Taunton Deane Borough Council

Executive – 5 July 2018

Financial Monitoring – Outturn 2017/2018

This matter is the responsibility of Executive Councillor John Williams, Leader of the Council

Report Author: Andy Stark, Interim Finance Manager (Deputy S151 Officer)

1 **Executive Summary**

- 1.1 This report contains information related to the Council's financial performance for the 2017/18 financial year. The outturn figures included are provisional subject to external audit review; the findings of which are to be reported to Corporate Governance Committee in September this year.
- 1.2 Monitoring the budget is an important part of the Council's performance management framework.
- 1.3 The revenue outturn position for the financial year 2017/18 is as follows:
 - The General Fund (GF) Revenue Outturn position for 2017/18 is a net underspend of £21k (0.1% of Net Budget), after proposed reserve transfers and carry forwards.
 - The HRA is a 'Self-Financing' account for the Council's Housing Landlord function, which is budgeted to 'break even' (net of approved transfers to/from HRA Reserves). The HRA Outturn for 2017/18 is a net overspend of £446k (1.7% of gross income).
- 1.4 The capital outturn position for 2017/18 is as follows:
 - The total General Fund Capital Programme budget is £53.304m, including ongoing schemes from previous years and new schemes approved at the start of and during 2017/18. Of this, £13.883m has already been spent in previous years and a further £4.869m has been spent during 2017/18. The projected spend in 2018/19 and future years is £34.259m (not including new 2018/19 budget approvals). A net underspend of £293k is being reported against the overall approved budget for the Programme.
 - The HRA approved Capital Programme at the end of 2017/18 was £18.839m.
 This relates to schemes which will be completed over the next five years. The
 actual expenditure on the Capital Programme during 2017/18 was £10.126m
 with £8.713m for planned investment to implement approved schemes in future

years. There are no reported variances against the total approved programme.

- 1.5 The General Fund reserves balance as at 31 March 2018 stands at £2.299m. The balance remains above the minimum reserves expectation within the Council's Budget Strategy (£1.700m).
- 1.6 The Housing Revenue Account (HRA) Reserve balance as at 31 March 2018 stands at £2.778m, which is above the minimum level (£1.800m) set within the Council's Budget Strategy and HRA Business Plan.
- 1.7 The total General Fund Earmarked Reserves balance as at 31 March 2018 is £21.615m, and for HRA Earmarked Reserves the balance is £6.990m, representing contingencies and funds that have been set aside for specific purposes to be spent in 2018/19 or later years. This has grown largely in respect of funds committed to support growth and infrastructure development, future capital programme spending, the business rates funding volatility, creating a new council and funding set aside to support service restructuring and transformation projects. The majority of this is planned to be spent over the next two years, although experience shows this may be over a longer period.

2 Recommendations

- 2.1 The Executive reviews the Council's financial performance and end of year position for the General Fund and the Housing Revenue Account, including pre-approved carry forwards and transfers to earmarked reserves.
- 2.2 The Executive is recommended to:
- (a) Note the reported General Fund Revenue Budget underspend of £21k in 2017/18 and the General Reserves Balance of £2.299m as at 31 March 2018.
- (b) Recommend Full Council to approve the General Fund Revenue Budget Carry Forwards totalling £1.195m (as set out in table 3 of the report).
- (c) Recommend Full Council to approve a General Fund Capital Programme Budget Profile totalling £34.259m in 2018/19 and Later Years (as set out in Appendix B).
- (d) Recommend Full Council to approve a Housing Revenue Account Budget Carry Forwards totalling £344k (as set out in table 14 of the report).
- (e) Recommended Full Council to approve a Housing Revenue Account Capital Programme Budget Profile totalling £8.713m in 2018/19 and Later Years (as set out in Appendix D).

3 Risk Assessment (if appropriate)

Risk Matrix

Description	Likelihood	Impact	Overall
That the Authority overspends against the approved budget	2	4	8
Regular budget monitoring reports are produced and managers actively manage the budgets under their responsibility	1	4	4

Risk Scoring Matrix

	5	Almost (Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25
ס	4	Likely	Low (4)	Medium (Medium (12)	High (16)	Very High (20
Likelihood	3	F	Low (3)	Low (6)	Medium (Medium (High (15)
5	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
					Impact		

Likelihood of risk occurring	Indicator	Description (chance of
		occurrence)
 Very Unlikely 	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some	10 – 25%
	time	
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years,	50 – 75%
	or occurs occasionally	
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

4 Background and Full details of the Report

- 4.1 This report informs Members of the Council's financial outturn (a comparison of net spending against the budget for the year) for revenue and capital budgets in 2017/18 for the Council's General Fund (GF), Housing Revenue Account (HRA) and trading services.
- 4.2 The regular monitoring of financial information is a key element in the Council's

Performance Management Framework. Crucially it enables remedial action to be taken in response to significant budget variances, some of which may be unavoidable. It also provides the opportunity to assess any consequent impact on reserves and the Council's the Medium Term Financial Plan.

- 4.3 The outturn figures contained in this report are provisional at this stage. The financial outturn has been taken into account when preparing the Council's Statement of Accounts, which was approved by the Assistant Director Strategic Finance (S151 Officer) on 31 May, and is then subject to review by the Council's External Auditor. Should the External Auditor identify any changes to the Accounts these will be reported to Corporate Governance Committee in July this year.
- 4.4 The outturn position reported for the General Fund contains some estimated figures for government subsidies on housing benefit and the total of business rates retention funding. These are based on unaudited claims, and it is possible that final figures post-audit could change. Should the final figures differ significantly from those used in this report an updated position will be provided as part of 2018/19 budget monitoring reports.

5 2017/18 Financial Performance

- 5.1 Members will be aware from previous experience that the position can change between 'in-year' projections and the final outturn position, mainly due to demand-led service costs and income levels. The budget monitoring process involves a regular review of all budgets. Budget Holders, with support and advice from their accountants, review the position and update their forecasts based on currently available information and knowledge of service requirements for the remainder of the year. As with any forecast there is always a risk that assumptions and estimates will differ from the eventual outcome, and a number of risks and uncertainties have been highlighted in previous budget monitoring reports.
- 5.2 Forecasting for demand-led services has continued to be a challenge especially in the current economic climate.
- 5.3 The Council has continued to operate within the framework of its Budget Strategy and the overall financial standing at the end of the financial year is sound. The Reserve balances for both the General Fund and the HRA are above their respective recommended minimums. An annual review of all Earmarked Reserves will be completed with the aim of returning any surplus reserve balances to the General Fund Reserve. The Council continues to face challenges around profiling capital spend, and we will seek to improve accuracy of forecasting between financial years.

General Fund Revenue Account – 2017/18 Outturn

5.4 The Council has reported an overall net underspend of £21k (0.1% of Net Budget). Table 1 below provides a high-level summary of the outturn position:

Table 1: GF Outturn Summary

	Budget	Outturn	Variance	
General Fund Outturn 2017/18	£'000	£'000	£'000	%
Net Expenditure on Services	14,731	14,970	239	2%
Deane Helpline Trading Account	122	53	(69)	(0.5%)
DLO Trading Account	40	31	(9)	(0.1%)
Earmarked Reserve Transfers	4,247	4,247	0	0%
Interest and Investment Income	(381)	(563)	(182)	(1.2%)
Technical Accounting Adjustments	(3,798)	(3,798)	0	0%
Net Budget	14,961	14,940	(21)	(0.1%)
Funding – Grants, Business Rates and Council Tax	(14,961)	(14,961)	0	0%
Net Variance	0	(21)	(21)	(0.1%)

Summary of Main Changes from Q3 to Outturn

The Forecast Outturn as at Quarter 3 (December 2017) after approval to transfer an additional £288k to earmarked reserves was for an overall balanced position. The main differences between the reported variances at Quarter 3 and the year-end Outturn are summarised in Table 2 below.

Table 2: Taunton Deane Main Differences between Q3 and Outturn Variances

	Q3	Change	Q4
	£000	£000	£000
Deane Helpline	(14)	(55)	(69)
Planning	145	(47)	98
Car Parking	0	(106)	(106)
Land Charges	40	(56)	(16)
Recycling	(27)	(16)	(43)
Street Cleansing	(28)	0	(28)
Dog Wardens	(20)	(4)	(24)
Bereavement Services	(100)	(2)	(102)
Waste Collection	0	90	90
ICT	20	0	20
Customer Services	(52)	59	7
Insurance	17	(36)	(19)
Council Tax collection costs	(100)	47	(53)
Interest Costs and Investment Income	(134)	(48)	(182)
Revenues and Benefits	(89)	(11)	(100)
Rent Allowances and Rebates	(88)	(166)	(254)
Asset Maintenance	56	0	56
Housing Bed and Breakfast Accommodation	(27)	82	55
Transformation Savings timing difference	0	257	257
Legal Services	0	133	133
Q3 Transfer to Earmarked Reserves	288	0	288
Other	113	(142)	(29)

TOTAL – over / (under) spend	0	(21)	(21)
------------------------------	---	------	------

- 5.6 The main variances to budget and significant changes to the Quarter 3 position are explained as follows:
- 5.7 **Deane Helpline:** The Deane Helpline service is demand led and the customer base for the 17/18 year has increased during the year. This has generated additional income from both external and corporate customers in the year.
- 5.8 **Planning:** The overall overspend relates to the higher cost of agency staff that have been used during the year to cover staff vacancies. This overspend has been partially offset during the quarter due to additional planning income.
- 5.9 **Car Parking:** The overall underspend is due to a £215k saving on business rates being offset by a shortfall in income of £109k. There has been an improvement in the forecast position from Qtr 3 due to higher income being achieved than previously forecast.
- 5.10 **Land Charges:** The Council previously set up a provision within the accounts in case further legislation changes were enacted causing the service to have to repay previously charged fees. It was agreed that this provision was no longer required and was therefore written back into the accounts at year end. This has offset the previously reported reduction in income resulting in a net underspend of £16k for the year.
- 5.11 **Recycling:** The recycling service obtained additional income in 2017/18 for the garden waste collection service due an increased customer base and higher usage of the brown sacks than budgeted for.
- 5.12 **Street cleansing:** The street cleansing contract is a relatively new budget and as such a contingency was added in case of unexpected charges. This has not been required resulting in an underspend and the budget has been reduced for 2018/19.
- 5.13 **Dog Wardens:** Contract costs for kennelling of stray dogs have proved to be lower than originally budgeted for.
- 5.14 **Bereavement Services:** Bereavement services is a demand led service and usage has increased during the year producing additional income for the service.
- 5.15 **Waste Collection:** Additional contract costs of £16k were charged at year end by Somerset Waste Partnership. Also £74k has been transferred to an earmarked reserve to cover the value of vehicles retained by SWP relating to the Recycle More project. Therefore the total additional cost to the service was £90k.
- 5.16 **ICT:** Smartphone 8*8 rollout has increased revenue costs by £20k, but enables greater efficiency and 'agile' working.

- 5.17 Customer Services: The position has now moved so that a small overspend has been reported.
- 5.18 Insurance: A large claim that was settled has been funded from a set aside insurance reserve rather than being charged direct to the revenue account.
- 5.19 Council Tax Collection Costs: The underspend is in respect of additional court fees recovered through enforcement of debt recovery processes. QTR3 forecast had been based upon actual for 2016/17. Actual year end position has reduced the original forecast.
- 5.20 Interest Costs and Income: Improved investment returns combined with slippage within the capital programme leading to higher cash balances has meant that the net interest received is higher than was budgeted for.
- 5.21 Revenues and Benefits: Additional funding has been provided by Government for various welfare reforms plus additional grant for administering benefits has created the overall underspend.
- 5.22 Rent allowances and Rebates: Higher recoupment of rent allowances and rebates has created this underspend. Although some of this was forecast in Qtr 3 the year end position has shown a further improvement. Going forward this trend will not continue as more claimants move to Universal Credit.
- 5.23 Asset Maintenance: A number of vacant properties in Blackdown Business Park has led to a shortfall in rental income of £70k offset by an underspend of £14k on bus shelters. For 2018/19 a vacancy rate of 10% has been built into the budget.
- 5.24 Housing Bed and Breakfast Accommodation: Demand for the service increased significantly in the 4th quarter resulting in an overspend. Funds have been set aside in earmarked reserves, including additional grant from Government, to manage homelessness prevention and support costs during 2018/19.
- Transformation Savings: This relates to timing delays in respect of the delivery of 5.25 savings compared to earlier budget assumptions.
- 5.26 Legal services: Additional costs incurred in respect of legal advice and support required for delivery of major projects.

6 Carry Forwards to 2018/19

6.1 In arriving at the net underspend of £21k for 2017/18 there are £1.195m of recommended budget carry forwards. These are summarised and explained below:

rable 5. Tauthon beane barry to wards for Approvais	
	£

		£
Assets – Repairs and Maintenance	Required for Market House roof repairs	22,314
Leisure Procurement	Balance of funding required for ongoing delivery of leisure procurement project	117,000
Housing Enabling	Funding for the development of new housing around the Hinkley area	573,760
Homelessness	Funding required for implementation of the Homelessness Reduction Act.	265,300
Economic Development	Funding towards the Wellington Station business case.	40,000
Customer Services	Introduction of new ways of working in reception area.	46,000
Vivary Park	Works to de-silt Vivary Park lake were due to take place this financial year but due to delay with obtaining a licence from the environment agency the works cannot progress until next financial year.	40,000
Finance	As part of the system amalgamation of the e5 finance system, and development of financial procedures and reports, additional support is required during 2018/19.	75,000
Bereavement Services	The approved budget for the revenue part of the crematorium project was £45,000. Of that £39,000 has been spent and this carry forward is requested to fund the completion of work in 2018/19.	6,000
Total		1,195,374

7 Business Rates Retention

7.1 The Business Rates Retention (BRR) funding system is proving to be both challenging and volatile, with the Council facing significant risks particularly in respect of appeals against rateable values by rate payers. The required accounting arrangements also result in some 'timing differences' which can skew the funding position across financial years.

General Fund Retained Business Rates Funding

7.2 The council's share of business rates funding is directly linked to the total amount of business rates due and collected in the area. The amounts credited to the General Fund Revenue Budget in 2017/18 are based on business rates yield and BRR figures from different sources – a combination of the 2017/18 NNDR1 (Original Budget Estimate) and the 2017/18 NNDR3 (End of Year position):

Business Rates Funding Timing Differences

In Year Funding based on NNDR1 Original Budget Estimates (fixed amount for the year based on budget):

- 40% Standard Share of BR Income
- Tariff to Government
- Share of Previous Year's Collection Fund Surplus/Deficit

In Year Funding based on NNDR3 actual amounts due for the year (variable amount for the year based on actuals):

- Section 31 Grant (Government-funded Reliefs/ Discounts)
- Levy Payment to Government
- Safety Net Receipt from Government
- 7.3 At the end of the financial year there will be a Surplus or Deficit on the Business Rates Collection Fund, and this sum will be distributed in future years based on Standard Shares so 40% for Taunton Deane Borough Council.
- 7.4 The following table summarises the net position in respect of retained business rates funding for the Council in 2017/18 based on required accounting entries.

Table 4: Business Rates Funding Outturn 2017/18

	Original Budget	Actual
	£000	£000
40% Share of Business Rates Income	(14,818)	(14,818)
Tariff to Government (fixed amount)	12,262	12,408
Section 31 Grant funding for enhanced Small Business Rates	(675)	(1,423)
Relief/Flooding Relief/Retail Reliefs		
Renewable Energy Rates – 100% retained by TDBC	(152)	(355)
50% Levy Payment to Government	345	282
Sub Total	(3,038)	(3,906)
Previous Year's Collection Fund Deficit	38	38
Total Retained Business Rates Funding 2017/18	(3,000)	(3,868)

7.5 Taking into account the inherent risks and uncertainties within the retention system, together with accounting timing differences referred above, a prudent balance is maintained in the Business Rates Smoothing Account Reserve. The balance on this reserve as at March 2018 is £2.678m providing funding to offset Collection Fund deficit carried forward to 2018/19 of £841k plus resilience to further funding volatility in future years.

8 General Fund Reserves

General Reserves

8.1 The following table summarises the movement on the General Reserves Balance during the year.

Table 5: General Reserve Balance

	£'000
Balance Brought Forward 1 April 2017	2,186
Earmarked Reserves returned to General Balances	92
Budgeted Balance 31 March 2018	2,278
Provisional Outturn 2017/18	21
Projected Balance Carried Forward 31 March 2018	2,299
Recommended Minimum Balance	1,700
Projected Balance above recommended minimum	599

- 8.2 The balance as at 31 March 2018 (subject to audit) is £2.299m. This is £599k above the minimum recommended balance of £1.7m.
- 8.3 In view of the Council's future financial position the advice is maintain reserves above the recommended minimum, to provide some resilience for unknown costs and to provide some flexibility to support measures to address ongoing financial sustainability.

General Fund Earmarked Reserves

- The Council can also set aside funds for specific purposes to be used in future years.

 Appendix A provides a summary of the earmarked reserves and their movement during the year. The proposed balance carried forward to support General Fund spending in future years is £21.615m. This balance has increased by £4.271m during the year mainly due to New Homes Bonus set aside for growth and infrastructure investment.
- 8.5 Transfers to reserves at the end of the financial year have been reviewed and approved by the S151 Officer.

9 Deane DLO Trading Account

9.1 There has been a change to the structure of the DLO during 2017/18 with the building maintenance area being moved from the DLO and into the HRA. Therefore the DLO is now only made up of the one distinct operating area of Grounds Maintenance (including the Nursery). The following table provides a summary of the financial performance.

Table 6: DLO Trading Account Outturn Summary

		2017/18			
	Income	Spend	Net		
	£'000	£'000	£'000		
(Surplus)/Deficit for the year:					
Grounds Maintenance	(3,061)	3,132	71		
Nursery	(169)	138	(31)		
Operating (Surplus) / Deficit Before Recharges	(3,230)	3,270	40		
Budgeted Contribution to Corporate Costs			49		
Net Underspend compared to budget			(9)		

10 <u>Deane Helpline Trading Account</u>

10.1 The Deane Helpline has reported a net deficit of £0.067m for the year, which is an underspend of £0.069m against the final budget and represents the net cost of the service to the General Fund. The summary of the trading account is as follows:

Table 7: Deane Helpline Trading Account Position

Table 1. Deane Helpline Hading Account 1 osition	
Deane Helpline Trading Account	£000
Total Income	(1,155)
Operating Costs	1,087
Net Operating Income	(68)
Recharges and Capital Charges (excluding IFRS accounting	135
adjustments)	
Net Deficit for the Year	67
Budget for the Year	136
Underspend against Budget	(69)

11 Land Charges, Licencing and Taxi Licencing

11.1 Under regulations the Council needs to report how its Licencing and Land Charges services perform in the financial year. These services set fees and charges based on estimated reasonable costs, and aim to break even each year. However, due to fluctuations in demand and costs the services may report an under or over-recovery in any one year and the Council therefore transfers any surplus/deficit to a self-financing reserve. During the next round of fees and charges setting adjustments will be made with the view achieving a break-even position on a three year rolling basis.

Table 8: Licensing and Land Charges Self-Financing Reserves

	Balance Brought Under/(over)-		Balance Carried
	Forward	recovery	Forward
	£	£	£
Land Charges	(56,160)	(43,390)	(99,550)
Licencing	(950)	20,780	19,830
Taxi-Licencing	(36,610)	36,610	0

12 <u>Taunton Unparished Area Fund (Special Expenses)</u>

12.1 The Council sets an annual budget for the Unparished Area of Taunton, which is funded through a "Special Expenses" Council Tax charge to households in the area plus funding provided towards the impact of Council Tax Support on the Unparished area tax base. The following table summarises the income and expenditure for the Fund in 2017/18.

Table 9: Unparished Area Fund Income and Expenditure

,	£	£
Fund balance brought forward 1 April		(46,033)
Special Expenses Precept and CTRS Grant for 2017/18		(46,235)
Expenditure funded in the year:		
North Taunton Partnership	4,133	
Victoria Park Action Group	738	
Go Create	5,000	
Broughton Close Owners Association	945	
DLO Tools	680	
British Legion	700	
Go Create Taunton CIC	3,500	
Galmington Allotment Association	2,143	
Blackbrook Community Primary School	1,933	
Somerset Archaeological and Natural History Society	500	
The Polish Association	1,200	
St Mary Magdelene House, webcam and nestbox	3,500	
St James Church	500	
Rowbarton Allotments	377	
Taunton Area Cycling Campaign	602	
Love Musgrove MRI scanner	5,000	
Total Expenditure		31,451
Fund Balance in hand carried forward 31 March		(60,817)

Note: minus (-) balance = funds in hand

12.2 The Fund is generally used to support minor works, worthwhile community activities and individual projects. Bids for funding are considered by the Unparished Area Panel, and allocations to third parties have been published in the Weekly Bulletin through the year.

13 General Fund Capital Programme – Appendix B

- 13.1 The total approved General Fund Capital Programme including schemes brought forward from previous years is £53.304m. The Council is supporting this investment through the use of Capital Grants and Contributions, Revenue Funding and Borrowing. A net underspend of £293k is being reported against the overall approved budget for the Programme.
- 13.2 The actual expenditure on the General Fund Capital Programme during 2017/18 was

- £4.869m. The major areas of capital spend during the year included the following: £1.813m for the Deane House improvements, £493k for new IT systems and equipment, £695k for Disabled Facilities Grants and £366k towards schemes in the growth programme.
- 13.3 Of the £34.259m due to be spent in future years, major areas include the following schemes: £21.442m for schemes identified within the growth programme, £1.448m towards IT projects, £3.5m for the loan to the Somerset Waste Partnership, £4.092m for the Deane House accommodation project, £1.767m Grants to Registered Social Landlords and £663k for Disabled Facilities Grants.
- 13.4 It is therefore recommended that £34.259m of the 2017/18 capital budget, representing slippage on approved schemes or where budgets are profiled across financial years, is carried forward for schemes that will be delivered or completed in 2018/19 and beyond. A summary of the General Fund Capital Programme budget and outturn for the year, including an analysis of the recommended carry forwards, is included in **Appendix B**.
- 13.5 The Capital expenditure incurred during 2017/18 has been funded from a variety of sources as shown in the following table:

Table 10 – Summary Capital Programme Funding 2017/18

Summary Capital Spend	£'000	Sources of Capital Funding	£'000
Disabled Facilities Grants (DFG)	695	Better Care Fund (for DFGs)	695
CIL Projects	300	Community infrastructure Levy	300
S106 Schemes	371	S106 General	371
Growth Programme	366	Other External Grants	237
IT Projects	493	Capital Receipts	317
Deane House Accommodation	1,813	Earmarked Reserves	366
Other schemes	831	Borrowing	2,583
Total	4,869	Total	4,869

14 Housing Revenue Account (HRA)

14.1 The HRA is a 'Self-Financing' account for the Council's Housing Landlord function, which is budgeted to break-even (net of approved transfers to/from HRA Reserves). The HRA Revenue Outturn for 2017/18 is a net overspend of £446k (1.7% of gross income). Table 11 below shows a high level summary of the outturn position.

Table 11: HRA Outturn Summary

-	Budget	Outturn	Variance	
	£'000	£'000	£'000	%
Gross Income	(26,668)	(26,723)	(55)	(0.2%)
Service Expenditure	14,524	15,370	846	5.8%
Other Operating Costs and Income	7,900	7,719	(181)	(2.3%)
Earmarked Reserve Transfers	(323)	(467)	(144)	0%
Capital Financing and Debt Repayment	4,567	4,547	(20)	(0.4%)
			, ,	
Net Variance	0	446	446	1.7%

The Forecast Outturn as at Quarter 3 after an approved transfer of £144k to the Transformation Reserve was a surplus of £190k. The main differences between the reported variances at Quarter 3 and the year-end Outturn are summarised in Table 12 below.

Table 12: Main Differences between Q3 and Outturn Variances

	Q3 £000	Change £000	Q4 £000
Contribution to Transformation Costs	0	309	309
Assets temp staffing and Savills costs	0	171	171
Grounds maintenance	0	143	143
Sheltered Housing Open Spaces	0	68	68
Sheltered Housing Callout costs	0	63	63
Repairs and Maintenance	(140)	140	0
Interest receivable	(30)	37	7
Interest payable	0	(27)	(27)
Non dwelling rent	(20)	(21)	(41)
Contribution towards expenditure	0	(66)	(66)
Depreciation	0	(181)	(181)
Total	(190)	636	446

- 14.3 The main variances to budget and significant changes to the Quarter 3 position are explained as follows:
- 14.4 **Transformation Costs:** HRA contribution towards transformation costs in lieu of flexible capital receipts not obtained.
- 14.5 **Assets temporary staffing and Savills survey costs:** Necessary ongoing hire of temporary staffing. This is to ensure that surveys are competed for the ongoing care of stock and to ensure that service charges and HRA shop income are being recovered with ongoing bad debt analysis.
- 14.6 **Grounds Maintenance:** Increase in works carried out in Q4 to bring stock up to standard as new service level agreement comes into force from 18/19 onwards.
- 14.7 **Sheltered Housing Open Spaces**: Increased work carried out on sheltered housing

- sites to ensure Health and Safety in respect of cleared path ways are met. This was especially important during Q4 which had poor weather conditions.
- 14.8 **Sheltered Housing Call Out Costs:** Telephone costs in respect of Sheltered Housing Service.
- 14.9 **Repairs and Maintenance:** Works undertaken in Qtr4 to alleviate and prevent condensation and damp.
- 14.10 **Non dwelling rent:** Higher than expected income from HRA shops.
- 14.11 **Contribution towards expenditure:** Higher than expected RTB sales resulting in increased recoverable costs from sales.
- 14.12 **Depreciation:** The movement to componentisation under new accounting requirements and carried out in Qtr 4 has led to the revaluation of depreciation rates applied across council stock.

Housing Revenue Account Unearmarked Reserves

14.13 The following table summarises the movement on the HRA General Reserve Balance.

Table 13: HRA Reserve Balance

	£'000
Balance Brought Forward 1 April 2017	3,224
Provisional Outturn 2017/18	(446)
Balance Carried Forward 31 March 2018	2,778
Recommended Minimum Balance	1,800
Balance above recommended minimum	978

14.14 The balance at 31 March 2018 (subject to audit) is £2.778m and is £978k above the recommended balance of £1.800m.

HRA Earmarked Reserves

- 14.15 The Council can also set aside HRA funds for specific purposes to be used in future years. **Appendix C** provides a summary of the HRA earmarked reserves and the movements during the year. The balance at 31 March 2018 committed to support spending in future years is £6.990m.
- 14.16 The HRA earmarked reserves balance includes the Social Housing Development fund at £2.474m.
- 14.17 Also included within these reserves is £1.970m for the Electrical Testing Contract and £1.148m for the Pre-Planned Maintenance Contract.

15 HRA – Proposed Carry Forwards

15.1 In arriving at the net overspend for 2017/18 there are £344k of recommended budget carry forwards. These are summarised and explained below:

Table 14: HRA Carry Forwards for Approvals

		£
Housing Enabling	Funding from Government ring fenced for Taunton	230,725
	regeneration projects	
HRA Projects	Balance of funding required for ongoing staffing costs in	104,000
	sheltered housing and repairs and maintenance. HRA	
	contribution towards new ways of working in Customer	
	Services.	
Chill and Chat	Balance of funding to support vulnerable families	9,500
Total		344,225

16 HRA Capital Programme – Appendix D

- 16.1 The HRA approved Capital Programme at the end of 2017/18 was £18.839m. This relates to schemes which will be completed over the next five years. The Council is supporting this investment through the use of Capital Receipts, Revenue Funding and Borrowing. The actual spend on the Capital Programme during 2017/18 was £10.126m with £8.713m being profiled to be spent in future years.
- The major areas of capital spend during the year related to the capital maintenance for the existing housing stock and the development and acquisition of new stock. A summary of the HRA Capital Programme and outturn for the year is included in Appendix D.
- 16.3 The capital programme can be split into two distinct areas:

Major Works and Improvements:

16.4 From a budget of £10.917m, a total of £7.827m was spent in 2017/18. This includes £865k on bathrooms, £1.528m on heating improvements, £882k on kitchens, £877k on fasciae and soffits, £757k on Air Source Heat Pumps, £616k on Insulation and £2.302m on other programmed works on dwellings.

Development:

- 16.5 A total of £2.299m has been spent on the Social Housing Development Programme throughout 2017/18. The Creechbarrow Road and Weavers Arms developments include budget carry forwards of £2.146m with the schemes due to complete in 2018/19.
- 16.6 The bulk of the Social Housing Development Programme (£3.149m) has been carried forward to 2018/19.

17 Transformation

17.1 The estimated overall costs of implementing the Transformation Programme and Creating a New Council were approved in the High Level Business Case approved by TDBC Full Council in July 2016 and WSC Full Council in September 2016. The total estimated costs approved were £7.1m. The spend to date is £1.290m on revenue and £0.178m on capital (see table below 15) and estimated total costs are currently within the approved budget above. However, as design work on the new organisation continues work is currently being undertaken on revising the overall estimated costs, and a further update on the programme funding and revised estimated costs of delivering a single new transformed council will be provided to the Shadow Scrutiny and Shadow Executive in July.

Table 15 - Transformation Costs

Table 15 - Hallstolli	West Taunton Taunton				
	Somerset	GF	HRA	Total	
	£'000	£'000	£'000	£'000	
Revenue					
2016/17	5	25	0	30	
2017/18	190	760	310	1,260	
2018/19 - 2019/20	784	2,532	1,343	4,659	
Total Revenue	979	3,317	1,653	5,949	
Capital					
2016/17	0	5	0	5	
2017/18	29	144	0	173	
2018/19 – 2019/20	167	516	331	1,014	
Total Capital	196	665	331	1,192	
Total					
Transformation	1,175	3,982	1,984	7,141	

18 Links to Corporate Aims / Priorities

18.1 The financial performance of the Council underpins the delivery of corporate priorities and therefore all Corporate Aims.

19 Finance / Resource Implications

19.1 Contained within the body of the report.

20 Legal Implications

20.1 There are no legal implications associated with this report.

- 21 Environmental Impact Implications
- 21.1 None for the purpose of this report.
- 22 Safeguarding and/or Community Safety Implications
- 22.1 None for the purpose of this report.
- 23 Equality and Diversity Implications
- 23.1 None for the purpose of this report.
- 24 Social Value Implications
- 24.1 None for the purpose of this report.
- 25 Partnership Implications
- 25.1 A wide range of council services are provided through partnership arrangements e.g. GLL (formerly Tone Leisure) for leisure services and Somerset Waste Partnership for Waste and Recycling services. The cost of these services is reflected in the Council's financial outturn position for the year.
- 26 Health and Wellbeing Implications
- 26.1 None for the purpose of this report
- 27 Asset Management Implications
- 27.1 None for the purpose of this report.
- 28 Consultation Implications
- 28.1 None for the purpose of this report.
- 29 Scrutiny Comments/Recommendation(s)
- 29.1 The Council's outturn position was reported to Corporate Scrutiny on 21 June and the recommendations therein were supported.

Democratic Path:

- Scrutiny 21 June 2018
- Executive 5 July 2018
- Full Council 10 July 2018

Reporting Frequency: Annually

List of Appendices (delete if not applicable)

Appendix A General Fund Earmarked Reserves Summary

Appendix B	General Fund Capital Programme Outturn Summary
Appendix C	Housing Revenue Account Earmarked Reserves Summary
Appendix D	Housing Revenue Account Capital Programme Outturn Summary

Contact Officers

Name	Andy stark	Name	Paul Fitzgerald
Direct Dial	01823 219490	Direct Dial	01823 217557
Email	a.stark@tauntondeane.gov.uk	Email	p.fitzgerald@tauntondeane.gov.uk

APPENDIX A

Earmarked Reserve Heading	Balance at 1 April 2017	Transfers In 2017/18	Transfers Out 2017/18	Balance at 31 March 2018
	£	£	£	£
CEO Initiatives	103,361	53,000	(13,000)	143,361
Elections	21,530	45,208	0	66,738
Individual Registration	26,094	19,819	0	45,913
Brewhouse Refurbishment	55,674	38,351	0	94,025
Local Plan Enquiry General Provisions (LDF)	97,127	92,975	(101,000)	89,102
Planning Delivery Grant (Revenue)	77,475	0	(37,000)	40,475
Growth and Regeneration (NHB)	4,231,372	4,294,705	(911,435)	7,614,642
Neighbourhood Planning Grant	121,836	0	0	121,836
Monkton Heathfield Planning	557,345	0	(98,200)	459,145
Specialised Planning Legal	71,940	0	(38,360)	33,580
Garden Town Grant	511,845	454,674	(52,995)	913,524
Climate Change	52,676	0	(52,676)	0
Asset Management - Tone Leisure	196,606	0	(7,500)	189,106
Housing Enabling	192,835	10,000	Ó	202,835
Asset Management	289,121	81,248	(289,121)	81,248
Housing Loans to Private Sector Mortgagees	10,378	0	Ó	10,378
Youth Homelessness Fund	3,936	0	0	3,936
Voluntary and Community Grants	2,519	0	0	2,519
CLG Preventing Repossessions Fund	25,632	0	0	25,632
Housing Benefit Grant	1,575	0	0	1,575
Strategy	926	0	0	926
Youth Fund Youth Project	1,955	0	(1,955)	0
Homelessness Grant	163,766	0	0	163,766
Asset Strategy	33,176	0	0	33,176
Customer Access & Accommodation Project	1,668,264	0	(149,730)	1,518,534
Capital Financing Reserve	789,200	194,917	(308,189)	675,928
CCTV	10,000	0	0	10,000
Corporate Training	66,685	64,000	0	130,685
Transformation Savings Contingency	164,000	0	0	164,000
DLO Trading Account	121,136	0	0	121,136
DLO Vehicle Replacement	315,540	0	0	315,540
Cordwest Bequest	354	0	0	354
FE Colthurst Trust Bequest Accounts	1,101	0	(1,101)	0
General Fund General Carry Forwards	428,640	1,195,374	(320,640)	1,303,374
Healthy Workplace	6,429	0	(1,052)	5,377
Self-Insurance Fund	485,404	0	0	485,404
Travel Plan	148,885	43,586	0	192,471
Vivary Park Trading Account	27,000	0	0	27,000
BRR Smoothing Reserve	1,937,146	875,149	(133,908)	2,678,387
Corporate Services Clienting	62,750	0	Ó	62,750
Eco Towns Projects Funding	237,902	0	0	237,902
Health and Safety	7,000	0	0	7,000
Food Inspections	(2,554)	0	0	(2,554)
Waste Earmarked Reserve	134,120	73,500	(15,000)	192,620

GENERAL FUND EARMARKED RESERVES

APPENDIX A

Earmarked Reserve Heading	Balance at 1 April 2017	Transfers In 2017/18	Transfers Out 2017/18	Balance at 31 March 2018
Debt Recovery	40,820	0	(10,269)	30,551
Legal Civica Hosting Costs	12,000	0	(4,500)	7,500
Revenues and Benefits	30,000	0	0	30,000
Streetscene	0	30,000	0	30,000
Designated Public Spaces Order	5,000	0	0	5,000
Land Charges Self Financing	56,160	23,390	0	79,550
Licensing Self Financing	950	0	(20,773)	(19,823)
Parking	94,800	125,000	0	219,800
Taxi Licensing	36,618	20,773	(57,391)	0
ICT Strategy	50,000	30,000	(50,000)	30,000
Resources Service Costs	189,117	61,304	(56,220)	194,201
Transparency Code New Burdens Grant	8,103	0	(8,103)	0
Economic Development & Growth Initiatives	314,717	0	0	314,717
Agile Working	70,000	0	0	70,000
Member Technology	70,000	0	0	70,000
Strategic Director SA	84,240	0	0	84,240
JMASS Project	24,349	0	(24,349)	0
SWOne Succession Planning	818,862	0	(694,485)	124,377
Transformation	1,978,647	258,000	(355,382)	1,881,265
GF Total	17,344,085	8,084,973	(3,814,334)	21,614,724

TAUNTON DEANE BOROUGH COUNCIL CAPITAL PROGRAMME 2017/18 - GENERAL FUND

Code	Project	Scheme Completed in 2017/18 (Yes/No)	Programme Budget £	Actual Spend in Previous Years £	Actual Spend in 2017/18 (Outturn)	Projected Spend 2018/19 and Later Years £	Forecast Total Spend £	Scheme Budget Variance (Underspend)/ Overspend 2017/18
CDOME	LDDGGDANANE							
	I PROGRAMME	NI	120 200	422.200	1.014	4 200	420 200	
XT029 XT032	PT Longrun Meadow Bridge	No No	138,300			4,200	138,300	
XT032 XT035	Town Centre Improvements PT Coal Orchard	No No	171,800 10,694,435			171,800 10,412,994	171,800 10,694,435	
XT035 XT036	Lisieux way	No No	3,108,580		281,441 1,709	3,096,616	3,108,580	
XT036 XT037	Firepool Land Assembly	No No	1,500,077	1,018,667		479,759	1,500,077	
XT057 XT067	St James Pool Demolition	No No	249,300	26,584		222,716	249,300	
XT067 XT068	Major Transport Schemes	No	2,200,000	76,000		2,118,909	2,200,000	
XT069	Flooding Alleviation	No No	250,000	70,000	3,091	250,000	250,000	
XT003 XT073	Brewhouse	No	5,000			5,000	5,000	
XT073 XT074	Creech Castle Improvement	No	375,000 375,000			375,000	375,000	
XT074 XT078	Town Centre Regeneration	No	1,800,000			1,800,000	1,800,000	
XT078 XT079	Employment Site Enabling	No	500,000		10,000	490,000	500,000	
XT079	New Garden Communities	No	500,000		10,000	500,000	500,000	
XT080 XT081	Broadband SEP	No	380,000			380,000	380,000	
XT091	Parking, Access & Signage	No	1,200,000		64,449	1,135,551	1,200,000	
X1031	Tarking, Access & Signage	No	23,072,492	1,263,792	366,155	21,442,545	23,072,492	0
I T PROJE	CTS		20,012,102	1,200,102	333,133	21,112,010	20,012,102	
XT001	Members IT Equipment	No	16,600	0	8,337	8,263	16,600	
XT039	Joint Mgt & Shared Servs	No	720,195	30,362	· ·	564,730	595,092	(125,103)
XT053	E5 System Implementation	Yes	232,165	209,091	122,967		332,058	99,893
XT054	PC Refresh Project	Yes	404,371	242,432	· ·		405,368	997
XT055	IT Infrastructure Project	Yes	59,001	54,252	· ·		54,252	(4,749)
XT056	Cemetery IT System	No	50,000	0		50,000	50,000	0
XT064	SAP Replacement Systems	Yes	131,835	131,835	28,962		160,797	28,962
XT070	Transformation	No	995,000			825,079	995,000	
			2,609,167	667,972	493,123	1,448,072	2,609,167	0
MAJOR P	ROJECTS							
XT038	Depot Relocation	Yes	3,603,890	3,251,067	112,780		3,363,847	(240,043)
XT047	Blackbrook Swimming Pool	No	6,550,284	6,397,636	48,686	103,962	6,550,284	

APPENDIX B

		Scheme			Actual Spend in	Projected		Scheme Budget Variance (Underspend)/ Overspend
		Completed in	Programme	Actual Spend in	2017/18	Spend 2018/19	Forecast Total	2017/18
Code	Project	2017/18 (Yes/No)	Budget	Previous Years	(Outturn)	and Later Years	Spend	
XT052	SCC Waste Vehicle Loan	No	3,500,000	0		3,500,000	3,500,000	
XT060	Paul Street Car Park	No	912,566	371,953	20,488	520,485	912,926	
XT076	Deane House Accommodation	No	5,905,100	0	1,813,174	4,091,926	5,905,100	
XT095	Crematorium Waiting Room	No	400,000	0	59,175	340,825	400,000	
			20,871,840	10,020,656	2,054,303	8,557,198	20,632,157	(240,043)
HOUSING								
XT020	Grants to RSLs	N/A	1,843,653	N/A	76,500	1,767,153	1,843,653	
XT025	Energy Efficiency	N/A	0	N/A	4,000		4,000	4,000
XT027	Wessex Home Improvement	N/A	0	N/A	4,450		4,450	4,450
XT028	DFGs Private Sector	N/A	1,367,936	N/A	694,831	663,307	1,358,138	(9,798)
XT051	GF Community Alarms	N/A	122,037	N/A	123,385		123,385	1,348
			3,333,626	0	903,166	2,430,460	3,333,626	0
OTHER PE	ROJECTS							
XT002	Special Expenses grants	N/A	16,800	N/A	5,804	10,996	16,800	
XT019	Youth Project Cap Grants	N/A	20,027	N/A		20,027	20,027	
XT021	Gypsy Site	No	50,000	16,732		33,268	50,000	
XT040	DLO Vehicles Acquisition	N/A	311,500	N/A	121,985	189,515	311,500	
XT041	Waste Containers	N/A	100,000	N/A	95,412	4,588	100,000	
XT042	DLO System	Yes	399,956	374,551			374,551	(25,405)
XT048	Grants to Halls & Sports	N/A	42,513	N/A	9,834	32,679	42,513	
XT049	Grants to Parishes Play	N/A	37,002	N/A	10,169	26,833	37,002	
XT050	Replacement Play Equipme	N/A	36,378	N/A	15,910	20,468	36,378	
XT057	DLO Plant	N/A	35,953	N/A	11,077	24,876	35,953	
XT072	Station Road Pool	Yes	1,566,634	1,538,934			1,538,934	(27,700)
XT089	Hestercombe Gardens Loan	Yes	80,000		80,000		80,000	
XT090	Crematorium Project	No	49,000		31,155	17,845	49,000	
			2,745,763	1,930,217	381,346	381,095	2,692,658	(53,105)
EXTERNA	LLY FUNDED PROJECTS							
XT083	CIL Grants	N/A	299,562	N/A	299,562		299,562	
XS%	S106 Various	N/A	371,722	N/A	371,722		371,722	
		[671,284	0	671,284		671,284	0
TOTAL			53,304,172	13,882,637	4,869,377	34,259,370	53,011,384	(293,148)

Earmarked Reserve Heading	Balance at	Transfers	Transfers	Balance at
	1 April 2017	In 2017/18	Out 2017/18	31 March 2018
	£	£	£ 2017/10	£
HRA One Teams	257,500	0	(145,366)	112,134
Halcon Regeneration Scheme	23,804	0	0	23,804
Tenants Forum	4,000	0	0	4,000
Carry Forwards	797,769	344,225	(797,769)	344,225
Social Housing Development Fund	1,289,717	1,185,000	0	2,474,717
Agile Working	10,000	0	(10,000)	0
Members Technology	10,000	0	(10,000)	0
Contribution to Transformation	0	189,170	(309,824)	(120,654)
Capital Financing Reserve - HRA	78,802	0	0	78,802
projects	,			,
Employment and Skills Development	138,000	0	0	138,000
Bad Debt Provision	433,700		0	433,700
Lettings Contingency	73,844	0	0	73,844
Pre Void & Tenant Inspections	93,432	0	0	93,432
SAP Replacement Reserve - HRA	105,000	0	(105,000)	0
Electrical Testing	1,969,646	0	0	1,969,646
Pre-Planned Maintenance	1,147,500	0	(171,634)	975,866
Insurance Reserve	173,476	0	0	173,476
Community Development Fund	205,560	0	0	205,560
Leasehold Schemes HRA Advanced	9,639	0	0	9,639
Payments				
Customer Access & Accommodation	25,170	0	(25,170)	0
Project				
HRA Total	6,846,560	1,718,395	(1,574,764)	6,990,191

TAUNTON DEANE BOROUGH COUNCIL CAPITAL PROGRAMME 2017/18 - HOUSING REVENUE ACCOUNT

Code	Project	Budget £	Actual £	Projected Spend 2018/19 and Later Years £	Forecast Total Spend £	Scheme Budget Variance (Underspend)/ Overspend 2017/18
		~	~	~	~	~
MAJOR V	VORKS					
XH001	Major Repairs & Improvem	2,395,000		888,607	888,607	(1,506,393)
XH002	Kitchens	500,000	881,589		881,589	381,589
XH003	Bathrooms	720,000	865,032		865,032	145,032
XH004	Roofing	200,000	184,224	15,776	200,000	
XH005	Windows	200,000	178,212	21,788	200,000	
XH006	Heating Improvements	2,120,000	1,527,602	592,398	2,120,000	
XH007	Doors	500,000	533,143		533,143	33,143
XH008	Fire Safety Works Commun	200,000	230,105		230,105	30,105
XH010	Fascias and Soffits	880,000	876,601	3,399	880,000	
XH011	Air Source Heat Pumps	490,000	757,348		757,348	267,348
XH012	Door Entry Systems	272,000	385,056		385,056	113,056
XH018	Insulation	80,000	616,120		616,120	536,120
XH019	Ventilation	60,000	35,734	24,266	60,000	
		8,617,000	7,070,766	1,546,234	8,617,000	0
IMPROVI	EMENTS					
XH016	Community Alarms		29,502		29,502	29,502
XH020	Building Services Vehicl	121,000	27,200	93,800	121,000	
XH101	Sustainable Energy Fund	224,000		224,000	224,000	
XH102	Environmental Improvemen	225,200	(828)	164,944	164,116	(61,084)
XH103	Extensions	157,000	74,313	82,687	157,000	
XH201	Meeting Halls	52,000	80,417		80,417	28,417
XH202	Garages	60,000	10,615	49,385	60,000	
XH203	Sewerage Treatment Plant	20,000	23,165		23,165	3,165

APPENDIX D

Cada	Droinet	Dudget	A 04	Projected Spend 2018/19 and Later Years	Forecast Total	Scheme Budget Variance (Underspend)/ Overspend 2017/18
Code	Project	Budget	Actual		•	
XH204	Unadopted Areas	20,000		20,000	20,000	
XH205	Related Assets	80,000	244.467	80,000	80,000	
XH301	Asbestos Works	482,000	311,167	170,833	482,000	
XH401	Aids and Adaptations	112,100	30,129	81,971	112,100	
XH402	DFGs	352,700	170,367	182,333	352,700	
XH601	IT Development	394,000		394,000	394,000	
		2,300,000	756,047	1,543,953	2,300,000	0
SOCIAL H	IOUSING DEVELOPMENT PROGRAMME					
XH500	Social Housing Developme	3,299,516	(2,855)	3,149,016	3,146,161	(153,355)
XH501	Creechbarrow Road	1,321,000	189,971	1,131,029	1,321,000	
XH502	Vale View West Bag		2,549		2,549	2,549
XH505	Buybacks		150,000		150,000	150,000
XH506	Weavers Arms	2,673,000	1,657,591	1,015,409	2,673,000	
XH508	TD North Taunton Regener		806		806	806
XH509	12 Moorland Close	578,384	300,752	277,632	578,384	
XH510	Outer Circle	50,000	120	49,880	50,000	
		7,921,900	2,298,934	5,622,966	7,921,900	0
TOTAL		18,838,900	10,125,747	8,713,153	18,838,900	0