



GENERAL FUND REVENUE BUDGET MONITORING REPORT 2022/23 - POSITION AS AT 31st JULY 2022

Summary

The purpose of this report is to provide an update on the General Fund Revenue Budget of the Council as at 31st July 2022. The report includes a narrative description of the most significant variances from the profiled latest budget and details any actions required to address these. Appendix A to this report shows the value of the most significant variances for all of the Council services by Committee and provides a brief explanation for each variance.

1. Background

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant variances from the expected budget position at the point of monitoring, both for expenditure and income, are summarised in monitoring reports which are periodically reported to each Programme Committee for information purposes. This report therefore details the findings and issues emerging from budget monitoring carried out to 31st July 2022.
- 1.2 It should be noted that work continues on improving budget profiling across the Council in order that budget profiles more accurately reflect the spending pattern of individual budgets across the financial year. This serves to enhance budget monitoring and focus attention on true variances rather than budget profiling issues. This is a continuous process with budget holders so that the improved profiling continues to refine the budget monitoring system.
- 1.3 Council approved the 2022/23 budget at its meeting on 3rd March 2022. Subsequently on 23rd June 2022 the Finance and Democracy Committee approved the financial outturn position for 2021/22. The impact of those approvals, including savings and growth items approved at the Council budget meeting, along with slippage from 2021/22 as approved by the Finance and Democracy Committee, are now reflected in the financial ledger. Therefore, this report monitors expenditure and income against the updated approved budgets for 2022/23.

2. Budget Rightsizing Exercise

For a number of years the Council has carried out an annual budget rightsizing exercise to analyse underspends which have occurred over the last 3 financial years and to adjust current and future year budgets to better reflect the level of resource requirement in the context of current financial constraints. This process will be repeated during 2022/23 and the resulting changes will be reflected in the latest budgets and updates to the Councils Financial Forecast.

3. Conclusions

The Council has seen particular volatility in expenditure and income levels since the commencement of the pandemic which has required that the Council continues the approach to continually seek opportunities to achieve savings and efficiencies to enable a balanced budget position and financial stability to be maintained.

As a consequence of the uncertainty about the impact of the pandemic on national public finances, the Government implemented a one-year Spending Review for 2022/23 and the Council, as with all Local Authorities,

received a one-year funding settlement for the year. This was the second year running that the funding settlement was for one-year only. The MTFs report presented to Council in March 2022 sets out the full context of the financial landscape of the council, including an assessment of the key financial risks which primarily relate to uncertainties around reviews of the future funding regime for local government. The report can be found at this link: [MTFS Report March 2022](#).

UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge in wholesale gas and electricity prices led to elevated inflation expectations. CPI for July 2022 registered 10.1% year on year, up from 9.4% in June 2022. Increasing inflation is exerting significant upward pressure on prices for utilities and on supplies and services across all sectors of the economy, which in turn increases the base costs for both revenue and capital budget items. The situation is particularly acute in the construction sector where supply chain issues and price increases are combining to put increased risks on the delivery of capital programme schemes. This is likely to be a continuing issue for the council during 2022/23 and this has resulted in current scheme delays and reviews on scheme costings.

Regular budget monitoring reports are an integral part of the Council's financial monitoring framework and these reports will be available on the Council's website.

External pressures outside the Council's control are impacting on all local authorities. Instructions remain in place that officers should not commit to any unnecessary expenditure and should seek to maximise efficiencies wherever possible.

Finance staff work continuously with budget holders across the Council and are heavily reliant upon budget-holders to be able to understand and quantify the potential impact of in-year hotspot variances within their areas of responsibility.

In light of the potential for future general reductions in central government funding from 2023/24 onwards, the Council needs to continue with the approach to delivering savings and efficiencies which have helped deliver balanced budgets and provided contributions to reserves over recent years.

Through continued focus on the importance of financial stability the Council has delivered a significant savings programme in recent years and has continued to reduce overheads wherever possible. Ongoing modernisation work and business improvement will continue to make Council services more efficient, save money and maintain high quality frontline services to customers. For Fylde Council to continue to successfully meet the new challenges that it faces it is vital that this approach continues and that all reasonable opportunities for further cost-reduction measures and for the generation of additional income are seriously considered. Prudent financial management in previous years has provided a level of reserves which allows the necessary time to determine how this council can best respond to the challenges ahead.

We are now just past the first quarter of 2022/23 financial year and much uncertainty exists with respect to the remainder of the year. Therefore, it is not possible to draw any firm conclusions on the in-year financial position. The financial risks facing the Council, as set out to Council in March 2022 and updated to Finance & Democracy Committee in June 2022 remain alongside the significant additional risks presented by the pandemic. Instructions issued by Management Team that budget holders remain prudent are still in place, and the overall financial position of the council will be captured in the next update of the financial forecast in the Medium Term Financial Strategy which will be presented to members in the forthcoming committee cycle.

REVENUE MONITORING 2022/23 - Period 4 to July 31st 2022 (Variances in excess of £5K)

Appendix A

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end
Favourable variance against latest budget
Adverse variance against latest budget
Projected adverse outturn variance

FINANCE & DEMOCRACY COMMITTEE / CORPORATE CROSS CUTTING BUDGETS

Service Area	Detailed Description	Full Year Budget £	Budget as at Period 4 £	Actual & Commitments as at Period 4 £	Variance as at Period 4 £	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
All Council services	Employee costs including basic pay, pension, NI, and overtime, plus agency costs	1,022,639	3,499,060	3,365,631	-133,429	FAVOURABLE	RED	All Budget Holders	The budget forecast which was approved by Council in March 2022 assumes employee cost savings (including vacancy savings arising from delays in the recruitment to vacant posts) of £300,000 per annum from 2022/23 onwards. The actual spend to date shown does not include any pay award as it is yet to be agreed. The budgeted pay award assumes a 2.75% increase. This budget will be kept under review during the remainder of the financial year and may be adjusted as part of future budget right-sizing exercises and confirmation of the agreed pay award.
Utilities	Electricity	92,827	30,942	7,627	-23,315	FAVOURABLE	RED	Andrew Loynd	The current underspend is as a result of outstanding bills that have not yet been processed. It is expected that, with the increase in electricity costs, across the year the budget will be significantly overspent. Costs have significantly increased. Although expenditure should decrease over summer months this will rise over winter.
	Gas	44,800	12,933	18,835	5,902	ADVERSE	RED		
Council Assets / Building	Repairs & Maintenance	188,445	62,815	114,100	51,285	ADVERSE	RED	Darren Bell	Additional costs for planned and reactive building maintenance. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Human Resources	Training Exps - qualifications	25,000	8,333	480	-7,853	FAVOURABLE	BLUE	Alex Scrivens	Personal Development Appraisals are not yet due to be completed until 31/09/22, anticipated to be spent to budget at year end.
Communications and PR	Media Costs	15,000	5,000	0	-5,000	FAVOURABLE	BLUE		We have covered a PR summer campaign period and will be reviewing Autumn / Winter campaigns for marketing spending, anticipated to be spent to budget at year end.
Computer Services	Purchase of Computer Equipment	186,975	62,325	118,341	56,016	ADVERSE	BLUE	Ross McKelvie	The budgets shown include a healthy slippage which will be used to develop the device, virtual infrastructure and enhancement of cyber going forward, with an exploration of solutions currently underway which should see normalisation through both budgets shown after implementation.
	Computer - Development Costs	275,427	91,809	16,861	-74,948	FAVOURABLE	BLUE		
St Annes Public Offices	Legal Fees and Court Costs	0	0	6,000	6,000	ADVERSE	RED	Darren Bell	Legal fees incurred regarding the ground rent of the re-development of the Public Offices Site.
Pleasure Island/Salters Wharf	Consultants Fees	120,000	40,000	0	-40,000	FAVOURABLE	BLUE	Mark Evans	Phasing of expenditure - anticipated to be spent to budget at year end.
	LCC - Lancashire Economic Recovery Grant	-108,000	-36,000	0	36,000	ADVERSE	BLUE		The grant claim process with Lancashire County Council is currently being finalised and payment will be received next month.

REVENUE MONITORING 2022/23 - Period 4 to July 31st 2022 (Variances in excess of £5K)

Appendix A

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end

Favourable variance against latest budget

Adverse variance against latest budget

Projected adverse outturn variance

TOURISM AND LEISURE COMMITTEE

Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Sports Development	PCC - Safe Communities Project	26,750	8,917	300	-8,617	FAVOURABLE	BLUE	Ian Brookes	Phasing of expenditure - anticipated to be spent to budget at year end. Delivery of the project has been moved to after the summer holiday period
	Weight Management Activities	41,863	13,954	2,001	-11,953	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
St. Annes-Leisure (Strategic)	Crown Green Bowling	0	0	-5,200	-5,200	FAVOURABLE	GREEN	Lisa Foden	Additional unbudgeted income. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Games Site Fees	-34,112	-11,370	-37,110	-25,740	FAVOURABLE	GREEN		Additional unbudgeted income. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Lytham-Parks (Non-Strategic)	General Maintenance of Grounds	4,106	1,369	7,715	6,346	ADVERSE	RED		Essential maintenance costs incurred during 2022/23. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Parks Devlpmnt - Lytham & St Annes	Drives and Paths	18,000	6,000	0	-6,000	FAVOURABLE	BLUE		Phasing of expenditure - anticipated to be spent to budget at year end.
Management of the Arts & Heritage Assets	Support to Arts	7,206	2,402	17,763	15,361	ADVERSE	RED	Tim Dixon	Additional costs incurred for management of the arts to be funded by Arts Council England grant. The budget will be kept under review during the remainder of the financial year and adjusted as a funded budget increase.
Coast and Countryside	Consultants Fees	45,716	15,239	45,736	30,497	FAVOURABLE	BLUE	Darren Bell	Profiling of the Sand winning Environmental studies - anticipated to be spent to budget at year end.
Fylde Sand Dunes Project	Other Miscellaneous Grants	-50,173	-16,724	-22,462	-5,738	FAVOURABLE	BLUE	Geoff Willetts	Outstanding grant payment has been followed up and it has been confirmed that the payment will be made.

REVENUE MONITORING 2022/23 - Period 4 to July 31st 2022 (Variances in excess of £5K)

Appendix A

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end

Favourable variance against latest budget

Adverse variance against latest budget

Projected adverse outturn variance

OPERATIONAL MANAGEMENT COMMITTEE

Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
St Annes Square (Maintenance)	Reps & Mtce of Capital Schemes	45,000	15,000	0	-15,000	FAVOURABLE	BLUE	Darren Bell	An additional one off £25k has been built into this budget for 2022/23. This was for a rolling programme of maintenance to be managed by the Town Centre Manager. A programme of works is being developed.
Property Management Team	Miscellaneous Income	0	0	-5,525	-5,525	FAVOURABLE	GREEN		Additional unbudgeted income - Estates legal fees contribution. This will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Car Parking Fees	Car Parking Fees	-685,000	-228,333	-276,748	-48,415	FAVOURABLE	GREEN	Andrew Loynd	Due to the good weather and increased visitors it is anticipated that the annual income will be greater than expected. The budgets will be kept under review and adjusted as necessary as part of the budget right-sizing exercise to reflect this.
Off-Street Parking Enforcement	Decrim - Off-Street Pkng Fees	-40,000	-13,333	-21,388	-8,055	FAVOURABLE	GREEN		With an increase in visitors as per above the increase in parking contraventions has occurred resulting in a higher number of Penalty Charge Notices being issued. The budget will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
Stanner Bank Car Park	Ticket Issuing Machines	0	0	9,420	9,420	ADVERSE	RED	Mark Wilde	These are costs associated with operating and maintaining the barrier system out of hours. The budget will be kept under review during the remainder of the financial year.
Fleet	FMS Materials	140,670	46,890	58,331	11,441	ADVERSE	AMBER		There are a number of adverse and favourable variances in respect of vehicle costs. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Bartec - In Cab Technology	19,970	6,657	0	-6,657	FAVOURABLE	GREEN		
	Hire of Plant	13,631	4,544	11,072	6,528	ADVERSE	AMBER		
Fylde Waste Schemes	Replacement Waste Containers	75,000	25,000	57,386	32,386	ADVERSE	RED	Rebecca Riley	A report is being presented to the Operational Management Committee in September 2022.
Cemetery and Crematorium	Interments	-200,000	-66,667	-96,929	-30,262	FAVOURABLE	GREEN		There is increased demand for plots post pandemic. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.
	Cremations	-1,070,000	-356,667	-297,876	58,791	ADVERSE	AMBER	There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.	
	Memorial Income	-40,000	-13,333	-6,023	7,310	ADVERSE	AMBER	There has been a reduced demand for services from residents outside of the borough. These budgets will be kept under review during the remainder of the financial year and adjusted as necessary as part of the budget right-sizing exercise.	

REVENUE MONITORING 2022/23 - Period 4 to July 31st 2022 (Variances in excess of £5K)

Appendix A

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end

Favourable variance against latest budget

Adverse variance against latest budget

Projected adverse outturn variance

ENVIRONMENT, HEALTH & HOUSING COMMITTEE

Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Ukraine Scheme	Ukraine Sponsors 'Thank you' Payment	0	0	18,200	18,200	ADVERSE	BLUE	Edyta Paxton	Funded Budget Increase Report to be completed
	LCC Ukraine Scheme	0	0	-155,000	-155,000	FAVOURABLE	BLUE		Funded Budget Increase Report to be completed
Homelessness	B&B	71,750	23,917	53,940	30,023	ADVERSE	RED	Kirstine Riding	The homeless service continues to see high demand for temporary accommodation with limited move on opportunities. The budget is partially offset by Housing benefit income which stands at £23k. The expected outturn position will be above the full year budget of £71k.
Housing Standards	Care & Repair Service	30,000	10,000	0	-10,000	FAVOURABLE	GREEN		Handyperson and Sanctuary Service now delivered by Preston Care and Repair. Awaiting invoice for 22/23. Service out for procurement as comes out of trial. Outturn position expected to be below budget as demand for service is still being gauged.
	Enforcement Notices	0	0	-5,368	-5,368	FAVOURABLE	GREEN	HMO inspection programme underway. Number of enforcement notices served as part of the programme. As at end of Qtr 1 74 inspections had been undertaken and 42 notices served. Currently no budget set for this income. Outturn position expected to be £10k.	
Covid-19 Support	Unringfenced Covid Grant Support	241,070	80,357	13,250	-67,107	FAVOURABLE	BLUE	Tracy Manning	The Government provided un-ringfenced Covid support grant to all local authorities in 2021/22, with Fylde receiving £392k for the year and this is the remaining balance. This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
	LCC - Practical Support for Self-Isolation	0	0	-137,155	-137,155	FAVOURABLE	BLUE		It is anticipated that LCC will seek a return of this uncommitted expenditure.
Covid-19 Contain Management Outbreak (COMF)	COMF Expenditure	47,985	15,995	576	-15,419	FAVOURABLE	BLUE	Tracy Manning	This budget will be kept under review as part of the ongoing response to the Covid pandemic throughout the remainder of the current financial year.
	Consultants Fees	28,000	9,333	3,220	-6,113	FAVOURABLE	BLUE		The team are continuing to work with food hygiene inspectors and it is anticipated that this budget will be fully spent this financial year.
Covid 19 - Household Support Fund	LCC - Household Support Funding	0	0	-267,830	-267,830	FAVOURABLE	BLUE	Chris Hambly	This funding has only recently been received and there are plans to expend the money on pensioner support for CTRS recipients, with grants to the food banks and CAB to support vulnerable households.
Environmental Protection Team	LCC - Covid-19 Support Grant	0	0	-19,959	-19,959	FAVOURABLE	BLUE		Funded Budget Increase Report to be completed in due course.
Community Safety Initiatives	Community Safety Initiatives	25,041	8,347	30	-8,317	FAVOURABLE	BLUE	Phasing of expenditure - anticipated to be spent to budget at year end.	

REVENUE MONITORING 2022/23 - Period 4 to July 31st 2022 (Variances in excess of £5K)

Key

BLUE
GREEN
AMBER
RED

Variance currently showing but expected to be on target at year end

Favourable variance against latest budget

Adverse variance against latest budget

Projected adverse outturn variance

PLANNING COMMITTEE									
Service Area	Detailed Description	Full Year Budget	Budget as at Period 4	Actual & Commitments as at Period 4	Variance as at Period 4	FAV / ADV	Alert	Budget Holder	Budget Holder Comments
Development Management	Planning Application Fees	-675,000	-225,000	-187,910	37,090	ADVERSE	RED	Mark Evans	Income from application fees is dependant upon the number and nature of planning applications submitted by third parties and so is outside the direct control of the council. The situation will continue to be monitored through the MTFS.
Planning Appeals	Planning Appeal Hearing Costs	65,000	21,667	0	-21,667	FAVOURABLE	GREEN		There have been no major planning appeals submitted during the year to date and so there has been no call on this budget at the time of reporting.
Planning Enforcement	Enforcement Costs	40,000	13,333	0	-13,333	FAVOURABLE	GREEN		Court action regarding the case this funding was set aside for was suspended due to the Coronavirus pandemic in line with Government guidance. Processing of the enforcement case has recommenced, although expenditure may be delayed as the courts recover from their backlog of cases.
Planning Policy	Local Devlpmnt Framework Costs	15,000	5,000	0	-5,000	FAVOURABLE	BLUE		The council is in the process of preparing two Supplementary Planning Documents which wil require funding from this budget later in the financial year.
Development Management Team	Consultants Fees	30,000	10,000	0	-10,000	FAVOURABLE	GREEN		This funding is ring fenced following the increase income from planning application fees in 2018. The budget could be utilised dependant on the level and complexity of planning applications over the remainder of the year.
Regeneration Team	Consultants Fees	15,000	5,000	0	-5,000	FAVOURABLE	BLUE	Paula Huber	Growth Lancashire review of Kirkham Futures - phasing of expenditure - anticipated to be spent to budget at year end.