

**HOUSING**  
**GENERAL FUND SUMMARY**

	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation £	%
Hostel Accommodation	(55,700)	(22,856)	32,844	(59.0)
Plowmans Court Hostel	4,600	0	(4,600)	(100.0)
Hostel Management	39,700	29,042	(10,658)	(26.8)
Housing Benefits & Welfare	178,450	0	(178,450)	(100.0)
Rent Allowances	203,950	0	(203,950)	(100.0)
Homelessness GF	208,400	126,970	(81,430)	(39.1)
Housing Strategy	87,300	17,594	(69,706)	(79.8)
Registered Social Landlords	3,200	15,338	12,138	379.3
Housing Advice	7,800	68,095	60,295	773.0
Miscellaneous Housing	500	(3,015)	(3,515)	(703.1)
<b>Total Housing</b>	<b>678,200</b>	<b>231,169</b>	<b>(447,031)</b>	<b>(65.9)</b>

**VARIATIONS BETWEEN ACTUAL AND ESTIMATED INCOME  
AND EXPENDITURE 2017/18**

**GENERAL FUND HOUSING**

Cost Centre	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation	
			£	%
<b><u>Hostel Accommodation</u></b>				
<u>Electricity/Gas/Water Charges</u>	16,600	9,088	(7,512)	(45.3)
Hostel occupancy was less than anticipated which resulted in lower utility charges				
<u>Repairs and Maintenance/Materials</u>	11,700	6,711	(4,989)	(42.6)
Hostel occupancy was less than anticipated which resulted in reduced day to day repairs and maintenance charges				
<u>Income</u>	(89,000)	(47,599)	41,401	(46.5)
The lower than anticipated hostel occupancy levels meant that rent received was below expectations				
<b><u>Housing Benefits/Rent Allowances</u></b>				
<u>Net Cost of Administering Rent Rebates / Rent Allowances</u>	357,400	0	(357,400)	(100.0)
This variance is a result of changes to the mechanism of internal recharges. It does not reflect any change in activity or expenditure and will be matched with a corresponding overspend in the Resources corporate priority.				
<b><u>Homelessness (GF)</u></b>				
<u>B&amp;B Invoices</u>	33,500	23,381	(10,119)	(30.2)
The use of bed and breakfast facilities to accommodate the homeless has been less than anticipated in 2017/18				

**GENERAL FUND HOUSING**

Cost Centre	Revised Estimate	Actual	Variation	
	2017/18 £	2017/18 £	£	%
<b><u>Homelessness (GF) (cont'd)</u></b>				
<u>Grant Income</u>  Homelessness grant income is now amalgamated into the main Revenue Support Grant. It is no longer recognised separately within the revenue budget. However additional grant for prevention of homelessness was received in the year	(86,350)	(100,939)	(14,589)	16.9
<b><u>Housing Strategy</u></b>				
<u>Consultants</u>  The Housing Committee on 19 July 2016 approved that this sum be allocated for work to set up a Housing Delivery Company. This work did not progress as intended. Housing Committee agreed on 14 March 2018 to use this budget to produce a draft house building delivery plan. The Finance and Resources Committee will be asked on 12 July 2018 to carry this budget forward into 2018/19 to enable the work to be undertaken.	50,000	0	(50,000)	(100.0)
<b><u>Lifeline and Miscellaneous Housing</u></b>				
<u>Systems Service Maintenance</u>  A review of internal charges has resulted in the cost of servicing being charged to Retirement Living	19,600	11,121	(8,479)	(43.3)
<u>Equipment</u> This budget allows for purchase of additional pendants and neck cords. The cost is demand led and fewer purchases were made in 2017/18 than anticipated	30,000	15,672	(14,328)	(47.8)
<u>Grounds Maintenance Charge</u> A review of the work carried out by the grounds maintenance team has resulted in more accurate charging and led to this underspend	15,000	0	(15,000)	(100.0)

**GENERAL FUND HOUSING**

Cost Centre	Revised Estimate	Actual	Variation	
	2017/18 £	2017/18 £	£	%
<b><u>Central Support Recharges</u></b>				
Hostel Accommodation	41,300	29,923	(11,377)	(27.5)
Housing Benefits/Rent Allowances	25,000	0	(25,000)	(100.0)
Homelessness (GF)	236,000	178,117	(57,883)	(24.5)
Housing Strategy	37,300	17,594	(19,706)	(52.8)
Housing Advice	7,800	68,095	60,295	773.0
Registered Social Landlords	3,200	15,338	12,138	379.3
Lifeline and Miscellaneous Housing	91,700	135,260	43,560	47.5
<p>Central Support Recharges represents the cost of employees directly providing the service (including overheads) who are recharged from the directorate budget plus the cost of support departments. Variances represent the difference between budgeted and actual time worked and differences in directorate expenditure totals.</p>				

### HOUSING REVENUE ACCOUNT SUMMARY

	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation £	%
<b><u>HOUSING REVENUE ACCOUNT</u></b>				
<u>Expenditure</u>				
Capital Charges:				
Depreciation	3,476,300	3,863,517	387,217	11.1
Repairs Expenditure	3,401,200	3,446,302	45,102	1.3
Management Expenditure:				
General	2,337,465	2,009,030	(328,435)	(14.1)
Special	1,605,300	2,420,656	815,356	50.8
Contingency	30,000	0	(30,000)	(100.0)
Other Charges	33,000	256,826	223,826	678.3
	<b>10,883,265</b>	<b>11,996,331</b>	<b>1,113,066</b>	<b>10.2</b>
<u>Income</u>				
Dwelling Rents	(15,362,900)	(15,321,289)	41,611	(0.3)
Non Dwelling Rents	(290,700)	(264,025)	26,675	(9.2)
Charges to Leaseholders for Services	(50,000)	(61,153)	(11,153)	22.3
Heating Charges	(800)	(834)	(34)	4.3
Other Charges for Services and Facilities	(25,000)	(115,062)	(90,062)	360.2
Management Charge - DWP	(390,850)	(390,850)	0	0.0
Management Charge – Subsidy from General Fund	(9,200)	0	9,200	(100.0)
Management Charge – Fees & Charges	(229,550)	(255,602)	(26,052)	11.3
	<b>(16,359,000)</b>	<b>(16,408,815)</b>	<b>(49,815)</b>	<b>0.3</b>
<b>Net Cost of Services</b>	<b>(5,475,735)</b>	<b>(4,412,484)</b>	<b>1,063,251</b>	<b>(19.4)</b>
Loan Charges	2,554,300	2,350,431	(203,869)	(8.0)
Interest Receivable	(40,050)	(78,778)	(38,728)	96.7
<b>Net Operating Expenditure</b>	<b>(2,961,485)</b>	<b>(2,140,831)</b>	<b>820,654</b>	<b>(27.7)</b>
Revenue Contribution to Capital	1,289,900	753,196	(536,704)	(41.6)
<b>Overall Deficit/(Surplus) in year</b>	<b>(1,671,585)</b>	<b>(1,387,635)</b>	<b>283,950</b>	<b>(17.0)</b>
Working Balance Brought Forward	(2,474,794)	(2,474,794)	0	0.0
Working Balance Carried Forward	<b>(4,146,379)</b>	<b>(3,862,429)</b>	<b>283,950</b>	<b>(6.8)</b>

**VARIATIONS BETWEEN ACTUAL AND ESTIMATED INCOME  
AND EXPENDITURE 2017/18**

**HOUSING REVENUE ACCOUNT**

Cost Centre	Revised Estimate 2017/18	Actual 2017/18	Variation	
	£	£	£	%
<b><u>Directorate of Housing</u></b>				
<u>Salaries</u> An internal review of staff duties has resulted in Sheltered Housing staff now being allocated to Housing Management - Special Expenses	2,155,865	2,107,041	(48,824)	(2.3)
<u>Postages</u> Postage costs for all of the housing services are now charged to this account	10,800	19,481	8,681	80.4
<u>Insurance</u> A review of the charging methodology for insurance premiums has resulted in a more appropriate allocation of costs.	227,100	186,735	(40,365)	(17.8)
<b><u>Housing Management - General</u></b>				
<u>Audit Fees</u> The audit fee for HRA has been included within the Corporate and Democratic Core charge for 2017/18	8,900	0	(8,900)	(100.0)
<u>Choice Based Lettings</u> The budgets for choice based lettings service were previously split over various other housing service areas. The costs have now been brought together and the budget will reflect this in 2018/19	10,000	(22,800)	(32,800)	(328.0)
<u>Subscriptions</u> Membership of benchmarking and performance clubs and forums has increased	10,000	15,900	5,900	59.0
<u>Tenant Participation</u> Expenditure has remained in line with previous years	19,100	9,895	(9,205)	(48.2)

## HOUSING REVENUE ACCOUNT

Cost Centre	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation	
			£	%
<b><u>Housing Management - General (cont'd)</u></b>				
<u>Capital Charges</u> The replacement of Repairs vehicles has resulted in an increase in the depreciation charge	16,100	36,367	20,267	125.9
<b><u>Housing Management - Special Expenses</u></b>				
<u>Salaries</u> An internal review of staff duties has resulted in some Retirement Living staff now being allocated to Housing Management - Special Expenses. This, together with an additional post within Tenancy services, has resulted in an overspend	164,900	276,256	111,356	67.5
<u>Access Lighting to Flats</u> Repair and maintenance costs of flat lighting systems has been less than anticipated	54,000	47,403	(6,597)	(12.2)
<u>Repairs and Maintenance and Cleaning</u> Contractors have been providing additional cleaning services to Retirement Living properties	170,100	184,677	14,577	8.6
<u>Grounds Maintenance Charge</u> A review of the work carried out by the grounds maintenance team has resulted in a more appropriate charge to this area	377,450	500,857	123,407	32.7
<u>System Service Maintenance</u> A review of internal charges has resulted some servicing costs being charged to Retirement Living.	78,700	68,896	(9,804)	(12.5)
<u>Fuel and Light</u> Heating and lighting costs in communal areas have been greater than anticipated	129,300	139,404	10,104	7.8

## HOUSING REVENUE ACCOUNT

Cost Centre	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation	
			£	%
<b><u>Housing Management - Special Expenses (cont'd)</u></b>				
<u>Water and Sewerage</u> Water usage has been significantly less than anticipated	26,000	17,594	(8,406)	(32.3)
<u>Equipment Tools and Materials</u> General Retirement Living repair and maintenance has been less than anticipated	45,150	30,268	(14,882)	(33.0)
<u>Older Persons Week</u> The costs of the planned week's activities were significantly less than expected	9,000	1,338	(7,662)	(85.1)
<u>Telephone/Mobile costs</u> Additional telephony charges were incurred during the year	32,000	44,065	12,065	37.7
<u>Consultancy Fees</u> The Finance and Resources Committee agreed on 12 October 2017 to allocate £20,000 from HRA reserves to fund an options study for the future of the Retirement Living service. This was in progress at 31 March 2018 and the Finance and Resources Committee will be asked on 12 July 2018 to approve the carry forward of £9,800 into 2018/19 to meet costs in the new year	20,000	10,174	(9,826)	(49.1)
<u>Depreciation</u> The depreciation charge for 2017/18 exceeded the budget following upward revaluation of the housing stock at 31 March 2017 arising from the change in the Social Housing Factor from 34% to 42%.	3,476,300	3,863,517	387,217	11.1
<u>Loan Charges</u> A statutory amendment to the calculation of the loan charge to the HRA has resulted in the charge being lower than anticipated	2,554,300	2,350,431	(203,869)	(8.0)



## HOUSING REVENUE ACCOUNT

Cost Centre	Revised Estimate	Actual	Variation	
	2017/18 £	2017/18 £	£	%
<b><u>Housing Management - Special Expenses (cont'd)</u></b>				
<u>Interest on HRA Balance</u> A higher than anticipated HRA balance during the year resulted in additional interest being earned.	(40,050)	(78,778)	(38,728)	96.7
<u>Revenue Contribution to Capital</u> Lower than expected expenditure on the HRA capital programme in 2017/18 meant that a reduced revenue contribution was required to finance the 2017/18 HRA capital expenditure. The Finance and Resources Committee will be asked on 12 July 2018 to carry forward £172,050 into 2018/19 to meet the cost of work in the 2017/18 capital programme that will now be undertaken in 2018/19.	1,289,900	753,196	(536,704)	(41.6)
<b><u>Housing Repairs</u></b>				
<u>Salaries</u> A higher than anticipated number of vacancies during 2017/18 has resulted in this budget underspend.	907,100	865,901	(41,199)	(4.5)
<u>Subcontractors</u> Subcontractor costs in 2017/18 were higher than budgeted but were partially offset by the salaries underspends as shown above.	1,157,800	1,233,349	75,549	6.5
<u>Internal Redecoration Scheme</u> There was a lower take up in 2017/18 of redecoration vouchers than anticipated	15,100	5,027	(10,073)	(66.7)
<u>Compensation</u> There have been a high number of claims in respect of disrepair during the year	0	17,909	17,909	
<u>Vandalism - Housing repairs</u> There has been a reduction in vandalism at council properties compared with previous years	30,000	15,811	(14,189)	(47.3)

## HOUSING REVENUE ACCOUNT

Cost Centre	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation	
			£	%
<b><u>Housing Repairs (cont'd)</u></b>				
<b><u>Bad Debt Provision and Write Off</u></b> A substantial number of repairs invoices deemed unrecoverable, dating back over a number of years, were written off in 2017/18	21,800	103,420	81,620	374.4
<b><u>Retirement Living Safety Improvements</u></b> This budget has been split in 2018/19 to better reflect the scheme improvements and communal facility enhancements which are charged here. The 2018/19 budget has been reduced to reflect this underspend	231,000	168,843	(62,157)	(26.9)
<b><u>Charges to Leaseholders</u></b>				
<b><u>Management and Insurance</u></b> Changes in the apportionment method for Central Support Recharges and review of insurance premium charge to reflect insurance requirements more accurately have increased the charge to leaseholders for these services	(30,100)	(46,053)	(15,953)	53.0
<b><u>Other Charges for Services and Facilities</u></b>				
<b><u>Housing Relets</u></b> Invoices were raised to tenants to recover costs incurred following breach of tenancy	0	(10,200)	(10,200)	
<b><u>Other Income</u></b> This relates to the recovery of additional costs incurred in the external painting of leasehold flats	(4,700)	(17,294)	(12,594)	268.0

### HOUSING REVENUE ACCOUNT

Cost Centre	Revised Estimate 2017/18 £	Actual 2017/18 £	Variation	
			£	%
<b><u>Central Support Recharges</u></b>				
Directorate of Housing	491,200	400,980	(90,220)	(18.4)
Housing Management - General	1,896,860	1,859,895	(36,965)	(1.9)
Housing Management - Special Expenses	237,100	825,572	588,472	248.2
Housing Repairs	721,400	740,463	19,063	2.6
<p>Central Support Recharges represents the cost of employees directly providing the service (including overheads) who are recharged from the directorate budget plus the cost of support departments. Variances represent the difference between budgeted and actual time worked and differences in directorate expenditure totals.</p>				