

**Subject: Financial Outturn Report 2018/19**

Report to: Policy and Resources Committee 11 June 2019  
Full Council 11 July 2019

Report by: Finance Director

#### **SUBJECT MATTER AND RECOMMENDATIONS**

This report presents the following:

- The draft outturn position for the General Fund, Housing Revenue Account and Capital Programme for the 2018/19 financial year which have been used to inform the production of the statutory accounts for audit and subsequent approval by the Audit and Risk Committee in July;
- Details of the more significant year-end variances compared to the current budget for 2018/19;
- Recommendations for contributions to and from earmarked reserves and the general reserve as applicable for future spending commitments;
- An update to the current capital programme after allowing for the re-profiling of schemes as applicable between financial years.

#### **Recommendations:**

Members are asked to consider the report and recommend the following:

- 1) The outturn position for the general fund revenue account for 2018/19 as included in the report and appendices;
- 2) The transfers to and from reserves (general and earmarked) as detailed within the report and Appendix along with an updated reserves statement (Appendix C);
- 3) Transfer the surplus of £307,262 to the general reserve;
- 4) The financing of the 2018/19 capital programme as detailed within the report and at Appendix D;
- 5) The updated capital programme 2019/20 to 2021/22 and the associated financing of the schemes as outlined within the report and detailed at Appendix E.

## **1. INTRODUCTION AND BACKGROUND**

- 1.1. This report presents the final budget monitoring position for the 2018/19 financial year which is the draft outturn report for the Council's general fund revenue account, housing revenue account (HRA) and capital programme. The position as reported has been used to inform the draft statement of accounts which are subject to external audit review

ahead of approval by the Audit and Risk Committee by the statutory deadline of 31 July 2019.

- 1.2. The budget for 2018/19 was set in February 2018 and assumed a small surplus of £5,066. During the year the budget has been updated for in-year virements and known spending commitments.
- 1.3. In-year financial monitoring reports have been presented to Members during the year; these reports have provided an overall financial position compared to the budget and also identified the more significant service and non-service variances against the budget.
- 1.4. The budget monitoring position to the end of period 10 was reported to the Policy and Resources Committee in March 2019 at which time there was forecast to be an overspend of £102k for the 2018/19 financial year which was due to a combination of service and non-service underspends and additional income reduced by some overspends.
- 1.5. Commentary on the more significant outturn variances compared to the current budget is provided within the detail of the report with further information provided in the appendices.
- 1.6. The report also includes a current forecast position statement on the level of reserves along with the outturn and financing position for the 2018/19 capital programme. The capital programme for the period 2019/20 to 2020/21 has been updated to reflect the outturn position and where capital schemes have slipped between financial years. The revised capital programme is included within the appendices to the report.
- 1.7. The outturn position as included in this report has been used to produce the statutory accounts for 2018/19 which are due to be approved by the Audit and Risk Committee in July 2019. The deadline for the production of the draft statutory annual accounts was 31 May following which the accounts have been subject to external audit prior to consideration and approval by the Audit and Risk Committee ahead of the publication of the final audited accounts by 31 July 2019.

## **2. REVENUE ACCOUNT OUTTURN 2018/19**

- 2.1. The revenue account position for the year shows a surplus of £307k as detailed at Appendix A. This is after allowing for planned movements to and from earmarked reserves.
- 2.2. Unlike capital budgets underspends on service revenue budgets in the year are not automatically rolled forward at the year-end where an annual budget provision exists. Where the underspend represents a grant received which has not yet been fully utilised or where there has been a delay in the planned use, the unspent grant has been rolled forward within an earmarked reserve to match spend in a future year. In addition where a budget has been provided as a one-off in the year and remains unspent for example due to a slippage in the timescales of delivery, then the unspent budget can be rolled forward. Although agreements to carry forward unringfenced grants and budgets are made in the context of the overall financial position for the Authority.

- 2.3. The transfers to and from reserves in the year are made in line with the Council's policy framework for earmarked reserves as approved as part of the annual budget setting process. Earmarked reserves are typically used to set aside funds for known or specific liabilities. Further detail on the reserves for the year are provided at section 4 and appendix C.
- 2.4. The outturn position as included in the report and accounts include some significant figures, which will be subject to external audit later in the year; these are mainly in relation to Benefit Subsidy and Business Rates Retention income.
- 2.5. **Benefit Subsidy** - The benefit subsidy return was completed and submitted by 30 April 2019 and will be subject to external audit review which depending on the findings of the review there could be an impact on the overall financial position, for example should additional subsidy payments be due to or from the Department for Work and Pensions (DWP), then this could change the outturn position and amounts to be transferred to reserves. The Council holds an earmarked reserve for Revenues and Benefits which can be used to mitigate financial impact of any changes following the audit.
- 2.6. **Business Rates** - Under the system of business rates retention an element of the business rates is retained locally (split between the County and GYBC). The budget for the year was informed by the baseline funding and the NNDR1 position as submitted in January 2018. The outturn position is informed by the National Non Domestic Rates 3 (NNDR3) Return which is submitted annually. As with the treatment of benefit subsidy, the business rates position is subject to external audit and therefore any adjustments identified as part of the audit process could impact on the outturn position and reserves balance.
- 2.7. In the same way that Council Tax operates a collection fund account which distributes the precepts/shares of council tax collected to the respective authorities, the business rates collection fund distributes the respective shares of business rates (to Norfolk County Council and Central Government) based on the NNDR return. Should the actual income collected from business rates in the year exceed or not meet the anticipated amounts there would be a surplus or deficit on the fund, the implications of the surplus/deficit position on the fund will inform future funding available from business rates. Further details are provided in section 3. The Council holds a collection fund earmarked reserve which is used to mitigate the impact of fluctuations in business rate income (retained by the Borough) and also the impact of appeals.

### **3. GENERAL FUND REVENUE ACCOUNT – DETAILED COMMENTARY 2018/19**

- 3.1. This section of the report highlights the more significant direct cost and income variances compared to the current budget. The current budget can be updated during the year to reflect a number of decisions including, roll forward decisions from the prior year outturn, in-year virement decisions, allocations of grants received in the year. Further commentary on the variances is included within Appendix B to the report.
- 3.2. Accounting standards require a number of notional charges to be made to service accounts. Notional charges include transactions in relation to depreciation, revenue expenditure funded from capital under statute (REFCUS) and pension costs, and whilst they do not have an impact on the 'bottom line/council tax payer' i.e. the surplus or deficit

for the year, they are included for reporting purposes. The following table provides a summary of the variances against the budget for the year.

	<b>Current Budget 2018/19 £000</b>	<b>Out turn 2018/19 £000</b>	<b>Variance £000</b>
<b>Net Cost of Service</b>	<b>11,025</b>	<b>12,621</b>	<b>1,596</b>
<b>Non Service Exp/(Income):</b>			
Notional Charges (Capital and Accounting Adjustments)	(1,530)	(4,521)	(2,991)
Loan Interest Payable	809	710	(99)
Interest Receivable	(64)	(268)	(204)
Parish Precepts & Concurrent Grants	412	412	0
Revenue Contribution to Capital	0	148	148
Transfers to/(from) Reserves	(1,564)	1,246	2,810
Pension Back Funding	1,540	1,780	240
Provision for Loan Repayment (MRP)	1,433	1,170	(263)
Vacancy Management & Apprenticeship Levy	36	31	(5)
<b>Sub Total Non Service Expenditure</b>	<b>1,072</b>	<b>708</b>	<b>(364)</b>
<b>Net Expenditure to be met from Government Grant and Local Taxpayers</b>	<b>12,097</b>	<b>13,329</b>	<b>1,232</b>
<b>Income:</b>			
Council Tax - Parishes	(412)	(412)	0
Council tax - Borough	(4,358)	(4,363)	(5)
Business Rates	(4,146)	(5,611)	(1,466)
Revenue Support Grant	(2,545)	(2,545)	0
New Homes Bonus	(628)	(628)	0
Other Grants	(31)	(77)	(46)
<b>Total Income from Tax Payers and Grants</b>	<b>(12,120)</b>	<b>(13,636)</b>	<b>(1,517)</b>
<b>(Surplus)/Deficit</b>	<b>(23)</b>	<b>(307)</b>	<b>(285)</b>

- 3.3. Appendix A shows the overall revenue position including capital charges and internal recharges, however to assist the reporting and explaining 'real cash' variances, table 2 provides a summary of the direct cost and income variances for each of the service areas. This shows a net cost of service underspend of £713,646, an element of this will have been carried forward into 2019/20 within earmarked reserves. The non-service expenditure variance allows for the earmarking of funds to be allocated to reserves and the underspends on interest payable and minimum revenue provision (see 3.5 for further comments).

<b>Net Direct Costs and Income</b>	<b>Current Budget 2018/19 £000</b>	<b>Out turn 2018/19 £000</b>	<b>Variance £000</b>
Executive	1,108	1,171	63
Housing	864	449	(415)
Inward Investment	2,039	1,902	(137)
Organisational Development	1,103	856	(247)
Planning and Growth	319	271	(48)
Customer Services	(1,182)	(1,019)	163
Property and Asset Management	(492)	(302)	190
IT, Communications and Marketing	1,922	1,945	23
Environmental Services	4,292	4,064	(228)
Finance	878	800	(78)
<b>Net Cost of Service</b>	<b>10,851</b>	<b>10,137</b>	<b>(714)</b>
<b>Non Service Expenditure/Income</b>	<b>1,246</b>	<b>3,192</b>	<b>1,946</b>
<b>Income and Grants</b>	<b>(12,119)</b>	<b>(13,636)</b>	<b>(1,517)</b>
<b>(Surplus)/Deficit</b>	<b>(22)</b>	<b>(307)</b>	<b>(283)</b>

- 3.4. **Service Variances** – Commentary on the direct costs and income variances within the service is provided at Appendix B. Some of the service underspends have been carried forward to the 2019/20 financial year. This will often be where a budget has not been fully utilised for which there is an ongoing commitment for which there is not an annual budget or where a grant was received towards the end of the year for which there was not sufficient time to draw down the associated spend. Where the funds have been carried forward this will be shown as an underspend within the net cost of services and offset by a transfer to reserves. Several of the service variances were identified and reported as part of the in-year budget monitoring process.
- 3.5. **Non-Service Expenditure/Income** - The non-service expenditure and income predominantly relates to investment income, interest payable and minimum revenue provision (MRP).
- 3.6. **Treasury Management Activity** - The budget for 2018/19 anticipated loan interest payable totaling £809,113, the outturn position was £710,177 resulting in an underspend of £98,936, mainly due to external borrowing not being undertaken at the levels anticipated and the ability to take advantage of low short-term rates. Interest receivable in the year has exceeded the budget by £203,841 and is mainly due to the interest receivable from the investment in Equinox. The outturn report is recommending the establishment of a treasury management earmarked reserve to mitigate the impact of fluctuations between financial years of the level of investment income received, this is detailed in section 4 of the report. The Treasury Management Annual Report is included on the agenda as a separate item.
- 3.7. **Minimum Revenue Provision** – This represents the cost to the revenue account of decisions made in respect of the financing of capital expenditure, the outturn position

shows a net saving of £262,945 which is largely due to the profile of some of the capital schemes.

- 3.8. Earmarked Reserves – As mentioned above the outturn position allows for additional transfers to earmarked reserves of grants received towards the year end and from budget underspends for which there are ongoing commitments, this has resulted in an additional transfer to reserves compared to the budgeted figure and have been mitigated by underspends and additional income received within the service areas.
- 3.9. Non-Service Funding – Retained Business Rates - The draft outturn position reflects the budgeted position adjusted for known movements from the NNDR3 position including allowance for section 31 grant funding. Overall within the net position there are some significant movements compared to the budget resulting in net receivable income above the level budgeted of £1.4 million. These are largely in relation to the impact of the appeals provision that is allowed for within the NNDR position, the receipt of S31 grants above the level budgeted for and income received in respect of the enterprise zone. The appeals provision continues to allow for the outcome of the power station for the 2010 rating list which has not yet been finalized. A transfer to the collection fund earmarked reserves has been allowed for of £800,000 within the reported outturn position to smooth the impact of appeals and the fluctuations for the income from business rates between financial years. The overall position will be subject to further review and any changes will be used in the statutory statements of accounts with compensating entries allowed for within the earmarked reserve.

#### **4. RESERVES**

- 4.1. The Council holds a general reserve for which the recommended balance is currently £2.75 million. The purpose of holding a general reserve is to provide a working balance to help cushion the impact of uneven cash flows to avoid temporary borrowing and to provide a contingency to help cushion the impact of unexpected events or emergencies.
- 4.2. In addition to the general reserve the Council holds a number of earmarked reserves to meet known or predicted liabilities and also funds that are carried forward to the new financial year to fund ongoing commitments and known liabilities for which no separate revenue budget exists.
- 4.3. There are a number of earmarked reserves that have balances, where the timing of the use of the reserve is yet to be agreed and /or where contributions from the reserves will be made during 2019/20 for spending commitments.
- 4.4. The transfers to and from reserves (general and earmarked) are included within the reserves statement as detailed at Appendix C. The appendix shows the planned use of reserves over the medium term to take account of where funding has been rolled forward from 2018/19 for use in 2019/20 and future years. The general reserve balance at 1 April 2018 was just over £4.6 million. Previously an element of the general reserve was assumed to be re-allocated/used during 2018/19 to finance capital spend. These financing assumptions have been reviewed and revised transfers are proposed as part of the outturn report and an element of this reserve reallocated as referred to below.
- 4.5. As part of the outturn report the opportunity has been taken to review a number of the earmarked and general reserves and to make recommendations for further ear-marking

of funds in the short to medium term. This report is making recommendations for some re-allocations from the general reserve and also transfers to earmarked reserves as follows:

- 4.5.1. Repairs and Maintenance – Allocating £100,000 to the reserve that is used
  - 4.5.2. Treasury Management – Establishing of a new reserve to mitigate the year on year fluctuations of investment income of £200,000.
  - 4.5.3. Collection Fund – Allocation of an element of the additional business rates income (£800,000) received in the year to mitigate the timing of rates income and fluctuations between financial years for appeals.
  - 4.5.4. Invest to Save – Earmarking of a further £250,000 for invest to save projects including an element for the digital strategy work that will be presented for approval.
  - 4.5.5. Special Projects - £100,000 allocated to the special projects reserve to be used as one-off funding and matched funding.
  - 4.5.6. Asset Management Reserve – reallocation £1.9million from the general reserve to be utilised in part (£200,000) to smooth the impact of timing of income receivable from property and assets and the balance to be earmarked for investments in Council assets, including current and future asset enhancements that will mitigate and smooth the revenue impact for which business cases will be brought forward for approval. The allocation from the general reserve is being recommended due to an amendment to the financing of the capital expenditure and the use of borrowing as opposed to the use of the revenue reserves.
- 4.6. All reserves will be reviewed as part of the upcoming work on the Medium Term Financial Strategy which will be presented to Members later in the year.

## **5. SUMMARY – REVENUE ACCOUNT 2018/19**

- 5.1. The outturn position for the year ending 31 March 2019 is a £307k surplus. This is after allowing for planned movements to and from reserves as detailed in the report. The report is recommending that the surplus for the year is transferred to the general reserve.
- 5.2. The detail within the report and appendices have highlighted a number of significant variances compared to the budgeted position. A number of these were flagged as part of the in-year budget monitoring reports to Members and where applicable revised projections have been factored into the 2019/20 budget along with future financial projections. Where other variances have been identified further work will be carried out in the coming months ahead of the work on the future financial strategy and budget processes these will be taken account of in the 2020/21 Medium term financial strategy and future budget reports.

## **6. HOUSING REVENUE ACCOUNT – 2018/19**

- 6.1. The outturn report for the Housing Revenue Account is included as a separate item on the agenda for the Housing and Neighbourhoods committee. The main implications for the general fund are in respect of the recharging of support costs that are made to the HRA.

- 6.2. The HRA operates as a ring fenced account in that the reserves for the HRA are held separately to those of the general fund. The capital programme for the HRA is included within the overall capital programme as referred to in section 8.
- 6.3. A summary position of the HRA outturn is included at Appendix D. The HRA outturn position for 2018/19 was a surplus of £1.178m against a forecasted deficit of £1.654m, resulting in a variance of £2.832m.
- 6.4. The 2018/19 outturn underspend is largely due to a delay in both revenue and capital works, the majority of which will be undertaken in the new year. Underspends have been carried forward to 2019/20.
- 6.5. The HRA 2018/19 opening reserves balance was £10.221m. As a result of the 2018/19 surplus in year being higher than originally anticipated, the closing 2018/19 reserves balance has been revised to £11.399m.
- 6.6. The outturn report for the Housing Revenue Account is included as a separate item on the agenda for the Housing and Neighbourhoods committee. The main implications for the general fund are in respect of the recharging of support costs that are made to the HRA.

## **7. CAPITAL PROGRAMME – GENERAL FUND**

- 7.1. This section of the report presents the financing of the capital programme for 2018/19, along with an updated programme for 2019/20 as reported in the 2019/20 Budget in February 2019 (Appendix E) allowing for slippage of capital schemes between financial years. Appendix D provides the detail of the outturn on the 2018/19 capital programme for all service areas, together with the financing for all schemes.
- 7.2. The outturn position for the 2018/19 capital programme, at Appendix D, highlights where schemes have slipped between financial years. The reasons for slippage include where schemes have not progressed as originally planned, and the funding is requested for carry forward to the new financial year.
- 7.3. The following table provides a summary of the 2018/19 capital programme for the general fund. The revised budget was reported to Members in February 2019 as part of the budget report.



#### 7.4.

	Expenditure £000				2019/20
	Original Budget 1819	Revised Budget 1819	Outturn 2018/19	Variances	Roll forward
Neighbourhood Management	147	171	10	(161)	162
Customer Services	232	279	11	(268)	208
Inward Investment	7,626	8,501	2,448	(6,053)	6,044
Housing (GF)	1,967	2,437	1,322	(1,115)	1,169
IT, Communications and Marketing	291	322	68	(254)	254
Property and Asset Management	8,896	13,722	3,736	(9,986)	9,004
	<b>19,159</b>	<b>25,433</b>	<b>7,596</b>	<b>(17,837)</b>	<b>16,843</b>

#### 7.5. **Customer Services**

7.5.1. Replacement Pay and Display Machines - This project is due to be completed early in 2019/20.

#### 7.6. **Inward Investment**

7.6.1. Marina Centre Refurbishment - Costs incurred in the current year reflect those that have been approved in relation to the design and re-provision of the leisure facility. Approval of the next stage of the project will be presented to Members in June/July and therefore the remaining budget has been carried forward to 2019/20.

7.6.2. Waterways – Works on the site are set to be completed in the summer of 2019 and therefore only £0.5m of the total £2.5m capital budget remains to be spent in 2019/20.

#### 7.7. **Housing**

7.7.1. Empty Homes & Homes for Health – The underspend for the financial year is as expected as project plans for spend of the identified monies have been in development, Housing and Neighbourhoods Committee approved the spend in relation to empty homes in December 2018.

#### 7.8. **IT, Communications and Marketing**

7.8.1. ICT Investment - A review of the ICT service provision in 2018/19 revised the timing and spend of ICT projects resulting in £65k of the £320k budget being spent in 2018/19. The remainder will be carried forward into the new financial year.

#### 7.9. **Property and Asset Management**

7.9.1. Public Toilet Refurbishment Programme – The transfer of GYB Services staff into the Council, to manage the capital works and maintenance of the Council's assets, postponed the completion of the planned works in 2018/19. The remaining £110k balance is to be carried forward into 2019/20.

7.9.2. Esplande Resurfacing – There has been some delay to the works being completed partly due to the delay with the transfer of the property function from GYBS which

limited the amount of capital works that could complete be completed following the transfer in November but also it is more cost effective to undertake a larger area of refurbishment in relation to surfacing works so the budget will be carried forward to address a more significant area during the winter 2019/20 period.

- 7.9.3. Beach Huts – Of the £270k budget approved £91k has been spent in 2018/19 building the amenity block for the beach huts. The remaining balance is to be carried forward to be spent on the beach huts in line with sales.
- 7.9.4. Beacon Park Local Authority Trading Company: To date the Council has invested £4.7m in Equinox Enterprise Limited. The remaining balance is to be carried forward for future investments.
- 7.9.5. Beacon Park - Projects: Currently no significant works have been agreed but the roll forward reflects the current expected commitments in 2019/20 for infrastructure works.
- 7.9.6. Market Place Redevelopment – Members approved the allocation of the £1.2m in December 2018, this has been carried forward to 2019/20.
- 7.9.7. Energy Park - South Denes: £412k was spent on the project in 2018/19, further spend on this project is reliant on sites becoming available to enable works to be completed. The unspent budget will be rolled forward into the following financial year.

## 8. FUTURE FINANCIAL POSITION 2019/20 ONWARDS

- 8.1. The budget for 2019/20 was approved in February 2019. At the same time financial projections for the following two years to 2021/22 were also reported. The budget for 2019/20 approved a number of ongoing and new savings and these continue to be monitored with services as part of the overall budget monitoring processes.
- 8.2. Where service variances have occurred for 2018/19 these have been reviewed to identify future year implications. In addition, all underspends from 2018/19 will be reviewed to ensure future budgets are reflective of service requirements.
- 8.3. The forward financial projections from 2019/20 onwards make assumptions around the future funding from government support and known commitments and changes to service expenditure. Table 6 below provides a summary of the current reported funding gaps for the next three years.

Table 6 – Current Reported Funding Forecast			
	2019/20	2020/21	2021/22
	£000	£000	£000
Current Funding Gap <sup>1</sup>	87	1,508	2,365

- 8.4. The forward projections of expenditure and income will be updated to take account of the outturn position and also other spending/income pressures that have been identified

<sup>1</sup> As reported in the 2019/20 Budget Report, February 2019

outside of the budget process. These will be reported to Members as part of the Financial Strategy update to enable early preparation for the 2020/21 budget process which will be informed by the outcomes of a number of key pieces of national review work, namely Spending Review, Fair Funding Review and Business Rates Retention.

- 8.5. In addition, as part of the work on the financial strategy a review of all reserve balances will be carried out.

## **9. FINANCIAL IMPLICATIONS**

- 9.1. The financial implications of the outturn report are detailed within the main body of the report and risk implications section.

## **10. RISK IMPLICATIONS**

- 10.1. There are a number of financial risks that continue to face all Local Authorities in terms of funding both in the short and medium term, most significantly the future of the Local Retention of Business Rates and responding to spending pressures and changes in service demand. The more significant risks in relation to the outturn position for 2018/19 and the ongoing financial position are summarised below.
- 10.2. **Budget Pressures** - The outturn report has identified a number of year-end variances compared to the approved budget at the service level, some of which are significant for example lower income levels achieved, in addition turnover and vacancies savings have been highlighted, some of which have been offset by the use of interim and agency appointments and overtime pending recruitment. Some of the underspends for 2018/19 are in relation to ongoing savings which have already been factored into the 2019/20 base budget. The overall position and year end variances will be reviewed over the coming months as part of the early preparation work for future budget setting processes. The budget for 2019/20 made assumptions around achievement of income targets from fees and charges and future inflationary costs. The budget assumed a 2% pay award for 2019/20 and future years.
- 10.3. **Housing Benefit Subsidy** – as mentioned earlier in the report the outturn position includes the unaudited benefits subsidy position. Expenditure in the region of £30million has been incurred in the year to be recovered from subsidy payable by the Department for Work and Pensions (DWP). The final position will not be confirmed until the claim has been audited by the Councils external auditors and signed off by the DWP later in the year. There is a risk around changes to the claim and subsidy recoverable which is mitigated by the earmarked or general reserve to help mitigate the impact of any claw back from the DWP following the final audited subsidy claim.
- 10.4. **Business Rates Retention Scheme** – Local Authority funding from business rates continues to face risks around funding fluctuations due to increases and decreases in the rateable values (RV) of non-domestic properties and the outcome of appeals against RV. At the time of writing the report a draft outturn position was assumed for the level of retained income from business rates. The NNDR 3 return has been submitted and has been used to inform the outturn position along with the data included in the NNDR1 return. The NNDR returns do include assumptions around provisions for appeals and backdating, however these elements could be subject to fluctuations and therefore the

Collection Fund (Business Rates) earmarked reserve is held to mitigate some of the risks around fluctuations in business rates income.

- 10.5. **Future Funding** - The impact of a greater share of business rates retention from 2020/21 is yet to be fully quantified and understood, there have been a number of technical consultations to date, although there are no definitive timescales for the outcomes of the spending review, fair funding review and retention of business rates that will inform the funding allocations for Local Government from 2020/21 onwards. Assumptions on future funding will need to be made to inform the medium term financial strategy and future budget process. The Council continues to hold a general and number of earmarked reserves that can be used in the short term to mitigate any adverse impact on the overall financial position.

## 11. CONCLUSIONS

- 11.1. The outturn position on the general fund revenue account as at 31 March 2019 shows an underspend of £307k which has been allocated to the general reserves. The position as reported has been used to inform the production of the statutory accounts which are subject to audit by the Council's external auditors EY. The accounts will be presented to the Audit and Risk Committee on 29 July 2019.

12. **BACKGROUND PAPERS** – Budget monitoring reports, NNDR returns and Subsidy claims.

*Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?*

Area for consideration	Comment
Monitoring Officer Consultation:	
Section 151 Officer Consultation:	Author
Existing Council Policies:	
Financial Implications:	Within the report
Legal Implications (including human rights):	
Risk Implications:	
Equality Issues/EQIA assessment:	
Crime and Disorder:	
Every Child Matters:	

**General Fund Summary Out Turn 2018/2019**

	Original Budget 2018/19 £	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £
<b>Net Cost of Services</b>				
Executive	114,115	292,724	217,166	(75,558)
Housing	1,511,719	1,504,121	1,162,466	(341,655)
Inward Investment	3,026,364	2,744,844	3,295,173	550,329
Organisational Development	436,597	582,413	314,289	(268,124)
Planning and Growth	723,979	721,233	807,942	86,709
Customer Services	(372,186)	(543,396)	77,216	620,612
Property and Asset Management	370,090	240,297	1,184,354	944,057
IT, Communications and Marketing	618,358	592,667	769,171	176,504
Environmental Services	4,158,517	5,053,347	4,793,178	(260,169)
Finance	7	37,143	6	(37,137)
Savings to be allocated to a service	(200,000)	(200,000)	0	200,000
	<b>10,387,560</b>	<b>11,025,393</b>	<b>12,620,962</b>	<b>1,595,569</b>
<b>Non Service Expenditure/Income</b>				
Loan Interest Payable	809,113	809,113	710,177	(98,936)
Interest Receivable	(64,315)	(64,315)	(268,256)	(203,941)
Capital Charges Reversal	(1,230,134)	(1,530,134)	(2,812,992)	(1,282,858)
Revenue Contribution to Capital	0	0	148,162	148,162
Transfers To/From Earmarked Reserves	(921,258)	(1,563,729)	3,145,905	4,709,634
Transfers To/From General Reserve	0	0	(1,900,000)	(1,900,000)
Pension Back Funding	1,403,000	1,540,250	1,779,703	239,453
Parish Precepts & Concurrent Grants	411,663	411,663	411,673	10
Provision for Loan Repayment (MRP)	1,432,906	1,432,906	1,169,961	(262,945)
Accounting Adjustments - soft loans, acc absences	0	0	(1,707,557)	(1,707,557)
Vacancy Management & Apprenticeship Levy	(114,550)	35,500	31,002	(4,498)
	<b>1,726,425</b>	<b>1,071,254</b>	<b>707,777</b>	<b>(363,477)</b>
<b>Income</b>				
Council Tax - Parishes	(411,663)	(411,663)	(411,663)	0
Council Tax - Borough	(4,357,745)	(4,357,745)	(4,362,997)	(5,252)
Business Rates	(4,145,833)	(4,145,833)	(5,611,441)	(1,465,608)
Revenue Support Grant	(2,544,905)	(2,544,905)	(2,544,905)	0
New Homes Bonus	(627,700)	(627,700)	(627,700)	0
Other Grants	(31,199)	(31,199)	(77,295)	(46,096)
	<b>(12,119,045)</b>	<b>(12,119,045)</b>	<b>(13,636,001)</b>	<b>(1,516,956)</b>
<b>(Surplus)/Deficit</b>	<b>(5,060)</b>	<b>(22,398)</b>	<b>(307,262)</b>	<b>(284,864)</b>

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Note 1 Support Services Recharges:

Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council.

### Note 2 IAS19 Accounting Adjustment:

IAS19 requires services to recognise pension costs for employees as provided by the Council's Actuary, Hymans. These IAS19 addition pension charges do not impact on the yearend position as they are reversed under Appendix A as part of the Pension Back Funding line.

## Executive

Executive Team	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	633,792	651,400	17,608	The budget did not include all of the incremental pay increases for 18-19 which resulted in an overspend at year-end of £16.8k while increased staff hours added an additional overspend of £5.4k.
Non-pay	17,186	28,342	11,156	This relates to combined overspends for conference fees, travel & subsistence where actual costs are above base budgets.
Gross Direct Income	(50,000)	(51,712)	(1,712)	No significant variances
Net Direct Expenditure/(Income) Total:	600,978	628,030	27,052	
Support Services Recharges	(604,790)	(752,410)	(147,620)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	124,405	124,405	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(3,812)	24	3,836	

Legal	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	240,000	298,572	58,572	This overspend relates to a stakeholder fee of £42k for additional activity above the contracted levels and an invoice relating to the previous financial year which was not accrued in the previous financial year.
Gross Direct Income	(30,000)	(67,663)	(37,663)	This over recovery of income is due to higher than anticipated 17-18 profit sharing of £22k and monies received from the recovery of court costs which were higher than expected budgeted level.
Net Direct Expenditure/(Income) Total:	210,000	230,909	20,909	
Support Services Recharges	(210,010)	(230,910)	(20,900)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(10)	(1)	9	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Equinox</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	0	2,790,974	2,790,974	These reflect the intercompany transactions and the balance reflects costs in relation to the prior year that had not been accrued.
Gross Direct Income	0	(2,711,323)	(2,711,323)	
Net Direct Expenditure/(Income) Total:	0	79,652	79,652	
Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	0	79,652	79,652	

<b>Town Centre Initiative</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	21,417	21,418	1	No significant variances
Non-pay	209,299	202,416	(6,883)	No significant variances
Gross Direct Income	(49,246)	(86,328)	(37,082)	Costs previously incurred for the Market Place Redevelopment Project are now to be recovered from the Business Rate Pool Funding allowing (£46.2k) to be transferred to reserves.
Net Direct Expenditure/(Income) Total:	181,470	137,505	(43,965)	
Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	181,470	137,505	(43,965)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Corporate Costs</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	115,076	95,376	(19,700)	This underspend principally relates to External Audit where costs have not been as high as previously expected.
Gross Direct Income	0	(60)	(60)	No significant variances
Net Direct Expenditure/(Income) Total:	115,076	95,316	(19,760)	
Support Services Recharges	0	(95,330)	(95,330)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	115,076	(14)	(115,090)	
<b>Total Executive:</b>	<b>292,724</b>	<b>217,166</b>	<b>(75,558)</b>	



## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Housing

Housing Needs	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	479,779	615,467	135,688	Increased costs following a housing restructure which is offset by underspends within other housing services and recharging and allocation of costs to the HRA, increased housing teams to increase the output of homelessness prevention and new burdens works funded by additional grant in the year received in year of £116k.
Non-pay	301,192	510,015	208,823	B&B and rent payable costs overspent by a cumulative £139k. These are demand led services which have received increased requests within 2018/19. Income recovery figures have also increased to partly offset the overspend as per below. Overspend of £41k due to the purchase of the Locata system to better assist with the rising demand of housing enquiries. Homelessness and new burdens expenditure offset by funding received in year of £116k.
Gross Direct Income	(227,669)	(885,306)	(657,637)	Increased income recovery of £77k in line with increased service demand as per above. Homelessness and new burdens funding of £116k received in year to support increase in new burdens & homelessness projects. Grant funding of £426k moved to earmarked reserves to support new burdens & homelessness in future years.
Net Direct Expenditure/(Income) Total:	553,302	240,176	(313,126)	
Support Services Recharges	311,430	282,861	(28,569)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	111,996	111,996	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	18,515	11,806	(6,709)	No significant variances
Total:	883,247	646,838	(236,409)	

Housing Strategy	Revised Budget 2018/19 £	Actuals 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	73,869	77,462	3,593	No significant variances
Non-pay	49,273	63,876	14,603	Community Housing fund expenditure offset by earmarked reverses of £39k.
Gross Direct Income	0	(15,680)	(15,680)	No significant variances
Net Direct Expenditure/(Income) Total:	123,142	125,658	2,516	
Support Services Recharges	73,400	62,840	(10,560)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	14,769	14,769	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	24,437	23,792	(645)	No significant variances
Total:	220,979	227,059	6,080	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Traveller's Site/ Gapton Hall (NEW)</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	0	63,159	63,159	This is a new service area. Unbudgeted sewage works were required at the site at a total cost of £15k. The overspend also reflects increased utility fees, site maintenance and clearance charges. Costs have been partial recovered from site income below.
Gross Direct Income	0	(34,575)	(34,575)	Rental and services income received from site to cover the increased costs highlighted above.
Net Direct Expenditure/(Income) Total:	0	28,584	28,584	
Support Services Recharges	0	19,570	19,570	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	0	48,154	48,154	

<b>Private Sector Housing</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	80,590	54,215	(26,375)	Housing management restructure which mitigates increased costs included within other housing departments.
Non-pay	67,627	41,301	(26,326)	Handy person contractor withdrawal and minimal admin support resulted in reduced applications and costs received in year.
Gross Direct Income	(37,400)	(19,477)	17,923	No significant variances
Net Direct Expenditure/(Income) Total:	110,817	76,039	(34,778)	
Support Services Recharges	94,320	38,880	(55,440)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	10,769	10,769	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	205,137	125,688	(79,449)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Safe at Home</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	307,952	308,712	760	No significant variances
Non-pay	45,283	36,844	(8,439)	No significant variances
Gross Direct Income	(276,727)	(366,766)	(90,039)	Increased income received from Safe at home fees of £33k.
Net Direct Expenditure/(Income) Total:	76,508	(21,209)	(97,717)	
Support Services Recharges	118,250	83,310	(34,940)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	52,627	52,627	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	194,758	114,727	(80,031)	
<b>Total Housing:</b>	<b>1,504,121</b>	<b>1,162,466</b>	<b>(341,655)</b>	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

### **Inward Investment**

Projects and Programmes	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	144,698	148,968	4,270	No significant variances
Non-pay	4,600	8,426	3,826	No significant variances
Gross Direct Income	0	0	0	
Net Direct Expenditure/(Income) Total:	149,298	157,394	8,096	
Support Services Recharges	36,760	209,890	173,130	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	41,486	41,486	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	186,058	408,770	222,712	

Parks and Outdoor spaces	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	181,717	171,825	(9,892)	No significant variances
Gross Direct Income	0	(987)	(987)	
Net Direct Expenditure/(Income) Total:	181,717	170,838	(10,879)	
Support Services Recharges	27,720	11,740	(15,980)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	3,367	3,522	155	
Total:	212,804	186,100	(26,704)	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Outdoor Sports	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	342,638	329,163	(13,475)	There is an £11k underspend to date on the Wellesley Recreation Ground project that is being carried forward to 2019/20 in line with the completion date. Below budget Outdoor Sports income has resulted in both lower costs, partially offset by a £6k bad debt provision, and lower income than budgeted. Steps have been taken to improve both the income and utilisation of outdoor sports.
Gross Direct Income	(112,726)	(96,218)	16,508	
Net Direct Expenditure/(Income) Total:	229,912	232,946	3,034	
Support Services Recharges	38,490	22,510	(15,980)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	33,434	290,989	257,555	Updated capital charges, notional charges and these do not impact on the bottom line.
Total:	301,836	546,445	244,609	

CCTV	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	147,153	138,320	(8,833)	No significant variances
Gross Direct Income	(4,000)	(4,000)	0	
Net Direct Expenditure/(Income) Total:	143,153	134,320	(8,833)	
Support Services Recharges	22,410	17,880	(4,530)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	1,500	0	(1,500)	
Total:	167,063	152,200	(14,863)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Culture and Leisure</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	21,001	40,889	19,888	The role of Cultural Lead was extended to the end of February 2019 this was originally budgeted for to the end of September 2018.
Non-pay	183,744	252,338	68,594	The variance refers specifically to additional funding for St George's Theatre Trust as previously approved by Committee.
Gross Direct Income	0	9,559	9,559	No significant variances
Net Direct Expenditure/(Income) Total:	204,745	302,787	98,042	
Support Services Recharges	42,290	55,800	13,510	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	8,018	8,018	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	247,035	366,605	119,570	

<b>Voluntary Sector Grants</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	93,500	96,767	3,267	No significant variances
Gross Direct Income	(53,000)	(53,000)	0	
Net Direct Expenditure/(Income) Total:	40,500	43,767	3,267	
Support Services Recharges	22,760	22,120	(640)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	63,260	65,887	2,627	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Indoor Leisure - Phoenix Pool & Marina Centre	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	172,809	314,589	141,780	£74k of the variance reflects costs incurred in respect of the living wage. The remaining overspend of £63k refers to costs in relation to the new Marina Centre Project, these costs cannot be capitalised.
Gross Direct Income	0	0	0	
Net Direct Expenditure/(Income) Total:	172,809	314,589	141,780	
Support Services Recharges	26,460	38,520	12,060	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	392,415	386,500	(5,915)	
Total:	591,684	739,609	147,925	

  

Neighbourhood Management	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	360,942	335,570	(25,372)	This variance is a result of maternity leave partially offset by agency cover costs and a vacant post due to early retirement.
Non-pay	905,926	1,013,346	107,420	£113k expenditure on "Social Prescribing" offset by matching grant income from Norfolk County Council. Agency costs of £29.9k were incurred to cover maternity leave
Gross Direct Income	(868,583)	(991,235)	(122,652)	Additional income of (£119k) from Social Prescribing and £20k contribution to the Help Hub Co-ordinator role.
Net Direct Expenditure/(Income) Total:	398,285	357,681	(40,604)	
Support Services Recharges	(122,360)	(96,770)	25,590	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	55,662	55,662	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	275,925	316,573	40,648	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Waterways	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	155,979	102,981	(52,998)	Staff employed on the project started later than programmed.
Non-pay	161,862	23,178	(138,684)	Costs have not been incurred as originally programmed but are expected to be spent.
Gross Direct Income	(235,109)	(111,415)	123,694	Funding is claimed based on spending therefore the fall in costs noted above results in a fall in the income claimed.
Net Direct Expenditure/(Income) Total:	82,732	14,744	(67,988)	
Support Services Recharges	0	61,380	61,380	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	20,214	20,214	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	82,732	96,338	13,606	

  

Conservation	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	109,930	100,818	(9,112)	
Non-pay	106,095	152,805	46,710	Additional £30k costs which are being match funded by Historic England for Town Wall repairs, reflected in income variance below. Agency staff costs have been incurred to cover a vacant permanent post which has now been filled.
Gross Direct Income	0	(35,633)	(35,633)	As above.
Net Direct Expenditure/(Income) Total:	216,025	217,989	1,964	
Support Services Recharges	63,580	40,770	(22,810)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	18,917	18,917	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	26,129	90,049	63,920	Updated capital charges
Total:	305,734	367,726	61,992	



## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Economic Development</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	143,988	22,892	(121,096)	This underspend is as a result of the restructure of Economic Development. The underspent budget is being rolled forward to 2019/20
Non-pay	38,799	(10,490)	(49,289)	

Gross Direct Income	(1,500)	0	1,500
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Net Direct Expenditure/(Income) Total:	181,287	12,402	(168,885)
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Support Services Recharges	90,920	88,240	(2,680)	See note 1 at the top of this appendix which covers explanation for change in recharges.
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IAS19 Accounting Adjustment	0	3,160	3,160	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
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Capital Charges	0	0	0
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Total:	272,207	103,802	(168,405)
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<b>Enterprise GY</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	18,634	16,008	(2,626)	No significant variances
Non-pay	21,705	40,040	18,335	Both expenditure and income refers to the "Spirit of Enterprise"

Gross Direct Income	(1,833)	(15,320)	(13,487)
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Net Direct Expenditure/(Income) Total:	38,506	40,727	2,221
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Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
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IAS19 Accounting Adjustment	0	2,771	2,771	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
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Capital Charges	0	0	0
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Total:	38,506	43,498	4,992
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## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Inclusion Project	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	28,291	28,291	
Non-pay	0	31,727	31,727	This is an unbudgeted project funded by the European Social Fund
Gross Direct Income	0	(60,019)	(60,019)	
Net Direct Expenditure/(Income) Total:	0	0	0	
Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	0	0	0	

  

Enterprise Zone	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	
Non-pay	0	917,417	917,417	Recognition of costs in relation to the Enterprise Zones (Beacon Park & South Denes) within the borough that are able to be recovered in agreement with the Local Enterprise Partnership and Enterprise Zone arrangement. These costs were not separately identified when the 2018/19 budget was set as a reliable methodology for estimating them had not been developed. These are offset by the income below.
Gross Direct Income	0	(1,015,797)	(1,015,797)	This represents income from business rates generated from the operation of the Enterprise Zones (Beacon Park and South Denes Energy Park) within the borough.
Net Direct Expenditure/(Income) Total:	0	(98,380)	(98,380)	
Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	0	(98,380)	(98,380)	

  

<b>Total Inward Investment:</b>	<b>2,744,844</b>	<b>3,295,173</b>	<b>550,329</b>	
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## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Organisational Development

Corporate Strategy	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	80,039	70,532	(9,507)	Vacancy for part year.
Non-pay	1,250	3,858	2,608	No significant variances
Gross Direct Income	0	0	0	No significant variances
Net Direct Expenditure/(Income) Total:	81,289	74,390	(6,899)	
Support Services Recharges	(82,260)	(88,540)	(6,280)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	14,137	14,137	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(971)	(13)	958	

Elections	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	148,344	120,064	(28,280)	An internal virement of pay costs to reflects the actual allocation of staff time. Further savings have been achieved due to reduced expenditure of (£10k) for casual staff compared to budget. These have enabled £17k of this combined underspend to be transferred to reserves to support anticipated election costs in 2019-20.
Non-pay	105,401	115,893	10,492	This full year figure results from an estimate of monies owed to HMRC in relation to an outstanding VAT claim for elections held in previous years, less savings in casual staff costs, postage and printing & stationery.
Gross Direct Income	(19,700)	(34,030)	(14,330)	Increased funding in relation to the Individual Electoral Register has been received which has not been reflected by increased costs.
Net Direct Expenditure/(Income) Total:	234,045	201,927	(32,118)	
Support Services Recharges	220,690	191,980	(28,710)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	14,202	14,202	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	454,735	408,108	(46,627)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Licensing</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	67,953	90,320	22,367	This relates to pay costs transferred from Elections to acknowledge the dual role of two staff budgeted under this department.
Non-pay	27,496	28,104	608	No significant variances
Gross Direct Income	(276,013)	(317,334)	(41,321)	This underspend is a combination of various small balances for licensing income where out of a total of twenty four different types of licence, 63% are above budgeted levels.
Net Direct Expenditure/(Income) Total:	(180,564)	(198,910)	(18,346)	
Support Services Recharges	69,710	86,650	16,940	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	18,448	18,448	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(110,854)	(93,812)	17,042	

<b>Member Services</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	124,817	66,148	(58,669)	A pay vacancy has been held all year equating to (£41.8k) but this has partly been used to fund the costs of consultancy interim cover below. Further savings have been achieved of (£7.7k) for overtime and (£9.3k) for training. However £26.3k of this underspend has been transferred to reserves to cover the 'over-lap' costs of the new Corporate Services Manager and the current interim arrangement until August and expected increased costs due to new member training requirements in 2019-20.
Non-pay	300,272	312,285	12,013	An underspend has occurred as the budget anticipated 21 member allowances being paid for the year however as four members have dual Committee responsibilities they only receive one allowance, so only 17 allowances have been paid. This has resulted in full year underspends of (£16.8k) but this has been offset by an overspend for consultancy costs which is stated above.
Gross Direct Income	0	0	0	No significant variances
Net Direct Expenditure/(Income) Total:	425,089	378,433	(46,656)	
Support Services Recharges	(328,610)	(385,760)	(57,150)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	7,323	7,323	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	96,479	(5)	(96,484)	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Human Resources	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	437,529	347,703	(89,826)	The HR team were restructured during the year and although vacancies and savings were made for established posts these were reduced by increased costs for agency staff. The majority of this underspend is due to savings in training and (£70.5k) has been carried forward to reserves.
Non-pay	105,815	53,674	(52,141)	This consists of (£15k) saving on computers as the Nimbus software was not renewed this year, (£10.7k) for DBS checks which although additional monies were allocated were not required and £8.5k for recruitment costs to support the restructure. A further underspend of (£35.3k) has occurred due to the slippage of the HR & Payroll systems review and this has been carried forward to reserves.
Gross Direct Income	0	(1,138)	(1,138)	No significant variances
Net Direct Expenditure/(Income) Total:	543,344	400,239	(143,105)	
Support Services Recharges	(400,320)	(449,080)	(48,760)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	48,852	48,852	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	143,024	10	(143,014)	
<b>Total Organisational Development:</b>	<b>582,413</b>	<b>314,289</b>	<b>(268,124)</b>	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Planning and Growth:

Building Control	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	233,286	237,644	4,358	No significant variances
Non-pay	35,280	29,312	(5,968)	No significant variances
Gross Direct Income	(249,700)	(271,168)	(21,468)	More building inspection fee income received than budgeted.
Net Direct Expenditure/(Income) Total:	18,866	(4,212)	(23,078)	
Support Services Recharges	100,920	94,230	(6,690)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	46,607	46,607	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	119,786	136,625	16,839	

Development Control	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	522,767	466,218	(56,549)	Two staff vacancies during the year has resulted in an estimated underspend. This is partial offset by interim agency costs.
Non-pay	37,948	48,158	10,210	No significant variances
Gross Direct Income	(527,000)	(477,582)	49,418	Income for planning fees are lower than expected when the budget was set. Pre-application charging was implemented later in 2018 (October) than originally expected at budget setting time.
Net Direct Expenditure/(Income) Total:	33,715	36,795	3,080	
Support Services Recharges	127,370	90,730	(36,640)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	85,856	85,856	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	161,085	213,381	52,296	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Land Charges	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	42,558	45,819	3,261	No significant variances
Non-pay	41,178	33,416	(7,762)	No significant variances
Gross Direct Income	(188,100)	(113,818)	74,283	No significant variances
Net Direct Expenditure/(Income) Total:	(104,364)	(34,583)	69,781	
Support Services Recharges	62,930	44,520	(18,410)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	9,334	9,334	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	1,746	0	(1,746)	No significant variances
Total:	(39,688)	19,272	58,960	

  

Strategic Planning	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	345,984	310,210	(35,774)	A strategic planner post was vacant for much of the year.
Non-pay	64,361	50,175	(14,186)	No significant variances
Gross Direct Income	(39,345)	(87,633)	(48,288)	New burdens grant funding carried forward to 2019/20 when expenditure will be incurred.
Net Direct Expenditure/(Income) Total:	371,000	272,752	(98,248)	
Support Services Recharges	109,050	106,310	(2,740)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	59,602	59,602	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	480,050	438,664	(41,386)	

  

<b>Total Planning and Growth:</b>	<b>721,233</b>	<b>807,942</b>	<b>86,709</b>	
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## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Customer Services

Benefits	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	618,015	578,444	(39,571)	The forecast underspend is offset by under/over spends on Customer Services, Support Services and Revenues.
Non-pay	27,591,894	24,380,642	(3,211,252)	Additional New Burdens payment of (£13.7k) and additional Admin grant of (£41.1k) received.
Gross Direct Income	(28,454,106)	(25,446,610)	3,007,496	Funding for Universal Credit full transition service costs for (£186k) to be transferred to reserves
Net Direct Expenditure/(Income) Total:	(244,197)	(487,524)	(243,327)	
Support Services Recharges	380,258	435,313	55,055	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	110,844	110,844	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	136,061	58,633	(77,428)	

Crematorium and Cemeteries	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	181,502	181,945	443	No significant variances
Non-pay	583,558	555,621	(27,937)	The underspend is made up of a number of small variances however a (£13.1k) underspend on repairs and maintenance is being carried forward 2019/20
Gross Direct Income	(1,423,607)	(1,416,920)	6,687	No significant variances
Net Direct Expenditure/(Income) Total:	(658,547)	(679,354)	(20,807)	
Support Services Recharges	137,130	133,260	(3,870)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	35,722	35,722	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	59,248	454,385	395,137	Updated capital charges, notional charges and these do not impact on the bottom line.
Total:	(462,169)	(55,987)	406,182	



## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Customer Services</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	521,237	568,626	47,389	The forecast overspend is offset by under/over spends on Benefits, Support Services and Revenues.
Non-pay	3,311	1,891	(1,420)	No significant variances
Gross Direct Income	0	0	0	
Net Direct Expenditure/(Income) Total:	524,548	570,516	45,968	
Support Services Recharges	(632,740)	(681,320)	(48,580)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	110,797	110,797	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(108,192)	(7)	108,185	

<b>Support Services</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	159,538	172,826	13,288	The forecast overspend is offset by under/over spends on Customer Services, Benefits and Revenues.
Non-pay	5,659	4,531	(1,128)	No significant variances
Gross Direct Income	0	67	67	No significant variances
Net Direct Expenditure/(Income) Total:	165,197	177,424	12,227	
Support Services Recharges	(168,690)	(208,480)	(39,790)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	29,178	29,178	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	1,876	1,876	
Total:	(3,493)	(2)	3,491	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Car Parks	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	458,929	415,563	(43,366)	Staff costs are lower than budgeted due to the transfer of parking fines function to Kings Lynn
Non-pay	1,181,487	978,794	(202,693)	The large reduction in the net income payable to NCC of (£238k) against is as a result of the transfer of PCN processing and collection of income to Kings Lynn
Gross Direct Income	(3,041,725)	(2,525,218)	516,507	Car park income is lower than expected at £517k below budget, £270k relates to NCC (see above) the remainder relates to GYBC car parks which is £247k below budget at year end . This position will be closely monitored next year and action has been taken to improve the position where possible including a review of all car park costs and revenues.
Net Direct Expenditure/(Income) Total:	(1,401,309)	(1,130,861)	270,448	
Support Services Recharges	396,090	262,320	(133,770)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	64,162	64,162	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	25,036	35,562	10,526	
Total:	(980,183)	(768,817)	211,366	
Revenues	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	661,518	663,814	2,296	The forecast underspend is offset by under/over spends on Customer Services, Benefits and Support Services.
Non-pay	270,892	279,956	9,064	There is a reduction in legal and recovery costs of (£15k) due to the write off mentioned below
Gross Direct Income	(500,200)	(413,216)	86,984	A review of bad debts and subsequent write off has resulted in an under recovery of summons income of £150k. There is an increase in NNDR Admin income of (£53k)
Net Direct Expenditure/(Income) Total:	432,210	530,554	98,344	
Support Services Recharges	442,370	192,730	(249,640)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	120,112	120,112	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	874,580	843,396	(31,184)	
<b>Total Customer Services:</b>	<b>(543,396)</b>	<b>77,216</b>	<b>620,612</b>	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Property and Asset Management

Public Toilets	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	323,544	326,333	2,789	No significant variances
Gross Direct Income	(4,000)	(2,181)	1,819	No significant variances
Net Direct Expenditure/(Income) Total:	319,544	324,152	4,608	
Support Services Recharges	29,620	60,530	30,910	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	89,287	423,729	334,442	Updated capital charges, notional charges and these do not impact on the bottom line.
Total:	438,451	808,411	369,960	

Repairs and Maintenance	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	428,707	479,032	50,325	This variance relates to the GYBS Partnership transfer and the resulting changes in the allocation of costs/savings over other cost centres budgets to reflect this. For example footway lighting below.
Gross Direct Income	(249,000)	(225,175)	23,825	The 2018-19 Profit Sharing Income was lower than budgeted for both partners.
Net Direct Expenditure/(Income) Total:	179,707	253,857	74,150	
Support Services Recharges	18,980	54,520	35,540	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	214,735	252,225	37,490	Updated capital charges, notional charges and these do not impact on the bottom line.
Total:	413,422	560,602	147,180	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Footway Lighting</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	354,910	294,236	(60,674)	This underspend relates to the GYBS Partnership transfer and the resulting changes in the allocation of costs/savings over other cost centres budgets to reflect this. For example repairs and maintenance above.
Gross Direct Income	0	0	0	No significant variances
Net Direct Expenditure/(Income) Total:	354,910	294,236	(60,674)	
Support Services Recharges	18,000	54,860	36,860	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	61,230	64,194	2,964	
Total:	434,140	413,290	(20,850)	

<b>Coast Protection</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	55,645	51,923	(3,722)	No significant variances
Non-pay	60,295	528,774	468,479	Unbudgeted costs incurred for repair work at Scratby and for a Hemsby option appraisal which should be recoverable below.
Gross Direct Income	(550)	(464,275)	(463,725)	Recovery of above costs from the Environment Agency.
Net Direct Expenditure/(Income) Total:	115,390	116,421	1,031	
Support Services Recharges	23,550	53,210	29,660	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	10,331	10,331	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	332,393	362,692	30,299	Updated capital charges, notional charges and these do not impact on the bottom line.
Total:	471,333	542,654	71,321	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Community Centres</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	11,683	11,424	(259)	No significant variances
Gross Direct Income	(3,152)	(3,639)	(487)	No significant variances
Net Direct Expenditure/(Income) Total:	8,531	7,784	(747)	
Support Services Recharges	10,700	6,310	(4,390)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	18,932	27,142	8,210	
Total:	38,163	41,236	3,073	

<b>Construction Services</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	445	(4,563)	(5,008)	No significant variances
Non-pay	53,766	45,851	(7,915)	No significant variances
Gross Direct Income	(850)	0	850	No significant variances
Net Direct Expenditure/(Income) Total:	53,361	41,289	(12,072)	
Support Services Recharges	(568,400)	0	568,400	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	71,555	0	(71,555)	
Total:	(443,484)	41,289	484,773	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Council Offices - Town Hall</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	166,856	144,652	(22,204)	Although the expenditure for the cleaning contract reflects an underspend of (£13.7k) the costs have been received but included under the Partnership Contract charges and not separately identified. The balance of the underspend (£9.3k) is due to repairs & maintenance costs which are lower than budget.

Gross Direct Income 0 0 0 No significant variances

Net Direct Expenditure/(Income) Total: 166,856 144,652 (22,204)

Support Services Recharges 0 (190,990) (190,990) See note 1 at the top of this appendix which covers explanation for change in recharges.

IAS19 Accounting Adjustment 0 0 0 See note 2 at the top of this appendix which covers explanation for IAS19 charges.

Capital Charges 0 46,342 46,342

Total: 166,856 4 (166,852)

<b>Council Offices - Greyfriars</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	96,394	76,554	(19,840)	Although the expenditure for the cleaning contract reflects an underspend of (£13.8k) the costs have been received but included under the Partnership Contract charges and not separately identified.

Gross Direct Income 0 (1,012) (1,012) No significant variances

Net Direct Expenditure/(Income) Total: 96,394 75,542 (20,852)

Support Services Recharges 0 (83,250) (83,250) See note 1 at the top of this appendix which covers explanation for change in recharges.

IAS19 Accounting Adjustment 0 0 0 See note 2 at the top of this appendix which covers explanation for IAS19 charges.

Capital Charges 0 7,710 7,710

Total: 96,394 2 (96,392)

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Council Offices - Maritime House</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	45,706	34,467	(11,239)	Although the expenditure for the cleaning contract reflects an underspend of (£6.9k) the costs have been received but included under the Partnership Contract charges and not separately identified.
Gross Direct Income	0	0	0	No significant variances
Net Direct Expenditure/(Income) Total:	45,706	34,467	(11,239)	
Support Services Recharges	0	(39,020)	(39,020)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	4,560	4,560	
Total:	45,706	7	(45,699)	

<b>Council Offices - Catalyst Centre</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	14,500	11,672	(2,828)	No significant variances
Gross Direct Income	0	0	0	No significant variances
Net Direct Expenditure/(Income) Total:	14,500	11,672	(2,828)	
Support Services Recharges	0	(16,450)	(16,450)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	4,783	4,783	
Total:	14,500	5	(14,495)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Beach Huts</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	16,000	0	(16,000)	No activity during year so no expenditure incurred
Non-pay	7,000	16	(6,984)	No activity during year so no expenditure incurred
Gross Direct Income	(24,500)	0	24,500	No activity during year so no income generated.
Net Direct Expenditure/(Income) Total:	(1,500)	16	1,516	
Support Services Recharges	2,370	14,350	11,980	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	870	14,366	13,496	

<b>Easter Fayre</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	2,000	2,695	695	No significant variances
Non-pay	20,000	22,469	2,469	No significant variances
Gross Direct Income	(15,265)	(15,775)	(510)	No significant variances
Net Direct Expenditure/(Income) Total:	6,735	9,389	2,654	
Support Services Recharges	9,680	5,200	(4,480)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	16,415	14,589	(1,826)	



## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Markets</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	60,578	62,936	2,358	No significant variances
Non-pay	197,734	194,755	(2,979)	No significant variances
Gross Direct Income	(261,869)	(250,497)	11,372	Income from two day market fees reflected an under recovery of £10k with a further £4k fall in income due to the food and craft fayres which did not take place during the year.
Net Direct Expenditure/(Income) Total:	(3,557)	7,195	10,752	
Support Services Recharges	86,430	85,730	(700)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	12,831	12,831	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	4,495	4,820	325	
Total:	87,368	110,576	23,208	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Go Trade</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	32,413	30,984	(1,429)	Expenditure incurred was higher than budget but recovered below.
Non-pay	25,606	41,669	16,063	Expenditure incurred was higher than budget but recovered below.
Gross Direct Income	(37,995)	(56,591)	(18,596)	Income was higher than budgeted.
Net Direct Expenditure/(Income) Total:	20,024	16,062	(3,962)	
Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	20,024	16,062	(3,962)	

<b>Bretts</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	28,782	29,945	1,163	No significant variances
Gross Direct Income	(43,401)	(45,173)	(1,772)	No significant variances
Net Direct Expenditure/(Income) Total:	(14,619)	(15,228)	(609)	
Support Services Recharges	9,250	8,220	(1,030)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(5,369)	(7,008)	(1,639)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Courts</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	11,555	1,749	(9,806)	No significant variances
Gross Direct Income	(24,019)	(14,795)	9,224	No significant variances
Net Direct Expenditure/(Income) Total:	(12,464)	(13,047)	(583)	
Support Services Recharges	12,420	10,040	(2,380)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(44)	(3,007)	(2,963)	

<b>South Denes Energy Park</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	2,600	(420)	(3,020)	No significant variances
Gross Direct Income	(2,600)	31,181	33,781	This under recovery of income relates to the Norfolk Infrastructure funding previously anticipated in previous years which will not now be received.
Net Direct Expenditure/(Income) Total:	0	30,761	30,761	
Support Services Recharges	9,260	53,170	43,910	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	9,260	83,931	74,671	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Factory Units	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	59,382	108,894	49,512	Additional costs partly due to an increase to the bad debt provision of £52.6k
Gross Direct Income	(114,033)	(155,748)	(41,715)	This over recovery of income is due to rentals for the prior year being invoiced in the current financial year which were not included in the 2017-18 accounts.
Net Direct Expenditure/(Income) Total:	(54,651)	(46,854)	7,797	
Support Services Recharges	19,920	26,680	6,760	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(34,731)	(20,174)	14,557	

  

Corporate Estates	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	19	20	1	No significant variances
Non-pay	420,834	525,735	104,901	Increased business rates costs of £37.5k have been incurred due to properties being empty. This is offset by a (£12.7k) reduction in insurance costs than anticipated when the budget was set. There has also been an overspend on both electricity £49.5k and water £26.5k which relates to one particular property, however this is recoverable from the occupier (and this is reflected in the income variance below). The balance is principally due to bad debts provision £55k and repairs & maintenance (£55k) where expenditure is less than budget although £16.1k has been carried forward to 2019-20.
Gross Direct Income	(2,426,499)	(2,579,562)	(153,063)	Recharges for electricity and water costs mentioned above equate to (£157k) which is partly due the recovery of 17-18 costs being higher than previously anticipated.
Net Direct Expenditure/(Income) Total:	(2,005,646)	(2,053,807)	(48,161)	
Support Services Recharges	472,590	593,790	121,200	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	7,124	17,082	9,958	
Total:	(1,525,932)	(1,442,935)	82,997	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Minerva House</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	76,863	71,112	(5,751)	No significant variances
Gross Direct Income	(36,600)	(46,394)	(9,794)	No significant variances
Net Direct Expenditure/(Income) Total:	40,263	24,719	(15,544)	
Support Services Recharges	22,670	13,990	(8,680)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	62,933	38,709	(24,224)	

<b>Onians</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	No significant variances
Non-pay	2,825	2,352	(473)	No significant variances
Gross Direct Income	(13,310)	(13,999)	(689)	No significant variances
Net Direct Expenditure/(Income) Total:	(10,485)	(11,647)	(1,162)	
Support Services Recharges	10,670	8,480	(2,190)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	185	(3,167)	(3,352)	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Property Services	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	565,531	664,023	98,492	This overspend does not reflect recharges to Capital & HRA which are included below in income equating to (£42.7k) and additional budget of (£15k) which is included under the GYBS Partnership Contract savings but has not been reallocated to this statement upon transfer. The remainder of the overspend is due to the combination of vacancy savings target, flex & holiday accrual and the under recovery of pay charges against budgeted levels.
Non-pay	18,190	21,767	3,577	No significant variances
Gross Direct Income	(22,060)	(11,256)	10,804	This under recovery of income relates to the Norfolk Infrastructure funding previously anticipated in this and previous years of £53k less the recharge income stated above.
Net Direct Expenditure/(Income) Total:	561,661	674,534	112,873	
Support Services Recharges	(409,720)	(804,190)	(394,470)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	129,652	129,652	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	151,941	(4)	(151,945)	

  

Beacon Park	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	328,227	333,567	5,340	No significant variances
Gross Direct Income	(919,844)	(716,145)	203,699	This under recovery of income is covered by an allocation from reserves in relation to the LEP contract.
Net Direct Expenditure/(Income) Total:	(591,617)	(382,578)	209,039	
Support Services Recharges	28,900	73,540	44,640	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	126,064	129,220	3,156	
Total:	(436,653)	(179,818)	256,835	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Property Building Services</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	0	0	No significant variances
Non-pay	218,549	154,735	(63,814)	This is a new cost centre created to reflect the orders raised by the transferees which were previously included under the GYBS Partnership. The underspend consists of (£20k) for the staff who transferred to Norse and (£43k) for repairs and maintenance although this later amount has been transferred to reserves to meet potential 2019-20 pressures.
Gross Direct Income	0	0	0	
Net Direct Expenditure/(Income) Total:	218,549	154,735	(63,814)	
Support Services Recharges	0	0	0	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	218,549	154,735	(63,814)	
<b>Total Property and Asset Management:</b>	<b>240,297</b>	<b>1,184,354</b>	<b>944,057</b>	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### IT, Communications & Marketing

ICT	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	291,653	277,487	(14,166)	Vacancy saving partially offset by agency costs.
Non-pay	879,198	967,861	88,663	Computer software costs across the business are overspend by £60k as previously reported, this position is under review. Management of the shared service SLA in year will result in efficiency savings since these figures have been reported.
Gross Direct Income	0	(1,347)	(1,347)	
Net Direct Expenditure/(Income) Total:	1,170,851	1,244,001	73,150	
Support Services Recharges	(1,275,040)	(1,353,250)	(78,210)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	52,672	52,672	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	86,670	56,585	(30,085)	
Total:	(17,519)	8	17,527	

Communications	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	177,423	116,391	(61,032)	Staff vacancies & a secondment have resulted in a (£61k) saving partially offset by agency staff mentioned below of £30k .
Non-pay	21,986	50,185	28,199	Agency staff costs of £30k covering staff vacancies
Gross Direct Income	0	(1,898)	(1,898)	No significant variances
Net Direct Expenditure/(Income) Total:	199,409	164,679	(34,730)	
Support Services Recharges	(202,000)	(158,550)	43,450	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	22,734	22,734	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(2,591)	28,862	31,453	



## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Print and Design</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	41,459	42,095	636	No significant variances
Non-pay	62,447	37,870	(24,577)	There is a (£16k) underspend from planned savings from running new printer equipment
Gross Direct Income	(12,500)	(5,874)	6,626	No significant variances
Net Direct Expenditure/(Income) Total:	91,406	74,091	(17,315)	
Support Services Recharges	(92,160)	(82,550)	9,610	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	8,466	8,466	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(754)	6	760	

<b>Tourism</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	175,458	152,098	(23,360)	Vacancy saving
Non-pay	377,764	308,553	(69,211)	An underspend of (£38k) on advertising, (£19k) on tickets for resale and (£19k) on What's On are partially offset by a £25k overspend on events.
Gross Direct Income	(282,963)	(192,171)	90,792	The reimbursement of costs from GYTA is down by £28k at the year end due to a post becoming vacant. Advertising income and sponsorship is £32k below budget with ticket sales and commission £20k below budget.
Net Direct Expenditure/(Income) Total:	270,259	268,479	(1,780)	
Support Services Recharges	241,190	315,810	74,620	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	17,721	17,721	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	511,449	602,010	90,561	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

Civic and Portering	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
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Gross Direct Expenditure:

Pay	147,052	129,426	(17,626)	Vacancy savings partially offset by agency costs below
Non-pay	48,741	58,491	9,750	Agency costs of £4k incurred against vacancy saving above.
Gross Direct Income	(8,500)	(2,112)	6,388	No significant variances
Net Direct Expenditure/(Income) Total:	187,293	185,805	(1,488)	
Support Services Recharges	(189,600)	(205,320)	(15,720)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	19,519	19,519	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	(2,307)	5	2,312	

Mayor	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
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Gross Direct Expenditure:

Pay	0	0	0	
Non-pay	7,051	7,025	(26)	No significant variances
Gross Direct Income	0	0	0	
Net Direct Expenditure/(Income) Total:	7,051	7,025	(26)	
Support Services Recharges	0	13,370	13,370	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	7,051	20,395	13,344	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Events</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	0	1,457	1,457	No significant variances
Non-pay	7,798	14,069	6,271	No significant variances
Gross Direct Income	(12,000)	(14,743)	(2,743)	No significant variances
Net Direct Expenditure/(Income) Total:	(4,202)	784	4,986	
Support Services Recharges	101,540	117,100	15,560	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	97,338	117,884	20,546	
<b>Total IT, Communications and Marketing:</b>	<b>592,667</b>	<b>769,171</b>	<b>176,504</b>	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Environmental Services

Environmental Health	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	1,121,620	969,719	(151,901)	4 vacant posts throughout the year and a restructure within the department has resulted in a saving partly due to not yet recruiting to some of the posts.
Non-pay	736,878	839,531	102,653	The overspend is mainly due to demolition costs at Hemsby of £82k, although the majority of this has been funded from the Environment Agency grant funding as highlighted below. Net statutory funeral costs are (£19k) underspent compared to the level budgeted.
Gross Direct Income	(112,624)	(173,543)	(60,919)	Environment Agency grant balance of (£71k) to contribute to the demolition costs at Hemsby as highlighted above.
Net Direct Expenditure/(Income) Total:	1,745,874	1,635,707	(110,167)	
Support Services Recharges	289,120	234,520	(54,600)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	147,838	147,838	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	7,831	9,340	1,509	No significant variances
Total:	2,042,825	2,027,405	(15,420)	

Selective Licensing	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	76,746	77,339	593	No significant variances
Non-pay	13,803	16,456	2,653	No significant variances
Gross Direct Income	(141,460)	(93,464)	47,996	Support service recharges are not included in the funding of this scheme.
Net Direct Expenditure/(Income) Total:	(50,911)	331	51,242	
Support Services Recharges	50,911	44,040	(6,871)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	14,862	14,862	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	0	0	0	
Total:	0	59,233	59,233	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Grounds Maintenance</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	(2,387)	(2,387)	No significant variances
Non-pay	560,700	599,335	38,635	Additional tree works £14k have been recharged to NCC as highlighted below.
Gross Direct Income	(38,950)	(64,705)	(25,755)	(£22k) for additional tree works and an extra grass cut have been charged to NCC.
Net Direct Expenditure/(Income) Total:	521,750	532,243	10,493	
Support Services Recharges	57,650	45,550	(12,100)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	
Capital Charges	86,092	88,142	2,050	No significant variances
Total:	665,492	665,935	443	

<b>Street Cleansing</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
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Gross Direct Expenditure:

Pay	0	0	0	
Non-pay	875,546	881,280	5,734	No significant variances
Gross Direct Income	0	(17,428)	(17,428)	National community clean up DCLG funding. Grant has been carried forward to 2019/20 as only received in March 2019.
Net Direct Expenditure/(Income) Total:	875,546	863,852	(11,694)	
Support Services Recharges	50,490	19,000	(31,490)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	0	0	
Capital Charges	0	0	0	
Total:	926,036	882,852	(43,184)	

## **Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019**

<b>Waste Management</b>	<b>Current Budget 2018/19 £</b>	<b>Out turn 2018/19 £</b>	<b>Variance £</b>	<b>Comments</b>
Gross Direct Expenditure:				
Pay	37,589	26,216	(11,373)	No significant variances
Non-pay	2,520,085	2,248,374	(271,711)	Waste disposal costs have a favourable variance of (£41k) as there is a decrease in tonnage being collected due to the national trend of product packaging reducing and the hot summer reducing the amount of garden waste collected. This is offset by a reduction in income as highlighted below. (£183k) saving as accrual from 2017/18 for special works was not required.
Gross Direct Income	(1,357,890)	(1,242,567)	115,323	The forecast variance reflects an increase in bulk waste collection income of (£25) as the scheme is still very popular with residents. The garden waste scheme has not increased as expected from the recycling officer initiative, resulting in an adverse variance of £100k for brown bin income. Recycling credits are also £38k less than budget due to the reduction in tonnage collected.
Net Direct Expenditure/(Income) Total:	1,199,784	1,032,023	(167,761)	
Support Services Recharges	83,310	102,720	19,410	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	5,369	5,369	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	135,900	17,641	(118,259)	Updated capital charges, notional charges and these do not impact on the bottom line.
Total:	1,418,994	1,157,753	(261,241)	
<b>Total Environmental Services:</b>	<b>5,053,347</b>	<b>4,793,178</b>	<b>(260,169)</b>	

## Appendix B - General Fund Services - Budget monitoring and commentary Outturn 2018/2019

### Finance

Finance	Current Budget 2018/19 £	Out turn 2018/19 £	Variance £	Comments
Gross Direct Expenditure:				
Pay	515,419	509,201	(6,218)	No significant variances
Non-pay	382,894	294,307	(88,587)	Insurance fund transactions transferred to earmarked reserve.
Gross Direct Income	(20,000)	(3,946)	16,054	Reduction in the number of insurance policies recharged.
Net Direct Expenditure/(Income) Total:	878,313	799,561	(78,752)	
Support Services Recharges	(843,170)	(888,990)	(45,820)	See note 1 at the top of this appendix which covers explanation for change in recharges.
IAS19 Accounting Adjustment	0	89,435	89,435	See note 2 at the top of this appendix which covers explanation for IAS19 charges.
Capital Charges	2,000	0	(2,000)	No significant variances
Total:	37,143	6	(37,137)	
<b>Total Finance:</b>	<b>37,143</b>	<b>6</b>	<b>(37,137)</b>	
<b>Grand Totals:</b>	<b>11,225,393</b>	<b>12,620,962</b>	<b>1,395,569</b>	

General Fund Reserves Schedule - 2018/19 OUTTURN		Closing Balance 31/03/18	Budgeted Movement 2018/19	Actual Movement (inc forecast) 2018/19	Updated Closing Balance 31/03/19	Budgeted Movement 2019/20	Closing Balance 31/03/20	Budgeted Movement 2020/21	Closing Balance 31/03/21	Budgeted Movement 2021/22	Closing Balance 31/03/22
Summary and Purpose of Reserve		£	£	£	£	£	£	£	£	£	£
<b>Planning Delivery Grant</b>	The reserve is planned to be used to provide service improvements in Planning, and deliver the Local Development Framework.	62,360	0	0	62,360	0	62,360	0	62,360	0	62,360
<b>Insurance Fund</b>	The Council budgets for a level of excess being charged to the Service Accounts annually. Any under provision is met from the Insurance Fund, and any surplus is transferred to the fund.	169,679	0	45,975	215,655	0	215,655	0	215,655	0	215,655
<b>Town Centre Initiative</b>	Earmarked for spend in relation to the town centre project.	253,147	(25,175)	(219,836)	33,310	(33,310)	0	0	0	0	0
<b>SHARP Funding</b>	The Council will utilise this funding for capital expenditure incurred in the Wellesley Rd, Sandown Rd, Euston Rd & Paget Rd areas.	493,039	0	(142,769)	350,270	0	350,270	0	350,270	0	350,270
<b>Restricted use grant</b>	This reserves holds unspent grants received for specific purposes for which the spend has not yet been incurred.	978,319	(24,000)	(37,709)	940,610	(169,195)	771,415	(37,802)	733,613	(20,815)	712,798
<b>Invest to Save</b>	To be used to fund one-off costs associated with projects that will deliver future efficiencies and savings including costs associated with restructures.	1,706,147	(175,341)	(116,897)	1,589,249	(134,076)	1,455,173	0	1,455,173	0	1,455,173
<b>Specific budget</b>	This reserve is utilised as expenditure is incurred.	102,327	0	0	102,327	67,520	169,847	(1,370)	168,477	(1,770)	166,707
<b>LEGI</b>	As costs are incurred, these are offset by the reserve.	523,671	0	0	523,671	(400,000)	123,671	0	123,671	0	123,671
<b>Repairs and Maintenance</b>	This reserve is utilised as expenditure is incurred.	298,846	0	53,407	352,253	0	352,253	0	352,253	0	352,253
<b>Second Homes Council Tax</b>	This reserve is utilised as expenditure is incurred.	155,962	0	0	155,962	(155,962)	(0)	0	(0)	0	(0)
<b>Waste Management</b>	This reserve is utilised as expenditure is incurred in relation to the service.	25,170	0	0	25,170	0	25,170	0	25,170	0	25,170
<b>Collection Fund (Business Rates)</b>	Earmarked to mitigate the fluctuations in business rate income between years.	2,545,615	0	740,362	3,285,976	(180,000)	3,105,976	80,201	3,186,177	0	3,186,177



General Fund Reserves Schedule - 2018/19 OUTTURN		Closing Balance 31/03/18	Budgeted Movement 2018/19	Actual Movement (inc forecast) 2018/19	Updated Closing Balance 31/03/19	Budgeted Movement 2019/20	Closing Balance 31/03/20	Budgeted Movement 2020/21	Closing Balance 31/03/21	Budgeted Movement 2021/22	Closing Balance 31/03/22
Summary and Purpose of Reserve		£	£	£	£	£	£	£	£	£	£
<b>Community Housing Fund</b>	This represents grants previously received to assist with the delivery of Community Housing.	618,603	0	(45,000)	573,603	0	573,603	0	573,603	0	573,603
<b>Enforcement</b>	Earmarked for enforcement related works to address issues and bring properties back into use.	47,590	0	(1,568)	46,022	0	46,022	0	46,022	0	46,022
<b>Special Project Reserve</b>	Earmarked as per the 2017/18 budget report for project spend and also for matched funding as appropriate.	812,362	(696,742)	(68,681)	743,681	(323,529)	420,152	(6,455)	413,697	0	413,697
<b>Benefits/Revenues Reserve</b>	Earmarking of grants and underspends to be used for the service and mitigation of subsidy impacts.	155,000	0	(10,379)	144,621	(72,311)	72,311	(72,311)	0	0	0
<b>Homelessness</b>	These Reserves are utilised as expenditure is incurred.	0	0	426,366	426,366	32,269	458,635	(147,263)	311,372	0	311,372
<b>Coast Protection</b>	Established as part of the 2019/20 budget process for match funding and mitigate one-off costs in relation to coast protection.	0	0	0	0	150,000	150,000	0	150,000	0	150,000
<b>Empty Business Property Incentive Fund</b>	Earmarking of funds to be used for incentivising bringing properties back into use. Policy to be developed.	0	0	0	0	100,000	100,000	0	100,000	0	100,000
<b>Treasury Management</b>	This reserve is held to mitigate year on year fluctuations of investment income received.	0	0	200,000	200,000	0	200,000	0	200,000	0	200,000
<b>Asset Management</b>	This reserve is held to mitigate the impact of fluctuations between financial years from income received from Council assets and properties, in addition it includes re-allocation from other reserves to be used for investments in Council assets including current and future asset enhancements.	0	0	1,900,000	1,900,000	0	1,900,000	0	1,900,000	0	1,900,000
<b>Other Reserves</b>	These Reserves are budget carry forwards to be used in future years	307,350	0	422,635	729,984	(729,984)	0	0	0	0	0
<b>Total GF Earmarked Reserves</b>		<b>9,255,185</b>	<b>(921,258)</b>	<b>3,145,905</b>	<b>12,401,090</b>	<b>(1,848,577)</b>	<b>10,552,512</b>	<b>(185,000)</b>	<b>10,367,513</b>	<b>(22,585)</b>	<b>10,344,928</b>
<b>General Fund Reserve</b>	Current recommended balance of £2.75 million (as at Feb 2019)	<b>4,642,356</b>	<b>0</b>	<b>(1,592,739)</b>	<b>3,049,617</b>	<b>0</b>	<b>3,049,617</b>	<b>0</b>	<b>3,049,617</b>	<b>0</b>	<b>3,049,617</b>
<b>Total GF Reserves</b>		<b>13,897,541</b>	<b>(921,258)</b>	<b>1,553,166</b>	<b>15,450,707</b>	<b>(1,848,577)</b>	<b>13,602,129</b>	<b>(185,000)</b>	<b>13,417,130</b>	<b>(22,585)</b>	<b>13,394,545</b>

## Appendix D - General Fund Capital Programme - Detail - 2018/19 Outturn

Services & Projects	Expenditure £000				Outturn 1819 Financing - £000				2019/20
	Original Budget 1819	Revised Budget 1819	Outturn 2018/19	Variances	Borrowing	Grants & Contributions	Revenue/ Earmarked Reserves	Capital Receipts	Roll forward
Childrens Playground Refurbishment	£47	£56	£9	(£47)	£9				£47
Cobholm Skate Park	£100	£100	£1	(£99)	£1				£100
Wellesley CCTV	£0	£15	£0	(£15)					£15
<b>Total: Neighbourhood Management</b>	<b>£147</b>	<b>£171</b>	<b>£10</b>	<b>(£161)</b>	<b>£10</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£162</b>
Rebuilding sections of Factory Rd/Belvedere Rd/Nth Denes Rd Gt									
Yarmouth Cemetery Wall	£35	£15	£9	(£6)	£9				£6
St Nicholas Minster West Boundary Wall	£90	£96	£1	(£95)	£1				£95
New cremators	£0	£40	£1	(£39)	£1				£0
Replacement P&D Machines	£107	£107	£0	(£107)					£107
Parking Services - handheld devices (Rialto Civil enforcement)	£0	£21	£0	(£21)					£0
<b>Total: Customer Services</b>	<b>£232</b>	<b>£279</b>	<b>£11</b>	<b>(£268)</b>	<b>£11</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£208</b>
Marina Centre Refurbishment	£5,739	£5,730	£86	(£5,645)	£86				£5,645
33 King Street - THI & Preservation Trust project (REFCUS)	£0	£400	£392	(£8)		£250	£141		£0
The Waterways	£1,888	£2,371	£1,971	(£400)	£507	£1,464			£400
<b>Total: Inward Investment</b>	<b>£7,626</b>	<b>£8,501</b>	<b>£2,448</b>	<b>(£6,053)</b>	<b>£592</b>	<b>£1,715</b>	<b>£141</b>	<b>£0</b>	<b>£6,044</b>
Disabled Facilities Grant	£800	£1,232	£1,246	£14		£1,242		£4	£0
Empty Homes	£719	£719	£2	(£718)			£2		£719
Homes for Health	£400	£400	£0	(£400)					£400
Norfolk & Waveney Equity Loan Scheme	£8	£50	£0	(£50)					£50
Home Improvement Loans	£40	£36	£75	£39		£15		£59	£0
<b>Total: Housing</b>	<b>£1,967</b>	<b>£2,437</b>	<b>£1,322</b>	<b>(£1,115)</b>	<b>£0</b>	<b>£1,258</b>	<b>£2</b>	<b>£63</b>	<b>£1,169</b>
ICT Investment to deliver GYBC ICT Strategy	£291	£321	£65	(£255)	£65				£255
Postroom Scanners	£0	£2	£3	£1	£3				£0
<b>Total: IT, Communications &amp; Marketing</b>	<b>£291</b>	<b>£322</b>	<b>£68</b>	<b>(£254)</b>	<b>£68</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£255</b>
Public Toilet Refurbishment Programme	£160	£165	£55	(£110)	£55				£110
Gorleston High Street car park resurfacing	£19	£19	£0	(£19)					£19
Cobholm Rugby Club roadway	£20	£20	£0	(£20)					£20
Yacht Station Improvements - welfare facilities	£12	£12	£10	(£2)	£10				£0
Footway Lighting	£100	£103	£47	(£56)	£47				£56
Esplanade Resurfacing	£336	£331	£0	(£331)					£331
Pops Meadow, Fiskes opening Gorleston CPO	£0	£5	£0	(£5)					£0
Beach Huts	£140	£270	£92	(£178)	£92				£178
Cycle Shed	£0	£42	£5	(£37)			£5		£37
Gorleston Paddling Pool /Splash Pad	£0	£400	£325	(£75)	£81	£244			£10
Beacon Park LATC - Phase 1/ Equinox	£4,335	£7,335	£2,700	(£4,635)	£2,700				£4,635
Beacon Park Projects	£1,500	£1,500	£91	(£1,409)		£91			£500
Market Place Redevelopment	£0	£1,200	£0	(£1,200)					£1,200
Energy Park - South Denes	£2,274	£2,320	£412	(£1,908)	£412				£1,908
<b>Total: Property &amp; Asset Management</b>	<b>£8,896</b>	<b>£13,722</b>	<b>£3,736</b>	<b>(£9,986)</b>	<b>£3,396</b>	<b>£335</b>	<b>£5</b>	<b>£0</b>	<b>£9,004</b>
<b>Overall Total</b>	<b>£19,159</b>	<b>£25,433</b>	<b>£7,596</b>	<b>(£17,837)</b>	<b>£4,078</b>	<b>£3,307</b>	<b>£148</b>	<b>£63</b>	<b>£16,843</b>

## Appendix E - General Fund Capital Programme - Detail - Updated 2019/20 Budget

Services & Projects	Expenditure £000		Revised Budget 1920 Financing - £000			
	Original Budget 1920	Revised Budget 1920	Borrowing	Grants & Contributions	Reveue/ Earmarked Reserves	Capital Receipts
Equinox Enterprises Limited Share Capital	£0	£1,058	£1,058	£0	£0	£0
<b>Total: Executive</b>	<b>£0</b>	<b>£1,058</b>	<b>£1,058</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
Childrens Playground Refurbishment	£40	£87	£87	£0	£0	£0
Cobholm Skate Park	£0	£99	£74	£25	£0	£0
Wellesley CCTV	£0	£15	£15	£0	£0	£0
<b>Total: Neighbourhood Management</b>	<b>£40</b>	<b>£201</b>	<b>£176</b>	<b>£25</b>	<b>£0</b>	<b>£0</b>
Rebuilding sections of Factory Rd/Belvedere Rd/Nth Denes Rd Gt						
Yarmouth Cemetery Wall	£0	£6	£6	£0	£0	£0
St Nicholas Minster West Boundary Wall	£0	£95	£95	£0	£0	£0
St Nicholas car park north Boundary Wall	£25	£25	£25	£0	£0	£0
Rebuilding sections of Great yarmouth Cemetry Wall - East Road	£25	£25	£25	£0	£0	£0
Replacement P&D Machines	£0	£107	£107	£0	£0	£0
King Street car parking spaces/ sub-station works	£19	£19	£19	£0	£0	£0
<b>Total: Customer Services</b>	<b>£69</b>	<b>£277</b>	<b>£277</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
Marina Centre Refurbishment	£0	£5,645	£5,645	£0	£0	£0
The Waterways	£0	£400	£94	£306	£0	£1
<b>Total: Inward Investment</b>	<b>£0</b>	<b>£6,044</b>	<b>£5,739</b>	<b>£306</b>	<b>£0</b>	<b>£1</b>
Disabled Facilities Grant	£1,000	£1,188	£0	£1,188	£0	£0
Empty Homes	£0	£718	£718	£0	£0	£0
Homes for Health	£0	£400	£0	£0	£400	£0
Norfolk & Waveney Equity Loan Scheme	£0	£55	£0	£0	£0	£55
Equity Home Improvement Loans	£0	£479	£0	£0	£0	£479
<b>Total: Housing</b>	<b>£1,000</b>	<b>£2,840</b>	<b>£718</b>	<b>£1,188</b>	<b>£400</b>	<b>£534</b>
ICT Investment to deliver GYBC ICT Strategy	£365	£620	£590	£0	£30	£0
<b>Total: IT, Communications &amp; Marketing</b>	<b>£365</b>	<b>£620</b>	<b>£590</b>	<b>£0</b>	<b>£30</b>	<b>£0</b>
Public Toilet Refurbishment Programme	£155	£265	£265	£0	£0	£0
Footway Lighting	£100	£156	£156	£0	£0	£0
Gorleston High Street car park resurfacing	£0	£19	£19	£0	£0	£0
Cobholm Rugby Club roadway	£0	£20	£20	£0	£0	£0
Yacht Station Improvements - welfare facilities	£0	£2	£2	£0	£0	£0
Esplande Resurfacing	£0	£331	£331	£0	£0	£0
GY Flood Defence Scheme Epoch 2	£50	£50	£50	£0	£0	£0
Beach Huts	£145	£178	£178	£0	£0	£0
Cycle Sheds	£0	£37	£0	£0	£37	£0
Gorleston Paddling Pool /Splash Pad	£0	£10	£10	£0	£0	£0
Beacon Park Projects	£0	£500	£500	£0	£0	£0
Market Place Redevelopment	£0	£1,200	£1,200	£0	£0	£0
HMOs /Guesthouse Purchase & Repair Scheme	£0	£2,000	£2,000	£0	£0	£0
Energy Park - South Denes	£0	£1,908	£1,908	£0	£0	£0
<b>Total: Property &amp; Asset Management</b>	<b>£450</b>	<b>£6,677</b>	<b>£6,640</b>	<b>£0</b>	<b>£37</b>	<b>£0</b>
<b>Overall Total</b>	<b>£1,924</b>	<b>£16,659</b>	<b>£14,139</b>	<b>£1,519</b>	<b>£467</b>	<b>£535</b>