

Appendix 1 : 2021/22 Year-end Revenue Budget forecast – Q2	Q2 £'000	Q1 £'000	Var. £'000	Notes
Housing Benefit subsidy	475	475	0	
Leisure Service management fee	235	145	90	Membership levels improving but still below pre-pandemic level
Bereavement Services income	105	197	-92	Forecast based on recent trend and to be 93% of budget
Car parking income	66	0	66	Currently 85% of budget, forecast assumes an increase to 90%. Net of £600k budgeted contingency.
Trade Waste (income less disposal costs)	58	36	22	Reduced activity levels in Q1. Q2 improved but still below budget.
Licensing income	21	33	-12	
Env Ops income - jetting	-93	0	-93	Work requests still being received, so now forecast to year end
Property - rental income	-17	18	-35	Backdated rent review £17k and new lease for Copenhagen St. £17k
Guildhall – reduced income from letting fees	47	47	0	Reduced activity levels in Q1. Q2 improved but still below budget.
Xmas Fayre / Worcester Show costs	38	38	0	
Advertising / Sponsorship income	35	35	0	Reduced activity due to pandemic
Security costs	38	23	15	Budgeted savings of £25k no longer achievable
IT software licences - increased costs	32	32	0	
Bereavement Services costs	61	17	44	Includes purchase of memorials and webcasts
Business Rates (payable on Council properties)	-48	0	-48	Release transitional relief contingency now all bills received
Other	-3	43	-46	
Interest Payable and MRP	-178	-167	-11	
Salaries over/(under)-spend	11	-69	80	Agency staff for Planning Service £55k, in part to cover sickness.
MHCLG Covid-19 Grant for extra costs	-100	-100	0	
MHCLG Covid-19 Grant for lost income	-347	-364	17	Claim finalised and submitted. Racecourse rent now being paid
Year-end Forecast	436	439	-3	
Transfer from Risk Reserve	-436	-439		
Year-end Forecast as at Q2	0	0		

Q1 Services Gross Expenditure & Income	Exp. Budget £'000	Exp. Actual £'000	Exp. Variance £'000		Income Budget £'000	Income Actual £'000	Income Variance £'000		Net Variance £'000
Internal Audit Shared Service	398	371	(26)	Staff vacancies £(23)k	(347)	(324)	24	Reduced activity due to lockdown	-3
Policy & Strategy	1,643	1,645	2		(3)	(3)	0		2
Finance Service	932	965	32	Insurance £20k	(14)	(14)	(0)		32
Revenues & Benefits Service	1,280	1,376	96	£55k for system changes re Covid	(716)	(771)	(55)	Govt grants to fund system costs	41
Property and Assets	1,806	1,820	14	Security savings not achieved £25k	(1,259)	(1,265)	(6)		7
Corporate Costs	1,320	1,257	(63)	NNDR contingency £(48)k	508	(91)	(600)	Income contingency £600k	(663)
Net Total - Finance and Resources	7,379	7,434	54		(1,830)	(2,468)	(638)		(584)
Environmental Operational Service	7,486	7,573	87	Higher vehicle maintenance costs	(7,370)	(6,665)	706	Car Parking £659k, Trade Waste income £124k,	793
Homes and Communities	4,062	4,089	26		(2,534)	(2,272)	262	Higher licences income £31k	289
Net Total - Operations, Homes & Communities	11,549	11,662	113		(9,905)	(8,937)	968		1,082
Governance Services	1,731	1,709	(21)		(134)	(71)	63	Lower Guildhall lettings income £82k	42
Planning	1,205	1,233	28	Increase in agency staff to cover absence from sickness	(692)	(708)	(16)		12
Net Total - Planning & Governance	2,936	2,942	6		(826)	(779)	48		54
Museum Service	1,477	1,456	(21)	Staff vacancies £(22)k	(881)	(859)	22	Reduced income due to lockdown closure £34k	2
Economic Development	915	925	10		(222)	(202)	19		30
CLT & Corporate Services	634	635	1	Staff vacancies £(126)k	0	0	0		1
Net Total - Corporate & Managing Director	3,026	3,017	(9)		(1,103)	(1,061)	42		33
Services - Gross Expenditure & Income	24,890	25,055	165		(13,664)	(13,244)	419		585
Capital Charges/Interest/MRP	1,599	1369	(230)	Borrowing at lower rate of interest and lower MRP	(452)	(400)	52	Lower interest rates on deposits	(178)
Housing Benefit/Subsidy	29,469	22,589	(6,880)		(29,501)	(22,146)	7,355	Reduced recovery of over-payments	475
General Fund transfer	(747)	(747)	-		0	0	0		-
To Earmarked Reserves	803	803	0		0	0	0		-
From Earmarked Reserves	0	0	0		(1,163)	(1,163)	-		-
New Homes Bonus	0	0	0		(447)	(447)	-		-
Section 31 Grants / Grants / Other Govt. Grants	0	0	0		(953)	(1,400)	(447)	Covid-19 related grants from MHCLG	(447)
NET BUDGET	56,014	49,069	(6,945)		(46,180)	(38,800)	7,380		435

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Revenue Performance as at Quarter 2 2021/22

Appendix 4

Service	2021/22 Q2 Year-end Forecast	Comments
Governance Services	Deficit £42k	Reduced income from Guildhall room hire due to the lockdown
Internal Audit Shared Service	Surplus £3k	
Revenues & Benefits Service	Deficit £41k	Increase in bad debt provision fro Housing Benefit over-payments
Finance Services	Deficit £32k	Mainly due to insurance premium costs £22k
Property and Assets	Deficit £7k	Security savings of £23k no longer achievable
Corporate	Surplus £663k	Corporate Income Contingency Budget £600k and NNDR transitional relief contingency £48k
Policy & Strategy	Deficit £2k	
Environmental Operations	Deficit £793k	Pressure on income streams, mainly Car Parking £600k and Trade Waste £58k shortfall, due to COVID 19 service disruptions net of lower disposal costs
Economic Dev & PP	Deficit £12k	
Museum Services	Deficit £2k	
Homes & Communities	Deficit £289k	Mainly due to reduced income from Leisure services provider £235k
Corporate Directors and MD	Deficit £1k	
Sub Total	Deficit £585k	
Net Interest / MRP / Capital charges	Surplus £178k	Saving on interest payable - borrowing having been taken out at a lower interest rate than budgeted.
Housing Benefit Subsidy	Deficit £475k	Reduction in recovery of HB over-payments.
General Fund transfer	Surplus £0k	
Section 31 Grants / Grants / Other Govt. Grants	Surplus £447k	Government grants to compensate for costs incurred and income lost due to the pandemic
Total	Deficit £436k	

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Fees & Charges - 2021/22

Service	Annual Budget £000	Year End Forecast Q2 £000	Forecast Year End Variance £000
Facilities - Room Letting Fees	(96)	(49)	47
Museums	(83)	(49)	34
Revs & Bens - Court Fees/Summonses	(252)	(245)	7
- Environmental Health and Licencing	(361)	(340)	21
- Housing - Licence Income	(144)	(172)	(28)
- Leisure Services	0	0	0
- Open Spaces	0	0	0
Homes & Community Services	(505)	(512)	(7)
- Garden Waste Collection **	(491)	(514)	(24)
- Trade Waste Collection	(836)	(712)	124
- Open Spaces	(58)	(57)	1
- Other Fees and Charges	(25)	(35)	(10)
- Bereavement Services *	(1,590)	(1,485)	105
- Parking Income	(3,900)	(3,251)	649
Environmental Operational Services	(6,900)	(6,054)	847
- Planning Application Fees	(425)	(425)	0
- Local Land Charges	(113)	(113)	0
- Pre-Application Fees	(35)	(28)	7
- Permitted Development Fees	(4)	(4)	0
- Street Naming and Numbering	0	0	0
- Other Fees and Charges	(24)	(19)	4
Development Management	(600)	(588)	11
Building Control - Fees	(110)	(120)	(10)
Fees & Charges - Existing Services	(8,546)	(7,616)	930
Corporate - F & C Contingency	600	0	(600)
Fees & Charges - All Services	(7,946)	(7,616)	330

Appendix 5

Annual Trend						
2014/15 Actual £000	2015/16 Actual £000	2016/17 Actual £000	2017/18 Actual £000	2018/19 Actual £000	2019/20 Actual £000	2020/21 Actual £000
(59)	(50)	(59)	(62)	(65)	(72)	(8)
0	0	0	0	0	(64)	(12)
(264)	(289)	(250)	(244)	(271)	(267)	(170)
(285)	(292)	(339)	(348)	(372)	(325)	(315)
(50)	(66)	(84)	(120)	(162)	(159)	(148)
(703)	(407)	0	0	0	0	0
(31)	(31)	(30)	(31)	(32)	0	0
(1,069)	(796)	(453)	(499)	(566)	(484)	(463)
(249)	(279)	(315)	(366)	(225)	(404)	(470)
(555)	(576)	(611)	(596)	(624)	(659)	(546)
(5)	(18)	(11)	(19)	(54)	(69)	(39)
(42)	(42)	(39)	(26)	(27)	(28)	(47)
(1,609)	(1,656)	(1,726)	(1,932)	(2,022)	(1,542)	(1,684)
(3,401)	(3,650)	(3,681)	(3,771)	(3,811)	(3,642)	(1,610)
(5,861)	(6,221)	(6,383)	(6,710)	(6,763)	(6,342)	(4,396)
(435)	(460)	(344)	(465)	(453)	(315)	(419)
(219)	(166)	(158)	(145)	(146)	(91)	(94)
(26)	(24)	(22)	(33)	(26)	(20)	(17)
(9)	(5)	(3)	(4)	(2)	(2)	(7)
0	0	0	0	0	(16)	0
(42)	(28)	(13)	(10)	(16)	(13)	(15)
(731)	(683)	(540)	(657)	(644)	(457)	(552)
(100)	(93)	(86)	(87)	(90)	(97)	(91)
(8,084)	(8,131)	(7,771)	(8,259)	(8,399)	(7,784)	(5,692)
0	0	0	0	0	0	0
(8,787)	(8,538)	(7,771)	(8,259)	(8,399)	(7,784)	(5,692)

Salary Performance - 2021/22

Service	Actual 2020/21	Annual Budget 2021/22	Year-end Forecast Actual	Year-end Forecast Variance		Comments
	£000	£000	£000	£000	%	
Governance	1,036	1,001	997	(4)	(0%)	
Internal Audit SS	326	380	356	(24)	(6%)	
Museums	688	761	726	(35)	(5%)	
Finance Services	365	389	379	(10)	(3%)	
Property & Assets	438	484	455	(29)	(6%)	
Policy & Strategy	674	677	683	6	1%	
Homes & Communities	2,583	1,422	1,427	6	0%	
Environmental Operational Services	3,494	4,596	4,662	66	1%	Agency staff to cover sickness absence of key staff
Economic Development	537	372	372	(0)	(0%)	
Planning Services	773	816	851	35	4%	Agency staff to cover sickness absence of key staff
Corporate & Managing Director	672	625	627	1	0%	
TOTAL SALARIES	11,587	11,523	11,535	12	0%	
Corporate Savings - Vacancy Factor	0	(107)	(54)	54	(50%)	Budgeted in Corporate but achieved in respective services
Other incl. Pensions back-funding	1,283	1,085	1,030	(55)	(5%)	
TOTAL	12,870	12,500	12,511	11	0%	

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Forecast Capital programme 2021/22

Appendix 7

Scheme	2021/22		Budgeted Financing 2021/22					
	Revised Budget	Forecast	External Grants	Reserves & Revenue	S106	Capital Receipts	Borrowing (MRP)	Total Financing
	£000	£000	£000	£000	£000	£000	£000	£000
Accelerated Towns Fund - 4 Copenhagen St	319	319	-	11		225	83	319
Accelerated Towns Fund - Community centre	417	417	-			302	116	417
Accelerated Towns Fund - Electric charging points	394	394	-			394		394
Arches Project	1,368	1,000	1,172	196				1,368
Arterial and Strategic Routes	31	-	-	31				31
Astwood Driveway Resurfacing	-	-	-			-		0
Astwood Graves	20	87	-			20		20
Astwood Offices Extension	25	-	-			25		25
BEIS Insulation 1b	922	922	922					922
BEIS Insulation 2	546	546	546					546
BEIS-External wall insulation	209	209	209					209
City Centre compactor bins	13	-	-			13		13
Commandery Project	53	53	-	53				53
Cromwell Crescent Park Improvements	119	119	-		119			119
Customer Service Hub	5	5	-			5		5
Diglis Project	0	-	-		-			0
Disabled Facilities Grants	1,085	1,085	1,053	32				1,085
FHSF - Connectivity and Public Realm	635	635	635				-	635
FHSF - The Cross Vacant Premises Scheme	50	50	50					50
Future High Streets Fund - Angel Place	50	50	50					50
Future High Streets Fund - Angel Place	314	314	314				-	314
Future High Streets Fund - Corn Exchange	2,358	2,358	2,358				-	2,358
Future High Streets Fund - Former Co-op	488	488	488				-	488
Future High Streets Fund - Trinity House	1,586	1,586	1,586				-	1,586
Guildhall Improvement Access	21	20	-	21				21
Hostile Vehicle Mitigation	75	75	-			75		75
Housing - Temporary Accommodation for vulnerable adults	140	140	-	140				140
Perdiswell Flooring	182	182	-				182	182
ICT Projects	18	18	-	18				18
Infrastructure Replace	277	277	-			277		277
Landscaping at Perdiswell	61	61	-	61				61
Loans to Third Parties	2,100	2,100	-				2,100	2,100
Memorial Garden	25	22	-			25		25
Ops Vehicle Replacement	668	668	-			98	570	668
Parks Electronic Signage	-	-	-					0
Pocket Park - Sanctuary Close/Hopton Street	30	30	-		13		17	30
Property 5-Year Plan	327	327	-	7		319		327
Public Realm	50	50	-	50				50
Sansome Walk Site Demolition	1,468	1,468	420			216	832	1,468
Litter Bins Project	75	75	-	75				75
Wheelie Bin Replacements	122	122	-			122		122
	16,648	16,273	9,804	696	132	2,115	3,900	16,648

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Forecast Earmarked Reserves - As At 31st March 2022

Appendix 8

Reserve	Balance at 31 March 2021 £000's	Transfer to Reserves £000's	Transfer from Reserves £000's	Reclassificatio ns between Reserves £000's	Forecast Balance at 31 March 2022 £000's	Uncommitted Reserves £000's
TRANSFORMATION FUND	297	0	(198)	0	100	49
INCOME GENERATION FUND	226	0	(6)	0	220	57
SERVICE SPECIFIC EARMARKED RESERVES	5,013	1,170	(1,445)	0	4,738	0
SMALL PROJECTS DEVELOPMENT FUND	66	0	(9)	0	57	0
CITY PLAN FUND	2,729	0	(1,132)	310	1,908	0
RISKS FUND	14,206	0	(10,250)	(310)	3,647	0
CITY DELIVERY FUND	0	565	(123)	0	442	0
MUSEUM RESERVE	257	0	(26)	0	231	0
TOTAL RESERVES	22,796	1,735	(13,189)	0	11,342	106

s106 Agreements	Balance at 31 March 2021 £000's	Transfer to Reserves £000's	Transfer from Reserves £000's	Forecast Balance at 31 March 2022 £000's
S106 SCHEMES	898	181	(343)	736