

Carry Forward Budgets requested for 2016/17

| DESCRIPTION OF REASON FOR CARRY FORWARD | WORKING BUDGET 2015/16 | NEW REQUESTS FOR CARRY FORWARDS at Month 8 | New Requests for Carryforwards at 3rd Qtr | New Requests for Carryforwards at Closure | TOTAL CARRY FORWARD AMOUNT | PROJECT ESTIMATED COMPLETION DATE | EXPLANATION OF OVERSPEND/ UNDERSPEND/ DELAY IN PROJECT COMPLETION |
|------------------------------------------------|------------------------|--------------------------------------------|-------------------------------------------|-------------------------------------------|----------------------------|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Chief Executive | | | | | | | |
| Strategic Priorities Funding | 39,000 | 0 | 0 | 39,000 | 39,000 | March-17 | £61K of investment bids have been requested and approved from the Strategic Priorities fund. The remaining £39k is requested to be carried forward. £4k has been committed to upgrading the financial system and the remaining £35k will be used to part fund the 2016/17 SPF allocation. |
| Vacancy Control | 21,300 | 0 | 0 | 21,300 | 21,300 | March-17 | The vacancy control savings target has been overachieved in 2015/16. This is due to a number of senior posts being vacant for part of the year, for example in Planning and Finance. A carry forward is requested, which will be transferred to the Strategic Priorities Fund in 2016/17. |
| Customer Services Directorate | | | | | | | |
| Refuse Service | | | | | | | |
| Waste Minimisation | 55,200 | 0 | 0 | 32,000 | 32,000 | March-17 | £32k of the AFM funded Waste Minimisation budget was due to be spent on Waste Management software in 2015/16. Initial meetings took place with the developer, however due to other priorities, implementation has been delayed and installation of the programme is planned for the new financial year and a carry forward of the earmarked amount is requested. |
| On Street Parking | | | | | | | |
| Parking Lines & Signs / Plates | 62,800 | 0 | 52,500 | (1,800) | 50,700 | March-17 | An internal secondment was agreed for 6-8 months with responsibility for commissioning the works that the lines and signs audit highlighted last year. Funding of this post is now permanent and for 2016/17 will be funded from the lines and signs budget. £52,500 will be needed to be carried forward in 2016/17 to pay for this post and the continued implementation of works. |
| North Hertfordshire Museum & Hitchin Town Hall | 67,000 | 0 | 0 | 15,000 | 15,000 | March-17 | When the budget allocation was agreed by Council it was anticipated that Hitchin Town Hall would be fully operational in January 2016. As a result of delays in fully opening the building, expenditure on staffing, energy, marketing, events and the operation of the café and kitchen have been minimal. £15,000 of the budget is requested to cover marketing and publicity of the Town Hall in 2016/17. |
| Finance, Policy and Governance | | | | | | | |
| Revenues and Benefits | | | | | | | |
| Direct Employee Expenditure | 1,060,040 | 40,100 | 0 | 0 | 40,100 | March-17 | Carry forward of budget for £40,100 to fund two temporary Revenue Administrator posts. The temporary posts were approved at Corporate Board and will be in place from January 2016 to March 2017, they will be funded from the saving on the Shared Anti Fraud Service budget. |

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| E Billing Software | 24,700 | 0 | 5,000 | 0 | 5,000 | March-17 | E billing cannot move forward until the outcome of the mail project is decided. Outbound mail options are still being explored, and will not be implemented this financial year, so request for carry forward in 2016/17. |
| MSU | | | | | | | |
| Document Imaging | 130,200 | 0 | 0 | 49,300 | 49,300 | March-17 | Allocations have been awarded from the Strategic Priorities budget for legal Scanning of title deeds and a general back scanning project linked in with the office accommodation budget. The two projects are still to be completed so a carry forward is requested of £28k for the back scanning project and £21k for legal scanning. |
| Active Communities | | | | | | | |
| Get Active Project | 80,200 | 0 | 0 | 29,700 | 29,700 | June-16 | The 'Get Active North Herts' programme is a 3 year programme funded by Sport England. The project runs from January 2016-2019 however Sport England pay in two instalments every year of exactly 50% of the annual budget. Payments are made in January and June and therefore do not necessarily reflect the spending profile for the year. The variance needs to be carried over as it external grant funded income that is being spent in the 2nd Sport England quarter Apr-Jun 16. |
| Property services | | | | | | | |
| Furniture purchase | 20,000 | 0 | 0 | 14,500 | 14,500 | September-17 | Equipment Purchase budget that is required for the decant to Town Lodge in September 2016 is requested to be carried forward, due to the delay in the Office Accommodation project. |
| Area Committees | | | | | | | |
| Area Committee Grants unspent | 245,800 | 114,100 | 0 | (21,400) | 92,700 | March-17 | A large number of grant applications were received in January and March meetings. The majority of the grants awarded were released however a number of these were on hold and will be released in the new year subject to the terms and conditions being met. |
| Planning Housing and Enterprise Directorate | | | | | | | |
| Building Control | | | | | | | |
| Consultants | 48,500 | 0 | 0 | 9,500 | 9,500 | March-17 | There have been various payments throughout the year to help contribute to the Building Control Company set up costs. The total amount paid is less than projected due to a delay in the IT Procurement, so a carry forward of £9,500 is requested. The investment of £40k that has been requested for 2016/17 may be lower than what is necessary as an anticipated £100k of Government Transformation Funding is no longer available. So the carry forward will help with any additional funding that is needed. However, the investment will be treated as a loan and any funding will be paid back. |
| Planning Control | | | | | | | |
| Legal Fees | 23,000 | 0 | 23,000 | 0 | 23,000 | September-16 | Carry forward of legal fees as a known Public Inquiry is due to be heard in June 2016. |
| Planning Projects and LDF | | | | | | | |

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| Consultants for extending boundary of Chilterns Area | 20,000 | 20,000 | 0 | 0 | 20,000 | March-17 | Budget for extending the Chiltern Area of Natural Beauty will need to be carried forward again to 2016/17. The decision on whether this work takes place is with Natural England, the application has been submitted by the Chilterns Conservation Board on behalf of NHDC and the Board is waiting to hear their decision on whether the application has been successful. Officers will continue to track progress and engage positively with the Chilterns Conservation Board and Natural England on how this proposal is progressed. No timeline has been given by Natural England when they will process the application. Should the application be successful then work on extending the boundary will commence. |
| Economic Development Officer | 40,800 | 30,800 | 10,000 | 0 | 40,800 | March-17 | Carry forward requested for Economic Development Officer budget. The Economic Development strategy has now been approved, and a recruitment process was set to take place in March. The recruitment process will happen in 2016/17 |
| Community Infrastructure Levy | 27,000 | 27,000 | 0 | 0 | 27,000 | March-17 | The CIL will follow the production of the Local Plan and the time scale has been amended in accordance with the revised Local Development Scheme which has been agreed by full council. |
| Churchgate - legal fees | 55,000 | 30,000 | 0 | 22,500 | 52,500 | March-17 | £70k budget for Churchgate legal fees and valuation was approved at full council. Officers are aware of the likelihood that a further proposal will be made in 2016/17 and it is therefore prudent to carry forward the remaining budget at the present time. |
| Highways | | | | | | | |
| Grounds Maintenance | 253,900 | 0 | 27,700 | (1,600) | 26,100 | March-17 | Carry forward request for HCC Grounds Maintenance Contract. Income is received from HCC for repairs to highway verges that is still to be committed. This is an ongoing process as work is identified and as such enables officers to address concerns raised by residents. |
| Private Sector Housing | | | | | | | |
| Hometrack | 10,500 | 0 | 10,500 | 0 | 10,500 | March-17 | Request to carry this budget forward to 2016/17. This budget will be used to provide information and analysis on the local housing market and this would be more effective following the implementation of the Housing and Planning Act. |
| Careline | | | | | | | |
| Advertising | 32,500 | 0 | 0 | 18,800 | 18,800 | March-17 | Marketing activities for various unexpected projects have taken priority this year. Request to carry forward funds as the planned marketing activities that were due to take place in 2015/16 will now take place in 2016/17. |
| Staff restructure | 42,300 | 0 | 0 | 42,300 | 42,300 | July-17 | Funding was approved in 2015/16 for restructure but due to length of consultation and job evaluation process, spend will not occur until 2016/17. Request to carry funds forward. |
| TOTAL | 2,299,440 | 262,000 | 128,700 | 269,100 | 659,800 | | |