

To:
All members of the
Corporate Policy and Resources
Committee

Please reply to:
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Date: 06 September 2024

Supplementary Agenda

Corporate Policy and Resources Committee - Monday, 9 September 2024

Dear Councillor

I enclose the following reports and appendices for Items 9 and 10 on the agenda for the Corporate Policy and Resources Committee meeting to be held on Monday, 9 September 2024.

Please note that these replace the reports and appendices issued in the first Supplementary Agenda and should be used for reference at the meeting.

- | | | |
|------------|---|----------------|
| 9. | Q1 Capital Monitoring Report | 3 - 14 |
| | Committee is asked to note the Capital Programme forecast overspend of £857k for schemes under way or scheduled to commence in 2024-25 or 2025-26 as at 30 June 2024. | |
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 | | |
| 10. | Q1 Revenue Monitoring Report | 15 - 52 |
| | Committee is asked to note the forecast underspend of £46,000 as at 30 June 2024. | |

Yours sincerely

Spelthorne Borough Council, Council Offices, Knowle Green

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Karen Wyeth
Corporate Governance

To the members of the Corporate Policy and Resources Committee

Councillors:

J.R. Sexton (Chair)
C. Bateson (Vice-Chair)
M. Beecher
M. Bing Dong
J.R. Boughtflower
J. Button

S.M. Doran
R.V. Geach
M. Gibson
K.M. Grant
K. Howkins
M.J. Lee

S.C. Mooney
L. E. Nichols
O. Rybinski
H.R.D. Williams

Corporate Policy & Resources Committee



9th September 2024

Title	Quarter 1 (30 June 2024) Capital Monitoring report
Purpose of the report	To note
Report Author	Mahmud Rogers, Joint Financial Services Manager
Ward(s) Affected	All Wards
Exempt	No, however, Appendix B is exempt for commercially sensitive information
Corporate Priority	Community Addressing Housing Need Resilience Environment Services
Recommendations	Committee is asked to: <i>Note the Capital Programme forecast overspend of £857k for schemes under way or scheduled to commence in 2024-25 or 2025-26 as at 30th June 2024</i>
Reason for Recommendation	<i>Not applicable</i>

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> Spelthorne Borough Council is anticipated to overspend its Capital Programme provision for schemes underway or scheduled to commence in 2024-25 budget position by £857k 	<ul style="list-style-type: none"> Ensuring the financial stability of the Council To aid the cashflow and treasury management of the Council
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> Note the report 	<ul style="list-style-type: none"> Note the report In December an updated report will confirm the required supplementary

	Capital Estimate for the expenditure on the two leisure centres.
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1.1 This report seeks to summarise the financial situation of Spelthorne Borough Council’s Capital Programme at the end of July 2024. Please see the detail in Appendix 1.

2. Key issues

2.1 The Capital Monitoring report covers the cumulative forecast expenditure to complete the projects currently in the 2024-25 Capital Programme as at 30 June 2024, against the cumulative Council approved Capital Programme budget.

2.2 Although the projects may have a budget allocation in the Capital Programme, any changes to the approved project or increases in forecast to complete the project, over and above the approved budget will require prior approval by Corporate Policy & Resources Committee before drawing down against that budget.

2.3 A summary of the main variances at 30th June is below:

Committee	Cumulative Spend to date £	Revised Budget £	Managers Projected Outturn £	Projected Variance £	COMMENTS
Community Wellbeing & Housing (Disabled Facilities Grant Programme)	319,909	21,060,000	21,060,000	0	DFG Grant income and associated expenditure will balance for the year
Regulatory Administrative Committee	569,212	1,484,000	1,639,496	155,496	Overspends on Software packages and Corporate Electronic Document Management System (EDMS) Project partially offset by SharePoint redesign & Relaunch underbudget
Corporate Policy and Resources	51,203,858	49,825,000	50,936,163	1,111,163	Estimated £2.1m Overspend on Spelthorne Leisure Centre Development, at project end July 2025 mainly due to the allocation of Project Management Recharges and part capitalisation of interest (which will produce ongoing revenue savings), partially offset by reconsideration of 31 Hanworth Road -£1.0m Please see the Confidential (Part 2) Appendix B for further details of the overspend on Leisure Centres Development programme.

Environment & Sustainability	514,160	3,678,000	3,268,348	-409,652	Additional funding for the Weekly Food Waste Collection Grant & Empty Property Reallocated funding grant. Replacement of Refuse Vehicle, Replacement Spelride Bus, & Wheelie Bins programme are under budget
Total	£52,607,139	£76,047,000	£76,904,008	£857,008	Overspend / (underspend)

3. Financial Implications

- 3.1 Once a project is completed, any underspend on the approved Capital Programme enables the Council to invest the monies to gain additional treasury management investment income or to fund additional schemes. Overspends as currently forecast result in additional financing costs.

4. Risk Considerations

- 4.1 The significant risks for our Capital Programme relate to rising costs as the construction industry experiences significant inflationary increases in building and labour costs. Whilst interest rates have started to ease there remain challenges around the most cost-efficient way of funding the balance of the long-term funding of the Leisure Centre scheme.

5. Procurement considerations

- 5.1 Where necessary, actions will be implemented to effectively manage any procurements that are in progress.

6. Other considerations

- 6.1 There are no further considerations.

7. Equality and Diversity

- 7.1 Equality, diversity and inclusion are central to everything that Council does and are woven throughout Council's Corporate Plans. The Eclipse Leisure Centre has been designed to be accessible to all parts of the community.

8. Sustainability/Climate Change Implications

There are no significant implications arising from the report.

9. Timetable for implementation

- 9.1 The timetable for the Capital Programme budget is as set out in the Programme approved by Council 22nd February 2024

10. Contact

- 10.1 Mahmud Rogers m.rogers@spelthorne.gov.uk

Background papers: The Capital Programme approved by Council 22nd February 2024

Appendices:

Appendix A – Detailed Capital Monitoring Report by Committee as at 30 June 2024.

Appendix B – Spelthorne Leisure Centre Development update (PART 2)

Background Papers

Council 6 February 2024, Agenda item 11 – Transformation Business Cases

Cabinet 26 May 2021, Agenda item 3 – Principles of Collaboration with Other Local Authorities

Appendix A - Detailed report										
CAPITAL MONITORING REPORT FOR THE YEAR 2024/25										
Portfolio / Service Head	Cost Centre	Description	Actuals YTD 2024/25	Budget 2024/25	Current Budget VS Actual Variance	Cumulative Actuals to date for the project	Current Cumulative Budget	Managers Projected Outturn at 31 March 2025	Cumulative Budget vs Forecast Variance	Comments
Housing Investment Programme										
Community Wellbeing & Housing- DFG Annual Programme										
Karen Sinclair	40203	Disabled Facilities Mandatory	516,221	1,025,548	509,327	516,221	1,025,548	1,025,548	-	
Karen Sinclair	40204	Disabled Facilities Discretion	49,725	60,000	10,276	49,725	60,000	60,000	-	
		Grants received from Central Government	(1,028,840)	(1,025,548)	3,292	(1,028,840)	(1,025,548)	(1,025,548)	-	
Karen Sinclair	42074	Property acquisition for families	3,962,397		(3,962,397)	10,818,677	35,000,000	35,000,000	-	
	42074	Local Authority Housing Fund Grant	(10,035,874)		10,035,874	(10,035,874)	(14,000,000)	(14,000,000)	-	
		Net Cost of Disabled Facilities Grants	(6,536,371)	60,000	6,596,371	319,909	21,060,000	21,060,000	-	
Total For HIP			(6,536,371)	60,000	6,596,371	319,909	21,060,000	21,060,000	-	
Other Capital Programme										
Community Wellbeing & Housing										
Karen Sinclair	42014	LOCATA							-	
Committee Total							£0	£0	£0	

CAPITAL MONITORING REPORT FOR THE YEAR 2024/25

Portfolio / Service Head	Cost Centre	Description	Actuals YTD 2024/25	Budget 2024/25	Current Budget VS Actual Variance	Cumulative Actuals to date for the project	Current Cumulative Budget	Managers Projected Outturn at 31 March 2025	Cumulative Budget vs Forecast Variance	Comments
Environment & Sustainability										
Sandy Muirhead	41617	River Thames Scheme	-	-	-	-	1,300,000	1,300,000	-	The Budget will be spend when the scheme starts in 2026/27
Jackie Taylor	41302	Car Park Mgmt. System Update	-	250,000	250,000	-	250,000	250,000	-	Procurement for new car park management system is underway and tender is due to go out in June 2024
Jackie Taylor	41308	Car Park Mgmt. & Issue System	-	50,000	50,000	-	50,000	50,000	-	Procurement for new car park management system is underway and tender is due to go out in June 2024
Jackie Taylor	41501	New Food Waste Vehicles	-	400,000	400,000	400,052	400,000	400,052	52	Vehicles have been delivered/ payment made.
		Weekly Food Waste Collection Grant	(290,010)		290,010	(290,010)		(290,010)	(290,010)	Weekly food waste collection Grant
Jackie Taylor	41503	Replacement of Refuse Vehicle	-	80,000	80,000	25,723	80,000	25,723	(54,277)	This forms part of the above costs.
Jackie Taylor	41606	County Transit Site	-	127,000	127,000	-	127,000	127,000	-	The County Transit Site funding is one that was agreed at the CX meetings. we promised to commit this money to the County to create a transit site but its going nowhere as each time a location is suggested residents object and so the County have to start all over...Every LA in Surrey committed the same amount of money except for the LA who would house the transit site. No further update 13/02/24
Jackie Taylor	41608	River Ash Broadwalk	101,147	150,000	48,854	156,239	150,000	156,239	6,239	Contract has been awarded and the work is progressing
		Bronzeheld reserve Funding		(150,000)	(150,000)		(150,000)	(150,000)	-	
Jackie Taylor	41609	Replacement Spelride Bus	-	100,000	100,000	81,820	100,000	81,820	(18,180)	New electric minibus has been delivered and is in service
Jackie Taylor	41615	Laleham Nursery Portacabins	5,500	93,000	87,500	122,524	116,000	122,524	6,524	Building work is complete and staff are now working from the new accommodation. The old portacabins have been demolished and removed from site
Jackie Taylor	41616	Replacement CCTV Cameras	-	35,000	35,000	-	35,000	35,000	-	Quotes have been received and will be evaluated to ensure be
Jackie Taylor	41618	SheppertonPre-School Improvement	-			92,780		92,780	92,780	This project has been completed
		External Funding from SCC - Empty Property Reallocated funding grant				(92,780)		(92,780)	(92,780)	As above
Jackie Taylor	41620	Wheelie Bins - annual programme	17,811	55,000	37,189	17,811	110,000	50,000	(60,000)	Wheelie bins purchased as and when supply demands through
		Electric Van for Jet					110,000	110,000	-	
		New Market Stalls					50,000	50,000	-	
		Replace 4 remaining Spelride buses for Electric					500,000	500,000	-	63690000
		Electric Power Supply enhancement					450,000	450,000	-	
		Total	(165,552)	1,190,000	1,355,552	514,160	3,678,000	3,268,348	(409,652)	

CAPITAL MONITORING REPORT FOR THE YEAR 2024/25

Portfolio / Service Head	Cost Centre	Description	Actuals YTD 2024/25	Budget 2024/25	Current Budget VS Actual Variance	Cumulative Actuals to date for the project	Current Cumulative Budget	Managers Projected Outturn at 31 March 2025	Cumulative Budget vs Forecast Variance	Comments
Corporate Policy & Resources										
Coralie Holman	41024	Spelthorne Leisure Centre Development	5,827,612	18,845,000	13,017,388	46,095,280	48,370,000	50,513,163	2,143,163	Total costs (scenario 1) £48.364m plus utilities £265,826, staff recharges £4713331 ,interest to July 2025 £1,062,087,Dilap shortfall £349,471= £50513163,less approved budget of £48,370,000 = £2,143,163 overspend.
Coralie Holman	42001	31 Hanworth Road – secure approval to enter into a land swap with owner occupier to acquire 31 HR in return for a disposal of	-	1,000,000	1,000,000		1,000,000	-	(1,000,000)	The future proposals for this site are being incorporated into the development delivery programme, which is being taken to BIG committee in September for approval. Once approval is obtained for the programme of site delivery, fresh proposals and budget approvals will be sought, hence the project is not progressing on the originally anticipated basis'.
Coralie Holman	42002	Production of strategy to inform about disposal or redevelopment options	-	50,000	50,000		50,000	50,000	-	Due to current workload, this project will not go ahead but the budget should be kept and roll forward into next financial year.
Coralie Holman	42004	Demolishing of Kingston Road	-	40,000	40,000		40,000		(40,000)	This project will not be completed this year and will need to apply for the budget once needed
Coralie Holman	42056	Whitehouse Hostel - Phase A	22,463		(22,463)	4,970,244			-	Project completed Waiting for Refund to comethrough to offset £22k
Coralie Holman	42067	Decathlon Unit, Eimsleigh	-	150,000	150,000	-	150,000		(150,000)	No spend estimated
Coralie Holman	42068	Eimsleigh Centre WCs	55,000	55,000	-		55,000	55,000	-	Project Completed
Coralie Holman	42068	Eimsleigh Centre WCs	(40,000)	(40,000)	-		(40,000)	(40,000)	-	Project Completed
Coralie Holman	42076	Sandhill Meadow Bridge	20,000	200,000	180,000	20,000	200,000	200,000	-	Legal obligation with residents to contribute to bridge replacement (additional costs for monitoring officer went through revenue).
Coralie Holman	42077	Ashford Cemetry Lodge -Renovation	118,334		(118,334)	118,334	-	158,000	158,000	Project completion delayed to September due to delay in planning approval to create a vehicular access to the property.
		Committee Total	6,003,408	20,300,000	14,296,592	51,203,858	49,825,000	50,936,163	1,111,163	
Administration										
Paul Taylor	43609	Centros Upgrade	34,261	320,000	285,739	174,938	380,000	380,000	-	Since there was no managers's forecast I have forecast to 2024/25 Budget
Alistair Corkish	43610	General Hard/Software - annual programme	-	97,000	97,000	83,699	656,000	656,000	-	Since there was no managers's forecast I have forecast to 2024/25 Budget
Alistair Corkish	43614	Network Infrastructure	-	-	-	-	-	-	-	
		Total	34,261	417,000	382,739	258,637	1,036,000	1,036,000	-	

CAPITAL MONITORING REPORT FOR THE YEAR 2024/25

Portfolio / Service Head	Cost Centre	Description	Actuals YTD 2024/25	Budget 2024/25	Current Budget VS Actual Variance	Cumulative Actuals to date for the project	Current Cumulative Budget	Managers Projected Outturn at 31 March 2025	Cumulative Budget vs Forecast Variance	Comments
Sandy Muirhead	43618	General Hardware, Software and Mobiles/Tablets								
Sandy Muirhead	43636	Acquisition of GovTech	-	20,000	20,000	-	85,000	85,000	-	Gov tech procured and currently being implemented
Sandy Muirhead	43638	Capita API Webcapture integration	-	70,000	70,000	-	70,000	70,000	-	Capita API in process of being purchased
Sandy Muirhead	43502	Software Packages	(2,608)		2,608			99,922	99,922	
Sandy Muirhead	43512	SharePoint redesign & Relaunch	75,030	155,000	79,970	131,357	155,000	131,357	(23,643)	Ongoing Development to implement Sharepoint
Sandy Muirhead	43610	Service Delivery Hardware Printers	-	38,000			38,000	38,000	-	
Sandy Muirhead	43515	Corporate EDMS Project	-		-	179,218	100,000	179,218	79,218	Eventhough there was no 2024/25 Budget there is an over spent of £79,218
		Total	72,422	283,000	172,578	310,575	448,000	603,496	155,496	
		Committee Total	106,683	700,000	555,317	569,212	1,484,000	1,639,496	155,496	
		Total For Other	(591,832)	22,250,000	22,803,832	52,607,139	76,047,000	76,904,008	857,008	
		Total Expenditure	10,841,348	24,065,548	27,621,178	68,816,362	155,552,548	156,699,566	1,147,018	53,797,000
		Total Funding	(11,397,332)	(1,215,548)	(4,253,194)	(11,447,504)	(15,215,548)	(15,505,558)	(290,010)	
		GRAND TOTAL	(555,984)	22,850,000	23,367,984	57,368,858	140,337,000	141,194,008	857,008	

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Corporate Policy & Resources Committee



9th September 2024

Title	Q1 Revenue Monitoring Report as at 30 June 2024
Purpose of the report	To note
Report Author	Mahmud Rogers, Joint Financial Services Manager
Ward(s) Affected	All Wards
Exempt	No
Corporate Priority	Community Addressing Housing Need Resilience Environment Services
Recommendations	Committee is asked to: <i>Note the forecast overspend of £23,000 for 2024-25 as at 30th June 2024</i>
Reason for Recommendation	<i>Not applicable</i>

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> Spelthorne Borough Council is expected to overspend its Revenue budget position by £23,000 	<ul style="list-style-type: none"> Ensuring the financial stability of the Council
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> Note the report 	<ul style="list-style-type: none"> Note the report

1.1 This report seeks to summarise the financial situation of Spelthorne Borough Council at the end of June 2024. Please see the detail in Appendix 1.

2. Key issues

A summary of the main variances at 30th June is below:

Variance to budget £000s'	Area	Reasons for the variance to budget
(331)	Corporate Policy and Resources	Lower pension contributions to Surrey Pension Fund due to vacancies across Council, offset by IT costs of partnership project, underachievement of building control income, and Best Value Inspection costs
(302)	Community Wellbeing & Housing	Additional Grant for Homelessness Prevention, plus savings from vacancies, offset by High demand for emergency accommodation and high cost in sourcing Temporary Accommodation on privately rented market
225	Environment & Sustainability	Unbudgeted costs for Thameside House, lower Car Park fees income, Incubator desk hire & office rental income under budget, offset by Shared Prosperity Fund Grant and savings from vacancies
3,184	Investment Property Income	This is an expected fluctuation linked to the rent top up budget of £4m for Charter Building, which has been utilised in FY 2023/24, but is offset by adjustment on rent free periods. There was an increase in rent income following the rent reviews for 2 offices at the Charter Building - Uxbridge Charter Place Centre Ltd t/a Spaces.
78	Landlord Costs	The forecast also includes rent free periods. In addition, there is an overspend on Stockley Park as a result of additional unbudgeted electricity charges of c. £69k per quarter, including an invoice backdated from Dec 23 and higher than expected service charge of £543k as building is now operational. As a result of no lettings to date, it is anticipated that there will be an underspend in this year's budget, once reconciled at s/c year end and there is expected to be a refund from 2023 budget. A full review of the service charge will be undertaken to review the costs and electricity consumption to reverse the projected increase for Q3 and Q4. £156,000 overspend relates to two Regeneration properties. It is due to unbudgeted legal fees for reversionary lease with ADT and 6 smaller units plus the marketing fees for Unit 4 at Summit Centre. It is also due to design work for medium term RAAC solution at Elmsleigh Centre.
410	Debt Interest Payable	£410k over due to Local Authority Housing Fund (LAHF) additional borrowing that has been done through short term borrowing. The temporary accommodation acquired with the assistance of this funding will ease pressure on the Temporary Accommodation budget.
(160)	Interest KGE	Knowle Green Estates (KGE) forecast of £921,500 - allowed for interest uplift for LAHF properties
(3,152)	National Non-Domestic Rates	Forecast updated following advice we commissioned from LG Futures, following the positive outturn for

		2023/24. This is expected to have a continued positive outcome into 2025/26.
71	Net other minor variances	See Appendix A for more detail. Includes £68k for spend on suspended capital projects recategorised as revenue.
23	Overspend / (Underspend)	

2.1 As previously advised in the outturn report, £4m of the rates guarantees was released against the Charter Building's outturn in 2023/24. This £4m was budgeted to be drawn upon in 24/25 and a virement should be made to reverse this budget against the Sinking Funds in 2024/25.

Commercial Assets	Revised Budget £'000	Forecast Outturn £'000	Variance £'000
Rental Income (as per signed lease)	(46,533)	(43,349)	3,184
<i>less:</i> Landlord costs	5,454	5,375	(79)
Net Rental Income receivable	(41,079)	(37,974)	3,106
Loan Interest Payable	22,092	22,092	0
Minimum Revenue Provision	11,118	11,118	0
Sinking Funds - contributions to	725	725	0
Sinking Funds - release from	(2,500)	(2,500)	0
Set Asides for specific revenue purposes	400	400	0
Net Income (to fund Revenue budget)	(9,244)	(6,139)	3,106

Regeneration Assets	Revised Budget £'000	Forecast Outturn £'000	Variance £'000
Rental Income (as per signed lease)	(4,414)	(4,414)	0
<i>less:</i> Landlord costs	1,374	1,530	156
Net Rental Income receivable	(3,040)	(2,884)	156
Loan Interest Payable	1,036	1,036	0
Minimum Revenue Provision	898	898	0
Sinking Funds - contributions to	109	109	0
Sinking Funds - release from	(350)	(350)	0
Set Asides for specific revenue purposes	250	250	0
Net Costs	(1,096)	(940)	156

2.2 Progress to date on corporate efficiency savings are summarised in Appendix H with specific focus on this years (24/25) savings targets. Table 1 provides a summary of target savings to be achieved over the next 4 financial years. Table 2 summarises the savings achieved each quarter for 24/25 and

currently shows that savings of £150,500 have been achieved to the end of the first quarter.

- 2.3 Estimates at this stage in relation to Planning Policy do not take into account resources needed for updating the Local Plan. Updates for this will be made later in the year.

3. Committee commentary and variance analysis

The net underspend at Committees Service Level of (£486,000) as at 30 June 2024 by Committee is shown below:

	2024/25 Budget Revised £	2024/25 Forecast Outturn £	2024/25 Variance of forecast from revised budget £
Regulatory / Administrative Committees	923,300	877,400	(45,900)
Corporate Policy & Resources	10,070,800	9,740,100	(330,700)
Community Wellbeing & Housing	5,670,400	5,368,000	(302,400)
Business Infrastructure & Growth	2,512,600	2,639,532	126,932
Environment & Sustainability	7,082,000	7,306,700	224,700
NET EXPENDITURE AT SERVICE LEVEL	26,259,100	25,931,732	(327,368)
Interest, grants & reserve movements	(17,631,500)	(17,281,600)	349,900
Net Position - Over/ (Under) budget	8,627,600	8,650,132	22,532

4. Legal comments

- 4.1 Comments please

5. Other considerations

- 5.1 There are no further considerations.

6. Equality and Diversity

- 6.1 There are no specific areas to highlight. However, equality, diversity and inclusion (EDI) are central to everything that Council does and are woven throughout Council's Corporate Plans.

7. Sustainability/Climate Change Implications

There are no significant implications arising from the report.

8. Timetable for implementation

- 8.1 Not applicable

9. Contact

- 9.1 Mahmud Rogers m.rogers@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix A – Net Revenue Budget Monitoring 2024-25 30 June 2024

Appendix B – Net Revenue Budget Monitoring by Committee 2024-25 30 June 2024

Appendix C – Net Revenue Budget Monitoring Regulatory / Administrative Committee 2024-25 30 June 2024

Appendix D – Net Revenue Budget Monitoring Corporate Policy & Resources Committee 2024-25 30 June 2024

Appendix E – Net Revenue Budget Monitoring Community Wellbeing & Housing Committee 2024-25 30 June 2024

Appendix F – Net Revenue Budget Monitoring Business Infrastructure & Growth Committee 2024-25 30 June 2024

Appendix G – Net Revenue Budget Monitoring Environment & Sustainability Committee 2024-25 30 June 2024

Appendix H – Table of progress on savings Q1

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Net Revenue Budget Monitoring - 2024/25

As at end of 30 JUNE 2024

Appendix A extract

	2024/25 Budget Original	2024/25 Budget Revised	2024/25 Actuals Outturn	2024/25 Forecast Outturn	2024/25 Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual
	£	£	£	£	£	FTE	FTE
Gross Expenditure	62,573,900	63,118,100	17,600,712	63,316,732	198,632		
Less Housing Benefit grant	(21,821,000)	(21,821,000)	(4,909,171)	(21,821,000)	-		
Less Specific fees and charges income	(14,524,800)	(15,038,000)	(5,701,970)	(15,564,000)	(526,000)		
Net Expenditure - broken down as below	26,228,100	26,259,100	6,989,571	25,931,732	(327,368)		
Regulatory / Administrative Committees	923,300	923,300	413,666	877,400	(45,900)	11.04	7.60
Corporate Policy & Resources	10,070,800	10,070,800	2,126,489	9,740,100	(330,700)	119.59	96.53
Community Wellbeing & Housing	5,639,400	5,670,400	2,421,227	5,368,000	(302,400)	118.08	113.34
Business Infrastructure & Growth	2,512,600	2,512,600	702,093	2,639,532	126,932	31.78	25.78
Environment & Sustainability	7,082,000	7,082,000	1,326,096	7,306,700	224,700	193.25	166.52
NET EXPENDITURE AT SERVICE LEVEL	26,228,100	26,259,100	6,989,571	25,931,732	(327,368)	473.73	409.77
Interest Earnings	(1,490,000)	(1,490,000)	(80,323)	(1,490,000)	-		
Investment Property Income	(46,533,000)	(46,533,000)	(21,142,459)	(43,348,800)	3,184,200		
Regeneration Property Income	(4,413,700)	(4,413,700)	(2,199,155)	(4,413,700)	-		
Landlord Costs	6,827,600	6,827,600	1,158,384	6,905,100	77,500		
Debt Interest Payable	24,933,100	24,933,100	(1,981,289)	25,343,100	410,000		
Minimum Revenue Provision	12,918,600	12,918,600	-	12,918,600	-		
Set Aside	650,000	650,000	-	650,000	-		
Capitalisation of Interest on Development Properties	(1,217,700)	(1,217,700)	-	(1,217,700)	-		
Interest KGE	(761,900)	(761,900)	-	(921,500)	(159,600)		
NET EXPENDITURE AFTER INTEREST EARNINGS	17,141,100	17,172,100	(17,255,271)	20,356,832	3,184,732		
Appropriation from Reserves							
Reserves - Revenue Contributions to Capital Outlay	-	-	-	-	-		
Sinking fund contributions	833,900	833,900	-	833,900	-		
Release of funding from sinking funds	(2,850,000)	(2,850,000)	-	(2,850,000)	-		
BUDGET REQUIREMENT	15,125,000	15,156,000	(17,255,271)	18,340,732	3,184,732		
Grants							
Other Grants	(874,900)	(874,900)	-	-	874,900		
Revenue Support Grant (RSG)	(96,800)	(96,800)	-	(96,800)	-		
New Homes Bonus	(101,500)	(101,500)	(25,383)	(101,500)	-		
Core Spending Power Guarantee	(1,884,000)	(1,884,000)	(470,771)	(1,883,000)	1,000		
NNDR Sec 31 Grant	-	-	(782,386)	(3,129,000)	(3,129,000)		
Lower Tier Services Grant	(12,300)	(12,300)	(3,367)	(13,400)	(1,100)		
BSG Admin Rec & Debt Recovery	-	-	-	-	-		
Ctax Admin Support Grant	-	-	-	-	-		
Energy Bill & AFP Govt Funding	-	-	-	-	-		
Retained Business Rates	(1,929,000)	(1,929,000)	-	(2,827,000)	(898,000)		
Allocation from National Non-Domestic Rate pool	(500,000)	(500,000)	-	(500,000)	-		
Empty property premia	-	-	-	-	-		
Energy Bills - CTax rebate	-	-	-	-	-		
NNDR Tariff Payment	-	-	7,334,521	-	-		
Contributions to Reserves							
Earmarked Reserves (Revenue Grants non-specific)	-	-	-	-	-		
CIL Reserve	-	-	-	-	-		
S106 Reserve	-	-	-	-	-		
Cont.to Cost Of Living Reserve	-	-	-	-	-		
Shared Prosperity	-	-	-	-	-		
Contributions from Reserves							
Housing Initiatives	(703,800)	(703,800)	-	(703,800)	-		
Carry Forward Reserve	-	(31,000)	-	(31,000)	-		
Ear Marked Reserves	(71,700)	(71,700)	-	(71,700)	-		
Building Control Reserve	(5,700)	(5,700)	-	(5,700)	-		
Planning Performance Agreement	(96,700)	(96,700)	-	(96,700)	-		
Green Initiative Fund	(46,300)	(46,300)	-	(46,300)	-		
Local Plan Reserve	-	-	-	-	-		
Cost of Living Reserve	-	-	-	-	-		
BRR Retention (Economic Development)	(84,700)	(84,700)	-	(94,700)	(10,000)		
Cont. from IFRS16 Reserve	-	-	-	-	-		
Green Belt Fighting Fund	(90,000)	(90,000)	-	(90,000)	-		
-	-	-	-	-	-		
-	-	-	-	-	-		
NET BUDGET REQUIREMENT	8,627,600	8,627,600	(11,202,657)	8,650,132	22,532		
General Fund Reserves- Supplementary Estimate	-	-	-	-	-		
Collection Fund Surplus/(deficit)	100,000	100,000	-	100,000	-		
Income from Council Tax	(8,727,600)	(8,727,600)	-	(8,727,600)	-		
Net Position - Over/ (Under) budget	-	-	(11,202,657)	22,532	22,532		

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Net Revenue Budget Monitoring by Committee - 2024/25
Expenditure and Income Summary 30 JUNE 2024

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual
	£	£	£	FTE	FTE
Regulatory / Administrative Committees					
Employees	594,200	438,500	(155,700)	11	8
Other Expenditure	543,900	653,700	109,800		
Income	(214,800)	(214,800)	0		
	923,300	877,400	(45,900)	11	8
Corporate Policy & Resources					
Employees	9,171,700	8,571,200	(600,500)	120	97
Other Expenditure	1,845,100	1,971,200	126,100		
Income	(946,000)	(802,300)	143,700		
	10,070,800	9,740,100	(330,700)	120	97
Community Wellbeing & Housing					
Employees	5,695,400	5,494,600	(200,800)	118	113
Other Expenditure	29,730,100	29,876,800	146,700		
Housing Benefit grant income	(21,821,000)	(21,821,000)	0		
Income	(7,934,100)	(8,182,400)	(248,300)		
	5,670,400	5,368,000	(302,400)	118	113
Business Infrastructure & Growth					
Employees	1,792,100	1,621,200	(170,900)	32	26
Other Expenditure	2,107,500	3,084,632	977,132		
Income	(1,387,000)	(2,066,300)	(679,300)		
	2,512,600	2,639,532	126,932	32	26
Environment & Sustainability					
Employees	8,412,400	8,117,400	(295,000)	193	167
Other Expenditure	3,225,700	3,487,500	261,800		
Income	(4,556,100)	(4,298,200)	257,900		
	7,082,000	7,306,700	224,700	193	167
NET EXPENDITURE AT SERVICE LEVEL	26,259,100	25,931,732	(327,368)	474	410
Total Employees	25,665,800	24,242,900	(1,422,900)		
Total Other Expenditure	37,452,300	39,073,832	1,621,532		
Housing Benefit grant income	(21,821,000)	(21,821,000)	0		
Total Income	(15,038,000)	(15,564,000)	(526,000)		
NET EXPENDITURE	26,259,100	25,931,732	(327,368)		

Total Expenditure	63,118,100	63,316,732	198,632
Total Income	(36,859,000)	(37,385,000)	(526,000)
Net	26,259,100	25,931,732	(327,368)

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Regulatory/ Administrative Committees

Appendix C

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	112,600	100	(112,500)	1.75	0.00	Internal Audit Services are provided by Southern Internal Audit Partnership (SIAP) hosted by Hampshire County Council Please see above
Other Expenditure	109,400	221,900	112,500			
Income	0	0	0			
Audit	222,000	222,000	0	1.75	0.00	
Employees	291,900	259,900	(32,000)	5.60	4.60	Savings expected due to a vacant post
Other Expenditure	26,000	26,000	0			
Income	0	0	0			
Committee Services	317,900	285,900	(32,000)	5.60	4.60	
Employees	12,200	14,200	2,000			
Other Expenditure	402,000	399,300	(2,700)			
Income	0	0	0			
Democratic Rep & Management	414,200	413,500	(700)	0.00	0.00	
Employees	177,500	164,300	(13,200)	3.69	3.00	1 x Vacant LEO position. Business Support Officer Hours increased from .69 to 1.00FTE on a temporary basis to cover. Underspend in salaries to be offset by increase in requirement for Agency staff
Other Expenditure	3,000	3,000	0			
Income	(146,500)	(146,500)	0			
Licensing	34,000	20,800	(13,200)	3.69	3.00	
Employees	0	0	0			
Other Expenditure	3,500	3,500	0			
Income	(68,300)	(68,300)	0			
Taxi Licensing	(64,800)	(64,800)	0	0.00	0.00	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
Community Infrastructure Levy	0	0	0	0.00	0.00	
Employees	0	0	0			

Regulatory/ Administrative Committees

Appendix C

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Other Expenditure	0	0	0			
Income	0	0	0			
Section 106	0	0	0	0.00	0.00	

Regulatory/ Administrative Committees

Appendix C

Results to 30-Jun-24	Budget Revised £	Forecast Outturn £	Variance of Forecast from Revised Bgt £	Staffing Budget FTE	Staffing Actual FTE	Comments
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Regulatory/ Administrative Committees

Appendix C

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Total Employees	594,200	438,500	(155,700)	11.04	7.60	
Total Other Expenditure	543,900	653,700	109,800			
Total Income	(214,800)	(214,800)	0			
Net Total	923,300	877,400	(45,900)	11.04	7.60	

Corporate Policy & Resources

Appendix D

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	823,200	731,000	(92,200)	16.57	14.42	Savings expected mainly due to vacant posts Higher expenditure expected of £94k due to Partnership working with Mole Valley BC and remainder relating to higher charges for software & general subscription. Expected recharged Partnership income from Mole Valley BC.
Other Expenditure	(12,900)	90,800	103,700			
Income	0	(24,900)	(24,900)			
Accountancy	810,300	796,900	(13,400)	16.57	14.42	
Employees	448,300	355,600	(92,700)	6.92	4.92	Savings expected due to vacant post, BC Surveyor leaving, & Snr. Technical Support Officer hours reduced from 36 to 30. 2x current Surveyors no longer qualified, budget will go down BC Manager has confirmed income budgets not achievable. Depending on what happens regarding staffing, income could be down by £200K
Other Expenditure	15,900	15,900	0			
Income	(458,500)	(258,500)	200,000			
Building Control	5,700	113,000	107,300	6.92	4.92	
Employees	233,800	233,800	0	1.00	1.00	
Other Expenditure	3,200	2,700	(500)			
Income	0	0	0			
Chief Executive	237,000	236,500	(500)	1.00	1.00	
Employees	306,900	307,400	500	2.00	2.00	
Other Expenditure	1,000	800	(200)			
Income	0	0	0			
Deputy Chief Executives	307,900	308,200	300	2.00	2.00	
Employees	372,800	629,400	256,600			Additional payments of £300k is expected relating to Best Vaue Inspection, partially off-set by lower costs expected for Retention Allowances.
Other Expenditure	314,700	315,300	600			
Income	0	0	0			
Corporate Management	687,500	944,700	257,200	0.00	0.00	

Corporate Policy & Resources

Appendix D

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	329,200	284,800	(44,400)	6.39	4.69	Savings expected due to vacant posts.
Other Expenditure	130,800	133,200	2,400			
Income	0	0	0			
Corporate Publicity	460,000	418,000	(42,000)	6.39	4.69	
Employees	309,000	339,100	30,100	4.00	3.00	Vacant post is being covered by agency staff with higher costs
Other Expenditure	6,000	6,500	500			
Income	0	0	0			
Corporate Governance	315,000	345,600	30,600	4.00	3.00	
Employees	773,400	798,400	25,000	11.79	8.79	Vacant posts are being covered by agency staff with higher costs
Other Expenditure	(25,800)	(20,800)	5,000			
Income	(34,300)	(43,000)	(8,700)			
Legal	713,300	734,600	21,300	11.79	8.79	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
Corporate Savings	0	0	0	0.00	0.00	

Corporate Policy & Resources

Appendix D

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	1,144,400	1,054,400	(90,000)	26.06	17.45	Restructure of the service is in progress. Underspend expected due to vacant posts, partially being covered by agency staff.
Other Expenditure	491,600	491,600	0			
Income	(311,500)	(311,500)	0			
CServ Management & Support	1,324,500	1,234,500	(90,000)	26.06	17.45	
Employees	2,300	2,300	0			
Other Expenditure	8,600	8,600	0			
Income	0	0	0			
Elections	10,900	10,900	0	0.00	0.00	
Employees	188,700	194,700	6,000	4.00	4.00	Electoral Integrity Programme new Burden Grant funding from Govt.
Other Expenditure	92,900	107,500	14,600			
Income	(1,000)	(21,600)	(20,600)			
Electoral Registration	280,600	280,600	0	4.00	4.00	
Employees	0	0	0	2.00	2.00	
Other Expenditure	337,800	337,800	0			
Income	0	(900)	(900)			
Insurance	337,800	336,900	(900)	2.00	2.00	
Employees	101,200	102,400	1,200	2.00	2.00	
Other Expenditure	2,500	2,500	0			
Income	0	0	0			
MaT Secretariat & Support	103,700	104,900	1,200	2.00	2.00	

Corporate Policy & Resources

Appendix D

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	373,600	363,600	(10,000)	6.56	5.76	
Other Expenditure	55,400	55,400	0			
Income	0	0	0			
HR	429,000	419,000	(10,000)	6.56	5.76	
Employees	76,100	81,100	5,000	1.39	1.39	
Other Expenditure	200	200	0			
Income	0	0	0			
Payroll	76,300	81,300	5,000	1.39	1.39	
Employees	856,400	821,400	(35,000)	15.08	12.28	Savings expected due to vacant posts
Other Expenditure	443,900	443,900	0			
Income	0	(1,200)	(1,200)			
Information & Comms Technology	1,300,300	1,264,100	(36,200)	15.08	12.28	
Employees	77,700	77,700	0	1.83	1.83	
Other Expenditure	31,600	31,600	0			
Income	(140,700)	(140,700)	0			
Land Charges	(31,400)	(31,400)	0	1.83	1.83	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
Misc Expenses	0	0	0	0	0	
Employees	673,700	653,700	(20,000)	12.00	11.00	Savings expected due to a vacant post
Other Expenditure	5,300	5,300	0			
Income	0	0	0			
Project Management	679,000	659,000	(20,000)	12.00	11.00	
Employees	2,084,000	2,044,400	(39,600)			On the basis of actual payments so far, superannuation payments & Compensation added years payments to Surrey County Council are expected to be lower based on number of staff in the posts
Other Expenditure	1,500,000	1,500,000	0			
Income	0	0	0			
Appendices to Revenue Monitoring Report 2024-25	3,584,000	3,544,400	(39,600)			

Corporate Policy & Resources

Appendix D

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Other Expenditure	(57,600)	(57,600)	0			
Income	0	0	0			
Unapportionable CentralO/Heads	2,023,400	1,482,800	(540,600)	0	0	
Total Employees	9,171,700	8,571,200	(600,500)	119.59	96.53	
Total Other Expenditure	1,845,100	1,971,200	126,100			
Total Income	(946,000)	(802,300)	143,700			
Net Total	10,070,800	9,740,100	(330,700)	119.59	96.53	

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Community Wellbeing & Housing

Appendix E

Results to 30-Jun-24	Budget		Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	Revised	YTD					
	£	£	£	£	FTE	FTE	
Employees	0	0	0	0			
Other Expenditure	0	0	0	0			
Income	0	0	0	0			
SPAN	0	0	0	0	-	-	
Employees	1,091,200	274,700	1,035,000	(56,200)	24.83	23.83	New staff tuped from Woking , all of which is covered by grant funding Salary costs for 2 post to be transferred at end of financial year
Other Expenditure	19,800	4,700	18,800	(1,000)			
Income	(715,800)	(178,900)	(715,800)	0			
Community Care Administration	395,200	100,500	338,000	(57,200)	24.83	23.83	
Employees	745,700	186,000	722,300	(23,400)	18.97	17.97	All the post are filled ,but the hours are slightly different
Other Expenditure	284,300	73,000	281,300	(3,000)			
Income	(467,800)	(116,900)	(467,700)	100			
Community Centres	562,200	142,100	535,900	(26,300)	18.97	17.97	
Employees	173,200	43,000	172,600	(600)	4.17	4.17	
Other Expenditure	135,700	34,000	135,700	0			
Income	(192,400)	(59,900)	(192,400)	0			
Meals on Wheels	116,500	17,100	115,900	(600)	4.17	4.17	
Employees	568,500	141,500	540,500	(28,000)	10.58	10.38	Savings expected due to vacant post, partially being covered by temporary staff.
Other Expenditure	8,500	2,000	15,700	7,200			
Income	(525,000)	(125,700)	(525,000)	0			
Spelthorne Family Support	52,000	17,800	31,200	(20,800)	10.58	10.38	

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Community Wellbeing & Housing

Appendix E

Results to 30-Jun-24	Budget		Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	Revised	YTD					
	£	£	£	£	FTE	FTE	
Employees	0	0	0	0	-	-	
Other Expenditure	42,900	9,800	42,900	0			
Income	0	0	0	0			
Community Development	42,900	9,800	42,900	0	-	-	
Employees	0	0	0	0	-	-	
Other Expenditure	253,800	213,900	253,800	0			
Income	0	0	0	0			
General Grants	253,800	213,900	253,800	0	-	-	
Employees	1,557,100	387,800	1,559,900	2,800	25.69	26.00	
Other Expenditure	49,100	12,300	49,000	(100)			
Income	(1,000)	(300)	(300)	700			
Housing Needs	1,605,200	399,800	1,608,600	3,400	25.69	26.00	
Employees	119,200	29,900	137,100	17,900	4.06	4.06	Housing officer on secondment for specialised intensive case work. This wasn't in the budget, will be covered by grant funding. High demand for emergency accommodation and high cost in sourcing TA on privately rented market Additional 250k Grant received for Homelessness Prevention
Other Expenditure	5,219,700	1,305,200	5,369,900	150,200			
Income	(3,915,400)	(980,500)	(4,163,500)	(248,100)			
Homelessness	1,423,500	354,600	1,343,500	(80,000)	4.06	4.06	
Employees	260,600	65,200	260,600	0	3.56	4.00	
Other Expenditure	1,302,900	325,300	1,301,900	(1,000)			
Income	(1,563,700)	(261,400)	(1,563,700)	0			
Refugee Schemes	(200)	129,100	(1,200)	(1,000)	3.56	4.00	
Employees	688,300	170,300	582,000	(106,300)	17.22	13.93	Vacancies exist ; we are waiting to consider our options before recruiting.
Other Expenditure	36,200	9,100	35,600	(600)			
Income	(300,000)	(75,000)	(300,000)	0			
Housing Benefits Admin	424,500	104,400	317,600	(106,900)	17.22	13.93	
Employees	0	0	0	0	-	-	
Other Expenditure	21,872,000	5,468,200	21,872,000	0			
Income	(21,821,000)	(5,521,400)	(21,821,000)	0			
Housing Benefits Payments	51,000	(53,200)	51,000	0	-	-	

Community Wellbeing & Housing

Appendix E

Results to 30-Jun-24	Budget		Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	Revised	YTD					
	£	£	£	£	FTE	FTE	
Employees	340,800	84,600	340,100	(700)	6.00	6.00	
Other Expenditure	25,100	6,100	24,500	(600)			
Income	0	0	0	0			
Leisure Administration	365,900	90,700	364,600	(1,300)	6.00	6.00	
Employees	0	0	0	0	-	-	
Other Expenditure	201,600	46,500	201,600	0			
Income	(179,400)	(44,900)	(179,400)	0			
Spelthorne Leisure Centre	22,200	1,600	22,200	0	-	-	
Employees	12,600	3,200	12,500	(100)	-	-	
Other Expenditure	5,400	2,100	5,100	(300)			
Income	(3,800)	(1,100)	(3,500)	300			
Resource Centre	14,200	4,200	14,100	(100)	-	-	
Employees	1,600	300	1,400	(200)	-	-	
Other Expenditure	25,000	4,900	24,900	(100)			
Income	(7,400)	(1,900)	(7,400)	0			
Sports and Active Lifestyle	19,200	3,300	18,900	(300)	-	-	
Employees	0	0	0	0	-	-	
Other Expenditure	0	0	0	0			
Income	(47,600)	(8,200)	(47,600)	0			
Sunbury Golf Club	(47,600)	(8,200)	(47,600)	0	-	-	
Employees	0	0	0	0	-	-	
Other Expenditure	2,900	1,400	2,900	0			
Income	(7,900)	0	(7,900)	0			
Museum	(5,000)	1,400	(5,000)	0	-	-	

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Community Wellbeing & Housing

Appendix E

Results to 30-Jun-24	Budget		Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	Revised	YTD					
	£	£	£	£	FTE	FTE	
Employees	0	0	0	0	-	-	
Other Expenditure	28,500	7,200	28,500	0			
Income	0	0	0	0			
Youth	28,500	7,200	28,500	0	-	-	
Employees	1,500	300	1,500	0	-	-	
Other Expenditure	33,600	14,700	33,600	0			
Income	(3,000)	(700)	(3,000)	0			
Arts Development	32,100	14,300	32,100	0	-	-	
Employees	0	0	0	0	-	-	
Other Expenditure	8,500	1,500	8,500	0			
Income	(3,900)	(1,000)	(5,200)	(1,300)			
Public Health	4,600	500	3,300	(1,300)	-	-	
Employees	135,100	33,600	129,100	(6,000)	3.00	3.00	
Other Expenditure	174,600	8,600	170,600	(4,000)			
Income	0	0	0	0			
Community Safety	309,700	42,200	299,700	(10,000)	3.00	3.00	
Total Employees	5,695,400	1,420,400	5,494,600	(200,800)	118.08	113.34	
Total Other Expenditure	29,730,100	7,550,500	29,876,800	146,700			
Total Income	(29,755,100)	(7,377,800)	(30,003,400)	(248,300)			
Net Total	5,670,400	1,593,100	5,368,000	(302,400)	118.08	113.34	

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Appendix F

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	999,600	988,300	(11,300)	15.78	13.78	
Other Expenditure	(170,700)	(169,400)	1,300			
Income	(335,900)	(337,300)	(1,400)			
Asset Mgn Administration	493,000	481,600	(11,400)	15.78	13.78	
Employees	0	0	0			This is due to unbudgeted costs for Thameside House. There is also increased cost of Business Rates for Hanover House but mitigation strategy is put in place to reduce this by 50%. £68,631.96 of spend on suspended capital projects has been reclassified as revenue. Letting of garage at 36b Kingston Rd has been delayed and now it is assumed that the lease will be for 6 months.
Other Expenditure	141,000	879,832	738,832			
Income	(12,000)	(4,200)	7,800			
Development Properties	129,000	875,632	746,632	0.00	0.00	
Employees	242,600	241,400	(1,200)	5.00	5.00	
Other Expenditure	491,200	500,200	9,000			
Income	(23,000)	(29,700)	(6,700)			
Facilities Management	710,800	711,900	1,100	5.00	5.00	
Employees	0	0	0	0.00	0.00	Ongoing flytipping incident at Laleham Camp site which is due for clearance in 2024.
Other Expenditure	35,300	62,500	27,200			
Income	(65,600)	(66,200)	(600)			
General Property Expenses	(30,300)	(3,700)	26,600	0.00	0.00	

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Appendix F

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	179,900	179,500	(400)	3.00	3.00	
Other Expenditure	1,155,900	1,158,600	2,700			
Income	0	0	0			
Planned Maintenance Programme	1,335,800	1,338,100	2,300	3.00	3.00	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
Sea Cadets	0	0	0	0.00	0.00	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	(364,100)	(364,100)	0			
Staines Town Centre Management	(364,100)	(364,100)	0	0.00	0.00	
Employees	0	0	0			
Other Expenditure	25,900	23,900	(2,000)			
Income	0	0	0			
Bus Station	25,900	23,900	(2,000)	0.00	0.00	

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Appendix F

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	211,300	116,100	(95,200)	4.00	2.00	2x vacant positions. This will be offset by ongoing requirement for Agency Staff. Economic Dev Manager contract extended until Nov 2024 Stimulate Economic Activity budget forecast to be £30K underspent, offset by increase in Marketing forecast £20k for including new platform/rebranding.
Other Expenditure	91,500	76,500	(15,000)			
Income	0	0	0			
Economic Development	302,800	192,600	(110,200)	4.00	2.00	
Employees	0	0	0			Saving of £25k for Consultants, offset by additional expenditure forecast of £39K due to move to 1st Floor Summit Centre, which is to be funded by Shared Prosperity Fund. Unrealistic budget set for income; desk hire & office rental now forecast to be £75k under budget. NNDR Retention Reserve to pick up shortfall.
Other Expenditure	167,100	186,500	19,400			
Income	(175,700)	(100,000)	75,700			
Incubator	(8,600)	86,500	95,100	0.00	0.00	
Employees	0	0	0			Expenditure to be funded from the Shared Prosperity Grant. Further commitment to spending on projects won't be confirmed until September. 24/25 Shared Prosperity Fund Grant received. This funding will contribute towards funding the shortfall at the Youth Hub (£110k) and the expansion of the Incubator to the 1st floor (£39k) at the Summit Centre. £46k of this funding will also reimburse the NNDR retention reserve, which funded the shortfall in grant in 23/24.
Other Expenditure	0	148,400	148,400			
Income	0	(880,000)	(880,000)			
Shared Prosperity Fund	0	(731,600)	(731,600)	0.00	0.00	
Employees	0	0	0			
Other Expenditure	137,200	137,200	0			
Income	(200,000)	(200,000)	0			
Staines Market	(62,800)	(62,800)	0	0.00	0.00	
Employees	158,700	95,900	(62,800)	4.00	2.00	2x vacant posts being filled by consultants. Consultants overspend forecast of £26k to fill the above. Unbudgeted costs forecasted at £21k for potential move to old Argos unit at the Elmsleigh Centre.
Other Expenditure	23,500	70,800	47,300			

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Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Income	(181,900)	(56,000)	125,900			DWP Grant income to be received £56k. Remainder of funding will come from the Shared Prosperity Fund grant.
Youth Hub	300	110,700	110,400	4.00	2.00	
Employees	0	0	0			
Other Expenditure	9,600	9,600	0			
Income	(28,800)	(28,800)	0			
Public Halls	(19,200)	(19,200)	0	0.00	0.00	
Total Employees	1,792,100	1,621,200	(170,900)	31.78	25.78	
Total Other Expenditure	2,107,500	3,084,632	977,132			
Total Income	(1,387,000)	(2,066,300)	(679,300)			
Net Total	2,512,600	2,639,532	126,932	31.78	25.78	

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Appendix G

Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	0	0	0			
Other Expenditure	95,500	95,500	0			
Income	0	0	0			
Emergency Planning	95,500	95,500	0	0.00	0.00	
Employees	0	0	0			
Other Expenditure	10,100	10,100	0			
Income	0	0	0			
Energy Initiatives	10,100	10,100	0	0.00	0.00	
Employees	0	0	0			
Other Expenditure	6,000	10,000	4,000			Increase in clearing costs as a result of flooding due to excessive rain fall.
Income	0	0	0			
Water Courses & Land Drainage	6,000	10,000	4,000	0.00	0.00	
Employees	1,243,600	1,238,800	(4,800)	21.80	21.66	
Other Expenditure	246,400	246,600	200			
Income	(765,700)	(578,400)	187,300			Forecast for year downgraded due to election & Local Plan examination. There has been a reduction in planning applications but the planning team are optimistic around the planning appeal for Debenhams which could have a positive impact on planning application fees.
Planning Development Control	724,300	907,000	182,700	21.80	21.66	
Employees	497,900	371,000	(126,900)	8.13	6.26	2X Vacant posts including the head of department.
Other Expenditure	164,200	234,200	70,000			Increase in consultant fees forecast £45K due to possible resumption of examination hearings. Unbudgeted software costs relating to CIL & BNG.
Income	(87,600)	(87,600)	0			
Planning Policy	574,500	517,600	(56,900)	8.13	6.26	

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Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	0	0	0	0	0	Staines Park property is still awaiting refurbishment and it is not occupied. Therefore, no income generated in the immediate future as the date of refurbishment is not yet known.
Other Expenditure	3,500	2,000	(1,500)			
Income	(14,300)	(500)	13,800			
Parks Properties Project	(10,800)	1,500	12,300	0.00	0.00	
Employees	0	0	0			
Other Expenditure	24,600	24,600	0			
Income	(43,200)	(43,200)	0			
Allotments	(18,600)	(18,600)	0	0.00	0.00	
Employees	0	0	0			
Other Expenditure	13,300	13,300	0			
Income	0	0	0			
Environmental Enhancements	13,300	13,300	0	0.00	0.00	
Employees	1,280,400	1,188,100	(92,300)	21.49	20.63	There have been a number of staffing changes:- Budget underspends are as a result of a reduction in FTEs. This is being covered by an increase in hours by other staff Variance primarily due to increased potential legal costs, upcoming solicitor/court costs associated with enforcement cases. There is also increased computer software expenditure. DEFRA Air Quality New Burden Grant
Other Expenditure	54,600	73,500	18,900			
Income	0	(11,600)	(11,600)			
Environmental Health Admin	1,335,000	1,250,000	(85,000)	21.49	20.63	
Employees	0	0	0			
Other Expenditure	95,300	95,700	400			
Income	(5,400)	(5,400)	0			
Environmental Protection Act	89,900	90,300	400	0.00	0.00	

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Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	0	0	0			
Other Expenditure	2,600	2,300	(300)			
Income	(1,700)	(1,900)	(200)			
Food Safety	900	400	(500)	0.00	0.00	
Employees	0	0	0			
Other Expenditure	74,200	69,200	(5,000)			
Income	(75,300)	(75,300)	0			
Parks Strategy	(1,100)	(6,100)	(5,000)	0.00	0.00	
Employees	0	0	0			
Other Expenditure	16,900	20,100	3,200			
Income	(5,600)	(2,800)	2,800			
Rodent & Pest Control	11,300	17,300	6,000	0.00	0.00	
Note: SAT = Spelride						
Employees	191,800	191,800	0	6.00	4.00	
Other Expenditure	50,400	50,400	0			
Income	(75,100)	(80,100)	(5,000)			
SAT	167,100	162,100	(5,000)	6.00	4.00	
Employees	0	0	0			
Other Expenditure	37,500	32,500	(5,000)			
Income	(430,300)	(470,300)	(40,000)			Income is expected to be higher due to more burials
Cemeteries	(392,800)	(437,800)	(45,000)	0.00	0.00	
Employees	0	0	0			
Other Expenditure	128,200	138,200	10,000			
Income	0	0	0			
Depot	128,200	138,200	10,000	0.00	0.00	

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Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	1,263,600	1,243,600	(20,000)	23.61	21.97	Savings expected due to vacant posts
Other Expenditure	143,700	143,700	0			
Income	(3,200)	(6,400)	(3,200)			
Neighbourhood Serv Mgt Support	1,404,100	1,380,900	(23,200)	23.61	21.97	
Employees	680,300	675,300	(5,000)	19.00	15.00	Maintenance costs for lease vehicles are expected to be higher
Other Expenditure	161,300	231,300	70,000			
Income	(46,600)	(46,600)	0			
Street Cleaning	795,000	860,000	65,000	19.00	15.00	
Employees	0	0	0			
Other Expenditure	3,600	3,600	0			
Income	0	0	0			
Abandoned Vehicles	3,600	3,600	0	0.00	0.00	
Employees	1,263,000	1,263,000	0	35.22	29.00	Vacant posts are being covered by agency staff. Spelthorne in Bloom Sponsorship income is expected to be higher.
Other Expenditure	693,200	693,200	0			
Income	(67,500)	(87,500)	(20,000)			
Grounds Maintenance	1,888,700	1,868,700	(20,000)	35.22	29.00	
Employees	1,643,600	1,603,600	(40,000)	50.00	40.00	Savings expected due to a vacant post, partially being covered by agency staff and efficient use of resources to run the service. Maintenance costs for lease vehicles are expected to be higher Higher Green waste bins income due to more activity
Other Expenditure	375,400	445,400	70,000			
Income	(1,110,300)	(1,130,300)	(20,000)			
Refuse Collection	908,700	918,700	10,000	50.00	40.00	

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Results to 30-Jun-24	Budget Revised	Forecast Outturn	Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual	Comments
	£	£	£	FTE	FTE	
Employees	0	0	0			
Other Expenditure	0	26,000	26,000			Payment due to Surrey Heath due to change of Recycling financial mechanism, expected to be recovered through additional income
Income	(266,500)	(292,500)	(26,000)			Please see above
Waste Recycling	(266,500)	(266,500)	0	0.00	0.00	
Employees	348,200	342,200	(6,000)	8.00	8.00	
Other Expenditure	825,200	826,100	900			
Income	(1,557,800)	(1,377,800)	180,000			Car Park fees income is expected to be lower mainly due to a delays in the implementation of the Parking Order amendment.
Car Parks	(384,400)	(209,500)	174,900	8.00	8.00	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
Public Conveniences	0	0	0	0.00	0.00	
Total Employees	8,412,400	8,117,400	(295,000)	193.25	166.52	
Total Other Expenditure	3,225,700	3,487,500	261,800			
Total Income	(4,556,100)	(4,298,200)	257,900			
Net Total	7,082,000	7,306,700	224,700	193.25	166.52	

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Appendix H Table 1 Target Savings

	24/25 Target £	25/26 Target £	26/27 Target £	27/28 Target £
Business Improvements*	85,000	300,000	360,000	415,000
Green Initiatives	50,000	100,000	150,000	500,000
Procurement Savings	100,000	25,000	25,000	25,000
Cashable Savings	120,000	240,000	360,000	480,000
Total	355,000	665,000	895,000	1,420,000

**Requested from finance definition of business improvements and cashable savings as currently not clear what is meant by business improvements.*

Table 2 Savings Q1

	24/25 Target £	Q1 Actual £	Q2	Q3	Q4	
Business Improvements	85,000	12,500	12,500	12,500	12,500	Through automation saving salary costs (£50k) on 2 posts and will be an ongoing saving
Green Initiatives	50,000	0				<i>Sustainability Officers have been tasked with pulling something together on this but note our energy use has increased this last year.</i>
Procurement Savings	100,000	60,000				£60k pa to 2028 from insurance contract.
Cashable Savings	120,000	40,500	15,000		100,000	£25k Royal Mail recharges and ongoing savings of £8kp.a. £7k p.a saving on FOI module. £500 saving on switching cybersecurity training to Boxphish. Q2 saving of £15k on mobile monthly charging plan
Total	355,000	150,500				

To note only planned procurements known to date that may save money

Procurement -

- *Security Keyholding checking with Neighbourhood Services the budget and plan (Target is around 5%)*
- *Windows cleaning – savings to be achieved via delivery by Spelthorne direct—identify how much we can achieve, plus this can be done in-house- to bring under one provider- Spelthorne Direct— (negotiations underway to understand how much we can save from this project)*

Also the Cleaning contract- savings of £33,600 already achieved based on available budget and current contract value after the procurement exercise have already been counted by finance in 23/25 budgets so no longer available for this exercise.

Currently anticipate an outturn of £265,500 a £90k shortfall for 2024-25 against the £355k target cashable savings.

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