

Arun District Council

REPORT TO:	Environment Committee – 19 September 2024
SUBJECT:	Draft Final Out-turn – 2023/24
LEAD OFFICER:	Antony Baden – Group Head of Finance & Section 151 Officer
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Council's budget supports all the Council's Objectives.	
DIRECTORATE POLICY CONTEXT: Budget monitoring and forecasting are key in ensuring sound financial control and control of spending is in place. It is also a major part in ensuring sound governance arrangements.	
FINANCIAL SUMMARY: This report presents the Committee's revenue budget and capital programme 2023/24 draft out-turn position compared to the budget, highlighting any notable differences from the Q3 forecast. The financial summaries can be found in the Appendices.	

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to appraise the Environment Committee of its draft final out-turn against the 2023/24 budgets which were approved by Full Council at its meeting of 9 March 2023, subject to external audit. 2022/23 figures are also shown for information.

2. RECOMMENDATIONS

- 2.1. Members are asked to consider the report and comment.

3. EXECUTIVE SUMMARY

- 3.1. The report sets out in further detail the Committee's revenue and capital programme draft final out-turn position for the 2023/24 financial year and compares this expenditure against the approved budget.

4. DETAIL

Revenue Budget

- 4.1. Table 1 below, outlines the Environment Committee's draft revenue final out-turn position for 2023/24, revealing an underspend of £956k. This marks a positive shift of £617k from the £339k underspend recorded in Quarter 3.

Table 1

Description	Revised 2023/24 Budget	Out-turn 2023/24	Variance 2023/24	Variance at Q3	Movement Q3 - Q4
	£'000	£'000	£'000	£'000	£'000
Building Control	192	238	45	9	36
Bus Shelters & Street Nameplates	10	(13)	(23)	(19)	(4)
Car Parks	(899)	(1,177)	(278)	(302)	24
Cemeteries & Churchyards	12	9	(2)	(21)	19
Cleansing Services	7,699	7,671	(28)	152	(180)
Coast Protection & Land Drainage	69	78	9	65	(56)
Emergency Planning & Support	50	43	(7)	0	(7)
Environmental Health & Protection	606	462	(144)	0	(144)
Foreshores	48	41	(7)	(45)	38
Parks & Green Spaces	2,158	1,877	(280)	(125)	(155)
Private Sector Housing	288	179	(109)	0	(109)
Engineering & Infrastructure Services	577	445	(132)	(53)	(79)
Total Environment Committee	10,810	9,854	(956)	(339)	(617)

- 4.2. As reported to Policy & Finance Committee on 9 July 2024, detailed consolidated insights into significant deviations across all cost centres across the 2023/24 financial year are provided below.
- 4.3. There was increased income of £446k over the year. Notably, car parking revenue saw a significant boost of £278k, driven by fee adjustments and the success of events in Hotham Park and ice skating in Bognor Regis. This was despite the impact of challenging weather conditions over the summer. Parks and Open Spaces also experienced growth with income rising from Hotham Park Cafe and other rechargeable services by £82k. Additionally HMO Licence Fees exceeded expectations by £79k thanks to renewals and new applications.
- 4.4. £385k of salary savings were achieved across Parks & Open Spaces (£144k), engineering services (£98k), and dog wardens (£47k) due to unfilled staff vacancies.
- 4.5. £250k of expenditure relating to the Keystone Centre was attributed to be capital expenditure rather than revenue. The scheme is now complete.
- 4.6. There was a £195k underspend across multiple ground maintenance and premises costs within Parks and Open Spaces, along with reduced out-turn on specialist public health water sampling than was forecast (£57k).
- 4.7. The above budget underspends were mitigated by a £258k overspend relating to specialist fee expenditure on the Keystone Centre & £55k bin replacements.
- 4.8. In addition to the £250k expenditure related to the Keystone Centre and specialist water sampling underspend noted above, Quarter 4 saw a positive shift of £617k from the forecast £339k underspend recorded in the previous Quarter. This was primarily driven by further underspends in the following key areas:
- Transport costs: £147k
 - Increased staff underspend due to unfilled vacancies: £50k
 - Increased recharge recovery including income from Hotham Park café: £44k

General Fund Capital Programme

4.9. Table 2 below outlines the Committee's General Fund 2023/24 draft final capital programme out-turn. The revised capital budget for 2023/24 was £2,844k which includes £1,102k slippage carried over from the previous year.

Table 2

Project	Revised 2023/24 Budget	Out-turn 2023/24	Variance 2023/24
	£'000	£'000	£'000
Bersted Brooks Park	320	25	(295)
Improvement & Discretionary Grants	1400	1582	182
Keystone Centre	250	250	0
Place St. Maur	17	8	(9)
Play Areas	681	203	(478)
Sunken Gardens	176	127	(49)
Total Environment Committee	2,844	2,194	(650)

4.10. **Improvement & Discretionary Grants** – Out-turn is £182k over budget, but is within the total in-year grant received of £1,997k. The amount charged to revenue to facilitate the service was £186k leaving the remaining £229k to be transferred to the capital grants account.

4.11. **Keystone Centre** – Scheme complete.

4.12. **Sunken Gardens** – Scheme complete, with a £49k underspend against budget.

4.13. **Bersted Brooks Park** – £295k budget carry forward for 24/25 delivery.

4.14. **Place St. Maur** – Scheme complete, with a £9k underspend against budget.

4.15. **Play Areas** – £203k expenditure relates to the following schemes successfully delivered - Ferring Village Green, Linnet Close, Aubrey Fletcher & King George V. Moving forward, we have £478k remaining in the budget. £200k will be dedicated to the Bognor skate park, while £278k is earmarked for Lion's Den, Brookfield, Bluebell & Mewsbrook outdoor gym, scheduled for delivery in 2024/25 as purchase orders have already been raised.

5. CONSULTATION

5.1. Consultation with other stakeholders is not required for this report.

6. OPTIONS / ALTERNATIVES CONSIDERED

6.1. There are no alternative options to this report.

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

7.1. It is crucial for effective governance to closely monitor spending against budget throughout the financial year. This practice enables swift corrective measures by the Council in case spending or income deviates significantly from the approved budgets.

8. RISK ASSESSMENT CONSIDERATIONS

8.1. Regular budget monitoring and forecasting mitigates against the risk of poor financial control and ensures that Members are informed when corrective action is required and what action has been taken.

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

9.1. There are no direct legal implications associated with this report.

10. HUMAN RESOURCES IMPACT

10.1. None.

11. HEALTH & SAFETY IMPACT

11.1. None.

12. PROPERTY & ESTATES IMPACT

12.1. None.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

13.1. None.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

14.1. None.

15. CRIME AND DISORDER REDUCTION IMPACT

15.1. None.

16. HUMAN RIGHTS IMPACT

16.1. None.

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1. None.

CONTACT OFFICER:

Name: Antony Baden

Job Title: Group Head of Finance and Section 151 Officer

Contact Number: 01903 737558

BACKGROUND DOCUMENTS:

[P&F July 24 – updated](#)

[Budget Book 2023/24](#)

[Minute 779, Full Council 9 March 2023 – Arun District Council budget 2023/24.](#)