing resource centre and the construction of a new Wren Centre. October Cabinet then approved the allocation of £839k from general contingency for the Resource Centre development. This report includes a further recommendation to add budget of £764k for the development of the Wren Centre adjacent to the Resource Centre.
47. Highgrove Pool Phase II is currently projecting a pressure of £285k. The overspend is due to further asbestos discovery in various locations and the requirement to remove it.
48. Hayes End Library Development is currently projecting a pressure of £56k due to works being delayed as a result of changes in design and delivery.
49. Hillingdon Sports & Leisure Centre is currently projecting a pressure of £43k an on-going review of defects with the main contractor continue. Botwell Green is currently forecasting an

in-year overspend of £63k relating to closing out costs, in addition to £2,390k pressures reported in prior years.

50. The Schools Expansion project is reporting an underspend for Rosedale and minor works of £334k (equivalent to 0.2% of the full programme). The remaining schools expansion programme is forecast to be in line with budget at this time. However there will be some additional costs related to temporary classrooms delivered for September 2012, these costs have not yet been finalised but will be reported on when they have been agreed.
51. Civic Centre Works Programme is currently forecasting an underspend of £280k, 2 projects have been delayed and will require to be budgeted against 2013/14 Works Programme.
52. South Ruislip Development Plot A, the project is forecasting a £75k underspend on the library fit-out.
53. The Road Safety programme is currently forecasting to underspend by £100k from the full budget of £250k. Further projects may be identified and worked up but as they will be subject to consultation with residents are now less likely to be deliverable before the end of this financial year.
54. Sport & Cultural Projects are currently forecasting £53k underspend out of a budget of £578k. To date there has been a release of £108k for the Compass Theatre. This project is progressing well with works started on site. Further projects for this year are yet to be identified.

## Capital Financing

**Table 9**

Capital Receipts	2012/13 Budget £'000	2013/14 Budget £'000	2014/15 Budget £'000	Total Month 6 £'000	Total Month 5 £'000
Budget Approved February 2012	13,344	12,675	0	26,019	26,019
Revised Budget	23,648	12,675	0	36,323	36,323
Forecast Disposals	6,551	9,362	28,396	44,309	44,309
<b>Variance</b>	<b>17,097</b>	<b>3,313</b>	<b>-28,396</b>	<b>-7,986</b>	<b>-7,986</b>

55. Forecast capital receipts for 2012/13 are currently estimated at £6,551k, there has been no change since Month 5, to date actual capital receipts total £1,330k.
56. The shortfall of £17,097k against budgeted disposals for the year 2012/13 reflects the latest forecast and largely reflects slippage in timings of disposals, into 2013/14 and 2014/15. The programme is still anticipated to generate an overall surplus of £7,986k and deliver significant revenue savings to the Council through reduced borrowing costs. Table 10 below shows the forecast borrowing for the period 2012/13 to 2014/15.

**Table 10**

<b>Prudential Borrowing Forecast</b>	<b>2012-13 £'000</b>	<b>2013-14 £'000</b>	<b>2014-15 £'000</b>	<b>Total Month 6 £'000</b>	<b>Total Month 5 £'000</b>
Revised Budget	33,142	34,517	16,259	<b>83,918</b>	<b>83,918</b>
Council Resourced Variance	<b>-31,511</b>	<b>11,771</b>	<b>13,437</b>	<b>-6,303</b>	<b>-6,599</b>
Capital Receipts Variance	<b>17,097</b>	<b>3,313</b>	<b>-28,396</b>	<b>-7,986</b>	<b>-7,986</b>
<b>Forecast Borrowing</b>	<b>18,728</b>	<b>49,601</b>	<b>1,300</b>	<b>69,629</b>	<b>69,333</b>

### Housing Revenue Account Capital Programme

57. Table 11 sets out the latest forecast outturn for the HRA capital programme.

**Table 11**

<b>Housing Revenue Account Capital Programme</b>	<b>2012/13 Budget £'000</b>	<b>2013/14 Budget £'000</b>	<b>2014/15 Budget £'000</b>	<b>Total Month 6 £'000</b>	<b>Total Month 5 £'000</b>
Original Budget	17,923	13,708	7,052	<b>38,683</b>	<b>38,683</b>
Revised Budget	20,049	13,708	7,052	<b>40,809</b>	<b>40,809</b>
Forecast Outturn	6,471	26,047	13,992	<b>46,510</b>	<b>46,510</b>
HRA Resourced Variance – see table 12	<b>-12,301</b>	<b>11,062</b>	<b>6,940</b>	<b>5,701</b>	<b>5,701</b>
External Grants Variance	-970	970	0	0	0
Other Resources Variance	-307	307	0	0	0
<b>Programme Variance</b>	<b>-13,578</b>	<b>12,339</b>	<b>6,940</b>	<b>5,701</b>	<b>5,701</b>

58. Expenditure to the end of September 2012 on the HRA capital programme was £428k representing 6% of the forecast outturn. Significant rephasing on the Supported Housing Programme accounts for project rephasing of £13,067k into 2013/14, with completed new build projects expected to overspend by £766k in the current year. Further overspends forecast for 2013/14 and 2014/15 bring the total pressure on HRA projects to £5,701k as set out in table 12 below.

**Table 12**

<b>HRA Resourced Variance</b>	<b>2012-13 £'000</b>	<b>2013-14 £'000</b>	<b>2014-15 £'000</b>	<b>Total Month 6 £'000</b>	<b>Total Month 5 £'000</b>
<b>Pressures:</b>					
New Build - Extra Care Sites Phase 1	495	0	0	<b>495</b>	<b>495</b>
New Build - HRA Pipeline Sites Phase 1	144	0	0	<b>144</b>	<b>144</b>
New Build - Learning Disability Sites Phase 1	127	0	0	<b>127</b>	<b>127</b>
New Build - HRA Pipeline Sites Phase 2	0	231	83	<b>314</b>	<b>314</b>
New Build - Supported Housing Programme	0	0	4,621	<b>4,621</b>	<b>4,621</b>
<b>Total HRA Resourced Pressures:</b>	<b>766</b>	<b>231</b>	<b>4,704</b>	<b>5,701</b>	<b>5,701</b>
<b>Projected Rephasing</b>	<b>-13,067</b>	<b>10,831</b>	<b>2,236</b>	<b>0</b>	<b>0</b>
<b>HRA Programme Variance</b>	<b>-12,301</b>	<b>11,062</b>	<b>6,940</b>	<b>5,701</b>	<b>5,701</b>

59. New Build HRA Extra Care Sites Phase 1: The Triscott House contractor's claim of an extra £758k of additional works has caused a £495k overspend on the overall project in 2012/13.

60. The final account for the New Build Pipeline Phase 1 project is not yet settled, however, the forecast overspend is not expected to exceed £144k. This has arisen from variations to highways, fixtures and fittings and building related works. There is a further financial risk that has arisen due to a potential dispute on an item of fixture and fittings of £30k that would add to the existing overspend.

61. The New Build HRA Learning Disability Sites scheme is currently expected to overspend by £127k. These works are related to further drainage, utility and external landscaping works that were not included in the original contract. The contract variation order was approved in July 2012.

62. The New Build HRA Pipeline Sites Phase 2 scheme is forecasting an overspend of £314k, which relates to the Gilbert Road site. There are still seven sites due to go out to tender, with consequential risks of additional costs and possible slippage on completion dates.

63. The New Build Supported Housing Programme is forecasting a potential overspend on category 1 sites of £4.62m as a result of a review of the design brief. In view of the increased costs the business case for the programme is being reviewed at both an individual site level and in overall terms.

64. The Works to Stock programme is forecast slippage of £307k, primarily due to the phasing of works.

## **CORPORATE CONSULTATIONS CARRIED OUT**

### **Financial Implications**

65. The financial implications are contained in the body of the report.

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

66. This is a Corporate Finance report.

### **Legal**

67. There are no legal implications arising from this report.

## **BACKGROUND PAPERS**

68. Monitoring report submissions from Groups.

## Appendix A – Detailed Group Forecasts

### Social Care, Health and Housing Services

Revenue: **£676k overspend** (**£311k improvement**)

- The month 6 revenue monitoring report for 2012/13 has been compiled following analysis of relevant activity trends and application of the MTFE £8,262k savings programme. In summary there is a favourable movement of £311k from the month 5 reported position.
- The adverse movement from budget is primarily due to slippage in the Supported Housing build programme (£1,500k) which has resulted in clients not being able to move from Residential placements to supported living placements. This has been partially offset to date by strong management controls across the service which will remain in place.

Services		2012/13 (As at Month 6)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget £'000	Forecast £'000		Variance (As at Month 6) £'000	Variance (As at Month 5) £000	Change from Month 5 £000
Children & Families Services	Exp	+30,276	+30,318	0%	+42	+83	-41
	Inc	-3,376	-3,102	-8%	+274	+275	-0
	<b>Total</b>	<b>+26,899</b>	<b>+27,216</b>	<b>1%</b>	<b>+317</b>	<b>+358</b>	<b>-41</b>
Asylum Services	Exp	+7,955	+7,955	0%	+0	+0	+0
	Inc	-6,715	-6,715	0%	-0	-0	+0
	<b>Total</b>	<b>+1,239</b>	<b>+1,240</b>	<b>0%</b>	<b>+0</b>	<b>-0</b>	<b>+0</b>
Older People's Services	Exp	+32,500	+34,385	6%	+1,885	+1,877	+8
	Inc	-7,677	-9,143	19%	-1,466	-1,480	+14
	<b>Total</b>	<b>+24,823</b>	<b>+25,242</b>	<b>2%</b>	<b>+419</b>	<b>+397</b>	<b>+22</b>
Physical & Sensory Disability Services	Exp	+8,379	+8,826	5%	+447	+464	-17
	Inc	-587	-805	37%	-218	-218	-0
	<b>Total</b>	<b>+7,792</b>	<b>+8,021</b>	<b>3%</b>	<b>+230</b>	<b>+247</b>	<b>-17</b>
Learning Disability Services	Exp	+27,165	+27,996	3%	+831	+839	-8
	Inc	-4,036	-4,254	5%	-218	-207	-11
	<b>Total</b>	<b>+23,129</b>	<b>+23,741</b>	<b>3%</b>	<b>+612</b>	<b>+631</b>	<b>-19</b>
Mental Health Services	Exp	+5,768	+5,608	-3%	-160	+90	-250
	Inc	-394	-454	15%	-60	-60	+0
	<b>Total</b>	<b>+5,374</b>	<b>+5,154</b>	<b>-4%</b>	<b>-220</b>	<b>+30</b>	<b>-250</b>
Housing Benefits	Exp	+171,530	+171,437	0%	-93	-92	-1
	Inc	-167,942	-168,210	0%	-269	-269	0
	<b>Total</b>	<b>+3,589</b>	<b>+3,227</b>	<b>-10%</b>	<b>-361</b>	<b>-361</b>	<b>-1</b>
Housing Needs Services	Exp	+12,485	+12,470	0%	-15	+90	-105
	Inc	-9,229	-9,217	0%	+12	-41	+54
	<b>Total</b>	<b>+3,256</b>	<b>+3,253</b>	<b>0%</b>	<b>-3</b>	<b>+49</b>	<b>-52</b>
SCH&H Other Services	Exp	+16,877	+16,298	-3%	-579	-525	-53
	Inc	-3,545	-3,284	-7%	+261	+162	+99
	<b>Total</b>	<b>+13,332</b>	<b>+13,015</b>	<b>-2%</b>	<b>-318</b>	<b>-364</b>	<b>+46</b>
Total Expenditure		+312,934	+315,293	1%	+2,360	+2,827	-467
Total Income		-203,500	-205,183	1%	-1,683	-1,839	+156
<b>SCH&amp;H Total</b>		<b>+109,434</b>	<b>+110,110</b>	<b>1%</b>	<b>+676</b>	<b>+988</b>	<b>-311</b>

3. The forecast assumes the full use of contingency available to the department as shown in the table immediately below and that the pressure on Asylum services continues to be funded from the council's general contingency.

2012/13 Allocations	2012/13 Budget £'000	Forecast as needed Month 6 £'000	Variance £'000
<b>Current Commitments:</b>			
Asylum Funding Shortfall	+1,449	+1,516	67
Social Care Pressures (Children's)	+165	+165	0
Social Care Pressures (Adults)	+6,171	+6,171	0
Increase in Transitional Children due to Demographic Changes	+2,742	+2,742	0
Potential shortfall in reablement, LD & PD savings targets	+500	+500	0
Impact of HB changes on Temporary Accommodation	+737	+737	0
<b>Original Contingency Allocations</b>	<b>+11,764</b>	<b>+11,831</b>	<b>67</b>
<b>Approved Allocations:</b>			
Social Care Pressures (Children's)	-140	-140	0
	<b>11,624</b>	<b>11,691</b>	<b>67</b>

4. This adverse movement reported on Asylum is as a result of the value and number of applicants found to be ineligible by UKBA exceeding the 2011/12 trend. If the first 6 months is repeated then the reduction in the overall UKBA grant income will be £67k greater than provided for.

### MTFF Savings

5. The group is delivering a savings programme totalling £8,262k and to date has banked £4,271k (52%). At the present time £595k is at risk, being the BID operating model (£170k), HRA review (£375k) and BID Major Transformation projects (£50k). There is a shortfall of £1,572k from the BID children's services business support review (£255k), review of LD Day Services (£311k), BID Major Transformation projects (£300k) and Supported Housing (referred to below); these are included in the forecasts set out below. With these exceptions the remainder of the programme is on target to deliver the balance representing major changes in service delivery for the group.
6. The capital programme has for a number of reasons slipped from its original timetable; the slippage in 2012/13 is estimated to be around £1.4m although it should be noted that the actual cost of community based support is still to be confirmed. A small contingency provision of £0.1m has been allowed for potential variance on this so the total slippage for month 6 monitoring purposes will be around £1.5m. The MTFF did allow for £0.5m contingency relating to this project and this has been allocated to Learning Disability where the pressure is greatest.

### Children Services: **£317k pressure (£41k favourable)**

7. The favourable movement since the month 5 forecast is in respect of greater use of In House Fostering placements rather than the private sector and is in line with the MTFF strategy and is on track to deliver its savings target for this year. The number of in-house placements at the end of Q2 is 116 (51%) compared with 97 (44%) at the same time last year.

8. The gross budget for this service (£30,136k) includes an MTFF saving target of £1,968k, the target saving of £1,673k on the placements budget being the most significant. The primary cause of slippage relates to the implementation of the business support review and although this slippage (£255k) cannot be recovered in this year management continue to review other options to redress the balance.

**Asylum: Nil variance (no movement)**

9. Excluding the variance reported against contingency above a nil variance is reported on Asylum. Discussions with UKBA are on-going with regard to the funding shortfall. As a result representations have been made to the UKBA regarding the ongoing financial support LBH receive from the 'Gateway' grant.

**Older People's Services: £419k adverse (£22k adverse movement)**

10. The pressure in this service relates to residential placements remaining higher than originally forecast along with pressure on Direct Payments and Homecare (the latter being the reason for this marginal adverse movement). The pressure on placements is partially offset by an underspend forecast for community based support as demand to date is lower than anticipated.
11. The MTFF strategy is to continue to develop the personalisation agenda and support people to live at home through the Reablement and the TeleCareLine service. There continues to be robust management scrutiny of residential and nursing placement requests and full application of the benefits of TeleCareLine service and reablement.
12. The gross budget for this service (£32,766k) includes an MTFF saving of £1,985k and at the present time has achieved £1,509k banked, £476k on track to deliver. The gross budget for placements and community support services is £26,414k.

**Physical Disabilities: £230k pressure (£17k favourable)**

13. The favourable movement from the month 5 forecast is as a result of a favourable movement in the forecast for community based services.
14. The gross budget for this service (£8,379k) includes an MTFF saving for this service of £277k and at the present time £202k has been banked and there is £75k slippage. The adverse forecast is due to delays in the supported accommodation build programme as set out above. The gross budget for placements and community support services is £7,128k. The forecast for the remainder of this service is currently on budget.

**Learning Disability: £612k pressure (£19k favourable)**

15. The favourable movement from the month 5 forecast is as a result of a favourable movement in the forecast for residential based services.
16. The gross budget for this service (£27,303k) includes an MTFF saving of £962k and at the present time £20k is on track to deliver with £942k potential slippage. The gross budget for placements and community support services is £24,696k. The forecast for the remainder of this service is currently on budget.
17. The adverse forecast is due to delays in the supported accommodation build programme as set out above and delays due to the Judicial Review challenge which are now being addressed. This forecast also assumes that £500k can be drawn down from the Contingency

held for this purpose mitigating the pressure from £1,112k to £612k as reported in this forecast.

**Mental Health: 220k underspend (£250k favourable)**

18. The favourable movement from the month 5 forecast is due to the joint work with Health via the Placement Efficiency Project to focus on the appropriateness of placements and where necessary the care needs of the individual and associated costs. Since April the overall number of clients receiving such support has remained steady which indicates that increases seen in previous years have been turned around due to the alternative care in supported living settings being provided. These placement costs have achieved a reduction of approx £5k per week enabling the forecast to be reduced by £250k.
19. The gross budget for this service (£5,768k) includes an MTFF saving for this service of £500k which has been banked. The reported underspend is partially offset by delays in the supported accommodation build programme noted above. The gross budget for placements and community support services is £3,038k. The forecast for the remainder of this service is currently on budget.

**Housing Benefit: £361k underspend (no change)**

20. There has been no movement from the month 5 forecast on a gross budget for this service of £171.5m. The forecast position for LBH is based on analysis of the subsidy information at week 24.
21. There have been significant changes in year for demand for Housing Benefit resulting in changes of forecast caseloads. At the start of the year the projection was for approx 25,709 HB cases with 33.2% coming from private sector tenants. The current forecast is for a caseload of 25,785 with 34.9% being from private tenants and is consistent with MTFF expectations. A significant increase in workload would put a pressure on the staffing budget but this has been mitigated by the recent introduction of electronic applications through e-benefits. In addition the mandatory introduction of the DWP Atlas system has seen a doubling in the number of changes of circumstances notified to LBH; this has created new pressures in workload that are being resourced. An increased caseload could also put a pressure on the housing benefits budget but this will also depend on the performance in the incentive areas relating to errors.

**Housing Needs: £3k underspend (£52k favourable)**

22. There has been no material movement from the month 5 forecast on a gross budget for this service of £12.3m. This includes an MTFF saving of £50k which has been fully banked. The forecast assumes that £737k can be drawn down from the Contingency held for this purpose reducing the pressure from £734k to £3k favourable as forecast.
23. The expected increase in the number of homelessness approaches to LBH as a result of welfare reform and economic climate is now being seen. There has been an increase of 42% in the numbers of people being seen at homelessness reception in the first 6 months of this year (269 compared with 190). CLG have recently noted an increase in successful applications stating that for Q1 they vary considerably from 4% in Yorkshire & Humber to 27% in London. This additional workload is currently being contained within existing resources and being closely monitored.

**SCH&H Other Services: £318k underspend (£46k adverse movement)**

24. The movement from the month 5 forecast is due to increase forecast in respect of minor community equipment purchases to support people to live at home. The gross budget for this

service (£16.4m) includes an MTFF saving for this service of £1,705k, of which £995k has been banked to date. The favourable variance is due to the successful and continuing renegotiation of contracts relating to the delivery of supported living.

### **Housing HRA £2,595k underspend (£777k improvement)**

25. The HRA has a gross expenditure budget of £62m and a gross income budget of nearly £64m with a forecast of £2,595k favourable variance as shown in the table below. The service is delivering an MTFF saving of £229k, which has been banked. These reflect major changes in the delivery of the service consistent with the council's BID programme enabling the service to deliver to the same level of quality as before.

Services		2012/13 Current Budget £000	2012/13 Forecast £'000	% Var of budget	Variance (As at Month 06) £'000	Variance (As at Month 05) £000	Change from Month 05 £000
Housing Maintenance	Exp	+27,856	+27,575	-6%	-281	-154	-127
Housing Management	Exp	+34,169	+33,324	-3%	-845	-661	-184
Rent & Other Income	Inc	-63,791	-65,260	2%	-1,469	-1,003	-466
<b>In Year (Surplus)/ Deficit</b>	<b>Total</b>	<b>-1,766</b>	<b>-4,361</b>		<b>-2,595</b>	<b>-1,818</b>	<b>-777</b>

### **Housing Maintenance £281k underspend (£127k improvement)**

26. The favourable movement of £127k from the month 5 forecast is mainly due to a reduced forecast for spend on adaptations (£157k) offset by increased projection for the gas maintenance programme (£59k). Various other smaller favourable variances make up the remaining £29k. The forecast could move favourably by a further £500k from the lift replacement programme if the proposals to utilise this to bring forward electrical upgrades is not approved.

### **Housing Management £981k underspend (£184k improvement)**

27. The favourable movement of £184k from the month 5 forecast is due to a reduced forecast on the cash incentive scheme (£50k) as a result of a diversion of staffing resources from this activity into processing of RTB applications; reduced grounds maintenance forecast (£44k); lower costs now forecast for new build projects including supported housing (£36k) and; a lower insurance forecast (£20k).

28. The gross budget for this service (£36,569k) includes an HRA MTFF savings target for this service of £229k from BID projects as well as other (zero based) savings of £865k. These total savings of £1.19m have all been banked.

### **Rent & Other Income £1,469k underspend (£466k improvement)**

29. The favourable movement of £466k from the month 5 forecast is mainly due to a revised projection for income from works over prescribed limits. This relates mainly to major capital works carried out within a block of flats as part of the approved major repairs budget. Any work carried out on leasehold properties is rechargeable to leaseholders. Income projections in this area are normally updated once the works programme has been firmed up in relation to particular blocks of flats and such a revision indicates a favourable improvement of £300k. The remaining favourable movement is accounted for various other smaller movements.

30. The HRA expects to receive rental income of £56.1m and other income of £5.9m with recharges accounting for £3.1m of the gross income budget. The M5 forecast indicates a

favourable variance of £1,469k. Within the context of an overall income budget of nearly £64m this overall favourable variance amounts to around 2%.

## Planning Environment Education and Community Services

### Revenue: £55k underspend (£55k improvement)

1. The Group has a projected outturn position of a £55k underspend, excluding pressure areas that have identified contingency provisions.

Services		2012/13 (As at Month 6)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget	Forecast		Variance (As at Month 6)	Variance (As at Month 5)	Change from Month 5
		£'000	£'000		£'000	£'000	£'000
Corporate Property & Construction	<i>Exp</i>	3,491	3,436	-2%	-55	-55	0
	<i>Rech</i>	-495	-495	0%	0	0	0
	<i>Inc</i>	-2,263	-2,263	0%	0	0	0
	<b>Total</b>	<b>733</b>	<b>678</b>	<b>-8%</b>	<b>-55</b>	<b>-55</b>	<b>0</b>
Education	<i>Exp</i>	278,333	278,044	0%	-289	-244	-45
	<i>Rech</i>	-382	-382	0%	0	0	0
	<i>Inc</i>	-242,480	-242,506	0%	-26	-26	0
	<b>Total</b>	<b>35,472</b>	<b>35,157</b>	<b>-1%</b>	<b>-315</b>	<b>-270</b>	<b>-45</b>
ICT Highways & Business Services	<i>Exp</i>	45,631	45,751	0%	+120	+120	0
	<i>Rech</i>	-14,423	-14,423	0%	0	0	0
	<i>Inc</i>	-11,688	-11,588	-1%	+100	+100	0
	<b>Total</b>	<b>19,520</b>	<b>19,740</b>	<b>1%</b>	<b>+220</b>	<b>+220</b>	<b>0</b>
Planning Sport & Green Spaces	<i>Exp</i>	15,041	15,081	0%	+40	-50	+90
	<i>Rech</i>	-2,851	-2,851	0%	0	0	0
	<i>Inc</i>	-5,928	-5,883	-1%	+45	+145	-100
	<b>Total</b>	<b>6,262</b>	<b>6,347</b>	<b>1%</b>	<b>+85</b>	<b>+95</b>	<b>-10</b>
Public Safety & Environment	<i>Exp</i>	50,087	50,017	0%	-70	-70	0
	<i>Rech</i>	-2,964	-2,964	0%	0	0	0
	<i>Inc</i>	-19,322	-19,192	-1%	+130	+130	0
	<b>Total</b>	<b>27,802</b>	<b>27,862</b>	<b>0%</b>	<b>+60</b>	<b>+60</b>	<b>0</b>
Transportation Planning Policy & Community Engagement	<i>Exp</i>	3,377	3,327	-1%	-50	-50	0
	<i>Rech</i>	0	0	0%	0	0	0
	<i>Inc</i>	-3,871	-3,871	0%	0	0	0
	<b>Total</b>	<b>-494</b>	<b>-544</b>	<b>10%</b>	<b>-50</b>	<b>-50</b>	<b>0</b>
<b>Total Expenditure</b>		395,961	395,657	<b>0%</b>	<b>-304</b>	<b>-349</b>	<b>+45</b>
<b>Total Recharges</b>		-21,115	-21,115	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Income</b>		-285,550	-285,301	<b>0%</b>	<b>+249</b>	<b>+349</b>	<b>-100</b>
<b>PEECS Total</b>		<b>89,296</b>	<b>89,241</b>	<b>0%</b>	<b>-55</b>	<b>0</b>	<b>-55</b>

### Contingency Items: Gross Pressure £2,734k (£44k improvement)

2. The Council's 2012/13 contingency budget contains provision for areas of expenditure or income for which there is a greater degree of uncertainty. The net position after the application of the contingency is shown in the table below.

Contingency Item	Gross Pressure Month 6	Gross Pressure Month 5	Change from Month 5	Contingency Allocation	Net Pressure
	(£000s)	(£000s)	(£000s)	(£000s)	(£000s)
Waste Disposal Levy	550	550	0	550	0
Development Control Income	413	435	-22	500	-87
Contingency Against Leisure Outsourced Income Streams	509	470	+39	480	+29
Carbon Reduction Commitment	350	350	0	450	-100
Additional Costs for 2 Year Olds	246	357	-111	357	-111
HS2 Challenge Contingency	200	200	0	200	0
SEN Transport	300	250	+50	100	+200
Local Development Framework	90	90	0	90	0
Fuel	40	40	0	0	+40
Traveller Incursions	8	8	0	0	+8
Planning Appeals	28	28	0	0	+28
<b>PEECS – Total</b>	<b>2,734</b>	<b>2,778</b>	<b>-44</b>	<b>2,727</b>	<b>7</b>

3. The contingency against the additional forecast costs of the 'pay as you throw' (PAYT) waste disposal levy from the West London Waste Authority (WLWA) of £550k is assumed to be required in full. However there is considered to be a serious risk that the budgeted contingency sum will be insufficient. After a significant adverse movement in the WLWA 2011/12 outturn position and reduction in proposed 2012/13 savings, a recovery plan was approved in July. However since the plan was approved there has been a further deterioration in both the 2011/12 outturn position following external audit, and the recovery plan expectations. WLWA have advised that a supplementary levy is to be served on the constituent Boroughs for which Hillingdon's share will be £620k. There is a further potential pressure on the PAYT tonnages, as an increasing proportion of tonnage is being sent to landfill than assumed when the levy was set, as WLWA diversion schemes have either been cancelled or not met expectations.
4. The forecast position for Development Control income is a pressure of £413k, which is £87k less than the sum held in contingency, an improvement of £22k compared to Month 5. The adverse position on the income forecast continues to be driven by the historically low level of major applications. Although several larger sites are in the development process, the absence of applications coming through for the development of 'small major' sites is having a depressed impact on fee income. However, the improvement in Month 6 reflects additional major applications that are likely to come forward this financial year. Furthermore, the forecast for this year is dependent upon one-off Council-led applications for school expansions through the Primary Schools Capital Programme. Although not reported against this contingency, pre-application income from developers shows a pressure of £30k, reflecting continuing uncertainty in the housing market.
5. In December 2011 the Council took over the operation of three golf courses, where these have been re-possessed from the previous golf operator that had incurred significant rent arrears. An interim operational budget has been established for the service that assumes that a small surplus of £20k before overheads and capital charges is delivered, representing a saving against the contingency held for leisure.
6. The current position against this operational budget is that there is a significant shortfall against the interim income targets. Due to the exceptionally wet weather during April to July playing conditions have not been ideal, and pay and play and associated income is £262k

below target, an adverse movement of £20k compared to Month 5. In addition, there is a shortfall against membership income of £35k. This is offset by the staffing costs so far being £107k under budget as the approved structure contains a number of vacant posts, an improvement of £16k compared to Month 5. In addition, Mack Trading successfully appealed against the business rates valuations for the courses producing an ongoing saving on the business rates liability of £41k. It is assumed that the current adverse variance of £149k is carried forward to the year end.

7. The income target of £380k relating to Mack Trading's operation of the golf courses remains in the base budget at this stage, and coupled with the £129k deficit on the in-house operation described above, means that the overall call on the leisure contingency of £480k is forecast to be £509k, an adverse movement of £39k compared to Month 5.
8. The Carbon Reduction Commitment contingency is for the estimated costs for the requirement to purchase allowances for each tonne of carbon produced by the Council, the overall required allowances of £350k includes the reduction in actual allowances purchased for 2011/12 reported to Cabinet in September 2012. It also includes the £250k budget for allowances for schools that has been provided for in the schools budget.
9. The forecast call on contingency to cover increased provision of childcare to disadvantaged two year olds under the free entitlement, which is funded from the increased allocation within the Early Intervention Grant, is £246k, an improvement of £111k compared to Month 5 due to the phasing in of growth in the uptake of the two-year olds offer.
10. The HS2 contingency is part of a joint fighting fund with 18 other authorities, and it is expected that this contingency will be fully utilised.
11. Special Educational Needs (SEN) Transport is an area that has seen significant pressure in the last financial year. The pressure of £300k now reported, an adverse movement of £50k compared to Month 5, reflects the increase in pupil numbers and 12 new routes from September 2012. Successive school censuses have shown that the population of pupils with SEN statements in schools is growing more than twice as fast as the school population as a whole.
12. Current analysis shows that the fuel budget has a forecast pressure of £40k at the current bulk purchase price of £1.16 per litre, no change compared to Month 5.
13. Across the group £8k has been spent so far on actions to prevent traveller incursions.
14. Planning appeals costs of £24k are forecast to be incurred on the appeal hearings for the Gutteridge Farm application, plus £4k of legal costs relating to other appeals.

#### **Corporate Property & Construction: £55k underspend (no change)**

15. A zero based budgeting exercise has been performed on business rates budgets across the group, resulting in a £55k underspend, no change compared to Month 5.
16. The service is also managing the financial risk over the recovery of costs associated with the disposal of assets that are projected to generate capital receipts this financial year.

#### **Education: £315k underspend (£45k improvement)**

##### **Schools: *variance not applicable***

17. The Schools Budget is ringfenced and funded from the Dedicated Schools Grant (DSG), and covers a range of services directly linked to schools. The majority of the DSG is delegated to

schools (£200.1 million), with the remainder (£22.4 million) being retained by the Council. The rules applying to the DSG allow for any surplus and deficit balances to be carried forward into the next financial year, for both schools delegated budgets and the centrally retained DSG element (decisions on how this is used lie with the Schools Forum). It should be noted that the Schools Budget is completely separate to the General Fund and no interaction between these two funds is allowable.

18. The forecast movement on the DSG central reserve carried forward for 2012/13 is summarised in the following table:

Schools Retained Budget Movements	Current Budget (£000s)	Forecast Variance Month 6 (£000s)	Forecast Variance Month 5 (£000s)	Change from Month 5 (£000s)
Opening Balance 1 April 2012	-	-226	-226	0
DSG Income	-222,459	+495	0	+495
Delegated to Schools	200,057	0	0	0
Centrally Retained	22,402	+130	+634	-504
In-Year Movement	0	+625	+634	-9
<b>Forecast Closing Balance 31 March 2013</b>	-	<b>+399</b>	<b>+408</b>	<b>-9</b>

19. The overspend of £625k is due to a pressure on Special Educational Needs (SEN) spend at independent special schools of £1,087k, where there are increased numbers of children being placed in September 2012. This is partly offset by projected underspends on SEN support, education out of school and increased recoupment income.

**General Fund: £315k underspend (£45k improvement)**

20. The education service has identified measures to fully deliver the 2012/13 £800k saving target set on the basis that reduced responsibilities remain with the Council following the transfer of schools to Academy status.

21. In addition, there are underspends arising from vacant posts in part of the service, specifically the educational psychology service (£144k), the youth service (£15k), and the early years team (£30k), an improvement of £25k compared to Month 5. Posts are being held vacant in some areas given the need to identify further savings for the 2013/14 budget from the education service, and where services are being considered as part of cross-cutting BID projects such as the children's pathway project.

22. A review of discretionary expenditure budgets across the service has identified underspends of £100k, an improvement of £20k compared to Month 5, the full year effects of which are being counted towards savings targets for 2013/14. There is also additional anticipated buy-back of services from schools of £26k, no change compared to Month 5.

**ICT Highways & Business Services: £220k overspend (no change)**

23. There is a forecast pressure of £150k on maintenance budgets for day to day repairs for both the Civic Centre and outstations around the borough, reflecting a continuation of last year's outturn position.

24. In addition there is a forecast pressure of £20k relating to increased postage prices of 13% for first class clean mail and 9% for second class clean mail coming into effect from April 2012.

25. A restructure of the Facilities Management service is likely to deliver a £50k saving this financial year, which will have a full year effect feeding into the Medium Term Financial Forecast for 2013/14.
26. The significant risks around the outdoor advertising income target have meant that it has been flagged as 'red' in the savings tracker, with a forecast pressure against the overall target of £100k, no change compared to Month 5, as the remaining opportunities are unlikely to deliver additional income this financial year.
27. The fleet management service is managing several risk areas, and is in a transitional position as the vehicle replacement programme takes effect. A nil variance is reported, as the service is actively managing down maintenance costs as older vehicles are replaced. However in this interim period there are pressures on contract hire due to short-term arrangements being put in place while replacement vehicles are procured. The service is also closely monitoring insurance claims, where there is a greater risk around accidental damage under self-insurance arrangements.

**Planning Sport & Green Spaces: £85k overspend (£10k improvement)**

28. Pre-application advice income from developers shows a pressure of £35k, an improvement of £10k compared to Month 5, reflecting continuing weak demand for major applications other than for very large sites where the trend is towards funding this advice through planning performance agreements (gift funding). £90k of gift funding has been received so far this year, which is fully committed to the additional temporary staff engaged by the service to deliver these agreements.
29. The forecast pressure on building control is £100k, driven by the over-recovery of fee income compared to the costs of processing building control applications under the cost recovery model, which is ringfenced to the service.
30. There is an underspend on the customer contact centre of £50k, due to posts being held vacant pending the further restructure of service, as part of the ongoing work to identify BID savings from streamlined processes at the interface with residents.

**Public Safety & Environment: £60k overspend (no change)**

31. There is a projected shortfall of £150k on off-street parking income, no change compared to Month 5, which is attributable to Cedars and Grainges multi-storey car parks in Uxbridge town centre, reflecting the continuation of pressures reported last financial year.
32. There is a staffing underspend of £70k in Business Support, due to the impact of vacant posts being held open. This service area is subject to further BID review work, and it is anticipated that as a result, the underspend could contribute towards savings targets for 2013/14.
33. Waste Services is currently reporting a £20k net underspend, however there are a number of risks that are actively being managed. There is an expectation of reduced income from the New Years Green Lane Civic Amenity site whilst the refurbishment work takes place, and the Council is challenging the basis for a 30% management fee increase from the West London Waste Authority for the Victoria Road site. The Trade Waste and Grafitti services are forecast to return underspends which will assist in offsetting these pressures and risks, and produce the net underspend of £20k.

**Transportation Planning Policy and Community Engagement: £50k underspend (no change)**

34. The service is reporting a £50k favourable position due to the impact of vacant posts across the service, no change compared to Month 5. This includes the part-year effect of the restructure of the town centres and community engagement teams into a single team.

## Central Services (CS)

Revenue: **£56k underspend (£18k improvement)**

Services		2012/13 (As at Month 6)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget	Forecast		Variance (As at Month 6)	Variance (As at Month 5)	Change from Month 5
		£'000	£'000		£'000	£'000	£'000
Chief Executive/Deputy Chief Executive	<i>Exp</i>	649	637	-2%	-12	-12	0
	<i>Inc</i>	0	0	0%	0	0	0
	<i>Rechgs</i>	-22	-22	0%	0	0	0
	<b>Total</b>	<b>627</b>	<b>615</b>		<b>-12</b>	<b>-12</b>	<b>0</b>
Audit & Enforcement	<i>Exp</i>	1,238	1,269	3%	31	-8	39
	<i>Inc</i>	£0	-14	0%	-14	-10	-4
	<i>Rechgs</i>	-1,209	-1,209	0%	0	0	0
	<b>Total</b>	<b>28</b>	<b>46</b>		<b>17</b>	<b>-18</b>	<b>35</b>
Corporate Communications	<i>Exp</i>	875	817	-7%	-58	-33	-25
	<i>Inc</i>	-103	-95	-7%	8	8	-1
	<i>Rechgs</i>	-774	-774	0%	0	0	0
	<b>Total</b>	<b>-1</b>	<b>-51</b>		<b>-50</b>	<b>-25</b>	<b>-25</b>
Democratic Services	<i>Exp</i>	3,284	3,318	1%	34	34	-1
	<i>Inc</i>	-816	-871	7%	-54	-54	0
	<i>Rechgs</i>	624	624	0%	0	0	0
	<b>Total</b>	<b>3,092</b>	<b>3,071</b>		<b>-21</b>	<b>-20</b>	<b>-1</b>
Finance & Procurement Services	<i>Exp</i>	12,551	12,931	3%	380	321	59
	<i>Inc</i>	-5,290	-5,395	2%	-105	-109	4
	<i>Rechgs</i>	-1,666	-1,666	0%	0	0	0
	<b>Total</b>	<b>5,595</b>	<b>5,870</b>		<b>275</b>	<b>212</b>	<b>63</b>
Human Resources	<i>Exp</i>	3,446	3,360	-2%	-85	-93	7
	<i>Inc</i>	-1,035	-1,058	2%	-23	-7	-16
	<i>Rechgs</i>	-2,669	-2,669	0%	0	0	0
	<b>Total</b>	<b>-259</b>	<b>-368</b>		<b>-109</b>	<b>-100</b>	<b>-9</b>
Legal Services	<i>Exp</i>	1,930	1,963	2%	33	17	15
	<i>Inc</i>	-557	-582	5%	-25	15	-40
	<i>Rechgs</i>	-1,332	-1,332	0%	0	0	0
	<b>Total</b>	<b>42</b>	<b>49</b>		<b>7</b>	<b>32</b>	<b>-24</b>
Policy & Performance	<i>Exp</i>	4,401	4,261	-3%	-139	-95	-44
	<i>Inc</i>	-567	-591	4%	-24	-12	-12
	<i>Rechgs</i>	132	132	0%	0	0	0
	<b>Total</b>	<b>3,965</b>	<b>3,832</b>	<b>0</b>	<b>-163</b>	<b>-108</b>	<b>-56</b>
<b>Total Expenditure</b>		<b>28,374</b>	<b>28,556</b>	<b>1%</b>	<b>182</b>	<b>131</b>	<b>51</b>
<b>Total Income</b>		<b>-8,368</b>	<b>-8,606</b>	<b>3%</b>	<b>-238</b>	<b>-169</b>	<b>-69</b>
<b>Total Recharges</b>		<b>-6,916</b>	<b>-6,916</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CS Total</b>		<b>13,090</b>	<b>13,034</b>	<b>0</b>	<b>-56</b>	<b>-38</b>	<b>-18</b>

### Audit and Corporate Fraud: **£17k pressure (£35k adverse movement)**

- The salaries forecasts have been revised this month to include the costs of the Proceeds of Crime Act Officer, which has led to a pressure this month. This has been netted down by underspends in non-salaries and an increase in the income forecast to £14k.

**Corporate Communications: £50k favourable (£25k improvement)**

2. The majority of the underspend this month, is attributed to part year vacancies which include the Head of Service post. The budgets for these vacancies are being used to fund agency staff brought in to cover the workload while recruitment is in progress for the permanent posts and also to cover maternity leave. Revisions to estimates of vacant posts and to agency staff have led to the improved position this month.

**Finance and Procurement: £275k pressure (£63k adverse movement)**

3. Overall there is an overspend on salaries due to an MVF of £251k, which has been netted down by vacant posts in Procurement, Revenues and Accountancy. The adverse movement this month relates to additional agency support required while recruitment is in progress to the new Capital Finance team. In addition, the budgets are also funding 2 agency staff being brought in to Procurement as commercial managers to bring additional challenge and expertise to maximise value from Council spend. The service is also funding the use of LG Futures who have been reviewing the financial modelling within SCH&H and have now been engaged to develop this work.

**Democratic Services: £21k favourable (£1k improvement)**

4. There is an overspend on salaries due to MVF that has been netted down by vacancies as a result of the restructure of the Registrars Team and also the realignment of income targets to reflect past performance based on analysis of historical data.

**Policy, Performance and Partnerships: £163k favourable (£56k improvement)**

5. There is an underspend on salaries due to the in-year effect of the BSU restructure that has resulted in 2 vacant posts and the part year effect of various vacant posts for which recruitment is in progress. Recruitment to these posts will take place later than was first anticipated, which, along with reviews of non salary forecasts, has resulted in the improvement this month. The income relates to ESF grants that were brought forward from 11/12 that are unlikely to be spent in 12/13.

**Human Resources: £109k favourable (£9k improvement)**

6. The underspend on salaries is as a result of the realignment of the senior tier of the HR structure and other vacant posts within the service being held open for longer than was previously anticipated. Forecasts on income have been revised, resulting in a further improvement in this month's position.

**Legal Services: £7k pressure (£24k improvement)**

7. There is an adverse movement on salaries due to a member of staff returning from maternity leave earlier than forecast. The improvement in the income position this month relates to revisions of forecasts in line with expected income.

## **APPENDIX B – Treasury Management Report as at 30 September 2012**

### **Outstanding Deposits - Average Rate of Return on Deposits: 0.68%**

	<b>Actual £m</b>	<b>Actual %</b>	<b>Bench-mark %</b>
Up to 1 Month	76.5	66.41	70.00
1-2 Months	21.8	18.92	15.00
2-3 Months	0.0	0.00	5.00
3-6 Months	0.0	0.00	0.00
6-9 Months	5.0	4.34	5.00
9-12 Months	5.0	4.34	5.00
12-18 Months	0.0	0.00	0.00
<b>Subtotal</b>	<b>108.3</b>	<b>94.01</b>	<b>100.00</b>
Unpaid Maturities	6.9	5.99	0.00
<b>Total</b>	<b>115.2</b>	<b>100.00</b>	<b>100.00</b>

1. With the exception of the unpaid Icelandic investments, our deposits are held with UK institutions, which hold at a minimum, a Fitch or lowest equivalent of A- long-term credit rating.
2. Deposits are currently held with the following institutions; BlackRock MMF, Deutsche MMF, Fidelity MMF, Goldman Sachs MMF, Ignis MMF, PSDF MMF, Royal Bank of Scotland, HSBC Bank plc, Lloyds TSB Banking Group, Barclays, Nationwide and Newcastle City Council.
3. During September fixed-term deposits continued to mature in line with cash flow requirements. Any surplus funds were either placed in instant access accounts or fixed term deposits of up to three months in order to meet near term cash flow requirements.

### **Outstanding Debt - Average Interest Rate on Debt: 2.95%**

	<b>Actual £m</b>	<b>Actual %</b>
<b>General Fund</b>		
PWLB	81.07	23.00
Long-Term Market	15.00	4.25
<b>HRA</b>		
PWLB	223.57	63.40
Long-Term Market	33.00	9.35
<b>Total</b>	<b>352.64</b>	<b>100.00</b>

4. There were no early debt repayments or rescheduling activities during September.

### **Ongoing Strategy**

5. In order to maintain liquidity for day-to day business operations, short-term balances will be placed in instant access accounts, as these are yielding a higher rate of interest than those offered on fixed term deposits of up to two months. When cash flow allows, long term deposits will be placed to help increase the average rate of return achieved.
6. During September outstanding PWLB loans carried premiums and therefore made rescheduling of debit unfeasible. Early redemption opportunities will continue to be monitored; however it is unlikely the market will move to an extent which will make it viable.

## Appendix C

### Retaining of agency staff for Social Care, Health, and Housing Services

The following agency staff are required to be retained within Social Care and Housing to maintain essential services whilst recruitment is in process. Posts 1 to 17 have been submitted to Cabinet previously but require further extensions due to recruitment difficulties, project implementation, or vacancy held pending restructuring.

Ref	Post Title	Start Date	Proposed End Date	2010/11 Spend £000	2011/12 Spend £000	2012/13 Spend £000	Current Request £'000	Total Spend £000
1	Asylum Residential Care Worker	01-Apr-12	31-Mar-13	0	0	19	34	53
2	Asylum Social Worker	07-Nov-11	31-Mar-13	0	30	36	13	79
3	Asylum Social Worker	12-Sep-11	31-Mar-13	0	26	33	14	73
4	Asylum Social Worker	09-Jan-12	31-Mar-13	0	28	36	12	76
5	Asylum Deputy Team Manager	17-Oct-11	31-Mar-13	0	12	54	19	85
6	C&F Service Manager	01-Aug-12	31-Mar-13	0	0	45	57	102
7	C&F Deputy Team Manager	01-Apr-12	31-Mar-13	0	0	45	17	62
8	C&F Children In Need (CIN) Team Snr Social Worker	01-May-12	31-Mar-13	0	0	36	15	51
9	C&F CIN Team Social Worker	01-Apr-12	31-Mar-13	0	0	36	15	51
10	C&F Senior Social Worker	01-Jan-12	31-Mar-13	0	14	35	25	74
11	C&F Senior Social Worker	01-Jan-12	31-Mar-13	0	11	34	25	70
12	C&F Senior Social Worker	01-Jan-12	31-Mar-13	0	14	32	27	73
13	Adult Social Care Deputy Director	23-Apr-12	31-Mar-13	0	0	112	63	175
14	Hillingdon Housing Service (HHS) Electrical Services Officer	09-Jan-12	31-Mar-13	0	11.9	0	49.5	61.4
15	ASC Deputy Team Manager	01-Apr-12	31-Mar-13	0	0	40	17	57
16	ASC Social Worker	01-Mar-12	31-Mar-13	0	6	36	14	56
17	C&F Senior Social Worker	01-May-12	31-Mar-13	0	0	44	13	57
18	ASC Service Manager	16-Apr-11	31-Mar-13	0	121	86	29	236
19	HHS Electrical Services Officer	04-Oct-10	31-Mar-13	22	43.5	36	12	113.5
20	IAS Project Manager (Pre paid cards)	08-May-12	31-Mar-13	0	0	64	29	93
21	ASC Team Manager	01-Apr-12	31-Mar-13	0	0	62	20	82
22	C&F Technical Support Officer	01-Apr-10	31-Mar-13	23	23	22	2	70
23	C&F Senior Social Worker	01-Apr-10	31-Mar-13	52	50	39	14	155
24	C&F Archivist	01-Apr-10	31-Mar-13	20	20	20	2	62
25	C&F CIN Team Social Worker	01-Apr-10	31-Mar-13	45	48	36	13	142
26	C&F CIN Team Social Worker	01-Apr-10	31-Mar-13	38	52	36	26	152
27	C&F Merrifield Care Worker	01-Apr-10	31-Mar-13	11	25	21	7	64

Ref	Post Title	Start Date	Proposed End Date	2010/11 Spend £000	2011/12 Spend £000	2012/13 Spend £000	Current Request £'000	Total Spend £000
28	C&F Merrifield Care Worker	01-Apr-10	31-Mar-13	15	25	21	7	68
29	TeleCareLine Project Manager	15-Mar-11	31-Mar-13	0	63	45	14	122
30	C&F Looked After Children Admin Officer	01-Apr-10	31-Mar-13	22	22	19	2	65
31	IAS Interim Transformation Lead	01-Jul-11	31-Mar-13	0	100	93	29	222
32	C&F Merrifield Registered Manager	01-Sep-10	31-Mar-13	14	36	36	12	98
33	C&F Team Senior Social Worker	19-Feb-12	31-Mar-13	0	20	39	14	73

### Retaining of agency staff for Central Services

Following the departure of the Head of Procurement in December 2011, this role is being covered by the Procurement Manager for Planning, Environment, Education and Community Services. An additional interim resource was also recruited on a part time basis to support the Interim Head of Procurement and to provide targeted support on a number of strategic procurement projects where opportunities for continued development within the Council have been identified e.g. contract management and property related procurement issues. The initial approval was through a Cabinet Member report for 2 months and then a further 6 month extension was then agreed. A further extension for up to 3 months is now requested to allow for handover to the new Head of Procurement in the middle of November and to allow for the completion of the strategic projects mentioned above. The interim post is fully funded from the vacant Head of Procurement post.

Ref	Post Title	Start Date	Proposed End Date	2010/11 Spend £000	2011/12 Est spend £000	2012/13 Est spend £000	Current Request £'000	Est Total Spend £000
1	Procurement Officer	22.02.12	31.12.12	0	13	80	13	93

## Appendix D

### **New Street Naming & Numbering Fee Proposals**

Recommendation 6 seeks authority to vary the current charging policy for changes to street naming and numbering as detailed below:

<b>Type of Fee / Charge</b>	<b>Current Charges (£)</b>	<b>Proposed Charges (£)</b>
To name / Rename - To name or Rename a road	250.00	275.00
Naming of renaming a Building (Commercial) Per stand alone Building		300.00
Naming of renaming a House (Residential) Per New Building		50.00
To name / Rename - To name / Rename of Building / Street numbering - First or single unit	100.00	100.00
To name / Rename - To name / Rename of Building / Street numbering - Multiples 20 plus additional per unit		30.00
To name / Rename - To name / Rename of Building / Street numbering - Multiples 2 to 19 additional per unit		25.00
Research Charges - Research charges on possible name / numbering of street / building - Per Hour - Chargeable in 15 minutes units	60.00	60.00