

Arun District Council

REPORT TO:	Environment Committee – 19 September 2024
SUBJECT:	Budget Monitoring Report to 30 June 2024
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 provides a detailed overview of the Committee’s revenue budget progress, approved savings against the planned budget, and the capital programme for 2024/25 as at the end of Quarter 1.	

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to appraise the Environment Committee of its forecast out-turn against the 2024/25 budgets, which were approved by Full Council at its meeting of the 21 February 2024.

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 budget performance projections to the 31 March 2025.

4. DETAIL

Revenue Budget

- 4.1. Table 1 below details the 2024/25 forecast revenue budget out-turn as at the end of Quarter 1 and anticipates an underspend of £11k. There are no significant variances to report.

Table 1

Description	Original 2024/25 Budget	Forecast Q1/P3	Variance at Q1/P3
Building Control	237	237	0
Bus Shelters & Street Nameplates	0	0	0
Car Parks	(1,379)	(1,379)	0
Cemeteries & Churchyards	(74)	(74)	0
Cleansing Services	8,214	8,214	0
Coast Protection & Land Drainage	134	134	0
Emergency Planning & Support	53	53	0
Environmental Health & Protection	539	539	0
Foreshores	(26)	(26)	0
Parks & Green Spaces	2,229	2,219	(10)
Private Sector Housing	318	317	(1)
Engineering & Infrastructure Services	658	658	0
Total for Environment Committee:	10,901	10,890	(11)

General Fund Savings

4.2. Table 2 below shows progress made against approved savings targets incorporated into this year's budgets and forecasts. These targets are under regular monitoring and are planned to be reported on a quarterly basis.

Table 2

Description	Original 2024/25 Budget	Forecast Q1/P3	Variance at Q1/P3
	£'000	£'000	£'000
Approved Savings	(543)	(513)	30
Total for Environment Committee:	(269)	(264)	30

4.3. There is currently a £30k shortfall on the budgeted £543k savings target. A retirement post that had been set to contribute, will not be realised until 2025/26. However, alternative underspend will be achieved this financial year via the non-recruitment to another recently vacated post.

4.4. Addressing the savings challenges proactively is essential to realign savings target for the fiscal year.

General Fund Capital Programme

4.5. Table 3 below details the Committee's General Fund 2024/25 forecast capital programme out-turn as at Quarter 1. The £2,474k revised budget represents a £774k increase on original budget due to the addition of carry forward budgets from 2023/24 (£479k: Play Areas & £295k: Bersted Brooks Park).

4.6. The forecast underspend of £74k against the 2024/25 revised budget is as detailed below.

Table 3

Project	Original 2024/25 Budget	Forecast Q1/P3	Variance at Q1/P3
	£'000	£'000	£'000
Improvement & Discretionary Grants	1,580	1,800	220
Bersted Brooks Park	295	1	(294)
Play Areas	599	599	0
Total for Environment Committee:	2,474	2,400	(74)

4.7. **Improvement & Discretionary Grants** – Additional funding has been allocated to enhance Disabled Facility Grants (DFGs) resulting in an increased forecast variance of £220k. DFGs play a crucial role in providing home adaptation services to support eligible individuals in living independently and safely at home. The 2024/25 allocation for this essential service is now forecast at £2m, with £200k earmarked for the necessary resources to facilitate service delivery.

4.8. **Bersted Brooks Park** – The focus is on the carpark extension and the programme that comes with it. Whilst the project is unlikely to be delivered in full this financial year, the forecast spend profile will change and be reported to future Committees as works are scoped out.

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 sound governance to monitor spending against budget during the financial year. Such control allows the Council to take prompt corrective action if spending or income significantly varies from the approved budgets.

7.2. Despite ongoing efforts to enhance the HRA reserve balance projection, it remains a notable concern. To address this, new initiatives are being implemented to significantly enhance the current situation.

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:

[Special Full Council 21 February 2024 – Arun District Council budget 2024/25.](#)