

Appendix B

REVENUE CARRYOVER REQUESTS 2018/19							
SERVICE/COST CENTRE	EXPENDITURE CODE	AMOUNT (Nearest £100)	Description and reason for underspend	Contractually Committed (Y/N)	Will the carry over be spent for its original purpose (Y/N)	If different purpose - Justification	Consequence if carry over not approved.
		£					
Relationship & Commissioning (Policy & Performance) / 2797	19006	5,100	To ensure operational delivery following budgetary changes to the establishment. The interim arrangements were put into place early Quarter 4 (2018/19) until Quarter 3 (2019/20)	Y	Y		The Council will be in breach of a contractual agreement
Relationship & Commissioning (Policy & Performance) / 2797	19006	8,100	Payment from the DCLG for the Transparency Code new burdens. The Council received this payment on 28 March 2019.	Y	Y		This payment needs to be ring-fenced for the new burdens to the Transparency Code in 2019/20. If not, the Council will have to cover the costs of these changes.
Land Charges 3160	19006	19,500	Work in progress for data cleansing of the Land Charges Register in readiness for the Land Registry transfer.	Y	Y		Data cleansing not completed therefore will not be ready for migration.
Legal Section 3164	19625	6,000	Software development of VF to ensure reporting system is in place and procurement are able to use the system and provide an efficient service to the Council	Y	Y		Going forward lack of development in the procurement service which will not enable the service to provide an efficient and transparent service.
Human Resources 2820	11000 / 11200 / 11250	26,200	Revenue underspend required as a carryover to provide specialist knowledge/advice/training on new payroll system.	N	N	Due to ongoing vacancies the request for carry over is to provide any consultancy or temporary or otherwise staffing to assist in any later procurement or implementation of a new payroll system	Continued understaffing against significant priorities.
Revenues & Benefits 1180	19006	12,000	Approval for work requested in 2018/19 in respect of 2018/19 subsidy claim. Final approval to proceed not received until April 2019.	Y	Y		Funding will need to be sourced in 2019/20 budgets
Revenues & Benefits 1180	19006	4,000	Approval to source replacement chairs for dilapidated office chairs in 2018/19, but to date a suitable alternative has not been found.	N	Y		Funding will need to be sourced in 2019/20 budgets
Revenues & Benefits 1180	19006	31,000	Costs of upgrade to Council's Income Management System, agreed in 2018/19, project to complete in 2019/20	Y	Y		Funding will need to be sourced in 2019/20 budgets
Highway Maintenance 2187	12091	11,100	Various Highways Maintenance related works identified as part of pro-active inspections as set out in the Council's Highways Maintenance Strategy. Underspend is due to a backlog of work yet to be completed by the Contractor. The Contractor has put in place additional resources to clear all work as soon as possible.	Y	Y		The Council would be in breach of its own Highways Maintenance Strategy and, therefore, susceptible to future insurance claims if these works are not completed. The cost of an insurance claim could vastly outweigh the cost of the repair works
Footpath Maintenance 2187	12306	5,300	Various footpath maintenance related works identified as part of pro-active inspections as set out in the Council's Highways Maintenance Strategy. Underspend is due to a backlog of work yet to be completed by the Contractor. The Contractor has put in place additional resources to clear all work as soon as possible.	Y	Y		The Council would be in breach of its own Highways Maintenance Strategy and, therefore, susceptible to future Insurance claims if these works are not completed. The cost of an Insurance claim could vastly outweigh the cost of the repair works
CLCS Project Development 2019	14510	10,000	Underspend from the Harlow Carnival 2018 Budget	N	N	To deliver an end of the Carnival event in Market Square, Harlow Town Centre as part of the 2019 Carnival	Funding would be used for staging and associated sound and lighting equipment and if the carry over is not approved the event would not be able to go ahead
TOTAL		138,300					