

Contact:

See individual reports

## **Members' briefing pack**

**Wednesday, 14 February 2024**

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**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

[www.spelthorne.gov.uk](http://www.spelthorne.gov.uk) [customer.services@spelthorne.gov.uk](mailto:customer.services@spelthorne.gov.uk) Telephone 01784 451499

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# Members Briefing Pack



14 February 2024

<b>Title</b>	<i>Discharge Report – PSPO – Nitrous Oxide/Legal Highs</i>
<b>Purpose of the report</b>	To note
<b>Report Author</b>	<i>Will Jack Community Safety Manager</i>
<b>Ward(s) Affected</b>	All Wards
<b>Exempt</b>	No
<b>Exemption Reason</b>	<i>Not applicable</i>
<b>Corporate Priority</b>	Community Environment
<b>Recommendations</b>	To note the discharge report for the Spelthorne Borough Public Spaces Protection Order (SPO) for Legal Highs
<b>Reason for Recommendation</b>	<i>Having a PSPO in place is no longer relevant or needed due to the recent changes to Misuse of Drugs Act 1971</i>

## 1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> <li>The PSPO introduced in respect of the use of Nitrous Oxide for uses other than its intended purpose has been superseded by new legislation and recent changes to the Misuse of Drugs Act 1971</li> </ul>	<ul style="list-style-type: none"> <li>The PSPO enforcement has been superseded by new legislation and is therefore no longer relevant and must be discharged to avoid confusion</li> </ul>
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> <li>Discharge the PSPO</li> </ul>	<ul style="list-style-type: none"> <li>Discharge the PSPO and remove relevant signage from all public places</li> </ul>

1.1 This report seeks to advise members that the PSPO Nitrous Oxide/Legal Highs will be discharged and cease to have effect in direct response to changes to the Misuse of Drugs Act 1971 (Amendment) Order 2023.

Nitrous Oxide was previously treated as a “psychoactive substance”, controlled under the Psychoactive Substances Act 2016. Under the 2016 Act,

producing, supplying and importing or exporting nitrous oxide for human consumption was illegal. Possession in custodial institutions (such as prisons) was also an offence. However, it was not illegal to possess nitrous oxide outside a custodial institution unless it was with intent to supply.

- 1.2 With the introduction of the new legislation, the PSPO for psychoactive substances will be closed.

## **2. Key issues**

- 2.1 Under the previous legislation it was difficult to tackle substance misuse of Nitrous Oxide in that there was no offence of possession or use of the gas. This has led to a widespread misuse of Nitrous Oxide. This was affecting the community in the following ways:
  - People loitering and groups with intent to cause criminality or ASB.
  - Intoxicated subjects putting themselves and others in danger.
  - Driving under the temporary effects of Nitrous Oxide.
  - Widespread littering of Nitrous Oxide canisters.
  - Raising the fear of crime.
- 2.2 On 28<sup>th</sup> May 2021 Spelthorne Borough Council introduced a Public Space Protection Order under S.59 Anti-Social Behaviour, Crime & Policing Act 2014. This order provided the local authority and the police with additional powers to tackle both possession and use of Nitrous Oxide.
- 2.3 The implementation of the new order saw an initial significant drop in offending. This was evidenced by reports from the Spelthorne Litter Pickers who monitored the amount of Nitrous Oxide Canisters collected compared to those collected prior to the implementation of the PSPO. This was further evidenced by displacement reports from neighbouring boroughs who had noted an increase in the amount of discarded Nitrous Oxide canisters. This indicated that offenders were deterred from Spelthorne Borough where there was a PSPO in force.
- 2.4 Since the PSPO has been in place the Joint Enforcement Team have issued twenty eight warning letters and five fixed penalty notices.

### **New Legislation**

Under the Anti-Social Behaviour Crime & Policing Act 2014 (“the Act”) an order, such as a PSPO, cannot continue to be used where there is primary legislation. As of 8<sup>th</sup> November 2023 the misuse of Drugs Act 1971 (Amended) states that the Act now covers the range of offences as set out below.

#### **Possession offences:**

- Possession - s.5(1) of the Act
- Possession with intent to supply - s.5(3) of the Act.

#### **Supply offences:**

- Supplying a controlled drug - s.4(3)(a) of the Act;
- Being concerned in a supply - s.4(3)(b) of the Act;

- Offering to supply - s.4(3)(a) of the Act;
- Being concerned in an offer to supply - s.4(3)(c) of the Act.

### **Importation offences:**

- Importation (and exportation) of a controlled drug - s.170 Customs and Excise Management Act 1979,

### **3. Options analysis and proposal**

- 3.1 This change is governed by legislation and there are no options other than to close the PSPO Nitrous Oxide/Legal Highs.

### **4. Financial management comments**

- 4.1 There are no additional financial implications as the Community Safety team or JET officers as all posts are fully funded by Spelthorne Borough Council.

### **5. Risk management comments**

- 5.1 There are no new associated risks with the implementation of the new legislation at a local level.

### **6. Procurement comments**

- 6.1 These changes do not require any procurement considerations.

### **7. Legal comments**

- 7.1 The Council must now discharge the Public Space Protection order by complying with the notice requirements pursuant to the Anti-Social Behaviour, Crime & Policing Act 2014 (“the Act”) and regulations, which expressly provide that a local authority must publish a PSPO when it is made, extended, varied or discharged; meaning notice of discharge of the PSPO must be published on the Council’s website together with all relevant signage relating to the Public Space Protection Order must now be removed from all sites across the borough.

### **8. Other considerations**

- 8.1 Following discussions with Surrey Police, they are aware of their new responsibilities associated with the classification of nitrous oxide as a class C drug and will enforce the Misuse of Drugs Act 1971. Spelthorne Borough Council will continue to enforce S.87 Environmental Protection Act 1990 (littering). This will include prosecuting offenders for discarding nitrous oxide canisters in a manner contrary to the Act.

### **9. Equality and Diversity**

The Council which includes the work of the SSSP, and its partners recognises the diversity of the people and the communities of the borough and is committed to:

- Working with our partners and the boroughs many communities to understand and meet the needs of individuals and communities, and improve their opportunities, wellbeing, and ability to live together productively.

- Tackling areas of potential discrimination to ensure that services are offered equitably and appropriately.
- Ensuring that all services provided by or on behalf of the Council are appropriate, inclusive, accessible, and fair.
- Involving the wider community, service users and partner organisations in consultation to ensure that views are taken account of.
- Building closer links with all communities across the district and using our influence within the local community to give a lead to partners and other local agencies to promote equalities.

## **10. Sustainability/Climate Change Implications**

- 10.1 Given the changes to this legislation the police will now have more powers to deal with the illegal use of Nitrous Oxide which should in turn lead to a reduction in litter and the amount of discarded cannisters.

## **11. Timetable for implementation**

- 11.1 The changes to legislation took place on 8<sup>th</sup> November 2023. The PSPO will cease following compliance with the Act and regulations.

## **12. Contact**

- 12.1 Will Jack Community Safety Manager
- (a) [w.jack@spelthorne.gov.uk](mailto:w.jack@spelthorne.gov.uk)
  - (b) 01784 448550

**Background papers: There are none.**

# Members Briefing Pack

14 February 2024



<b>Title</b>	Quarter 2 (30 September 2024) Capital Monitoring report
<b>Purpose of the report</b>	To note
<b>Report Author</b>	Paul Taylor Chief Accountant
<b>Ward(s) Affected</b>	All Wards
<b>Exempt</b>	No
<b>Corporate Priority</b>	Community Addressing housing needs Resilience Environment Services
<b>Recommendations</b>	<b>To note the estimated projected (£2.1m) underspend on the Council’s capital projects as at 30 September 2023.</b>

## 1.0 Summary of report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> <li>The Council has £101.3m of approved capital projects, which includes several projects that have been completed and officers are waiting to finalise the contract with suppliers. (Appendix A)</li> <li>The figure above excludes all the direct development projects, which have been suspended. (Appendix C)</li> <li>The Committee is asked to review and note the projected (£2.1m) underspend in the Council’s capital projects as at 30 September 2023.</li> </ul>	<ul style="list-style-type: none"> <li>As part of the monitoring process, Council is expected to review the current approved capital projects and forecast under or overspends and ensure that they have sufficient understanding of why there has been any significant movements between the approved budget and the latest outturn forecast from officers.</li> </ul>
This is what we want to do about it	These are the next steps

<ul style="list-style-type: none"> <li>• Take a view on the capital projects as reported, noting that some have been completed and the final invoice is awaited, further some projects have not changed since last report.</li> <li>• Question budget managers about their forecast outturn projections (Appendix B).</li> <li>• Ignore the suspended projects (Appendix C).</li> </ul>	<ul style="list-style-type: none"> <li>• That this Committee reviews the Q2 Capital Monitoring Report (Appendix B)</li> <li>• Asks relevant questions.</li> <li>• Note the current projected (£2.1m) underspend in the Council's capital projects at 30 September 2023.</li> </ul>
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- 1.1 This report reflects the changes made to the capital programme because of the revised Direct Housing Delivery Strategy report which was approved by Council on 19 October. This will see a reduction in the Budgeted Capital Programme borrowing requirement over the next four years by £253.9m (net of funding), as set out in Appendix B.
- 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 September 2023 and the projected (£2.1m) underspend (June: (£3.4m) underspend restated).
- 1.3 There have been no changes to the reported variances since the last report (Q1 Capital Monitoring Report on 30 June 2023) for the following committees:
- (a) Administration
  - (b) Community Wellbeing & Housing
  - (c) Environment & Sustainability
- 1.4 There is no capital expenditure for the Economic Development Committee.
- 1.5 The main changes that have taken place between 1 July 2023 and 30 September 2023 for each committee is as follows:
- (a) Corporate Policy and Resources
    - i) Benwell 1 Land & Building –£622,900 overspend. (Jun: £622,900 overspend) **Therefore, no overall change from last quarter.**

## 2. Key issues

- 2.1 The Capital Monitoring report covers the cumulative forecast Capital expenditure to complete the projects as at 30 September 2023, against the cumulative Council approved Capital 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 were monitoring a gradual decline in the Public Works Loan Board interest rates; however, recent global events have seen a reverse to that trend, with Officers monitoring the situation closely.



- 2.4 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.
- 2.5 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.
- 2.6 As the leisure centre projects nears completion Officers in consultation with the Council's Treasury Management advisors are reviewing the funding options, ranging from obtaining 100% PWLB funding, to selling the council's short-term investments and refinancing the leisure centre when PWLB interest rates fall below 3%.
- 2.7 Alongside this work, officers will continue to closely monitor all these risks.
- 2.8 For the quarter ended 30 September 2023 the approved Capital Budgets were £101.3m (after suspended assets have been removed) (Jun: £360.8m), The latest forecast outturn position is £99.2m (after suspended assets have been removed) (Jun: £357.4m), giving a projected aggregate (£2.1m) (after the suspended assets have been removed) (Jun: (£3.4m) underspend restated) as per Appendix A below.
- 2.9 The projected aggregate over/underspend by Committee as per Appendix B is as follows:
- (a) Administrative – projected (£22.2k) underspend (Jun: (£22.2k) underspend). **No change since last quarter.**
  - (b) Community Wellbeing & Housing – projected £nil over/underspend (Jun: £nil over/underspend restated). **No change from last quarter.**
  - (c) Environment & Sustainability – projected £104k overspend (Jun: £104k overspend) **No change from last quarter.**
  - (d) Corporate Policy & Resources Committee – projected (£2.3m) underspend (after suspended assets have been removed) (Jun: (£3.5m) underspend restated).
  - (e) Neighbourhood Services & Enforcement – £nil over/underspend (Jun: £nil over/underspend – restated) **No change since last quarter.**
- 2.10 **Capitalisation of borrowing costs**
- 2.11 Whilst the Council considers its medium to long term options for its Direct Affordable Housing Strategy, which is being developed to build the affordable housing needed in the Borough through joint ventures, rather than direct development, the Council continues to capitalise its borrowing costs, design costs the have been incurred and continue to be incurred.

### 3. Variance analysis

- 3.1 Officers 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 (Jun: (£22k) underspend). **No change since last quarter.**
- 3.3 Community Wellbeing & Housing – £nil over/underspend (Jun: £nil over/underspend - restated). **No change from last quarter.**
- 3.4 Environment & Sustainability – £104k overspend (Jun: £104k overspend), **no change from last quarter.**
- 3.5 Corporate Policy & Resources – (£2.3m) underspend (after suspended assets have been removed) (Jun: (£3.5m) underspend restated).
- (a) Benwell House Phase 1 Development costs – Underspend (£2.6m) (Jun: (£2.6m) underspend). **No change from last quarter.**
  - (b) Benwell House Phase 1 land costs - £422k overspend, (Jun: £422k overspend restated, please refer to 1.3 (b) (ii) above. **No change from last quarter.**
  - (c) Former Decathlon unit – £nil under/overspend. (Jun: (£2.0m) underspend). **No change from last quarter.**
  - (d) Harper House – (£61k) underspend (Jun: (£61k) underspend) Contract now finalised. **No change from last quarter.**
  - (e) Tothill MSCP – **Suspended**
  - (f) Victory Place – **Suspended**
  - (g) Whitehouse Residential – **Suspended**
  - (h) West Wing - £70k overspend (Jun: £70k overspend) **No change from last quarter.**
  - (i) 91/93 High Street – **Suspended**
- 3.6 Neighbourhood Services & Enforcement - Over/underspend £nil (Jun: 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.
- 4.3 By funding the Capital Projects using a mixed portfolio of loans to minimise interest charges and capital repayments, the Treasury Management Team has saved the Council over £160m over the term of the loans (Source Arlingclose presentation to councillors 17 January 2024).

### 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](mailto:p.taylor@spelthorne.gov.uk)

**Background papers:** There are none.

### **Appendices:**

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

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

**Appendix C** – Summary of assets & funding removed from the Capital Monitoring Report.

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## CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2023

Committee	REVISED BUDGET	MANAGER'S PROJECTED OUTTURN	PROJECTED VARIANCE
Community Wellbeing & Housing- DFG Annual Programme	0	59,600	59,600
Community Wellbeing & Housing	49,900	49,900	0
Administration	806,500	784,300	-22,200
Corporate Policy & Resources	94,518,264	92,239,564	-2,278,700
Environment & Sustainability	5,957,500	6,061,000	103,500
	<b>£101,332,164</b>	<b>£99,194,364</b>	<b>-£2,137,800</b>

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## CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2023

Portfolio / Service Head Centre	Description	Current Cumulative Budget	Managers Projected Outturn at 30 September	Cumulative Budget vs Projected Outturn Variance	Comments
<b><u>Housing Investment Programme</u></b>					
<b><u>Community Wellbeing &amp; Housing- DFG Annual Programm</u></b>					
Karen Sinclair	<a href="#">40203</a> Disabled Facilities Mandatory	943,200	1,025,500	82,300	
		0			
Karen Sinclair	<a href="#">40204</a> Disabled Facilities Discretion	59,600	59,600	0	
	<b>Grants received from Central Government</b>	<b>-1,002,800</b>	<b>-1,025,500</b>	<b>-22,700</b>	Additional £82,307 grant funding received for 23/24
	<b>Net Cost of Disabled Facilities Grants</b>	<b>£0</b>	<b>£59,600</b>	<b>£59,600</b>	Annual Programme
<b>Total For HIP</b>		<b>£0</b>	<b>£59,600</b>	<b>£59,600</b>	
<b><u>Other Capital Programme</u></b>					
<b><u>Community Wellbeing &amp; Housing</u></b>					
Karen Sinclair	<a href="#">42014</a> LOCATA	49,900	49,900		0 It's been completed. We are just dealing with the snagging issues. We paid half the cost and will pay the second amount once the snagging has been completed satisfactorily
<b>Committee Total</b>		<b>£49,900</b>	<b>£49,900</b>	<b>£0</b>	

## CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2023

Portfolio / Service Head	Cost Centre	Description	Current Cumulative Budget	Managers Projected Outturn at 30 September	Cumulative Budget vs Projected Outturn Variance	Comments
<b>Environment &amp; Sustainability</b>						
Sandy Muirhead	<a href="#">41617</a>	River Thames Scheme	1,300,000	1,300,000	0	Procurement exercise has been completed and projet will be competed before the end of the Financial year.
Jackie Taylor	<a href="#">41302</a>	Car Park Mgmt. System Update	250,000	250,000	0	I would suggest the procurement for new car park management systems will start early next year. It was due to go ahead last year but we had to put it on hold when the County announced we would no longer be managing on street parking. We are currently exploring the best systems for Spelthorne moving forward as our current systems are failing and will fail if not replaced.
Jackie Taylor	<a href="#">41308</a>	Car Park Mgmt. & Issue System	50,000	50,000	0	Delivery is expected in November 2023
Jackie Taylor	<a href="#">41501</a>	New Food Waste Vehicles	400,000	400,000	0	Delivery is expected in Janaury 2024
Jackie Taylor	<a href="#">41503</a>	Replacement Refuse Vehicle	80,000	80,000	0	This income is an insurance payback and offsets the item above
		External Funding	-45,000	-45,000	0	
Jackie Taylor	<a href="#">41507</a>	Waste & Cleansing Vehicles	3,220,000	3,220,000	0	Budget is expected to be used by end of the year
Jackie Taylor	<a href="#">41606</a>	County Transit Site	127,000	127,000	0	The County Transit Site funding is one that was agreed at the CX meetings, we promised to commit this money to the County to create a transit site but its going nowhere as each time a location is suggested residents object and so the Countv have to start all over...Everv LA in Surrev committed the same amount of money except for the LA Out to tender and delivery of project is expected by early 2024.
Jackie Taylor	<a href="#">41608</a>	River Ash Broadwalk	150,000	150,000	0	
		Bronzefield reserve Funding	-150,000	-150,000	0	
Jackie Taylor	<a href="#">41609</a>	Replacement Spelride Bus	100,000	100,000	0	A tender exercise has been undertaken and delivery is expected Jan 2024
Jackie Taylor	<a href="#">41615</a>	Laleham Nursery Portacabins	116,000	116,000	0	CPRC agreed that this budget could be used for an alternative option for creating a permanent building at the nursery. Works will be completed Jan/Feb 2024
Jackie Taylor	<a href="#">41616</a>	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	<a href="#">41618</a>	SheppertonPre-SchoolImprovement	92,800	92,800	0	Refurbishment/ Improvement works undertaken to be funded by SCC- Empty property reallocated funding grant from SCC
		External Funding from SCC - Empty Property Reallocated funding grant	-92,800	-92,800	0	As above
Jackie Taylor	<a href="#">41620</a>	Wheelie Bins - annual programme	50,000	50,000	0	Wheelie bins purchased as and when supply demands through the year
		<b>Total</b>	<b>£5,683,000</b>	<b>£5,683,000</b>	<b>£0</b>	
Tracey Willmott-French	<a href="#">41314</a>	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
		<b>Total</b>	<b>£24,500</b>	<b>£24,500</b>	<b>£0</b>	
Coralie Holman	<a href="#">41026</a>	Laleham Park Upgrade	£250,000	£353,500	£103,500	Demolition works completed in 21/22. As per Dev Sub meeting, officers will be submitting new plans for approval.
		<b>Total</b>	<b>£250,000</b>	<b>£353,500</b>	<b>£103,500</b>	
		<b>Committee Total</b>	<b>£5,957,500</b>	<b>£6,061,000</b>	<b>£103,500</b>	



## CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2023

Portfolio / Service Head	Cost Centre	Description	Current Cumulative Budget	Managers Projected Outturn at 30 September	Cumulative Budget vs Projected Outturn Variance	Comments
<b>Corporate Policy &amp; Resources</b>						
Coralie Holman	<a href="#">41024</a>	Spelthorne Leisure Centre Development	48,370,000	48,370,000	0	Superstructure completes end Sept 23. On budget. Reporting 5 weeks behind programme Resequencing programme to mitigate delays. <span style="color: green;">No cost implications completion due June/July 2024</span>
Coralie Holman	<a href="#">42042</a>	Benwell Development cost Phase 1	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. <span style="color: green;">Timescales pending new partnership strategy for delivery to be agreed with Members from Dec 23 onwards</span>
Coralie Holman		Benwell 1 Land & Building	6,883,700	7,306,000	422,300	<span style="color: green;">Completed I believe so can be removed.</span>
Coralie Holman	<a href="#">42055</a>	West Wing	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. <span style="color: green;">No Change</span>
Coralie Holman	<a href="#">42056</a>	Whitehouse Hostel - Phase A	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. <span style="color: green;">Timescales pending new partnership strategy for delivery to be agreed with Members from Dec 23 onwards</span>
Coralie Holman	<a href="#">42062</a>	Harper House Redevelopment	3,451,000	3,390,000	-61,000	No change to financials. Project complete - negotiating final account to be paid.
Coralie Holman	<a href="#">42067</a>	Decathlon Unit, Elmsleigh	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	<a href="#">42052</a>	Whitehouse -Land Cost, Design Fees & Construction Phase B	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. <span style="color: green;">Timescales pending new partnership strategy for delivery to be agreed with Members from Dec 23 onwards</span>
Coralie Holman	<a href="#">42052</a>	Whitehouse - Homes for England Grant	-1,385,657	-1,385,657	0	
Coralie Holman	<a href="#">42067</a>	Decathlon Unit, Elmsleigh	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	<a href="#">42070</a>	Cedar Rec Toilet Block	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	<a href="#">42071</a>	Greeno Rec	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	<a href="#">42072</a>	Manor Park Pavilion	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	<a href="#">42073</a>	Revelstoke	400,000	400,000	0	No change to plan
Coralie Holman	<a href="#">42074</a>	Property acquisition for families	6,000,000	6,000,000	0	Project is currently being used to purchase properties for the Afghan and Ukrainian Refugees
Coralie Holman	<a href="#">42074</a>	Local Authority Housing Fund Grant	-1,671,000	-1,671,000	0	
Coralie Holman	<a href="#">42076</a>	Sandhill Meadow Bridge	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	<a href="#">42077</a>	Ashford Cemetry Lodge -Renovatiom	200,000	200,000	0	Ashford Cemetry Renovation Budget moved from 42074 £65K ,RCCO from Planned Maintenance 3 and S106 £80K .Work to be completed 2023/24.
Paul Taylor	<a href="#">43609</a>	Centros Upgrade	360,500	360,500	0	On Track to spend the budget, although 6 months behind the schedule to deliver.
<b>Committee Total</b>			<b>£94,518,264</b>	<b>£92,239,564</b>	<b>-£2,278,700</b>	

## CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2023

Portfolio / Service Head	Cost Centre	Description	Current Cumulative Budget	Managers Projected Outturn at 30 September	Cumulative Budget vs Projected Outturn Variance	Comments
<b>Administration</b>						
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
<b>Total</b>			<b>£336,500</b>	<b>£336,500</b>	<b>£0</b>	
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
Jenifer Medcraft	43637	Website Upgrade	85,000	85,000	0	The tender has been publised. Waiting for responses. The contract is expected to be signed by end of March 2024.
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)
<b>Total</b>			<b>£470,000</b>	<b>£447,800</b>	<b>-£22,200</b>	
<b>Committee Total</b>			<b>£806,500</b>	<b>£784,300</b>	<b>-£22,200</b>	
<b>Total For Other</b>			<b>£101,332,164</b>	<b>£99,194,364</b>	<b>-£2,137,800</b>	
Total Expenditure			105,586,621	103,471,521	-2,115,100	
Total Funding			-4,254,457	-4,277,157	-22,700	
<b>GRAND TOTAL</b>			<b>£101,332,164</b>	<b>£99,194,364</b>	<b>-£2,137,800</b>	

## CAPITAL MONITORING REPORT AT 30 SEPTEMBER 2023

Portfolio / Service Head	Cost Centre	Description	Current Budget	Cumulative Budget	Managers Projected Outturn at 30 September	Cumulative Budget vs Projected Outturn Variance	Comments
<b>Appendix C - Suspended projects</b>							
Coralie Holman	<a href="#">41328</a>	Ashford MSCP Residential Scheme	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. <span style="color: green;">Timescales pending new partnership strategy for delivery to be agreed with Members from Dec 23 onwards</span>
Coralie Holman	<a href="#">413280</a>	Ashford MSCP - Homes for England Grant	-4,630,027	-4,630,027		0	
Coralie Holman	<a href="#">42054</a>	Thameside House	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	<a href="#">42057</a>	Victory Place (Ashford Hospital car park site)	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	<a href="#">42057</a>	Victory Place - Homes for England Grant	-10,310,000	-10,310,000		0	
Coralie Holman	<a href="#">42060</a>	Oast House	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. Timescales pending new partnership strategy for delivery to be agreed with Members from Dec 23 onwards
Coralie Holman	<a href="#">42060</a>	Oast House - HE Funding	-23,250,000	-23,250,000		0	
Coralie Holman	<a href="#">42060</a>	Oast House - NHS Funding	-45,000,000	-45,000,000		0	
Coralie Holman	<a href="#">42065</a>	91/93 High Street	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. <span style="color: green;">Not progressing, will form part of a mixed use master plan for Staines - timescales tbc</span>
Coralie Holman	<a href="#">42066</a>	Tothill MSCP	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. <span style="color: green;">Timescales pending new partnership strategy for delivery to be agreed with Members from Dec 23 onwards</span>
Coralie Holman	<a href="#">42066</a>	Tothill MSCP - HE Funding	-20,000,000	-20,000,000		0	
Coralie Holman	<a href="#">42075</a>	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	
Coralie Holman	<a href="#">42069</a>	Ashford Community Centre	3,500,000	3,500,000		0	This is with strategic planning team for further advise on the project.
Coralie Holman	<a href="#">42063</a>	Elmsleigh Centre	0	5,350,000		5,350,000	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	<a href="#">42074</a>	Recruit an additional Development Manager - Affordable Housing	535,000	535,000		0	
	<a href="#">42074</a>	Funding for the additional Development Manager from Street Acquisitions budget (Growth)	-600,000	-600,000		0	
Coralie Holman	<a href="#">42074</a>	Property acquisition for families	29,000,000	29,000,000		0	Project is currently being used to purchase properties for the Afghan and Ukrainian Refugees
<b>Suspended Total</b>			<b>£253,936,373</b>	<b>£258,048,973</b>		<b>£4,112,600</b>	

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# Members Briefing Pack



14 February 2024

<b>Title</b>	<b>Q2 Revenue Monitoring Report as at 30 September 2023</b>
<b>Purpose of the report</b>	To note
<b>Report Author</b>	Paul Taylor Chief Accountant
<b>Ward(s) Affected</b>	All Wards
<b>Exempt</b>	No
<b>Corporate Priority</b>	Community Addressing housing needs Resilience Environment Services
<b>Recommendations</b>	<b>The Committee is asked to note the forecast underspend of (£470,033) for 2023-24 as at 30 September 2023.</b>
<b>Reason for Recommendation</b>	

## 1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> <li>• The Council has an approved budget for 2023-24 as follows:                             <ul style="list-style-type: none"> <li>• Gross Expenditure £60.7m</li> <li>• Less Housing Benefit grant (£21.8m)</li> <li>• Less Specific fees and charges income (£13.4m)</li> <li>• Net Expenditure by service (£25.5m)</li> </ul> </li> <li>• This is funded by:                             <ul style="list-style-type: none"> <li>• Interest and Rental surpluses</li> <li>• Grants</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• As part of the monitoring process, Councillors are expected to review the current approved capital projects and forecast under or overspends and ensure that they have sufficient understanding of why there has been any significant movements between the approved budget and the latest outturn forecast from officers</li> </ul>

<ul style="list-style-type: none"> <li>• Reserves</li> <li>• Council Tax</li> <li>• The Committee is asked to review and note the projected (£470,333) underspend in the Council's revenue budget as at 30 September 2023.</li> </ul>	
<b>This is what we want to do about it</b>	<b>These are the next steps</b>
<ul style="list-style-type: none"> <li>• Take a view on the revenue variances as reported, noting that some relate to additional unspent grants received from third parties.</li> </ul>	<ul style="list-style-type: none"> <li>• That this committee review the variance report for Q2 Revenue Monitoring, which is forecasting an underspend of (£470,033) for the year to 31 March 2024.</li> <li>• Ask relevant questions of Budget Managers.</li> <li>• Note the current forecast Revenue Monitoring Report underspend of (£470,033) for the year ended 31 March 2024, as at 30 September 2023.</li> </ul>

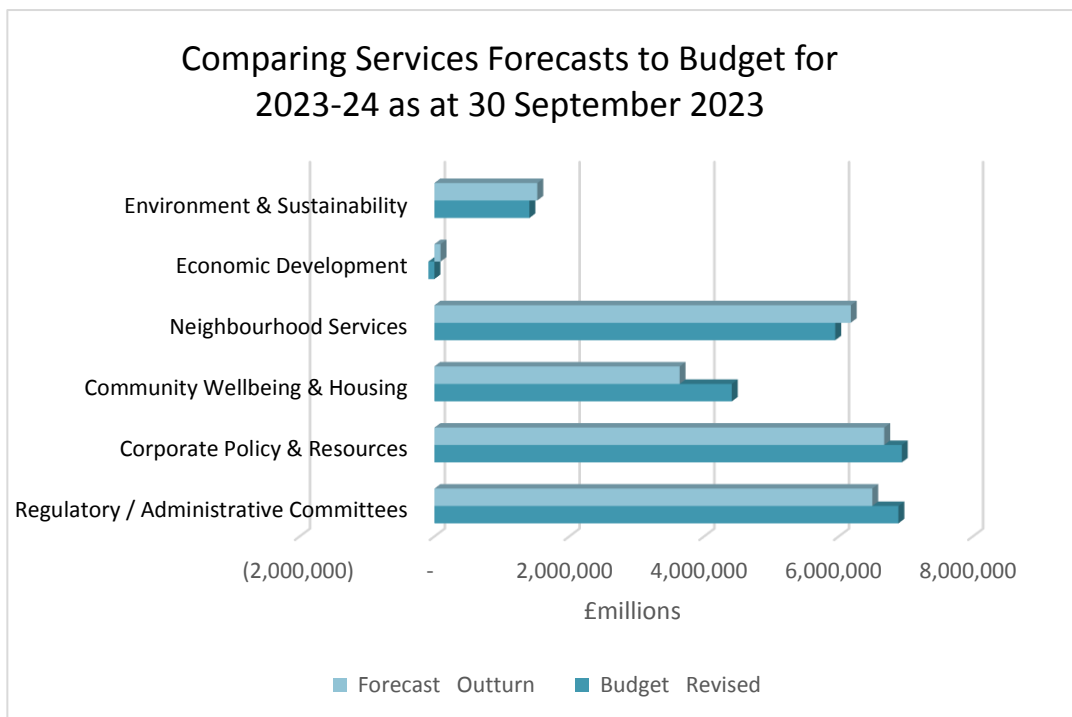
- 1.1 This report for the quarter ended 30 September 2023 does reflect any changes in forecast expectations as a result of the revised Direct Housing Strategy approved by Council on 19 October.
- 1.2 Shown below is a summary of the forecast outturn position for the Council (Variances over £100k plus or minus) as at 30 September 2023, in respect of the financial year 2023-24, and is estimating a net underspend of (£470,033) as set out in appendix A.
- 1.3 The main issues to be aware of, which are detailed in the report below are:  
Net Revenue Expenditure at Service Level (above the line transactions), these variance will be of interest to all Councillors.
- Customer Services Management & Support** – (£226k) net reduction in employee costs due to the planned restructure of the service, offset by an £49k under recovery on the empty Property Premia income.
  - Asset Management Admin** – (£143k) reduction in costs due to staff vacancies and a deferring of the completion of the Staines Master Plan until 2024-25.
  - Development Properties** - £160k overspend due to unbudgeted expenditure.
  - Planned Maintenance Programme** - £152k overspend, due to RACC inspections £100k and a revenue contribution towards the capital refurbishment of Ashtead Cemetery Lodge £55k.

- (e) **Unapportionable Central Overheads** – (£327k) underspend on superannuation payments, due to lower staff numbers than planned.
  - (f) **Meals on Wheels** – £114k overspend due to increased food prices.
  - (g) **Spelthorne Family Support** - £232k overspend, which will be funded by the Cost of Living Reserve (£190k) a movement on reserves (a below the line transaction).
  - (h) **Refugee Scheme** – (£741k) over recovery as the Council received Afghan Grants funding this year which related to the previous financial year. Any surplus at year end will be transferred to reserves and utilised in 2024-25 to cover the expenditure at Longford and other support.
  - (i) **Homelessness** - £242k overspend due to the higher than expected demand for bed and breakfast accommodation, noting that the overspend would be higher, but due to underspent on externally funded service such as step down this figure is showing lower overspend
  - (j) **Housing Benefits Admin** - (£126k) this is caused by a (£73k) reduction in salary forecasts because of vacancies and an over recovery of income, which is ringfenced (£64k) and cannot be used elsewhere, and subject to the conditions of the grant award, it will be transferred at the year end to revenue grants unapplied for future use.
  - (k) **Housing Benefit Payments** – (£399k) this relates to additional expenditure and grant income for the Household support fund scheme and is ringfenced.
  - (l) **Car Parks** - (£172k) underspend due to staff vacancies, on street parking expenditure now with SCC and under recovery of income.
  - (m) **Building Control** - £149k reduction in income due to the cost of living crisis £125k and additional staff costs £24k. The surpluses from previous years will be utilised to cover this shortfall at the year end.
  - (n) **Grounds Maintenance** - £185k under recovery of verge cutting income from Surrey CC.
  - (o) **Waste Recycling** - £175k reduction in income due to an in-year change in the recycling income mechanism.
  - (p) **Staines Town Centre Management** - £124k reduction in income relates to an aged debtor report error that has been corrected by Capita. The Council originally approved the transfer of £ to the Cost of Living Reserve, Officers will wait until the year end before making a recommendation to Council on how to deal with this matter.
- Net Expenditure after Service level (Below the line transactions)**
- (q) **Interest Earnings** – (£180k) additional income from higher than anticipated interest rates and lending surplus operation cash to other Local Authorities.
  - (r) **Landlord costs** – (£397k) underspend due to significant savings on refurbishment projects at Porter Building & Stokley Park)
  - (s) **Sinking Funds** – (£394k) underspend due to increased interest received and an improvement in the forecast investment and regeneration portfolio performance.

- 1.4 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.
- 1.5 As shown in table 2.3 below, the actual Full Time Equivalents (FTEs) 388.32 are 71.77 FTEs 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.

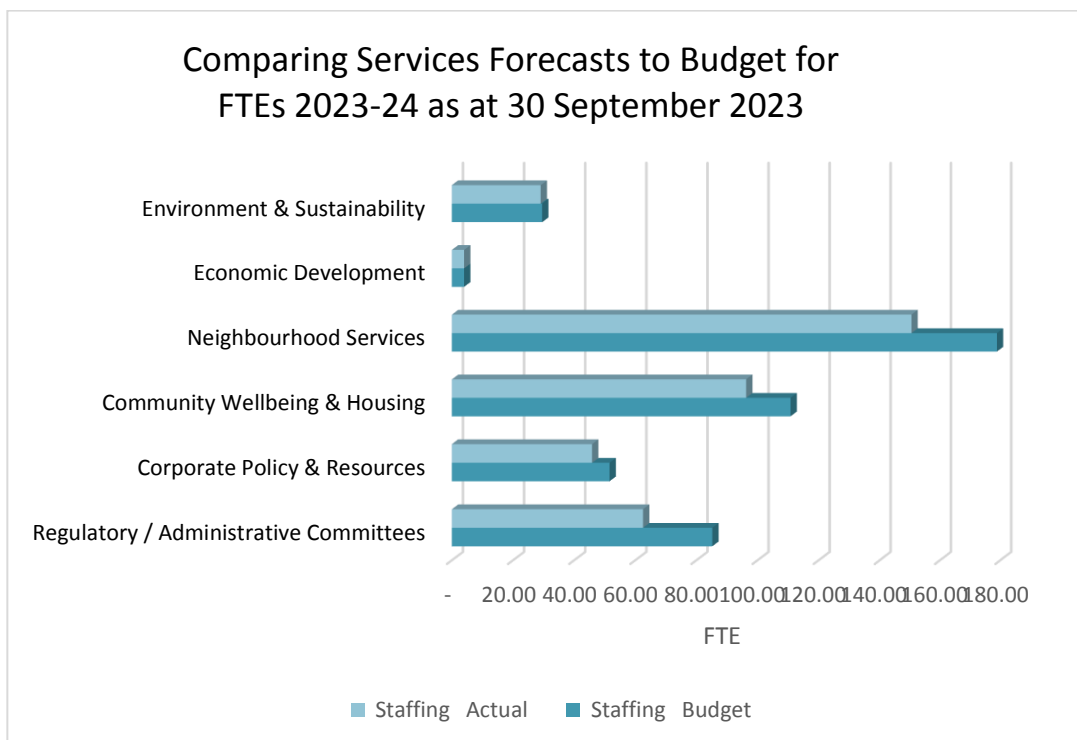
**2. Key issues**

- 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 (460.09) compared to actual FTEs (388.32) at 30 September 2023 is shown below across each Committee:





### 3. Committee commentary and variance analysis

The net underspend at Committees Service Level of (£897,712) as at 30 September 2023 by Committee is shown below:

Committee	2023/24 Budget Revised £	2023/24 Forecast £	2023/24 Variance £
Regulatory / Administrative	6,891,400	6,501,600	(389,800)
Corporate Policy & Resources	6,942,400	6,679,963	(262,437)
Community Wellbeing & Housing	4,412,300	3,638,500	(773,800)
Neighbourhood Services	5,949,300	6,181,013	231,713
Economic Development	(87,900)	91,798	179,698
Environment & Sustainability	1,409,700	1,526,614	116,914
<b>NET EXPENDITURE AT SERVICE LEVEL</b>	<b>25,517,200</b>	<b>24,619,488</b>	<b>(897,712)</b>

3.1 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.

3.2 These details are relevant for members of each Committee:

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**

<b>Service</b>	<b>Variance £'000</b>	<b>Comment</b>
Customer Services	(226.0)	Underspend due to restructure of the service and vacant posts, partially being covered by agency & temporary staff and offset by £49k under recovery of empty property premia.
Elections	25.3	£30k net overspend on the elections and disallowed expenditure of £15k after the final settlement claim relating to Parliament Elections held in 2019.
Electoral Reg.	(20.0)	Vacancies in the department.
HR	(20.0)	Vacancies in the department.
Information & Comms Technology	(82.2)	(£32.2k) 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. (£50.0K) underspend on salaries due to vacant positions, offset by additional overtime and temp. workers.
Legal	(39.6)	Over recovery of fees income.
<b>Total significant net variances</b>	<b>(362.4)</b>	For the complete list of (£389.9k) favourable variances including those under £20k, please refer to appendix C

(b) **Corporate Policy & Resources Committee**

<b>Service</b>	<b>Variance £'000</b>	<b>Comment</b>
Accountancy	(21.9)	(£43.2k) underspend in salaries due to vacancies.
Asset Management Administration	(143.2)	(£74.0k) Underspend due to restructure of the team and vacant posts to establish how resources can be more efficiently allocated across the team. (£62.8k) Master Plan work deferred until 2024-25
Development Properties	160.8	Unbudgeted expenditure on electricity and water bills, premises insurance and security.
General Property Expenses	24.4	52.3k overspend due to fly tipping, offset by (£27.9k) additional income following electricity recharges for tenants
Facilities Management	(66.5)	(£57.8k) Underspend due to reduction in volume of printing externally and printers' maintenance costs were lower than anticipated.
Planned Maintenance Programme	152.0	An overspend of £99k 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). £100k overspend due to RAAC survey. £55k
Project Management	(40.0)	Underspends due to vacancies.

Unapportionable Central Overheads	(327.0)	Monthly superannuation payments to Surrey County are lower than budgeted, which reflects the Council's overall underspending on staffing costs.
<b>Total significant net variances</b>	<b>(261.4)</b>	For the complete list of (£262.4k) favourable variances including those under £20k, please refer to appendix D

(c) **Community Wellbeing & Housing Committee**

<b>Service</b>	<b>Variance £'000</b>	<b>Comment</b>
Community Care Administration	(28.5)	(£37.0k) over recovery of income, as additional grant funding received from NWS Alliance Prevention which will cover the Day Centre to be open over the weekends
Community Centres	(49.6)	Underspend (£41.5k) because of vacant posts which will be filled by the end of summer. £39.8k overspend due to increased food prices, offset by an over recovery of (£47.9k) from additional food sales
Meals on Wheels	113.8	£132.9k overspend due to contract food cost increased
Spelthorne Family Support	232.4	£206k overspend on costs, offset by (£190k) of funding from the cost of living reserve.
Community Development	30.0	This budgeted overspend has been transferred into the General Grants budget.
General Grants	(30.0)	This budgeted underspend has been received from the Community Development budget.
Housing Needs	35.2	£29.34k overspend due to maternity cover.
Homelessness	242.1	£38k overspend on salary to be offset by grant funding, £950.4k overspend on B&B costs, offset by (£746.3k) over recovery of income.
Refugees	(741.0)	(£134.2k) underspend on salaries, £760.5k overspend due to the change in the refugee scheme, offset by a (£1,367.3k) over recovery of grant income.
Housing Benefits Admin	(125.7)	(£72.7k) underspend due to vacancies; income (£63.9k) above budget due to additional grants received which may be transferred to reserves.
Housing Benefits Payments	(398.5)	Additional expenditure and grant income relates to Household Support Fund Scheme
Leisure Centre Admin	(30.0)	(£32.3k) underspend due to staff vacancies.
Spelthorne Leisure Centre	(20.5)	Over recovery of income (£22.7k) due to the Council's profit share increasing because of inflation.
<b>Total significant net variances</b>	<b>(770.3)</b>	For the complete list of (£773.8k) favourable variances including those under £20k, please refer to appendix E

(d) **Neighbourhood Services Committee**

<b>Service</b>	<b>Variance £'000</b>	<b>Comment</b>
Car Parks	(172.4)	Underspend (£176.0k) due to staff vacancies, Underspend (£123.0k) as the on-street parking expenditure has passed to Surrey CC, offset by a £129.6k under recovery of income.

Building Control	148.7	£24k overspend on salaries and a £124.7k under recovery of income due to the Cost of Living crisis
Cemeteries	(91.7)	(£79.7k) over recovery of income as officers are forecasting an increased in budget burial numbers over the course of the year.
Environmental Health Admin	35.5	£31.8k overspend on salaries, to be offset by £
Licensing	(30.8)	(£20.7k) over recovery of income.
Environmental Enhancements	23.4	£28.4k overspend, to be offset by (£15.5k) Biodiversity Net Grant.
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.
Refuse Collection	(32.5)	(£32.5k) over recovery of green waste income
Waste Recycling	174.6	Expected income is lower mainly due to change in recycling income mechanism
<b>Total significant net variances</b>	<b>239.8</b>	For the complete list of £231.7k unfavourable variances including those under £20k, please refer to appendix F

(e) **Economic Development Committee**

Service	Variance £'000	Comment
Economic Development	50.9	£22.7k overspend on salaries to be covered by SPF grant funding. £22.1 overspend on the Incubator
Staines Town Centre	123.8	Adjustment re Scottish Widows and will be funded from reserves in the event of an overspend at Outturn.
<b>Total significant net variances</b>	<b>174.7</b>	For the complete list of £179.7k unfavourable variances including those under £20k, please refer to appendix G

(f) **Environment & Sustainability**

Service	Variance £'000	Comment
Planning Development Control	7.5	(£69.2k) underspend due to staff vacancies, £76.7k overspend due to additional planning appeal costs.
Planning Policy	94.8	£100.4k 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.
<b>Total significant net variances</b>	<b>102.3</b>	For the complete list of £116.9k unfavourable 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 commercial investment and regeneration portfolio, the net income is used to meet net additional expenditure resulting from reduced government grants, Surrey County Council funding and other pressures.

4.2 The favourable landlord cost variance of (£379k) is as a result of significant savings on refurbishment projects that came lower than anticipated (Porter & Stokley Park). Also, some properties have had Business Rates mitigation put in place thus reducing the overall expenditure. Letting fees have been reduced to reflect smaller number of vacant units to be let by the end of year.

Officers are predicting that the funding required from the Sinking Fund will be reduced by (£394K) at the year end.

<b>Commercial &amp; Regenerations Assets 2023-24</b>			
<b>Total</b>	<b>Revised Budget £000</b>	<b>Forecast Outturn £000</b>	<b>Variance £000</b>
Income	-46,129	-46,104	25
Landlord Cost	11,638	11,259	-379
<b>Net Rental income Received</b>	<b>-34,491</b>	<b>-34,845</b>	<b>-355</b>
Loan interest Payable	24,449	24,449	0
Minimum Revenue Contribution	12,078	12,078	0
Set Aside	630	630	0
Sinking Funds			
Contribution to	-643	1,037	0
Contribution From	-11,023	-10,629	-394
<b>Net Income to fund Revenue budget</b>	<b>-7,320</b>	<b>-7,280</b>	<b>-749</b>

<b>Commercial Property</b>	<b>Revised Budget £000</b>	<b>Forecast Outturn £000</b>	<b>Variance £000</b>
Income	-41,711	-41,686	26
Landlord Cost	10,119	9,776	-343
<b>Net Rental income Received</b>	<b>-31,592</b>	<b>-31,910</b>	<b>-318</b>
Loan interest Payable	22,283	22,283	0
Minimum Revenue Contribution	11,172	11,172	0
Set Aside	600	600	0
Sinking Funds			
Contribution to	887	887	0
Contribution From	-9,493	-9,099	-394
<b>Net Income to fund Revenue budget</b>	<b>-6,143</b>	<b>-6,067</b>	<b>-712</b>

<b>Regeneration Property</b>	<b>Revised Budget £000</b>	<b>Forecast Outturn £000</b>	<b>Variance £000</b>
Income	-4,417	-4,418	-1
Landlord Cost	1,519	1,483	-36
<b>Net Rental income Received</b>	<b>-2,898</b>	<b>-2,935</b>	<b>-37</b>
Loan interest Payable	2,166	2,166	0
Minimum Revenue Contribution	906	906	0
Set Aside	30	30	0
Sinking Funds			
Contribution to	150	150	0
Contribution From	-1,530	-1,530	0
<b>Net Income to fund Revenue budget</b>	<b>-1,176</b>	<b>-1,213</b>	<b>-37</b>

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 £2.5m 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.

## **5. Interest receivable and other income**

- 5.1 Interest earnings (£180k) over 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 Due to the improved forecast performance of the investment and regeneration portfolio, the contributions required from the Sinking Fund Is forecast to reduce from £11.0m to £10.6m
- 6.2 The forecast projection for funding from the Empty Property Premia has been reduced from £500k to £nil.
- 6.3 There have been no unapproved movements in reserves.

## **7. Knowle Green Estates Ltd (KGE):**

- 7.1 On 15 November, the Board of KGE approved the revenue monitoring report for 2023-24 as at 30 September, which showed a favourable variance of (£62k), against a net expenditure budget of £428,400, the principal variances over £20k were as follows:

- (a) (£90k) under spend on loan interest, due to a credit note being issued for Benwell 1.

- (b) £62k overspend in repair costs, following the works carried out at Cranford Avenue.
- (c) £27k overspend on central overhead recharges.
- (d) (£20k) underspend on electricity charges
- (e) (£20k) over recovery of rental income.

## 8. Spelthorne Direct Services Ltd

- 8.1 The Board reviewed the revenue monitoring report for 2023-24 as at 30 September, 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 keep 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 30 September 2023 has been undertaken as part of the revenue budget monitoring process and it is being reported at para 1.2 that Officers are predicting a small under/overspend at the 30 September 2023. 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](mailto:P.taylor@spelthorne.gov.uk)

**Background papers:** There are none.

**Appendices:**

- Appendix A – Net Revenue Budget Monitoring 2023-24 30 September 2023
- Appendix B – Net Revenue Budget Monitoring by Committee 2023-24 30 September 2023
- Appendix C - Net Revenue Budget Monitoring Reg & Admin Committee 2023-24 30 September 2023
- Appendix D - Net Revenue Budget Monitoring CP&R Committee 2023-24 30 September 2023
- Appendix E - Net Revenue Budget Monitoring CWH Committee 2023-24 30 September 2023
- Appendix F – Net Revenue Budget Monitoring NS&E Committee 2023-24 30 September 2023
- Appendix G - Net Revenue Budget Monitoring ED Committee 2023-24 30 September 2023





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**APPENDIX A**

**Net Revenue Budget Monitoring - 2023/24**

**As at end of 30 SEPTEMBER 2023**

Appendix A extract

	2023/24 Budget Revised	2023/24 Forecast Outturn	2023/24 Variance of Forecast from Revised Bgt	Staffing Budget	Staffing Actual
	£	£	£	FTE	FTE
Gross Expenditure	60,692,300	61,368,928	676,628		
Less Housing Benefit grant	(21,821,000)	(21,410,000)	411,000		
Less Specific fees and charges income	(13,354,100)	(15,339,440)	(1,985,340)		
<b>Net Expenditure - broken down as below</b>	<b>25,517,200</b>	<b>24,619,488</b>	<b>(897,712)</b>		
Regulatory / Administrative Committees	6,891,400	6,501,600	(389,800)	85.21	62.55
Corporate Policy & Resources	6,942,400	6,679,963	(262,437)	51.60	45.88
Community Wellbeing & Housing	4,412,300	3,638,500	(773,800)	110.83	96.28
Neighbourhood Services	5,949,300	6,181,013	231,713	178.91	150.55
Economic Development	(87,900)	91,798	179,698	4.00	4.00
Environment & Sustainability	1,409,700	1,526,614	116,914	29.54	29.06
<b>NET EXPENDITURE AT SERVICE LEVEL</b>	<b>25,517,200</b>	<b>24,619,488</b>	<b>(897,712)</b>	<b>460.09</b>	<b>388.32</b>
Interest Earnings	(2,420,000)	(2,600,000)	(180,000)		
Investment Property Income	(41,711,400)	(41,685,514)	25,886		
Regeneration Property Income	(4,417,300)	(4,418,392)	(1,092)		
Landlord Costs	11,638,100	11,258,679	(379,421)		
Debt Interest Payable	25,172,800	25,178,400	5,600		
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)	(724,086)	94,614		
<b>NET EXPENDITURE AFTER INTEREST EARNINGS</b>	<b>24,587,500</b>	<b>23,255,375</b>	<b>(1,332,125)</b>		
<b>Appropriation from Reserves</b>					
Reserves - Revenue Contributions to Capital Outlay	805,000	805,000	-		
Sinking fund contributions	1,037,100	1,037,100	-		
Release of funding from sinking funds	(11,023,100)	(10,629,100)	394,000		
<b>BUDGET REQUIREMENT</b>	<b>15,406,500</b>	<b>14,468,375</b>	<b>(938,125)</b>		
<b>Grants</b>					
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	-	-	-		
Energy Bill & AFP Govt Funding	-	(14,960)	(14,960)		
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)	0	500,000		
NNDR Tariff Payment	-	-	-		
<b>Contributions to Reserves</b>					
Earmarked Reserves (Revenue Grants non-specific)	-	-	-		
CIL Reserve	-	-	-		
S106 Reserve	-	-	-		
Shared Prosperity	-	-	-		
<b>Contributions from Reserves</b>					
Ear Marked Reserves	(110,800)	(110,800)	-		
Planning Performance Agreement	(36,800)	(36,800)	-		
Green Initiative Fund	(48,800)	(60,300)	(11,500)		
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)	-		
	-	-	-		
	-	-	-		
<b>NET BUDGET REQUIREMENT</b>	<b>8,664,700</b>	<b>8,194,667</b>	<b>(470,033)</b>		
General Fund Reserves- Supplementary Estimate			-		
Collection Fund Surplus/(deficit)	100,000	100,000	-		
Income from Council Tax	(8,764,700)	(8,764,700)	-		
<b>Net Position - Over/ (Under) budget</b>	<b>-</b>	<b>(470,033)</b>	<b>(470,033)</b>		

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**Net Revenue Budget Monitoring by Committee - 2023/24**  
**Expenditure and Income Summary 30 SEPTEMBER 2023**

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>
<b>Regulatory / Administrative Committees</b>					
Employees	4,883,000	4,568,700	(314,300)	85	63
Other Expenditure	2,480,000	2,586,500	106,500		
Income	(471,600)	(653,600)	(182,000)		
	<b>6,891,400</b>	<b>6,501,600</b>	<b>(389,800)</b>	<b>85</b>	<b>63</b>
<b>Corporate Policy &amp; Resources</b>					
Employees	5,484,100	5,006,949	(477,151)	52	46
Other Expenditure	2,072,600	2,421,651	349,051		
Income	(614,300)	(748,637)	(134,337)		
	<b>6,942,400</b>	<b>6,679,963</b>	<b>(262,437)</b>	<b>52</b>	<b>46</b>
<b>Community Wellbeing &amp; Housing</b>					
Employees	4,994,900	4,771,400	(223,500)	111	96
Other Expenditure	27,710,800	29,015,000	1,304,200		
Housing Benefit grant income	(21,821,000)	(21,410,000)	0		
Income	(6,472,400)	(8,737,900)	(1,854,500)		
	<b>4,412,300</b>	<b>3,638,500</b>	<b>(773,800)</b>	<b>111</b>	<b>96</b>
<b>Neighbourhood Services</b>					
Employees	7,268,900	7,122,255	(146,645)	179	151
Other Expenditure	3,113,400	3,040,357	(73,043)		
Income	(4,433,000)	(3,981,600)	451,400		
	<b>5,949,300</b>	<b>6,181,013</b>	<b>231,713</b>	<b>179</b>	<b>151</b>
<b>Economic Development</b>					
Employees	232,400	255,148	22,748	4	4
Other Expenditure	328,000	355,080	27,080		
Income	(648,300)	(518,430)	129,870		
	<b>(87,900)</b>	<b>91,798</b>	<b>179,698</b>	<b>4</b>	<b>4</b>
<b>Environment &amp; Sustainability</b>					
Employees	1,663,100	1,588,260	(74,840)	30	29
Other Expenditure	461,100	637,627	176,527		
Income	(714,500)	(699,273)	15,227		
	<b>1,409,700</b>	<b>1,526,614</b>	<b>116,914</b>	<b>30</b>	<b>29</b>
<b>NET EXPENDITURE AT SERVICE LEVEL</b>	<b>25,517,200</b>	<b>24,619,488</b>	<b>(897,712)</b>	<b>460</b>	<b>388</b>
Total Employees	<b>24,526,400</b>	<b>23,312,712</b>	<b>(1,213,688)</b>		
Total Other Expenditure	<b>36,165,900</b>	<b>38,056,215</b>	<b>1,890,315</b>		
Housing Benefit grant income	<b>(21,821,000)</b>	<b>(21,410,000)</b>	<b>0</b>		
Total Income	<b>(13,354,100)</b>	<b>(15,339,440)</b>	<b>(1,574,340)</b>		
<b>NET EXPENDITURE</b>	<b>25,517,200</b>	<b>24,619,488</b>	<b>(897,712)</b>		

<b>Total Expenditure</b>	<b>60,692,300</b>	<b>61,368,928</b>	<b>676,628</b>
<b>Total Income</b>	<b>(35,175,100)</b>	<b>(36,749,440)</b>	<b>(1,574,340)</b>
<b>Net</b>	<b>25,517,200</b>	<b>24,619,488</b>	<b>(897,712)</b>

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## Regulatory/ Administrative Committees

## Appendix C

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	110,000	110,000	0	1.75	0.75	External contractor is expected to be used for the vacant post
Other Expenditure	104,200	104,200	0			
Income	0	0	0			
<b>Audit</b>	<b>214,200</b>	<b>214,200</b>	<b>0</b>	<b>1.75</b>	<b>0.75</b>	
Employees	269,300	259,300	(10,000)	6.00	4.60	
Other Expenditure	24,700	24,700	0			
Income	0	0	0			
<b>Committee Services</b>	<b>294,000</b>	<b>284,000</b>	<b>(10,000)</b>	<b>6.00</b>	<b>4.60</b>	
Employees	334,000	323,300	(10,700)	4.00	3.00	
Other Expenditure	5,700	5,700	0			
Income	0	0	0			
<b>Corporate Governance</b>	<b>339,700</b>	<b>329,000</b>	<b>(10,700)</b>	<b>4.00</b>	<b>3.00</b>	
Employees	320,000	332,400	12,400	0.00	0.00	£11.5k funded from Green Initiative Reserve.
Other Expenditure	309,700	298,400	(11,300)			
Income	0	0	0			
<b>Corporate Management</b>	<b>629,700</b>	<b>630,800</b>	<b>1,100</b>	<b>0.00</b>	<b>0.00</b>	
Employees	290,900	294,900	4,000	5.69	5.69	Savings expected of £15k against software budget as web projects are not happening in this year. The remainder relates to savings against marketing budget due to reduction in paper products/ campaigns
Other Expenditure	125,000	105,000	(20,000)			
Income	0	0	0			
<b>Corporate Publicity</b>	<b>415,900</b>	<b>399,900</b>	<b>(16,000)</b>	<b>5.69</b>	<b>5.69</b>	

## Regulatory/ Administrative Committees

## Appendix C

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	1,149,000	874,000	(275,000)	26.07	18.67	Restructure of the service is in progress. Underspent expected due to vacant posts, partially being covered by agency & temporary staff. Additional payments relating to 'Empty homes review' to be made in this financial year
Other Expenditure	419,700	468,700	49,000			
Income	(311,500)	(311,500)	0			
<b>CServ Management &amp; Support</b>	<b>1,257,200</b>	<b>1,031,200</b>	<b>(226,000)</b>	<b>26.07</b>	<b>18.67</b>	
Employees	32,200	32,200	0	0.00	0.00	Council
Other Expenditure	403,300	403,300	0			
Income	0	0	0			
<b>Democratic Rep &amp; Management</b>	<b>435,500</b>	<b>435,500</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	42,300	102,700	60,400	0.00	0.00	Temp Staff - Overall costs for council elections are higher and disallowed expenditure of £15k after the final settlement claim relating to Parliament Elections held in 2019 has been moved here.. Please see above Govt. new burden grant for elections
Other Expenditure	108,200	107,400	(800)			
Income	0	(34,300)	(34,300)			
<b>Elections</b>	<b>150,500</b>	<b>175,800</b>	<b>25,300</b>	<b>0.00</b>	<b>0.00</b>	
Employees	200,600	180,600	(20,000)	3.89	3.00	Savings expected due to the vacant post
Other Expenditure	86,500	86,500	0			
Income	(1,000)	(1,000)	0			
<b>Electoral Registration</b>	<b>286,100</b>	<b>266,100</b>	<b>(20,000)</b>	<b>3.89</b>	<b>3.00</b>	
Employees	363,000	343,000	(20,000)	6.56	5.76	
Other Expenditure	52,800	52,800	0			
Income	0	0	0			
<b>HR</b>	<b>415,800</b>	<b>395,800</b>	<b>(20,000)</b>	<b>6.56</b>	<b>5.76</b>	



## Regulatory/ Administrative Committees

## Appendix C

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	864,400	814,400	(50,000)	16.25	12.08	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	(107,200)	(107,200)			
<b>Information &amp; Comms Technology</b>	<b>1,318,300</b>	<b>1,236,100</b>	<b>(82,200)</b>	<b>16.25</b>	<b>12.08</b>	
Employees	0	0	0			
Other Expenditure	388,400	388,400	0			
Income	0	(900)	(900)			
<b>Insurance</b>	<b>388,400</b>	<b>387,500</b>	<b>(900)</b>	<b>0.00</b>	<b>0.00</b>	
Employees	74,400	74,000	(400)	1.83	1.83	
Other Expenditure	31,500	31,800	300			
Income	(140,700)	(140,700)	0			
<b>Land Charges</b>	<b>(34,800)</b>	<b>(34,900)</b>	<b>(100)</b>	<b>1.83</b>	<b>1.83</b>	
Employees	758,800	748,800	(10,000)	11.78	5.78	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)	(19,500)	14,300			
Income	(18,400)	(58,000)	(39,600)			
<b>Legal</b>	<b>706,600</b>	<b>671,300</b>	<b>(35,300)</b>	<b>11.78</b>	<b>5.78</b>	
Employees	74,100	79,100	5,000	1.39	1.39	
Other Expenditure	200	200	0			
Income	0	0	0			
<b>Payroll</b>	<b>74,300</b>	<b>79,300</b>	<b>5,000</b>	<b>1.39</b>	<b>1.39</b>	

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## Regulatory/ Administrative Committees

## Appendix C

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	0		0			
Other Expenditure	0		0			
Income	0		0			
<b>Misc Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>			
Employees	0		0			
Other Expenditure	0		0			
Income	0		0			
<b>Section 106</b>	<b>0</b>	<b>0</b>	<b>0</b>			
Employees	0		0			
Other Expenditure	0		0			
Income	0		0			
<b>Community Infrastructure Levy</b>	<b>0</b>	<b>0</b>	<b>0</b>			
Total Employees	<b>4,883,000</b>	<b>4,568,700</b>	<b>(314,300)</b>	<b>85.21</b>	<b>62.55</b>	
Total Other Expenditure	<b>2,480,000</b>	<b>2,586,500</b>	<b>106,500</b>			
Total Income	<b>(471,600)</b>	<b>(653,600)</b>	<b>(182,000)</b>			
Net Total	<b>6,891,400</b>	<b>6,501,600</b>	<b>(389,800)</b>	<b>85.21</b>	<b>62.55</b>	

## Corporate Policy &amp; Resources

## Appendix D

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	905,200	862,000	(43,200)	12.90	13.10	Includes £63k of recharge (Set aside)
Other Expenditure	(13,600)	1,400	15,000			
Income	(103,000)	(96,700)	6,300			
<b>Accountancy</b>	<b>788,600</b>	<b>766,700</b>	<b>(21,900)</b>	<b>12.90</b>	<b>13.10</b>	
Employees	1,002,700	928,700	(74,000)	13.78	10.78	Underspent due to 3 vacant posts. Group Head carried out a review of the team structure to understand where additional support was needed. One of these posts is currently being recruited to, the second has been used to create capacity for a more streamlined structure and to increase capacity with the team via creation of 2 more senior roles and fund an increase in hours, hence has not been fully 'spent' during the financial year. The final role will not be recruited to and has been offered up as budget savings for 2024/25. Includes £466k of recharge (Set aside). Master planning works postponed to FY 24/25 due to late approvals from Members.
Other Expenditure	(244,200)	(307,000)	(62,800)			
Income	(421,700)	(428,112)	(6,412)			
<b>Asset Mgn Administration</b>	<b>336,800</b>	<b>193,588</b>	<b>(143,212)</b>	<b>13.78</b>	<b>10.78</b>	
Employees	239,200	239,000	(200)	1.00	1.00	
Other Expenditure	3,200	3,500	300			
Income	0	0	0			
<b>Chief Executive</b>	<b>242,400</b>	<b>242,500</b>	<b>100</b>	<b>1.00</b>	<b>1.00</b>	

## Corporate Policy &amp; Resources

## Appendix D

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
<b>Corporate Savings</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	299,900	298,800	(1,100)	2.00	2.00	
Other Expenditure	1,000	1,000	0			
Income	0	0	0			
<b>Deputy Chief Executives</b>	<b>300,900</b>	<b>299,800</b>	<b>(1,100)</b>	<b>2.00</b>	<b>2.00</b>	
Employees	0	0	0	0.00	0.00	
Other Expenditure	305,800	466,088	160,288			Overspend is mainly due to utility and security costs that had not been budgeted for.
Income	0	0	0			
<b>Development Properties</b>	<b>305,800</b>	<b>466,088</b>	<b>160,288</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0	0.00	0.00	
Other Expenditure	36,500	88,773	52,273			Overspend is due to unforeseen flytipping incident at Laleham Camp site and the waste needs to be investigated and cleared at cost of £22k. In addition, there is outstanding debt of £33k for Sunbury Library rent that we have not been billed for in the last 7 years by Surrey County Council. Negotiations are taking place to reduce the debt to £16.5k.
Income	(66,600)	(94,475)	(27,875)			Additional income due to recharges to our tenants for electricity for Beresford House and 115 Wraysbury Road.
<b>General Property Expenses</b>	<b>(30,100)</b>	<b>(5,702)</b>	<b>24,398</b>	<b>0.00</b>	<b>0.00</b>	

## Corporate Policy &amp; Resources

## Appendix D

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	234,300	232,337	(1,963)	5.00	5.00	Underspent due to reduction in volume of printing externally (£10k comparing to £24.9k budget), internal recharges that were not budgeted (£29k credit) as well as reduction in purchasing paper supplies and printers maintenance costs have been lower than anticipated (£12.5k instead of £20k). Unbudgeted income for licence to access Car Park for Staines Preparatory School
Other Expenditure	540,100	482,300	(57,800)			
Income	(23,000)	(29,750)	(6,750)			
<b>Facilities Management</b>	<b>751,400</b>	<b>684,887</b>	<b>(66,513)</b>	<b>5.00</b>	<b>5.00</b>	
Employees	99,000	99,400	400	2.00	2.00	
Other Expenditure	2,400	2,400	0			
Income	0	0	0			
<b>MaT Secretariat &amp; Support</b>	<b>101,400</b>	<b>101,800</b>	<b>400</b>	<b>2.00</b>	<b>2.00</b>	
Employees	174,500	174,412	(88)	3.00	3.00	Overspent of £99k is due to consultant fees to conduct surveys for heat decarbonisation and energy efficiency works but this is off-set by the Low Carbon Skills Grant. Another overspent is due to mandatory RAAC surveys on all Council properties (£100k) and expenditure on programmed maintenance having higher costs than anticipated. £55k contribution to capital for Ashford Cemetry Lodge. Successfully applied for Public Sector Low Carbon Skills Fund Grant that was not budgeted for.
Other Expenditure	1,141,300	1,393,000	251,700			
Income	0	(99,600)	(99,600)			
<b>Planned Maintenance Programme</b>	<b>1,315,800</b>	<b>1,467,812</b>	<b>152,012</b>	<b>3.00</b>	<b>3.00</b>	

## Corporate Policy &amp; Resources

## Appendix D

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	659,300	619,300	(40,000)	11.92	9.00	Savings expected due to vacant posts
Other Expenditure	5,400	5,400	0			
Income	0		0			
<b>Project Management</b>	<b>664,700</b>	<b>624,700</b>	<b>(40,000)</b>	<b>11.92</b>	<b>9.00</b>	
Employees	0	0	0			Contract now transferred away from Council
Other Expenditure	0	90	90			
Income	0	0	0			
<b>Sea Cadets</b>	<b>0</b>	<b>90</b>	<b>90</b>	<b>0.00</b>	<b>0.00</b>	
Employees	1,870,000	1,553,000	(317,000)			Monthly superannuation payments to SCC are expected to be lower based on number of staff in the posts
Other Expenditure	294,700	284,700	(10,000)			
Income	0		0			
<b>Unapportionable CentralO/Heads</b>	<b>2,164,700</b>	<b>1,837,700</b>	<b>(327,000)</b>	<b>0.00</b>	<b>0.00</b>	
Total Employees	<b>5,484,100</b>	<b>5,006,949</b>	<b>(477,151)</b>	<b>51.60</b>	<b>45.88</b>	
Total Other Expenditure	<b>2,072,600</b>	<b>2,421,651</b>	<b>349,051</b>			
Total Income	<b>(614,300)</b>	<b>(748,637)</b>	<b>(134,337)</b>			
Net Total	<b>6,942,400</b>	<b>6,679,963</b>	<b>(262,437)</b>	<b>51.60</b>	<b>45.88</b>	

## Community Wellbeing &amp; Housing

## Appendix E

Results to 30-Sep-23	Budget	Forecast	Variance of	Staffing	Staffing	Comments
	Original	Outturn	Forecast from Revised Bgt	Budget	Actual	
	£	£	£	FTE	FTE	
Employees	0	0	0	-	-	
Other Expenditure	0	(700)	(700)			
Income	0	0	0			
<b>SPAN</b>	<b>0</b>	<b>(700)</b>	<b>(700)</b>	<b>-</b>	<b>-</b>	
Employees	512,000	519,500	7,500	10.67	9.00	Received additional grant funding NWS Alliance Prevention which will cover the Day Centre to be open over the weekends
Other Expenditure	20,000	21,000	1,000			
Income	(95,200)	(132,200)	(37,000)			
<b>Community Care Administration</b>	<b>436,800</b>	<b>408,300</b>	<b>(28,500)</b>	<b>10.67</b>	<b>9.00</b>	
Employees	755,400	713,900	(41,500)	19.97	18.42	Vacancy will be filled by the end of the year Food cost have increased with the cost of living The Sale of Food has increased
Other Expenditure	284,400	324,200	39,800			
Income	(435,000)	(482,900)	(47,900)			
<b>Community Centres</b>	<b>604,800</b>	<b>555,200</b>	<b>(49,600)</b>	<b>19.97</b>	<b>18.42</b>	
Employees	169,700	155,000	(16,200)	5.28	4.50	Appetito contract cost increased
Other Expenditure	106,700	239,600	132,900			
Income	(192,400)	(195,300)	(2,900)			
<b>Meals on Wheels</b>	<b>84,000</b>	<b>199,300</b>	<b>113,800</b>	<b>5.28</b>	<b>4.50</b>	
Employees	554,900	544,900	(10,000)	10.80	9.58	£190,000 funded from cost of living reserve Income is expected to be lower against the budget mainly due to lower reimbursement expected from Surrey County Council
Other Expenditure	6,500	212,500	206,000			
Income	(561,400)	(525,000)	36,400			
<b>Spelthorne Family Support</b>	<b>0</b>	<b>232,400</b>	<b>232,400</b>	<b>10.80</b>	<b>9.58</b>	

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## Community Wellbeing &amp; Housing

## Appendix E

Results to 30-Sep-23	Budget	Forecast	Variance of	Staffing	Staffing	Comments
	Original	Outturn	Forecast from Revised Bgt	Budget	Actual	
	£	£	£	FTE	FTE	
Employees	0	0	0	-	-	The funds to have been rolled into the grant funding budget, however they may be utilised to offset a further council better neighbourhood grant enhancement that is currently being discussed with the Leader.
Other Expenditure	39,000	69,000	30,000			
Income	0	0	0			
<b>Community Development</b>	<b>39,000</b>	<b>69,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	
Employees	0	0	0			The funds to have been rolled into the grant funding budget, however they may be utilised to offset a further council better neighbourhood grant enhancement that is currently being discussed with the Leader.
Other Expenditure	215,900	249,800	(30,000)			
Income	0	0	0			
<b>General Grants</b>	<b>215,900</b>	<b>249,800</b>	<b>(30,000)</b>	<b>-</b>	<b>-</b>	
Employees	1,470,000	1,499,300	29,300	27.78	27.08	Additional salary costs incurred covering post on maternity leave. Also post transferred from Independent Living not budgeted for 23/24, but will be covered by grant funding
Other Expenditure	51,000	54,900	3,900			
Income	(2,000)	0	2,000			
<b>Housing Needs</b>	<b>1,519,000</b>	<b>1,554,200</b>	<b>35,200</b>	<b>27.78</b>	<b>27.08</b>	
Employees	117,600	155,600	38,000	3.47	3.47	Housing officer on secondment for specialised intensive case work. This wasn't in the budget ,will be covered by grant funding B&B demand is higher than ever and thus the budget is overspend
Other Expenditure	3,750,100	4,700,500	950,400			
Income	(3,319,600)	(4,065,900)	(746,300)			
<b>Homelessness</b>	<b>548,100</b>	<b>790,200</b>	<b>242,100</b>	<b>3.47</b>	<b>3.47</b>	The overspend would be higher, but due to underspent on externally funded service such as step down this figure is showing lower overspend



## Community Wellbeing &amp; Housing

## Appendix E

Results to 30-Sep-23	Budget	Forecast	Variance of	Staffing	Staffing	Comments
	Original	Outturn	Forecast from Revised Bgt	Budget	Actual	
	£	£	£	FTE	FTE	
Employees	392,000	257,800	(134,200)	9.80	5.30	Salary costs to be transferred at end of financial year, all of which is covered by grant funding  We received the Afghan Grants funding this year which related to previous financial year. Expenditure will be incurred next year for Longford and other support, which will need to be covered from income received this year as the funding next year will reduce substantially.
Other Expenditure	785,900	1,546,400	760,500			
Income	(1,177,900)	(2,545,200)	(1,367,300)			
<b>Refugee Schemes</b>	<b>0</b>	<b>(741,000)</b>	<b>(741,000)</b>	<b>9.80</b>	<b>5.30</b>	
Employees	674,500	601,800	(72,700)	17.06	13.93	Vacancy will be filled by the end of November  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	45,400	10,900			
Income	(300,000)	(363,900)	(63,900)			
<b>Housing Benefits Admin</b>	<b>409,000</b>	<b>283,300</b>	<b>(125,700)</b>	<b>17.06</b>	<b>13.93</b>	
Employees	0	0	0			Additional expenditure and grant income relates to Household support fund scheme
Other Expenditure	21,872,000	21,062,500	(809,500)			
Income	(21,821,000)	(21,410,000)	411,000			
<b>Housing Benefits Payments</b>	<b>51,000</b>	<b>(347,500)</b>	<b>(398,500)</b>	<b>-</b>	<b>-</b>	
Employees	331,600	299,300	(32,300)	6.00	5.00	Vacancy during the year will be filled during Autumn ,plus post on maternity leave
Other Expenditure	25,700	28,000	2,300			
Income	0	0	0			
<b>Leisure Administration</b>	<b>357,300</b>	<b>327,300</b>	<b>(30,000)</b>	<b>6.00</b>	<b>5.00</b>	
Employees	0	0	0			SBC profit share has increased due to inflation
Other Expenditure	334,600	358,300	2,200			
Income	(315,200)	(337,900)	(22,700)			
<b>Spelthorne Leisure Centre</b>	<b>19,400</b>	<b>20,400</b>	<b>(20,500)</b>	<b>-</b>	<b>-</b>	

## Community Wellbeing &amp; Housing

## Appendix E

Results to 30-Sep-23	Budget	Forecast	Variance of	Staffing	Staffing	Comments
	Original	Outturn	Forecast from Revised Bgt	Budget	Actual	
	£	£	£	FTE	FTE	
Employees	12,600	12,600	0			
Other Expenditure	5,200	5,200	0			
Income	(3,800)	(4,200)	(400)			
<b>Resource Centre</b>	<b>14,000</b>	<b>13,600</b>	<b>(400)</b>	-	-	
Employees	1,600	10,200	8,600			Casual Employee
Other Expenditure	23,800	28,300	4,500			
Income	(7,400)	(20,600)	(13,200)			
<b>Sports and Active Lifestyle</b>	<b>18,000</b>	<b>17,900</b>	<b>(100)</b>	-	-	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	(47,600)	(49,900)	(2,300)			
<b>Sunbury Golf Club</b>	<b>(47,600)</b>	<b>(49,900)</b>	<b>(2,300)</b>	-	-	
Employees	0	0	0			
Other Expenditure	2,900	2,900	0			
Income	(8,000)	(8,000)	0			
<b>Museum</b>	<b>(5,100)</b>	<b>(5,100)</b>	<b>0</b>	-	-	
Employees	0	0	0			
Other Expenditure	27,100	27,100	0			
Income	0	0	0			
<b>Youth</b>	<b>27,100</b>	<b>27,100</b>	<b>0</b>	-	-	
Employees	1,500	1,500	0			Casual Employee
Other Expenditure	32,000	32,000	0			
Income	(3,000)	(3,000)	0			
<b>Arts Development</b>	<b>30,500</b>	<b>30,500</b>	<b>0</b>	-	-	
Employees	0	0	0			
Other Expenditure	8,100	8,100	0			
Income	(3,900)	(3,900)	0			
<b>Public Health</b>	<b>4,200</b>	<b>4,200</b>	<b>0</b>	-	-	

## Community Wellbeing &amp; Housing

## Appendix E

<b>Results to 30-Sep-23</b>	Budget	Forecast	Variance of	Staffing	Staffing	Comments
	Original	Outturn	Forecast from Revised Bgt	Budget	Actual	
	£	£	£	FTE	FTE	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
<b>Events</b>	<b>0</b>	<b>0</b>	<b>0</b>	-	-	
Total Employees	<b>4,993,400</b>	<b>4,771,400</b>	<b>(223,500)</b>	<b>110.83</b>	<b>96.28</b>	
Total Other Expenditure	<b>27,625,400</b>	<b>29,015,000</b>	<b>1,304,200</b>			
Total Income	<b>(28,293,400)</b>	<b>(30,147,900)</b>	<b>(1,854,500)</b>			
Net Total	<b>4,325,400</b>	<b>3,638,500</b>	<b>(773,800)</b>	<b>110.83</b>	<b>96.28</b>	

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## Neighbourhood Services

## Appendix F

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	516,800	340,800	(176,000)	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 £265k 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)	(1,363,700)	126,600			
<b>Car Parks</b>	<b>(54,500)</b>	<b>(226,900)</b>	<b>(172,400)</b>	<b>13.00</b>	<b>7.35</b>	
Employees	76,000	76,000	0	1.67	1.83	
Other Expenditure	181,400	181,400	0			
Income	0	0	0			
<b>Community Safety</b>	<b>257,400</b>	<b>257,400</b>	<b>0</b>	<b>1.67</b>	<b>1.83</b>	
Employees	0	0	0			
Other Expenditure	119,000	119,000	0			
Income	0	0	0			
<b>Depot</b>	<b>119,000</b>	<b>119,000</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	1,227,900	1,237,900	10,000	23.61	22.97	
Other Expenditure	156,000	156,000	0			
Income	(3,200)	(7,500)	(4,300)			
<b>Neighbourhood Serv Mgt Support</b>	<b>1,380,700</b>	<b>1,386,400</b>	<b>5,700</b>	<b>23.61</b>	<b>22.97</b>	
Employees	381,200	405,155	23,955	7.08	7.08	Apprentice Building Control Surveyor promoted to full-time post 3/7/23  Income revised down; governed by market forces; general downturn & rise in mortgage rates is affecting building work.
Other Expenditure	16,000	16,000	0			
Income	(436,600)	(311,900)	124,700			
<b>Building Control</b>	<b>(39,400)</b>	<b>109,255</b>	<b>148,655</b>	<b>7.08</b>	<b>7.08</b>	

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## Neighbourhood Services

## Appendix F

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	0	0	0	0	0	
Other Expenditure	2,500	2,700	200			
Income	(1,600)	(1,700)	(100)			
<b>Food Safety</b>	<b>900</b>	<b>1,000</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0		0	0	0	
Other Expenditure	24,900	24,900	0			
Income	0	0	0			
<b>Bus Station</b>	<b>24,900</b>	<b>24,900</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0		0	0	0	
Other Expenditure	62,800	50,800	(12,000)			
Income	(390,300)	(470,000)	(79,700)			Income is expected to be higher due to more burials
<b>Cemeteries</b>	<b>(327,500)</b>	<b>(419,200)</b>	<b>(91,700)</b>	<b>0.00</b>	<b>0.00</b>	
Employees	1,189,800	1,221,600	31,800	20.72	20.91	Staffing 1 day reduction pw: -.2FTE; Team member FTE increase from .50FTE to .75FTE; Team member FTE increase + .14FTE
Other Expenditure	48,200	64,200	16,000			Periodically required to purchase H&S equipment; credit budget set originally:- some kit wasn't available, supplier raised a credit
Income	0	(12,300)	(12,300)			
<b>Environmental Health Admin</b>	<b>1,238,000</b>	<b>1,273,500</b>	<b>35,500</b>	<b>20.72</b>	<b>20.91</b>	
Employees	0	0	0	0	0	
Other Expenditure	100,700	103,300	2,600			
Income	(4,300)	(4,300)	0			
<b>Environmental Protection Act</b>	<b>96,400</b>	<b>99,000</b>	<b>2,600</b>	<b>0.00</b>	<b>0.00</b>	
Employees	227,300	216,900	(10,400)	4.61	4.41	Team member has reduced hours by 1 day - .2FTE
Other Expenditure	8,900	9,200	300			
Income	(127,400)	(148,100)	(20,700)			Pavement Licensing & Street Trading Licensing taken over from SCC
<b>Licensing</b>	<b>108,800</b>	<b>78,000</b>	<b>(30,800)</b>	<b>4.61</b>	<b>4.41</b>	

## Neighbourhood Services

## Appendix F

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	0	0	0			No budget for provision of medicals for Taxi drivers; Budget Manager manager confirmed income & expenditure needs to be coded separately
Other Expenditure	3,300	11,300	8,000			
Income	(65,000)	(65,000)	0			
<b>Taxi Licensing</b>	<b>(61,700)</b>	<b>(53,700)</b>	<b>8,000</b>	<b>0.00</b>	<b>0.00</b>	
Employees	668,800	652,800	(16,000)	19.00	16.00	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			
<b>Street Cleaning</b>	<b>782,400</b>	<b>767,500</b>	<b>(14,900)</b>	<b>19.00</b>	<b>16.00</b>	
Employees	0	0	0			
Other Expenditure	1,500	600	(900)			
Income	0	0	0			
<b>Public Conveniences</b>	<b>1,500</b>	<b>600</b>	<b>(900)</b>	<b>0.00</b>	<b>0.00</b>	
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			
<b>Rodent &amp; Pest Control</b>	<b>10,800</b>	<b>21,157</b>	<b>10,357</b>	<b>0.00</b>	<b>0.00</b>	
<b>Note: SAT = Spelride</b>						
Employees	188,400	178,400	(10,000)	6.00	4.00	
Other Expenditure	49,600	49,600	0			
Income	(72,400)	(72,400)	0			
<b>SAT</b>	<b>165,600</b>	<b>155,600</b>	<b>(10,000)</b>	<b>6.00</b>	<b>4.00</b>	
Employees	0	0	0			
Other Expenditure	3,600	3,600	0			
Income	0	0	0			
<b>Abandoned Vehicles</b>	<b>3,600</b>	<b>3,600</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	24,600	21,600	(3,000)			
Income	(41,200)	(41,200)	0			

## Neighbourhood Services

## Appendix F

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
<b>Allotments</b>	<b>(16,600)</b>	<b>(19,600)</b>	<b>(3,000)</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0		0			£15,500 funded from 'Biodiversity Net grant' - revenue grants reserves
Other Expenditure	21,600	50,000	28,400			
Income	0	(5,000)	(5,000)			
<b>Environmental Enhancements</b>	<b>21,600</b>	<b>45,000</b>	<b>23,400</b>	<b>0.00</b>	<b>0.00</b>	
Employees	1,223,000	1,223,000	0	33.22	28.00	Vacant posts are being covered by agency staff which are usually paid in arrears  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.
Other Expenditure	661,700	661,700	0			
Income	(249,300)	(64,300)	185,000			
<b>Grounds Maintenance</b>	<b>1,635,400</b>	<b>1,820,400</b>	<b>185,000</b>	<b>33.22</b>	<b>28.00</b>	
Employees	0	0	0	0.00	0.00	
Other Expenditure	109,800	109,800	0			
Income	(75,000)	(81,000)	(6,000)			
<b>Parks Strategy</b>	<b>34,800</b>	<b>28,800</b>	<b>(6,000)</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0		0	0.00	0.00	
Other Expenditure	10,000	10,000	0			
Income	(27,400)	(27,400)	0			
<b>Public Halls</b>	<b>(17,400)</b>	<b>(17,400)</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	



## Neighbourhood Services

## Appendix F

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	1,569,700	1,569,700	0	50.00	38.00	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)	(1,081,500)	(32,500)			Higher Green waste bins income due to more activity
<b>Refuse Collection</b>	<b>931,600</b>	<b>899,100</b>	<b>(32,500)</b>	<b>50.00</b>	<b>38.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	(347,000)	(172,400)	174,600			Expected income is lower mainly due to change in recycling income mechanism
<b>Waste Recycling</b>	<b>(347,000)</b>	<b>(172,400)</b>	<b>174,600</b>	<b>0.00</b>	<b>0.00</b>	
Total Employees	<b>7,268,900</b>	<b>7,122,255</b>	<b>(146,645)</b>	<b>178.91</b>	<b>150.55</b>	
Total Other Expenditure	<b>3,113,400</b>	<b>3,040,357</b>	<b>(73,043)</b>			
Total Income	<b>(4,433,000)</b>	<b>(3,981,600)</b>	<b>451,400</b>			
Net Total	<b>5,949,300</b>	<b>6,181,013</b>	<b>231,713</b>	<b>178.91</b>	<b>150.55</b>	

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## Economic Development

## Appendix G

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	232,400	255,148	22,748	4.00	4.00	Actual expenditure to be met by SPF funding. Management Fees aren't relevant for Incubator as we are not getting income; it is a profit share arrg. with Co-Tribe so budget not required. As above
Other Expenditure	196,700	218,780	22,080			
Income	(106,000)	(99,930)	6,070			
<b>Economic Development</b>	<b>323,100</b>	<b>373,998</b>	<b>50,898</b>	<b>4.00</b>	<b>4.00</b>	
Employees	0		0			
Other Expenditure	131,300	136,300	5,000			
Income	(200,000)	(200,000)	0			
<b>Staines Market</b>	<b>(68,700)</b>	<b>(63,700)</b>	<b>5,000</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0		0			
Other Expenditure	0		0			
Income	(342,300)	(218,500)	123,800			
<b>Staines Town Centre Management</b>	<b>(342,300)</b>	<b>(218,500)</b>	<b>123,800</b>	<b>0.00</b>	<b>0.00</b>	
Total Employees	<b>232,400</b>	<b>255,148</b>	<b>22,748</b>	<b>4.00</b>	<b>4.00</b>	
Total Other Expenditure	<b>328,000</b>	<b>355,080</b>	<b>27,080</b>			
Total Income	<b>(648,300)</b>	<b>(518,430)</b>	<b>129,870</b>			
Net Total	<b>(87,900)</b>	<b>91,798</b>	<b>179,698</b>	<b>4.00</b>	<b>4.00</b>	

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## Environment &amp; Sustainability

## Appendix H

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	0	0	0			
Other Expenditure	95,500	95,500	0			
Income	0	0	0			
<b>Emergency Planning</b>	<b>95,500</b>	<b>95,500</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	9,700	9,700	0			
Income	0	0	0			
<b>Energy Initiatives</b>	<b>9,700</b>	<b>9,700</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0	0.00	0.00	
Other Expenditure	6,600	5,977	(623)			A2D management charge on Long Lane Rec flat has been cancelled thus the full year budget will not be spent. However, the saving has covered unbudgeted expenditure for Council Tax bill as being an empty property.
Income	(25,900)	(10,673)	15,227			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 .
<b>Parks Properties Project</b>	<b>(19,300)</b>	<b>(4,696)</b>	<b>14,604</b>	<b>0.00</b>	<b>0.00</b>	
Employees	1,193,400	1,124,200	(69,200)	21.41	21.80	Unfilled Vacancy; MAT agreement 12/4/23 for restructure FTE of .81 to 2x.50 posts; Member of staff +.02 FTE; member of staff left 16/03/23 -.81 FTE; member of staff +6 hrs .167 FTE
Other Expenditure	189,100	265,800	76,700			Legal Fees will be overbudget; may be another public enquiry re: former Debenhams site & Running Horse site (Green Belt enquiry)
Income	(603,000)	(603,000)	0			
<b>Planning Development Control</b>	<b>779,500</b>	<b>787,000</b>	<b>7,500</b>	<b>21.41</b>	<b>21.80</b>	
Employees	469,700	464,060	(5,640)	8.13	7.26	Currently holding open a post; offset by P/T Local Plan Manager doing overtime; Member of staff +.13 FTE
Other Expenditure	151,500	251,950	100,450			Consultants doing work for hearings & potential further legal costs; awaiting outcome of challenge to Government intervention in connection with Local Plan; Software costs exceeded budget
Income	(85,600)	(85,600)	0			
<b>Planning Policy</b>	<b>535,600</b>	<b>630,410</b>	<b>94,810</b>	<b>8.13</b>	<b>7.26</b>	

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Environment & Sustainability

Appendix H

<b>Results to 30-Sep-23</b>	<b>Budget Revised</b>	<b>Forecast Outturn</b>	<b>Variance of Forecast from Revised Bgt</b>	<b>Staffing Budget</b>	<b>Staffing Actual</b>	<b>Comments</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>FTE</b>	<b>FTE</b>	
Employees	0	0	0			
Other Expenditure	8,700	8,700	0			
Income	0	0	0			
<b>Water Courses &amp; Land Drainage</b>	<b>8,700</b>	<b>8,700</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
<b>Staines Upon Thames Programme</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Employees	0	0	0			
Other Expenditure	0	0	0			
Income	0	0	0			
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
Total Employees	<b>1,663,100</b>	<b>1,588,260</b>	<b>(74,840)</b>	<b>29.54</b>	<b>29.06</b>	
Total Other Expenditure	<b>461,100</b>	<b>637,627</b>	<b>176,527</b>			
Total Income	<b>(714,500)</b>	<b>(699,273)</b>	<b>15,227</b>			
Net Total	<b>1,409,700</b>	<b>1,526,614</b>	<b>116,914</b>	<b>29.54</b>	<b>29.06</b>	

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