



EAST STAFFORDSHIRE BOROUGH COUNCIL

REPORT COVER SHEET

Title of Report:	Quarter 3 - Revenue and Capital Outturn 2023/24	To be marked with an 'X' by Democratic Services after report has been presented
Meeting of:	Corporate Management Team – 21 February 2024	X
	Pre Cabinet – 29 February 2024	X
	Leader's / Leader of the Opposition's Advisory Group – 7 March 2024 and 13 March 2024	X
	Cabinet – 25 th March 2024	



Is this an Executive Decision:	Yes	Is this a Key Decision:	NO
Is this in the Forward Plan:	Yes	Is the Report Confidential:	NO
If so, please state relevant paragraph from Schedule 12A LGA 1972:	n/a		

Essential Signatories:

ALL REPORTS MUST BE IN THE NAME OF A HEAD OF SERVICE

Monitoring Officer: **John Teasdale**

Date Signature

Chief Finance Officer: **Lloyd Haynes**

Date Signature

EAST STAFFORDSHIRE BOROUGH COUNCIL

Report to Cabinet

Date: 25th March 2024

REPORT TITLE: Quarter 3 - Revenue and Capital Outturn 2023/24

PORTFOLIO: Finance and Treasury Management

HEAD OF SERVICE: Lloyd Haynes – Head of Finance

CONTACT OFFICER: James Hopwood, Chief Accountant Ext. No. 1139

WARD(S) AFFECTED: All

1. Purpose of the Report

1.1 In accordance with the Council's financial regulations, this report presents the forecast outturn position in relation to the Council's revenue budget, capital programme, treasury and risk management activities. This is the third quarterly report for the financial year 2023/24.

2. Executive Summary

2.1 A revenue budget for 2023/24 of £15.640m was set by Council in February 2023.

2.2 Overall, at quarter 3, a £0.421m underspend is forecast against the revenue budget, and it is recommended that any final underspend at year end should be transferred to general reserves. The positive overall position is driven by one-off increases in investment income because of the increase in the Bank of England interest rate. However it should be noted that this additional investment income has disguised some significant spending pressures within individual services.

2.3 The overall underspend has reduced by £0.258m compared with quarter 2. This is mainly because of an increase in the forecast income shortfall within Planning Development. There have been additional adverse variances in other service areas which are also set out in detail within the report.

2.4 The three year Capital Programme was also set by Council in February 2024. The authority's mainstream capital spending plans total £13.6m at quarter 3, and there is a further capital budget in relation to the Towns Fund. Further details in respect of the Capital Programme are set out within Section 6 of this report.

2.5 Since quarter 2, a reprofiling requirement has been identified in the quarter 3 capital monitoring, and it is proposed to carry forward unspent budget allocations

into the 2024/25 financial year. Such carry forwards are adjustments to the spending profiles of schemes, but do not impact on the overall level of spend. The report also identifies approved changes to the Capital Programme, since quarter 2, as well as other budget changes. The quarter 3 reporting of the Capital Programme also aligns with the 2024/25 MTFS budget proposals.

- 2.6 It is noted that the report presents forecasts which, even in quarter 3, are still subject to uncertainty and volatility, with the main risks summarised below:

Key Risks (both upside and downside)

- The outcome of decisions/disputes with supported housing providers.
- Interest rates could be higher/lower than current predictions;
- Cash balances could be higher/lower than current estimates due to a number of large payments to which the timing is highly uncertain;
- Significant income streams could be more/less favourable than current forecasts (recycling, planning, car parking etc.);

- 2.7 Investments as at 31st December 2023 stood at £62.4m. Investment returns from the start of the financial year to the end of December, averaged 5.45% (2.96% equivalent average as at December 2022). Treasury management activities during the quarter have been in line with the approved treasury management strategy.

3. **Revenue Budget 2023/24**

- 3.1 On 20th February 2023, the full Council approved the revenue budget for the year 2023/24, totalling £15.640m as shown in the table below:

Approved Service Budgets	£'000
Leader of the Council	2,750
Cultural Development and Tourism	723
Communities and Housing Standards	2,535
Environment and Climate Change	7,327
Finance and Treasury Management	1,093
Regeneration, Business Support and Marketing	380
Corporate Budgets	832
Total	15,640

- 3.2 Authorised budget transfers and virements take place between individual services in accordance with financial regulations. The budget is presented in line with the political portfolios which have been re-aligned since the MTFS was set in February 2023 and this is reflected in the monitoring information below.

4. **Forecast Revenue Outturn 2023/24**

- 4.1. The following table summarises at portfolio level the quarter 3 forecast variations, compartmented to quarter 2, and the expected effect on the outturn for the year. An overall underspend of £0.421m is projected for 2023/24, as at the end of quarter 3.

Summary by Cabinet Portfolio Holder	Annual Net Budget 2023/24 £'000	Forecast Outturn Q3 2023/24 £'000	Forecast Variation Q3 - Over/(Under) £'000	Quarter 2 Forecast Over/(Under) £'000
Leader of the Council	3,741	3,752	11	(30)
Tourism and Cultural Development	1,359	1,539	180	151
Communities and Regulatory Services	1,847	1,808	(39)	(33)
Environment and Climate Change	6,895	7,039	144	129
Finance and Treasury Management	682	(269)	(951)	(993)
Regeneration and Development	694	936	242	105
Corporate Items, Including In-Year Approvals	422	414	(8)	(8)
Total	15,640	15,219	(421)	(679)

4.2 The tables at Appendix A summarise, by Portfolio and Service, the variations between the 2023/24 budget and the year-end forecast outturn. Further supporting narrative in relation to those areas with significant variations is set out below:

Leader of the Council

■ **Corporate and Commercial – Forecast Net Savings of £24k**

The overall forecast saving is driven by a £35k saving from stopping the Council Newsletter. This £35k saving is offset by other variances. This includes a £23k overspend within Programmes and Transformation - a planned saving arising from the removal of a post was not delivered. There is a £6k forecast saving in member allowances, arising from the break in the payment of Executive Allowances, which occurred during the post-election transitional period. There are a further £6k of miscellaneous savings, with the most significant arising from a business rate refund received by Elections.

■ **Legal Services – Forecast Net Savings of £22k**

Income from industrial units is forecast to be £92k higher as a result of market rent reviews carried out this financial year: the full annual impact of these market reviews have been factored into future years' budgets. A £16k saving is also expected to be achieved by developing an in-house Terrier system compared to license costs for purchasing commercial software.

The above savings have been offset by: a £22k overspend as temporary staff costs exceed the budget for the relevant employee vacancies; a forecast £29k shortfall in the anticipated recovery of legal and court costs; and an additional £14k overspend caused by an extraordinary Council Meeting to award Freedom of Borough status to the Local Windrush Generation.

■ **Human Resources, Payments & Pensions – Forecast Net Spend Pressure of £64k.**

Forecast cost pressures totalling £64k within the Human Resources service are caused by temporary staffing costs, partially offset by savings from permanent vacancies. Overspends from temporary staffing costs within the service reflect recruitment and retention difficulties across the sector.

Tourism and Cultural Development

■ **Arts, Brewhouse and Functions – Forecast Net Pressure of £103k**

Burton Town Hall is forecast to overspend by £39k. The main reasons for this are a £17k shortfall on income and £22k of additional running costs – these have arisen from additional catering and function costs, offset by savings on agency staff and utility charges. Arts development is forecast to overspend by £13k due to less grant income. A net £51k overspend is forecast on the Brewhouse Arts Centre. This is caused by £92k additional costs on supplies, services and premises, offset by a £25k underspend on staffing and £16k additional income. The additional income is caused by improved ticket sales and room rentals, although the impact of this has been lessened because of lower sales in the Brewhouse Café.

■ **Markets – Forecast Net Pressure of £68k**

Where a market unit is unoccupied, there is both a loss of income and a business rate liability that has to be paid by the Council instead of the tenant. Overall, there is a forecast shortfall in site income of £78k and a related £10k business rate liability on the empty units. Occupancy levels are being impacted by the ongoing uncertainty surrounding the future of the Market Hall, short term leases and competition from other retail unit providers. The above budget pressures have been mitigated by £17k from staffing vacancies and a further £3k saved in running costs.

Communities and Regulatory Services

- There is a forecast net saving of £39k across the portfolio. Forecast savings are £33k in the Community and Civil Enforcement Team as a number of permanent posts have fallen vacant and then been filled. Posts that have fallen vacant during the year are Supervisor, Enforcement Officers and a Technical Officer. £11k additional income is forecast within Licensing and Enforcement. An £11k saving is forecast in Environmental Health from the receipt of a New Burdens Grant. There is a £5k forecast staffing saving in Housing Standards and a further £2k saving within the Social Regeneration service. The above savings are off-set by £12k of overspends within Partnerships and CCTV. Within Housing Options, there is also a net overspend of £11k. However, within this overall net position, there are very significant demand pressures for accommodation in the region resulting in £201k of additional costs that are being managed within increased Housing Benefit Subsidy and additional Government grants – the Rough Sleeping Initiative Grant and Homeless Prevention Grant.

Regeneration and Development

■ **Planning and Land Charges – Forecast Net Pressure of £324k**

Within Development Control, there is a net forecast overspend of £321k. This is caused by staffing pressures and planning income shortfalls. The additional staffing costs total £157k driven mainly by a reliance on experienced temporary staff providing technical expertise and support to process planning applications.

The forecast shortfall in planning income is £211k, against an overall £800k income budget. Between April and December, chargeable planning applications were lower than expected. Further, despite statutory fee increases effective during the last quarter, this is unlikely to recover—the position during 2023/24. From 6th December, the Government increased fees for planning applications - a 25% average increase for standard applications and a 35% increase for major applications. These fee increases apply only to the last four months of the year and in the context of the forecast for numbers of applications, are insufficient to change the overall position significantly. It is further emphasised that forecasts for planning applications are inherently risky, with the timing of major applications in particular difficult to predict with accuracy.

The overspend is partially mitigated by the receipt of a Bio-Diversity Net Gain grant of £26k for 2023/24, and the expected draw down from the corresponding earmarked reserve holding the remaining 2022/23 balance of £8k. This is used to fund the costs of additional complexities arising from complying with bio-diversity issues within planning applications. The remaining balance of £10k in the Planning Fee Income Reserve is also being utilised to help offset the increased staff costs.

Within both Planning Policy and Land Charges, there is a combined net overspend of £3k.

■ Enterprise and Regeneration – Forecast Saving of £82k

The forecast savings on both Enterprise and Regeneration relate to savings on permanent staffing: a temporary vacancy in a Town Register post, alongside flexible working by two officers.

Environment and Climate Change

■ Environment – Forecast Net Pressure of £144k

There is an overall £76k forecast overspend on Environment Services comprising Waste Collection, Street Cleaning, the Council Depot, Building Control, public conveniences and land drainage.

The £76k overspend comprises an £84k overspend on Waste Collection and Street Cleaning, with the other services contributing from miscellaneous budgets a small £8k underspend.

Waste Collection and Street Cleaning overspends are driven by staffing costs, mitigated by additional income. Additional staffing costs of £314k can be analysed between Waste Collection and Street Cleaning. Within Waste Collection, there are overspends of £152k on temporary staff and £85k on permanent staff, as the service delivers to an increased number of households. Within Street Cleaning, there is a further £64k of costs for temporary staff and £13k additional costs in permanent staff caused by overtime working. These cost pressures are partially offset by increased income and savings. The Council is forecast to receive an

additional £117k of recycling income, due to higher than expected prices. Further, there is £115k saving on fuel costs due to lower prices. Added to this are a net £6k of miscellaneous savings, including lower electricity prices.

There is a £62k overspend in Community and Open Spaces. This is caused by £124k of additional spend on essential tree works, including costs of the recent storms, mitigated by £62k of savings, mainly within supplies and services.

There is a further £11k adverse variance within the Climate Change department, offset by a £5k additional income projection for Off Street Parking. The £11k Climate Change adverse variance relates to a lower than expected demand for electrical charging points, mitigated by employee savings.

Finance and Treasury Management

■ **Revenues, Benefits and Customer Contacts – Forecast Net Saving of £62k**

The overall net forecast saving includes a £74k forecast increase in the Housing Benefit Subsidy and a further £31k of income from the additional recovery of legal and court costs (the forecast additional £74k in Housing Benefit Subsidy is before any impact from legal claims relating to Supported Housing and Housing Benefit. There are no successful claims to date).

The savings are partially offset by a £43k cost to increase the provision relating to uncollected housing benefit overpayments.

Across Revenues, Benefits and Customer Contacts, there are significant additional staffing costs from work back logs, but these have been offset by a new burdens grant. These new burdens grants have been received by the Council Tax and Business Rates teams in previous years. The additional staffing funded from that grant totals £133k. There is also a further £68k of additional costs related to the roll out of document imaging software, which has been funded from reserves.

■ **Financial Services and Capital Financing – Forecast Additional Income £889k**

Higher interest rates have continued into the current financial year, in the context of the inflationary pressures within the economy. The bank rate has increased to 5.25% during the 2023/24 financial year from a 4.25% starting point in March 2023. Overall, it is forecast that as a whole Financial Services and Capital Financing will have a positive variance against the original budget of £0.889m, driven by additional investment income.

Within the Financial Services element, there are significant additional costs from temporary staffing costs within the service arising from recruitment and retention difficulties across the sector. This increased cost is being funded from the Professional Services reserve.

■ **Corporate Budgets – Forecast Net saving of £8k**

Against a budget of £422k, a small saving of £8k is forecast.

Future Budget Changes

- 4.2. The Council has successfully bid for additional grant funding of £157k from the Health Inequalities Directors' Group. Projects which are proposed to be funded from the grant are set out below:

	£
Gardening for Better Health	45,000
Holiday Club Provision	15,300
Swimming programme	40,000
Preventing ill-health and injuries in the home	36,885
Housing Stock Condition Survey	20,000
Total	£157,185

- 4.3. A key condition of the funding is that it has to be utilised by 30 September 2024. The proposed projects are one-off and would be fully funded by the grant within the time period required.
- 4.4. Committee is therefore asked to approve adding these projects to the Council's 2023/24 budget, and that any remaining balances are automatically carried forward into the 2024/25 financial year for completion of these schemes by 30 September 2024.

5. Treasury Management

- 5.1 The Council approved the Treasury Management Strategy for 2023/24 on 20th February 2023 and this section provides an update on progress against this Strategy and the corresponding impact on the revenue budget.

Investment Returns

- 5.2 The revenue budget monitoring currently forecasts investment returns in excess of the budget. This is because the current Bank of England rate has increased to 5.25%. The Bank of England interest rate, however, is also a reflection of inflation within the economy, which has led to cost pressures within other Council budgets.
- 5.3 Economic circumstances remain challenging and inflationary pressures are paramount. Forecasts provided by our Treasury Management advisors (at 7th November 2023) indicate that the Base Rate will still be 5.25% by March 2024 (but that it may then reduce to around 4.5% by December 2024).
- 5.4 Appendix B shows the existing investments the authority had in place as at 31st December 2023 and these are summarised by type in the table below. Investment balances are currently high because funding has been received in advance of the council incurring spend for a number of projects, such as the Towns Fund.

Investments	30th September 2023		31 st December 2023	
	£'000	%	£'000	%
Banks	103	0.2%	1,312	2%
Certificate of Deposit*	26,500	43.0%	28,500	46%
Money Market Funds	15,025	24.4%	14,125	22%
UK Treasury Bills	20,000	32.4%	18,500	30%
UK Debt Management	0	0.0%	0	0%
Other Local Authorities	0	0.0%	-	-
Total	61,628	100%	62,437	100%

*Certificate of Deposits are placed with a number of UK based banks and a range of highly rated foreign banks which offer significant counterparty strength as well as diversification of the investment portfolio.

- 5.5 Yields from investments held at 31 December 2023 averaged 5.45%, which is in excess of the Bank of England base rate. Average investment returns for the year to date are 4.89%. It is currently estimated that investment income will exceed the original budget by £0.889m.

Borrowing

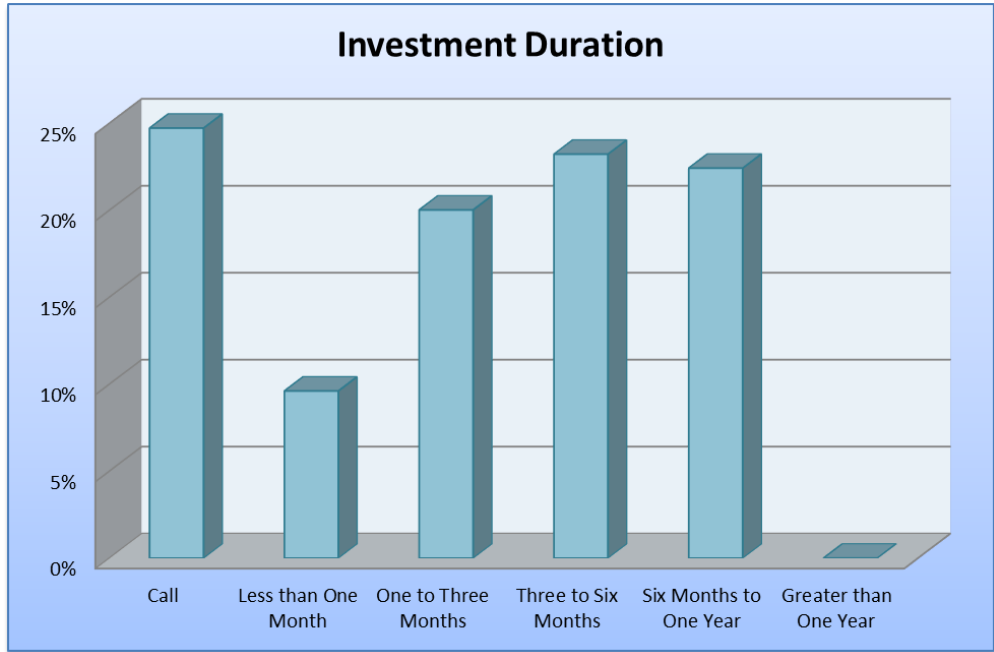
- 5.6 The average rate payable on the Council's external borrowing as at 31 December 2023 was 4.875% and external debt totalled £6.4m.

Debt Type	Principal Outstanding	
	(£)	Average Rate
Total Fixed Debt		
PWLB Maturity	5,700,000	4.646%
PWLB Annuity	289,738	9.369%
Total Variable Debt		
Market	-	0.000%
GBSLEP Loan	375,000	
Total External Debt	6,364,738	4.875%

- 5.7 The current external debt of £6.4m is a reduction compared with the external borrowing position as at 31 March 2023. This is because the Council opted to repay £4.5m of Market Loans in April 2023 as it was cost effective to do so.

Maturity Structure of Investments and Borrowing

- 5.8 The following charts highlight the maturity structure for investments and for fixed term borrowing. Investment maturities have been profiled by analysing both interest rate forecasts and cash flow requirements. Only a very small proportion of borrowing is due to mature in the next 12 months. Over the next year interest rates are currently projected to reduce slowly.



Capital Programme 2023/24

6.1 The table below summarises the approved mainstream capital projects by portfolio for 2023/24. The budget totals £13.6m. A detailed breakdown by project is shown in Appendix C. Projects are forecast to be delivered within the overall approved budget, however actual spending profiles across financial years will be different.

Portfolio	2023/24 Budget including Cfwd	Spend to 31 Dec 2023	Remaining Budget	Forecast Outturn	Under-Spend	Carry Forward
	£'000	£'000	£'000	£'000	£'000	£'000
	(a)	(b)	(c)	(d)	(e)	(f)
			(a-b)		(a-d)	
Leader of the Council	255	61	194	255		
Tourism & Cultural Development	1,929	0	1,929	0	(25)	(1,904)
Communities & Regulatory Services	5,103	962	4,141	3,107		(1,996)
Environment & Climate Change	447	5	442	77		(370)
Regeneration & Development	5,903	865	5,038	1,949		(3,954)
Total Mainstream capital Expenditure	13,637	1,893	11,744	5,388	(25)	(8,224)

6.2 Since quarter 2 monitoring, the mainstream Capital Programme has increased by £151k (from £13.486m at quarter 2 to £13.637m at quarter 3). The increase relates to an additional funding allocation from Staffordshire County Council for the Disabled Facilities Grant scheme. Additionally a further budget allocation of £50k for webcasting streaming equipment, funded from borrowing, was approved by Cabinet in October 2023.

6.3 As can be seen in the above table, forecast spend in 2023/24 is £5.388m compared to a budgeted spending profile of £13.637m, showing a difference of £8.249m. It is proposed to carry forward £8.224m of this budget into 2024/25. A budget saving of £25k is also proposed. This is itemised below:

- £25k saving in the Capital Programme. The cost of the Uttoxeter sports hub feasibility study is to be managed within the overall Uttoxeter Sports Hub budget. As a result, a separate budget for the feasibility study is no longer required.

- £8.224m of budget will be reprofiled and carried forward into 2024/25 (as set out within the proposed 2024/25 MTFS). This reprofiling does not alter the previously approved funding for each capital scheme, but changes the estimated proportion to be utilised within each financial year.

Towns Fund Programme

6.4 The Towns Fund Capital Programme runs alongside the mainstream capital programme. The Towns fund is mainly financed from a government grant allocation of £23.8m and £4m of developer contributions. The table below summarises the budget allocation, current spend and remaining funding:

Projects	Approved Total Budget £'000	2021/22 Accrued Spend £'000	2022/23 Applied Spend £'000	2023/24 Onwards Remaining Budget £'000	2023/24 Spend to date £'000	Total Forecast Exp. £'000
Project D: High St Linkages (includes £4m funded from S106)	20,259	0	5,678	14,190	391	20,259
Project E: Library and Enterprise Hub (cessation costs)	33	32	0	1	0	33
Project F: New Pedestrian & Cycle Crossing Over the River Trent (Cessation Costs)	120	119	0	1	0	120
*Project G: Improvement of Trent and Mersey Canal Towpath	1,988	3	0	1,985	-3	1,988
Project H: Cycle Network Enhancements	1,898	0	417	1,481	0	1,898
Project J: Specialist Education Offer	3,502	0	0	8	3,495	3,502
Total	27,800	154	6,095	17,666	3,883	27,800

6.5 Appendix D details the forecast outturn and spend for the current year by project and changes required to the spend profile. These changes are further set out in the 2024/25 MTFS and itemised below:

- £4.930m reprofiled to 2024/25 for Project D
- £0.350m reprofiled to 2024/25 for Project G
- £1.090m reprofiled to 2024/25 for Project H

- 6.6 Cabinet is requested to note the changes and reprofiling required for both the mainstream programme and the Towns fund (as set shown in the tables above). This reprofiling is included within the updated Capital Programme in the 2024/25 MTFS.
- 6.7 In addition to the funding outlined above, £0.232m of one-off revenue funding was allocated and utilised in past years to set-up the project.

Capital Receipts

- 6.7 The Council has received £50,000 of capital receipts to date, and additional receipts are expected before the end of the 2023/24 financial year.

Health Inequalities Directors' Group Funding

- 6.8 The Council has also successfully bid for Health Inequalities Directors' Group funding, in order to progress additional capital schemes. The successful bids and related capital projects are set out below:

	£
Swimming equipment	22,000
Energy Efficiency Measures	50,000
Play Equipment	140,000
Total	212,000

- 6.9 The above schemes will be fully funded by the grant, and the detailed business plans for each scheme will be reviewed by the Council's Business Assurance Group. Councillors are asked to approve the addition of these schemes to the Capital Programme, following a detailed review of plans by Business Assurance Group.

7. Financial Considerations

- 7.1 This report deals solely with financial matters.

8. Risk Assessment and Management

- 8.1 Attached at **Appendix E** to this report is a schedule of the most significant risks facing the authority, including the actions taken or being taken in order to control or mitigate these risks.
- 8.2 The main risks associated with the budget are highlighted within the medium term financial strategy.

9. Legal Considerations

*This section has been approved by the following member of the Legal Team:
John Teasdale – Head of Legal and Regulatory Services and Monitoring Officer.*

- 9.1 There are no direct legal implications arising from this report.

- 9.2 The Report is in accordance with the Council's Financial Regulations and the Accounts and Audit Regulations 2015.
- 9.3 Legal Services will continue to provide advice and assistance on the various capital projects referred to in the Report.

10. Equalities and Health

- 10.1 **Equality impacts:** The subject of this report is not a policy, strategy, function or service that is new or being revised. An equality and health impact assessment is not required.
- 10.2 **Health impacts:** The outcome of the health screening question does not require a full Health Impact Assessment to be completed. An equality and health impact assessment is not required.

11. Data Protection Implications – Data Protection Impact Assessment (DPIA)

- 11.1. A DPIA must be completed where there are plans to:

- use systematic and extensive profiling with significant effects;
- process special category or criminal offence data on a large scale; or
- systematically monitor publicly accessible places on a large scale
- use new technologies;
- use profiling or special category data to decide on access to services;
- profile individuals on a large scale;
- process biometric data;
- process genetic data;
- match data or combine datasets from different sources;
- collect personal data from a source other than the individual without providing them with a privacy notice ('invisible processing');
- track individuals' location or behaviour;
- profile children or target marketing or online services at them; or
- process data that might endanger the individual's physical health or safety in the event of a security breach

- 11.2 Following consideration of the above, there are no Data Protection implications arising from this report which would require a DPIA.

12. Human Rights

- 12.1 There are no Human Rights issues arising from this report.

13. Cabinet Recommendation(s)

- 13.1 To note the forecast financial position at quarter 3 for the 2023/24 financial year in relation to revenue and capital budgets, and the recommended transfer of any final

revenue underspend to general reserves at year end to provide further mitigation against the financial risks and uncertainties that the council is currently facing.

- 13.2 To note the latest position in respect of the Council's investments and borrowing.
- 13.4 To note the changes and reprofiling detailed in Appendix C for the mainstream capital programme and the Towns fund capital programme detailed in Appendix D.
- 13.5 To note and approve the inclusion of Health Inequalities Directors' Group Funding and related schemes in the revenue budget and Capital Programme.
- 13.6 To note the corporate and strategic risks, together with actions being taken to manage these, set out in Appendix E.

14. Background Papers

- 14.1 Medium Term Financial Strategy 2023/24 to 2025/26

15. Appendices

- Appendix A: Quarter 3 Forecast variances against budget at outturn 2023/24
- Appendix B: Investments at 31 December 2023
- Appendix C: Detailed Mainstream Capital Programme by Project Quarter 3
- Appendix D: Detailed Towns Fund by Project Quarter 3
- Appendix E: Corporate and Strategic Risks – Quarter 3 2023/24

**APPENDIX A: QUARTER THREE
PORTFOLIO FORECAST OUTTURN AGAINST FULL YEAR BUDGET
2023/24**

Leader of the Council

Leader of the Council	Budget (£000's)	Forecast Outturn (£000's)	Q3	Q2
			Forecast Variance (£000's)	Forecast Variance (£000's)
Corporate Management Team	679	684	5	4
Corporate and Commercial	941	917	(24)	(15)
Human Resources, Payments & Pensions	2,078	2,142	64	29
IT and Printing	453	441	(12)	(10)
Legal Services	(410)	(432)	(22)	(38)
Total	3,741	3,752	11	(30)

Corporate Management Team	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Chief Executives	225	230	5
Heads of Service	454	454	-
Total	679	684	5

Division	Explanation	Forecast Amount Over/ (under) £'000
Chief Executives	Employees (Vacancy Factor)	5
Heads of Service	Employees Vacancy Saving	(7)
Heads of Service	Temporary Staff Cost	66
Heads of Service	Recruitment Costs	7
Heads of Service	Interim Management arrangements met from Professional reserve	(66)
Total		5

Corporate and Commercial	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Committee Support	107	109	2
Elections	224	219	(5)
Emergency Planning	20	20	-
Programmes and Transformation	255	240	(15)
Members Allowances	335	329	(6)
Total	941	917	(24)

Division	Explanation	Actual Amount Over/ (under) £'000
Committee Support	Employees	(2)
Committee Support	Other Equipment & Hire of Equipment	4
Elections	Employees	4
Elections	Premises Related	(7)
Elections	Supplies and Services	(2)
Emergency Planning	No variance	0
Programmes and Transformation	Employees	23
Programmes and Transformation	Council Newsletter	(35)
Programmes and Transformation	Other Reimbursements	(3)
Members Allowances	Members Allowances	(6)
Total		(24)

Human Resources, Payments & Pensions	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Human Resources	413	477	64
Pension Payments	1,665	1,665	-
Total	2,078	2,142	64

Division	Explanation	Forecast Amount Over/ (under) £'000
HR & Payroll	Employees Costs	(30)
HR & Payroll	Recruitment cost	3
HR & Payroll	Medical Examinations	(8)
HR & Payroll	Temporary Staff Costs	99
Pension Payments	No variance	0
Total		64

IT and Printing	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Central Reprographics and Administration	114	81	(33)
Computer Services	339	360	21
Total	453	441	(12)

IT And Printing	Explanation	Actual Amount Over/ (under) £'000
Central Reprographics	Employees	(28)
Central Reprographics	Photocopiers	(5)
ICT	Employees	21
Total		(12)

Legal Services	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Assets and Estates Management	(48)	(61)	(13)
Civic Ceremonials	56	87	31
Legal	223	275	52
Industrial Units	(641)	(733)	(92)
Total	(410)	(432)	(22)

Legal Services	Explanation	Forecast Amount Over/ (under) £'000
Assets and Estates Management	Employees	1
Assets and Estates Management	Premises expenses	2
Assets and Estates Management	Terrier System	(16)
Mayoral Support & Civic Ceremonials	Employees	19
Mayoral Support & Civic Ceremonials	Lease Car and maintenance costs	(2)
Mayoral Support & Civic Ceremonials	Windrush Generation 'Freedom of the Borough'	14
Legal	Employees	(82)
Legal	Temporary Staff Costs	105
Legal	Income Cost Recovery Shortfall	29
Industrial Units	Income	(92)
Total		(22)

Tourism and Cultural Development

Tourism and Cultural Development Portfolio	Budget (£000's)	Forecast Outturn (£000's)	Q3	Q2
			Forecast Variance (£000's)	Forecast Variance (£000's)
Arts, Brewhouse and Functions	673	776	103	77
Leisure Services	243	240	(3)	(3)
Markets	117	185	68	65
Cultural Services Marketing	115	120	5	5
Strategic Tourism	211	218	7	7
Total	1,359	1,539	180	151

Arts, Brewhouse and Functions	Budget (£000's)	Actual Outturn (£000's)	Actual Variance (£000's)
Burton Town Hall	191	230	39
Arts Development and Programmes	84	97	13
Brewhouse Arts Centre	398	449	51
Total	673	776	103

Division	Explanation	Actual Amount Over/ (under) £'000
Burton Town Hall	Employee Costs	1
Burton Town Hall	Agency Staff & Set up crews	(19)
Burton Town Hall	Premises-Related Expenditure	(10)
Burton Town Hall	Supplies & Services (excl. Set up crews)	50
Burton Town Hall	Income shortfall	17
Arts Development and Programmes	Employee Costs	(4)
Arts Development and Programmes	Arts Workers Fees & Arts Programme Expenses	3
Arts Development and Programmes	Contributions to Other Bodies	3
Arts Development and Programmes	Income Shortfall	11
Brewhouse Arts Centre & Café/Bar	Employee Costs	(25)
Brewhouse Arts Centre & Café/Bar	Premises-Related Expenditure	15
Brewhouse Arts Centre & Café/Bar	Supplies & Services	77
Brewhouse Arts Centre & Café/Bar	Income	(16)
Total		103

Leisure Services	Budget (£000's)	Actual Outturn (£000's)	Actual Variance (£000's)
Health and Leisure Grants	11	11	-
Leisure Management	232	229	(3)
Total	243	240	(3)

Division	Explanation	Actual Amount Over/ (under) £'000
Health and Leisure Grants	No variance	0
Leisure Management	Employee Costs	(3)
Total		(3)

Markets	Budget (£000's)	Actual Outturn (£000's)	Actual Variance (£000's)
Markets	117	185	68
Total	117	185	68

Division	Explanation	Actual Amount Over/ (under) £'000
Markets	Employees	(17)
Markets	Income Shortfall	78
Markets	Business Rates - Vacant Units	10
Markets	Premises-Related Expenditure (Excl. Business Rate)	(5)
Markets	Supplies & Services	2
Total		68

Cultural Services - Marketing	Budget (£000's)	Actual Outturn (£000's)	Actual Variance (£000's)
Marketing	115	120	5
Total	115	120	5

Division	Explanation	Actual Amount Over/ (under) £'000
Cultural Services - Marketing	Employee Costs	5
Total		5

Strategic Tourism	Budget (£000's)	Actual Outturn (£000's)	Actual Variance (£000's)
Strategic Tourism	211	218	7
Total	211	218	7

Division	Explanation	Actual Amount Over/ (under) £'000
Strategic Tourism	Employee Costs	7
Strategic Tourism	Christmas Events/Decorations	10
Strategic Tourism	Supplies & Services saving	(10)
Total		7

Communities and Regulatory Services

Communities and Regulatory Services Portfolio	Budget (£000's)	Forecast Outturn (£000's)	Q3	Q2
			Forecast Variance (£000's)	Forecast Variance (£000's)
Environmental Health	579	563	(16)	(21)
Licensing and Enforcement	139	128	(11)	7
Partnerships	41	44	3	3
CCTV	106	115	9	6
Community and Civil Enforcement	373	340	(33)	(38)
Social Regeneration	141	139	(2)	(2)
Housing	468	479	11	12
Total	1,847	1,808	(39)	(33)

Environmental Health	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Environmental Health	469	458	(11)
Housing Standards	116	111	(5)
Animal Control	(6)	(6)	-
Total	579	563	(16)

Environmental Health	Explanation	Actual Amount Over/ (under) £'000
Environmental Health	Employees and Car Allowances	(5)
Environmental Health	Supplies and Services	8
Environmental Health	Income - Air Quality New Burdens Grant	(12)
Environmental Health	Income - Section 50 Burials	(2)
Housing Standards	Employees and Car Allowances	(8)
Housing Standards	Supplies and Services	(1)
Housing Standards	Income	5
Housing Standards	Selective Licensing Employees	6
Housing Standards	Selective Licensing Reserve	(3)
Housing Standards	Selective Licensing Income	(3)
Housing Standards	Houses in Multiple Occupancy Reserve	(1)
Animal Control	No variance	0
Total		(16)

Licensing and Enforcement	(£000's)	Outturn	Variance
Licensing and Enforcement	139	128	(11)
Total	139	128	(11)

Licensing and Enforcement	Explanation	Actual Amount
Licensing	Employees	(8)
Licensing	Worldpay Merchant fees	(5)
Licensing	New Burdens Grant	(4)
Licensing	Taxi Licensing Income	(10)
Licensing	(Taxi) Licensing Reserve	13
Enforcement	Employees	8
Enforcement	Supplies and Services	(2)
Enforcement	Income from Fines	(3)
Total		(11)

Partnerships	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Partnerships	41	44	3
Total	41	44	3

Partnerships	Explanation	Actual Amount Over/ (under) £'000
Partnerships	Employee Costs	3
Total		3

CCTV	Budget	Forecast	Forecast
CCTV	106	115	9
Total	106	115	9

Division	Explanation	Actual Amount
CCTV	Maintenance Agreements	6
CCTV	Ethernet Connection	3
Total		9

Community and Civil Enforcement	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Community and Civil Enforcement	373	340	(33)
Total	373	340	(33)

Community and Civil Enforcement	Explanation	Actual Amount Over/ (under) £'000
Community and Civil Enforcement	Employee Costs	(32)
Community and Civil Enforcement	Premises-Related Expenditure	(2)
Community and Civil Enforcement	Supplies & Services	1
Total		(33)

Social Regeneration	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Community Centres	19	15	(4)
Councillors Community Fund	37	37	-
Social Regeneration	85	87	2
Total	141	139	(2)

Social Regeneration	Explanation	Actual Amount Over/ (under) £'000
Community Centres	Repairs & Maintenance to Buildings	(4)
Councillors Community Fund	No variance	0
Social Regeneration	Employee Costs	2
Total		(2)

Housing	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Housing Options	468	479	11
Total	468	479	11

Division	Explanation	Actual Amount Over/ (under) £'000
Housing Options	Employee Costs	15
Housing Options	Net use of Reserves	113
Housing Options	Delivery of Grant funding conditions/initiatives	89
Housing Options	Housing Grant funding	(134)
Housing Options	Supplies and Services	(73)
Housing Options: Accommodation	Premises Related Expenditure	5
Housing Options: Accommodation	B&B Costs (excluding Government funded scheme)	51
Housing Options: Accommodation	B&B Costs (Government part funded scheme - RSI Surge)	150
Housing Options: Accommodation	Use of RSI/ HP Grant funding	(71)
Housing Options: Accommodation	Premises Rental/ B&B Rentals income	(136)
Housing Options: Accommodation	Supplies and Services	2
Total		11

Environment and Climate Change

			Q3	Q2
Environment & Climate Change Portfolio	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)	Forecast Variance (£000's)
Community, Open Spaces and Facilities	2,187	2,249	62	36
Environment	5,142	5,218	76	90
Climate Change	88	99	11	5
Off Street Parking	(522)	(527)	(5)	(2)
Total	6,895	7,039	144	129

Community and Open Spaces	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Cemeteries	61	24	(37)
Open Spaces	1,658	1,741	83
Horticultural Centre	44	49	5
Facilities Management	424	435	11
Total	2,187	2,249	62

Community, Open Spaces and Facilities	Explanation	Actual Amount Over/ (under) £'000
Cemeteries	Gas and Electricity	(7)
Cemeteries	Memorial Safety Inspections	(37)
Cemeteries	Supplies and Services	5
Cemeteries	Contracted Grounds Maintenance	2
Open spaces	Employee Costs	5
Open spaces	Grounds Maintenance - Open Space Repairs	(20)
Open spaces	Electricity	(4)
Open spaces	Water Services	6
Open spaces	Contracted Grounds Maintenance - Tree works	124
Open spaces	Play Equipment Repairs	(10)
Open spaces	Professional Support - tree works	(20)
Open spaces	Supplies and Services	2
Horticultural Centre	Contracted Grounds Maintenance	2
Horticultural Centre	Exhibitions/Events	3
Facilities and Health and Safety	Employee Costs	4
Facilities and Health and Safety	Gas and Electricity	7
Total		62

Environment	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Building Consultancy	60	60	-
Council Depot	115	112	(3)
Public Conveniences	153	148	(5)
Land Drainage	64	64	-
Waste Collection	3,451	3,472	21
Street Cleaning	1,299	1,362	63
Total	5,142	5,218	76

Environment	Explanation	Actual Amount Over/ (under) £'000
Building Consultancy	Employee Costs	10
Building Consultancy	Temporary Staff	11
Building Consultancy	Building Control Fee Income	(39)
Building Consultancy	Revised contribution to Building Control Reserve	18
Council Depot	Vehicle Maintenance Costs	2
Council Depot	Supplies & Services	5
Council Depot	Repairs & Maintenance to Buildings	2
Council Depot	Gas and Electricity	(12)
Public Conveniences	Employee Costs	(23)
Public Conveniences	Electricity	(4)
Public Conveniences	Temporary Staff	25
Public Conveniences	Vehicle Fuel	(3)
Land Drainage	No variance	0
Waste Collection	Employee Costs	85
Waste Collection	Temporary Staff	152
Waste Collection	Recycling Income	(117)
Waste Collection	Third Party Payments	(12)
Waste Collection	Trade Waste Income	13
Waste Collection	Vehicle Fuel	(108)
Waste Collection	In cab CCTV monitoring	3
Waste Collection	Software Licenses & Contracts	5
Street Cleaning	Employee Costs	13
Street Cleaning	Temporary Staff	64
Street Cleaning	Bulky Waste Income	(3)
Street Cleaning	Private Street Cleaning Income	(4)
Street Cleaning	Vehicle Fuel	(7)
Total		76

Climate Change	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Climate Change	88	99	11
Total	88	99	11

Climate Change	Explanation	Actual Amount Over/ (under) £'000
Climate Change	Employees	(7)
Climate Change	Income - EVCP's	18
Total		11

Off Street Parking	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Car Parks Income	(522)	(527)	(5)
Total	(522)	(527)	(5)

Off Street Parking	Explanation	Actual Amount Over/ (under) £'000
Car Parks Income	Car Parking Income	(20)
Car Parks Income	Season/Penalty Notices Income	15
Total		(5)

Finance and Treasury Management

			Q3	Q2
Finance and Treasury Management Portfolio	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)	Forecast Variance (£000's)
Revenues, Benefits and Customer Contacts	1,061	999	(62)	(104)
Financial Services and Capital Financing	(379)	(1,268)	(889)	(889)
Total	682	(269)	(951)	(993)

Revenues, Benefits and Customer Contacts	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Revenues	90	73	(17)
Benefits and Professional Services	498	466	(32)
Customer Contacts	473	460	(13)
Total	1,061	999	(62)

Division	Explanation	Actual Amount Over/ (under) £'000
Revenues	Employee Costs	(72)
Revenues	Temporary Staff Costs	211
Revenues	Supplies and Services	42
Revenues	Grant Income	(31)
Revenues	Income	(31)
Revenues	Net use of Earmarked Reserves	(136)
Benefits	Employee Costs	(39)
Benefits	Temporary Staff Costs	41
Benefits	Supplies and Services	50
Benefits	Grant Income	(35)
Benefits	Net use of Earmarked Reserves	(18)
Benefits	Net Housing Benefit Subsidy	(74)
Benefits	Housing Benefit Overpayments Recovery and Pro	43
Customer Contacts	Employee Costs	(43)
Customer Contacts	Temporary Staff Costs	35
Customer Contacts	Supplies and Services	14
Customer Contacts	Use of Earmarked Reserves	(19)
Total		(62)

Financial Services and Capital Financing	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Audit	158	158	-
Capital Finance	(1,289)	(2,178)	(889)
Financial Management Unit	752	752	-
Total	(379)	(1,268)	(889)

Division	Explanation	Actual Amount Over/ (under) £'000
Audit	No change	0
Capital Financing Costs	Premium on Early Loan Repayment	150
Capital Financing Costs	Net Interest Savings 2023/24 on Early Loan Rep	(81)
Capital Financing Costs	Debt Repayment Reserve	(69)
Capital Financing Costs	Brokerage Fees	10
Capital Financing Costs	Investment Income	(899)
Financial Management Unit	Employee costs	(225)
Financial Management Unit	Temporary Staff Costs	380
Financial Management Unit	Use of Reserve	(155)
Total		(889)

Regeneration and Development

Regeneration and Development	Budget (£000's)	Forecast Outturn (£000's)	Q3	Q2
			Forecast Variance (£000's)	Forecast Variance (£000's)
Enterprise	287	205	(82)	(73)
Planning and Land Charges	407	731	324	178
Total	694	936	242	105

Enterprise	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Enterprise	238	197	(41)
Regeneration	49	8	(41)
Total	287	205	(82)

Division	Explanation	Forecast Amount Over/ (under) £'000
Enterprise	Employee Costs	(45)
Enterprise	Supplies & Services	4
Regeneration	Employee Costs	(41)
Total		(82)

Planning and Land Charges	Budget (£000's)	Forecast Outturn (£000's)	Forecast Variance (£000's)
Planning Policy	458	457	(1)
Development Control	(35)	286	321
Land Charges	(16)	(12)	4
Total	407	731	324

Division	Explanation	Forecast Amount Over/ (under) £'000
Planning Policy	Employees	(59)
Planning Policy	Temporary Staff Costs	37
Planning Policy	Car Allowances	(2)
Planning Policy	Contribution to LDF Reserve (Local Plan)	49
Planning Policy	Neighbourhood Planning Grant - Abbots Bromley	(20)
Planning Policy	Net Contribution from Neighbourhood Plan Reserve	(1)
Planning Policy	Contribution from Parish Plan Reserve	(5)
Development Control	Employees	36
Development Control	Temporary Staff Costs	121
Development Control	Travel Expenses	2
Development Control	Supplies and Services	(18)
Development Control	Bio-Diversity / Sustainability Advice	14
Development Control	Bio-Diversity Net Gain Grant	(27)
Development Control	Contribution from Bio-diversity Net Gain Reserve	(8)
Development Control	Contribution from Planning Reserve	(10)
Development Control	Planning Fee Income	211
Land Charges	Employees	4
Land Charges	Search & Investigation fees	(30)
Land Charges	Land Charges Fees	30
Total		324

Appendix B - Investments as at 31st December 2023

Borrower	Principal (£)	Interest Rate	Start Date	Maturity Date
<u>Call Accounts and Money Market Funds</u>				
RBS SIBA	1,311,627	3.25%		
Barclays	-	0.20%		
Santander 95 day notice account	-	0.25%		95 day notice
Bank of Scotland 95 Day Notice Account	-	0.05%		95 day notice
Lloyds 95 Day Notice Account	-	0.05%		95 day notice
MMF Insight	2,125,000	5.30%		Call
MMF Aberdeen	-	5.25%		Call
MMF Federated	6,000,000	5.38%		Call
MMF Blackrock	-	5.25%		Call
MMF CCLA	6,000,000	5.29%		Call
<u>Fixed Deposits / Certificates of Deposit</u>				
Lloyds Bank CD	2,000,000	5.61%	06/10/2023	05/04/2024
National Westminster Bank CD	1,000,000	4.45%	13/01/2023	12/01/2024
National Westminster Bank CD	2,000,000	4.70%	19/04/2023	19/01/2024
National Westminster Bank CD	1,000,000	6.00%	18/08/2023	16/08/2024
National Westminster Bank CD	1,000,000	5.36%	13/12/2023	13/06/2024
Santander CD	1,500,000	5.40%	26/09/2023	01/02/2024
Santander CD	2,000,000	5.50%	27/10/2023	27/03/2024
Toronto Dominion Bank CD	1,000,000	4.85%	08/03/2023	08/03/2024
Toronto Dominion Bank CD	1,500,000	5.89%	06/10/2023	04/10/2024
Toronto Dominion Bank CD	1,000,000	5.42%	12/12/2023	12/12/2024
DZ Bank CD	2,000,000	6.02%	21/07/2023	19/07/2024
DZ Bank CD	1,500,000	5.55%	27/09/2023	27/03/2024
Rabobank CD	1,000,000	5.74%	31/05/2023	30/05/2024
Rabobank CD	1,000,000	6.22%	24/07/2023	23/07/2024
Rabobank CD	1,500,000	5.48%	01/12/2023	29/11/2024
Commonwealth Bank of Australia CD	1,500,000	5.97%	13/09/2023	12/09/2024
Commonwealth Bank of Australia CD	1,500,000	5.79%	20/10/2023	18/10/2024
National Australia Bank CD	1,500,000	6.35%	27/06/2023	24/05/2024
Royal Bank of Canada CD	1,500,000	5.84%	22/09/2023	20/09/2024
DNB CD	1,500,000	5.72%	06/11/2023	04/11/2024
UK Treasury Bill	1,500,000	5.74%	10/07/2023	08/01/2024
UK Treasury Bill	1,500,000	5.64%	24/07/2023	22/01/2024
UK Treasury Bill	1,500,000	5.58%	14/08/2023	12/02/2024
UK Treasury Bill	1,500,000	5.66%	21/08/2023	19/02/2024
UK Treasury Bill	2,000,000	5.56%	18/09/2023	18/03/2024
UK Treasury Bill	1,500,000	5.41%	02/10/2023	02/04/2024
UK Treasury Bill	1,500,000	5.38%	16/10/2023	15/04/2024
UK Treasury Bill	1,500,000	5.36%	30/10/2023	29/04/2024
UK Treasury Bill	1,500,000	5.30%	27/11/2023	28/05/2024
UK Treasury Bill	1,500,000	5.27%	04/12/2023	03/06/2024
UK Treasury Bill	1,500,000	5.28%	11/12/2023	10/06/2024
UK Treasury Bill	1,500,000	5.23%	18/12/2023	18/03/2024

Investments rate of interest as at 31 Dec 2023	Principal (£)	Interest Rate
Total Investments	62,436,627	5.45%
Average rate of interest (Year to date)	Principal (£)	Interest Rate
Total Investments	64,384,125	4.89%

Appendix C: Detailed Mainstream Capital Programme Quarter 3

Project	2023/24 Budget, including carry forwards at quarter 2	Notes	2023/24 Budget, including carry forwards at quarter 3	Actuals to date	Forecast Outturn 2023/24	2023/24 - Carry Forward plus Under-Spend	Scheme Status
	£000		£000	£000	£000	£000	
Leader of the Council							
Assets - Mandatory Works (Elms Lodge)	24		24	0	24	0	Procurement Ongoing
ICT - SQL Licence	33		33	35	35	2	Complete
ICT - WIFI	28		28	26	26	(2)	Complete
Yeoman Industrial Estate (Shutters)	120		120	0	120	0	Procurement Ongoing and unlikely to proceed in 23/24
Webcasting streaming Equipment	0	**	50	0	50	0	In progress with the initial payment made on award of contract
Tourism & Cultural development							
Brewhouse Roof Repairs	194		194	0	0	(194)	Planning decision received 12/10/23
Uttoxeter Sports Hub - Feasibility Study	25	***	25	0	0	(25)	Budget change
Uttoxeter Sports Hub	1,710		1,710	0	0	(1,710)	March cabinet to decide Uttoxeter Sports Hub
Communities & Regulatory Services							
Neighbourhood working Fund	3		3	-10	3	0	Balance remaining to fund Brook Hollows Rolleston
Disabled Facility Grants	3,095	*	3,196	671	1,200	(1,996)	Ongoing

Project	2023/24 Budget, including carry forwards at quarter 2	Notes	2023/24 Budget, including carry forwards at quarter 3	Actuals to date	Forecast Outturn 2023/24	2023/24 - Carry Forward plus Under-Spend	Scheme Status
	£000		£000	£000	£000	£000	
Community Regeneration Fund	106		106	60	106	0	Ongoing
CCTV Upgrade	119		119	66	119	0	Ongoing
Local Authority Housing Fund Scheme	980		980	176	980	0	Ongoing
Local Authority Housing Fund (LAHF) 2	700		700	0	700	0	Ongoing
Housing - Kick Start Loans	0		0	-1	0	0	Ongoing
Environment & Climate Change							
EV Charging Points (Contribution to SCC)	19		19	0	0	(19)	Pending SCC scheme
EV Charging Points	0		0	0	0	0	
(Stapenhill) Cemetery Expansion	286		286	5	10	(276)	Awaiting Planning Application permission
Stapenhill Cemetery Road Improvements	55		55	0	55	0	Initial Inspection undertaken works in progress
Branston Water Park - Toilets Refurbishment	75		75	0	0	(75)	Delivery options being reviewed by new Chief Officer
Open Spaces - Hanging Basket Replacements	12		12	0	12	0	In progress to be delivered in Quarter 4
Regeneration & Development							
Small Business Fund / Business Spring Board Boost Grant Scheme	29		29	14	29	0	Ongoing
Project	2023/24 Budget, including carry	Notes	2023/24 Budget, including carry	Actuals to date	Forecast Outturn 2023/24	2023/24 - Carry Forward plus Under-Spend	Scheme Status

	forwards at quarter 2		forwards at quarter 3				
	£000		£000	£000	£000	£000	
Washlands Enhancement Project	2,762		2,762	18	560	(2,202)	Contract awarded for delivery in 24/25
Planning Assure IT System	50		50	0	0	(50)	Upgrade and delivery to take place 2024/25
Tutbury S106 Grant Scheme	127		127	38	38	(89)	In progress with the remainder to be spent 2024/25
Maltings Precinct - Uttoxeter Master Plan (UKSPF Allowance)	341		341	0	341	0	Ongoing
Uttoxeter Master Plan	1,800		1,800	785	800	(1,000)	New lead Cabinet Member reviewing options
Bass House Improvements	244		244	0	10	(234)	Ongoing
Ward Enhancement - UKSPF (Communities and Place)	550		550	11	171	(379)	Ongoing with the remainder of spend to slip 2024/25
Total Mainstream Capital Expenditure Budget	13,486		13,637	1,893	5,389	(8,248)	

Notes:

*Additional funding Staffordshire County Council

** New scheme approved for Webcasting Streaming Equipment

*** Reduction as included in main budget


Appendix D: Detailed Towns Fund Quarter 3

Project	2023/24 Budget, including carry forwards at quarter 2	Notes	2023/24 Budget, including carry forwards at quarter 3	Actuals to date	Forecast Outturn 2023/24	2023/24 - reprofiling/other changes proposed per budget
	£000		£000	£000	£000	£000
Towns Fund						
Towns Fund - Project D High Street	5,321	****	5,321	391	391	(4,930)
Towns Fund - Project E Library and Enterprise Hub	1		1	0	1	0
Towns Fund – Project F Bridge	1		1	0	1	0
Towns Fund – Project G Canal Towpath Improvements	1,985	****	1,985	-3	1,635	(350)
Towns Fund – Project H Cycle Network Enhancements	1,503	****	1,503	0	413	(1,090)
Towns Fund – Project J Specialist Education Offer	3,502		3,502	3,495	3,502	0
Total Towns fund	12,312		12,312	3,883	5,943	(6,370)




Notes:






**** Includes changes to budgets reprofiled





Appendix E: Risk Registers (Strategic)





	Risk Cause / Event	Owner	Link to Corporate Objectives	Risk Consequence	Original Risk Level	Risk Treatment	Current Risk Level	SMART Follow-on actions	Direction Of Travel	Last Reviewed
S1	The risk of not delivering the Towns Fund: the developments do not achieve value for money; additional housing is not achieved; reputational damage to the Council regarding delivery of schemes.	Head of Regeneration and Development	Creating a Prosperous East Staffordshire	There will be a negative impact on the development of a prosperous town centre. The objective of increasing housing will not be achieved.	20 (L4, I5)	Multi Agency Towns Fund Board established. Senior Officers and Members attend/sit on the Board. Appropriate Governance arrangements in place within ESBC as the accountable body. Close liaison with Partners and Government Department. Cost pressures resulting in the need to scale back plans. Oversight of the projects via Business Assurance Group.	20 (L4, I5)			31/12/2023



Appendix E: Risk Registers (Corporate)

C1	The risk that the Government's Asylum Seeker Dispersal Programme creates unacceptable issues for the Council to deal with.	Head of Regeneration and Development	Standing up for our Communities	The Home Office can arrange accommodation for asylum seekers in any local authority. This may result in unsuitable locations being commissioned.	15 (L3, I5)	Officers engage proactively with Serco/Home Office to advise on suitability as a consultee; Officers engage proactively with partner organisations (SCC / Police) to provide a joint response; Officers engage with West Midlands Strategic Migration Partnership, and the newly established Staffordshire Strategic Migrations Partnership.	15 (L3, I5)		31/12/2023
C2	The risks associated with the economic and wider geo-political circumstances which may have the potential for operational and service delivery disruption and wider financial impacts.	Chief Financial Officer and S151	Underpins all Corporate Objectives	The consequences of decision to exit the EU and the wider geo-political circumstances have a negative impact. (Economic consequences impacting on resources, both central and local, additional strain on pension fund, value of council assets, impact on procurement and VFM etc).	20 (L4, I5)	There is a prudent and robust rolling MTFS and regular monitoring and reporting, there is effective monitoring of economic conditions / external forecasts, horizon scanning by CMT and Senior Officers; Officers understand and act on any intelligence forthcoming from local and central government bodies.	20 (L4, I5)		31/12/2023
C3	There are inherent risks associated with the volatility emanating from the Business Rates Retention Scheme	Chief Financial Officer and S151	Underpins all Corporate Objectives	There are impacts of scheme on funding, including scale of reliefs/appeals, impact of the recession, the impact of revaluation and the planned business rates reset.	25 (L5, I5)	There is a robust MTFS which provides provision for financial resilience to changes in scheme, including a business rates reserve; there is regular in year monitoring of the scheme, Officers keep abreast of latest developments with Business Rates Retention and feeding into any national consultations; Proactive monitoring of potential and lodged appeals and accounting for likely outcomes.	25 (L5, I5)		31/12/2023

C4	There are still risks associated with Covid - 19 which could impact on the borough and on service delivery.	Head of Corporate and Environment Services	Underpins all Corporate Objectives	Increased demand for services, economic impact on the district, financial pressures on the Council such as reduced car parking income, impacts from social isolation, disruption and pressures on supply chains, difficulties in maintaining governance.	20 (L4, I5)	The Council has adapted well to the Covid-19 Pandemic within minimal service disruption. Services are operating as business as usual, with a large proportion of office based staff working on a hybrid basis; The Council will continue to work with its partners on preparedness for and prevention of future lockdowns/interventions and to mitigate the impact on the ongoing recovery of the area; the Council is focusing on supporting the local economy and business, as well as supporting local communities.	20 (L4, I5)			31/12/2023
C5	There are risks associated with the uncertainties of the levels of Central Government Funding	Chief Financial Officer and S151	Underpins all Corporate Objectives	Uncertainty surrounding future government funding, including the impact of the business rates reset, New Homes Bonus, and finally the planned needs review in relation to the allocation of funding within the sector being updated	25 (L5, I5)	There is a robust MTFS with flexibility to respond to changes in Govt proposals; regular impact assessments are carried out as is financial modelling. Officers keep abreast of Govt developments and proactively respond to consultations.	25 (L5, I5)	The MTFS is currently being reviewed and an updated MTFS, setting out the revised financial position for 2024/25 - 2026/27, alongside actions the Council is taking to manage financial risk across that period, will be presented		31/12/2023
C6	There are risks associated with the Council working to achieve the Climate Change Action Plan	Head of Legal and Regulatory Services and Monitoring Officer	A Green New Deal for East Staffordshire	The failure to deliver the climate change action plan approved by Council 17th August 2020.	15 (L3, I5)	There is formal annual monitoring and reporting. Additional staffing resources have been recruited to support implementation; there are regular reviews by the Cabinet Member and support through the Joint Staffordshire Sustainability Board.	15 (L3, I5)			31/12/2023
C7	There are significant financial risks associated with the commitments to the Pension Scheme	Chief Financial Officer and S151	Underpins all Corporate Objectives	Increasing pension liabilities result in the need to increase future employer contributions (longer term risk).	12 (L3, I4)	Realistic provision within MTFS for cost and changes and the latest triennial review frozen pension contribution rates (overall). There remains a longer term risk beyond this triennial period (2026 onwards) resulting from economic circumstances.	12 (L3, I4)	Next Pension Fund valuation (showing current level of surplus/deficit relating to ESBC) will be provided for the 2023/24 accounts. Next triennial update on pension fund due during 2026/27. Ongoing risk will continue to be evaluated and informed utilising that information.		31/12/2023
C8	There are risks associated with how the Council reacts to the Government's initiative for the Homes for Ukraine scheme	Head of Corporate and Environment Services	Underpins all Corporate Objectives	There are a number of actions/activities that the Borough Council is expected to undertake in delivering the Homes for Ukraine scheme. Failure to deliver on these aspects may give rise to a reputational risk to the	6 (L3, I2)	An internal and wider partnership officer team has been established to address these issues and provide the appropriate response; the appropriate staff are in place to address the issues as required e.g. Environmental Health for housing inspection checks, Revenues team to ensure identified payments are made and Management to ensure appropriate financial controls are in place. Support from the Housing	6 (L3, I2)			31/12/2023

C9	There are risks associated with unauthorised access to the Council's ICT systems.	Head of Corporate and Environment Services	Underpins all Corporate Objectives	Unintentional or intentional introduction of malware, resulting impacts on normal service delivery and/or breach of data protection, through the prevention of access to systems or data, the physical destruction of hardware, data exposure or leaks or data alteration.	20 (L4, I5)	There is an effective ICT Security Policy; there are user access controls and permissions within system applications; the Council employs protective defences such as antivirus software; there is perimeter protection with hardware firewalls; regular patching is carried out; quarterly vulnerability scans are carried out; there is the prevention of access to unnecessary physical facilities such as USB devices and there are regular officer and member training awareness sessions.	20 (L4, I5)			31/12/2023
C10	There is the risk that the Council could face litigation over a range of issues.	Head of Legal and Regulatory Services and Monitoring Officer	Underpins all Corporate Objectives	Failure to comply with the law on a range of services, including the New General Data Protection Regulations (GDPR)	15 (L3, I5)	The Monitoring Officer role oversees legal compliance; Managers/Heads of Service, with Legal support, keep abreast of new and changed law; In terms of GDPR, training has been rolled out, there is compliance oversight by Monitoring Officer and CMT. Updates to the Corporate Report template to ensure GDPR is considered as part of the decision making.	15 (L3, I5)			31/12/2023
C11	There is the risk that Budget assumptions made within the MTFS may not be realised.	Chief Financial Officer and S151	Underpins all Corporate Objectives	Assumptions made in the MTFS in relation to inflation, interest rates, pay awards, income levels etc. have a negative impact on financial plans/resources.	25 (L5, I5)	There is a robust MTFS which provides some degree of resilience to financial shocks; the budgeting is based on prudent forecasts with regular in-year monitoring and forecasting; there is proactive treasury management forecasting, monitoring and reporting	25 (L5, I5)	The MTFS is currently being reviewed and an updated MTFS, setting out the revised financial position for 2024/25 - 2026/27, alongside actions the Council is taking to manage financial risk across that period, will be presented to Cabinet and Council in February 2024		31/12/2023
C12	There is the risk that if the levels of Supported Housing providers continues to grow then the cost to the Council could be financially unsustainable.	Chief Financial Officer and S151 and Head of Regeneration and Development	Underpins all Corporate Objectives	Demand for supported housing accelerates within the Borough and whilst the Council has challenged where it is necessary there have been appeals made and the likely outcome of these is not certain. Results in costs becoming financially unsustainable, impacting on the Council ability to deliver other services within the Borough.	20 (L4, I5)	There is significant management oversight of the issue and the agreed use of external expertise and advice; there is provision made within reserves against claims and some allowance within the budget for additional support. Internal processes for accessing claims reviewed and strengthened, taking into account learning from other authorities and Sector led Pilots. Due to an unsuccessful funding bid to DHLUC the Council has allocated additional resource/capacity to address these issues from existing Housing Grant Funding.	20 (L4, I5)	The level of financial risk and mitigation for this that the Council has in place will be reviewed as part of the updated MTFS which will be presented to Cabinet and Council in February 2024.		31/12/2023

C13	There is a risk that through our Treasury Management approach, the counter parties we use fail to deliver the anticipated benefits.	Chief Financial Officer and S151	Underpins all corporate objectives	This could be caused through market volatility, geo-political risks result in counter-party failure and financial loss to the Council.	15 (L3, I5)	Robust Treasury Management Strategy and a prudent risk approach to investments; there is advice from professional treasury advisors, monitoring market developments and carrying out regular benchmarking.	15 (L3, I5)	The Treasury Management Strategy (TMS), which sets out the processes and controls that the Council will use to manage counterparties, currently being reviewed and updated, and a revised TMS will be presented to Audit Committee and Council in February 2024.		31/12/2023
C14	There is a risk that unforeseen Environmental issues could adversely impact Council services.	Head of Corporate and Environment Services	Underpins all corporate objectives	These could arise from floods, fire, chemical, major disaster, terrorism	15 (L3, I5)	The Council has a well established Major Incident/Emergency Plan and Test exercises ensure readiness for incidents, including the LEMUR exercise focusing on a National Power Outage scenario. There are also internal resources to draw upon as well as support from the CCU. ESBC is working closely with the Environment Agency in relation to extensive flood defence work on the Washlands and wider areas to prevent major flooding events in the future and there is a county wide counter terrorism working group.	15 (L3, I5)			31/12/2023
C15	There is a risk that unforeseen health related issues could adversely impact Council services.	Head of Corporate and Environment Services	Underpins all corporate objectives	Pandemics/wider health issues impacting on council (more detail in relation to Covid-19 above)	15 (L3, I5)	The Council has a well established Major Incident/Emergency Plan and Test exercises ensure readiness for incidents; there is a positive approach to succession planning/ability to access temporary staff; finally business continuity plans are robust and tested.	15 (L3, I5)			31/12/2023
C16	There is an ongoing risk of the impact of the Government's Welfare Reforms on the Council's financial standing.	Chief Financial Officer and S151	Underpins all corporate objectives	These could derive from: 1) Delivery/impact of Universal Credit 2) Financial impact of Council Tax Reduction, including demographic changes 3) Financial impact of universal credit on subsidy levels, ability to recover overpayments and housing options funding.	16 (L4, I4)	Council Tax Reduction scheme approved and complied with; there is regular monitoring of the scheme against the financial provisions within the MTFS; there are routine financial modelling and impact assessments with more frequent in year monitoring.	16 (L4, I4)	Further review of the Local Council Tax Reduction Scheme due to take place during 2024/25		31/12/2023

C17	There is an ongoing risk of wider Public Sector Funding Reductions	Chief Financial Officer and S151	Underpins all corporate objectives	Impact on the Council of the wider public sector funding reductions (e.g. homelessness, supported housing, waste changes etc.)	16 (L4, I4)	Robust MTFS generally provides some financial resilience to respond to changes; the council continues to seek and develop opportunities to increase income and/or reduce costs across all operations; the Council continues to respond to Govt consultations to highlight the local impact of proposals and senior level discussions may mitigate or prevent cost-shunts from other public sector organisations.	16 (L4, I4)	The Local Government Finance Settlement for 2024/25 was published on 18 December 2023, with the government undertaking a consultation on that till 15 January 2024. The council will consider the impact of that and actively respond to the consultation to seek to identify any recommended changes that would improve fairness and equity in the distribution of funding to the council. Additionally the MTFS is currently being reviewed and an updated MTFS, setting out the revised financial position for 2024/25 – 2026/27, alongside actions the council is taking to manage financial risk across that period, will be presented to Cabinet and Council in February 2024.		31/12/2023
C18	Floods, fire, chemical, major disaster, terrorism	Head of Corporate and Environment Services	Underpins all Corporate Objectives	Interruption to Service Delivery; Financial loss to the Council	20 (L4, I5)	The Council has emergency management plans in place.	20 (L4, I5)			31/12/2023