

# NOTICE OF MEETING

|                       |  |
|-----------------------|--|
| <b>Meeting:</b>       | <b>CABINET</b>   |
| <b>Date and Time:</b> | <b>WEDNESDAY, 7 APRIL 2021, AT 10.00 AM*</b>                             |
| <b>Place:</b>         | <b>MICROSOFT TEAMS - ONLINE</b>  |
| <b>Enquiries to:</b>  | <b>democratic@nfdc.gov.uk</b><br><b>Tel: 023 8028 5072 - Matt Wisdom</b> |

## **PUBLIC PARTICIPATION:**

**\* Members of the public may speak in accordance with the Council's public participation scheme:**

- (a) immediately before the meeting starts, on items within the Cabinet's terms of reference which are not on the public agenda; and/or**
  - (b) on individual items on the public agenda, when the Chairman calls that item.**
- Speeches may not exceed three minutes.**

**Anyone wishing to speak should contact the name and number shown above no later than 12.00 noon on Thursday 1 April 2021. This will allow the Council to provide public speakers with the necessary joining instructions for the Microsoft Teams Meeting.**

**Bob Jackson**  
**Chief Executive**

Appletree Court, Lyndhurst, Hampshire. SO43 7PA  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

**This Agenda is also available on audio tape, in Braille, large print and digital format**

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# AGENDA

## **Apologies**

### **1. MINUTES**

To confirm the minutes of the meeting held on 17 February 2021 as a correct record.

### **2. DECLARATIONS OF INTEREST**

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

**3. PUBLIC PARTICIPATION**

To note any issues raised during the public participation period.

**4. COVID-19 RESPONSE AND RECOVERY - REPORT FROM THE ACTING LEADER OF THE COUNCIL**

To receive a verbal report from the Acting Leader of the Council and Portfolio Holders.

**5. FREEPORTS BID**

To receive a verbal report from the Acting Leader of the Council and Portfolio Holders.

**6. STRATEGIC RISK REGISTER (Pages 5 - 8)**

**7. FINANCIAL MONITORING - 2020/21 PROVISIONAL OUTTURN (Pages 9 - 18)**

## **NEW FOREST DISTRICT COUNCIL – VIRTUAL MEETINGS**

### **Background**

This meeting is being held virtually with all participants accessing via Microsoft Teams.

A live stream will be available on YouTube to allow the press and public to view meetings in real time and can also be found at the relevant meeting page on the Council's website, with this published agenda.

### **Principles for all meetings**

The Chairman will read out Ground Rules at the start of the meeting for the benefit of all participants. All normal procedures for meetings apply as far as practicable, as the Government Regulations do not amend any of the Council's existing Standing Orders.

The Ground Rules for all virtual meetings will include, but are not limited to, the following:-

- All participants are reminded that virtual public meetings are being broadcast live on YouTube and will be available for repeated viewing. Please be mindful of your camera and microphone setup and the images and sounds that will be broadcast on public record.
- All participants are asked to mute their microphones when not speaking to reduce feedback and background noise. Please only unmute your microphone and speak when invited to do so by the Chairman.
- Councillors in attendance that have not indicated their wish to speak in advance of the meeting can make a request to speak during the meeting by using the "raise hand" feature in Microsoft Teams. Requests will be managed by the Chairman with support from Democratic Services. Please remember to "lower hand" when you have finished speaking.
- The chat facility should not be used unless raising a point of order or providing the wording for a motion.
- All participants are asked to refer to the report number and page number within the agenda and reports pack so that there is a clear understanding of what is being discussed at all times.

### **Voting**

When voting is required on a particular item, each councillor on the committee will be called to vote in turn by name, expressing their vote verbally. The outcome will be announced to the meeting. A recorded vote will not be reflected in the minutes of the meeting unless this is requested in accordance with the Council's Standing Orders.

By casting their vote, councillors do so in the acknowledgement that they were present for the duration of the item in question.

### **Technology**

If individuals experience technical issues, the meeting will continue providing that it is quorate and it is still practical to do so. The Chairman will adjourn the meeting if technical issues cause the meeting to be inquorate, the live stream technology fails, or continuing is not practical.

### **Public Participation**

Contact details to register to speak in accordance with the Council's Public Participation Procedures are on the front page of this agenda.

In order to speak at a virtual meeting, you must have the facility to join a Microsoft Teams Meeting. Joining instructions will be sent to registered speakers in advance of the meeting.

The Council will accept a written copy of a statement from registered speakers that do not wish to join a Microsoft Teams Meeting, or are unable to. **The statement will be read out at the meeting and should not exceed three minutes.** Please use the contact details on the agenda front sheet for further information.

To:

**Councillors**

Diane Andrews  
Jill Cleary  
Michael Harris  
Edward Heron (Chairman)

**Councillors**

Jeremy Heron  
Alison Hoare  
Mark Steele

CABINET – 7 APRIL 2021

PORTFOLIO: ALL

## STRATEGIC RISK REGISTER

### 1. RECOMMENDATIONS

- 1.1 The Cabinet are requested to adopt the Strategic Risk Register, noting it will be under constant review.

### 2. INTRODUCTION

- 2.1 The Council's Strategic Risk Register was reviewed following the development of the Council's new 'Community Matters Corporate Plan 2020-2024'.
- 2.2 The Coronavirus Pandemic then necessitated a review of the Council's Strategic Risk Register, proving the need for this to be a fluid document, and not just something that will be drawn up once and 'put on the shelf'.
- 2.3 The Strategic Risk Register now included within this report contains the significant risks, as identified by senior and executive council officers in consultation with the Portfolio Holders, in the Council achieving the priorities set out in the 'Community Matters Corporate Plan 2020-24'.

### 3. BACKGROUND

- 3.1 Risk management aims to identify the risks that may impact on the Council achieving its objectives. Its purpose is to evaluate, design and implement effective measures to reduce both the likelihood and potential impact of these risks occurring.
- 3.2 The Council has a statutory responsibility to have in place arrangements for managing risks under the Accounts and Audit Regulations; which require a sound system of internal control, facilitates the effective exercise of the body's functions and includes arrangements for the management of risk. As such it features strongly in the Council's Local Code of Practice for Corporate Governance and is one of the primary assurance strands in the Annual Governance Statement, which places significant reliance on a robust risk management framework.

### 4. STRATEGIC RISK REGISTER

- 4.1 The revised Strategic Risk Register (Appendix 1) captures the most significant risks to the delivery of the current Corporate Plan and the proposed actions to mitigate these risks.
- 4.2 These risks have been identified with senior and executive council officers working alongside the Portfolio Holders to ensure a joined-up approach in capturing and documenting these risks. The risks are listed within the Portfolio Holder Dashboards, now regularly shared with the relevant scrutiny panels (commenced January 2021). The mitigation offered is closely aligned to portfolio resource and service plans and, in some cases, relies on working with partners to help achieve the objectives. Other risks specific to service delivery and their mitigations are considered within individual Service Manager Dashboards.
- 4.3 Audit Committee members were given Risk Management training in which was provided by our current insurer Protector. The purpose of this training was to support members in providing feedback to the Strategic Risk Register. The Strategic Risk

Register was presented to Audit Committee on the 29 January 2021. Audit Committee noted the contents of the Strategic Risk Register with no further feedback.

- 4.4 Since the Audit Committee meeting in January 2021, a new risk has been added to the Leader and Corporate Affairs Portfolio. This demonstrates the Strategic Risk Register being a fluid document where existing risks will be monitored on a regular basis for any changes and any additional risks that need to be included.

## **5. FINANCIAL IMPLICATIONS**

- 5.1 There are none arising directly from this report, although strong risk management and a solid understanding of risk helps to support robust financial management.

## **6. CRIME & DISORDER IMPLICATIONS**

- 6.1 There are no direct crime and disorder implications arising from this report.

## **7. ENVIRONMENTAL IMPLICATIONS**

- 7.1 There are no direct environmental implications arising from this report.

## **8. EQUALITY & DIVERSITY IMPLICATIONS**

- 8.1 There are no equality and diversity implications arising from this report.

## **9. PORTFOLIO HOLDER COMMENTS**

- 9.1 It is important that the Council identifies and, where practical, mitigates risk. Portfolio Holders will work with officers to monitor the strategic risks identified within their portfolios.























### **For further information contact:**

James Clarke  
Insurance & Risk Officer  
023 8028 5002  
James.Clarke@nfdc.gov.uk





















### **Background Papers:**

None

# Strategic Risk Register 2020 - 2024 • March 2021

| Portfolio   | Risk   | Risk rating   | Actions to mitigate risk   | Residual risk rating  |
|---|--|---|--|---|
| <b>Leader and Corporate Affairs</b><br><i>Delivering a prosperous New Forest and putting our communities first</i>                                | There is a long term negative impact on the local community and economy resulting from COVID-19.                                 |    | <ul style="list-style-type: none"> <li>During the pandemic the Council has worked with partners to support the local community. The operation of the Local Resource Hub, together with the voluntary sector and local community groups has supported many of the most vulnerable in the community. The use of COVID ambassadors to help keep residents &amp; visitors safe together with the use of Applemore Health &amp; Leisure Centre as a vaccination site are examples of the additional actions that the Council has taken to support the community and negate the impact of the pandemic. The work of the Council's Revenue &amp; Benefits Service working collaboratively with the Economic Development Team has enabled over £60M to be paid out to local business in order to protect the local economy. The support for the successful Solent Freeport provides an opportunity for future jobs.</li> </ul> |    |
| <b>Planning and Infrastructure</b><br><i>Encouraging development that meets local needs and enhances the special qualities of the environment</i> | Competitors in the private sector take more of the Building Control market share   |    | <ul style="list-style-type: none"> <li>Install new Information Technology systems to enable enhanced mobile working and give officers on-site access to all Building Control. Forge links with local builders and architects and form working relationships by offering expertise and advice to enable building regulation standards are met. Continue to provide unrivalled service and charge only for the service provided to ensure value for money for the customer.</li> </ul>   |    |
|   | Changes to Government Guidance, Regulations and Legislation  |    | <ul style="list-style-type: none"> <li>None - unavoidable.</li> </ul>  |    |
| <b>Housing Services</b><br><i>Creating balanced communities and housing options that are affordable and sustainable</i>                           | Increase in homelessness   |    | <ul style="list-style-type: none"> <li>Prevention focussed service, Landlord Liaison Role and Forum, Partnerships, Housing Support Team.</li> </ul>  |    |
|   | Loss of annual Government Homeless, Rough Sleeper Initiative (RSI) and Discretionary Housing Payments (DHP) funding              |    | <ul style="list-style-type: none"> <li>Reduction in Bed and Breakfast costs, proposed restructures, reduction in Private Rented Sector (PRS) funding, lobbying to Government.</li> </ul>   |    |
|   | Loss of Housing Revenue Account (HRA) income through increase in rent arrears and void rent loss                                 |    | <ul style="list-style-type: none"> <li>New Arrears Management software procured, new arrears recovery initiatives. Void Project Team, external contractors procured to carry out works.</li> </ul>   |    |
|   | Compliance with property safety inspections (Gas, Electric, Legionella etc.)   |   | <ul style="list-style-type: none"> <li>Inspection routines planned, monitored and audited. 10 month cycles for annual inspections to build in additional time. Access escalation process.</li> </ul>   |   |
|   | Changes in the Housing Market, valuations and legislation affecting housing development programmes                               |  | <ul style="list-style-type: none"> <li>Maintain close liaison links with affordable housing providers and Homes England. Flexible approach to rent designation of properties and Shared Ownership/rent designation.</li> </ul>   |  |
| <b>Community Affairs</b><br><i>Keeping our communities safe and listening to their needs</i>  | Lack of investment in technology and/or the wrong technology results in an inability to move towards digital service delivery    |  | <ul style="list-style-type: none"> <li>Website delivery included in Information and Communication Technology work programme.</li> </ul>  |  |
|   | Inability for the council to deliver on its key priorities as set out within its Safer New Forest strategic plan                 |  | <ul style="list-style-type: none"> <li>Combined resources of the Community Safety Partnership (CSP).</li> <li>Partners sharing responsibility and collaborative working enabled ongoing delivery and actions on key priorities.</li> </ul>   |  |
|   | Lack of understanding of community needs and the ability to provide support for the needs, including with the impact of COVID-19 |  | <ul style="list-style-type: none"> <li>Community Strategy under development.</li> <li>Community COVID-19.</li> <li>Recovery Task and Finish Group recommendations.</li> <li>Community Grant.</li> </ul>  |  |

# Strategic Risk Register 2020 - 2024 • March 2021

| Portfolio   | Risk  | Risk rating   | Actions to mitigate risk   | Residual risk rating  |
|---|---|---|--|---|
| <b>Finance, Investment and Corporate Services</b><br><i>Enabling service provision and ensuring value for money for the council tax payer</i> | Lack of suitable commercial property investment opportunities in the district   |    | <ul style="list-style-type: none"> <li>Good links with local agents, responsiveness to opportunities that arise.</li> </ul>  |    |
|   | Lack of suitable residential property opportunities   |    | <ul style="list-style-type: none"> <li>Good links with local agents, responsiveness to opportunities, stronger residential property market than expected during the period of restrictions.</li> </ul>   |    |
|   | Delays in the delivery of new depot facilities  |    | <ul style="list-style-type: none"> <li>Contingent on operational needs being clarified as part of the proposed waste strategy.</li> </ul>  |    |
|   | Financial uncertainty arising from ongoing COVID-19 crisis and one year only financial settlement   |    | <ul style="list-style-type: none"> <li>Robust financial monitoring and reporting arrangements, prudent financial planning, government grants/support.</li> </ul>   |    |
| <b>Leisure and Wellbeing</b><br><i>Improving the health and wellbeing of our community</i>  | Constant threat of potential closures of Leisure Centres due to local COVID-19 restrictions   |    | <ul style="list-style-type: none"> <li>Communications with users. Maintaining membership loyalty by freezing payments.</li> </ul>  |    |
| <b>Environment and Regulatory Services</b><br><i>Working to tackle climate change and enhancing our special environment</i>                   | Coronavirus pandemic - reallocation of resources to high priority areas results in regulatory activity not being undertaken i.e. food hygiene inspections |    | <ul style="list-style-type: none"> <li>Recruiting to vacant posts in all critical areas of the service, increasing the hours of part time officers where agreed, report to Executive Management Team for additional funding to temporarily increase resources within the Service.</li> </ul> |    |
|   | Insufficient resources to provide frontline services to the same staffing levels  |    | <ul style="list-style-type: none"> <li>Completion of business cases and recruiting to vacant posts.</li> </ul>   |    |
|   | Insufficient resources and key skills within coastal team to respond to the impacts of storm damage on coastal defences                                   |    | <ul style="list-style-type: none"> <li>Consider partnership working.</li> </ul>  |    |
|   | Fluctuations in market values of Mixed Recycling and Dry Mixed Recycling  |   | <ul style="list-style-type: none"> <li>Monitoring of tonnages and market values, to ensure that income forecasts are as accurate as possible. Regular revision of forecasts throughout year.</li> </ul>  |   |
| <b>Economic Development</b><br><i>Helping local businesses to grow and prosper</i>  | COVID-19 impact on the local economy  |  | <ul style="list-style-type: none"> <li>Close liaison and working with the business partnership.</li> </ul>   |  |



CABINET – 7 APRIL 2021

PORTFOLIO: FINANCE, INVESTMENT &  
CORPORATE SERVICES / ALL

## FINANCIAL MONITORING REPORT (2020/21 PROVISIONAL OUTTURN)

### 1. RECOMMENDATIONS

1.1 It is recommended that Cabinet;

1.1.1 notes the latest budget forecasts of the General Fund (section 4), Capital (section 5) and HRA (section 6)

### 2. INTRODUCTION

2.1 Following the adoption of the Emergency Budget 2020/21 in September 2020, and subsequent Financial Monitoring Report in December 2020, this report provides an update on the General Fund, Capital and Housing Revenue Account budgets, adjusting for any budget changes now required.

### 3. BACKGROUND

3.1 The Emergency Budget approved by the Council in September retained a 2020/21 contribution to the budget equalisation reserve of £1.062m and preserved the Councils £3m General Reserve, both of which are therefore available to assist in further and future budget pressures.

3.2 Financial Monitoring is an important feature in the management of the Council's finances as it gives an opportunity to reflect on variations as against the latest set budget and reflect on the impact that these variations may have over the period covered by the Councils Medium Term Financial Plan.

### 4. GENERAL FUND REVISED PROJECTION

4.1 A General Fund budget of **£19.194m** for 2020/21 was agreed by Council in February 2020. The Emergency Budget adopted in September, which despite taking into account mitigations put in place by the Council, increased the General Fund Budget to £20.117m. The changes as reported in December resulted in an updated General Fund Budget of **£20.004m**; a reduction of £113k from the September Emergency Budget.

4.2 The updated positions with regards to Business Rate Retention, Council Tax collection and Interest Earnings will not be known until after the detailed yearend work has taken place. This report therefore focuses predominately on the variations within Services.

4.3 This report now makes allowances for the full value of the Sales, Fees and Charges Compensation expected to be received by the Authority in 2020/21. A further £1.646m of grant is therefore included in this latest forecast being the proportion of income losses funded by the government. The reported position now also reinstates the originally budgeted contribution to reserves from the Pension Deficit budget, and sets

aside £350,000 to the Local Plan Reserve.

- 4.4 The latest General Fund Net Budget projection, taking into account all other variations within Services and allowing for transfers from and to Earmarked Revenue Reserves, is a revised General Fund budget of **£20.211m**; an increase of £207,000 from the updated December budget.
- 4.5 The revised General Fund Budget 2020/21 can be seen at Appendix 1, with further details on the variations being reported included within Appendix 2.

## 5. CAPITAL EXPENDITURE (General Fund and Housing Revenue Account)

- 5.1 A Capital Programme budget of **£25.694m** for 2020/21 was agreed by Council in February 2020.
- 5.2 The programme was revised in line with the preparation of the Emergency Budget, with non-essential schemes being removed, new requirements added and rephasing from the previous year reflected, where necessary.
- 5.3 The December forecast included variations totalling -£455k and rephasing's of £2.649m resulting in an updated Capital Programme budget of **£26.110m**.
- 5.4 The latest variations now being reported are summarised below:

### Variations

- Disabled Facilities Grant (£30,000) – anticipated outturn spend is £590,000, £30,000 less than the current revised budget
- Strategic Regional Coastal Monitoring 15-21 +£244,000 – expenditure, fully funded by the EA, will be £244,000 higher than the current budget in 20/21, with a further £300,000 of fully funded expenditure forecast in 2021/22
- Vehicle and Plant Replacement Programme +£27,000 – cost increases on the purchase of vehicles during 2020/21 across the fleet have resulted in increased costs. The budget for 2021/22 will also need increasing by £41,000.
- Commercial Property Acquisitions +£400,000 – three property acquisitions have been completed during 2020/21. Total spend for the year is £3.4m.
- Residential Property Acquisitions +£350,000 – six residential acquisitions made been made during 2020/21 by Appletree Property Holdings with each property returning an income to the Council. Total spend for the year is £1.85m.
- Open Space / Transportation / Mitigation Projects +£63,000 – two new schemes (+£96,000) have been implemented in 2020/21 being Sandleheath Village Hall and Carvers and variations of £33,000 have occurred on Mitigation schemes
- HRA Strategy to Deliver more Council Owned Homes +£1m – spend in 2020/21 is forecast to be £1m in excess of the latest budget for 2020/21 (resulting in a total forecast spend of £10m).
- HRA Disabled Facilities Grants +£200k – pace has picked up on the delivery of disabled adaptations to Council Tenanted properties, and spend is now forecast for the year at £700,000.

### **Rephasings**

- Barton Drainage Test (£225,000) – the fully funded scheme will take place in 2021/22
- New Depot Facility (£80,000) – £80,000 of the £250,000 latest budget will be rephased into 2021/22
- Vehicle and Plant Replacement Programme (£626,000) – Delays in the supply chain as a result of pandemic means that vehicle purchases have suffered significant delays in 2021/22; rephasing of £626,000 is necessary.
- Open Space / Transportation / Mitigation Projects (£195,000) – Delays in projects will require rephasing of £195,000 to 2021/22

5.5 The changes as above result in an updated Capital Programme Budget of **£27.238m** (appendix 3).

## **6. HOUSING REVENUE ACCOUNT**

6.1 A break-even HRA budget for 2020/21 was agreed in February 2020, with the Revenue Account surplus of £8.473m supporting the financing of the £15.8m HRA Capital Programme. No overall budget variations have been reported yet this financial year from the original £28.2m budget.

6.2 The latest variations now being reported are summarised below:

### **Variations**

- Non Dwelling Rents +£62,000 – rent voids, mainly from garages have resulted in a shortfall in income of £62,000
- Interest Receivable +£60,000 – reductions in balances as well as a reduced base rate will result in lower interest earnings
- Variations within expenditure within the HRA total +£70,000, with additional expenditure on Reactive Maintenance being partially offset with lower spend on Cyclical Maintenance and General Management.

6.3 The changes as above (as included within Appendix 4) result in an updated Housing Revenue Account budget of £192,000 which will be taken into account when the Capital Programme Financing is finalised.

## **7. CRIME AND DISORDER / EQUALITY AND DIVERSITY/ENVIRONMENTAL IMPLICATIONS**

7.1 There are no Crime & Disorder, Equality & Diversity or Environmental implications arising directly from this report.

## **8. PORTFOLIO HOLDER COMMENTS**

8.1 Given the tumultuous year that we have been through I am very pleased with the predicted financial outturn within services, whilst noting that the final business rate and council tax positions won't be known until a little later.

8.2 Exceptional has been this year's normal across the whole of the Council and against a

backdrop of Covid-19 we have continued to deliver on a number of strategic targets including both the areas of housing provision and the development of our commercial investment.

- 8.3 To have maintained this momentum in the most challenging of years is a remarkable achievement and is a testament to the dedication and commitment of everyone involved.

**For Further Information Please Contact:**

Alan Bethune

Chief Finance Officer (S151 Officer)

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E-mail: [alan.bethune@nfdc.gov.uk](mailto:alan.bethune@nfdc.gov.uk)

| FINANCIAL MONITORING 2020/21                               |  |   |   |  |   |   |   |
|--|--|---|---|--|---|---|---|
| REVISED GENERAL FUND BUDGET 2020/21                        | Feb 20                                   | Sept 20                                   | December 20                             | April 21   |   |   |   |
|  | 2020/21<br>£'000's<br>Original<br>Budget | 2020/21<br>£'000's<br>Emergency<br>Budget | 2020/21<br>£'000's<br>Updated<br>Budget | 2020/21<br>£'000's<br>New<br>Variations<br>Expend. | 2020/21<br>£'000's<br>New<br>Variations<br>Income | 2020/21<br>£'000's<br>New<br>Variations<br>Rephasings | 2020/21<br>£'000's<br>Updated<br>Budget |
| <b>PORTFOLIO REQUIREMENTS</b>                              |  |   |   |  |   |   |   |
| Community Affairs  | 1,497                                    | 1,612                                     | 1,612                                   | -46  | -11   | -62   | 1,493                                   |
| Economic Development                                       | -11                                      | -85                                       | -85                                     | -45  | 0   | 0   | -130                                    |
| Environment and Regulatory Services                        | 9,177                                    | 9,535                                     | 9,533                                   | 32   | 64  | 0   | 9,629                                   |
| Environment - Income Support Scheme                        |  | 0   | 0                                       | 0  | -98   | 0   | -98                                     |
| Finance, Corporate Services and Improvement                | 3,863                                    | 3,708                                     | 3,379                                   | -94  | 93  | -200  | 3,178                                   |
| Finance - New Burdens Funding                              |  | -170                                      | -170                                    |  |   |   | -170                                    |
| Finance - Emergency Assistance Grant                       |  | -134                                      | -134                                    |  |   |   | -134                                    |
| Housing Services   | 1,847                                    | 2,393                                     | 2,496                                   | -75  | -38   | -8  | 2,375                                   |
| Housing Services - Accommodation Support Funding           |  | -100                                      | -438                                    |  |   |   | -438                                    |
| Leader and Corporate Affairs                               | 68                                       | 168                                       | 175                                     |  |   |   | 175                                     |
| Leisure and Wellbeing                                      | 1,403                                    | 6,361                                     | 6,239                                   | -250   | 836   | 0   | 6,825                                   |
| Leisure and Wellbeing - Income Support Scheme              |  | -2,220                                    | -2,220                                  | 0  | -1,583  | 0   | -3,803                                  |
| Leisure and Wellbeing - Furlough                           |  | -1,100                                    | -1,100                                  | 0  | 41  | 0   | -1,059                                  |
| Planning and Infrastructure                                | 1,361                                    | 2,316                                     | 2,291                                   | -216   | -44   | -75   | 1,956                                   |
| Planning and Infrastructure - Income Support Scheme        |  | -620                                      | -620                                    | 0  | 35  | 0   | -585                                    |
|  | 19,205                                   | 21,664                                    | 20,958                                  | -694   | -705  | -345  | 19,214                                  |
| Reversal of Depreciation                                   | -1,545                                   | -1,535                                    | -1,535                                  | 40   |   |   | -1,495                                  |
| Contribution (from) / to Earmarked Revenue Reserves        | -256                                     | -435                                      | 158                                     | -89  | 450   | 345   | 864                                     |
| Contribution to Revenue Reserves                           | 1,250                                    | 5   | 5                                       | 1,245  |   |   | 1,250                                   |
| <b>NET PORTFOLIO REQUIREMENTS</b>                          | <b>18,654</b>                            | <b>19,699</b>                             | <b>19,586</b>                           | <b>502</b>   | <b>-255</b>                                       | <b>0</b>  | <b>19,833</b>                           |
| Minimum Revenue Provision                                  | 1,181                                    | 1,204                                     | 1,204                                   | -40  |   |   | 1,164                                   |
| RCCO   | 375                                      | 0   | 0                                       |  |   |   | 0                                       |
| Interest Earnings (Net)                                    | -730                                     | -500                                      | -500                                    |  |   |   | -500                                    |
| New Homes Bonus  | -286                                     | -286                                      | -286                                    |  |   |   | -286                                    |
| <b>GENERAL FUND NET BUDGET REQUIREMENTS</b>                | <b>19,194</b>                            | <b>20,117</b>                             | <b>20,004</b>                           | <b>462</b>   | <b>-255</b>                                       | <b>0</b>  | <b>20,211</b>                           |
| <b>COUNCIL TAX CALCULATION</b>                             |  |   |   |  |   |   |   |
| Budget Requirement   | 19,194                                   | 20,117                                    | 20,004                                  | 462  | -255  | 0   | 20,211                                  |
| Less:  |  |   | 0                                       |  |   |   | 0                                       |
| Settlement Funding Assessment                              |  |   | 0                                       |  |   |   | 0                                       |
| Revenue Support Grant                                      | 0  | 0   | 0                                       |  |   |   | 0                                       |
| Business Rates Funding Target                              | -3,997                                   | -3,997                                    | -3,997                                  |  |   |   | -3,997                                  |
|  | -3,997                                   | -3,997                                    | -3,997                                  | 0  | 0   | 0   | -3,997                                  |
| Covid Support Funding                                      |  |   |   |  |   |   |   |
| Public Sector Funding Support - Tranche 2                  |  | -1,783                                    | -1,783                                  |  |   |   | -1,783                                  |
| Public Sector Funding Support - Tranche 3                  |  | -250                                      | -250                                    |  |   |   | -250                                    |
| Public Sector Funding Support - Tranche 4                  |  |   | -204                                    |  |   |   | -204                                    |
|  | 0  | -2,033                                    | -2,237                                  | 0  | 0   | 0   | -2,237                                  |
| Locally Retained Business Rates                            | -2,398                                   | -2,398                                    | -2,398                                  |  |   |   | -2,398                                  |
| Budget Equalisation Reserve                                | 1,062                                    | 1,062                                     | 1,379                                   | -462   | 255   |   | 1,172                                   |
| Estimated Collection Fund (Surplus)/Deficit Business Rates | -892                                     | 0   | 0                                       |  |   |   | 0                                       |
| Estimated Collection Fund (Surplus)/Deficit Council Tax    | -218                                     | 0   | 0                                       |  |   |   | 0                                       |
| Use of General Budget Reserve                              | 0  | 0   | 0                                       |  |   |   | 0                                       |
| <b>COUNCIL TAX</b>   | <b>12,751</b>                            | <b>12,751</b>                             | <b>12,751</b>                           | <b>0</b>   | <b>0</b>  | <b>0</b>  | <b>12,751</b>                           |
| <b>TAX BASE NUMBER OF PROPERTIES</b>                       | <b>71,492.90</b>                         | <b>71,492.90</b>                          | <b>71,492.90</b>                        |  |   |   | <b>71,492.90</b>                        |
| <b>COUNCIL TAX PER BAND D PROPERTY</b>                     | <b>178.36</b>                            | <b>178.36</b>                             | <b>178.36</b>                           |  |   |   | <b>178.36</b>                           |
| <b>GENERAL FUND BALANCE 31 MARCH</b>                       | <b>3,000</b>                             | <b>3,000</b>                              | <b>3,000</b>                            |  |   |   | <b>3,000</b>                            |

## FINANCIAL MONITORING 2020/21

## VARIATION ANALYSIS GENERAL FUND 2020/21

## PORTFOLIO ADJUSTMENTS

## Community Affairs

Canvassers Savings net of additional electoral services staffing costs  
 Government Grant electoral registration  
 Electoral Registration Supplies & Services  
 Community Grants rephased into 21/22

## Economic Development

Economic Development - vacancy savings

## Environment and Regulatory Services

Cemeteries - Increased maintenance spend and shortfall in income  
 Coast Protection - Shortfall in external fee income  
 Fleet (Waste/Recycling) - numerous variations, mainly Capital Financing  
 Foreshores - Additional maintenance spend  
 Keyhaven - Additional maintenance spend  
 Keyhaven - Installation of chain commenced in March (approx 15% complete) - budget in 21/22  
 Late Night Entertainment License Income Shortfall  
 Open Spaces - Additional maintenance spend  
 Taxi Licensing - shortfall in income  
 Environment and Regulatory Services - various SFC Grant income  
 AMR - Ringwood Depot Resurfacing - Rephasing

## Finance, Investment and Corporate Services

Business Rates Court costs income  
 Council Tax Court costs income  
 Council Tax Court costs expenditure  
 Benefits Admin - Additional Govt Grant  
 Revs & Bens staffing and other b unit savings  
 Corporate & Democratic Supplies & Services/Transport  
 AMR - Back up Power Supply to ATC - Rephasing  
 ICT Equipment/ Workplan - Rephasing  
 Comms - Additional expenditure  
 Appletree Court - Additional works expenditure

## Housing Services

Stillwater Park - Increased Sales Commission income  
 Stillwater Park Repairs & Mtce  
 Homelessness - lower additional expenditure than originally forecast  
 Enabling Community Led Housing (reserves funded)  
 Private Sector Stock Condition Survey (reserves funded)

## Leader and Corporate Affairs

No new variations to report

| 2020/21<br>£'000's           | Apr-20                      |                                 | 2020/21<br>£'000's |
|------------------------------|-----------------------------|---------------------------------|--------------------|
|                              | 2020/21<br>£'000's          | 2020/21<br>£'000's              |                    |
| New<br>Variations<br>Expend. | New<br>Variations<br>Income | New<br>Variations<br>Rephasings | Updated<br>Budget  |
|                              |                             |                                 |                    |
| -30                          |                             |                                 |                    |
|                              | -11                         |                                 |                    |
| -16                          |                             |                                 |                    |
|                              |                             | -62                             |                    |
| -46                          | -11                         | -62                             | -119               |
|                              |                             |                                 |                    |
| -45                          |                             |                                 |                    |
| -45                          | 0                           | 0                               | -45                |
|                              |                             |                                 |                    |
| 20                           | 20                          |                                 |                    |
|                              | 17                          |                                 |                    |
| -50                          |                             |                                 |                    |
| 12                           |                             |                                 |                    |
| 20                           |                             |                                 |                    |
|                              |                             | 15                              |                    |
|                              | 15                          |                                 |                    |
| 30                           |                             |                                 |                    |
|                              | 12                          |                                 |                    |
|                              | -98                         |                                 |                    |
|                              |                             | -15                             |                    |
| 32                           | -34                         | 0                               | -2                 |
|                              |                             |                                 |                    |
|                              | 10                          |                                 |                    |
|                              | 110                         |                                 |                    |
| -16                          |                             |                                 |                    |
|                              | -27                         |                                 |                    |
| -60                          |                             |                                 |                    |
| -50                          |                             |                                 |                    |
|                              |                             | -100                            |                    |
|                              |                             | -100                            |                    |
| 12                           |                             |                                 |                    |
| 20                           |                             |                                 |                    |
| -94                          | 93                          | -200                            | -201               |
|                              |                             |                                 |                    |
|                              | -38                         |                                 |                    |
| -14                          |                             | -8                              |                    |
| -140                         |                             |                                 |                    |
| 50                           |                             |                                 |                    |
| 29                           |                             |                                 |                    |
| -75                          | -38                         | -8                              | -121               |
|                              |                             |                                 |                    |
|                              |                             |                                 |                    |
|                              |                             |                                 | 0                  |

## FINANCIAL MONITORING 2020/21

## VARIATION ANALYSIS GENERAL FUND 2020/21

## PORTFOLIO ADJUSTMENTS

## Leisure and Wellbeing

|   |  |
|---|--|
| Dibden Golf Course - Rent income shortfall                              |  |
| Dibden Golf Course - SFC Grant income                                   |  |
| Health & Leisure Centres - Income shortfall                             |  |
| Health & Leisure Centres - SFC reimbursement                            |  |
| Health & Leisure Centres - Furlough Grant                               |  |
| Health & Leisure Centres - Employee Savings                             |  |
| Health & Leisure Centres - Utilities Savings                            |  |
| Health & Leisure Centres - Supplies & Services & Other Premises Savings |  |

## Planning and Infrastructure

|  |  |
|--|--|
| Building Control - Additional Income and Vacancy savings           |  |
| Parking - Income down Jan & Feb and March shortfall projection     |  |
| Parking - SFC Grant Income   |  |
| Parking - Maintenance - Lymington Quay scheme now 21/22            |  |
| Planning Fees - surplus income                                     |  |
| Planning Fees - no longer going to be SFC grant income             |  |
| Planning Appeals - Addit expnd re Shorefields                      |  |
| Pre-app Income - shortfall in income                               |  |
| Pre-app Income - no longer going to be SFC grant income            |  |
| Land charges - Additional income                                   |  |
| Land charges - no longer going to be SFC grant income              |  |
| Development Control & Enforcement - salary savings/CIL income loss |  |
| Planning Policy Additional Supplies & Services                     |  |
| Planning Policy Employee Savings                                   |  |
| Local Plan Expenditure from Reserves                               |  |

## TOTAL PORTFOLIO ADJUSTMENTS

## NON-PORTFOLIO ADJUSTMENTS

|  |  |
|--|--|
| Contributions from Earmarked Reserves to offset additional expenditure in services     |  |
| Contributions to Earmarked Reserves - Local Plan                                       |  |
| Contributions to Earmarked Reserves - Building Control Breakeven Reserve               |  |
| Contribution to Earmarked Reserves - Rephased Projects                                 |  |
| Reinstatement of Originally Budgeted Contribution to Reserves - Pension Deficit Budget |  |

## TOTAL NON-PORTFOLIO ADJUSTMENTS

## GRAND TOTAL ADJUSTMENTS (Credited to (-) / Debited from (+) Budget Reserves)

| 2020/21<br>£'000's           | Apr-20                      |                                 | 2020/21<br>£'000's |
|------------------------------|-----------------------------|---------------------------------|--------------------|
|                              | 2020/21<br>£'000's          | 2020/21<br>£'000's              |                    |
| New<br>Variations<br>Expend. | New<br>Variations<br>Income | New<br>Variations<br>Rephasings | Updated<br>Budget  |
|                              |                             |                                 |                    |
|                              | 116                         |                                 |                    |
|                              | -93                         |                                 |                    |
|                              | 720                         |                                 |                    |
|                              | -1490                       |                                 |                    |
|                              | 41                          |                                 |                    |
| -60                          |                             |                                 |                    |
| -70                          |                             |                                 |                    |
| -120                         |                             |                                 |                    |
| -250                         | -706                        | 0                               | -956               |
|                              |                             |                                 |                    |
| -40                          | -70                         |                                 |                    |
|                              | 260                         |                                 |                    |
|                              | -142                        |                                 |                    |
|                              |                             | -75                             |                    |
|                              | -260                        |                                 |                    |
|                              | 130                         |                                 |                    |
| 10                           |                             |                                 |                    |
|                              | 45                          |                                 |                    |
|                              | 7                           |                                 |                    |
|                              | -64                         |                                 |                    |
|                              | 40                          |                                 |                    |
| -124                         | 45                          |                                 |                    |
| 30                           |                             |                                 |                    |
| -102                         |                             |                                 |                    |
| 10                           |                             |                                 |                    |
| -216                         | -9                          | -75                             | -300               |
| -694                         | -705                        | -345                            | -1744              |
|                              |                             |                                 |                    |
| -89                          |                             |                                 |                    |
|                              | 350                         |                                 |                    |
|                              | 100                         |                                 |                    |
|                              |                             | 345                             |                    |
| 1245                         |                             |                                 |                    |
| 1156                         | 450                         | 345                             | 1951               |
| 462                          | -255                        | 0                               | 207                |

## FINANCIAL MONITORING 2020/21

## REVISED CAPITAL PROGRAMME 2020/21

| Portfolio   | Feb 20                                 | Sept 20                                   | Dec 20                                | 2020/21  |  |                                       |                   |
|---|--|---|---------------------------------------|--|--|---------------------------------------|-------------------|
|   | 2020/21<br>£'000<br>Original<br>Budget | 2020/21<br>£'000's<br>Emergency<br>Budget | 2020/21<br>£'000<br>Updated<br>Budget | 2020/21<br>£'000's<br>New<br>Variations<br>Expend. | Apr 20<br>2020/21<br>£'000's<br>New<br>Variations<br>Rephasing | 2020/21<br>£'000<br>Updated<br>Budget |                   |
| Disabled Facilities Grants                          | HSG (GF)                               | 1,200,000                                 | 1,200,000                             | 620,000  | -30,000  | 590,000                               |                   |
| Strategic Regional Coastal Monitoring (15-21)       | ENV                                    | 1,495,000                                 | 1,495,000                             | 1,495,000  | 244,000  | 1,739,000                             |                   |
| Hurst Spit  | ENV                                    |   |                                       |  |  |                                       |                   |
| Barton Drainage Test (19-21)                        | ENV                                    | 50,000                                    | 225,000                               | 225,000  | -225,000   |                                       |                   |
| Public Convenience Modernisation Programme          | ENV                                    | 300,000                                   |                                       |  |  |                                       |                   |
| Public Convenience Additional Enhancements          | ENV/LEADERS                            | 75,000                                    |                                       |  |  |                                       |                   |
| Lymington Sea Wall                                  | ENV                                    | 400,000                                   |                                       |  |  |                                       |                   |
| Emergency Works - Milford Sea Wall                  |  |   | 1,500,000                             | 1,825,000  |  | 1,825,000                             |                   |
| Emergency Works - Milford Sea Wall S151 Contingency |  |   |                                       | 300,000  |  | 300,000                               |                   |
| New Depot Site                                      | F,CS&I                                 | 3,000,000                                 | 2,000,000                             | 250,000  | -80,000  | 170,000                               |                   |
| V&P; Replacement Programme                          | F,CS&I                                 | 1,682,000                                 | 1,490,000                             | 841,000  | 27,000   | 242,000                               |                   |
| Smarter Working; Future Delivery                    | F,CS&I                                 | 500,000                                   | 500,000                               | 250,000  |  | 250,000                               |                   |
| Commercial Property Acquisitions                    | F,CS&I                                 |   | 3,000,000                             | 3,000,000  | 400,000  | 3,400,000                             |                   |
| Residential Property Acquisitions                   | F,CS&I                                 |   | 1,500,000                             | 1,500,000  | 350,000  | 1,850,000                             |                   |
| Open Space Schemes                                  | P&I                                    | 292,000                                   | 155,000                               | 155,000  | 31,000   | -130,000                              | 56,000            |
| Transport Schemes                                   | P&I                                    | 265,000                                   | 150,000                               | 150,000  | 65,000   | -43,000                               | 172,000           |
| Mitigation Schemes                                  | P&I                                    | 635,000                                   | 199,000                               | 199,000  | -33,000  | -22,000                               | 144,000           |
| <b>TOTAL GENERAL FUND CAPITAL PROGRAMME</b>         |  | <b>9,894,000</b>                          | <b>13,414,000</b>                     | <b>10,810,000</b>                                  | <b>1,054,000</b>   | <b>-1,126,000</b>                     | <b>10,738,000</b> |
| HRA - Major Repairs                                 | HRA                                    | 5,600,000                                 | 5,600,000                             | 5,600,000  |  |                                       | 5,600,000         |
| Estate Improvements                                 | HRA                                    | 200,000                                   | 200,000                               | 200,000  |  |                                       | 200,000           |
| Council Dwellings - Strategy Delivery               | HRA                                    | 9,000,000                                 | 9,000,000                             | 9,000,000  | 1,000,000  |                                       | 10,000,000        |
| Disabled Facilities Grants                          | HRA                                    | 1,000,000                                 | 1,000,000                             | 500,000  | 200,000  |                                       | 700,000           |
| <b>TOTAL HRA CAPITAL PROGRAMME</b>                  |  | <b>15,800,000</b>                         | <b>15,800,000</b>                     | <b>15,300,000</b>                                  | <b>1,200,000</b>   |                                       | <b>16,500,000</b> |
| <b>GRAND TOTAL CAPITAL PROGRAMME</b>                |  | <b>25,694,000</b>                         | <b>29,214,000</b>                     | <b>26,110,000</b>                                  | <b>2,254,000</b>   | <b>-1,126,000</b>                     | <b>27,238,000</b> |



## FINANCIAL MONITORING 2020/21

REVISED HOUSING REVENUE ACCOUNT BUDGET  
2020/21

|  | Feb 20                                 | Dec 20                                | Apr 20                                |                                       |
|--|--|---------------------------------------|---------------------------------------|---------------------------------------|
|  | 2020/21<br>£'000<br>Original<br>Budget | 2020/21<br>£'000<br>Updated<br>Budget | 2020/21<br>£'000<br>New<br>Variations | 2020/21<br>£'000<br>Updated<br>Budget |
| <b>INCOME</b>  |  |                                       |                                       |                                       |
| Dwelling Rents   | -26,354                                | -26,354                               |                                       | -26,354                               |
| Non Dwelling Rents   | -786                                   | -786                                  | 62                                    | -724                                  |
| Charges for Services & Facilities                            | -660                                   | -660                                  |                                       | -660                                  |
| Contributions towards Expenditure                            | -64                                    | -64                                   |                                       | -64                                   |
| Interest Receivable  | -78                                    | -78                                   | 60                                    | -18                                   |
| Sales Administration Recharge                                | -32                                    | -32                                   |                                       | -32                                   |
| Shared Amenities Contribution                                | -225                                   | -225                                  |                                       | -225                                  |
| <b>TOTAL INCOME</b>  | <b>-28,199</b>                         | <b>-28,199</b>                        | <b>122</b>                            | <b>-28,077</b>                        |
| <b>EXPENDITURE</b>   |  |                                       |                                       |                                       |
| Repairs & Maintenance  |  |                                       |                                       |                                       |
| Cyclical Maintenance   | 1,337                                  | 1,337                                 | -80                                   | 1,257                                 |
| Reactive Maintenance   | 3,356                                  | 3,356                                 | 254                                   | 3,610                                 |
| <b>Supervision &amp; Management</b>                          |  |                                       |                                       |                                       |
| General Management   | 5,095                                  | 5,095                                 | -104                                  | 4,991                                 |
| Special Services   | 1,222                                  | 1,222                                 |                                       | 1,222                                 |
| Homeless Assistance  | 64                                     | 64                                    |                                       | 64                                    |
| <b>Rents, Rates, Taxes and Other Charges</b>                 | <b>54</b>                              | <b>54</b>                             |                                       | <b>54</b>                             |
| <b>Provision for Bad Debt</b>                                | <b>150</b>                             | <b>150</b>                            |                                       | <b>150</b>                            |
| <b>Capital Financing Costs - Settlement Adjustment</b>       | <b>8,376</b>                           | <b>8,376</b>                          |                                       | <b>8,376</b>                          |
| <b>MRP</b>   | <b>72</b>                              | <b>72</b>                             |                                       | <b>72</b>                             |
| <b>Capital Financing Costs - New Borrowing</b>               |  |                                       |                                       |                                       |
| <b>TOTAL EXPENDITURE</b>                                     | <b>19,726</b>                          | <b>19,726</b>                         | <b>70</b>                             | <b>19,796</b>                         |
| <b>HRA OPERATING SURPLUS(-)</b>                              | <b>-8,473</b>                          | <b>-8,473</b>                         | <b>192</b>                            | <b>-8,281</b>                         |
| <b>Contribution to Capital - supporting Housing Strategy</b> | <b>8,473</b>                           | <b>8,473</b>                          |                                       | <b>8,473</b>                          |
| <b>Transfer to Acquisitions/Development reserve</b>          | <b>0</b>                               | <b>0</b>                              | <b>192</b>                            | <b>192</b>                            |

