



**Reigate & Banstead**  
BOROUGH COUNCIL  
Banstead | Horley | Redhill | Reigate

<b>SIGNED OFF BY</b>	Chief Finance Officer
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<b>TO</b>	Overview & Scrutiny Executive Council
<b>DATE</b>	Thursday 6 July 2023 Thursday 13 July 2023 Thursday 20 July 2023
<b>EXECUTIVE MEMBER</b>	Portfolioholder for Finance, Governance & Organisation

<b>KEY DECISION REQUIRED</b>	Yes
<b>WARDS AFFECTED</b>	All

<b>SUBJECT</b>	<b>MEDIUM-TERM FINANCIAL PLAN 2024/25 TO 2027/28</b>
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<p><b>RECOMMENDATIONS</b></p> <p><b>Overview &amp; Scrutiny</b></p> <p>(i) To note the report and provide any comments for consideration by Executive.</p> <p><b>Executive</b></p> <p>(i) That the Medium-Term Financial Plan be recommended to Council as the framework for the budget elements of service and financial planning for 2024/25 onwards.</p> <p><b>Council</b></p> <p>(i) That the Medium-Term Financial Plan be adopted as the framework for the Revenue Budget elements of service and financial planning for 2024/25 onwards.</p>
<b>REASONS FOR RECOMMENDATIONS</b>

The Council is required to set a budget by 11 March each year. This report and the associated documents will support this obligation for 2024/25.

## **EXECUTIVE SUMMARY**

The purpose of this report is to set out the background and context for the budget elements of service and financial planning for 2024/25 onwards. It provides an early opportunity for Executive to consider the factors that will be taken into account when preparing draft budget proposals that are scheduled to be reported in November.

The report will be considered at the meeting of the Overview & Scrutiny Committee on 6 July 2023 and their feedback and questions will be taken into consideration when preparing the draft budget.

Executive and Council have authority to approve the above recommendations.

## **STATUTORY POWERS**

1. The Local Government Act 1992 places a requirement on Councils to set the following year's Council Tax by 11 March each year. The Local Government Act 1972, as part of proper financial management, requires a Council to set the associated annual budget requirement. This report is part of that process.
2. Section 65 of the Local Government Finance Act 1992 requires the Council to consult representatives of those subject to non-domestic rates in the Borough about its proposals for expenditure for each financial year
3. Regulations on levying council tax on empty properties are set out in the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018.

## **BACKGROUND**

4. The Council has a well-established service and financial planning process that details the approach and timescales for development of budget proposals for the following financial year. As part of budget-setting for 2023/24 the Executive adopted a Financial Sustainability Programme for addressing the forecast budget gap over the medium term.
5. The budget-setting process is subject to regular review to ensure that it continues to meet requirements.
6. The Medium-Term Financial Plan (MTFP) at Annex 1 has been prepared in response to Members' requests for sight of key budget information early in the budget-setting process.

## **KEY INFORMATION**

### **MTFP Overview**

7. The MTFP provides an update on the Council’s budget position. It follows on from the Budget Report 2023/24 to Executive in January and the Budget and Council Tax recommendations to Full Council in February.
8. It covers the following:
- Objectives and priorities for the 2024/25 budget;
  - Context to budget-setting, including updates on the national economic forecast, local government funding,
  - Corporate Plan priorities and specific factors to be taken into account when developing budget proposals;
  - Key budget information, including the previous year’s budget outturn position, current year budgets and potential new budget pressures and saving opportunities;
  - Updates on the Capital Programme and Treasury Management;
  - Reserves and Fees & Charges policies;
  - A summary of budget risks and sensitivities and how they will be managed; and
  - Information about the service and financial process and budget-setting timetables; and
  - Information about the Financial Sustainability Programme and supporting activities (Annex 2).

**Forecast Budget Gap**

9. The forecast budget gap over the next five years is set out below. Further details are provided at Annex 1.

<b>Table 1: MEDIUM TERM REVENUE BUDGET FORECAST</b>	Approved Budget 2023/24	Forecast Budget 2024/25	Forecast Budget 2025/26	Forecast Budget 2025/26	Forecast Budget 2027/28	Forecast Budget 2028/29
	£m	£m	£m	£m	£m	£m
<b>FORECAST GAP</b>	Balanced	2.059	1.825	3.181	4.611	4.937
Annual Increase in Gap	-	2.059	(0.234)	1.356	1.430	0.326
Gap as % of current budget requirement	-	8.9%	7.9%	13.7%	19.9%	21.3%

10. In summary, as for the majority of councils, this authority is still facing a challenging financial future. Over recent years budget efficiencies have been, specifically through the Financial Sustainability Programme.
11. While Reserves remain buoyant there is an underlying budget gap that must be addressed through the service & financial planning process; through reducing costs or generation of new sustainable sources of income.

**OPTIONS**

12. The Executive can accept, amend or reject any or all of the MTFP information and request that other factors are taken into account when preparing 2024/25 budgets.

<b>LEGAL IMPLICATIONS</b>
13. It is a legal requirement that the Council sets a balanced budget which it can deliver.
<b>FINANCIAL IMPLICATIONS</b>
14. These are addressed throughout the report and Annexes.
<b>EQUALITIES IMPLICATIONS</b>
15. This report provides background and context for the budget elements of service and financial planning activities of the Council. There are no equalities issues arising directly from the MTFP or accompanying policy documents. An Equality Impact Assessment is carried out in support of the proposed budget annually, and where individual changes, projects or policies are developed, equalities impact assessments will be carried out by the responsible officer(s).
<b>COMMUNICATION IMPLICATIONS</b>
16. There are no communications implications arising directly from this report. The budget proposals will be communicated with key stakeholders as they are developed.
<b>ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS</b>
17. There are no environmental sustainability implications arising directly from this report. The budget proposals will include consideration of the requirement to invest in measures that support delivery of the corporate Environmental Sustainability Strategy.
<b>RISK MANAGEMENT CONSIDERATIONS</b>
18. These are addressed throughout the report and in Annex 1.
<b>HUMAN RESOURCES IMPLICATIONS</b>
19. There are no human resources implications arising directly from this report. Council employees and their representatives will be consulted on budget proposals that have staffing implications.
<b>CONSULTATION</b>
20. As part of the budget setting process, public consultation will be undertaken and budget proposals will also be circulated to the business community via the monthly Business e-bulletin.
21. Comments received will be reported to the Executive and taken into account in agreeing the final budget for 2024/25
22. Savings and growth proposals will be considered by the Budget Scrutiny Panel of the Overview & Scrutiny Committee in November 2023. The conclusions and recommendations of the Panel and the Committee are reported to the Executive.
<b>POLICY FRAMEWORK</b>
23. Approval of the annual Revenue Budget, determination of the Council Tax and

approval of the Capital Programme are functions of the full Council under the Council's constitution (Article 4.12).

24. The budget reflects the priorities in the Council's Corporate Plan and puts in place resources to deliver these priorities.
25. The recommendations in this report are a key decision because they form part of the annual service and financial planning process that lead to recommendation of the revenue budget, capital programme and council tax to full Council.

## **ANNEXES**

1. Medium Term Financial Strategy 2024/25 to 2028/29
2. Financial Sustainability Programme Overview

## **BACKGROUND PAPERS**

- *Corporate Plan and subsidiary strategies*, available at [www.reigate-banstead.gov.uk/rbbc2025](http://www.reigate-banstead.gov.uk/rbbc2025)
- *Budget 2023/24 & Capital Programme 2023/24 to 2027/28*, report to Executive, 26 January 2023
- *Treasury Management Strategy 2023/24*, report to Executive, 22 June 2023
- *Capital Investment Strategy 2024/25*, Report to Executive, 13 July 2023