

2023/24 Quarter 1: Revenue Budget Monitoring

Summary

The full year forecast at the end of Quarter 1 for underlying Service budgets is -£21k (0.1%) lower than the management budget; the Central budgets are forecast to be -£649k (17.3%) lower than budget, resulting in an overall forecast of -£670k (2.9%) lower than budget.

Headline Revenue Budget Information 2023/24

£000

Management Budget	23,195
Year End Forecast	22,524
Projected underspend	<b>-670</b> (-2.9% of the budget)

Revenue Budget Outturn Variances £000



**Forecast for Services is £21k under budget. Significant variances are summarised below:**

**Organisational Development & Human Resources: £117k overspend** driven by higher interim pay costs to support the 23/24 restructure.

**Property & Facilities: £103k overspend** driven by higher maintenance costs at The Harlequin and Clarendon Road Car Park

**ICT: £98k overspend** driven by £250k higher consultancy costs and contract renewals, partially offset by £155k underspend on ICT Strategy.

**Street Cleansing: £99k underspend** driven by lower pay costs due to vacancies.

**Car Parking: £154k underspend** driven by historic budget not yet adjusted following termination of SCC on-street parking contract.

**Forecast for Central Budgets is £649k under budget. Significant variances are summarised below:**

**Treasury Management: £632k underspend.** Higher than budgeted interest income due to favourable rates, more funds on deposit and lower than budgeted borrowing.

<b>1. General Fund Reserve</b>		£000	£000
Balance at start of year			3,476.9
Add: Projected underspend	at 31 March 2024		670.4
Anticipated balance at End of Year before Reserves Review/Reallocations*			4,147.3
*Maximum General Fund Balance Required (2023/24)		3,500.0	

Responsible Officer	Service	Original Budget £000	Total Variations £000	Management Budget £000	Year End Outturn £000	Year End Variance £000	Commentary
<b>1. Service Budgets</b>							
<b>1a. Organisation</b>							
Catherine Rose	Corporate Policy	224.2	0.0	224.2	230.4	6.2	Minor Variance
	Projects & Business Assurance	223.2	0.0	223.2	208.8	-14.4	Savings in paycosts
Carys Jones	Communications	753.8	62.0	815.8	817.6	1.8	Minor Variance
	Customer Contact	415.8	0.0	415.8	413.0	-2.8	Minor Variance
Darren Wray	Information & Communications Technology	2,395.9	0.0	2,395.9	2,493.8	97.9	£250k overspend on consultancy and contract renewals, partially offset by £155k underspend on ICT Strategy
Kate Brown	Organisational Development & Human Resources	733.0	0.0	733.0	850.4	117.4	Higher interim pay costs to support the 23/24 restructure
Joyce Hamilton	Legal Services	816.0	-136.0	680.0	680.0	0.0	
	Democratic Services	894.8	46.0	940.8	931.2	-9.6	Lower forecast pay costs
	Electoral Services	646.9	28.0	674.9	674.9	0.0	
Pat Main	Corporate Support	174.6	0.0	174.6	174.6	0.0	
	Finance	1,253.4	6.1	1,259.5	1,244.5	-15.0	Lower forecast pay costs
	Property & Facilities	106.9	0.0	106.9	209.5	102.6	Higher maintenance costs at The Harlequin and Clarendon Road Car Park.
	Commercial & Investment	149.3	0.0	149.3	149.3	0.0	
<b>1b. Place</b>							
Simon Bland	Economic Prosperity	288.3	0.0	288.3	323.3	35.0	£50k income budgeted from Market Operator will not be received, partially offset by higher than budgeted sponsorship income.
Morag Williams	Fleet	1,457.7	0.0	1,457.7	1,387.1	-70.6	£68k lower fuel costs and £50k lower forecast pay costs due to vacancies, partially offset by higher uninsured costs and fleet tracking system costs.
	Refuse & Recycling	948.2	0.0	948.2	1,031.5	83.3	£79k higher temporary staff and overtime costs and £4k additional training costs.
	Engineering & Construction	83.1	0.0	83.1	83.1	0.0	
	Environmental Health & JET	1,225.2	30.0	1,255.2	1,264.1	8.9	Minor Variance
	Environmental Licencing	-195.7	-30.0	-225.7	-230.6	-4.9	Higher income due to increased private hire applications and lower forecast pay costs due to vacancies, partially offset by a £30k legal settlement payment.
	Greenspaces	1,453.5	-2.5	1,451.0	1,469.6	18.6	Higher playground maintenance costs
	Car Parking	-1,175.9	0.0	-1,175.9	-1,329.9	-154.0	Historic budget not yet adjusted to take account of the transfer of the SCC on-street parking contract.
	Street Cleansing	1,006.6	0.0	1,006.6	907.2	-99.4	Lower forecast pay costs due to vacancies
Peter Boarder	Place Delivery	334.0	0.0	334.0	334.0	0.0	
Andrew Benson	Building Control	0.0	0.0	0.0	0.0	0.0	
	Planning Policy & Development Services	693.4	0.0	693.4	686.4	-7.0	Lower forecast pay costs due to vacancies, offset by higher overtime and temporary staff costs and higher planning costs.
	Land Charges	-98.5	0.0	-98.5	-98.5	0.0	

Responsible Officer	Service	Original Budget £000	Total Variations £000	Management Budget £000	Year End Outturn £000	Year End Variance £000	Commentary
<b>1c. People</b>							
Justine Chatfield	Community Development	385.3	-29.3	356.0	356.0	0.0	
	Partnerships	323.1	0.0	323.1	323.1	0.0	
	Community Centres	413.6	29.3	442.9	446.7	3.8	Minor Variance
	Voluntary Sector Support	184.1	0.0	184.1	184.1	0.0	
Richard Robinson	Housing Services	897.9	0.0	897.9	897.9	0.0	
Simon Rosser	Revenues, Benefits & Fraud	986.4	0.0	986.4	949.9	-36.5	Lower forecast pay costs due to vacancies.
Duane Kirkland	Supporting People	148.6	0.0	148.6	148.6	0.0	
	Supporting Families	84.0	0.0	84.0	78.0	-6.0	Minor Variance
	Harlequin	311.4	0.0	311.4	237.4	-74.0	£134k higher income, primarily from Amateur Shows, partially offset by £60k higher contracted services costs.
	Leisure Services	-135.8	2.5	-133.2	-135.8	-2.6	Minor Variance
<b>1d. Management Team</b>							
Mari Roberts-Wood	Management Team	945.6	0.0	945.6	945.6	0.0	
Laura McCartney	Emergency Planning	84.7	0.0	84.7	84.7	0.0	

**Total Services** 19,436.6 6.1 19,442.8 19,421.5 (21.3) -0.11%

**2. Central Budgets**

Pat Main	Insurance	467.0	0.0	467.0	467.0	0.0	
	External Audit Fees	150.0	0.0	150.0	150.0	0.0	
	Internal Audit Fees	65.0	0.0	65.0	65.0	0.0	
	Housing Benefits - net cost	460.1	0.0	460.1	445.2	-14.9	Minor Variance
	Treasury Management	-87.0	-6.1	-93.1	-725.3	-632.2	Higher than budgeted interest income due to favourable rates, more funds on deposit and lower than budgeted borrowing.
	Employers Pension Costs	2,240.0	0.0	2,240.0	2,240.0	0.0	
	Central Pay Cost Provision	252.0	0.0	252.0	250.0	-2.0	Minor Variance
	Central Vacancy Turnover Provision	-150.0	0.0	-150.0	-150.0	0.0	Partial offset against forecast service pay savings
	Preceptor Grants – Horley Town Council Double Taxation	43.5	0.0	43.5	43.5	0.0	
Kate Brown	Funding Contribution - Banstead Commons Conservators	110.5	0.0	110.5	110.5	0.0	
	Central Recruitment & Visa Expenses	45.0	-5.0	40.0	40.0	0.0	
	Central Training Budget	81.8	5.0	86.8	86.8	0.0	
	Apprenticeship Levy	80.0	0.0	80.0	80.0	0.0	

**Total Central Items** 3,757.9 -6.1 3,751.8 3,102.7 (649.1) -17.30%

**Grand Total** 23,194.5 0.0 23,194.6 22,524.2 (670.4) -2.89%

HOUSEHOLD SUPPORT FUND ROUNDS 1 TO 4  Expenditure & Funding @ P3 2023/24	Round #1 <small>(period covered- 06.10.21 - 31.03.22)</small>		Round #2 <small>(period covered- 01.04.22 - 30.09.22)</small>		Round #3 <small>(period covered- 01.10.22 - 31.03.23)</small>		Round #4 <small>(period covered- 01.04.23 - 31.03.24)</small>	
	Funding £m	Expenditure £m	Funding £m	Expenditure £m	Funding £m	Expenditure £m	Funding £m	Expenditure £m
	(actuals)	(actuals)	(actuals)	(actuals)	(actuals)	(actuals)	(actuals)	(forecast)
The Household Support Fund is a Government scheme aimed at alleviating the financial pressures falling on households as a result of the cost of living crisis. There is a specific focus on supporting households with energy, food & water bills.								
Initial Grant Allocation (received via Surrey County Council)	(0.383)		(0.324)		(0.302)		(0.512)	
<b>Support Issued To Households</b>								
Council Tax Reduction Strand (pro-active payments made to CTR recipients)		0.181		-		-		-
Referral Strand (referrals made to us from 3rd parties)		0.103		-		-		-
Fuel Vouchers (distributed via VCS partners)		0.019		0.025		-		-
Food Vouchers (distributed via VCS partners)		-		0.053		0.069		0.099
Water Vouchers (distributed via SES Water)		-		-		-		0.009
Cash Payments (made to pensioner households on Council Tax Support)		-		0.188		0.002		-
		0.303		0.266		0.071		0.108
<b>Contributions To Voluntary/Community Sector Partners</b>								
Stripey Stork		0.008		-		0.012		0.030
Fuel Grants		0.008		-		0.035		0.015
East Surrey Domestic Abuse Service		0.006		-		0.020		0.031
'I Choose Freedom' (previously known as Reigate & Banstead Women's Aid)		0.006		-		0.020		0.018
Food Clubs		0.005		-		0.023		0.030
Renewed Hope Trust		0.002		-		-		-
Gateway Allotment Project		0.002		-		-		-
Merstham Mix		0.001		-		-		0.003
Surrey Community Action		0.001		-		-		-
Mole Valley Lifeline Alarms (energy efficiency measures)		-		-		-		0.035
Citizen's Advice Reigate & Banstead (advice line for residents)		-		-		-		0.031
Methodist Homes Association		-		-		-		0.014
East Surrey YMCA		-		-		0.005		0.015
Age Concern		-		-		0.002		0.009
Money Support Team		-		-		0.010		0.036
		0.039		0.000		0.127		0.266
<b>Housing Support</b>								
Contributions Towards Rent Arrears		0.023		0.020		0.021		0.040
Rent Assistance / Rehoming Of Donyings Cabin Occupants		0.008		-		-		-
Contribution To ESDAS Sanctuary		0.005		0.005		-		-
Energy, Food & Essentials For Specific Housing Clients		-		-		0.003		0.010
		0.036		0.025		0.024		0.050
<b>Other Support</b>								
Warm Hubs		-		-		0.012		-
Mayor's Trust Fund		-		-		0.005		0.014
RBBC Community Centres - Hot Meals		-		-		-		0.006
		0.000		0.000		0.017		0.020
<b>Administration Costs</b>								
RBBC Staff Costs (costs falling outside BAU)		0.003		0.009		0.016		0.033
Admin Contributions Claimed By VCS Partners		0.005		0.001		0.009		0.020
Software & Administration Services (NEC Software Solutions)		-		0.015		-		-
		0.008		0.025		0.025		0.053
		(2.20% of spend)		(8.08% of spend)		(9.58% of spend)		(10.56% of spend)
<b>Grant Closure/Reconciliation</b>								
Grant Top-Up To Eliminate Overspend (received from Surrey County Council)	(0.003)							
Recoupment Of Unspent Grant (excess funding returned to Surrey County Council)				0.008		0.023		0.014
Repurposed By Surrey County Council (extra support made by upper-tier for carers, free school meals etc)						0.015		(contingency)
<b>No. Of Households Supported</b>		4,294		2,451		2,745		tbc
<b>Total Funding &amp; Expenditure</b>	<b>(0.386)</b>	<b>0.386</b>	<b>(0.324)</b>	<b>0.324</b>	<b>(0.302)</b>	<b>0.302</b>	<b>(0.512)</b>	<b>0.512</b>

2023/24 UKRAINIAN REFUGEE SCHEMES Expenditure & Funding @ P3 2023/24	22/23 Funding Received £m	22/23 Total Expenditure £m	23/24 Funding Received £m	22/23 Total Expenditure £m
<b>"Ukraine Family Scheme"</b>	(actuals)	(actuals)	(forecast)	(forecast)
Funding Received/Expected (costs are reimbursed in arrears by SCC)	(0.006)		(0.010)	
Refugee Accommodation Costs		0.005		0.007
Interpretation/Translation Costs		0.001		0.003
<b>Total Expenditure / (Funding)</b>	(0.006)	0.006	(0.010)	0.010
<b>Reimbursement Outstanding / (Funding Received In Advance)</b>	<b>0.000</b>		<b>0.000</b>	
<b>"Homes For Ukraine Scheme"</b>				
Funding Brought Forward From Previous Years	-		(1.202)	
In-Year Funding Received/Expected (costs are reimbursed in arrears by SCC)	(1.707)		(0.600)	
Sponsorship Payments		0.431		0.500
Refugee Accommodation Costs		0.011		0.150
Interpretation & Translation Services		0.001		0.005
Other Costs		0.001		0.005
Staffing Costs (dedicated staff, overtime, additional hours etc)		0.058		0.120
Staff Travel Costs		0.003		0.006
<b>Total Expenditure / (Funding)</b>	(1.707)	0.505	(1.802)	0.786
<b>Reimbursement Outstanding / (Funding Received In Advance)</b>	<b>(1.202)</b>		<b>(1.016)</b>	
<b>Total Expenditure / (Funding) - Both Schemes</b>	<b>(1.713)</b>	<b>0.511</b>	<b>(1.812)</b>	<b>0.796</b>
<b>Reimbursement Outstanding / (Funding Received In Advance) - Both Schemes</b>	<b>(1.202)</b>		<b>(1.016)</b>	

Breakdown Of Funding Received In Advance:-	(actuals)	(forecast)
Homelessness Contingency Funding	(0.257)	(0.130)
General / Core Funding	(0.945)	(0.886)
Funding Received In Advance (amounts held at year/period end)	(1.202)	(1.016)

Note:-

23/24 Costs & Funding are very hard to predict as they depend upon a variety of factors including:-

1. potential reductions in the tariff payable by central government
2. how, and to what extent local housing pressures might arise from (say) future breakdowns in sponsor/refugee relationships
3. the extent to which refugees choose to self-integrate into society (e.g finding work and funding their own private housing)
4. the potential end to the war in Ukraine and/or refugees deciding to return home

The above forecasts are therefore best estimates based on both historic costs and available evidence.

<b>2023/24 SYRIAN REFUGEES SCHEME</b>	Forecast Expenditure £m	Forecast Funding £m
<b>Expenditure &amp; Funding 2023/24</b>		
<b><u>Refugee Family Support</u></b>		
Grant Received		(0.027)
Local Auth. Funding Received		(0.040)
Staff Costs	0.099	
Travel Costs	0.001	
Refugee Accommodation Costs	0.075	
Refugee Nursery Fees	0.007	
Miscellaneous Expenditure	0.006	
<b>Forecast Expenditure and Income 2023/24</b>	0.188	(0.067)
<b>Forecast Nett Expenditure</b>	<b>0.122</b>	

\*\* Funding based on 22/23 forecast, amount expected for 23/24 TBC

\*\* Any overspent will be offset against Earmarked Reserve

<b>2023/24 AFGHAN REFUGEES SCHEME</b>	Forecast Expenditure £m	Forecast Funding £m
<b>Expenditure &amp; Funding 2023/24</b>		
<b><u>Afghan Refugees Scheme</u></b>		
Grant Received		(0.028)
Local Auth. Funding Received		(0.065)
Staff Costs	0.039	
Refugee Accommodation Costs	0.010	
Miscellaneous Expenditure	0.002	
<b>Forecast Expenditure and Income 2022/23</b>	0.051	(0.093)
<b>Forecast Nett Expenditure</b>	<b>(0.042)</b>	