

Appendix 1

Summary Revenue Budgets and Capital Programme for 2021/22 Budget and MTF5 (2022/23 to 2024/25)

REVENUE				
Approved 2021/22 Budget & Medium-Term Financial Strategy (2022/23 to 2024/25)				
	2021/22	2022/23	2023/24	2024/25
	£000	£000	£000	£000
Net Direct Cost of Services	12,241	12,111	12,067	12,332
Capital Financing	857	912	969	1,168
Net Expenditure	13,098	13,023	13,036	13,500
Contributions to/(from) Reserves				
- General Reserves	(1,935)	(2,559)	(2,739)	(2,630)
- Earmarked Reserves	2,677	(342)	(503)	0
	742	(2,901)	(3,242)	(2,630)
Budget Requirement	13,840	10,122	9,794	10,870
Total Grants	(7,551)	(3,579)	(2,960)	(3,702)
Council Tax Requirement	6,289	6,543	6,834	7,168

CAPITAL PROGRAMME				
Approved 2021/22 Budget & Medium-Term Financial Strategy (2022/23 to 2024/25)				
	2021/22	2022/23	2023/24	2024/25
	£000	£000	£000	£000
Capital Projects Approved in previous years (either commenced or to start)	2,512	7,057	1,835	1,065
New Capital Proposals				
ICT & Transformation	280	150	100	0
Lifeline	40	0	0	0
Environmental	59	0	0	0
Lutterworth Town Centre Heritage Action Zone	530	0	0	0
Total	3,421	7,207	1,935	1,065
Sources of Finance				
External Funding & Grants	1,571	720	720	720
Capital Receipts	816	3,650	450	50
Service Charges	61	6	6	17
Direct Revenue Financing	250	150	100	0
Unsupported Borrowing (MRP)	723	2,681	659	278
Total	3,421	7,207	1,935	1,065
Net Cost of Capital Programme	0	0	0	0

**2021/22 Revenue Forecast Outturn and Variance Analysis by Portfolio & Director Service
Categorisation**

Appendix 2

2020/21 Outturn	Service Analysis - BY PORTFOLIO	Original Budget	BC25: Tranche 2 "Firm Savings"	BC25: Tranche 3 "Firm Savings"	Approved Budget Increases	Virements & Reserve Movements	Updated Budget	Actual Quarter 4	CV19 Spend	Outturn	Variance	
£000		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
3,289	Finance	2,730	327	(48)	0	(146)	2,863	3,007	0	3,007	144	5%
5,376	Planning, Environment & Waste	5,342	(199)	0	0	(768)	4,375	4,265	0	4,265	(110)	-2.5%
1,159	Wellbeing, Communities & Housing	1,134	0	(48)	10	(128)	968	890	0	890	(78)	-8.1%
399	Strategy (aka Planning & Regeneration)	723	(23)	(5)	0	(8)	687	588	0	588	(99)	-14.4%
3,372	Corporate & Regulatory Services	2,366	(66)	(195)	0	(1)	2,104	2,652	0	2,652	548	26.0%
0	Contingency (including Pay/Services/FCC Inflation)	(54)		0	0	0	(54)	(47)	0	(47)	7	-13.0%
13,595	Net Direct Cost of Services	12,241	39	(296)	10	(1,051)	10,943	11,355	0	11,355	412	3.8%
820	Capital Financing	857	0	0	0	0	857	452	0	452	(405)	-47.3%
14,415	Net Expenditure	13,098	39	(296)	10	(1,051)	11,800	11,807	0	11,807	7	0.1%

2020/21 Outturn	Service Analysis - BY DIRECTOR	Original Budget	BC25: Tranche 2	BC25: Tranche 3	Approved Budget Increases	Virements & Reserve Movements	Updated Budget	Actual Quarter 4	CV19 Spend	Outturn	Variance	
£000		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
293	Chief Executive	301	0	0	0	(91)	210	224	0	224	14	7%
1,561	Deputy Chief Executive	1,197	315	(130)	0	126	1,508	1,308	0	1,308	(200)	-13.3%
2,011	Governance	975	(66)	(80)	0	(6)	823	1,275	0	1,275	452	54.9%
2,637	Finance & Assets	2,845	(77)	(48)	0	(87)	2,633	3,104	0	3,104	471	17.9%
6,028	Communities	5,930	0	(38)	10	(239)	5,663	5,433	0	5,433	(230)	-4.1%
1,065	Planning	993	(133)	0	0	(754)	106	11	0	11	(95)	-89.6%
13,595	Net Direct Cost of Services	12,241	39	(296)	10	(1,051)	10,943	11,355	0	11,355	412	3.8%
820	Capital Financing	857	0	0	0	0	857	452	0	452	(405)	-47.3%
14,415	Net Expenditure	13,098	39	(296)	10	(1,051)	11,800	11,807	0	11,807	7	0.1%

2020/21 Outturn	Reconciliation to Council Tax Requirement	Original Budget	BC25: Tranche 2	BC25: Tranche 3	Approved Budget Increases	Virements & Reserve Movements	Updated Budget	Forecast Actual Quarter 4	CV19 Spend	Outturn	Variance	
£000		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
14,415	Net Expenditure	13,098	39	(296)	10	(1,051)	11,800	11,807	0	11,807	7	0.1%
	Contributions to/(from) Reserves											
(854)	- General Reserves	(1,935)	(39)	296	(10)	1,014	(674)	522	0	522	1,196	-177.4%
(137)	- Earmarked Reserves	2,550	0	0	0	0	2,550	1,419	0	1,419	(1,131)	-44.4%
0	- Earmarked Reserves - CV19	127	0	0	0	0	127	0	0	0	(127)	-100.0%
(991)		742	(39)	296	(10)	1,014	2,003	1,941	0	1,941	(62)	-3.1%
13,424	Budget Requirement	13,840	0	0	0	(37)	13,803	13,748	0	13,748	(55)	-0.4%
(7,356)	Corporate Funding & Grants	(7,551)				37	(7,514)	(7,459)	0	(7,459)	55	-0.7%
6,068	Council Tax Requirement	6,289				0	6,289	6,289	0	6,289	0	0.0%

Commentary on 2021/22 Budget Variances Greater than £25,000, by Director Service Categorisation		Appendix 3	
Service	Directorate Variance £000	Detailed Service Variance	
		£000	Commentary
Chief Executive	14		
Cumulative variances less than £25k		14	
Deputy Chief Executive	(200)		
Corporate Administration		(38)	Salaries £43k underspent due to vacant posts and officer becoming part time, £5k on consultancy and other smaller savings less £14k under recovered on Street Naming and Numbering
Register of Electors		(27)	New methods of working and accuracy of existing register reduced anticipated costs
Harborough Innovation Centre		(114)	£25k not spent on EV Charging Points, and £30k on LED Lighting as problems with supplier and work delayed to 22/23 (request to carry forward). £31k underspend on salaries (business advisor), £18k on consultants fees and various smaller savings
Cumulative variances less than £25k		(21)	
Governance	452		
Corporate and Management Training		(27)	Savings on training programmes not undertaken
Members Allowances and Expenses		(32)	Savings on allowances with use of virtual instead of in-person meetings
Car Parks		499	Severely reduced demand for car parking due to the impact of Covid 19 - Pay & Display income down by £514k, season tickets by £17k and increased charges for pay by phone as more people migrate to this as a payment option £26k. Offset by underspend on business rates and government grant support on lost fees and charges
Director : Governance		57	Interim Monitoring Officer plus exit package
Cumulative variances less than £25k		(45)	
Finance & Assets	471		
Finance Services		(31)	Consultant costs, requested to carry forward
IT Services		99	Licences and costs to migrate to MS Office 365
Revenues and Benefits		(38)	Various savings on LRBP budget and 20/21 fee
Non Domestic Rates		(59)	Renewable energy adjustment above budget
Interest & Investment Income		43	Continued reduction in interest and dividends due to the impact of Covid-19 although improvement of rates towards end of year
Quick Response Team		60	Planned migration of service to FCC has not happened and reduced income due to reduced capacity
Corporate Asset Management		(36)	Vacancies only partly offset by agency costs, including problems recruiting less income budget not achieved
Corporate Savings		120	Corporate vacancy saving matched by actual savings in other cost centres
Council Tax Support Scheme		(76)	£63k underspend on scheme, £6k increased admin grant and £7k admin grant for Household Support Fund payments
The Symington Building		270	Rental and service charge income down £253k including adjustment for earlier years plus £13k overspend on salaries and other small overspends
External Audit		36	Fee variations
Cumulative variances less than £25k		83	
Communities	(230)		
Communications		(38)	Salary savings due to delays in recruitment plus other costs funded by Covid-19 grant
Grants to External Bodies		(25)	Saving on budget for young persons strategy - due to delays in recruiting into post
Street Cleaning		(27)	Savings on contractor costs
Physical Activity		34	Reduced fee income from grants and activities due to COVID
Open Spaces & Amenity Areas		(28)	Increased income from developers due to new site
Homelessness		(37)	£35k saving on temporary accommodation
Housing Services		(57)	£41k saving due to vacancies (slow filling of new posts agreed), plus saving on miscellaneous costs
Cumulative variances less than £25k		(52)	
Planning	(95)		
Strategic Growth Team		(40)	Savings £37k on Consultants as projects not started in 21/22, other small savings
Cumulative variances less than £25k		(55)	
Finance & Assets: Capital Financing	(405)		
Minimum Revenue Provision		(405)	Reduction in MRP due to revised policy
Cumulative variances less than £25k		0	
Net Expenditure	7	7	

2021/22 Capital Outturn and Variance Analysis										Appendix 4	
Capital Projects	Original Budget	Approved Budget Increases	Virements & Reserve Movements	Slippage to 2022/23 at Q3	Updated Budget	2021/22 Outturn	Variance	Additional Slippage	(Under)/over spend	Commentary	
	£000	£000	£000	£000	£000	£000	£000	£000	£000		
Capital Projects Approved in previous years (either commenced or to start)											
CCTV	20	65	0	0	85	71	(14)	0	(14)	-21%	
Harborough Innovation Centre	20	12	0	0	32	37	5	0	5	14%	
Market Hall	138	58	0	0	196	141	(55)	0	(55)	-39%	Smoke vent works completed
Housing & Homelessness Schemes	400	150	0	(140)	410	273	(137)	(137)	0	0%	Roman Way site purchased - design works underway
Lightbulb (Disabled Facilities Grants) & Other Social Services	418	0	(17)	0	401	401	0	0	0	0%	
Leisure, Open Spaces & Play	740	508	0	(632)	616	120	(496)	(249)	(247)	-205%	Symington Rec Pavilion works underspend
Corporate Buildings	331	35	0	(273)	93	161	68	0	68	42%	TSB ventilation works underspend
Car Parks & Similar Facilities	0	522	0	(517)	5	1	(4)	0	(4)	-281%	Coach Park scheme on hold
Capital Works-S.106	250	1,463	0	0	1,713	340	(1,373)	(1,373)	0	0%	S106 monies allocated - awaiting claims to be made
ICT & Transformation	195	234	0	0	429	311	(118)	(118)	0	0%	Insourcing of customer call centre - ongoing
	2,512	3,047	(17)	(1,562)	3,980	1,857	(2,123)	(1,877)	(246)	-13%	
New Capital Proposals											
ICT & Transformation	280	5	0	0	285	226	(59)	(59)	0	0%	Scoping work completed and project started
Lifeline	40	0	0	0	40	35	(5)	0	(5)	-15%	Complete
Environmental	59	0	0	0	59	47	(12)	(12)	0	0%	Project on-going
Lutterworth Town Centre Heritage Action Zone	530	0	0	0	530	3	(528)	(528)	0	0%	Purchase of car park underway
Housing & Homelessness Schemes	0	480	0	0	480	168	(312)	(312)	0	0%	Plowman's Yard being designed
	909	485	0	0	1,394	478	(916)	(911)	(5)	-1%	
Total	3,421	3,532	(17)	(1,562)	5,374	2,336	(3,038)	(2,787)	(251)	-11%	
Sources of Finance											
External Funding & Grants	1,571	2,018	(17)	(140)	3,432	1,225	(2,207)			-64%	
Capital Receipts	816	636	0	(705)	747	260	(487)			-65%	
Service Charges	61	0	0	(55)	6	11	5			86%	
Direct Revenue Financing	250	0	50	0	300	840	540			180%	Used DRF in replacement of borrowing
Unsupported Borrowing (MRP)	723	864	0	(698)	889	0	(889)			-100%	Used DRF in replacement of borrowing
Total	3,421	3,518	33	(1,598)	5,374	2,336	(3,038)			-57%	

Proposed Budget Carry Forwards to 2022/23				Appendix 5
Cost Centre	Cost Centre Name	Reason	£'000	Requested by
10025	Accountancy Services	To fund new finance system implementation project costs	32	Carolyn Bland
10042	Non Domestic Rates	Virtualisation of Council Chamber	40	Clive Mason
10076	Grants to External Bodies	Delay BC25 Grant saving to 1 April 2023	20	Thomas Day
10076	Grants to External Bodies	Final grant for food bank deliveries to support return to business as usual	5	Thomas Day
10201	Community Safety	Extra hours for Ukraine/Jubilee Grant/Community Safety	15	Thomas Day
10210	Joint Strategic Planning	Balance to 22/23 to fund increasing budget costs	21	Tess Nelson
10235	Corporate Asset Management	Future restructure	36	Clive Mason
10248	Harborough Innovation Centre	Balance to Investment Plans	48	Liz Elliot
10248	Harborough Innovation Centre	EV Charging Points at Harborough Innovation Centre	25	Tim Bradbury
10248	Harborough Innovation Centre	Lighting LED lighting at Harborough Innovation centre	30	Tim Bradbury
10263	Discretionary Discount Scheme	Balance to 22/23 against impact of economy on Council Tax payers	14	Leigh Butler
			286	