

Contact:

See individual reports

Members' briefing pack

Tuesday, 14 November 2023

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Corporate Policy & Resources Committee

16 October 2023



| | |
|------------------------------|---|
| Title | Quarter 1 (30 June 2023) Capital Monitoring report |
| Purpose of the report | To note |
| Report Author | Paul Taylor Chief Accountant |
| Ward(s) Affected | All Wards |
| Exempt | No |
| Corporate Priority | Community Affordable housing Recovery Environment Service delivery |
| Recommendations | To note the projected (£3.4m) underspend on the Council's capital projects as at 30 June 2023. |

1. Report Summary

- 1.1 **This report does not reflect any changes in forecast expectations because of the revised Direct Housing Delivery Strategy document, which is aiming to suspend the Council's direct delivery housing development projects. The Corporate Policy & Resources Committee approved the suspension on 11 September 2023 and it will go before full Council on 19 October for a formal decision and if approved, it will see a reduction in the Capital Programme borrowing requirement over the next four years by £286m and it could see up to £13m of capitalised costs released back to the Revenue Budget, officers are currently looking to provide options to cover these costs and the ongoing revenue costs through a number of options, including the use of reserves.**
- 1.2 The report seeks to update Councillors on the performance of the Council's capital projects against the approved Capital Programme budget, as at 30 June 2023 and the projected (£3.4m) underspend (March: (£3.9m) underspend restated).
- 1.3 There have been no changes to the reported variances since the last report (Q4 Outturn on 31 March 2023) for the following committees:
 - (a) Community Wellbeing & Housing
 - (b) Environment & Sustainability
 - (c) Neighbourhood Services

- 1.4 There is no capital expenditure for the Economic Development Committee.
- 1.5 The main changes that have taken place between 1 April 2023 and 30 June 2023 for each committee is as follows:
- (a) Corporate Policy and Resources
- i) Ashford MSCP – no under/overspend (Mar: £1.3m overspend) the approved budget has increased from £15,267,000 to £18,570,000.
 - ii) Benwell 1 & 2 Land & Building – Following a review of the challenges facing Knowle Green Estates (KGE) the split of land values was reassessed and reapportioned, however, the combined overspend of £422,300 and £200,600 for phase 1 and phase 2 respectively, amounts to £622,900 overspend. (March: £622,900 overspend) **Therefore, no overall change from last quarter.**
 - iii) Thameside House – (£160k) underspend (March: (£160k) underspend restated), the approved budget for this project was £64,290,000, which included the original land purchase. The forecast to complete based on the approved budget was £64,130,000.

In previous reports, as highlighted in the March Outturn report, the forecast was based on the latest design proposal submitted to the Development Subcommittee, rather than based on the approved budget design.

The report now reflects this, Tothill MSCP – Approved budget is now £82m and it has absorbed the initial Council approved budget of £4.5m, shown in March.

2. Key issues

- 2.1 The Capital Monitoring report covers the cumulative forecast expenditure to complete the project as at 30 June 2023, 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 Officers are beginning to see the impact of Brexit, and the Cost-of-Living Crisis on the Council's development projects, in particular inflation on building costs, availability of labour and shorter fixed price guarantees from building suppliers. Coupled with the substantial increase in the Bank of England base rate, and the short-term impact on the gilts market, the cost of borrowing has increased from an average of 2.3% to over 5.2% in the last twelve to eighteen months, and this has resulted in a significant increase in loan finance costs for financing of new capital works.
- 2.4 Previous Council decisions to impose height restrictions on the Oast House & Thameside developments has resulted in an opportunity cost to the Council of £70m over the next 50 years, or the equivalent of an average of £1.25m per annum.

- 2.5 Many of the development projects were acquired by the Council several years ago, and due to a mixture of delays including at the planning stage and Council imposed moratoriums, the projected income from these projects has not materialised as originally planned, creating a triple whammy, on the Council's finances, which will put pressure on future income over the short to medium term.
- 2.6 Going forward, it is imperative that the Council avoids taking projects to the Planning Committee, only for them to be refused as this is costing the Council a substantial amount of money, approximately £140k for the Whitehouse Residential project that was approved by Development Subcommittee and turned down by the Planning Committee. However, it should be noted the latter committee have different considerations to take into account, and need to make a planning based decision. They are required to set aside the financial implications of the Council as landowner to one side.
- 2.7 Officers are also concerned about the ongoing impact of the Cost-of-Living crisis, as the increase in the Bank of England base rates impacts on those residents with low interest fixed rate mortgages that have or are coming to an end and will need to be replaced with high interest fixed mortgages, which will squeeze household incomes even further and could impact on collection rates for the Councils Council Tax and reduce the income from Fees & Charges, notable the car parks and green waste and the ongoing underlying subsidy of the Council's Meals on wheels service.
- 2.8 Following the recommendations of the Corporate Policy & Resources Committee to cease the direct affordable housing and private rental schemes, at their meeting on 11 September, officers are updating the estimated Capital Programme to reflect these changes to enable Council to make an informed decision at their meeting in October.
- 2.9 Alongside this work, officers will continue to closely monitor all these risks.
- 2.10 As reported last quarter, Officers continue to monitor the impact of inflation on the material and labour costs for our development contracts, which is forecast to have a £40m+ adverse impact on the Council's Capital budgets over the four years and this will have a knock-on impact on our revenue budgets due to increased interest charges, as notified by the Public Works Loan Board (PWLB) and greater costs to be financed.
- 2.11 For the quarter ended 30 June 2023 the approved Capital Programme was £360.8m (March: £339.3m), The latest forecast outturn position is £357.4m (March: £335.4m), giving a projected aggregate (£3.4m) underspend (March: (£3.9m) underspend restated) as per Appendix A below. Until planning consent is granted, and final terms have been negotiated for build contracts, there is likely to be ongoing adverse fluctuation due to construction market volatility.
- 2.12 The projected aggregate over/underspend by Committee as per Appendix B is as follows:
- (a) Administrative – projected (£22k) underspend (March: (195k) underspend).
 - (b) Community Wellbeing & Housing – projected £nil over/underspend (March: £nil over/underspend restated). **No change from last quarter.**

- (c) Environment & Sustainability – projected £104k overspend (March: £104k overspend) **No change from last quarter.**
- (d) Corporate Policy & Resources Committee – projected (£3.5m) underspend (March: (£3.8m) underspend restated).
- (e) Neighbourhood Services & Enforcement – £nil over/underspend (March: £nil over/underspend – restated) **No change since last quarter.**

2.13 Capitalisation of borrowing costs

2.14 Due to the suspension of the Council’s Direct Affordable Housing Strategy officers are assessing each development property and calculating the expected impact on revenue budgets in 2023/24 and beyond, should Council endorse the decision at their meeting in October.

3. Variance analysis

3.1 We report on any significant movement in forecast variance over £50k or 20% of budget, whichever is the highest, or if there has been a significant development since last quarter, by committee as follows:

3.2 Administrative – projected (£22k) underspend (March: (£195k) underspend).

3.3 Community Wellbeing & Housing – £nil over/underspend (March: £nil over/underspend - restated). **No change from last quarter.**

3.4 Environment & Sustainability – £104k overspend (March: £104k overspend), **no change from last quarter.**

(a) Laleham Park Upgrade – £104k overspend (March: £104k overspend) **no change from last quarter.**

3.5 Corporate Policy & Resources – (£3.5m) underspend (March: (£3.8m) underspend restated).

(a) Ashford MSCP – £nil under/overspend this quarter (March: £1.3m overspend) The approved budget was increased in the quarter to £18,570,000.

(b) Benwell House Phase 1 Development costs – Underspend (£2.6m) (March: (£2.6m) underspend). **No change from last quarter.**

(c) Benwell House Phase 1 land costs - £422k overspend, (March: £422k overspend restated, please refer to 1.3 (b) (ii) above. **No change from last quarter.**

(d) Benwell House Phase 2 design costs – £nil under/overspend as this is the first quarter of reporting this capital project.

(e) Benwell House Phase 2 land costs - £201k overspend (March £201k overspend restated, please refer to 1.3 (b) (ii) above. **No change from last quarter.**

(f) Former Decathlon unit – (£2.0m) Underspend (March: (£2.0m) underspend) **No change from last quarter.**

(g) Harper House – (£61k) underspend (March: £nil under/overspend) Contract now finalised.

- (h) Oast House – (£6.1m) underspend (March: (£6.1m) underspend). **No change since last quarter.**
- (i) Thameside House – (£160k) underspend (March: (£160k) underspend restated) please note comments in 1.3 (b) (iii) above. **No change from last quarter.**
- (j) Tothill MSCP – £nil under/overspend (March: £nil under/overspend) please note the comments in 1.3 (b) (iv) above. **No change from last quarter.**
- (k) Victory Place – £6.0m overspend (March: £6.0m overspend) **No change from last quarter.**
- (l) Whitehouse Residential – £110k underspend (March: £110k underspend) **No change from last quarter.**
- (m) West Wing - £70k overspend (March: £70k overspend) **No change from last quarter.**
- (n) 91/93 High Street – (£1.2m) underspend (March: underspend (£1.2m)) Original design is financially unviable and is being reviewed before being resubmitted for approval, **Therefore, no change from last quarter.**

3.6 Neighbourhood Services & Enforcement - Over/underspend £nil (March: over/underspend £nil). **No change from last quarter.**

4. Financial implications

4.1 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.

4.2 Working closely with our Treasury Management advisors, Officers are currently saving the Council more than £1,300k per annum in interest charges, through prudent use of short-term interest rates to fund regeneration development projects.

5. Risk considerations

5.1 The significant risks for our capital programme continue to be the delay in commencing our development projects, seeing costs rise as the construction industry experiences significant inflationary increases in building and labour costs. Further, the recent upward trend in interest base rates is impacting on our development properties, as the Council funds these projects from short term borrowing, before fixing the loan interest via the Public Works Board on completion of each project.

6. Procurement considerations

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

7. Legal considerations

7.1 None.

8. Other considerations

8.1 During 2023/24 Officers will be expected to progress their capital projects, and where projects have not commenced, may be requested to cancel the project and reapply for capital funds, so that the unused funds can be utilised elsewhere by Council, or to reduce expected borrowing requirements, rather than having funds tied up in capital projects that are not progressing.

9. Equality and Diversity

9.1 This Council is committed to delivering equality, improving diversity and being inclusive in all our work as a service provider and an employer.

9.2 We incorporate equality into our core objectives, making every effort to eliminate discrimination, create equal opportunities and develop good working relationships between different people.

10. Sustainability/Climate Change Implications

10.1 Spelthorne Borough Council has declared a climate emergency and each capital project will be looking to reduce its carbon footprint within the financial constraints imposed on it.

11. Timetable for implementation

11.1 Not applicable.

12. Contact

12.1 Paul Taylor p.taylor@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix A – Summary Capital Monitoring Report by Committee as at 30 June 2023.

Appendix B – Detailed Capital Monitoring Report by Committee as at 30 June 2023.

CAPITAL MONITORING REPORT AT 30 JUNE 2023

| Committee | REVISED BUDGET | MANAGER'S PROJECTED OUTTURN | PROJECTED VARIANCE |
|---|---------------------|-----------------------------|--------------------|
| Community Wellbeing & Housing- DFG Annual Programme | 59,600 | 59,600 | 0 |
| Community Wellbeing & Housing | 49,900 | 49,900 | 0 |
| Administration | 806,500 | 784,300 | -22,200 |
| Corporate Policy & Resources | 353,931,563 | 350,415,463 | -3,516,100 |
| Environment & Sustainability | 5,957,500 | 6,061,000 | 103,500 |
| | £360,805,063 | £357,370,263 | -£3,434,800 |

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CAPITAL MONITORING REPORT AT 30 JUNE 2023

| Portfolio / Service Head | Cost Centre | Description | Current Cumulative Budget | Managers Projected Outturn at 30 June | Cumulative Budget vs Projected Outturn Variance | Comments |
|--|----------------|---|------------------------------|---|--|------------------------|
| <u>Housing Investment Programme</u> | | | | | | |
| <u>Community Wellbeing & Housing- DFG Annual Programm</u> | | | | | | |
| Karen Sinclair | 40203 | Disabled Facilities Mandatory | 943,200 | 943,200 | 0 | |
| | | | 0 | | | |
| Karen Sinclair | 40204 | Disabled Facilities Discretion | 59,600 | 59,600 | 0 | |
| | | Grants received from Central Government | -943,200 | -943,200 | 0 | |
| | | Net Cost of Disabled Facilities Grants | £59,600 | £59,600 | £0 | Annual Programme |
| Total For HIP | | | £59,600 | £59,600 | £0 | |
| <u>Other Capital Programme</u> | | | | | | |
| <u>Community Wellbeing & Housing</u> | | | | | | |
| Karen Sinclair | 42014 | LOCATA | 49,900 | 49,900 | 0 | Implementing Summer 23 |
| Committee Total | | | £49,900 | £49,900 | £0 | |

CAPITAL MONITORING REPORT AT 30 JUNE 2023

| Portfolio / Service Head | Cost Centre | Description | Current Budget | Cumulative Budget | Managers Projected Outturn at 30 June | Cumulative Budget vs Projected Outturn Variance | Comments |
|---|-----------------------|---------------------------------|-------------------|-------------------|---------------------------------------|---|--|
| Environment & Sustainability | | | | | | | |
| Sandy Muirhead | 41617 | River Thames Scheme | 1,300,000 | 1,300,000 | | 0 | The capital for the River Thames scheme is within the capital strategy and providing the Development Consent Order is approved construction can then begin late 25/26 so spend likely either late 25/26 or early 26/27. |
| Jackie Taylor | 41302 | Car Park Mgmt. System Update | 250,000 | 250,000 | | 0 | Currently on hold pending the review of our off street parking provision |
| Jackie Taylor | 41308 | Car Park Mgmt. & Issue System | 50,000 | 50,000 | | 0 | Currently on hold pending the review of our off street parking provision |
| Jackie Taylor | 41501 | New Food Waste Vehicles | 400,000 | 400,000 | | 0 | Delivery is expected in September 2023 |
| Jackie Taylor | 41503 | Replacement Refuse Vehicle | 80,000 | 80,000 | | 0 | Delivery is expected later in the year due to supply issues |
| | | External Funding | -45,000 | -45,000 | | 0 | This income is an insurance payback and offsets the item above |
| Jackie Taylor | 41507 | Waste & Cleansing Vehicles | 3,220,000 | 3,220,000 | | 0 | Budget is expected to be used by end of the year |
| Jackie Taylor | 41606 | County Transit Site | 127,000 | 127,000 | | 0 | Project on hold until site can be agreed. This is a contribution towards cost of a site in another part of the County. |
| Jackie Taylor | 41608 | River Ash Broadwalk | 150,000 | 150,000 | | 0 | Tender due to go out in August 23 with award scheduled for October 2023, installation expected November 2023 |
| | | Bronzefield reserve Funding | -150,000 | -150,000 | | 0 | |
| Jackie Taylor | 41609 | Replacement Spelride Bus | 100,000 | 100,000 | | 0 | More electric minibuses are now available for consideration and a tender exercise is already underway |
| Jackie Taylor | 41615 | Laleham Nursery Portacabins | 116,000 | 116,000 | | 0 | Budget is now to be used for capital improvements to the nursery building and not to purchase porta cabins. We are putting applications through for CIL funding whilst portacabins are not now to be purchased this funding will |
| Jackie Taylor | 41616 | Replacement CCTV Cameras | 35,000 | 35,000 | | 0 | Quotes have been received and will be evaluated to ensure best value when purchasing new CCTV cameras... |
| Jackie Taylor | 41620 | Wheelie Bins - annual programme | 50,000 | 50,000 | | 0 | Wheelie bins purchased as and when supply demands through the year |
| Total | | | £5,683,000 | £5,683,000 | | £0 | |
| Tracey Willmott-French | 41314 | Air Quality | 24,500 | 24,500 | | 0 | The scenario modelling is now completed, along with the further modelling wanted by Councillors at Moor Lane (near the M25) and residential roads alongside the A30 Georgian Close. Pollution Control were due to write the specification brief ready to go out to tender in November, but this had to be delayed due to other high priority work with shorter timeframes. Such work included an investigation into a waste oil contamination issue, progressing a liquid waste spill clean-up, responding to the Local Plan, and reviewing environmental reports submitted in |
| Total | | | £24,500 | £24,500 | | £0 | |
| Coralie Holman | 41026 | Laleham Park Upgrade | £250,000 | £353,500 | | £103,500 | |
| Total | | | £250,000 | £353,500 | | £103,500 | |
| Committee Total | | | £5,957,500 | £6,061,000 | | £103,500 | |

CAPITAL MONITORING REPORT AT 30 JUNE 2023

| Portfolio / Service Head | Cost Centre | Description | Current Budget | Cumulative Budget | Managers Projected Outturn at 30 June | Cumulative Budget vs Projected Outturn Variance | Comments |
|---|------------------------|---|----------------|-------------------|---------------------------------------|---|--|
| Corporate Policy & Resources | | | | | | | |
| Coralie Holman | 41024 | Spelthorne Leisure Centre Development | 48,370,000 | 48,370,000 | 48,370,000 | 0 | Superstructure completes end Sept 23. On budget. Reporting 5 weeks behind programme Resequencing programme to mitigate delays. No cost implications |
| Coralie Holman | 41328 | Ashford MSCP Residential Scheme | 18,570,000 | 18,570,000 | 18,570,000 | 0 | Planning application now submitted. The scheme is to be discussed with Development Sub Committee on 31 July. Scheme design to be amended or value engineered to be KGE viable. |
| Coralie Holman | 413280 | Ashford MSCP - Homes for England Grant | -4,630,027 | -4,630,027 | -4,630,027 | 0 | |
| Coralie Holman | 42042 | Benwell Development cost Phase 1 | 13,800,000 | 13,800,000 | 11,200,000 | -2,600,000 | Construction Complete- final account under negotiation with main contractor and it is anticipated to be completed before end of FY23/24. Forecast budget for build and fees. Allocation of PM time/interest to be provided by Finance. |
| Coralie Holman | | Benwell 1 Land & Building | 6,883,700 | 6,883,700 | 7,306,000 | 422,300 | |
| Coralie Holman | 42052 | Whitehouse -Land Cost, Design Fees & Construction Phase B | 5,229,721 | 5,229,721 | 5,119,721 | -110,000 | Planning application submitted 18 Dec 22 and validated 16 Jan 23, now awaiting planning determination prior to construction costs being confirmed . Scheme is KGE viable with Homes England grant funding. |
| Coralie Holman | 42052 | Whitehouse - Homes for England Grant | -1,385,657 | -1,385,657 | -1,385,657 | 0 | |
| Coralie Holman | 42054 | Thameside House | 64,290,000 | 64,290,000 | 64,130,000 | -160,000 | Scheme design to be discussed with Development Sub Committee on 31 July. The design and costs likely to be amended following DSC input. |
| Coralie Holman | 42055 | West Wing | 5,780,000 | 5,780,000 | 5,850,000 | 70,000 | No change to financials. Project complete. Final account being negotiated with contractor - delay due to insurance claim for water damage. |
| Coralie Holman | 42056 | Whitehouse Hostel - Phase A | 4,400,000 | 4,400,000 | 4,400,000 | 0 | Project complete - final account under negotiation with main contractor and it is anticipated to be completed by end of 2023 |
| Coralie Holman | 42057 | Victory Place (Ashford Hospital car park site) | 36,730,000 | 36,730,000 | 42,760,000 | 6,030,000 | Scheme being taken to Development Sub Committee on 04 September for approval to proceed. Anticipated costs of main build are £35m. The current memorandum of Understanding with the NHS needs to be amended to allow affordable housing due to the HE Funding being essential for viability. |
| Coralie Holman | 42057 | Victory Place - Homes for England Grant | -10,310,000 | -10,310,000 | -10,310,000 | 0 | |
| Coralie Holman | 42060 | Oast House | 105,200,000 | 105,200,000 | 99,100,000 | -6,100,000 | Reviewing reduced scheme alongside 2nd phase new block on Site C with DSC. HE funding being explored. Consequently project subject cost fluctuation and programme delay. |
| Coralie Holman | 42060 | Oast House - HE Funding | -23,250,000 | -23,250,000 | -23,250,000 | 0 | |
| Coralie Holman | 42060 | Oast House - NHS Funding | -45,000,000 | -45,000,000 | -45,000,000 | 0 | |
| Coralie Holman | 42062 | Harper House Redevelopment | 3,451,000 | 3,451,000 | 3,390,000 | -61,000 | No change to financials. Project complete - negotiating final account to be paid. |
| Coralie Holman | 42063 | Elmsleigh Centre | 5,350,000 | 5,350,000 | 5,350,000 | 0 | To be reviewed upon Local Plan & Staines development framework. Previous budget of £18m split for projects at 91-93 High Street, Tothill Redevelopment & Decathlon. £5.35m left over after allocations. |
| Coralie Holman | 42065 | 91/93 High Street | 6,000,000 | 6,000,000 | 4,792,000 | -1,208,000 | Original scheme is unviable. Will review as a 2 unit conversion. Budget to be confirmed in due course once new design is finalised. |
| Coralie Holman | 42066 | Tothill MSCP | 82,000,000 | 82,000,000 | 82,000,000 | 0 | Development options are being taken to Development Sub Committee on 04 September for committee input into design. Budget will be firmed up following councillor feedback. |
| Coralie Holman | 42066 | Tothill MSCP - HE Funding | -20,000,000 | -20,000,000 | -20,000,000 | 0 | |
| Coralie Holman | 42067 | Decathlon Unit, Elmsleigh | 150,000 | 150,000 | 150,000 | 0 | Full capital budget not required as current plan is for SCC to take on lease and redevelop in return for rent free lease for Staines Library. £150k required to install new passenger lift. |
| Coralie Holman | 42069 | Ashford Community Centre | 3,500,000 | 3,500,000 | 3,500,000 | 0 | This is with strategic planning team for further advise on the project. |
| Coralie Holman | 42070 | Cedar Rec Toilet Block | 250,000 | 250,000 | 250,000 | 0 | This project is on hold and to commence subject to the Community Lettings Policy being reviewed by Councillors. A task group is to be set up to discuss the CLP. An updated forecast will be prepared once the CLP has been agreed. |
| Coralie Holman | 42071 | Greeno Rec | 1,200,000 | 1,200,000 | 1,200,000 | 0 | This project is on hold and to commence subject to the Community Lettings Policy being reviewed by Councillors. A task group is to be set up to discuss the CLP. An updated forecast will be prepared once the CLP has been agreed. |
| Coralie Holman | 42072 | Manor Park Pavilion | 750,000 | 750,000 | 750,000 | 0 | This project is on hold and to commence subject to the Community Lettings Policy being reviewed by Councillors. A task group is to be set up to discuss the CLP. An updated forecast will be prepared once the CLP has been agreed. |
| Coralie Holman | 42073 | Revelstoke | 400,000 | 400,000 | 400,000 | 0 | No change to plan |
| Coralie Holman | 42076 | Sandhill Meadow Bridge | 200,000 | 200,000 | 200,000 | 0 | Residential Association undertaking work. SBC to employ a monitoring consultant. Payment is on a staged basis. Timings to be confirmed when Residential Association finalise construction budget. |
| Coralie Holman | 42074 | Property acquisition for families | 35,000,000 | 35,000,000 | 35,000,000 | 0 | |
| Coralie Holman | 42074 | Local Authority Housing Fund Grant | -1,259,074 | -1,259,074 | -1,259,074 | 0 | |

CAPITAL MONITORING REPORT AT 30 JUNE 2023

| Portfolio / Service Head | Cost Centre | Description | Current Cumulative Budget | Managers Projected Outturn at 30 June | Cumulative Budget vs Projected Outturn Variance | Comments |
|--------------------------|-----------------------|---|---------------------------|---------------------------------------|---|--|
| Coralie Holman | 42074 | Recruit an additional Development Manager - Affordable Housing | 600,000 | 600,000 | 0 | |
| | 42074 | Funding for the additional Development Manager from Street Acquisitions budget (Growth) | -600,000 | -600,000 | 0 | |
| Coralie Holman | 42075 | Benwell P2design | 8,662,000 | 8,662,000 | 0 | Planning submitted. Budget to be firmed up following planning approval and tender process. |
| Coralie Holman | | Benwell P2 Land | 3,239,400 | 3,440,000 | 200,600 | |
| Paul Taylor | 43609 | Centros Upgrade | 360,500 | 360,500 | 0 | On Track to spend the budget, although 6 months behind the schedule to deliver. |
| Committee Total | | | £353,931,563 | £350,415,463 | -£3,516,100 | |

CAPITAL MONITORING REPORT AT 30 JUNE 2023

| Portfolio / Service Head | Cost Centre | Description | Current Cumulative Budget | Managers Projected Outturn at 30 June | Cumulative Budget vs Projected Outturn Variance | Comments |
|--------------------------|-------------|---|---------------------------|---------------------------------------|---|--|
| Administration | | | | | | |
| Alistair Corkish | 43610 | General Hard/Software - annual programm | 166,500 | 166,500 | 0 | Expected to be fully spent by end of this financial year |
| Alistair Corkish | 43614 | Network Infrastructure | 170,000 | 170,000 | 0 | Expected to be fully spent by end of this financial year |
| Total | | | £336,500 | £336,500 | £0 | |
| Sandy Muirhead | 43626 | Customer Services Contact Cent | 40,000 | 40,000 | 0 | The remaining budget will be spent on further development of webchat and Ai and redevelopment of the IVR. Redevelopment of the IVR This will involve re-recording the options |
| Sandy Muirhead | 43629 | Net call Contact Centre | 70,000 | 70,000 | 0 | This will form part of the digital upgrade to be completed in 23/24 |
| | | Website Upgrade | 85,000 | 85,000 | | |
| Sandy Muirhead | 43636 | Acquisition of GovTech | 20,000 | 20,000 | 0 | Acquisition of Gov Tech will automate all Ctax and Benefit applications resourcing may delay this until second half of 23/24 |
| Sandy Muirhead | 43512 | SharePoint redesign & Relaunch | 155,000 | 132,800 | -22,200 | SharePoint launch is being delayed as a result of staff recruitment delays. New member of staff has started in July 2022 but due to workload spend is expected in 23-24 and there will be recruitment of a further staff member as the process it taking longer than expected as services need support. Need to note Woking BC has 5 people working on SharePoint. |
| Sandy Muirhead | 43515 | Corporate EDMS Project | 100,000 | 100,000 | 0 | A substantial amount of the work for this project will also be covered off by the SharePoint budget (Cost centre 43512 above) |
| Total | | | £470,000 | £447,800 | -£22,200 | |
| Committee Total | | | £806,500 | £784,300 | -£22,200 | |
| Total For Other | | | £360,805,063 | £357,370,263 | -£3,434,800 | |
| Total Expenditure | | | 468,378,021 | 464,943,221 | -3,434,800 | |
| Total Funding | | | -107,572,958 | -107,572,958 | 0 | |
| GRAND TOTAL | | | £360,805,063 | £357,370,263 | -£3,434,800 | |

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Corporate Policy & Resources Committee



16 October 2023

| | |
|----------------------------------|--|
| Title | Q1 Revenue Monitoring Report as at 30 June 2023 |
| Purpose of the report | To note |
| Report Author | Paul Taylor Chief Accountant |
| Ward(s) Affected | All Wards |
| Exempt | No |
| Corporate Priority | Community Affordable housing Recovery Environment Service delivery |
| Recommendations | The Committee is asked to: 1 -note the forecast underspend of (£182,081) for 2023-24 as at 30 June 2023 and 2 – approved the timing difference budget virement between landlord costs and the sinking fund which will be reversed in 2024-25. |
| Reason for Recommendation | |

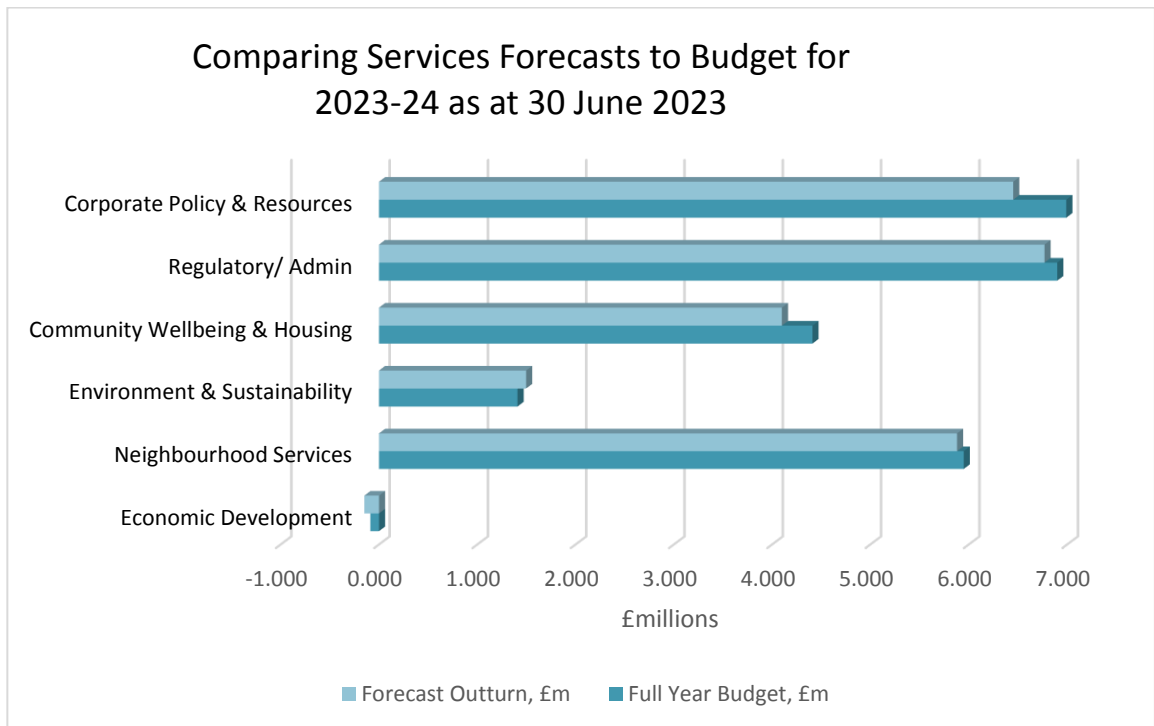
1. Summary of the report

- 1.1 This report for the quarter ended 30 June 2023 does not reflect any changes in forecast expectations as a result of the revised Direct Housing Strategy document that will go before Council on 16 October, having previously been approved by the Corporate Policy and Resources Committee on 11 September 2023.
- 1.2 Officers are working on the revised Capital Programme to quantify the financial impact on the revenue budget for 2023-24 of suspending the directly delivery of the housing programme, as capital holding costs of between £10-13m are released to the revenue budgets, which will involve Council in approving amendments to the to current approved 2023-24 Revenue Budget.
- 1.3 Based on the work currently being carried out on the Medium Term Financial Plan, officers have identified a number of funding sources over the next two years to cover these costs, including the use of reserves, which will be discussed in parallel reports on this Agenda and approved by Council.

- 1.4 Shown below is a summary of the projected use of resources and forecast outturn position for the Council as at 30 June 2023, in respect of the financial year 2023-24, and is estimating a net underspend of (£182,081) as set out in appendix A.
- 1.5 The main issues to be aware of, which are detailed in the report below are:
- (a) Unapportionable Central Overheads – (£390k) underspend on superannuation payments, due to lower staff numbers than planned.
 - (b) Housing Needs - (£135k) underspend due to staff vacancies and additional grant funding received, where grant funding is underutilised, subject to the conditions of the grant award, it will be transferred at the year end to revenue grants unapplied for future use.
 - (c) Housing Benefits Admin - (£115k) underspend due to staff vacancies and additional grant funding received, where grant funding is underutilised, subject to the conditions of the grant award, it will be transferred at the year end to revenue grants unapplied for future use.
 - (d) Car Parks - (£154k) underspend due to staff vacancies, on street parking expenditure now with SCC and under recovery of income.
 - (e) Grounds Maintenance - £185k under recovery of verge cutting income from Surrey CC.
 - (f) Investment Property Income – (£366k) over recovery of rental income from a new lease with a tenant and unexpected filming rights income.
 - (g) Regeneration income - £139k under recovery of rents because of two rent free periods negotiated with our tenants.
 - (h) Landlord costs - £569k overspent due to the awarding of a rent incentive to a new tenant.
 - i) Offset by a £344k reduction in the use of the Sinking Fund Reserve as the full transfer is no longer required.
 - (i) Budget virement between Landlord Costs and the Sinking Fund – the original budget £5.9m has been increased to £11.0m, this is due to a delay in the call down of £4m due to a legal time limit, and this will now be drawn down in 2024/25 and mean that the £2.5m planned release of the sinking fund, will now be a £1.5m contribution to the sinking fund.
This is a timing difference and the net effect over 2023-24 and 2024-25 is neutral.
The remainder relates to the delayed Charter Building & Roundwood Avenue refurbishments that were put into the sinking fund at 31 March 2023, as approved by the Corporate Policy & Resources Committee.
- 1.6 The current aggregate underspend is likely to change over the coming months and officers are predicting that there will be a small under/overspend at the 31 March 2024 and therefore no recommendation will be taken to move the underspend to reserves in this quarter.
- 1.7 As shown in table 2.3 below, the actual FTE's 387.1 are 72.25 FTE's below budget. In order to maintain service levels, Budget Managers are having to recruit agency staff, contractors and casual workers to fill these vacancies on a short term basis.

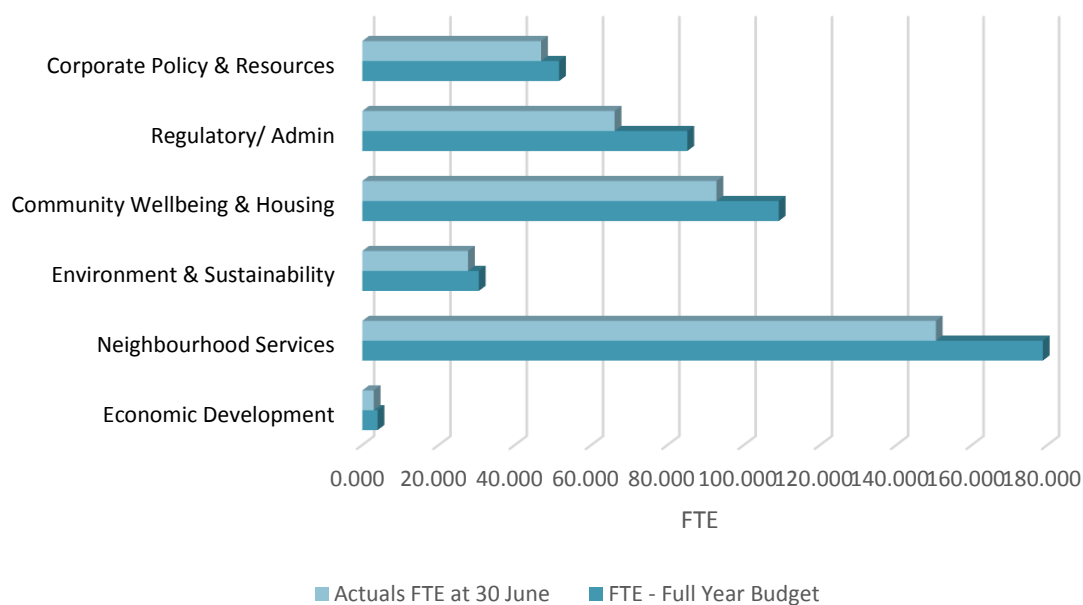
2. Key issues

- 2.1 The report considers the Council's financial position in the light of the COVID-19 pandemic legacy, the unfolding issues of the increase in Bank of England base rates, the Cost-of-Living crisis, and the Council's Medium Term Financial Plan (MTFP) that indicates that the Council is facing substantial pressure on cash flow and its budgets in the future. As with the financial crisis in 2008, officers are expecting the Council and the UK economy to take several years to recover from these issues.
- 2.2 The services budgets and forecast outturn are shown in the chart below and the key variances are summarised in the tables below, with a more detailed information on the variances by committee shown in section 3.



- 2.3 From Appendix A below, the aggregate budgeted FTEs (459.35) compared to actual FTEs (387.1) at 30 June 2023 is shown below across each Committee:

Comparing Services Forecasts to Budget for FTEs 2023-24 as at 30 June 2023



3. Committee commentary and variance analysis

3.1 The net underspend at Committees Service Level of (£1,021,980) as at 30 June 2023 by Committee is shown below:

| | 2023/24 Budget Revised £ | 2023/24 Forecast Outturn £ | 2023/24 Variance of Forecast from Revised Budget £ |
|---|-----------------------------------|-------------------------------------|--|
| Regulatory / Administrative Committees | 6,898,400 | 6,769,055 | (129,345) |
| Corporate Policy & Resources | 6,990,400 | 6,451,558 | (538,842) |
| Community Wellbeing & Housing | 4,410,800 | 4,099,550 | (311,250) |
| Neighbourhood Services | 5,949,300 | 5,880,709 | (68,591) |
| Economic Development | (87,900) | (148,790) | (60,890) |
| Environment & Sustainability | 1,409,700 | 1,496,638 | 86,938 |
| NET EXPENDITURE AT SERVICE LEVEL | 25,570,700 | 24,548,720 | (1,021,980) |

3.2 The following tables identify significant (greater than £20,000) differences from budget for services within each Committee. Where the aggregate

variance for the cost-of-service nets off to a figure less than £20,000, full details are disclosed for the sake of transparency.

Figures shown without brackets represent an overspend or under-recovery of income; figures with brackets represent an (underspend) or (over-recovery) of income.

(a) Regulatory/ Administrative Committee

| Service | Variance £'000 | Comment |
|--|---------------------------|--|
| Corporate Management | 40.0 | Apprenticeship levy payments of £68k partially off-set by lower payments expected against Market Supplement budget resulting in a £39.4k overspend. |
| Customer Services | (100.0) | Underspends due to restructure of the service and vacant posts, partially being covered by agency & temporary staff. |
| Information & Comms Technology | (71.0) | (£31.0k) over recovery of income from reimbursed salary costs from Woking BC relating to secondment of a member of staff. Overspend of £75k on Cyber Treatment Plan fully funded from the Government Grant received. (£40.0K) underspend on salaries due to vacant positions, offset by additional overtime and temp. workers. |
| Legal | (39.6) | Over recovery of fees income recharged internally. |
| Total significant net variances | (91.4) | For the complete list of (£169.3k) favourable variances including those under £20k, please refer to appendix C |

(b) Corporate Policy & Resources Committee

| Service | Variance £'000 | Comment |
|-----------------------------------|---------------------------|---|
| Asset Management Administration | (43.4) | Underspend due to restructure of the team and vacant posts to establish how resources can be more efficiently allocated across the team. |
| Development Properties | 26.1 | Unbudgeted expenditure on electricity and water bills, premises insurance and security. |
| Facilities Management | (52.6) | (£48.3k) Underspend due to reduction in volume of printing externally and printers' maintenance costs were lower than anticipated. |
| Planned Maintenance Programme | (0.5) | An overspend of £96.7k on additional consultant fees to conduct surveys for heat decarbonisation and energy efficiency works which was fully funded by the Low Carbon Skills Grant received (£96.6k). |
| Project Management | (30.0) | Underspends due to vacancies. |
| Unapportionable Central Overheads | (390.0) | Monthly superannuation payments to Surrey County are lower than budgeted, which reflects the Council's overall underspending on staffing costs. |

| | | |
|--|----------------|--|
| Total significant net variances | (490.4) | For the complete list of (£498.9k) favourable variances including those under £20k, please refer to appendix D |
|--|----------------|--|

(c) Community Wellbeing & Housing Committee

| Service | Variance £'000 | Comment |
|--|-----------------------|---|
| Community Centres | (36.2) | Underspend (£39.7k) because of vacant posts which will be filled by the end of summer. |
| Meals on Wheels | 26.9 | Overspend £29k due to contract cost increased |
| Spelthorne Family Support | (17.4) | Underspends of (£35k) on staffing due to vacant post, partially covered by temporary staff and from costs recharged for work on Afghan Refugees. £36.4k under recovery of income mainly due to lower reimbursement expected from Surrey County Council. |
| Housing Needs | (135.4) | (£137.4k) underspend due to staff vacancies and grant funding for the Intensive Support Officer; Rough Sleeper Co-ordinator; and Rough Sleeper Support Worker. |
| Homelessness | (0.5) | £59.1k under recovery of Rent Assured Income, offset by underspend of £51.5k on Rent Assured costs, making a net under recovery of 7.6k on Rent Assured. |
| Housing Benefits Admin | (115.1) | £60.5k underspend due to vacancies; income (£63.9k) above budget due to additional grants received which may be transferred to reserves. |
| Housing Benefits Payments | (37.9) | Housing Support Fund - (£133.0k) additional grant income received, offset by additional expenditure of £95.1k, currently providing a net over recovery of income of (£37.9k), which officers will need to deal with in the next 6-9 months. |
| Spelthorne Leisure Centre | (21.5) | Over recovery of income (£22.7k) due to the Council's profit share increasing because of inflation. |
| Total significant net variances | (337.1) | For the complete list of (311.3k) favourable variances including those under £20k, please refer to appendix E |

(d) Neighbourhood Services Committee

| Service | Variance £'000 | Comment |
|--|-----------------------|--|
| Car Parks | (154.7) | Underspend (£142.0k) due to staff vacancies, Underspend (£123.0k) as the on-street parking expenditure has passed to Surrey CC, offset by a £110.39k under recovery of income. |
| Cemeteries | (49.7) | (£49.7k) over recovery of income as officers are forecasting an increased in budget burial numbers over the course of the year. |
| Grounds Maintenance | 185.0 | £185.0k under recovery of income due to loss of highways maintenance contract with both Runnymede BC & Surrey County Council. Staffing budget was already reduced to reflect that but this was missed out as picked up by the Group Head after the budget process. |
| Total significant net variances | (19.4) | For the complete list of (£68.6k) favourable variances including those under £20k, please refer to appendix F |

(e) **Economic Development Committee**

| Service | Variance £'000 | Comment |
|--|---------------------------|---|
| Economic Development | (60.9) | (£60.9k) underspend on salaries due to vacant post |
| Total significant net variances | (60.9) | For the complete list of (£60.9k) favourable variances including those under £20k, please refer to appendix G |

(f) **Environment & Sustainability**

| Service | Variance £'000 | Comment |
|--|---------------------------|--|
| Planning Development Control | 13.9 | (£43k) underspend due to staff vacancies, £123k overspend due to additional planning appeal costs on the Debenhams application. |
| Planning Policy | 58.8 | Overspend on other expenditure including consultants doing work for hearings; awaiting outcome of ECM in Sept in connection with Local Plan; Software costs exceeded budget. |
| Total significant net variances | 72.7 | For the complete list of £87.0k adverse variances including those under £20k, please refer to appendix H |

4. Net Asset Income (Commercial and Regeneration Assets)

4.1 The tables below show the latest monitoring position for the Council's investment, regeneration and other assets, the net income is used to meet net additional expenditure resulting from reduced government grant, Surrey County Council funding and other pressures.

See the commentary supporting tables 4.1 (b) and (c) for detailed explanations of the variance.

Commercial & Regeneration Assets 2023-24;

| | Revised Budget £'000 | Forecast Outturn £'000 | Variance £'000 |
|-------------------------------------|---------------------------------|---------------------------------------|---------------------------|
| Income | (46,129) | (46,355) | (227) |
| Less: | | | - |
| Landlord Costs | 11,638 | 12,207 | 569 |
| Net Rental Income Receivable | (34,491) | (34,148) | 343 |
| Loan Interest Payable | 24,449 | 24,449 | - |
| Minimum Revenue Provision | 12,077 | 12,077 | - |
| Sinking Funds - Cont. to | 1,037 | 1,037 | - |

| | | | |
|--|----------------|----------------|------------|
| Sinking Funds - Cont. from | (11,023) | (10,679) | 344 |
| Set Asides | 630 | 630 | - |
| Net Income to fund revenue Budget | (7,321) | (6,634) | 687 |

Contribution from the Sinking Fund – the original budget £5.9m has been increased to £11.0m, this is due to a delay in the call down of a contractual obligation amounting to £4m due to a legal time limit, and this will now be drawn down in 2024-25 and mean that the £2.5 planned release of the sinking fund, will be a £1.5m contribution to the sinking fund.

This is a timing difference and the net effect over 2023-24 and 2024-25 is neutral.

The remainder relates to Charter Building & Roundwood Avenue refurbishments that were put into the sinking fund at 31 March 2023, as approved by the Corporate Policy & Resources Committee.

**Table 4.1b Commercial Assets
2023-24;**

| | Revised Budget | Forecast Outturn | Variance |
|--|-------------------|---------------------|------------|
| | £'000 | £'000 | £'000 |
| Income | (41,711) | (42,077) | (366) |
| Less: | | | - |
| Landlord Costs | 10,119 | 10,743 | 624 |
| Net Rental Income Receivable | (31,592) | (31,334) | 258 |
| Loan Interest Payable | 22,283 | 22,283 | - |
| Minimum Revenue Provision | 11,172 | 11,172 | - |
| Sinking Funds - Cont. to | 887 | 887 | - |
| Sinking Funds - Cont. from | (9,493) | (9,149) | 344 |
| Set Asides | 600 | 600 | - |
| Net Income to fund revenue Budget | (6,144) | (5,542) | 602 |

**Table 4.1c Regeneration Assets
2023-24;**

| | Revised Budget | Forecast Outturn | Variance |
|--------|-------------------|---------------------|----------|
| | £'000 | £'000 | £'000 |
| Income | (4,417) | (4,278) | 139 |

| | | | |
|--|----------------|----------------|-----------|
| Less: | | | - |
| Landlord Costs | 1,519 | 1,465 | (54) |
| Net Rental Income Receivable | (2,898) | (2,814) | 85 |
| Loan Interest Payable | 2,166 | 2,166 | - |
| Minimum Revenue Provision | 906 | 906 | - |
| Sinking Funds - Cont. to | 150 | 150 | - |
| Sinking Funds - Cont. from | (1,530) | (1,530) | - |
| Set Asides | 30 | 30 | - |
| Net Income to fund revenue Budget | (1,177) | (1,093) | 85 |

5. Interest receivable and other income

5.1 Interest earnings £64k under recovery is due to lower than forecast cash balances for the year, offset by increased returns on investment following a rapid rise in the Bank of England Base Rate over the last quarter.

Since 1 July, there have been further upward movements in the Bank of England Base Rate, with a further rate increase predicted in the early autumn, and therefore, it could be possible to see a significant swing the other way in the following monitoring reports.

5.2 Loan interest charged to Knowle Green Estates Ltd, following the revised cost profile for Benwell Phase 1 & 2, the Council have had to raise a credit note in respect of the interest charged for 2022/23 and revised the forecasts for 2023-24 as a result.

6. Grants & Contributions to/from Reserves

6.1 There are no significant changes to the above in the budget.

6.2 There have been no unbudgeted movements in reserves.

7. Knowle Green Estates Ltd (KGE):

7.1 On 19 July, the Board of KGE approved the revenue monitoring report for the 2023-24 as at 30 June, which showed an adverse variance of £383, on a net service budget of £428,400, i.e., less than 0.09% variance.

8. Spelthorne Direct Services Ltd

8.1 The Board reviewed the revenue monitoring report for 2023-24 as at 30 June, and whilst the actual performance against budget showed an over recovery of (£19k), due to increase sales (additional customers) and lower costs, there were two major issues on the horizon, the variability of recycling costs and income, and additional startup costs on new contracts that take a few months to unwind through the profit and loss account.

8.2 Therefore, it was felt prudent to kept the forecast aligned to the approved 2023-24 budget at an over recovery of (£44k).

9. Financial implications

9.1 Financial implications are as set out within the report and appendices and are subject to the final audit for the Council and its subsidiaries.

10. Procurement

10.1 Comments please

11. Risk considerations

- 11.1 **Risk 1:** As referred to at para 2.4 and elsewhere in this report, the Council is facing substantial pressure on cash flow and its budgets in the future, in the context of several wider externalities, government funding limitations and ongoing financial uncertainty.
- (a) **Mitigation:** Local measures that the Council can take to alleviate these external pressures continue to be reported and a residual risk remains given the external and evolving nature of this issue.
- 11.2 **Risk 2:** Budget underspends due to staff vacancies are being reported across a range of Service areas/Committee and if these budget variances continue for the remainder of the year this will impact the final outturn revenue budget for 2023/24. It could also result in underutilisation of the Council's financial resources at a time when demands on Council Services continue to grow.
- (a) **Control/Mitigation:** An analysis of variance forecast at 31 March 2024 has been undertaken as part of the revenue budget monitoring process and it is being reported at para 1.4 that Officers are predicting a small under/overspend at the 31 March 2024. Service areas with higher levels of variances along with specific explanations are highlighted to support ongoing monitoring. For transparency there is inclusion of the budget position for all Service/budget areas.
- 11.3 **Risk 3:** Explanations provided by Cost Centre Managers for budget variances (whether adverse or favourable) may not provide sufficient insight to support future service planning and budget management.
- (a) **Control/Mitigation:** A mechanism for challenge is in place across Finance, Group Heads and Cost Centre Managers to seek rationale and reasonable explanations where variances have been identified and are being reported.
- 11.4 **Risk 4:** Budget underspend due to staff vacancies reinforces a significant wider risk and issue facing local government in terms of recruitment and retention challenges. Reduced resources could also have an adverse impact on service delivery in terms of skills, knowledge, expertise, capacity and resilience.
- (a) **Control/Mitigation:** (i) Corporate Establishment Review undertaken in 2023 (ii) Alternative models for service provision and sourcing resource pursued to ensure delivery of service needs in meeting mandatory and discretionary service requirements (iii) Annual Service planning process
- 11.5 **Risk 5:** Under recovery of income has been reported across some service areas
- (a) **Control/Mitigation:** See earlier reference under risk 3 above.

12. Legal considerations

12.1 Comments please

13. Other considerations

13.1 There are no further considerations.

14. Equality, Diversity and Inclusion

14.1 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.

15. Sustainability/Climate Change Implications

15.1 There are no significant implications arising from the report.

16. Timetable for implementation

16.1 Not applicable.

17. Contact Details

17.1 Paul Taylor Chief Accountant P.taylor@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix A – Net Revenue Budget Monitoring 2023-24 30 June 2023

Appendix B – Net Revenue Budget Monitoring by Committee 2023-24 30 June 2023

Appendix C - Net Revenue Budget Monitoring Reg & Admin Committee 2023-24 30 June 2023

Appendix D - Net Revenue Budget Monitoring CP&R Committee 2023-24 30 June 2023

Appendix E - Net Revenue Budget Monitoring CWH Committee 2023-24 30 June 2023

Appendix F – Net Revenue Budget Monitoring NS&E Committee 2023-24 30 June 2023

Appendix G - Net Revenue Budget Monitoring ED Committee 2023-24 30 June 2023

Appendix H – Net Revenue Budget Monitoring E&S Committee 2023-24 30 June 2023

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Net Revenue Budget Monitoring - 2023/24

As at end of 30 JUNE 2023

| | 2023/24 Budget Revised | 2023/24 Forecast Outturn | 2023/24 Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual |
|--|------------------------------|--------------------------------|--|--------------------|--------------------|
| | £ | £ | £ | FTE | FTE |
| Gross Expenditure | 60,745,800 | 59,923,604 | (822,196) | | |
| Less Housing Benefit grant | (21,821,000) | (21,954,000) | - | | |
| Less Specific fees and charges income | (13,354,100) | (13,420,884) | (66,784) | | |
| Net Expenditure - broken down as below | 25,570,700 | 24,548,720 | (888,980) | | |
| Regulatory / Administrative Committees | 6,938,400 | 6,769,055 | (169,345) | 85.21 | 66.15 |
| Corporate Policy & Resources | 6,950,400 | 6,451,558 | (498,842) | 51.60 | 46.88 |
| Community Wellbeing & Housing | 4,410,800 | 4,099,550 | (311,250) | 109.17 | 92.86 |
| Neighbourhood Services | 5,949,300 | 5,880,709 | (68,591) | 178.83 | 150.48 |
| Economic Development | (87,900) | (148,790) | (60,890) | 4.00 | 3.00 |
| Environment & Sustainability | 1,409,700 | 1,496,638 | 86,938 | 30.54 | 27.73 |
| NET EXPENDITURE AT SERVICE LEVEL | 25,570,700 | 24,548,720 | (1,021,980) | 459.35 | 387.10 |
| Interest Earnings | (2,420,000) | (2,356,000) | 64,000 | | |
| Investment Property Income | (41,711,400) | (42,077,349) | (365,949) | | |
| Regeneration Property Income | (4,417,300) | (4,278,085) | 139,215 | | |
| Landlord Costs | 11,638,100 | 12,207,481 | 569,381 | | |
| Debt Interest Payable | 25,172,800 | 25,172,800 | - | | |
| Minimum Revenue Provision | 12,396,800 | 12,396,800 | - | | |
| Set Aside | 630,000 | 630,000 | - | | |
| Capitalisation of Interest on Development Properties | (1,400,000) | (1,400,000) | - | | |
| Interest KGE | (818,700) | (724,000) | 94,700 | | |
| NET EXPENDITURE AFTER INTEREST EARNINGS | 24,641,000 | 24,120,367 | (520,633) | | |
| Appropriation from Reserves | | | | | |
| Reserves - Revenue Contributions to Capital Outlay | 750,000 | 750,000 | - | | |
| Sinking fund contributions | 1,037,100 | 1,037,100 | - | | |
| Release of funding from sinking funds | (11,023,100) | (10,679,100) | 344,000 | | |
| BUDGET REQUIREMENT | 15,405,000 | 15,228,367 | (176,633) | | |
| Grants | | | | | |
| Section 31 Grants | (874,900) | (874,900) | - | | |
| RSG | (91,000) | (90,765) | 235 | | |
| New Homes Bonus | (101,000) | (101,000) | - | | |
| Core Spending Power Guarantee | (1,483,000) | (1,479,281) | 3,719 | | |
| Covid 19 Retail Discount | - | - | - | | |
| Lower Tier Services Grant | (79,500) | (78,012) | 1,488 | | |
| Ctax Admin Support Grant | - | (10,890) | (10,890) | | |
| DLUHC LA Housing Fund | - | - | - | | |
| Retained Business Rates | (1,929,000) | (1,929,000) | - | | |
| Allocation from National Non-Domestic Rate pool | (450,000) | (450,000) | - | | |
| Empty property premia | (500,000) | (500,000) | - | | |
| NNDR Tariff Payment | - | - | - | | |
| Contributions to Reserves | | | | | |
| Earmarked Reserves (Revenue Grants non-specific) | - | - | - | | |
| CIL Reserve | - | - | - | | |
| S106 Reserve | - | - | - | | |
| Shared Prosperity | - | - | - | | |
| Contributions from Reserves | | | | | |
| HLS Scheme | (109,300) | (109,300) | - | | |
| Planning Performance Agreement | (36,800) | (36,800) | - | | |
| Green Initiative Fund | (48,800) | (48,800) | - | | |
| Local Plan Reserve | (75,000) | (75,000) | - | | |
| Cost of Living Reserve | (362,000) | (362,000) | - | | |
| BRR Retention (Economic Development) | (128,000) | (128,000) | - | | |
| Cont. from IFRS16 Reserve | (472,000) | (472,000) | - | | |
| | - | - | - | | |
| | - | - | - | | |
| NET BUDGET REQUIREMENT | 8,664,700 | 8,482,619 | (182,081) | | |
| General Fund Reserves- Supplementary Estimate | | | | | |
| Collection Fund Surplus/(deficit) | 100,000 | 100,000 | - | | |
| Income from Council Tax | (8,764,700) | (8,764,700) | - | | |
| Net Position - Over/ (Under) budget | - | (182,081) | (182,081) | | |

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Net Revenue Budget Monitoring by Committee - 2023/24

Expenditure and Income Summary 30 JUNE 2023

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual |
|---|---------------------------|-----------------------------|--|----------------------------|----------------------------|
| | £ | £ | £ | FTE | FTE |
| Regulatory / Administrative Committees | | | | | |
| Employees | 4,820,000 | 4,758,355 | (61,645) | 85 | 66 |
| Other Expenditure | 2,590,000 | 2,660,700 | 70,700 | | |
| Income | (471,600) | (650,000) | (178,400) | | |
| | 6,938,400 | 6,769,055 | (169,345) | 85 | 66 |
| Corporate Policy & Resources | | | | | |
| Employees | 5,484,100 | 5,004,821 | (479,279) | 52 | 47 |
| Other Expenditure | 2,080,600 | 2,174,973 | 94,373 | | |
| Income | (614,300) | (728,236) | (113,936) | | |
| | 6,950,400 | 6,451,558 | (498,842) | 52 | 47 |
| Community Wellbeing & Housing | | | | | |
| Employees | 4,993,400 | 4,705,200 | (288,200) | 109 | 93 |
| Other Expenditure | 27,710,800 | 27,829,400 | 118,600 | | |
| Housing Benefit grant income | (21,821,000) | (21,954,000) | 0 | | |
| Income | (6,472,400) | (6,481,050) | (141,650) | | |
| | 4,410,800 | 4,099,550 | (311,250) | 109 | 93 |
| Neighbourhood Services | | | | | |
| Employees | 7,262,600 | 7,088,834 | (173,766) | 179 | 150 |
| Other Expenditure | 3,119,700 | 3,009,280 | (110,420) | | |
| Income | (4,433,000) | (4,217,405) | 215,595 | | |
| | 5,949,300 | 5,880,709 | (68,591) | 179 | 150 |
| Economic Development | | | | | |
| Employees | 232,400 | 171,510 | (60,890) | 4 | 3 |
| Other Expenditure | 328,000 | 328,000 | 0 | | |
| Income | (648,300) | (648,300) | 0 | | |
| | (87,900) | (148,790) | (60,890) | 4 | 3 |
| Environment & Sustainability | | | | | |
| Employees | 1,663,100 | 1,591,008 | (72,092) | 31 | 28 |
| Other Expenditure | 461,100 | 601,522 | 140,422 | | |
| Income | (714,500) | (695,893) | 18,607 | | |
| | 1,409,700 | 1,496,638 | 86,938 | 31 | 28 |
| NET EXPENDITURE AT SERVICE LEVEL | 25,570,700 | 24,548,720 | (1,021,980) | 459 | 387 |
| Total Employees | 24,455,600 | 23,319,729 | (1,135,871) | | |
| Total Other Expenditure | 36,290,200 | 36,603,875 | 313,675 | | |
| Housing Benefit grant income | (21,821,000) | (21,954,000) | 0 | | |
| Total Income | (13,354,100) | (13,420,884) | (199,784) | | |
| NET EXPENDITURE | 25,570,700 | 24,548,720 | (1,021,980) | | |

| | | | |
|--------------------------|---------------------|---------------------|--------------------|
| Total Expenditure | 60,745,800 | 59,923,604 | (822,196) |
| Total Income | (35,175,100) | (35,374,884) | (199,784) |
| Net | 25,570,700 | 24,548,720 | (1,021,980) |

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Regulatory/ Administrative Committees

Appendix C

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 110,000 | 110,000 | 0 | 1.75 | 1.75 | |
| Other Expenditure | 104,200 | 104,200 | 0 | | | |
| Income | 0 | | 0 | | | |
| Audit | 214,200 | 214,200 | 0 | 1.75 | 1.75 | |
| Employees | 269,300 | 269,300 | 0 | 6.00 | 5.60 | Part time staff member working on higher grade to cover the full time post. |
| Other Expenditure | 24,700 | 24,700 | 0 | | | |
| Income | 0 | | 0 | | | |
| Committee Services | 294,000 | 294,000 | 0 | 6.00 | 5.60 | |
| Employees | 334,000 | 349,000 | 15,000 | 4.00 | 2.00 | Vacant post is being covered by Agency staff with higher costs |
| Other Expenditure | 5,700 | 5,700 | 0 | | | |
| Income | 0 | | 0 | | | |
| Corporate Governance | 339,700 | 354,700 | 15,000 | 4.00 | 2.00 | |
| Employees | 257,000 | 296,400 | 39,400 | | | Apprenticeship levy payments of £68k partially off-set by lower payments expected against Market Supplement budget |
| Other Expenditure | 372,700 | 372,700 | 0 | | | |
| Income | 0 | | 0 | | | |
| Corporate Management | 629,700 | 669,100 | 39,400 | 0.00 | 0.00 | |
| Employees | 290,900 | 293,200 | 2,300 | 5.69 | 5.69 | |
| Other Expenditure | 125,000 | 125,000 | 0 | | | |
| Income | 0 | | 0 | | | |
| Corporate Publicity | 415,900 | 418,200 | 2,300 | 5.69 | 5.69 | |

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Regulatory/ Administrative Committees

Appendix C

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|--|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 1,149,000 | 1,049,000 | (100,000) | 26 | 19 | Restructure of the service is in progress. Underspent expected due to vacant posts, partially being covered by agency & temporary staff. |
| Other Expenditure | 466,700 | 466,700 | 0 | | | |
| Income | (311,500) | (311,500) | 0 | | | |
| CServ Management & Support | 1,304,200 | 1,204,200 | (100,000) | 26.07 | 18.67 | |
| Employees | 32,200 | 32,200 | 0 | | | |
| Other Expenditure | 403,300 | 403,300 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Democratic Rep & Management | 435,500 | 435,500 | 0 | 0.00 | 0.00 | |
| Employees | 42,300 | 88,500 | 46,200 | | | Govt. new burden grant for elections |
| Other Expenditure | 108,200 | 91,800 | (16,400) | | | |
| Income | 0 | (31,900) | (31,900) | | | |
| Elections | 150,500 | 148,400 | (2,100) | 0.00 | 0.00 | |
| Employees | 200,600 | 196,300 | (4,300) | 3.89 | 3.60 | |
| Other Expenditure | 86,500 | 86,500 | 0 | | | |
| Income | (1,000) | (1,000) | 0 | | | |
| Electoral Registration | 286,100 | 281,800 | (4,300) | 3.89 | 3.60 | |
| Employees | 363,000 | 347,000 | (16,000) | 6.56 | 5.76 | |
| Other Expenditure | 52,800 | 52,800 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| HR | 415,800 | 399,800 | (16,000) | 6.56 | 5.76 | |

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Regulatory/ Administrative Committees

Appendix C

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---|-----------------------|-------------------------|--|------------------------|------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 864,400 | 824,400 | (40,000) | 16.25 | 13.08 | Savings expected due to vacant posts expected to be covered by additional overtime payments & Temporary staff. Overspent to be funded through Govt. grant to deliver 'Cyber treatment plan' Govt. Grant of £75k to deliver 'Cyber treatment plan' and remainder salary costs reimbursement expected from Woking BC relating to secondment of a member of staff |
| Other Expenditure | 453,900 | 528,900 | 75,000 | | | |
| Income | 0 | (106,000) | (106,000) | | | |
| Information & Comms Technology | 1,318,300 | 1,247,300 | (71,000) | 16.25 | 13.08 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 388,400 | 388,400 | 0 | | | |
| Income | 0 | (900) | (900) | | | |
| Insurance | 388,400 | 387,500 | (900) | 0.00 | 0.00 | |
| Employees | 74,400 | 73,955 | (445) | 1.83 | 1.83 | |
| Other Expenditure | 31,500 | 31,800 | 300 | | | |
| Income | (140,700) | (140,700) | 0 | | | |
| Land Charges | (34,800) | (34,945) | (145) | 1.83 | 1.83 | |
| Employees | 758,800 | 750,800 | (8,000) | 11.78 | 6.78 | Vacant posts are being covered by agency staff which are usually paid in arrears. Higher recharged fees income expected against the budget |
| Other Expenditure | (33,800) | (22,000) | 11,800 | | | |
| Income | (18,400) | (58,000) | (39,600) | | | |
| Legal | 706,600 | 670,800 | (35,800) | 11.78 | 6.78 | |
| Employees | 74,100 | 78,300 | 4,200 | 1.39 | 1.39 | |
| Other Expenditure | 200 | 200 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Payroll | 74,300 | 78,500 | 4,200 | 1.39 | 1.39 | |

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Regulatory/ Administrative Committees

Appendix C

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|--------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|-----------------|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | 0 | | 0 | | | |
| Misc Expenses | 0 | 0 | 0 | | | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | 0 | | 0 | | | |
| Section 106 | 0 | 0 | 0 | | | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | 0 | | 0 | | | |
| Community Infrastructure Levy | 0 | 0 | 0 | | | |
| Total Employees | 4,820,000 | 4,758,355 | (61,645) | 85.21 | 66.15 | |
| Total Other Expenditure | 2,590,000 | 2,660,700 | 70,700 | | | |
| Total Income | (471,600) | (650,000) | (178,400) | | | |
| Net Total | 6,938,400 | 6,769,055 | (169,345) | 85.21 | 66.15 | |

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Corporate Policy & Resources

Appendix D

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 795,200 | 786,200 | (9,000) | 12.90 | 13.10 | Restructure of the service has taken place earlier in the year which has resulted in more staff members within the budget which has generated savings |
| Other Expenditure | (13,600) | (13,600) | 0 | | | |
| Income | (103,000) | (95,800) | 7,200 | | | |
| Accountancy | 678,600 | 676,800 | (1,800) | 12.90 | 13.10 | |
| Employees | 1,002,700 | 956,660 | (46,040) | 13.78 | 10.78 | Underspend due to restructure of the team and vacant posts to establish how resources can be more efficiently allocated across the team. |
| Other Expenditure | (244,200) | (235,027) | 9,173 | | | |
| Income | (421,700) | (428,245) | (6,545) | | | |
| Asset Mgn Administration | 336,800 | 293,388 | (43,412) | 13.78 | 10.78 | |
| Employees | 239,200 | 239,200 | 0 | 1.00 | 1.00 | |
| Other Expenditure | 3,200 | 3,200 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Chief Executive | 242,400 | 242,400 | 0 | 1.00 | 1.00 | |
| Employees | 299,900 | 299,900 | 0 | 2.00 | 2.00 | |
| Other Expenditure | 1,000 | 1,000 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Deputy Chief Executives | 300,900 | 300,900 | 0 | 2.00 | 2.00 | |

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Corporate Policy & Resources

Appendix D

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | 0.00 | 0.00 | <p>As part of the Asset Strategy Review being undertaken a number of the development sites have now been fully appraised to understand holding costs, and how to mitigate these where possible or as a minimum reduce the costs. As part of this review historic some historic utility charges have been identified, which total around £7.5k and have not been budgeted for. The review has also highlighted the current arrangement of guardians being in Hanover house, not providing the anticipated cost savings, but has left the council with additional unbudgeted costs in respect of electricity consumption. We are taking proactive steps to bring the current arrangement with the guardians to an end and will be implementing shared security guarding with the contractor who deals with security at Thameside House. Whilst there will be some holding costs for the site as we move forward, these will be substantially reduced, will be forecast, and can be included within budget forecasting/setting from hereon. The Asset Managers have now taken on responsibility for securing short term lettings for the vacant premises. Holding costs are being reviewed as part of an exercise to understand the contribution needed from tenants, where a rental income is not realistic. This information will be factored into our approach to achieve appropriate short-term lettings to offset all holding costs when analysed on a portfolio basis. It may not be possible to achieve short term lettings on all sites, but when additional income from some vacant sites held for development purposes are netted off against all vacant property costs, we aim for the net outturn to be as a low as possible.</p> |
| Other Expenditure | 305,800 | 331,939 | 26,139 | | | |
| Income | 0 | 0 | 0 | | | |
| Development Properties | 305,800 | 331,939 | 26,139 | 0.00 | 0.00 | |

Corporate Policy & Resources

Appendix D

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|--------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | 0.00 | 0.00 | |
| Other Expenditure | 36,500 | 42,651 | 6,151 | | | |
| Income | (66,600) | (81,591) | (14,991) | | | |
| General Property Expenses | (30,100) | (38,940) | (8,840) | 0.00 | 0.00 | |
| Employees | 234,300 | 229,991 | (4,309) | 5.00 | 5.00 | Underspend due to reduction in volume of printing externally and printers maintenance costs were lower than anticipated. |
| Other Expenditure | 540,100 | 491,779 | (48,321) | | | |
| Income | (23,000) | (23,000) | 0 | | | |
| Facilities Management | 751,400 | 698,770 | (52,630) | 5.00 | 5.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | 0 | | 0 | | | |
| Knowle Green | 0 | 0 | 0 | 0.00 | 0.00 | |
| Employees | 99,000 | 99,400 | 400 | 2.00 | 2.00 | |
| Other Expenditure | 2,400 | 2,400 | 0 | | | |
| Income | 0 | | 0 | | | |
| MaT Secretariat & Support | 101,400 | 101,800 | 400 | 2.00 | 2.00 | |

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Corporate Policy & Resources

Appendix D

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 174,500 | 173,870 | (630) | 3.00 | 3.00 | Overspend is due to consultant fees to conduct surveys for heat decarbonisation and energy efficiency works that is off-set by the Low Carbon Skills Grant. Successfully applied for Public Sector Low Carbon Skills Fund Grant that was not budgeted for. |
| Other Expenditure | 1,196,300 | 1,296,031 | 99,731 | | | |
| Income | 0 | (99,600) | (99,600) | | | |
| Planned Maintenance Programme | 1,370,800 | 1,370,301 | (499) | 3.00 | 3.00 | |
| Employees | 659,300 | 629,300 | (30,000) | 11.92 | 10.00 | Savings expected due to vacant posts |
| Other Expenditure | (41,600) | (41,600) | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Project Management | 617,700 | 587,700 | (30,000) | 11.92 | 10.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 1,500 | 1,500 | | | |
| Income | 0 | 0 | 0 | | | |
| Sea Cadets | 0 | 1,500 | 1,500 | 0.00 | 0.00 | |
| Employees | 1,980,000 | 1,590,300 | (389,700) | | | Monthly superannuation payments to SCC are expected to be lower based on number of staff in the posts |
| Other Expenditure | 294,700 | 294,700 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Unapportionable CentralO/Heads | 2,274,700 | 1,885,000 | (389,700) | 0.00 | 0.00 | |
| Total Employees | 5,484,100 | 5,004,821 | (479,279) | 51.60 | 46.88 | |
| Total Other Expenditure | 2,080,600 | 2,174,973 | 94,373 | | | |
| Total Income | (614,300) | (728,236) | (113,936) | | | |
| Net Total | 6,950,400 | 6,451,558 | (498,842) | 51.60 | 46.88 | |

Community Wellbeing & Housing

Appendix E

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|--------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | (700) | (700) | | | |
| Income | 0 | 0 | 0 | | | |
| SPAN | 0 | (700) | (700) | - | - | |
| Employees | 512,000 | 521,800 | 9,800 | 10.67 | 9.00 | The Council is utilising North West Surrey Alliance Health funding to pay for centres to be open on Saturdays therefore the apparent deficit is fully covered |
| Other Expenditure | 20,000 | 20,200 | 200 | | | |
| Income | (95,200) | (95,200) | 0 | | | |
| Community Care Administration | 436,800 | 446,800 | 10,000 | 10.67 | 9.00 | |
| Employees | 755,400 | 715,700 | (39,700) | 19.42 | 17.17 | A job offer has been made to fill the current vacancy |
| Other Expenditure | 284,400 | 297,100 | 12,700 | | | |
| Income | (435,000) | (444,200) | (9,200) | | | |
| Community Centres | 604,800 | 568,600 | (36,200) | 19.42 | 17.17 | |
| Employees | 169,700 | 170,500 | 800 | 4.17 | 3.61 | This significant increase in costs (circa 60%) has arisen as a result of Appetito passing on their fuel and food cost increases |
| Other Expenditure | 106,700 | 135,700 | 29,000 | | | |
| Income | (192,400) | (195,300) | (2,900) | | | |
| Meals on Wheels | 84,000 | 110,900 | 26,900 | 4.17 | 3.61 | |
| Employees | 554,900 | 519,900 | (35,000) | 10.80 | 8.80 | Savings expected due to vacant posts, partially covered by temporary staff. Expenditure against clinical supervision and Car mileage. Income is expected to be lower against the budget mainly due to lower reimbursement expected from Surrey County Council |
| Other Expenditure | 6,500 | 22,500 | 16,000 | | | |
| Income | (561,400) | (525,000) | 36,400 | | | |
| Spelthorne Family Support | 0 | 17,400 | 17,400 | 10.80 | 8.80 | |

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Community Wellbeing & Housing

Appendix E

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|----------------------------------|-----------------------|-------------------------|--|------------------------|------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | - | - | |
| Other Expenditure | 39,000 | 39,000 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Community Development | 39,000 | 39,000 | 0 | - | - | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 279,800 | 279,800 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| General Grants | 279,800 | 279,800 | 0 | - | - | |
| Employees | 1,470,000 | 1,332,600 | (137,400) | 27.78 | 27.08 | The reason for the underspend on employees is that we have grant funding for the Intensive Support Officer; Rough Sleeper Co-ordinator; and Rough Sleeper Support Worker. |
| Other Expenditure | 51,000 | 51,000 | 0 | | | |
| Income | (2,000) | 0 | 2,000 | | | |
| Housing Needs | 1,519,000 | 1,383,600 | (135,400) | 27.78 | 27.08 | |
| Employees | 509,600 | 501,500 | (8,100) | 13.27 | 8.77 | Underspends due to lower numbers in Rent Assure Scheme |
| Other Expenditure | 4,536,000 | 4,484,500 | (51,500) | | | |
| Income | (4,497,500) | (4,438,350) | 59,150 | | | |
| Homelessness | 548,100 | 547,650 | (450) | 13.27 | 8.77 | |
| Employees | 674,500 | 614,000 | (60,500) | 17.06 | 13.93 | Reason for salary shortfall – We hold several vacancies in our team recruitment will take place but this needs to be in a staggered approach due to the number of recent people already recruited to our team. Additional new burdens grants received from DWP. These grants are ringfenced to Housing Benefits but no control if and when they are issued |
| Other Expenditure | 34,500 | 43,800 | 9,300 | | | |
| Income | (300,000) | (363,900) | (63,900) | | | |
| Housing Benefits Admin | 409,000 | 293,900 | (115,100) | 17.06 | 13.93 | |
| Employees | 0 | 0 | 0 | | | Additional expenditure and grant income relates to Household support fund scheme |
| Other Expenditure | 21,872,000 | 21,967,100 | 95,100 | | | |
| Income | (21,821,000) | (21,954,000) | (133,000) | | | |
| Housing Benefits Payments | 51,000 | 13,100 | (37,900) | - | - | |

Community Wellbeing & Housing

Appendix E

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 331,600 | 313,500 | (18,100) | 6.00 | 4.50 | Vacancies at start of the financial year, offset partially by use of overtime |
| Other Expenditure | 25,700 | 27,800 | 2,100 | | | |
| Income | 0 | 0 | 0 | | | |
| Leisure Administration | 357,300 | 341,300 | (16,000) | 6.00 | 4.50 | |
| Employees | 0 | 0 | 0 | | | SBC profit share has increased due to inflation |
| Other Expenditure | 356,100 | 357,300 | 1,200 | | | |
| Income | (315,200) | (337,900) | (22,700) | | | |
| Spelthorne Leisure Centre | 40,900 | 19,400 | (21,500) | - | - | |
| Employees | 12,600 | 12,600 | 0 | | | |
| Other Expenditure | 5,200 | 5,900 | 700 | | | |
| Income | (3,800) | (3,800) | 0 | | | |
| Resource Centre | 14,000 | 14,700 | 700 | - | - | |
| Employees | 1,600 | 1,600 | 0 | | | |
| Other Expenditure | 23,800 | 28,300 | 4,500 | | | |
| Income | (7,400) | (12,600) | (5,200) | | | |
| Sports and Active Lifestyle | 18,000 | 17,300 | (700) | - | - | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | (47,600) | (49,900) | (2,300) | | | |
| Sunbury Golf Club | (47,600) | (49,900) | (2,300) | - | - | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 2,900 | 2,900 | 0 | | | |
| Income | (8,000) | (8,000) | 0 | | | |
| Museum | (5,100) | (5,100) | 0 | - | - | |

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Community Wellbeing & Housing

Appendix E

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|-----------------|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 27,100 | 27,100 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Youth | 27,100 | 27,100 | 0 | - | - | |
| Employees | 1,500 | 1,500 | 0 | | | |
| Other Expenditure | 32,000 | 32,000 | 0 | | | |
| Income | (3,000) | (3,000) | 0 | | | |
| Arts Development | 30,500 | 30,500 | 0 | - | - | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 8,100 | 8,100 | 0 | | | |
| Income | (3,900) | (3,900) | 0 | | | |
| Public Health | 4,200 | 4,200 | 0 | - | - | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Events | 0 | 0 | 0 | - | - | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | 0 | | 0 | | | |
| | 0 | 0 | 0 | | | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | 0 | | 0 | | | |
| | 0 | 0 | 0 | | | |
| Total Employees | 4,993,400 | 4,705,200 | (288,200) | 109.17 | 92.86 | |
| Total Other Expenditure | 27,710,800 | 27,829,400 | 118,600 | | | |
| Total Income | (28,293,400) | (28,435,050) | (141,650) | | | |
| Net Total | 4,410,800 | 4,099,550 | (311,250) | 109.17 | 92.86 | |

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Neighbourhood Services

Appendix F

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 516,800 | 374,800 | (142,000) | 13.00 | 7.35 | Savings expected due to vacant posts which are unlikely to be filled mainly due to On-Street Parking Management service has moved with Surrey County Council No expenditure expected for On Street Parking management service which has moved with Surrey County Council Expected shortfall of Income by £261k mainly due to On Street Parking Management service has moved with Surrey County Council, partially off set by higher income relating to Off-Street Parking |
| Other Expenditure | 919,000 | 796,000 | (123,000) | | | |
| Income | (1,490,300) | (1,380,000) | 110,300 | | | |
| Car Parks | (54,500) | (209,200) | (154,700) | 13.00 | 7.35 | |
| Employees | 76,000 | 76,000 | 0 | 1.67 | 0.83 | The vacant post is filled and savings to be used to develop the service with additional payments. |
| Other Expenditure | 181,400 | 181,400 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Community Safety | 257,400 | 257,400 | 0 | 1.67 | 0.83 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 119,000 | 119,000 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Depot | 119,000 | 119,000 | 0 | 0.00 | 0.00 | |
| Employees | 1,227,900 | 1,227,900 | 0 | 23.61 | 22.97 | |
| Other Expenditure | 156,000 | 156,000 | 0 | | | |
| Income | (3,200) | (6,200) | (3,000) | | | |
| Neighbourhood Serv Mgt Support | 1,380,700 | 1,377,700 | (3,000) | 23.61 | 22.97 | |
| Employees | 381,200 | 388,964 | 7,764 | 7.00 | 7.00 | |
| Other Expenditure | 16,000 | 16,000 | 0 | | | |
| Income | (436,600) | (436,600) | 0 | | | |
| Building Control | (39,400) | (31,636) | 7,764 | 7.00 | 7.00 | |

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Neighbourhood Services

Appendix F

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|-------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|---|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 2,500 | 2,700 | 200 | | | |
| Income | (1,600) | (1,688) | (88) | | | |
| Food Safety | 900 | 1,012 | 112 | 0.00 | 0.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 24,900 | 24,900 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Bus Station | 24,900 | 24,900 | 0 | 0.00 | 0.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 62,800 | 62,800 | 0 | | | |
| Income | (390,300) | (440,000) | (49,700) | | | Income is expected to be higher due to more burials |
| Cemeteries | (327,500) | (377,200) | (49,700) | 0.00 | 0.00 | |
| Employees | 1,183,500 | 1,169,456 | (14,044) | 20.72 | 20.72 | |
| Other Expenditure | 54,500 | 56,536 | 2,036 | | | |
| Income | 0 | (417) | (417) | | | |
| Environmental Health Admin | 1,238,000 | 1,225,575 | (12,425) | 20.72 | 20.72 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 100,700 | 92,400 | (8,300) | | | |
| Income | (4,300) | (4,300) | 0 | | | |
| Environmental Protection Act | 96,400 | 88,100 | (8,300) | 0.00 | 0.00 | |
| Employees | 227,300 | 217,814 | (9,486) | 4.61 | 4.61 | |
| Other Expenditure | 8,900 | 9,178 | 278 | | | |
| Income | (127,400) | (127,400) | 0 | | | |
| Licensing | 108,800 | 99,592 | (9,208) | 4.61 | 4.61 | |

Neighbourhood Services

Appendix F

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|----------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | | | No budget for provision of medicals for Taxi drivers & DBS checks |
| Other Expenditure | 3,300 | 11,308 | 8,008 | | | |
| Income | (65,000) | (65,100) | (100) | | | |
| Taxi Licensing | (61,700) | (53,792) | 7,908 | 0.00 | 0.00 | |
| Employees | 668,800 | 652,800 | (16,000) | 19.00 | 14.00 | Vacant posts are being covered by agency staff which are usually paid in arrears |
| Other Expenditure | 161,300 | 161,300 | 0 | | | |
| Income | (47,700) | (46,600) | 1,100 | | | |
| Street Cleaning | 782,400 | 767,500 | (14,900) | 19.00 | 14.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 1,500 | 1,500 | 0 | | | |
| Income | 0 | | 0 | | | |
| Public Conveniences | 1,500 | 1,500 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | | | Budget will be exceeded; big increase in abandoned dogs; rise in kennelling fees; needs to be reviewed |
| Other Expenditure | 16,100 | 26,457 | 10,357 | | | |
| Income | (5,300) | (5,300) | 0 | | | |
| Rodent & Pest Control | 10,800 | 21,157 | 10,357 | 0.00 | 0.00 | |
| Note: SAT = Spelride | | | | | | Vacant post is being covered by temporary staff with additional payments |
| Employees | 188,400 | 188,400 | 0 | 6.00 | 5.00 | |
| Other Expenditure | 49,600 | 49,600 | 0 | | | |
| Income | (72,400) | (72,400) | 0 | | | |
| SAT | 165,600 | 165,600 | 0 | 6.00 | 5.00 | |
| 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 | 0 | 0 | 0 | | | |
| Other Expenditure | 24,600 | 24,600 | 0 | | | |
| Income | (41,200) | (41,200) | 0 | | | |

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Neighbourhood Services

Appendix F

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|-----------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Allotments | (16,600) | (16,600) | 0 | 0.00 | 0.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 21,600 | 21,600 | 0 | | | |
| Income | 0 | | 0 | | | |
| Environmental Enhancements | 21,600 | 21,600 | 0 | 0.00 | 0.00 | |
| Employees | 1,223,000 | 1,223,000 | 0 | 33.22 | 29.00 | Vacant posts are being covered by agency staff which are usually paid in arrears |
| Other Expenditure | 661,700 | 661,700 | 0 | | | |
| Income | (249,300) | (64,300) | 185,000 | | | No income expected due to loss of Highways maintenance contract with both Runnymede BC & Surrey County Council. Staffing budget was already reduced to reflect that but this was missed out as picked up by the Group Head after the budget process. |
| Grounds Maintenance | 1,635,400 | 1,820,400 | 185,000 | 33.22 | 29.00 | |
| Employees | 0 | 0 | 0 | 0.00 | 0.00 | |
| Other Expenditure | 109,800 | 109,800 | 0 | | | |
| Income | (75,000) | (90,000) | (15,000) | | | Lammas recreation grounds licence income received in arrears for last 2 years |
| Parks Strategy | 34,800 | 19,800 | (15,000) | 0.00 | 0.00 | |
| Employees | 0 | | 0 | 0.00 | 0.00 | |
| Other Expenditure | 10,000 | 10,000 | 0 | | | |
| Income | (27,400) | (27,400) | 0 | | | |
| Public Halls | (17,400) | (17,400) | 0 | 0.00 | 0.00 | |

Neighbourhood Services

Appendix F

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 1,569,700 | 1,569,700 | 0 | 50.00 | 39.00 | Vacant posts are being covered by agency staff which are usually paid in arrears |
| Other Expenditure | 410,900 | 410,900 | 0 | | | |
| Income | (1,049,000) | (1,061,500) | (12,500) | | | |
| Refuse Collection | 931,600 | 919,100 | (12,500) | 50.00 | 39.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | (347,000) | (347,000) | 0 | | | |
| Waste Recycling | (347,000) | (347,000) | 0 | 0.00 | 0.00 | |
| Total Employees | 7,262,600 | 7,088,834 | (173,766) | 178.83 | 150.48 | |
| Total Other Expenditure | 3,119,700 | 3,009,280 | (110,420) | | | |
| Total Income | (4,433,000) | (4,217,405) | 215,595 | | | |
| Net Total | 5,949,300 | 5,880,709 | (68,591) | 178.83 | 150.48 | |

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Economic Development

Appendix G

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|---------------------------------------|---------------------------|-----------------------------|--|----------------------------|----------------------------|--|
| | £ | £ | £ | FTE | FTE | |
| Employees | 232,400 | 171,510 | (60,890) | 4.00 | 3.00 | 1 vacant post - recruitment started for replacement. |
| Other Expenditure | 196,700 | 196,700 | 0 | | | |
| Income | (106,000) | (106,000) | 0 | | | |
| Economic Development | 323,100 | 262,210 | (60,890) | 4.00 | 3.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 131,300 | 131,300 | 0 | | | |
| Income | (200,000) | (200,000) | 0 | | | |
| Staines Market | (68,700) | (68,700) | 0 | 0.00 | 0.00 | |
| Employees | 0 | | 0 | | | |
| Other Expenditure | 0 | | 0 | | | |
| Income | (342,300) | (342,300) | 0 | | | |
| Staines Town Centre Management | (342,300) | (342,300) | 0 | 0.00 | 0.00 | |
| Total Employees | 232,400 | 171,510 | (60,890) | 4.00 | 3.00 | |
| Total Other Expenditure | 328,000 | 328,000 | 0 | | | |
| Total Income | (648,300) | (648,300) | 0 | | | |
| Net Total | (87,900) | (148,790) | (60,890) | 4.00 | 3.00 | |

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Environment & Sustainability

Appendix H

| Results to 30-Jun-23 | 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 | 9,700 | 9,700 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Energy Initiatives | 9,700 | 9,700 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | 0.00 | 0.00 | |
| Other Expenditure | 6,600 | 2,177 | (4,423) | | | A2D management charge on Long Lane Rec flat has been cancelled on 20th June thus savings is due. |
| Income | (25,900) | (7,293) | 18,607 | | | Housing no longer retains the use of the Long Lane Rec flat after SBC councillors agreed to make it available to the Stanwell Events Foodbank. The new lease is now for £500 per annum which is much lower than the previous lease when it was used for temporary accommodation . |
| Parks Properties Project | (19,300) | (5,116) | 14,184 | 0.00 | 0.00 | |
| Employees | 1,193,400 | 1,122,126 | (71,274) | 22.41 | 20.60 | Unfilled Vacancy; MAT agreement 12/4/23 to convert FTE of .81 to 2x.50 posts |
| Other Expenditure | 189,100 | 274,275 | 85,175 | | | Legal Fees will be overbudget; may be another public enquiry re: former Debenhams site |
| Income | (603,000) | (603,000) | 0 | | | |
| Planning Development Control | 779,500 | 793,401 | 13,901 | 22.41 | 20.60 | |
| Employees | 469,700 | 468,882 | (818) | 8.13 | 7.13 | Currently holding open a post; offset by P/T Local Plan Manager doing overtime |
| Other Expenditure | 151,500 | 211,170 | 59,670 | | | Consultants doing work for hearings; awaiting outcome of ECM in Sept in connection with Local Plan; Software costs exceeded budget |
| Income | (85,600) | (85,600) | 0 | | | |
| Planning Policy | 535,600 | 594,452 | 58,852 | 8.13 | 7.13 | |

Environment & Sustainability

Appendix H

| Results to 30-Jun-23 | Budget Revised | Forecast Outturn | Variance of Forecast from Revised Bgt | Staffing Budget | Staffing Actual | Comments |
|--|---------------------------|-----------------------------|--|----------------------------|----------------------------|-----------------|
| | £ | £ | £ | FTE | FTE | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 8,700 | 8,700 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Water Courses & Land Drainage | 8,700 | 8,700 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| Staines Upon Thames Programme | 0 | 0 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| | 0 | 0 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| | 0 | 0 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| | 0 | 0 | 0 | 0.00 | 0.00 | |
| Employees | 0 | 0 | 0 | | | |
| Other Expenditure | 0 | 0 | 0 | | | |
| Income | 0 | 0 | 0 | | | |
| | 0 | 0 | 0 | 0.00 | 0.00 | |
| Total Employees | 1,663,100 | 1,591,008 | (72,092) | 30.54 | 27.73 | |
| Total Other Expenditure | 461,100 | 601,522 | 140,422 | | | |
| Total Income | (714,500) | (695,893) | 18,607 | | | |
| Net Total | 1,409,700 | 1,496,638 | 86,938 | 30.54 | 27.73 | |

17th October 2023

Dear Sir/Madam,

RE: Plan-making reforms: consultation on implementation

Please, see Spelthorne Borough Council's ('the Council') formal response to the Department for Levelling Up, Housing and Communities' consultation on proposed plan-making reforms ('the proposals') below.

The Council has found it difficult to respond to the proposals as many of them are vague and lack a level of detail required for a consultee to provide a fully informed response. Notwithstanding this, the Council appreciates the opportunity to make the following comments on the proposals:

Chapter 1 – Local Plan contents

The Council is supportive of the requirement of a 'locally distinct vision' to provide direction for the plan.

It is noted that the Levelling Up and Regeneration Bill will provide for National Development Management Policies ('NDMPs') that are subject to a separate consultation. Without further detail on the scope of the NDMPs it is difficult to envisage what the proposed local DM policies would cover. The Council agrees in principle that local DM policies (as all policies) should be underpinned by appropriate justification and enable the delivery of the plan's vision, but it is not entirely clear what this would entail in practice. It is important that the proposed approach does not lead to the implementation of an overly intricate NDMP framework that would inhibit the ability of Local Planning Authorities to effectively influence development on a local level. This centralisation of planning powers would reduce the influence public has on the planning process.

The Council is generally supportive of templating of local plans. It is, however, important that they are not restrictive, and are flexible enough to allow for dealing with a plethora of spatial challenges.

Chapter 2 – The new 30 month plan timeframe

It is not entirely justified why 30 months is the appropriate timeframe for the production of local plans. Whilst the Council is generally positive that some of the measures contained within the proposals can likely lead to some gains in production time, it is not evident how this will lead to a drastic reduction in production time from the Government's stated current average of 7 years (84 months) down to 30 months. To expedite the creation of local plans, it is imperative that local councils receive ample resources, a well-equipped workforce, and extended support from the government.

The Council is concerned that the 30 month timeframe is unachievable if the capacity of statutory consultees to provide timely input is not increased. Whilst it is noted that chapter 9 of the proposals sets out the requirement for prescribed public bodies to assist with plan-making, this requirement on its own will not help with resourcing and staffing issues that these public bodies are facing.

The Council is also concerned that there is a risk for councils such as Spelthorne Borough where all-up elections are held, where the administration of the council could change overnight. This will certainly cause issues with timings if elections coincide with critical points in the 30 month timeframe.

It is not clear what the consequences of delaying a plan beyond the 30 months will be. It appears that the 30 months will be a policy requirement rather than a legal one. It is important that some flex to this timeframe is possible as there are many uncertainties that may delay the plan production. This is further elaborated throughout this response.

The speed of plan production by a Council can be hampered by committee cycles, seeking approval for consultation and to report the outcomes. Other practical considerations are consultation periods, with best practice being not to hold consultation during state school holidays or if they are held during this time to extend beyond the minimum periods. Over three Local Plan consultations this can impact the time scales of production.

Chapter 3 – Digital plans

The Council is not principally opposed to the digitisation of planning processes and are supportive of the ambition to ensure the open sharing of standardised data between authorities. The Council does, however, query the lack of detail around what specific tools will be available, what they will achieve, and how they will necessarily lead to more efficient plan-making. It is not clear how this will contribute towards the massive reduction in production time required for a local plan to be produced within 30 months of commencement.

The Council would support standardised software for inputting consultation responses and standardised templates for producing the documents required for submission to PINS.

Chapter 4 – The local plan timetable

It is important that LPAs keep an up to date and publicly available timetable. Currently, this is done through the form of a Local Development Scheme. The proposal to simplify and add flexibility to this process will help keep local communities and other stakeholders informed and is welcomed by the Council.

Chapter 5 – Evidence and the tests of soundness

Expectations on evidence to be more proportional is a sound principle. It is, however, not clear from the consultation materials what this would entail. Rather, this is deferred to potential future guidance on what 'proportionate' and 'adequate' entails. In the Council's response to the

consultation on changes to the National Planning Policy Framework published in December 2022, and responded to by the Council on 1st March 2023, concern is expressed over the removal of the requirement for plans to be justified. The requirement for evidence to justify plans but no need for plans to be justified is a self-contradiction, and clarity on this is required.

The proposal suggest that fewer evidence base documents will be required to be formally considered at examination. More details on what evidence is currently produced that would not be required under the new system and why this evidence is considered superfluous is required for the Council to be able to meaningfully comment on this proposal.

The Council supports the proposal for freezing data and evidence in the plan-making process. It is important that the window(s) for submitting data and evidence are clearly defined to provide certainty for interested parties. This will reduce frequent iteration which causes delay to plan production.

Chapter 6 – Gateway assessments during plan-making

The addition of gateway assessments in the plan-making process is supported by the Council in principle. These assessments will help provide certainty to LPAs that the plan is on the right track and avoid costly abortive work.

It is important that a consistent approach is taken to the gateways and the examination. It is not clear how this will be achieved. Having different assessors through the gateways and the examination will risk causing inconsistency. Having the same assessor conducting the gateway assessments behind closed doors and the examination in public will likely be perceived to be an issue with openness and transparency, which would be in disregard of the Seven Principles of Public Life. Clarity as to how this would be approached would be appreciated.

Chapter 7 - Plan examination

In principle, the approach of using panels of Inspectors to increase efficiency at key stages of the process is supported by the Council, however, there are concerns around the lack of staffing and resourcing of the Planning Inspectorate to accommodate this.

A shorter minimum notification for hearings runs the risk of alienating local residents and community groups. In many cases organisations such as parish councils and Residents Associations meet on a monthly basis, which means a minimum notification period of three weeks is likely to exclude these groups.

Chapter 8 – Community engagement and consultation

Whilst the Council is generally positive towards additional consultation early on in the process, but there is concern over the running of a consultation and processing and implementing the responses into the Project Initiation Document could take more time than the prescribed 4 months.

The usage of templates to guide representation submission is generally supported by the Council. It is, however, important that representations made that do not follow the format of the templates are still allowed and taken into account.

Other practical considerations are consultation periods, with best practice being not to hold consultation during state school holidays, or, if they are held during this time, to extend beyond the minimum periods. Over two local plan consultations this can impact the time scales of production.

Chapter 9 – Requirement to assist with certain plan-making

In order to achieve the 30 month timeframe for plan-production it is of utmost importance that statutory bodies are able to provide timely input. A requirement for these bodies to assist with plan-making can be useful as far as they are sufficiently resourced to fulfil this role. It is not clear from the consultation materials what, if any, additional funding will be granted to these bodies.

Chapter 10 – Monitoring of plans

Monitoring of plans is a crucial tool to ensure the transparency and efficiency of plans. Nationally prescribed monitoring metrics can be helpful in providing certainty around monitoring expectations; however, the proposed metrics do not necessarily show the entire picture of how well a plan is delivering sustainable development. They are quantitative measures of numbers of dwellings with no metrics for matters such as good design and placemaking, contributions towards modal shifts from car to active transport, or contributions towards health and wellbeing. Whilst it is noted the proposed metrics are a minimum and there is scope for more locally determined monitoring metrics, it is disappointing to see that sustainability is not considered essential.

Chapter 11 – Supplementary plans

The proposed introduction of Supplementary Plans in favour of Supplementary Planning Documents (SPDs) is generally supported by the Council. Supplementary Plans would, unlike SPDs, have full development plan status. Supplementary Plans would not, unlike other development plan documents, undergo public examination. Supplementary Plans would be subject to one round of public consultation. A level of iteration is hereby lost, and this could reinforce the perception that local communities and other stakeholders are excluded from the planning process.

Chapter 12 – Minerals and waste plans

The Council is not a minerals and waste planning authority and opts not to comment on this chapter.

Chapter 13 – Community Land Auctions

From the consultation materials it is not clear if the landowners 'bid' to have their site selected would be a planning consideration on par with the sustainability of a site. What weight will the financial benefits of a site be granted vis-à-vis matters such as ecology and landscape impact? This is seemingly deferred to secondary legislation, which makes making meaningful comments on the proposal difficult. There is a risk here that local authorities will be incentivised to allocate the most financially beneficial sites over more sustainable sites, especially in light of local government funding cuts.

Chapter 14 – Approach to roll out and transition

It is noted that a small cohort of front runner authorities will be identified to prepare new-style local plans early to essentially 'trial' the new system. There does not, however, seem to be a mechanism to receive feedback from these authorities and incorporate this feedback into changes to the new system. This level of iteration would be beneficial.

Chapter 15 – Saving existing plans and planning documents

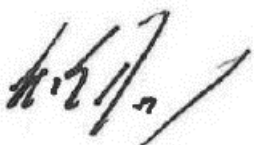
The Council notes the intention to require adoption of plans under the current system by 31st December 2026, with a 30th June 2025 cutoff for submission of plans of this style. The existing development plan will remain in force until a new-style local plan is adopted, and this approach is supported.

Equalities impacts

There is concern from the Council that the focus on digital technology will be exclusionary to people who lack the means or knowledge to access this. The Council would be grateful to understand further what support will be available to ensure the planning process is made as inclusive as possible.

I trust the above comments are clear. If there is any uncertainty about any of the above, please do not hesitate to contact the strategic planning team at Spelthorne Borough Council via email addressed to planning.policy@spelthorne.gov.uk.

Yours sincerely,



Councillor Malcolm Beecher
Chair of the Environment and Sustainability Committee
Spelthorne Borough Council

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Member's Briefing Pack



| | |
|----------------------------------|--|
| Title | Greenfield Recreation Ground Wild flower meadow update |
| Purpose of the report | To note |
| Report Author | Jackie Taylor Group Head Neighbourhood Services |
| Ward(s) Affected | Riverside and Laleham Staines South |
| Exempt | No |
| Exemption Reason | Not applicable |
| Corporate Priority | Environment |
| Recommendations | Committee is asked to: <ul style="list-style-type: none"> Note the first year results of monitoring the wildflower meadow project in Greenfield Recreation Ground, Laleham |
| Reason for Recommendation | Not applicable |

1. Summary of the report

- 1.1 This report seeks to provide an update on the wildflower meadow project undertaken using funding from the Green Initiatives Fund (GIF) in 2023.

2. Key issues

- 2.1 As agreed and as a condition of the GIF bid, the Biodiversity Officer was to carry out botanical assessments of the meadow in June and August and deliver a to note report for Committee detailing success rates of the seed sowing programme

3. Options analysis and proposal

- 3.1 There are no options as the meadow project has been delivered and this report is to note only.

4. Financial implications

- 4.1 Seven thousand four hundred pounds was requested and awarded from the GIF to deliver this project. The total cost to deliver this project was six thousand six hundred pounds which is slightly lower than expected due to adjustments to the seed mix purchased.

5. Risk considerations

- 5.1 This is a to note report only, there is no evidence of seed failure which would have been identified as a potential risk.

6. Procurement considerations

- 6.1 The germination success rate of the seeds was extremely high and achieved excellent results. Future purchase of wildflower seed from Naturescape Ltd can be considered a sound investment should the meadow show any signs of needing any new seed. This can be funded from existing budgets.

7. Legal considerations

- 7.1 Legal have been consulted and have no additional comments.

8. Other considerations

Coverage below is scored on the DAFOR scale for botanical recording i.e. species occurring as Dominant, Abundant, Frequent, Occasional or Rare (in descending order of abundance) within the area.

- 8.1 Seed was sown following ground preparation by the parks maintenance team in March 2023.
- 8.2 Signage was placed at all entrances to the area explaining the reason for the ground preparation and providing contact details for the Biodiversity Officer. Two phone calls were received in the first week asking what seeds had been used. Emails were received from a neighbouring resident in late May enquiring when the flowers would bloom and the resident expressed their excitement at seeing the meadow in full colour. No further communication was received from the public.
- 8.3 The first flowers were observed on 7th June 2023 when poppies began to flower.
- 8.4 By 30th June, the meadow was full of colour with eight of the 12 annual species which were sown now flowering – Corn Chamomile, Cornflower, Common Poppy, Opium Poppy, Corn Marigold, Wild Mustard, Scented Mayweed and Corncockle. Cover of sown flowers was dominant throughout the meadow, with some areas showing nearly 100% coverage.
- 8.5 Ragwort, previously occasional to frequent in the area, was observed rarely within the rotavated and seeded area. Prickly Lettuce, previously rare in the meadow area, was evident at occasional levels with localised areas of frequent occurrence.
- 8.6 By 31st August, several species continued to flower with overall coverage of sown annuals remaining dominant. Common and Opium Poppy had reduced in abundance to only rare in the meadow, but Corn Chamomile, Cornflower, Corn Marigold, Corncockle and Scented Mayweed continued to dominate. Knapweed and Musk Mallow were present rarely and represented a few individuals which had succeeded in flowering in their first year.
- 8.7 Prickly Lettuce continued to do well in some areas of the prepared ground, with localised patches of frequent occurrence. Along with the more desirable annuals from the seed mix, frequency of this disturbed ground weed will reduce as the park matures and the sward develops from an arable field into a hay meadow.

- 8.8 Field Forget-me-not, Wild Pansy, Yellow Rattle and Night-flowering Catchfly were not observed through the year but may have been obscured by the vigorous growth of other species. Additional Yellow Rattle will be sown in autumn 2023 following the hay cut in order to harness its important inhibitory effects on grass growth.
- 8.9 Of the perennial species sown, only Knapweed and Musk Mallow flowered in 2023 but this was to be expected given the relatively late sowing date. The remaining perennial species will begin flowering from spring 2024.
- 8.10 Invertebrate abundance was extremely high throughout with bees, butterflies, moths and more present on every visit. Yellow Meadow Ant nest mounds have re-established within the rotavated area, likely colonising from the adjacent undisturbed patches in the park.
- 8.11 Some annual species (particularly poppies) did not thrive and reach the same abundance in Greenfield as they did using the same seed mix in Lammas Park. This is likely due to variation in the local soil conditions between the two parks. As these are annual species which will naturally reduce in abundance as the meadow matures and perennials flourish, no additional seeding of these species is proposed.
- 8.12 Year 1 of the meadow creation project can be considered a success, with the project contributing towards Spelthorne's enhanced biodiversity duty and the park now much more attractive for residents.

9. Equality and Diversity

- 9.1 Accessibility of the park has been maintained at pre-existing levels.
- 9.2 The parks maintenance teams have continued to keep paths around and through the meadow mowed short to retain the same level of accessibility as before commencement and allow all park users to enjoy the enhanced nature up close.

10. Sustainability/Climate Change Implications

- 10.1 Wildflower meadows store more carbon than existing land uses, while also supporting a richer and more varied flora and fauna to benefit biodiversity in keeping with the Council's enhanced conservation duty.

11. Timetable for implementation

- 11.1 The annual hay cut took place in late September and will be followed by sowing of additional Yellow Rattle seeds. A spring cut in March 2024 will allow new flowers to compete and grow amongst the grasses.
- 11.2 Green hay for meadow creation projects in other parks can be harvested from the meadow from summer 2024, if desired.

12. Contact

- 12.1 Jackie Taylor j.taylor@spelthorne.gov.uk

Background papers: There are none.

Appendices: There are none

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Electric Vehicle Infrastructure Strategy 2023-2030 Draft

Executive Summary

The following strategy explores the implementation of electric vehicle charging infrastructure within Spelthorne. This has been developed in response to the climate change strategy (2022) which outlined a key action to further improve EV infrastructure throughout the borough and develop an EV infrastructure strategy. Additionally, residents and businesses will be able to transition to EVs without the fear of not being able to charge them, therefore not hindering their life or business.

Our strategic objectives are to:

- Reduce greenhouse gas emissions from transportation.
- Improve the air quality through reducing harmful pollutants attributed to internal combustion vehicles, nitrous oxide, and particulate matter.
- Adhere to SBCs climate change strategy and respond to the climate emergency.
- Generate a sustainable income stream to enable the council to meet its service needs and invest in green initiatives.
- Utilise Spelthorne's unique location in relation to key national transport infrastructure to provide charging facilities for use of the users of this infrastructure.
- Develop local EV infrastructure to support residents and businesses.
- Ensure sufficient power is available in the local grid for EV infrastructure development.

The target audience for this strategy is:

- Our residents, visitors, and businesses.

There are government targets at both national and local level that encourage the uptake of EVs as a means of climate change mitigation and to improve air quality in urban environments. This strategy builds upon these ambitions, outlining how Spelthorne Borough Council will facilitate electric vehicle charging infrastructure within Spelthorne.

Introduction

The predominant vehicle type in Spelthorne is currently petrol and diesel cars and vans. However, the recent increasing popularity of electric vehicles (EVs) coupled with the upcoming ban of sale of new petrol and diesel cars and vans

by 2035 has meant that there is a strong case for furthering EV infrastructure within Spelthorne.

Emissions attributed to the use of petrol and diesel cars contribute to harmful pollutants that impact public health. Electric vehicles produce zero emissions from the point of use, and therefore carry significantly lower environmental impacts over their lifecycle than petrol and diesel alternatives.

Spelthorne Borough Council (SBC) declared a climate emergency in 2020. Additionally, the transport sector is the largest carbon emitting sector in the UK economy. Therefore, any action that can be taken towards mitigating climate change contributions within this sector should be considered and prepared for by governments at all levels, including SBC.

Surrey County Council and Mayor of London both have targets relating to EV infrastructure. This, in addition to the location of Spelthorne in relation to key transportation infrastructure around London and the number of London commuters, makes it an ideal place for EV charging infrastructure.

Specific to Spelthorne's location relative to London, the ULEZ expansion may further increase the ownership of "Plug-in-hybrid" and electric vehicles for commuters into London.

Spelthorne is uniquely located in that the M25, M3 and Heathrow are all either within, or border the borough. This transport infrastructure services millions of cars yearly. Therefore, Spelthorne can utilise this location to provide EV charging facilities to meet the needs of EV owners that are dependent on this infrastructure.

As vehicle manufactures ramp up production of EVs, there is increasing pressure from both government and manufacturers to further develop EV infrastructure. The UK government is indicating that this is to be led by local governments alongside private organisations. Therefore, this demonstrates the requirement for a comprehensive EV infrastructure strategy.

Policy Context

National policy.

The Government's aim for all new cars and vans to have zero emissions is set out in The UK's Road to Zero Strategy. Under this strategy, the end of the sale of new cars and vans that are not zero emission was set for 2040. However, this was updated in November 2020 with the publication of the Government's Electric Vehicle Infrastructure Strategy. This set out the vision and action plan for electric vehicle provision ahead of the new date of the ban on new petrol and diesel cars and vans forward to 2030. With the sale of new hybrid cars and vans set to be banned in 2035. This ban was again changed to 2035 by the government in September of 2023.

It is expected that this transition will be consumer led and will be supported by measures set out in this strategy.

Spelthorne is an air quality monitoring zone, so any action to improve air quality must be considered as a significant factor.

Regional policy

Surrey County Council (SCC) declared a climate emergency in 2019 and set a target of meeting zero carbon emissions by 2050.

Surrey Climate Change Strategy outlines a joint framework for collaborative action across Surrey. This included 8 chapters, of which transport is listed as a key target aiming for a 60% reduction in emissions by 2030 against current “business as usual”.

The Surrey County Council Air Quality Strategy outlines the importance of reducing emissions across the county, incorporating all districts and boroughs to work in partnership to reduce emissions from transport.

The Surrey EV strategy was adopted in 2019 as part of the Surrey transport plan. The strategy details the requirement to, and methods of encouragement for, the transition to electric vehicles within Surrey, including local authority partners such as SBC in the provision EV charging infrastructure.

Local policy

SBC declared a climate emergency in 2020 and adopted its Climate Change Strategy in 2022. Key action 22 of this strategy is intended to improve EV infrastructure throughout the borough and develop an EV infrastructure strategy.

Aims and Objectives

The aim of this strategy is to:

Develop a borough wide methodology to enable the transition to electric vehicles as part of SBC’s commitment to addressing the climate emergency. Ensuring sustainable transport for residents and travellers in the future.

To achieve this, the SBC has set the following objectives:

As a local authority and employer:

- Utilise EV infrastructure for staff uses and through electrification of the council operated fleet.

As a licencing authority:

- To engage, inform and encourage Spelthorne taxi drivers to switch to electric vehicles.
- Working with SCC to identify areas to install on street EV chargers for taxi drivers, businesses, and residents.

Acting in accordance with building regulations:

- As of the 15th of June 2022, new homes and buildings in England are required to have EV charging points fitted.

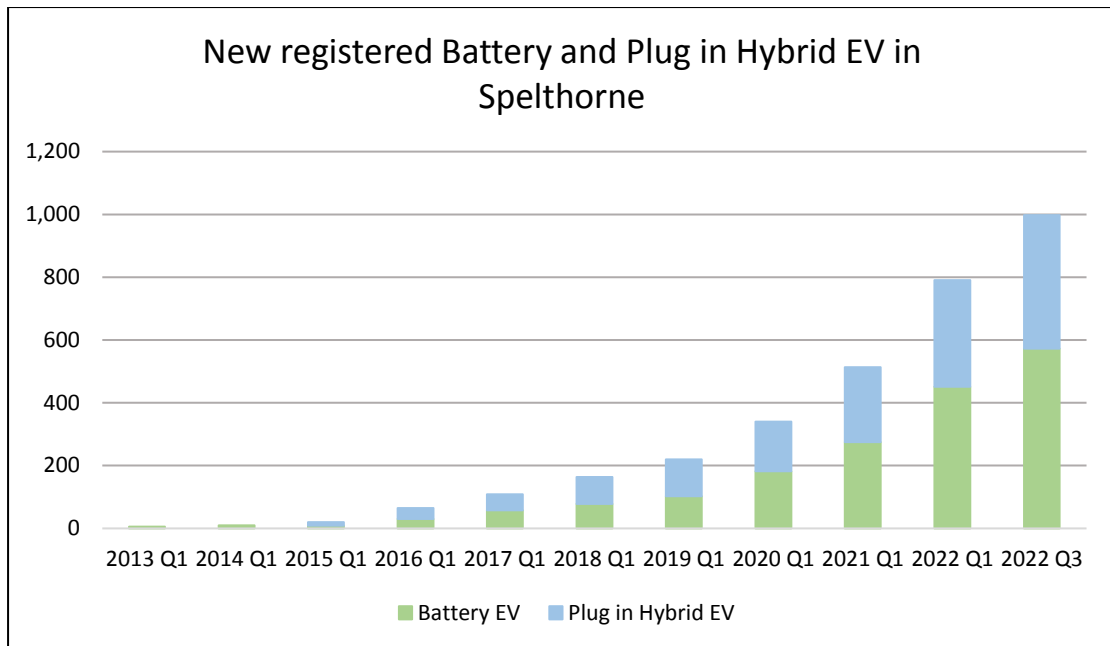
Acting as a landowner, car park operator and landlord:

- Encourage the uptake of EVs amongst Spelthorne residents, visitors and businesses through the provision of easily accessible, convenient public charging infrastructure across Spelthorne.
- Be able to stay up to date with developments in the technologies around EV infrastructure and make necessary updates where appropriate in a timely manner.

Demand for Electric Vehicles and EV Charging

The most significant demand factor for electric vehicle charging provision is the proposed ban of sale of new petrol and diesel cars and vans by 2035. Therefore, it is important that SBC is prepared for the increase in electric vehicles within the borough and ensures sufficient charging provision for all residents.

The chart below outlines the growth in battery electric vehicles (BEVs) and plug in hybrid electric vehicles (PHEVs) from Quarter 1 2014 to Quarter 3 2022.



Source: Department for Transport Statistics – Vehicle Licensing Statistics (Table VEH0132, 2022) <https://www.gov.uk/government/collections/vehicles-statistics>

January 2021, 12.5% of new registered cars sold were battery electric vehicles, by December 2022, that market share has risen to 39.4% battery electric vehicle and Plug in Hybrid Electric Vehicles.

The number of plug-ins on the road is rapidly increasing, with one in five new cars purchased in London being a plug-in electric or hybrid vehicle.

Nationally, in December 2022 alone there were over 50,000 new plug-in vehicle registrations, with 42,000 being pure electric, representing 40% of the market share.

The current charging infrastructure is already showing signs of strain, as news headlines from Christmas 2022 reported that many EV drivers waited for hours for access to charging points. This highlights the inadequacy of the current system during peak demand.

The prices for new electric vehicles are reducing as supply chains are becoming more effective on a global scale, which is contributing to the greater accessibility of electric vehicles and popularisation. Further to this, many car and van manufacturers are responding to government policy and consumer demand through offering both more fully electric models and supplying these models at higher volumes.

With the increasing uptake of BEVs and PHEVs, infrastructure must be established to ensure sufficient supply of chargers to current and future electric vehicle owners.

Below is a chart outlining the predicted number and market share of electric vehicles in Spelthorne by the year 2030 (NEVIS 2023):

| Year data relates to | | | | |
|----------------------|----------|------------------|--------------------|----------------|
| 2030 | | | | |
| region | BodyType | Fuel | Number of vehicles | % of parc |
| Spelthorne | Cars | Petrol | 23,824 | 45.73% |
| Spelthorne | Cars | Battery electric | 21,734 | 41.71% |
| Spelthorne | Cars | Diesel | 4,360 | 8.37% |
| Spelthorne | Cars | Other EV | 2,184 | 4.19% |
| Total | | | 52,102 | 100.00% |

Below is a chart detailing the predicted number of electric vehicle charge points required to meet the demands of a moderate uptake of electric vehicles by 2030. Broken down by charger speed (NEVIS 2023):

| Year data relates to | | | |
|----------------------|--------------|-------------|-------------------|
| 2030 | | | |
| region | Vehicle type | EVI type | Number of sockets |
| Spelthorne | Cars | Standard | 500 |
| Spelthorne | Cars | Fast | 38 |
| Spelthorne | Cars | Rapid | 23 |
| Spelthorne | Cars | Ultra-Rapid | 26 |
| Total | | | 587 |

Electric Vehicle Chargers

There are four different types of electric vehicle chargers (demonstrated below). By taking this into account in implementing electric vehicle infrastructure specific use cases and demands can be met.

Below demonstrates the four main types of chargers:

- Slow**
 - Up to 3kW AC chargers
 - 3 pin home plug, used for overnight charging
- Fast**
 - Usually between 7kW and 22kW AC chargers
 - Installed in some properties and car parks
- Rapid**
 - 43kW to 150kW DC chargers
 - Installed in short stay carparks
- Ultra Rapid**
 - Any charger with DC rapid speeds of over 150kW

Table outlining the time to charge popular electric cars from 0% to 100% (AC Charging), and 20% – 100% (DC Charging):

| Typical time to charge in hours 0% – 100% | | | | |
|---|--------------------|----------------|-----------------------------|----------------------------------|
| Charger Speed | Nissan Leaf (2019) | LEVC TX (Taxi) | Renault Zoe (Cheap citycar) | Tesla Model Y (2022 Best Seller) |
| 3-pin plug | 27 hrs | 14 hrs | 23 hrs | 36 hrs |
| 3.6kW | 17 hrs | 9 hrs | 14 hrs | 22 hrs |
| 7kW | 10 hrs | 5 hrs | 8 hrs | 12 hrs |
| 22kW | 10 hrs | 2 hrs | 3 hrs | 8 hrs |
| Typical Charge time in minutes 20% – 80%* | | | | |
| 50KW | 50 min | 30 min | 50 min | 60 min |
| 150kW | 30 min | N/A | N/A | 20 min |

Types of Electric vehicles:

Below is a list of electric vehicle types that utilise different technologies:

Require electric charging infrastructure:

- BEV** Battery electric vehicle.
- PHEV** Plug in hybrid electric vehicle.

Require hydrogen supply infrastructure:

FCEV Hydrogen fuel cell electric vehicle.

Existing EV charging infrastructure within Spelthorne.

Most existing EV chargers across the borough are owned and operated by private organisations, on private land.

As of 2023 SBC owns 6 publicly accessible charge points, which are located in Elmsleigh multistorey car park, Staines-upon-Thames.

Developing public charging infrastructure within SBC owned car parks, throughout Spelthorne:

The development of EV charging infrastructure will be approached through provisioning the two charging concepts, residential charging and rapid hub charging. This will ensure that through all uses, electric charging provision will meet both residents and local business needs.

Residential/destination charging.

The residential, or destination charging concept consists of slower charge points, designed to charge cars over longer periods of time to reduce wear on the battery. They are best placed in locations where users complete their journeys. They also enable those who do not have access to charging at home to charge in local car parks/on street overnight.

Residential charging use case:

Catering for residents that do not have access to home charging for their vehicles, the slower 7kw charging enables overnight charging.

On street:

Surrey County Council have conducted pilot installations of their on-street charge point network. There have been 20 installed in the pilots within Spelthorne.

In March 2023, SCC signed a contract with Connected Kerb to supply up to £60 million worth of on street electric vehicle charge points. This commits SCC towards its 2030 target of 10,000 publicly accessible charge points by 2035.

Car parks:

Implementing slower 7kW charge points within car parks located in areas where residents are eligible for paid season tickets would enable these residents to charge their vehicles overnight and over longer periods of time.

Whilst these charge points are not designed for use cases where users are mid-journey and require rapid charging, they serve a purpose in enabling those who are not requiring a rapid charge option a slower charge.

Rapid hub charging:

The rapid hub charging concept consist of a few, ultra rapid charging points designed for use mid-journeys, and by users who want to charge their vehicles in the quickest possible times. the concept is functionally similar to a conventional petrol station. Rapid and Ultra-rapid charge points carry a premium cost as they are able to charge electric cars at much faster rates in comparison to other charge points.

While slower 7kW (fast) chargers are, although limited, becoming available throughout Spelthorne, the 50kW+ (rapid) and 150kW+ (ultra-rapid) chargers are few and far between, with only four currently operational in the area. Thus, taking advantage of this opportunity could lead to a significant advantage in meeting the growing demand. There is now availability for up to 350kW chargers to be installed as technology improves and speeds increase.

The shift towards sustainable electrified transport presents a unique opportunity for SBC to reframe its approach concerning car parks. The versatile nature of electric vehicle charging infrastructure allows for any car park to evolve into the “petrol station forecourt” of the future.

As the sale of petrol and diesel vehicles will be banned in 2030 and electric vehicles become more common, the Council can provide electricity in a similar manner to fuel providers in the past.

EV rapid charging use cases

Providing an EV rapid charging hub in Spelthorne would offer several benefits, including increased accessibility to rapid charging for residents and visitors who may have reservations about adopting new EV technology. This increased accessibility will help to accelerate the adoption of low and zero-emission vehicles throughout the region, and the Borough in particular.

The use of rapid hubs can be similar to petrol stations, meaning that charging can be accessible to those that are used to the petrol station format.

SMEs and taxi drivers are also facing the prospect of electrification within their industries. The presence of a local, easily accessible rapid charging hub would aid in their transition towards more sustainable transport practices.

Additionally, they can ensure that visitors to Spelthorne's town centres will be able to charge their vehicles, which can encourage economic sustainability within these centres.

Location

Spelthorne is a uniquely advantageous location for rapid hub implementation. With the distribution of population centres, coupled with major transportation infrastructure (M3, M25 and Heathrow Airport). There is case that rapid hub concept will be greatly utilised.

Scope for a mixed approach:

To cater for both potential primary use cases of electric vehicle charge points, a mixed speed of charge point approach will be appropriate in some settings, dependent upon user demands.

Proposed outline for charge point implementation:

The implementation of SBC owned and operated charging infrastructure will be conducted in phases.

Both Surrey County Council and private EV infrastructure installers are extending the availability of 7kW destination chargers throughout the borough. As a result, phase 1 will address the requirement for rapid and ultrarapid charge points within Spelthorne that is not currently being met. Phase 2 will build upon the successes of phase 1, enabling the provision of slower destination chargers within SBC owned car parks.

Phase 1: 2023 – 2030

Phase 1 will focus SBC infrastructure on the provision of Rapid and Ultrarapid charge points in strategic locations of high demand. Focusing on the appropriate car parks previously outlined in this document, as there is a shortage of these charge points within and around Spelthorne.

Phase 2: 2025 - 2030

Following the implementation of the much needed rapid and ultrarapid chargers, an extension of Spelthorne's residential/destination charging can be undertaken. Building upon the existing residential charging points. This phase will be undertaken in existing Spelthorne carparks, dependent upon the EV charging demands of their surrounding areas.

Across both phases:

Throughout the proposed implementation timeline will be continued support of both Surrey County Council, and private companies in their development of 7kW destination charge points. Collaborating to ensure even distribution to meet the demands of the borough.

In addition, it is now planning requirement that all new developments with parking must provision electric charging.

Engagement:

In each individual project conducted within both phases, impacted communities will be consulted. Additionally, to ensure that the projects positively impact residents and local communities, measures will be taken to record charge point usage and to endeavour that Spelthorne residents and businesses see the best rates.

Strengthening EV charging infrastructure across Spelthorne Borough Council's offices and investment developments:

In addition to car park EV infrastructure, the Council will seek to increase EV infrastructure within council offices, the depot and leisure centres.

This will increase staff utilisation and enable more staff to consider switching to EVs. It will also enable access for customers of the leisure centres to EV charge points.

Further to this, the development of EV infrastructure within the Council depot will enable further electrification of the Council owned fleet of vehicles in the future.

Knowle Green Estates will provide their tenants with electric vehicle charging capability through installation of EV charge points. This will be dependent upon the relevant demands and user need at each asset.

Challenges and Solutions

The ever accelerating and development of EV and transport technology remains a challenge that must be considered at a strategic level. Spelthorne will need short, medium and long term future-proof plans incorporating a flexible approach to EV charging across the borough in order to optimise commercial advantage and limit risk.

Additionally, SBC will need to consider new approaches, technologies and developments to private low carbon transportation that may have an impact on the Borough. SBC will amend the strategy and relevant policies to reflect these technologies when and if they arise.

Electrical capacity of the local network within Spelthorne will be a key consideration in the future development of EV infrastructure. The Council will work with energy providers and the district network operator (DNO), along with other key actors to develop the capacity required and ensure works undertaken meet the requirements of the DNO.

Generating income from charge points and not a cost, to the Council will depend on utilisation and uptake of EV charging infrastructure and wholesale electricity cost. Given the demands for EV infrastructure are growing exponentially this risk is minimised. Proactive marketing of charge points also reduces the risk of charge points becoming a cost to the Council.

Utilisation of charge points can also be affected by the pricing structure for the charge points. A fair, market driven pricing structure will prevent pricing from hindering the charging infrastructure's financial success. Additionally, concessions can be made in charging prices for residents and businesses within Spelthorne to incentivise the transition to electric vehicles. SBC will explore if this structure can be utilised to manage traffic challenges, and if so, how.

Infrastructure developed as part of phase 1 will require capital investment to see the generation of income. These costs will include the potential for substations from the DNO and the electric charging points themselves. As consumers adopt EVs and utilisation of charge points increases, the returns on this investment will increase.

Flooding is a challenge that must be considered within Spelthorne. Any future development of EV infrastructure within the borough must consider mitigating factors to flooding in place.

Anti-social behaviour and vandalism can negatively impact EV charge point infrastructure. To prevent this, enforcement in addition to lighting and cameras can be implemented in each development. This must be considered during implementation and maintenance of the charge points.

Ensuring that all electric charge point users can use all EV charge point infrastructure is paramount. Any development should include measures to enable accessibility for people of all abilities.

Technological Risks:

There remains the risk of emerging technologies within personal transport that may make conventional EV charging obsolete. Technologies such as better battery solutions, hydrogen or other unforeseen developments. This would have an adverse effect on any existing or future EV charging infrastructure planned and outlined within this strategy. Therefore, an element of focus must be kept on the technological progress of emerging technologies to ensure we are adaptable.

Targets and measurements plan of delivery

Below is a table outlining the key aims and metrics that enable the delivery of electric vehicle charge points and the overall visions of the EV strategy.

Methodology for measurement will encompass annual data collection from online sources (ZapMap) coupled with internal SBC data. This data collection will be presented through annual update reports published under this strategy.

| Aims | Target | Baseline | Metric |
|---|---|---|---|
| Income generation from SBC owned charge points. | To increase the income generated by SBC owned charge points | £952 in total (generated from 6 chargers in the period 2020 – 2023) | Amount of income generated for the Council |
| Making EV charge points accessible for residents. | Increase the number of SBC owned charge points, enabling charging for residents, and generating income. | 6 publicly accessible SBC charge points | Number of publicly accessible SBC charge points. |
| Make charging infrastructure more accessible | 400 publicly accessible charge points | 54 publicly accessible charge points | Number of publicly accessible charge points |
| To reduce the number of petrol- and diesel-powered vehicles in Spelthorne | A reduction in petrol and diesel vehicles by 20,000 by 2030. | 50,000 petrol and diesel vehicles as of 2023. | Reduction in number of petrol- and diesel-powered vehicles. |

| Annual deliverables | |
|--|--------------------------|
| Indicator | Measurement |
| Number of SBC owned charge points installed | Council Data |
| Number of overall publicly accessible charge points installed within the borough (Private + Surrey County Council) | Data provided by ZapMap* |

*a private company that records and presents all publicly accessible charge points

Although in September 2023, the government pushed back the ban of sale of new petrol and diesel cars and vans to 2035, most major car manufacturers are continuing with their transition to 100% electric fleets before this time. Therefore, any and all infrastructure work should continue to meet the demand brought about by consumers and vehicle manufacturers.

Continuous review

As transport is an ever-changing industry, this document must be continually reviewed and updated with the most up to date information to ensure that the strategy remains fit for purpose. This strategy is to be formally revisited on an annual basis.