

## 2023/24 Provisional Outturn: Revenue Budget Monitoring

## Summary

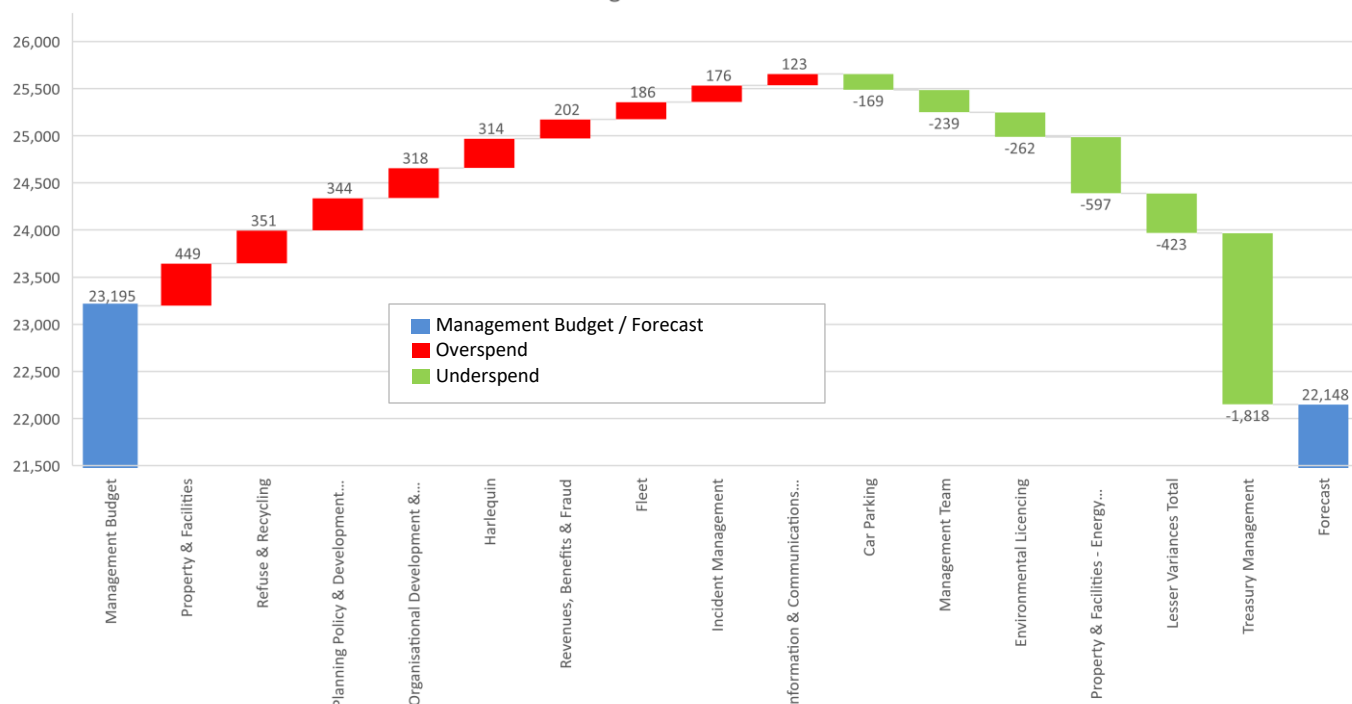
The provisional outturn for Service budgets is £716k (3.5%) higher than the management budget; Central budgets are -£1,763k (58.3%) lower than budget, resulting in an overall provisional outturn of -£1,046k (4.5%) lower than budget.

## Headline Revenue Budget Information 2023/24

£000

Management Budget	23,195
Provisional Outturn	22,148
Projected underspend	<u>-1,046</u> (-4.5% of the budget)

## Revenue Budget Outturn Variances £000



## Provisional outturn for Services is £716k over budget. Significant variances are summarised below:

<b>Property &amp; Facilities: £449k overspend</b> driven by unbudgeted council tax expenses at The Rise, higher than forecast maintenance costs at properties including Regent House and Redhill Distribution Centre.
<b>Refuse &amp; Recycling: £351k overspend</b> driven by lower recycle prices, partially offset by a higher number of garden waste subscribers and lower pay costs due to vacancies.
<b>Planning Policy &amp; Development Services: £344k overspend</b> driven by lower income from planning applications partially offset by savings in pay costs due to vacancies.
<b>Organisational Development &amp; Human Resources: £318k overspend</b> driven by additional costs incurred to support the 2023-24 restructure of the service.
<b>Harlequin: £314k overspend</b> driven by lower income due to closure of the facility during 2023-24.
<b>Revenues, Benefits &amp; Fraud: £202k overspend</b> driven by higher temporary staff costs and software acquisition.
<b>Fleet: £186k overspend</b> driven by higher maintenance, user damage and fuel costs.
<b>ICT: £123k overspend</b> driven by higher than budgeted contract renewals. <b>(Note corrected in 2024/25 Budget)</b>
<b>Car Parking: £169k underspend</b> driven by underspent residual budget following termination of the SCC on-street parking contract. <b>(Note adjusted for in 2024/25 Budget)</b>
<b>Management Team: £239k underspend</b> driven primarily by vacancies that will be recruited in 2024/25.
<b>Environmental Licencing: £262k underspend</b> driven primarily by higher private hire income.
<b>Property &amp; Facilities - Energy Costs: £597k underspend</b> driven by closure of The Harlequin and savings due to renewal of contracts.

## Provisional outturn for Central Budgets is £1,763k under budget. Significant variances are summarised below:

<b>Incident Management £176k overspend</b> driven primarily by dealing with the Harlequin RAAC issues.
<b>Treasury Management: £1,818k underspend.</b> Higher than budgeted interest income due to favourable rates, more funds on deposit and lower than budgeted borrowing.

Responsible Officer	Service	Original Budget £000	Total Variations £000	Management Budget £000	Year End Outturn £000	Year End Variance £000	Commentary
<b>1a. Organisation</b>							
Catherine Rose	Corporate Policy	224.2	0.0	224.2	200.0	-24.2	Savings in paycosts due to vacancy
	Projects & Business Assurance	223.2	0.0	223.2	204.0	-19.2	Savings in paycosts due to vacancy.
Carys Jones	Communications	753.8	62.0	815.8	725.3	-90.5	Savings in paycosts due to vacancies partially offset by cost of temporary cover and software costs for web design.
	Customer Contact	415.8	0.0	415.8	394.7	-21.1	Savings in paycosts due to a deleted post.
Darren Wray	Information & Communications Technology	2,395.9	0.0	2,395.9	2,518.5	122.6	A £292k overspend incurred on contract renewals, partially offset by £64k underspend on ICT Strategy investment, £34k savings in paycosts due to vacancies & £60k savings on printing and other costs. It should be noted that a £200k growth adjustment has been included in the approved budget for 2024/25 to address the increased cost of system licences and maintenance.
Kate Brown	Organisational Development & Human Resources	733.0	0.0	733.0	1,050.6	317.6	Additional costs to support the service during restructure, including interim staff costs, consultancy support costs and severance payments .
Joyce Hamilton	Legal Services	816.0	-230.3	585.7	613.5	27.8	There has been a higher overspend on external legal services (counsel) in Q4, which is partially offset by savings in paycosts due to vacant posts. There was also an under-recovery of income compared to budget for recovery of historic legal costs.
	Democratic Services	894.8	46.0	940.8	923.7	-17.1	Small savings in paycosts due to a vacancy, partly offset by other minor overspends for training, consultancy costs and temporary staff.
	Electoral Services	646.9	28.0	674.9	674.9	0.0	The council received £72k of additional external funding and savings in salary costs have more than offset an overspend on election expenses. The underspend has been moved to a reserve, hence the neutral outturn variance.
Pat Main	Corporate Support	174.6	-26.0	148.6	110.6	-38.0	A vacant post underspend and some minor underspends on other budget lines have led to overall underspend of (£38k).
	Finance	1,253.4	0.0	1,253.4	1,251.2	-2.2	Minor variance.
	Procurement	0.0	94.3	94.3	94.4	0.1	Minor variance.
	Property & Facilities	-1,270.7	26.0	-1,244.7	-795.6	449.1	There has been £201k unbudgeted costs relating to The Rise, including Council Tax costs before flats were sold, plus £58k relating to refurbishment of recent Housing acquisitions. Additional costs relating to Business Rates, service charges and consultancy at Regent House £94k and Redhill Distribution Centre £38k.
	Property & Facilities - Energy Costs	1,377.6	0.0	1,377.6	780.7	-596.9	There has been a £211k underspend for of lower energy costs due to closure of The Harlequin. Remaining underspend driven by renegotiated and renewed energy contracts and revised prices relating to other council buildings.
	Commercial & Investment	149.3	0.0	149.3	149.3	0.0	

Responsible Officer	Service	Original Budget £000	Total Variations £000	Management Budget £000	Year End Outturn £000	Year End Variance £000	Commentary
<b>1b. Place</b>							
Simon Bland	Economic Prosperity	288.3	0.0	288.3	332.1	43.8	£50k income budgeted from Market Operator will not be received, partially offset by higher than budgeted sponsorship.
Morag Williams	Fleet	1,457.7	0.0	1,457.7	1,643.3	185.6	£150k overspend on unplanned maintenance and user damage. £41k overspend on fuel due to higher volumes used. £23k overspend on tyres. These are partially offset by a £34k saving in staff costs due to long running vacancies and extra overtime to cover.
	Refuse & Recycling	948.2	0.0	948.2	1,299.2	351.0	£331k lower income from paper recycling and £290k lower income from mixed recycling due to lower prices is partially offset by £259k higher income generated by extra subscribers to the garden waste service. Paycosts are £69k higher than budget, largely due to increased overtime and temporary staff costs to cover vacancies. Lower costs of disposal of mixed recycle and bin purchases generated a saving of £87k.
	Engineering & Construction	83.1	0.0	83.1	113.1	30.0	Overspend on reactive maintenance to land drainage and footpaths.
	Environmental Health & JET	1,167.7	45.0	1,212.7	1,138.9	-73.8	Small underspends in areas such as Pest Control and increased income from penalties.
	Environmental Licencing	-138.2	-45.0	-183.2	-445.4	-262.2	£275k higher income due to increased private hire applications and lower pay costs due to a vacancy, partially offset by a £30k legal settlement payment.
	Greenspaces	1,453.5	-2.5	1,451.0	1,530.1	79.1	£23k overspend on essential playground maintenance. £88k lower net income than budget following transfer of the SCC Verges contract in April & £47k lower income from Cemeteries. Net staff costs are £88k lower than budget, with savings from long running vacancies partially offset by higher overtime and temporary staff costs.
	Car Parking	-1,175.9	0.0	-1,175.9	-1,345.1	-169.2	The transfer of the SCC on-street parking contract affects the 2023/24 budget as follows; the salary budget is underspent by £280k (note some staff have transferred under TUPE arrangements), PCN income is £118k under budget. Season ticket income is predicted to be £19k under budget, whilst service operating costs are £32k higher. Coupled with other minor variances, this results in a net underspend of £169k. It should be noted that the budget for 2024/25 has been adjusted for this as a £162k saving was agreed as part of the 2024/25 budget process and approved by Council on 20/2/2024.
Street Cleansing	1,006.6	0.0	1,006.6	971.7	-34.9	Lower pay costs due to vacancies, partially offset by other minor costs.	
Peter Boarder	Place Delivery	334.0	0.0	334.0	346.7	12.7	Saving in paycosts due to vacancy.
Andrew Benson	Building Control	0.0	0.0	0.0	64.9	64.9	Unbudgeted contribution to Building Control partnership, due to lower levels of income.
	Planning Policy & Development Services	693.4	0.0	693.4	1,037.6	344.2	A reduction in planning applications has reduced income by £450k. This is partially offset by net savings in paycosts due to vacancies.
	Land Charges	-98.5	0.0	-98.5	-129.8	-31.3	A marginal reduction in the cost of searches matched by an increase in income since Q3.

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	353.4	-2.6	Minor variance.
	Partnerships	323.1	0.0	323.1	295.6	-27.5	Additional external funding received for paycosts.
	Community Centres	413.6	29.3	442.9	381.4	-61.5	Increase in income due to increased use of Community Centres.
	Voluntary Sector Support	184.1	0.0	184.1	172.0	-12.1	Minor Variance.
Richard Robinson	Housing Services	897.9	0.0	897.9	893.9	-4.0	Whilst this shows a balanced position, there was total spend on bed & breakfast and emergency accommodation in 2023/24 of £1.367m (now equivalent to 6% of the overall Council's budget). This was funded by an existing housing budget of £0.442m, plus use of a Homelessness Prevention Grant (HPG) plus other housing grants received by the council in the year. Also, for the first time, the council had to use £0.125m of its homelessness prevention reserve which now has a reduced balance of £1.075m. It should also be noted that the HPG is not guaranteed every year by Government.
Simon Rosser	Revenues, Benefits & Fraud	2,161.2	-441.0	1,720.2	1,922.3	202.1	The main variances are £89k for additional temporary staff costs and £86k software system acquisition which cannot be capitalised. There have been other minor variances for audit costs for Housing Benefit subsidy claims and costs for printing, postage and overtime costs.
Duane Kirkland	Supporting People	148.6	0.0	148.6	130.7	-17.9	Underspend in paycosts due to vacancies.
	Supporting Families	84.0	0.0	84.0	47.4	-36.6	There has been some additional funding received but this is partially offset by salary costs leaving a small underspend.
	Harlequin	311.4	0.0	311.4	625.2	313.8	Lower income due to closure of Harlequin during 2024/25.
	Leisure Services	-135.8	2.5	-133.2	-162.2	-29.0	Higher income from Leisure Centres is partially offset by lower income from Film & TV location.
<b>1d. Management Team</b>							
Mari Roberts-Wood	Management Team	945.6	0.0	945.6	706.8	-238.8	Savings in paycosts - vacant posts that will be filled in 2024/25.
Laura McCartney	Emergency Planning	84.7	0.0	84.7	67.4	-17.3	Lower paycosts
<b>Total Services</b>		<b>20,611.4</b>	<b>- 441.0</b>	<b>20,170.5</b>	<b>20,886.9</b>	<b>716.4</b>	<b>3.55%</b>

Responsible Officer	Service	Original Budget £000	Total Variations £000	Management Budget £000	Year End Outturn £000	Year End Variance £000	Commentary
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## 2. Central Budgets

Pat Main	Insurance	467.0	0.0	467.0	407.1	-59.9	Commercial property premiums lower than budgeted.
	External Audit Fees	150.0	0.0	150.0	149.1	-0.9	Minor variance
	Internal Audit Fees	65.0	0.0	65.0	65.7	0.7	Minor variance
	Housing Benefits - net cost	-714.7	441.0	-273.7	-273.7	0.0	The cost of benefit payments continues to exceed the subsidy and grant receipts from DWP and this is funding from the Government Funding Risks Reserve.
	Treasury Management	-87.0	0.0	-87.0	-1,904.5	-1,817.5	Higher than budgeted interest income due to favourable rates, more funds on deposit and lower than budgeted borrowing.
	Employer Pension Costs	2,240.0	0.0	2,240.0	2,255.4	15.4	Minor variance
	Central Pay Cost Provision	252.0	0.0	252.0	16.0	-236.0	Offset against one-off payments in Services.
	Central Vacancy Turnover Provision	-150.0	0.0	-150.0	0.0	150.0	Offset against forecast service pay savings
	Preceptor Grants – Horley Town Council Double Taxation	43.5	0.0	43.5	43.5	0.0	
	Funding Contribution - Banstead Commons Conservators	110.5	0.0	110.5	110.5	0.0	
	Incident Management	0.0	0.0	0.0	175.6	175.6	Unbudgeted costs relating to Harlequin RAAC, Town Hall Reception incident
Kate Brown	Central Recruitment & Visa Expenses	45.0	-5.0	40.0	32.3	-7.7	Minor variance
	Central Training Budget	81.8	5.0	86.8	102.2	15.4	Minor variance
	Apprenticeship Levy	80.0	0.0	80.0	82.1	2.1	Minor variance
<b>Total Central Items</b>	<b>2,583.1</b>	<b>441.0</b>	<b>3,024.1</b>	<b>1,261.3</b>	<b>-1,762.8</b>	<b>-58.29%</b>	
<b>Grand Total</b>	<b>23,194.5</b>	<b>0.0</b>	<b>23,194.5</b>	<b>22,148.2</b>	<b>-1,046.3</b>	<b>-4.51%</b>	

HOUSEHOLD SUPPORT FUND ROUNDS 1 TO 4  Expenditure & Funding @ P12 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)	(actuals)
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 (largely distributed via VCS partners)		-	0.053	-	0.069	-	0.108	-
Water Vouchers (distributed via SES Water)		-	-	-	-	-	0.003	-
Cash Payments (made to pensioner households on Council Tax Support)		-	0.188	-	0.002	-	-	-
		0.303	0.266		0.071		0.111	
<b>Contributions To Voluntary/Community Sector Partners</b>								
Stripey Stork		0.008	-	-	0.012	-	0.050	-
Fuel Grants		0.008	-	-	0.035	-	0.016	-
East Surrey Domestic Abuse Service		0.006	-	-	0.020	-	0.034	-
'I Choose Freedom' (previously known as Reigate & Banstead Women's Aid)		0.006	-	-	0.020	-	0.018	-
Food Clubs		0.005	-	-	0.023	-	0.032	-
Renewed Hope Trust		0.002	-	-	-	-	0.003	-
Gateway Allotment Project		0.002	-	-	-	-	-	-
Merstham Mix		0.001	-	-	-	-	-	-
Surrey Community Action		0.001	-	-	-	-	-	-
Money Support Team		-	-	-	0.010	-	0.011	-
East Surrey YMCA		-	-	-	0.005	-	0.020	-
Age Concern		-	-	-	0.002	-	0.009	-
Citizen's Advice Reigate & Banstead (advice line for residents)		-	-	-	-	-	0.031	-
Mole Valley Lifeline Alarms (energy efficiency measures)		-	-	-	-	-	0.021	-
Methodist Homes Association		-	-	-	-	-	0.014	-
Community Debt Advice		-	-	-	-	-	0.003	-
St Mark's Church - Hamper Project		-	-	-	-	-	0.001	-
		0.039	0.000		0.127		0.262	
<b>Housing Support</b>								
Contributions Towards Rent Arrears		0.023	0.020	-	0.021	-	0.059	-
Rent Assistance / Rehoming Of Donyngs Cabin Occupants		0.008	-	-	-	-	-	-
Contribution To ESDAS Sanctuary		0.005	0.005	-	-	-	-	-
Energy, Food & Essentials For Specific Housing Clients		-	-	-	0.003	-	0.003	-
		0.036	0.025		0.024		0.062	
<b>Other Support</b>								
Warm Hubs		-	-	-	0.012	-	-	-
Mayor's Trust Fund		-	-	-	0.005	-	0.017	-
RBBC Community Centres - Hot Meals		-	-	-	-	-	0.005	-
		0.000	0.000		0.017		0.022	
<b>Administration Costs</b>								
RBBC Staff Costs (costs falling outside BAU)		0.003	0.009	-	0.016	-	0.030	-
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		0.050	
		(2.20% of spend)	(8.08% of spend)		(9.58% of spend)		(9.84% 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		0.005	
Repurposed By Surrey County Council (extra support made by upper-tier for carers, free school meals etc)					0.015			
<b>No. Of Households Supported</b>		4,294	2,451		2,745		6,265	
<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>

**Note:-**

A 5th round of the Household Support Fund was announced in the Chancellor's Spring Budget on 6th April 2024.

A further allocation of £207k was subsequently confirmed with the first tranche of funding arriving in May 2024. This allocation covers the period 1st April 2024 thru 30th September 2024, at which point the Household Support Fund is due to cease.

2023/24 UKRAINIAN REFUGEE SCHEMES Expenditure & Funding @ P12 2023/24	22/23 Funding Received £m	22/23 Total Expenditure £m	23/24 Funding Received £m	23/24 Total Expenditure £m
<b>"Ukraine Family Scheme"</b>	(actuals)	(actuals)	(actuals)	(actuals)
Funding Received/Expected (costs are reimbursed in arrears by SCC)	(0.006)		(0.004)	
Refugee Accommodation Costs		0.005		0.003
Interpretation/Translation Costs		0.001		0.001
<b>Total Expenditure / (Funding)</b>	(0.006)	0.006	(0.004)	0.004
<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)		(0.819)	
Sponsorship Payments (increase from £350/mth to £600/mth after 12 mths sponsorship)		0.431		0.487
Refugee Accommodation Costs		0.011		0.010
Interpretation & Translation Services		0.001		0.001
Other Costs		0.001		0.003
Staffing Costs (dedicated staff, overtime, additional hours etc)		0.058		0.116
Staff Travel Costs		0.003		0.004
<b>Total Expenditure / (Funding)</b>	(1.707)	0.505	(2.021)	0.621
<b>Reimbursement Outstanding / (Funding Received In Advance)</b>	<b>(1.202)</b>		<b>(1.400)</b>	
<b>Total Expenditure / (Funding) - Both Schemes</b>	<b>(1.713)</b>	<b>0.511</b>	<b>(2.025)</b>	<b>0.625</b>
<b>Reimbursement Outstanding / (Funding Received In Advance) - Both Schemes</b>	<b>(1.202)</b>		<b>(1.400)</b>	
<b>Breakdown Of Funding Received In Advance:-</b>	(actuals)		(actuals)	
<b>Homelessness Contingency Funding</b>	<b>(0.257)</b>		<b>(0.315)</b>	
<b>General / Core Funding</b>	<b>(0.945)</b>		<b>(1.085)</b>	
<b>Funding Received In Advance (amounts carried forward until they become repayable)</b>	<b>(1.202)</b>		<b>(1.400)</b>	

## Note:-

£1.4m of funding is being carried forward at the end of the 23/24 financial year, representing Government funding received in advance of spend.

Districts & Boroughs will continue to be reimbursed in full for all Ukraine Refugee costs, either through additional funding or by utilising surplus funding already held.

It should be noted that any surplus funding held at the end of the scheme is returnable to central Government, but currently the scheme has no end date.

2023/24 SYRIAN REFUGEES SCHEME		Expenditure £m	Funding £m
Expenditure & Funding 2023/24			
<b><u>Refugee Family Support</u></b>			
Grant			0.000
Local Auth. Funding			0.000
Staff Costs	0.093		
Travel Costs	0.000		
Refugee Accommodation Costs	0.059		
Miscellaneous Expenditure	0.010		
<b>Expenditure and Income 2023/24</b>		0.163	0.000
<b>Net Expenditure</b>		<b>0.163</b>	

**Note**

The scheme is coming to an end this year. Total spend is to be funded via reserve of £201k carried fwd from 22/23.

2023/24 AFGHAN REFUGEES SCHEME		Expenditure £m	Funding £m
Expenditure & Funding 2023/24			
<b><u>Afghan Refugees Scheme</u></b>			
Grant			(0.030)
Local Auth. Funding			(0.025)
Staff Costs	0.039		
Refugee Accommodation Costs	0.008		
Miscellaneous Expenditure	0.005		
<b>Expenditure and Income 2023/24</b>		0.052	(0.055)
<b>Net Expenditure</b>		<b>(0.003)</b>	