

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **27 September 2016**

Report of: **Head of Environmental Health**

Subject: **ACTUAL REVENUE EXPENDITURE 2015/16**

SUMMARY

This report sets out for the information of Members details of the actual revenue expenditure for 2015/16 in respect of the services for which this Committee is responsible.

RECOMMENDATION

The Committee is asked to note the report.

INTRODUCTION

1. The final accounts for the financial year 2015/16 for this Committee show that the actual expenditure of £387,712 represented a saving of £173,988 compared with the revised budget of £561,700 that was agreed by this Committee on 17 November 2015. The actual totals of gross expenditure and income are set out in the table below:

	Revised Budget 2015/16	Actual 2015/16	Variance
	£	£	£
Employee Related Expenditure	208,200	231,918	23,718
Premises Related Expenditure	15,000	8,521	-6,479
Transport Related Expenditure	1,100	1,480	380
Supplies and Services	274,300	136,592	-137,708
Third Party Payments	287,900	298,577	10,677
Internal Support	57,700	59,109	1,409
GROSS EXPENDITURE	844,200	736,197	-108,003
Government Grants	-110,000	-136,201	-26,201
Sales	-1,800	-1,707	93
Fees and Charges	-170,700	-210,577	-39,877
GROSS INCOME	-282,500	-348,485	-65,985
NET EXPENDITURE	561,700	387,712	-173,988

2. The main variations reflect increased spending of £23,718 on employees and £10,677 on third party payments; and savings of £137,708 on supplies and services. Additional income of £65,985 was generated through fees and charges, and Grants and Reimbursements.
3. The increase in employee costs and contract payments are largely as a result of severance payments in Election Services and the Environmental Health Partnership, which have been partly offset by other vacancy savings.
4. The decrease in supplies and services costs are due to savings against election fees during 2015/16.
5. The actual revenue expenditure for the year analysed over the main service headings is shown in the following table:

	Revised Budget 2015/16	Actual 2015/16	Variance
	£	£	£
Hackney Carriage Licences	5,300	-9,017	-14,317
Licensing	-10,700	-19,023	-8,323
Health and Safety	154,200	154,241	41
Election Services	412,900	261,511	-151,389
	561,700	387,712	-173,988

6. A detailed breakdown of the actual cost of the individual services is shown in Appendix A. The main variations from the approved budgets are examined in the following paragraphs.

HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES

7. This service saw additional income of £14,317 for the financial year. The main variations were increases of £3,422 in supplies and services, mainly due to Disclosure and Barring Service (DBS), and £6,616 in third party payments. There was also an increase in income of £24,487 largely as a result of Driver's Licences now being renewable on either a 3 yearly or annual basis.
8. Although this heading shows a small surplus of income over expenditure it does not reflect the cost of providing member support to this committee. This cost is shown in the Executive's Policy and Resources Portfolio which had a cost for the whole council of £817,496 for 2015/16.

LICENSING

9. This service saw additional income of £8,323 for the financial year. The main variation was increased income of £10,711 during the year mainly from licences for gambling, temporary events and animal boarding.

HEALTH AND SAFETY ENFORCEMENT

10. This area was on budget for 2015/16.

ELECTION SERVICES

11. The saving of over £151,000 reflects lower than anticipated expenditure for conducting elections of £121,500 and nearly £30,000 lower than the budget for register of electors.
12. There was only a General Election conducted during the financial year, plus also the residual funds were reimbursed for the European Election from the previous year. The main saving was in the Supplies and Services area where the overall spend was just over £115,000 below budget, and in particular the election fees and expenses account which was £111,000 underspent.
13. The £30,000 savings relating to the register of electors consists of additional income of nearly £26,000 relating to IER, which has been added to the Executive carry forward list to be spent during 2016/17 on the elections service.

RISK ASSESSMENT

14. There are no significant risk considerations in relation to this report.

CONCLUSION

15. The cost of the services provided by this Committee was £173,988 less than anticipated when the revised budgets were prepared and the reasons for this are set out in this report.

APPENDIX A - Actual Cost of Individual Services 2015/16

Background Papers:

None.

Reference Papers:

Report of the Director of Finance and Resources, and the Director of Regulatory and Democratic Services to this Committee on 17 November 2015 - Spending Plans 2015/16.

Enquiries:

For further information on this report please contact Kate Busby (Ext 4685).

APPENDIX A

<u>HACKNEY CARRIAGE LICENCES</u>	Revised Budget 2015/16	Actual 2015/16	Variance
	£	£	£
Supplies and Services	7,000	10,422	3,422
Third Party Payments	81,700	88,316	6,616
Internal Support	1,600	1,732	132
GROSS EXPENDITURE	90,300	100,470	10,170
Sales	-300	-37	263
Fees and Charges	-84,700	-109,450	-24,750
GROSS INCOME	-85,000	-109,487	-24,487
NET EXPENDITURE	5,300	-9,017	-14,317

<u>LICENSING</u>	Revised Budget 2015/16	Actual 2015/16	Variance
	£	£	£
Employee Related Expenditure	5,300	5,680	380
Third Party Payments	68,100	70,031	1,931
Internal Support	1,900	1,977	77
GROSS EXPENDITURE	75,300	77,688	2,388
Fees and Charges	-86,000	-96,711	-10,711
GROSS INCOME	-86,000	-96,711	-10,711
NET EXPENDITURE	-10,700	-19,023	-8,323

<u>HEALTH & SAFETY</u>	Revised Budget 2015/16	Actual 2015/16	Variance
	£	£	£
Employee Related Expenditure	3,800	4,915	1,115
Supplies and Services	12,000	12,563	563
Third Party Payments	138,100	136,498	-1,602
Internal Support	300	325	25
GROSS EXPENDITURE	154,200	154,301	101
Fees and Charges	0	-60	-60
GROSS INCOME	0	-60	-60
NET EXPENDITURE	154,200	154,241	41

<u>ELECTION SERVICES</u>	Revised Budget 2015/16	Actual 2015/16	Variance
	£	£	£

Employee Related Expenditure	199,100	221,323	22,223
Premises Related Expenditure	15,000	8,521	-6,479
Transport Related Expenditure	1,100	1,480	380
Supplies and Services	255,300	113,607	-141,693
Third Party Payments	0	3,732	3,732
Internal Support	53,900	55,075	1,175
GROSS EXPENDITURE	524,400	403,738	-120,662
Government Grants	-110,000	-136,201	-26,201
Sales	-1,500	-1,670	-170
Fees and Charges	0	-4,356	-4,356
GROSS INCOME	-111,500	-142,227	-30,727
NET EXPENDITURE	412,900	261,511	-151,389
LICENSING AND REGULATORY AFFAIRS NET EXPENDITURE	561,700	387,712	-173,988