

Arun District Council

REPORT TO:	Environment Committee – 23 January 2024
SUBJECT:	Committee Revenue and Capital Budgets 2024/25
LEAD OFFICER:	Antony Baden, Group Head of Finance and Section 151 Officer
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Council's financial planning and budget promotes all the Council's Corporate Priorities.	
DIRECTORATE POLICY CONTEXT: The Council's financial planning and budget influences all Directorates of the Council.	
FINANCIAL SUMMARY: The draft budgets for this Committee are shown in the appendices.	

1. PURPOSE OF REPORT

- 1.1. The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the Council's overall 2024/25 revenue budget. These will be submitted to the Policy and Finance Committee on 8 February 2024 when it considers the Council's revenue and capital budgets for 2024/25 so recommendations can be made to a Special Meeting of the Council on 21 February 2024 regarding the budget setting and level of Council Tax for the District for 2024/25.

2. RECOMMENDATIONS

- 2.1 It is recommended that this Committee:
 - (a) Agrees the 2024/25 Revenue Budget as illustrated in Appendix A of this report;
 - (b) Agrees the 2024/25 Capital Programme as illustrated in Appendix B of this report; and
 - (c) Recommends to Policy and Finance Committee that the Revenue Budget for this Committee be included in the overall General Fund Budget when the Policy and Finance Committee considers the Council's budgets at its meeting on 8 February 2024.

3. EXECUTIVE SUMMARY

- 3.1. The purpose of the report is for this Committee to consider and recommend its 2024/25 revenue budget, which will be submitted to the Policy and Finance Committee on 8 February 2024. The Policy and Finance Committee will consider the overall revenue budget for 2024/25 so that it can make recommendations to a Special Meeting of the Council on 21 February 2024.

4. DETAIL

- 4.1. The general background to the budget was included in the Financial Prospects 2024/25 to 2028/29 report to Policy & Finance Committee on 26 October 2023. An updated report was also presented to Policy & Finance Committee on the 8 January 2024.
- 4.2. Financial forecasting continues to be extremely difficult due to high inflation rates and various other external factors affecting the economy therefore budgets have been compiled on the best information available.
- 4.3. The basis of the 2024/25 budget broadly assumes that current levels of service provision will remain unchanged. This means that whilst cost increases have been included, there is no growth within the budget proposals.
- 4.4. The net change in the revenue budget between 2023/24 and 2024/25 is £90k and the key changes are summarized in the table below:

Change	Amount £'000
Salary inflation	350
Car Parks income (increases approved in January 2023)	(246)
Contract inflation mainly on the Cleansing Services and Greenspace Management contracts	475
Savings identified by the Financial Strategy paper	(543)
Other minor changes	54
Total	90

- 4.5. The savings of £543,000 identified in the Financial Strategy paper referred to in paragraph 4.4 are as follows:

Change	Amount £'000
Additional car parking income approved by Environment Committee in November 2023	230
Reduced in Foreshore seasonal staff hours	46
Do not recruit to vacant part-time project officer post	22
Increased recovery of staff costs from external funding	6
Additional income from an increase in Cemetery fees,	60
Reduction in the Events management budget	50
Efficiency savings on Environmental Health consultations	50
Increased fees & charges income from Events	3
Ensure full cost recovery of staff costs from Licensing Sub Committee hearings	15
Introduce pre-application and other advice fees for all licensing services	10
Reduced costs in the Play area budget	20
Do not recruit to vacant Parks officer post	30
Send Disabled Facilities Grants acknowledgement letters by email instead of post	1
Total Savings	543

- 4.6. The level of funding for the capital programme will be determined at the Policy and Finance Committee on 8 February 2024. Existing schemes and new schemes will continue to be reviewed during 2024/25 for affordability and deliverability. The impact of any new borrowing will also be kept under review and reported to Members during the financial year.
- 4.7. The planned capital programme for this committee totals £1.7 million for 2024/25 and is detailed in Appendix B.

5. CONSULTATION

- 5.1. No consultation has taken place with external organisations regarding this committee's budget, but a wider budget consultation process is taking place in respect of the Council's overall budget and will be reported to Policy and Finance Committee on the 8 February 2024.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. Not applicable.

7. COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER

- 7.1. The revenue budget and the capital programme will be monitored and reported to this Committee throughout 2024/25.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. The risks outlined in the Financial Prospects Report 2024/25 to 2028/29 to Policy & Finance Committee on the 26 October 2023 remain relevant. Members may wish to review these alongside this report.

9. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 9.1. The Council has a legal duty to ensure its revenue and capital expenditure can be met by its income, inclusive of reserves.

10. HUMAN RESOURCES IMPACT

- 10.1. There are no direct implications. Any subsequent Human Resources impact arising from the savings programme will be managed in accordance with Council policies and procedures.

11. HEALTH & SAFETY IMPACT

- 11.1. There are no direct implications, but Members will note the reduction in Foreshore staff hours outlined in paragraph 4.5 above.

12. PROPERTY & ESTATES IMPACT

- 12.1. There are no direct implications.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. There are no direct implications.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1. There are no direct implications.

15. CRIME AND DISORDER REDUCTION IMPACT

- 15.1. There are no direct implications.

16. HUMAN RIGHTS IMPACT

- 16.1. There are no direct implications.

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1. There are no direct implications.

CONTACT OFFICER:

Name: Antony Baden

Job Title: Group Head of Finance and Section 151 Officer

Contact Number: 01903 737558

BACKGROUND DOCUMENTS:

[2023/24 Budget Report to Full Council 01 March 2023;](#)

[Financial Prospects 2024/25 to 2028/29 –Policy & Finance Committee 26 October 2023;](#)

[Financial Prospects 2024/25 to 2028/29 update – Policy & Finance Committee 8 January 2024;](#)

**Environment Committee
General Fund Revenue Budget 2024/25**

Actual 2022-23 £'000	Description	Budget 2023-24 £'000	Budget 2024-25 £'000
Environment Committee			
Direct Services			
98	Building Control	192	251
(29)	Bus Shelters & Street Nameplates	11	1
(956)	Car Parks	(898)	(1,144)
(30)	Cemeteries & Churchyards	12	(12)
6,233	Cleansing Services	7,699	8,220
135	Coast Protection & Land Drainage	69	134
44	Emergency Planning & Support	50	54
579	Environmental Health & Protection	607	641
2	Foreshores	47	24
1,163	Parks & Green Spaces	2,157	2,367
346	Private Sector Housing	288	324
7,585	Total for Direct Services:	10,234	10,860
Environment Committee			
Management & Support Services			
509	Engineering & Infrastructure Services	576	668
509	Total for Management & Support Services:	576	668
	Salary adjustment		(85)
8,094	Environment Committee Sub Total:	10,810	11,443
	Savings identified by Financial strategy		(543)
	Committee Total:		10,900

**Environment Committee
Capital Programme 2024/25**

Actual 2022/23 £'000	Description	Original Budget 2023/24 £'000	Updated Budget 2023/24 £'000	Budget 2024/25 £'000	Budget 2025/26 £'000	Budget 2026/27 £'000	Budget 2027/28 £'000	Note
1,129	Disabled Facilities Grants	1,400	1,400	1,580	1,580	1,580	1,580	1
0	Parks Chipper	0	0	0	0	26	0	
82	Keystone Centre	0	250	0	0	0	0	
237	Sunken Gardens	0	176	0	0	0	0	
438	Place St Maur	0	17	0	0	0	0	
199	Play Areas	255	663	120	155	100	90	2
0	Bersted Brooks Park	0	320	0	0	0	0	
2,085	Committee Total	1,655	2,826	1,700	1,735	1,706	1,670	

Notes

1. The Council offers grants to homeowners to adapt their properties enabling them to remain in their own homes and community. The scheme is funded by government grant.
2. The Play Areas spend is the Council's scheme of replacing play areas with up to date, safe equipment in line with the Council's adopted 10-year play area strategy.