

CABINET, SCRUTINY



URN: 23-181

Report Title: 2023/24 Budget Monitoring Report – Period 9

Report to: ELT / Cabinet / Scrutiny

Date of meeting: 14 February 2024 / 4 March 2024/ 23 April 2024

Responsible Cabinet Member: Cllr Carl Smith, Portfolio Holder for Governance, Finance and Major Projects

Responsible Director / Officer: Financial Services Manager

Is this a key decision? No

Date added to Forward Plan of Key Decisions if a Key Decision: N/A

EXECUTIVE SUMMARY / INTRODUCTION FROM CABINET MEMBER

This report presents the month 9 budget monitoring position for financial year 2023/24 for both the General Fund and Housing Revenue Account (HRA) including the respective capital programmes and financing. It includes explanations for significant variances to the budgets currently forecast for the full year.

RECOMMENDATIONS:

That Committee : Note the contents of the Cabinet report which was approved by Cabinet at its meeting on the 4 March 2024

It is recommended that Cabinet:

- 1) Note the content of the report and the revised forecast for the General Fund and Housing Revenue Account for 2023/24.
- 2) Approve the updated General Fund capital programme (Appendix E).
- 3) Approve the amendment to the 2024/25 Fees & Charges as outline in section 3.

1. INTRODUCTION

- 1.1. This report presents the budget monitoring forecast position for the General Fund and Housing Revenue Account and their respective capital programmes for the financial year 2023/24 for quarter 3. This report compares the actual expenditure and income position at the end of December 2023 to the general fund budget for 2023/24 and presents a forecast position for the current year.
- 1.2. The original base budgets for 2023/24 were approved by Council in February 2023 and assumed a transfer from the general fund reserves of £1,143,503 and a transfer of £1,945,006 from the housing revenue account. This was alongside setting the capital programmes for both the General Fund and the Housing Revenue Account. This report provides an updated forecast for the current year compared to this position and will be used to inform the outturn position for 2023/24.

2. GENERAL FUND - OVERVIEW

- 2.1. The original budget assumed a transfer of £1,144k transfer from reserves and following a review of budget as part of the outturn, this was revised to the current budget of £753k. The General Fund Summary at Appendix A shows the high-level forecast budget monitoring position on 31 December 2023 of a deficit position of £1,485. The position reported at period 6 was a forecast deficit of £1,445k.
- 2.2. Appendices A and B provide commentary on the more significant variances (£+/-£10,000 full year) identified from the budget monitoring process carried out between finance and services for the position at the end of period 9 and where there is anticipated yearend under/overspend. Appendix C provides a summary of the general fund service income and expenditure by type (e.g. employee costs).
- 2.3. The employee turnover report to the end of period 9 is 7.69% for employees in the Council (for period 6 this was 5.39%). Employee turnover is the total number of leavers as a percentage of the average head count of employees over the period. In financial terms turnover will result in underspends against direct employee related budget, for example pay, NI and pension when posts become vacant up to the point of recruitment. Turnover savings will also be accrued from restructuring and where there have been significant delays in-between a post becoming vacant and then being filled. Some of the in-year vacancy savings will be offset using agency and interim appointments. Overall, for the period to the end of quarter 3 there is an underspend (£380k) of direct employee costs (per Appendix C) the detail of the more significant will have been reported in the detail included at appendix B.

3. GENERAL FUND BUDGET MONITORING POSITION – REVENUE SUMMARY

- 3.1. The following table provides a summary of the full year projections for 2023/24, these are based on the actuals at the end of quarter 3 and informed by known pressures on the revenue account.

Budget Area	Full Year Current Budget £'000	Full Year Forecast £'000	Total Estimated Full Year Effect £'000
Service Area	14,786	15,582	796
Non-Service Areas	2,880	2,680	(200)
Use of Reserves	(1,616)	(1,480)	136
Income	(15,297)	(15,297)	0
Total (Surplus)/Deficit (before reallocation from Earmarked Reserves)	753	1,485	732
Reallocation from Earmarked Reserves*		(1,357)	
General Fund (Surplus)/Deficit		128	

- 3.2. Members will recall from the 2024/25 budget setting that a one-off reallocation of £1.36m from earmarked reserves would be required in 2023/24. This is now reflected within Appendix A (and above *).
- 3.3. An unallocated balance (including accrued interest) is current held within the Norfolk Business Rates Pool and the Norfolk Authorities have agreed that this should be reallocated to members

of the pool in 2023/24. The Council's allocation has recently been confirmed as £144,786 and so this is yet to be reflected within the forecast. This will reduce the forecast deficit on the General Fund reserve in 2023/24.

- 3.4. The overall position is continuing to be monitored for the remaining quarter of the financial year in preparation for reporting the outturn position.
- 3.5. There are several income areas which are forecast to be less than the budget set in February 2023, these include demand led services for example Crematorium and Planning income. In addition, there is a reduction in income against budget areas within Property services, including where previous savings proposals for example concessions have not yet been achieved, furthermore opportunities for additional income from the exiting property portfolio are being explored to mitigate some of the in-year gaps in line with the 2024/25 budget.
- 3.6. An administration error has been identified within the Fees and Charges 2024/25 approved by Cabinet January 2024 for one fee presented due to the rounding within the spreadsheet. As a result, the revision to the fee is set out below for approval by Cabinet as part of this report.

Fee to be revised	2023/24 Fee	2024/25 Fee	Change £ / %	Note
Market Place – Daily Electricity Charge	£6.00	£6.70	£0.70 11.67%	Above policy due to roundings

- 3.7. The report asks members to acknowledge that the Council has been awarded 'Green' status from a recent Home England's compliance audit. The audit report confirms that public funds awarded by Homes England have been properly used in line with funding conditions and contractual requirements and have properly exercised their responsibilities as required by Homes England. Home England require that this outcome is reported to members as part of their reporting processes.

4. GENERAL FUND BUDGET MONITORING POSITION – CAPITAL PROGRAMME

- 4.1. Actual spend until the end of December 2023 totals £9.65m as summarised under Appendix E.
- 4.2. The revised General Fund Capital Programme for 2023/24 is £31.47m as reported to Full Council on 22nd February 2024 and this is summarised under Appendix E.
- 4.3. The revised budget has been reduced from the £61.28m reported at month 6 to represent a more realistically forecasted spend. Budgets totalling £19.8m & £9.2m have been rolled forward into 2024/25 and 2025/26 respectively. This is in line with spend profiles provided by budget managers.
- 4.4. The forecast capital expenditure for 2023/24 at the end of Month 9 is £27.9m

5. GENERAL FUND CONCLUSIONS

- 5.1. The General Fund revenue budget is showing a forecast full year overspend of £128k. This is an improved position from the original budget of £1,144k set, by a favourable variance of £1,015k. This improved position is mainly due to the one-off transfer from earmarked reserves of £1,357k. The use of reserves will be reviewed as part of the outturn report and updated accordingly following the final allocation from the business rates pool.

- 5.2. The General Fund capital 2023/24 budget stands at £31.47m as at month 9, any unspent capital budgets for ongoing capital projects at the end of March 2024 will mainly be carried forward to 2024/25. The position will continue to be monitored as projects progress.

6. HOUSING REVENUE ACCOUNT- OVERVIEW

- 6.1. There is a statutory requirement to maintain a Housing Revenue Account (HRA) and that account must not show a deficit. The HRA is a separate (ring fenced) account of the Council covering income and expenditure relating to its role as landlord. Under the self-financing arrangements for local authorities, the HRA records the costs of management and maintenance of the Council's dwellings and the related income from rents and other charges. The Government provides guidance on what should be included in the HRA to protect Council tenants.
- 6.2. This report outlines the estimated forecasts for capital expenditure for the full financial year 2023/24 as well as showing the position of the HRA as at the end of period 9.

7. HOUSING REVENUE ACCOUNT BUDGET MONITORING POSITION - REVENUE

- 7.1. For budget monitoring purposes, the actual expenditure and income to the end of period 9 is reviewed to produce estimated forecasts, compared against original budgets, for the 2023/24 financial year. Key variations are identified and explained within Appendices G & H for Revenue and Appendix J for Capital.
- 7.2. To prepare updated forecasts, detailed analysis has been undertaken of actual figures and any further changes identified from the budget monitoring process, completed alongside services via review work. Updated forecasts are set out in appendices H & J.
- 7.3. The Housing Revenue Account summary in appendix G shows a revised 2023/24 budget forecast deficit of £6.662m, from a currently budgeted deficit of £4.679m, resulting in an increase in the deficit of £1.983m. The movement in service and non-service line budgets are summarised within appendix G, with appendix H providing detailed explanations for the changes. The main reason for this change is for an anticipated transfer to earmarked reserves for £1.44m for committed capital and revenue costs, as reported within the 2024/25 budget setting.
- 7.4. For the period to the end of December 2023, there is a total spend of £2.81m for direct employee costs. Some of the in-year vacancy savings will be offset using agency and interim appointments. There is an influx of agency staff being employed to cover roles prior to them being filled in permanent roles by recruitment and to provide specific technical staff capacity.
- 7.5. Rental income and service charge budgets have been reviewed and updated for additional income to be received by year end, estimated to be an additional £257k.
- 7.6. Supervision and management budgets have increased by £251k overall. Vacancy savings have mitigated the majority of the overspend on agency staff in year. Budgets forecasts have increased for utility costs and additional costs have been recognised for IT software licenses in year for the current housing IT system as well as the implementation of the new housing system. Staff car allowances, training budgets and professional subscription costs have also been reviewed and updated for yearend forecast.

- 7.7. Repairs and maintenance budgets currently reflect an overall overspend of £500k. Compliance budgets have been updated to reflect the movement of £900k to earmarked reserves for the committed spend on fire remedial works in 2024/25. Electrical testing remedial and smoke alarms costs are forecast to be overspend in year by £268k. Planned works have been reduced by £45k and the budget will be utilised towards overspends in other areas within repairs and maintenance service area. Efficiency savings budget has been removed as all efficiencies achieved in the year are being reinvested into the stock and additional demand in 2023/24. Responsive repairs average repair cost has seen reductions, but higher demand overall has mitigated the efficiency saving realised. Planned large repairs continue to increase however, due to demand of larger repairs jobs being received. The asset team continue to review the level of demand for the future in this area of repairs and this has helped form the budgets for 2024/25.
- 7.8. Interest payable and interest receivable budgets have been reviewed and due to rising interest rates the HRA is due an additional £92k on council interest investments and the HRA is also due to pay an additional £161k on borrowing interest costs. Capital expenditure funding revenue has decreased following the reduced forecast on the capital programme.
- 7.9. Consideration of transfers to earmarked reserves to commit funding for revenue and capital budgets for 2024/25 will be reconsidered as part of the 2023/24 outturn and review of requirements in 2024/25.

8. HOUSING REVENUE ACCOUNT BUDGET MONITORING POSITION – CAPITAL PROGRAMME

- 8.1. The Housing Revenue Account capital programme has been revised to £16.041m, with an additional digital upgrade budget approved of £104k in period 6 and an increase to the additional housing budget of £535k. This additional housing budget covers part of the approved spend for Local Authority Housing fund acquisitions (LAHF) project approved in July 2023 at £1.230m and base budgets within additional housing will cover the other part of the budget approved. The current forecast for spend on the HRA Capital programme is forecast at £15.323m, please see Appendix J for details on movements.
- 8.2. 2023/24 capital programme spend to the end of Period 9 is showing as £4.5m in appendix J. The capital programme is forecast to spend £15.3m by year end and committed expenditure to date is £7m.
- 8.3. Capital programmes are progressing with spend and £4m of expenditure has been committed to date on capital programmes of works including kitchens and bathrooms, windows and doors, roofing works and major voids. £3m had been committed on decarbonisation efficiency works and will be paid in period 10. Major voids works are continuing to address some of the Council's most demanding vacant properties and these budgets do show an overspend to date in year.
- 8.4. Capital budgets totalling £880k have been moved to HRA earmarked reserves in the current year, to be utilised and spent in 2024/25. Expenditure has been committed on these projects and the budgets have been moved to 2024/25 as works will not complete in 2023/24. The works committed include roofing, single skin, new build, digital upgrade, and concrete works.

- 8.5. The additional housing capital budget will spend £1.8m budget in year on acquisitions, £1.2m on LAHF acquisitions and £0.888m on new build projects. Eight new properties will be purchased using right to buy receipts and five properties will be purchased under the LAHF project. The new build project, Jubilee Court has completed, and final invoices are being received and the Charter Close new build project will continue into 2024/25 with the majority of budget moved to earmarked reserves. These budgets are financed by borrowing, grants and the use of Right to Buy receipts and is being monitored to ensure the council doesn't payback any receipts to central government.
- 8.6. The HRA business plan continues to operate under the assumptions that only affordable and additional housing plans should use further borrowing, with the remaining capital financing being met from revenue. The Council has continued to take a prudent approach to borrowing following the removal of the debt cap. To ensure the sustainability of the HRA, future modelling may incorporate a blended approach of both revenue funding capital and further borrowing, aiming to increase the affordability of the HRA over the long term, managing its reserves.

9. HOUSING REVENUE ACCOUNT – RIGHT TO BUY (RTB) SUMMARY 2023/24

- 9.1. The following table provides the number of the RTB sales year to date at period 9 against our anticipated budgeted sales for 2023/24.

2023/24	Estimated Sales	Actual Sales
Qtr. 1	4	4
Qtr. 2	4	4
Qtr. 3	6	3
Qtr. 4	6	0
Total	20	11

- 9.2. Right to Buy capital receipts will support the capital programme in 2023/24, to support the development of affordable and additional housing.

10. HOUSING REVENUE ACCOUNT CONCLUSION

- 10.1. The Housing Revenue Account currently shows a revised 2023/24 forecast deficit of ££6.662m, the Income and expenditure position will continue to be monitored to year end and the balance required to be transferred to earmarked reserves will be reassessed as part of the outturn process.
- 10.2. Major Capital Major Capital spend to the end of Period 9 totals £4.5m, with over £7m committed budget to date by purchase orders. A capital budget totalling £15.3m is currently forecast, at period 9, to be delivered within 2023/24.
- 10.3. The detail within the report highlights the significant variances, including estimated forecasts of the full year impact to the HRA revenue and capital budgets. The report has flagged a couple of factors that are continuing to place financial pressure on Local Authorities, in particular the pay award and rising utility costs. The cost-of-living crisis will continue to be monitored to inform the update to the current budget and future financial forecast.
- 10.4. The income and expenditure will continue to be monitored in detail during the year, including additional reviews of the HRA 30-year business plan throughout the year.

- 10.5. The HRA is dependent mainly on the rental income stream of the social housing rents, and we have a dedicated team monitoring tenant arrears on a regular basis.

11. FINANCIAL IMPLICATIONS

- 11.1. The detail within the report highlights the significant variances for the 2023/24 financial year for both the general fund and HRA, including a full year review of the respective capital budgets.
- 11.2. The forecast position is subject to change as the year progresses and as highlighted in section 3 of this report action to mitigate adverse variances will need to be considered and will be updated as part of the outturn report.

12. RISK IMPLICATIONS

- 12.1. The continued high levels of Consumer Price Inflation again present risks, and whilst the budgets for 2023/24 did allow for high levels these were not assumed to remain high in the long term, these estimates will be reviewed as part of the updated budget review.
- 12.2. Funding for local government continues to be a risk and the continued uncertainty around timing of funding reforms is uncertain and whilst it is unlikely in the short term (2024/25) the medium-term picture is less certain and the impacts of the business rates reset and transitional funding is not known.
- 12.3. Reserves held by the Council continue to provide a cushion in the short-term but these are not a medium to long term solution for producing a balanced budget.
- 12.4. The pressures on demand led services for example demand for temporary and homelessness housing and insufficient external funding continues to be a risk for the council with increasing pressure to the general fund, whilst there is an earmarked reserve that can be used in the short term to mitigate the impact, this is not sustainable.
- 12.5. The revenue budget is reliant upon fees and charges income from a number of demand led services, for example car parking, planning and building control and crematorium. The actual achievement of income levels will be influenced by factors outside of the Councils control and whilst a prudent approach was taken for the setting of these budgets the actual performance will be subject to in year fluctuation. These will need to be closely monitored closely to allow corrective actions to be taken as required to mitigate the overall impact to the general fund.

13. OVERALL CONCLUSION FOR GENERAL FUND AND HOUSING REVENUE ACCOUNT

- 13.1. The report continues to flag highlighted financial pressures for both the Housing Revenue Account and the General Fund in the year and these have been considered when setting the budget for 2024/25.
- 13.2. Work will be undertaken as part of the finalisation of the outturn for the financial year on the required call on earmarked reserves will be reconsidered. Implications of any changes will also be considered when looking forward into 2024/25.

14. Background Papers

14.1. Budget Setting Reports for the General Fund and the Housing Revenue Account 2023/24 – February 2023.

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Consultations	Comment
Monitoring Officer Consultation:	Consultation with ELT
Section 151 Officer Consultation:	Report Author
Existing Council Policies:	
Equality Issues/EQIA assessment:	

Appendix A - General Fund Summary Budget Monitoring 2023/2024

	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Comments
Net Cost of Services						
Executive	3,742,419	3,855,419	2,736,203	4,172,829	317,410	See Appendix B for details of significant variances.
Housing	805,921	805,921	404,263	932,449	126,528	
Inward Investment	659,678	887,052	628,410	826,610	(60,442)	
Planning and Growth	616,713	646,392	538,373	891,788	245,396	
Customer Services	(408,122)	(408,122)	63,643	(191,272)	216,850	
Property and Asset Management	388,037	382,037	(1,042,035)	683,601	301,564	
IT, Communications, Marketing and Events	1,957,105	1,958,105	637,396	2,059,977	101,872	
Environmental Services	6,181,183	6,210,382	4,095,222	5,816,953	(393,429)	
Health Integration and Communities (new)	370,154	449,154	(494,942)	389,711	(59,443)	
	14,313,088	14,786,340	7,566,533	15,582,646	796,306	
Non Service Expenditure/Income						
Recharge to the Housing Revenue Account	(1,712,343)	(2,109,083)	0	(2,109,083)	0	Review of recharging calculation following outturn has revised the estimated overall recharge between General Fund service and the Housing Revenue Account.
Loan Interest Payable	1,821,000	1,821,000	763,496	1,586,000	(235,000)	External borrowing has been lower than anticipated reducing the interest charges incurred. The Council has been able to secure lower short term borrowing rates than original budgeted for that has also improved the forecast position. Also slippage in the capital programme has reduced the amount of borrowing required.
Interest Receivable	(474,906)	(474,906)	(279,594)	(344,906)	130,000	Due to the delay in issuing borrowing to Equinox Enterprises Limited the amount of interest due from the subsidiary is anticipated to be lower than budgeted for.
Capital Charges Reversal	(1,506,384)	(1,506,384)	0	(1,503,587)	2,797	
Revenue Contribution to Capital	50,000	50,000	0	50,000	0	
Transfers to/(from) Earmarked Reserves	(1,144,674)	(1,615,411)	0	(1,480,732)	134,679	Forecast transfer from Earmarked Reserves not yet included within current budget as awaiting final confirmations of amount required which will then be actioned as part of outturn. The increased costs relating to the transfers have been included within the forecasts under Appendix B.
Pension Back Funding	2,224,021	2,224,021	2,004,527	2,224,021	0	
Contingency	0	0	0	0	0	
Parish Precepts	671,572	671,572	671,572	671,572	0	
Provision for Loan Repayment (MRP)	2,129,843	2,129,843	0	2,032,856	(96,987)	MRP charge forecast updated following 2022/23 capital outturn.
Collection Fund Adjustments	0	0	0	0	0	
Accounting Adjustments - soft loans, acc absences	0	0	0	0	0	
Apprenticeship Levy	58,539	58,539	30,616	58,539	0	
	2,116,668	1,249,191	3,190,617	1,184,680	(64,511)	
Income						
Council Tax - Parishes	(671,572)	(671,572)	(503,679)	(671,572)	0	
Council tax - Borough	(5,417,359)	(5,417,359)	(4,063,019)	(5,417,359)	0	
Business Rates	(6,065,000)	(6,065,000)	(3,032,500)	(6,065,000)	0	
Revenue Support Grant	(2,537,824)	(2,537,824)	(1,497,316)	(2,537,824)	0	
New Homes Bonus	(187,081)	(187,081)	(93,541)	(187,081)	0	
Other Grants and contributions	(418,496)	(418,496)	(329,487)	(418,496)	0	
	(15,297,332)	(15,297,332)	(9,519,542)	(15,297,332)	0	
General Fund (Surplus)/Deficit before reallocation from earmarked reserves	1,132,424	738,199	1,237,608	1,469,994	731,795	Actuals for period 9 includes accruals that have not been offset to date in the financial year and no transfers from earmarked reserves have occurred as this will be actioned as part of outturn.
Reallocation from Earmarked Reserves				(1,356,956)		Reallocation identified as part of 2024/25 budget setting.
General Fund (Surplus)/Deficit				113,038		

Appendix B – General Fund Services – Budget monitoring and commentary 2023/24**Note 1 Significant variances requiring commentary:**

Significant variances of +/- £10,000 full year variances require commentary. This is based on the total variance for the service line level for the services as Heads of Service are able to vire budgets within their areas as required.

Note 2 Support Services Recharges:

Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Note 3 IAS19 Accounting Adjustment:

IAS19 requires services to recognise pension costs for employees as provided by the Council's Actuary. These IAS19 addition pension charges do not impact on the year end position as they are reversed under Appendix A as part of the Pension Back Funding line at year end.

Note 4 Period Actuals:

The year to date actuals show not only in year transactions but also the prior year accruals made at the end of the last financial year. In many instances the actual costs have not yet been paid or income not been received.

Executive

Executive Team	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	765,640	765,640	552,870	726,963	(38,677)	Vacancy savings above those all ready budgeted for.
Non-pay	12,869	12,869	13,623	16,351	3,482	
Gross Direct Income	0	0	(67)	(67)	(67)	
Net Direct Expenditure/(Income) Total:	778,509	778,509	566,426	743,247	(35,262)	
Support Services Recharges	(487,700)	(789,070)	0	(789,070)	0	
Capital Charges	0	0	0	0	0	
Total:	290,809	(10,561)	566,426	(45,823)	(35,262)	

Legal	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	Increase in legal services used by GYBC, some of these costs will be rechargeable to the HRA at outturn.
Non-pay	546,819	546,819	303,653	740,972	194,153	
Gross Direct Income	(35,000)	(35,000)	(13,486)	(88,704)	(53,704)	Increase income based off of profit share which will partially offsets the increased costs above.
Net Direct Expenditure/(Income) Total:	511,819	511,819	290,167	652,268	140,449	
Support Services Recharges	(495,390)	(511,820)	0	(511,820)	0	
Capital Charges	0	0	0	0	0	
Total:	16,429	(1)	290,167	140,448	140,449	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Equinox	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	64,708	64,708	53,733	64,708	0	
Non-pay	21,039	21,039	(2,718)	21,039	0	
Gross Direct Income	(132,000)	(132,000)	(93,748)	(132,000)	0	
Net Direct Expenditure/(Income) Total:	(46,253)	(46,253)	(42,733)	(46,253)	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	(46,253)	(46,253)	(42,733)	(46,253)	0	

GYBS company	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	30,636	30,636	79,314	30,636	0	
Gross Direct Income	(470,000)	(470,000)	(174,615)	(470,000)	0	
Net Direct Expenditure/(Income) Total:	(439,364)	(439,364)	(95,301)	(439,364)	0	No significant variance.
Support Services Recharges	16,340	24,480	0	24,480	0	
Capital Charges	0	0	0	0	0	
Total:	(423,024)	(414,884)	(95,301)	(414,884)	0	

Housing Repairs & Maintenance Company	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	0	100,000	37,614	100,000	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	0	100,000	37,614	100,000	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	100,000	37,614	100,000	0	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Corporate Costs	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	196,150	196,150	(179,643)	198,401	2,251	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	196,150	196,150	(179,643)	198,401	2,251	No significant variance.
Support Services Recharges	(61,960)	(196,130)	0	(196,130)	0	
Capital Charges	0	0	0	0	0	
Total:	134,190	20	(179,643)	2,271	2,251	

Emergency Response	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	6,481	0	0	
Non-pay	0	0	3,528	0	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	0	0	10,009	0	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	0	10,009	0	0	

Finance	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	816,818	816,818	606,874	840,251	23,433	Cost of agency staff covering vacancies during the year have resulted in an overspend. This is mitigated by a transfer from earmarked reserves of £24k. Variance due to expected IA costs which are mitigated by an £8k transfer from earmarked reserves. Increase in procurement costs and banking costs above those anticipated when the budget was set.
Non-pay	384,408	384,408	205,827	426,317	41,909	
Gross Direct Income	(7,500)	(7,500)	(8,019)	(8,019)	(519)	
Net Direct Expenditure/(Income) Total:	1,193,726	1,193,726	804,682	1,258,549	64,823	
Support Services Recharges	(786,560)	(1,219,490)	0	(1,219,490)	0	
Capital Charges	0	0	0	0	0	
Total:	407,166	(25,764)	804,682	39,059	64,823	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Member Services	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	182,570	195,570	162,261	203,737	8,167	
Non-pay	345,766	345,766	291,641	390,894	45,128	Variance relates to overspend on training costs of £8k which is partially mitigated by a £5k transfer from earmarked reserves. Also incurred an overspend of £9k on legal costs relating to change in governance arrangements for the Council. Finally the budget assumed a 3% increase without the cumulative impact of the actual increase received in 2022/23 in line with the staff pay award which has resulted in the remainder of the overspend seen.
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	528,336	541,336	453,902	594,631	53,295	
Support Services Recharges	(473,850)	(533,890)	0	(533,890)	0	
Capital Charges	0	0	0	0	0	
Total:	54,486	7,446	453,902	60,741	53,295	
Corporate Strategy	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	100,203	100,203	69,007	88,212	(11,991)	Variance due to vacant post, being used to fund role within member services.
Non-pay	4,533	4,533	138	4,533	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	104,736	104,736	69,145	92,745	(11,991)	
Support Services Recharges	(78,200)	(108,910)	0	(108,910)	0	
Capital Charges	0	0	0	0	0	
Total:	26,536	(4,174)	69,145	(16,165)	(11,991)	
Elections	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	169,029	169,029	143,050	173,029	4,000	
Non-pay	143,794	143,794	157,731	171,294	27,500	Printing, stationary and postage costs linked to Electoral Register work. This is partially covered by a £10k transfers from earmarked reserves. A further cost of £9k is to be incurred for a by-election but this will be fully covered by a transfer from earmarked reserves.
Gross Direct Income	(25,211)	(25,211)	(33,004)	(32,711)	(7,500)	
Net Direct Expenditure/(Income) Total:	287,612	287,612	267,777	311,612	24,000	
Support Services Recharges	43,950	58,900	0	58,900	0	
Capital Charges	0	0	0	0	0	
Total:	331,562	346,512	267,777	370,512	24,000	

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Human Resources	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	495,211	495,211	415,828	572,242	77,031	Variance reflects overlap of maternity cover and extension of temporary posts. This should be mitigated by a transfer from earmarked reserves.
Non-pay	131,937	131,937	138,474	135,125	3,188	
Gross Direct Income	0	0	(373)	(374)	(374)	
Net Direct Expenditure/(Income) Total:	627,148	627,148	553,929	706,993	79,845	
Support Services Recharges	(519,020)	(640,210)	0	(640,210)	0	
Capital Charges	0	0	0	0	0	
Total:	108,128	(13,062)	553,929	66,783	79,845	
Total Executive:	900,029	(60,721)	2,736,203	256,689	317,639	
Total Executive excluding capital charges and recharges:	3,742,419	3,855,419	2,736,203	4,172,829	317,410	
Total Executive excluding recharges:	3,742,419	3,855,419	2,736,203	4,172,829	317,410	

Housing

Housing Needs	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	1,377,918	1,377,918	966,410	1,254,728	(123,190)	Pay costs are anticipated to be lower than budgeted for due to vacancies and savings made from restructuring of the service in year.
Non-pay	553,638	553,638	892,984	1,323,744	770,106	These are demand led services, with B&B accommodation also being heavily subject to increased summer price rises. Increased demand has been received for this service, resulting in increased spend for increased accommodation charges. This is partly mitigated by an increase of income, including any outstanding demand being financed by homelessness grant funding, as reflected in the income below.
Gross Direct Income	(1,441,172)	(1,441,172)	(1,501,350)	(1,944,500)	(503,328)	Increased income recovery forecast from B&B and temporary accommodation due to increase in service demand as per above.
Net Direct Expenditure/(Income) Total:	490,384	490,384	358,044	633,972	143,588	
Support Services Recharges	334,790	431,790	0	431,790	0	
Capital Charges	18,137	18,137	0	18,137	0	
Total:	843,311	940,311	358,044	1,083,899	143,588	

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Housing Strategy	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	184,935	184,935	90,806	150,142	(34,793)	Vacancy savings above those already budgeted for.
Non-pay	4,700	4,700	4,813	19,953	15,253	One off costs relating to recruitment and agency costs incurred due to post being vacant.
Gross Direct Income	0	0	(256)	(257)	(257)	
Net Direct Expenditure/(Income) Total:	189,635	189,635	95,363	169,838	(19,797)	
Support Services Recharges	62,720	85,360	0	85,360	0	
Capital Charges	23,859	23,859	0	23,859	0	
Total:	276,214	298,854	95,363	279,057	(19,797)	
Traveller's Site/Gapton Hall	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	68,657	68,657	21,851	27,739	(40,918)	Vacancy savings above those budgeted for.
Non-pay	138,732	138,732	86,558	246,850	108,118	Repairs and maintenance costs due to known issues with site and bad debt provision for debt taken on when site was returned to GYBC.
Gross Direct Income	(123,483)	(123,483)	(161,063)	(187,946)	(64,463)	Increased income is partially offset by increase in bad debt provision included in non pay costs.
Net Direct Expenditure/(Income) Total:	83,906	83,906	(52,654)	86,643	2,737	
Support Services Recharges	62,980	80,740	0	80,740	0	
Capital Charges	0	0	0	0	0	
Total:	146,886	164,646	(52,654)	167,383	2,737	
Total Housing:	1,266,411	1,403,811	404,263	1,530,339	126,528	
Total Housing excluding capital charges and recharges:	763,925	763,925	404,263	890,453	126,528	
Total Housing excluding recharges:	805,921	805,921	404,263	932,449	126,528	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24**Inward Investment**

Project Management Office	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	76,806	183,885	116,325	183,885	0	
Non-pay	1,802	1,802	1,837	1,802	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	78,608	185,687	118,162	185,687	0	No significant variance.
Support Services Recharges	64,760	83,140	0	83,140	0	
Capital Charges	0	0	0	0	0	
Total:	143,368	268,827	118,162	268,827	0	

Projects and Programmes	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	106,357	106,357	107,890	143,186	36,829	Budget assumed recharge of staff to capital projects that has not occurred. This increased cost is to be covered by a transfer from earmarked reserves.
Non-pay	3,092	3,092	1,203	3,092	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	109,449	109,449	109,093	146,278	36,829	
Support Services Recharges	187,680	325,890	0	325,890	0	
Capital Charges	0	0	0	0	0	
Total:	297,129	435,339	109,093	472,168	36,829	

Offshore Wind Project	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	53,692	53,692	39,898	53,692	0	
Non-pay	44,919	44,919	41,620	44,919	0	
Gross Direct Income	(100,000)	(100,000)	101,937	(100,000)	0	
Net Direct Expenditure/(Income) Total:	(1,389)	(1,389)	183,455	(1,389)	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	(1,389)	(1,389)	183,455	(1,389)	0	

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Towns Fund	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	0	0	10,134	27,800	27,800	Town Deal consultancy & legal project costs.
Gross Direct Income	0	0	(11,570)	(11,220)	(11,220)	Additional funding from Norfolk County Council to partially cover legal costs above.
Net Direct Expenditure/(Income) Total:	0	0	(1,436)	16,580	16,580	
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	0	(1,436)	16,580	16,580	

Winter Programme - Different Light	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	45,000	45,000	1,182	45,000	0	
Gross Direct Income	(45,000)	(45,000)	29,270	(45,000)	0	
Net Direct Expenditure/(Income) Total:	0	0	30,452	0	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	0	30,452	0	0	

Levelling Up	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	0	0	538	79,910	79,910	Forecasted expenditure on levelling up projects to be funded from grant received in year, per below, and the release of a balance from prior year in earmarked reserves of £10k.
Gross Direct Income	0	0	(70,000)	(70,000)	(70,000)	Capability Funding received to fund levelling up projects as per expenditure above.
Net Direct Expenditure/(Income) Total:	0	0	(69,462)	9,910	9,910	
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	0	(69,462)	9,910	9,910	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

CCTV	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	114,476	114,476	88,648	114,476	0	
Gross Direct Income	(4,000)	(4,000)	(4,000)	(4,000)	0	
Net Direct Expenditure/(Income) Total:	110,476	110,476	84,648	110,476	0	No significant variance.
Support Services Recharges	21,470	25,140	0	25,140	0	
Capital Charges	35,967	35,967	0	35,967	0	
Total:	167,913	171,583	84,648	171,583	0	

Culture and Leisure	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	86,264	63,270	86,264	0	
Non-pay	301,920	225,512	113,377	225,512	0	
Gross Direct Income	(173,115)	(149,081)	(139,205)	(149,081)	0	
Net Direct Expenditure/(Income) Total:	128,805	162,695	37,442	162,695	0	No significant variance.
Support Services Recharges	47,840	66,170	0	66,170	0	
Capital Charges	0	0	0	0	0	
Total:	176,645	228,865	37,442	228,865	0	

Indoor Leisure - Phoenix Pool & Marina Centre	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	60,552	60,552	37,986	60,552	0	
Non-pay	104,080	174,830	(101,866)	203,975	29,145	Increase in support staff transfer costs within the new leisure facility above those budgeted for but as per below funding provided to cover this increase.
Gross Direct Income	(211,780)	(216,530)	(21,167)	(335,881)	(119,351)	Indexation increase on management income from the new leisure centre and also the additional funding to cover the increased costs as noted above.
Net Direct Expenditure/(Income) Total:	(47,148)	18,852	(85,047)	(71,354)	(90,206)	
Support Services Recharges	77,390	111,600	0	111,600	0	
Capital Charges	86,348	86,348	0	86,348	0	
Total:	116,590	216,800	(85,047)	126,594	(90,206)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Conservation	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	161,604	157,900	85,556	157,900	0	
Non-pay	211,261	705,039	507,337	730,039	25,000	Consultancy costs for conservation projects, offset from income received on the below line.
Gross Direct Income	(106,718)	(576,387)	(344,091)	(634,942)	(58,555)	Additional income to be received in year from the secondment of the conservation manager to Great Yarmouth Preservation Trust.
Net Direct Expenditure/(Income) Total:	266,147	286,552	248,802	252,997	(33,555)	
Support Services Recharges	32,840	44,490	0	44,490	0	
Capital Charges	25,408	25,408	0	25,408	0	
Total:	324,395	356,450	248,802	322,895	(33,555)	
Economic Development	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	114,244	114,244	80,366	114,244	0	
Non-pay	1,604	1,604	1,833	1,604	0	
Gross Direct Income	(117,022)	(117,022)	(116,898)	(117,022)	0	
Net Direct Expenditure/(Income) Total:	(1,174)	(1,174)	(34,699)	(1,174)	0	No significant variance.
Support Services Recharges	106,040	128,710	0	128,710	0	
Capital Charges	0	0	0	0	0	
Total:	104,866	127,536	(34,699)	127,536	0	
Enterprise Zone	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	648,180	648,180	7,000	648,180	0	
Gross Direct Income	(780,000)	(780,000)	0	(780,000)	0	
Net Direct Expenditure/(Income) Total:	(131,820)	(131,820)	7,000	(131,820)	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	(131,820)	(131,820)	7,000	(131,820)	0	
Total Inward Investment:	1,197,698	1,672,192	628,410	1,611,750	(60,443)	
Total Inward Investment excluding capital charges and recharges:	511,955	739,329	628,410	678,887	(60,442)	
Total Inward Investment excluding recharges:	659,678	887,052	628,410	826,610	(60,442)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24**Planning and Growth**

Building Control	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	260,240	260,240	127,111	174,098	(86,142)	Variance reflects vacancies within the service.
Non-pay	41,627	41,627	45,976	139,124	97,497	Department management is currently being overseen by East Suffolk Council due to a vacancy. One-off demolition cost of dangerous structure.
Gross Direct Income	(248,100)	(248,100)	(104,628)	(153,520)	94,580	Problems with filling vacancies is impacting on the departments ability to complete works to gain income, as well as works being lost to external inspectors and the downturn in the construction industry.
Net Direct Expenditure/(Income) Total:	53,767	53,767	68,459	159,702	105,935	
Support Services Recharges	69,290	83,180	0	83,180	0	
Capital Charges	0	0	0	0	0	
Total:	123,057	136,947	68,459	242,882	105,935	

Development Control	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	660,847	703,518	526,369	791,879	88,361	Agency staff costs to be funded by transfer from earmarked reserves and also from additional £100k funding forecast to be received in year, as noted below. This is partially offset by vacancy savings on permanent positions.
Non-pay	39,675	39,675	15,849	51,053	11,378	Higher than anticipated cost of planning law and practice subscriptions.
Gross Direct Income	(597,450)	(597,450)	(435,299)	(624,968)	(27,518)	Nationally there has been a reduction of 13% in the number of planning applications received at the started of 2023 when compared to the same period last year (DLUHC) which is reflected in the local trend. The full impact of this reduction in income is offset by £100k Planning Delivery Grant forecast to be received in the year. The income from this funding will cover the costs for temporary resources to deal with this application, thereby ensuring the existing resources are not overwhelmed by this large scale proposal.
Net Direct Expenditure/(Income) Total:	103,072	145,743	106,919	217,964	72,221	
Support Services Recharges	167,580	215,260	0	215,260	0	
Capital Charges	0	0	0	0	0	
Total:	270,652	361,003	106,919	433,224	72,221	

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Land Charges	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	49,489	49,489	25,535	36,029	(13,460)	Due to reduction in demand on the service there has been a reduction in the direct costs incurred for searches undertaken.
Gross Direct Income	(148,126)	(148,126)	(62,694)	(87,278)	60,848	Less searches requested as the housing market has slowed down since the interest rate increases, so income forecast estimated to be similar to levels in 2022/23.
Net Direct Expenditure/(Income) Total:	(98,637)	(98,637)	(37,159)	(51,249)	47,388	
Support Services Recharges	29,250	33,340	0	33,340	0	
Capital Charges	0	0	0	0	0	
Total:	(69,387)	(65,297)	(37,159)	(17,909)	47,388	
Planning business support	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	146,400	108,420	86,398	106,738	(1,682)	
Non-pay	0	0	3	0	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	146,400	108,420	86,401	106,738	(1,682)	No significant variance.
Support Services Recharges	51,420	59,140	0	59,140	0	
Capital Charges	0	0	0	0	0	
Total:	197,820	167,560	86,401	165,878	(1,682)	
Strategic Planning	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	313,185	333,173	243,827	326,578	(6,595)	
Non-pay	119,644	124,644	85,383	153,898	29,254	Costs due to special works for Neighbourhood Plan that are funded by a transfer from earmarked reserves.
Gross Direct Income	(22,300)	(22,300)	(15,457)	(23,425)	(1,125)	
Net Direct Expenditure/(Income) Total:	410,529	435,517	313,753	457,051	21,534	
Support Services Recharges	72,190	88,030	0	88,030	0	
Capital Charges	1,582	1,582	0	1,582	0	
Total:	484,301	525,129	313,753	546,663	21,534	
Total Planning and Growth:	1,006,443	1,125,342	538,373	1,370,738	245,396	
Total Planning and Growth excluding capital charges and recharges:	615,131	644,810	538,373	890,206	245,396	
Total Planning and Growth excluding recharges:	616,713	646,392	538,373	891,788	245,396	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24**Customer Services**

Benefits	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	607,054	607,054	461,561	619,554	12,500	Variance due to budgeted vacancy saving not being achieved.
Non-pay	20,022,714	20,022,714	14,757,388	19,775,464	(247,250)	Forecast updated based on current benefits claims being processed. Reduction in income is offset by a transfer from earmarked reserves.
Gross Direct Income	(20,577,086)	(20,577,086)	(15,156,592)	(20,308,086)	269,000	
Net Direct Expenditure/(Income) Total:	52,682	52,682	62,357	86,932	34,250	
Support Services Recharges	83,967	250,247	0	250,247	0	
Capital Charges	0	0	0	0	0	
Total:	136,649	302,929	62,357	337,179	34,250	

Crematorium and Cemeteries	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	229,942	229,942	182,269	242,942	13,000	Variance due to budgeted vacancy saving not being achieved.
Non-pay	822,454	825,454	581,594	870,954	45,500	Funeral expenses and cost of items being sold being above budget. The increased cost of items being sold is recovered from the resale income noted below, £25k.
Gross Direct Income	(1,643,500)	(1,643,500)	(1,022,737)	(1,613,500)	30,000	Income currently forecasted based on current projections following lower demand than when the budget was set. This will continue to be monitored and the forecast revised as required.
Net Direct Expenditure/(Income) Total:	(591,104)	(588,104)	(258,874)	(499,604)	88,500	
Support Services Recharges	161,370	207,500	0	207,500	0	
Capital Charges	70,543	70,543	0	70,543	0	
Total:	(359,191)	(310,061)	(258,874)	(221,561)	88,500	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Customer Services	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	655,134	655,134	493,299	664,134	9,000	Variance due to budgeted vacancy saving not being achieved.
Non-pay	12,180	12,180	16,428	20,180	8,000	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	667,314	667,314	509,727	684,314	17,000	
Support Services Recharges	(222,680)	(698,580)	0	(698,580)	0	
Capital Charges	0	0	0	0	0	
Total:	444,634	(31,266)	509,727	(14,266)	17,000	

Support Services	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	166,515	166,515	128,573	175,015	8,500	Variance due to budgeted vacancy saving not being achieved.
Non-pay	36,651	36,651	84,093	37,651	1,000	
Gross Direct Income	0	0	500	500	500	
Net Direct Expenditure/(Income) Total:	203,166	203,166	213,166	213,166	10,000	
Support Services Recharges	(145,270)	(213,940)	0	(213,940)	0	
Capital Charges	2,985	2,985	0	2,985	0	
Total:	60,881	(7,789)	213,166	2,211	10,000	

Car Parks	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	442,590	442,590	344,419	472,090	29,500	Variance due to budgeted vacancy saving not being achieved.
Non-pay	837,445	834,445	532,525	848,445	14,000	Ongoing works on Howard Street has reduced the profit share on the site. Once works are completed this will return to normal.
Gross Direct Income	(2,631,841)	(2,631,841)	(2,029,089)	(2,674,341)	(42,500)	Income collection to date is higher than anticipated when the budget was set, so improved position forecast for the year.
Net Direct Expenditure/(Income) Total:	(1,351,806)	(1,354,806)	(1,152,145)	(1,353,806)	1,000	
Support Services Recharges	219,120	316,280	0	316,280	0	
Capital Charges	46,827	46,827	0	46,827	0	
Total:	(1,085,859)	(991,699)	(1,152,145)	(990,699)	1,000	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Revenues	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	815,921	815,921	607,122	836,421	20,500	Variance due to budgeted vacancy saving not being achieved.
Non-pay	243,311	243,311	218,140	239,311	(4,000)	
Gross Direct Income	(596,408)	(596,408)	(175,317)	(582,908)	13,500	Summons income lower than forecast which is partially mitigated by New Burdens funding received.
Net Direct Expenditure/(Income) Total:	462,824	462,824	649,945	492,824	30,000	
Support Services Recharges	71,810	528,290	0	528,290	0	
Capital Charges	0	0	0	0	0	
Total:	534,634	991,114	649,945	1,021,114	30,000	
Tearooms	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	64,641	64,641	57,181	76,641	12,000	Variance due to budgeted vacancy saving not being achieved.
Non-pay	46,352	46,352	14,895	17,352	(29,000)	
Gross Direct Income	(113,882)	(113,882)	(32,609)	(60,782)	53,100	Cost of sales has been lower than anticipated but income has also been lower than budgeted for. There has been approximately £50k income generated in crematorium income from bookings requesting wakes along with the service.
Net Direct Expenditure/(Income) Total:	(2,889)	(2,889)	39,467	33,211	36,100	
Support Services Recharges	49,290	62,050	0	62,050	0	
Capital Charges	31,336	31,336	0	31,336	0	
Total:	77,737	90,497	39,467	126,597	36,100	
Total Customer Services:	(190,515)	43,725	63,643	260,575	216,850	
Total Customer Services excluding capital charges and recharges:	(559,813)	(559,813)	63,643	(342,963)	216,850	
	(408,122)	(408,122)	63,643	(191,272)	216,850	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24**Property and Asset Management**

Public Toilets	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	249,094	249,094	196,823	251,399	2,305	
Gross Direct Income	0	0	(3,005)	(2,305)	(2,305)	
Net Direct Expenditure/(Income) Total:	249,094	249,094	193,818	249,094	0	No significant variance.
Support Services Recharges	27,110	39,360	0	39,360	0	
Capital Charges	153,447	153,447	0	153,447	0	
Total:	429,651	441,901	193,818	441,901	0	

Repairs and Maintenance	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	10,589	10,589	10,937	10,589	0	
Gross Direct Income	(97,572)	(97,572)	254,661	(97,572)	0	
Net Direct Expenditure/(Income) Total:	(86,983)	(86,983)	265,598	(86,983)	0	No significant variance.
Support Services Recharges	58,200	85,710	0	85,710	0	
Capital Charges	205,389	205,389	0	205,389	0	
Total:	176,606	204,116	265,598	204,116	0	

Footway Lighting	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	143,849	143,849	105,400	246,022	102,173	The budget setting process for 2023/24 did not fully reflect the higher energy costs in the 2022/23 year, after allowance of the agreed saving in 2023/24.
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	143,849	143,849	105,400	246,022	102,173	
Support Services Recharges	63,120	93,100	0	93,100	0	
Capital Charges	69,718	69,718	0	69,718	0	
Total:	276,687	306,667	105,400	408,840	102,173	

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Coastal Protection	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	203,828	203,828	155,023	209,828	6,000	
Non-pay	115,882	115,882	31,739	121,082	5,200	
Gross Direct Income	(154,853)	(154,853)	(114,462)	(166,053)	(11,200)	Increased income to offset the increased costs noted above.
Net Direct Expenditure/(Income) Total:	164,857	164,857	72,300	164,857	0	
Support Services Recharges	56,480	76,070	0	76,070	0	
Capital Charges	362,693	362,693	0	362,693	0	
Total:	584,030	603,620	72,300	603,620	0	
Community Centres	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	5,443	5,443	10,997	13,807	8,364	
Gross Direct Income	(1,774)	(1,774)	(3,511)	(3,774)	(2,000)	
Net Direct Expenditure/(Income) Total:	3,669	3,669	7,486	10,033	6,364	No significant variance.
Support Services Recharges	20,400	28,940	0	28,940	0	
Capital Charges	25,213	25,213	0	25,213	0	
Total:	49,282	57,822	7,486	64,186	6,364	
Council Offices - Town Hall	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	252,456	252,456	153,417	252,456	0	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	252,456	252,456	153,417	252,456	0	No significant variance.
Support Services Recharges	(209,290)	(268,280)	0	(268,280)	0	
Capital Charges	15,821	15,821	0	15,821	0	
Total:	58,987	(3)	153,417	(3)	0	
Council Offices - Greyfriars	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	157,707	157,707	65,002	125,977	(31,730)	Underspend on utilities from those budgeted for.
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	157,707	157,707	65,002	125,977	(31,730)	
Support Services Recharges	(117,810)	(165,410)	0	(165,410)	0	
Capital Charges	7,710	7,710	0	7,710	0	
Total:	47,607	7	65,002	(31,723)	(31,730)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Council Offices - Maritime House	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	26,765	26,765	22,413	48,819	22,054	Costs incurred from the extension of the premises being occupied beyond period budgeted for.
Gross Direct Income	(4,000)	(4,000)	0	0	4,000	
Net Direct Expenditure/(Income) Total:	22,765	22,765	22,413	48,819	26,054	
Support Services Recharges	10,430	14,570	0	14,570	0	
Capital Charges	4,560	4,560	0	4,560	0	
Total:	37,755	41,895	22,413	67,949	26,054	
Council Offices - Catalyst Centre	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	84,066	84,066	24,768	83,220	(846)	No significant variance.
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	84,066	84,066	24,768	83,220	(846)	
Support Services Recharges	(36,680)	(87,860)	0	(87,860)	0	
Capital Charges	3,797	3,797	0	3,797	0	
Total:	51,183	3	24,768	(843)	(846)	
Beach Huts	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	27,448	27,448	24,799	28,397	949	
Non-pay	13,711	13,711	5,261	10,661	(3,050)	
Gross Direct Income	(79,335)	(79,335)	(86,907)	(88,285)	(8,950)	
Net Direct Expenditure/(Income) Total:	(38,176)	(38,176)	(56,847)	(49,227)	(11,051)	No significant variance.
Support Services Recharges	29,860	41,930	0	41,930	0	
Capital Charges	0	0	0	0	0	
Total:	(8,316)	3,754	(56,847)	(7,297)	(11,051)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Easter Fayre	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	20,371	20,371	21,756	22,371	2,000	
Gross Direct Income	(20,371)	(20,371)	(13,968)	(16,871)	3,500	
Net Direct Expenditure/(Income) Total:	0	0	7,788	5,500	5,500	No significant variance.
Support Services Recharges	4,410	6,750	0	6,750	0	
Capital Charges	0	0	0	0	0	
Total:	4,410	6,750	7,788	12,250	5,500	

Markets	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	77,595	77,595	68,419	81,993	4,398	
Non-pay	235,734	235,734	173,224	252,647	16,913	Unbudgeted spend on market furniture and increased cost from cleaning of the site.
Gross Direct Income	(185,769)	(185,769)	(216,573)	(235,149)	(49,380)	Higher than anticipated income from six day market and general market income.
Net Direct Expenditure/(Income) Total:	127,560	127,560	25,070	99,491	(28,069)	
Support Services Recharges	57,580	79,540	0	79,540	0	
Capital Charges	4,820	4,820	0	4,820	0	
Total:	189,960	211,920	25,070	183,851	(28,069)	

Go Trade	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	0	0	27,252	0	0	
Gross Direct Income	0	0	(669)	0	0	
Net Direct Expenditure/(Income) Total:	0	0	26,583	0	0	No significant variance.
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	0	26,583	0	0	

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Novus Centre	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	44,761	44,761	20,454	30,972	(13,789)	Utility costs lower than budgeted for that are partially offset by higher repairs & maintenance costs.
Gross Direct Income	(41,867)	(41,867)	0	0	41,867	No budgeted rental income to be realised in year.
Net Direct Expenditure/(Income) Total:	2,894	2,894	20,454	30,972	28,078	
Support Services Recharges	2,400	2,400	0	2,400	0	
Capital Charges	0	0	0	0	0	
Total:	5,294	5,294	20,454	33,372	28,078	

Bretts	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	56,125	56,125	9,820	8,648	(47,477)	Savings against utilities budgets and premises costs generally.
Gross Direct Income	(52,101)	(52,101)	24,950	(52,101)	0	
Net Direct Expenditure/(Income) Total:	4,024	4,024	34,770	(43,453)	(47,477)	
Support Services Recharges	8,700	11,350	0	11,350	0	
Capital Charges	0	0	0	0	0	
Total:	12,724	15,374	34,770	(32,103)	(47,477)	

Courts	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	20,093	20,093	9,070	17,043	(3,050)	
Gross Direct Income	(14,300)	(14,300)	15,945	(14,300)	0	
Net Direct Expenditure/(Income) Total:	5,793	5,793	25,015	2,743	(3,050)	No significant variance.
Capital Charges	0	0	0	0	0	
Total:	5,793	5,793	25,015	2,743	(3,050)	

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South Denes Energy Park	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	5,455	5,455	3,558	2,911	(2,544)	
Gross Direct Income	(8,004)	(8,004)	(6,670)	(8,004)	0	
Net Direct Expenditure/(Income) Total:	(2,549)	(2,549)	(3,112)	(5,093)	(2,544)	No significant variance.
Support Services Recharges	24,970	35,990	0	35,990	0	
Capital Charges	0	0	0	0	0	
Total:	22,421	33,441	(3,112)	30,897	(2,544)	

Factory Units	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	19,965	19,965	26,990	27,598	7,633	
Gross Direct Income	(113,337)	(113,337)	(86,719)	(112,687)	650	
Net Direct Expenditure/(Income) Total:	(93,372)	(93,372)	(59,729)	(85,089)	8,283	No significant variance.
Support Services Recharges	23,470	28,930	0	28,930	0	
Capital Charges	0	0	0	0	0	
Total:	(69,902)	(64,442)	(59,729)	(56,159)	8,283	

Minerva House	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	11,094	11,094	4,459	4,344	(6,750)	
Gross Direct Income	(66,118)	(66,118)	(83,051)	(84,693)	(18,575)	Increase in rent not budgeted for.
Net Direct Expenditure/(Income) Total:	(55,024)	(55,024)	(78,592)	(80,349)	(25,325)	
Support Services Recharges	5,970	7,810	0	7,810	0	
Capital Charges	0	0	0	0	0	
Total:	(49,054)	(47,214)	(78,592)	(72,539)	(25,325)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Corporate Estates	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	10	10	30	10	0	
Non-pay	482,992	482,992	502,662	664,984	181,992	Insufficient budget for utility costs, and increased costs for repairs and maintenance incurred in year.
Gross Direct Income	(2,500,903)	(2,500,903)	(2,439,591)	(2,486,095)	14,808	Various rental income targets not achieved, due to a variety of reasons (empty properties, requiring repairs, lack of interest etc). Mitigation action has been taken to reduce the size of the shortfall.
Net Direct Expenditure/(Income) Total:	(2,017,901)	(2,017,901)	(1,936,899)	(1,821,101)	196,800	
Support Services Recharges	493,510	637,680	0	637,680	0	
Capital Charges	34,945	34,945	0	34,945	0	
Total:	(1,489,446)	(1,345,276)	(1,936,899)	(1,148,476)	196,800	
Onians	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	1,480	1,480	634	480	(1,000)	
Gross Direct Income	(9,900)	(9,900)	(3,600)	(5,400)	4,500	
Net Direct Expenditure/(Income) Total:	(8,420)	(8,420)	(2,966)	(4,920)	3,500	No significant variance.
Support Services Recharges	8,960	11,960	0	11,960	0	
Capital Charges	0	0	0	0	0	
Total:	540	3,540	(2,966)	7,040	3,500	
Property Services	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	953,584	953,584	628,686	833,066	(120,518)	Vacant posts savings, offset by interim staff costs.
Non-pay	52,062	52,062	36,634	52,062	0	
Gross Direct Income	(293,317)	(293,317)	537	(75,317)	218,000	Income from staff working on capital projects unlikely to be achieved.
Net Direct Expenditure/(Income) Total:	712,329	712,329	665,857	809,811	97,482	
Support Services Recharges	(494,480)	(739,540)	0	(739,540)	0	
Capital Charges	0	0	0	0	0	
Total:	217,849	(27,211)	665,857	70,271	97,482	

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Beacon Park	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	236,900	236,900	89,695	152,188	(84,712)	Underspends on electricity costs (recoverable from tenants). Also repair costs and promotional costs are much lower than anticipated.
Gross Direct Income	(1,111,362)	(1,111,362)	(1,136,871)	(1,167,311)	(55,949)	Additional income identified in year, that had not been budgeted for, including recovery of service costs.
Net Direct Expenditure/(Income) Total:	(874,462)	(874,462)	(1,047,176)	(1,015,123)	(140,661)	
Support Services Recharges	40,580	55,730	0	55,730	0	
Capital Charges	167,469	167,469	0	167,469	0	
Total:	(666,413)	(651,263)	(1,047,176)	(791,924)	(140,661)	

37-39 Market Place (Palmers / The Place)	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	42,992	42,992	90,319	101,869	58,877	Costs for business rates and utilities are being incurred whilst the site is under development. Business rates are under appeal with the VOA during the construction phase and therefore funded from earmarked reserves. Subsequently, any refund will then be transferred to back into earmarked reserves.
Gross Direct Income	0	0	(9,167)	0	0	
Net Direct Expenditure/(Income) Total:	42,992	42,992	81,152	101,869	58,877	
Support Services Recharges	5,960	7,680	0	7,680	0	
Capital Charges	0	0	0	0	0	
Total:	48,952	50,672	81,152	109,549	58,877	

Property Building Services	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	493,081	487,081	312,524	543,859	56,778	Additional spend on children's play equipment and drift sand repairs and maintenance due to age/condition of areas. Also unusual amount of vandalism damage and extreme weather events. Part funded by contributions for play equipment (£10k).
Gross Direct Income	0	0	(6,058)	(10,000)	(10,000)	
Net Direct Expenditure/(Income) Total:	493,081	487,081	306,466	533,859	46,778	
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	493,081	487,081	306,466	533,859	46,778	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Waterways	Original Budget 2022/23 £	Current Budget 2022/23 £	P4 YTD actual 2022/23 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	16,149	16,149	18,510	29,145	12,996	Utility costs (electricity) and final payment to Trust managing the site. Mitigated by a transfer from earmarked reserves.
Gross Direct Income	(1,000)	(1,000)	0	0	1,000	
Net Direct Expenditure/(Income) Total:	15,149	15,149	18,510	29,145	13,996	
Support Services Recharges	18,040	25,840	0	25,840	0	
Capital Charges	0	0	0	0	0	
Total:	33,189	40,989	18,510	54,985	13,996	

Preliminary Densification Costs	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	86,000	86,000	7,000	7,000	(79,000)	Costs anticipated to be recovered from funding.
Gross Direct Income	(86,000)	(86,000)	0	0	86,000	
Net Direct Expenditure/(Income) Total:	0	0	7,000	7,000	7,000	
Support Services Recharges	2,400	2,400	0	2,400	0	
Capital Charges	0	0	0	0	0	
Total:	2,400	2,400	7,000	9,400	7,000	

Gorleston Splash Pad	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	13,720	13,720	10,574	14,720	1,000	
Non-pay	13,337	13,337	3,820	3,769	(9,568)	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	27,057	27,057	14,394	18,489	(8,568)	No significant variance.
Support Services Recharges	8,730	10,830	0	10,830	0	
Capital Charges	0	0	0	0	0	
Total:	35,787	37,887	14,394	29,319	(8,568)	

Total Property and Asset Management:	501,057	425,517	(1,042,035)	727,081	301,564	
Total Property and Asset Management excluding capital charges and recharges:	(667,545)	(673,545)	(1,042,035)	(371,981)	301,564	
Total Property and Asset Management excluding recharges:	388,037	382,037	(1,042,035)	683,601	301,564	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24**IT, Communications, Marketing and Events**

Communications	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	181,732	181,732	133,677	175,782	(5,950)	
Non-pay	15,170	15,170	17,872	20,670	5,500	
Gross Direct Income	(25,520)	(25,520)	(15,964)	(25,520)	0	
Net Direct Expenditure/(Income) Total:	171,382	171,382	135,585	170,932	(450)	No significant variance.
Support Services Recharges	(147,990)	(175,550)	0	(175,550)	0	
Capital Charges	0	0	0	0	0	
Total:	23,392	(4,168)	135,585	(4,618)	(450)	

Print and Design	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	103,618	193,618	144,817	214,994	21,376	Variance due to budgeted vacancy saving not being achieved.
Non-pay	16,030	16,030	48,008	83,329	67,299	Increased costs following review of equipment required to look to generate external income, as reflected in increased income below.
Gross Direct Income	(7,700)	(7,700)	(28,545)	(31,965)	(24,265)	Unplanned income from commercial printing work due to move to attract external business.
Net Direct Expenditure/(Income) Total:	111,948	201,948	164,280	266,358	64,410	
Support Services Recharges	(139,850)	(214,620)	0	(214,620)	0	
Capital Charges	0	0	0	0	0	
Total:	(27,902)	(12,672)	164,280	51,738	64,410	

Tourism	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	2,179	1,906	1,906	
Non-pay	14,366	14,366	11,164	22,363	7,997	Final website fees before transfer to VisitGY that is covered by a transfer from earmarked reserves.
Gross Direct Income	0	0	541	0	0	
Net Direct Expenditure/(Income) Total:	14,366	14,366	13,884	24,269	9,903	
Support Services Recharges	264,510	299,920	0	299,920	0	
Capital Charges	0	0	0	0	0	
Total:	278,876	314,286	13,884	324,189	9,903	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Civic and Portering	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	172,714	172,714	99,237	131,871	(40,843)	Staff vacancies.
Non-pay	32,552	32,552	26,587	38,260	5,708	
Gross Direct Income	(3,000)	(3,000)	(3,891)	(3,000)	0	
Net Direct Expenditure/(Income) Total:	202,266	202,266	121,933	167,131	(35,135)	
Support Services Recharges	(66,860)	(209,050)	0	(209,050)	0	
Capital Charges	0	0	0	0	0	
Total:	135,406	(6,784)	121,933	(41,919)	(35,135)	

Mayor	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	No significant variance.
Non-pay	11,076	11,076	2,996	10,544	(532)	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	11,076	11,076	2,996	10,544	(532)	
Support Services Recharges	14,390	15,340	0	15,340	0	
Capital Charges	0	0	0	0	0	
Total:	25,466	26,416	2,996	25,884	(532)	

Events	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	34,744	34,744	59,793	79,206	44,462	Anticipated budgeted savings not realised in year due to new structure being implemented.
Non-pay	78,522	79,522	62,416	84,983	5,461	
Gross Direct Income	(117,973)	(117,973)	(84,336)	(106,653)	11,320	Net shortfall across various budgeted fee income sources.
Net Direct Expenditure/(Income) Total:	(4,707)	(3,707)	37,873	57,536	61,243	
Support Services Recharges	78,720	157,520	0	157,520	0	
Capital Charges	0	0	0	0	0	
Total:	74,013	153,813	37,873	215,056	61,243	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

ICT	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	481,730	391,730	272,090	367,287	(24,443)	Staff vacancies.
Non-pay	861,540	861,540	(111,245)	888,416	26,876	IT software maintenance costs higher than estimated.
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	1,343,270	1,253,270	160,845	1,255,703	2,433	
Support Services Recharges	(1,339,670)	(1,464,660)	0	(1,464,660)	0	
Capital Charges	107,504	107,504	0	107,504	0	
Total:	111,104	(103,886)	160,845	(101,453)	2,433	
Total IT, Communications, Marketing and Events:	620,355	367,005	637,396	468,877	101,872	
Total IT, Communications, Marketing and Events excluding capital charges and recharges:	1,849,601	1,850,601	637,396	1,952,473	101,872	
Total IT, Communications, Marketing and Events excluding recharges:	1,957,105	1,958,105	637,396	2,059,977	101,872	

Environmental Services

Environmental Health	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	1,353,357	1,409,543	937,090	1,337,579	(71,964)	Savings from permanent staffing vacancies partially offset by interim appointments.
Non-pay	849,264	928,442	728,507	990,537	62,095	£27k costs incurred in relation to the Operational Property Enforcement Group (OPEG) which are funded by the enforcement earmarked reserve. Also estimated legal costs outstanding above those budgeted for.
Gross Direct Income	(106,851)	(219,016)	(65,332)	(355,552)	(136,536)	One-off HMCTS funding re court case defraying costs already incurred. Reduction in levels of funeral costs recovered as there has been a vacancy within the department.
Net Direct Expenditure/(Income) Total:	2,095,770	2,118,969	1,600,265	1,972,564	(146,405)	
Support Services Recharges	265,910	363,230	0	363,230	0	
Capital Charges	10,168	10,168	0	10,168	0	
Total:	2,371,848	2,492,367	1,600,265	2,345,962	(146,405)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Selective Licensing	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	56,377	56,377	58,395	69,676	13,299	Permanent staff costs savings offset by unbudgeted agency staff costs.
Non-pay	5,821	5,821	4,118	5,821	0	
Gross Direct Income	0	0	(26,364)	3,886	3,886	
Net Direct Expenditure/(Income) Total:	62,198	62,198	36,149	79,383	17,185	
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	62,198	62,198	36,149	79,383	17,185	

Grounds Maintenance	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	678,447	678,447	483,442	675,102	(3,345)	
Gross Direct Income	(54,945)	(54,945)	(50)	(54,945)	0	
Net Direct Expenditure/(Income) Total:	623,502	623,502	483,392	620,157	(3,345)	No significant variance.
Support Services Recharges	18,990	23,300	0	23,300	0	
Capital Charges	75,485	75,485	0	75,485	0	
Total:	717,977	722,287	483,392	718,942	(3,345)	

Street Cleansing	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	691,063	697,063	520,071	696,961	(102)	
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	691,063	697,063	520,071	696,961	(102)	No significant variance.
Support Services Recharges	14,290	16,750	0	16,750	0	
Capital Charges	0	0	0	0	0	
Total:	705,353	713,813	520,071	713,711	(102)	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Waste Management	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	107,260	107,260	82,731	107,260	0	
Non-pay	3,394,684	3,394,684	2,227,479	3,569,056	174,372	Variable gate fees are higher than estimated in the budget as are recycling collection costs.
Gross Direct Income	(1,492,246)	(1,492,246)	(1,241,734)	(1,902,772)	(410,526)	Based on latest service estimate of recycling credits tonnage expected in year (£210k). Recycling rates are higher than expected. Garden waste disposal fees are also higher (£170k) as subs are close to capacity.
Net Direct Expenditure/(Income) Total:	2,009,698	2,009,698	1,068,476	1,773,544	(236,154)	
Support Services Recharges	122,900	149,250	0	149,250	0	
Capital Charges	20,050	20,050	0	20,050	0	
Total:	2,152,648	2,178,998	1,068,476	1,942,844	(236,154)	
Parks and Outdoor spaces	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	211,970	211,970	200,466	229,813	17,843	Maintenance of the new site at Diana Way funded by a transfer from earmarked reserves.
Gross Direct Income	0	0	0	0	0	
Net Direct Expenditure/(Income) Total:	211,970	211,970	200,466	229,813	17,843	
Support Services Recharges	26,900	35,390	0	35,390	0	
Capital Charges	3,411	3,411	0	3,411	0	
Total:	242,281	250,771	200,466	268,614	17,843	
Outdoor Sports	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	0	0	0	0	
Non-pay	483,520	483,520	390,086	504,960	21,440	£15k for beach accessible facilities, funded by a transfer from earmarked reserves. Unbudgeted repairs and maintenance costs.
Gross Direct Income	(102,166)	(102,166)	(95,273)	(107,657)	(5,491)	
Net Direct Expenditure/(Income) Total:	381,354	381,354	294,813	397,303	15,949	
Support Services Recharges	36,740	49,270	0	49,270	0	
Capital Charges	62,458	62,458	0	62,458	0	
Total:	480,552	493,082	294,813	509,031	15,949	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Licensing	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	202,550	202,550	156,294	186,550	(16,000)	Staff vacancies.
Non-pay	42,736	42,736	43,742	48,838	6,102	
Gross Direct Income	(311,230)	(311,230)	(308,446)	(359,732)	(48,502)	Licensing Fees for Hackney Drivers reflect a three years renewal basis which was not captured within the budget when set, an element of this will be treated as a receipt in advance.
Net Direct Expenditure/(Income) Total:	(65,944)	(65,944)	(108,410)	(124,344)	(58,400)	
Support Services Recharges	182,150	213,730	0	213,730	0	
Capital Charges	0	0	0	0	0	
Total:	116,206	147,786	(108,410)	89,386	(58,400)	
Total Environmental Services:	6,849,063	7,061,302	4,095,222	6,667,873	(393,429)	
Total Environmental Services excluding capital charges and recharges:	6,009,611	6,038,810	4,095,222	5,645,381	(393,429)	
Total Environmental Services excluding recharges:	6,181,183	6,210,382	4,095,222	5,816,953	(393,429)	

Health Integration and Communities (new)

Health Integration (previously COVID-19 costs)	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	0	420,222	291,913	420,222	0	
Non-pay	0	654,685	199,739	674,685	20,000	Additional spend on community projects funded from grant funding in earmarked reserves.
Gross Direct Income	0	(995,907)	(1,100,993)	(995,907)	0	Income forecast adjusted to reflect grant income to be carried forward and earmarked to finance 2024/25 budgets. Deficit to be financed from prior year grant funding in earmarked reserves.
Net Direct Expenditure/(Income) Total:	0	79,000	(609,341)	99,000	20,000	
Support Services Recharges	0	0	0	0	0	
Capital Charges	0	0	0	0	0	
Total:	0	79,000	(609,341)	99,000	20,000	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Neighbourhood Management	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	424,046	424,046	243,461	292,769	(131,277)	Positions covered by funding from current and previous years. Balances at yearend will be transferred to earmarked reserves.
Non-pay	199,967	199,967	101,397	245,926	45,959	Additional costs relating to project funded by grant.
Gross Direct Income	(316,675)	(316,675)	(241,720)	(331,588)	(14,913)	Additional funding streams above original budget.
Net Direct Expenditure/(Income) Total:	307,338	307,338	103,138	207,107	(100,231)	
Support Services Recharges	47,080	66,190	0	66,190	0	
Capital Charges	0	0	0	0	0	
Total:	354,418	373,528	103,138	273,297	(100,231)	
Better Care Fund	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	128,159	128,159	85,747	135,449	7,290	General reduction in non-pay costs incurred.
Non-pay	22,364	22,364	2,409	6,464	(15,900)	
Gross Direct Income	(157,019)	(157,019)	(163,828)	(163,828)	(6,809)	
Net Direct Expenditure/(Income) Total:	(6,496)	(6,496)	(75,672)	(21,915)	(15,419)	
Support Services Recharges	39,370	47,660	0	47,660	0	
Capital Charges	0	0	0	0	0	
Total:	32,874	41,164	(75,672)	25,745	(15,419)	
Safe at Home	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	Commentary
Gross Direct Expenditure:						
Pay	273,910	273,910	161,394	204,935	(68,975)	Staff vacancies.
Non-pay	53,649	53,649	21,016	35,702	(17,947)	General reduction in non-pay costs incurred.
Gross Direct Income	(258,247)	(258,247)	(95,477)	(135,118)	123,129	Income from a service provided by vacant post not achieved due to vacancy. Also reduction in grant income for service due to other vacancies in year.
Net Direct Expenditure/(Income) Total:	69,312	69,312	86,933	105,519	36,207	
Support Services Recharges	63,600	76,080	0	76,080	0	
Capital Charges	0	0	0	0	0	
Total:	132,912	145,392	86,933	181,599	36,207	

Appendix B - General Fund Services - Budget monitoring and commentary 2023/24

Total Health Integration and Communities Services:	520,204	639,084	(494,942)	579,641	(59,443)
Total Health Integration and Communities Services excluding capital charges and recharges:	370,154	449,154	(494,942)	389,711	(59,443)
Total Health Integration and Communities Services excluding recharges:	370,154	449,154	(494,942)	389,711	(59,443)

Total for Services:	12,670,745	12,677,257	7,566,533	13,473,563	796,534
Total for Services excluding capital charges and recharges:	12,635,438	13,108,690	7,566,533	13,904,996	796,306
Total for Services excluding recharges:	14,313,088	14,786,340	7,566,533	15,582,646	796,306

Appendix C - Summary of General Fund Services Income & Expenditure (detail within Appendix B) for Month 9 2023/24

	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Employee	13,960,310	14,661,521	10,494,940	14,281,064	(380,457)
Premises	6,398,586	6,438,979	4,333,336	6,903,572	464,593
Transport	131,348	139,529	117,652	148,390	8,861
Supplies & Services	5,583,964	6,797,373	4,597,830	8,126,561	1,329,188
Third Party Payments	3,840,527	3,840,527	2,023,224	4,091,522	250,995
Transfer Payments	20,734,367	20,800,367	14,889,819	20,645,804	(154,563)
Support Services	135,000	135,000	91,500	144,383	9,383
Capital Charges	1,677,650	1,677,650	0	1,677,650	0
Support Services - Recharges Out	(9,383,503)	(12,516,183)	0	(12,516,183)	0
Support Services - Recharges In	9,394,583	12,531,453	0	12,531,453	0
Income	(38,146,149)	(39,704,606)	(28,981,703)	(40,436,300)	(731,694)
	14,326,683	14,801,610	7,566,598	15,597,916	796,306

Appendix D - 2023/24 Budget Process - Additional income and savings proposals

Service Area	Description	2023/24 Original	In year update 2023/24 (period 9)	Period 9 Commentary
THEME - Strategic Asset Management				
Property and Asset Mgt	Review of building usage and occupancy and options for disposal, to deliver income and savings will require a project plan and options.	(70,000)	0	Cabinet approved in July the Building Rationalisation project which will see the disposal of Greyfriars, the timescale of this project will mean there will some slippage in the delivery of the saving and a revised saving target for future years.
Housing	Reduction to ongoing costs at Gapton hall site pending wider capital works	(8,500)	0	Delay in needed works to the site, therefore saving is unlikely to be achieved as the R&M costs for the site have increased due to the known issues.
THEME - Sustainability Strategy				
Property and Asset Mgt	Partial night switch off of footway lighting, would reduce carbon emissions also.	(94,000)	(47,000)	In progress. The partial night switch off has begun but was delayed slightly due to arranging for a supply of controllers. There has been some issues due to some of the old style lanterns not being compatible with the new controllers, although these lanterns are being replaced by LED lanterns. However, this has been impacted by the increase in utility costs.
THEME - Economic and Housing Growth				
Planning	Proactively charging for planning performance agreements and using own Building Control Service.	(40,000)	0	Staff vacancies have reduced capacity within the team so no internal agreements have been carried out so far this year.
THEME - GYBC Operating Model				
Finance/IT	Reduction to the Annual Internal Audit Plan	(9,000)	0	Unlikely to be achieved due to increased cost per quarter compared to prior year costs.
Housing	Home Improvement Agency income	(37,000)	0	Further review work required.
Housing	Temporary accommodation reduction in costs	(45,000)	0	Current rise in demand and having to use bed and breakfast accomodation means this saving is unlikely to be achieved in 2023/24. Action has been taken to mitigate this by redducing teh Council's use of bed and breakfast accomodation which has improved teh position simce month 6 reporting. Savings have tehrefore been reflected in future years.
Inward Investment	Updating the budget for the UKSPF	(89,757)	(89,757)	On target to be delivered in full.
Environmental Services	Removal of the GY in Bloom dedicated budget for the provision to become self funding.	(15,000)	(15,000)	Actioned for 2023/24.
Environmental Services	Review of the communal bin rounds which in some residential centres is now collecting waste from locations 3-4 times per week.	(5,000)	(5,000)	On target - review underway for implementation.
Environmental Services	Review of the pest control service and contribution paid.	(30,000)	(30,000)	On target to be delivered in full.
Neighbourhoods & Communities	Utilisation of external grant	(54,000)	(54,000)	On target to be delivered in full.

Appendix D - 2023/24 Budget Process - Additional income and savings proposals

Service Area	Description	2023/24 Original	In year update 2023/24 (period 9)	Period 9 Commentary
Customer Services - Revenues	Removal of 30 day council tax empty and unoccupied exemption	(19,327)	(19,327)	On target to be delivered in full.
Environmental Services	Review of the recycling gate fee.	(45,000)	(45,000)	On target to be delivered in full.
THEME - GYBC Operating Model - Contracts				
Finance/IT	Review of the desktop printer provision	(15,000)	(15,000)	On target - contract being reviewed.
Finance/IT	Review provision of mobile device/sim cards no longer used/required where wifi provision available	(15,000)	(15,000)	In progress, all devices under review and unused sim cards being removed/turned off.
THEME - GYBC Operating Model - Efficiencies				
Finance/IT	Review various corporate budget lines in line with prior years spend	(37,000)	(37,000)	Implemented for the 2023/24 budget
Environmental Services	Removal of the recycling promotion budget to be funded via invest to save.	(20,000)	(20,000)	Implemented for the 2023/24 budget
Various	Various smaller savings to be delivered across services.	(20,879)	(20,879)	Implemented for the 2023/24 budget
Various	Vacant posts across a number of service areas to be reviewed	(164,053)	(164,053)	Implemented for the 2023/24 budget
THEME - GYBC Operating Model - Fees and Charges				
Customer Services - Revenues	Extended opening of Great Yarmouth Long Stay Car Parks operating times	(11,400)	(11,400)	On target to be delivered in full.
Customer Services - Revenues	Review of the car parking enforcement provision	(17,630)	(13,000)	On target to be delivered in full.
Customer Services - Revenues	Increases to the Seafront Long Stay fees and charges	(81,591)	(81,591)	On target to be delivered in full.
		(944,137)	(683,007)	
Various	Savings/Costs to be allocated to services, subject to business cases to be delivered in the year	(163,600)	(98,000)	Some has been achieved but further review as part of the 2024/25.
TOTAL SAVINGS/INCOME		(1,107,737)	(781,007)	

Appendix E - General Fund Capital Programme - Detail

2023/24 Budget £000						2023/24 Expenditure £000		2023/24 Financing - £000			
Services & Projects	Updated Budget 23/24 as at P6	Q3 Amendments	Roll forward into 24-25	Roll forward into 25-26	Revised Budget 23-24	Actuals to 31-12-23	Forecast 23/24	Borrowing	Grants & Contributions	Revenue/ Earmarked Reserves	Capital Receipts
Capital Loans & Company Financing	13,582	- 15	- 3,080	- 7,000	3,487	1,715	3,487	2,972	-	-	515
Total: Executive	13,582	- 15	- 3,080	- 7,000	3,487	1,715	3,487	2,972	-	-	515
Wellesley 3G Pitch & Tennis Pavilion	72	-	-		72	45	80	59	13	-	-
Gorleston Tennis Courts Refurbishment	14	6	-		20	20	20	-	20	-	-
Refurbishment of Park at Diana Way, Caister	126	-	-		126	71	126	-	126	-	-
Safer Streets 5	-	97	-		97	-	97	-	97	-	-
UK Prosperity Fund	40	-	-		40	-	40	-	40	-	-
Rural England Prosperity Fund	160	-	-		160	-	-	-	160	-	-
Total: Communities	412	103	-	-	515	137	363	59	456	-	-
St Nicholas Minster West Boundary Wall	67	- 67	-	-	0	-	-	- 0	-	-	-
St Nicholas car park north Boundary Wall	25	-	-		25	-	25	25	-	-	-
Height Barriers for Seafront Short Stay Car Parks	13	-	-		13	13	13	13	-	-	-
Crematorium Main Roof Works	60	- -	60		-	-	-	-	-	-	-
Crematorium Tearooms	31	- -	31	-	0	-	-	- 0	-	-	-
Total: Customer Services	196	- 67	- 91	-	37	13	37	37	-	-	-
Town Deal - O&M	1,500	-	-		1,500	-	1,500	1,500	-	-	-
Town Deal - Incubator Units	76	-	-		76	66	76	-	76	-	-
Town Deal - North Quay	5,410	1,805	- 2,516	- 2,200	2,500	221	2,500	-	2,500	-	-
Town Deal - Wintergardens	300	-	-		300	-	-	-	300	-	-
Town Deal - Restoration of Vacant Historic Buildings	224	-	-		224	109	224	-	224	-	-
Town Deal - Restoration & Adaptation of the Ice House	500	-	-		500	280	456	-	450	50	-
Town Deal - Connectivity & Public Wayfinding	30	-	-		30	-	30	-	30	-	-
Town Deal & Future High Street - Learning Centre	4,815	-	-		4,815	924	4,815	219	4,596	-	-
Town Deal & Future High Street - Digital Connectivity	269	-	-		269	107	269	-	269	-	-
Future High Street Fund - Market Place - 6 Day	1,221	-	-		1,221	1,043	1,221	- 0	1,221	-	-
Future High Street Fund - Market Place - Realm	5,311	- -	4,811		500	76	500	-	500	-	-
Future High Streets - Conge South	331	-	-		331	167	331	116	214	-	-
Future High Streets - Conge North	210	-	-		210	-	210	-	210	-	-
Future High Streets - Densification	18	-	-		18	17	18	-	18	-	-
Heritage Action Zone (HAZ)	51	- 51	-		-	-	-	-	-	-	-
Total: Inward Investment	20,266	1,754	- 7,327	- 2,200	12,494	3,011	12,150	1,835	10,608	50	-

Appendix E - General Fund Capital Programme - Detail

2023/24 Budget £000						2023/24 Expenditure £000		2023/24 Financing - £000			
Services & Projects	Updated Budget 23/24 as at P6	Q3 Amendments	Roll forward into 24-25	Roll forward into 25-26	Revised Budget 23-24	Actuals to 31-12-23	Forecast 23/24	Borrowing	Grants & Contributions	Revenue/ Earmarked Reserves	Capital Receipts
Disabled Facilities Grants	2,673	-	-		2,673	676	900	-	2,673	-	-
Better Care Fund Projects	-	-	-		-	3	-	-	-	-	-
Norfolk & Waveney Equity Loan Scheme	164	- -	114		50	-	50	-	-	-	50
Equity Home Improvement Loans	605	- -	595		10	-	10	-	-	-	10
Empty Homes	510	- -	325		185	-	185	157	-	-	28
HMOs /Guesthouse Purchase & Repair Scheme	1,170	- -	970		200	37	200	200	-	-	-
Temporary Accommodation Decent Homes	50	-	-		50	-	50	-	-	50	-
Acquisition of property for transitional housing	823	- -	393		430	7	430	198	200	-	33
Sustainable Warmth - LAD 3	727	-	-		727	-	727	-	727	-	-
Homes Upgrade Grants (HUG 1)	1,363	-	-		1,363	612	777	-	1,363	-	-
Homes Upgrade Grants (HUG 2)	2,700	405	-		3,105	-	2,475	-	3,105	-	-
LAHF Funded Temporary Accommodation	1,230 -	1,230	-		-	-	-	-	-	-	-
Community Housing Fund	540	- -	540		-	-	-	-	-	-	-
Total: Housing	12,556	- 825 -	2,938	-	8,793	1,335	5,803	555	8,067	50	121
ICT Investment to deliver GYBC ICT Strategy	950	- -	750		200	40	200	-	-	30	170
Total: IT, Communications & Marketing	950	- -	750	-	200	40	200	-	-	30	170

Appendix E - General Fund Capital Programme - Detail

2023/24 Budget £000						2023/24 Expenditure £000		2023/24 Financing - £000			
Services & Projects	Updated Budget 23/24 as at P6	Q3 Amendments	Roll forward into 24-25	Roll forward into 25-26	Revised Budget 23-24	Actuals to 31-12-23	Forecast 23/24	Borrowing	Grants & Contributions	Revenue/ Earmarked Reserves	Capital Receipts
Euston Rd Public Toilet Refurbishment	88 -	68	-		20	-	20	20	-	-	-
Modernisation of Toilets											
Footway Lighting	323	-	-		323	229	323	323	-	-	-
External Redecoration & Repair of the Wellesley Grandstand	40	-	-		40	34	36	40	-	-	-
Esplanade Resurfacing	246 -	171	-		75	75	75	75	-	-	-
Gorleston Beach Huts	53 -	53	-	-	0	-	-	0	-	-	-
Great Yarmouth Beach Huts	192	243	-		435	98	435	243	-	-	192
Hemsby Rock Provision	735	-	-		735	516	735	235	500	-	-
Changing Places	38	-	-		38	-	-	-	38	-	-
Phoenix Pool & Gym car park extension	94 -	94	-		-	-	-	-	-	-	-
Market Cleaning Machine		29	-		29	-	29	29	-	-	-
Wellesley Security Gates		25	-		25	-	25	25	-	-	-
Aspire Building & Mkt Row Boiler Replacement	46	- -	46		-	-	-	-	-	-	-
Peggotty Rd Community Centre Flooring	32	- -	32		-	-	-	-	-	-	-
Cemetery Flint Walls & Gates	77	- -	77		-	-	-	-	-	-	-
Gorleston Seafront Improvements	77	- -	77		-	-	-	-	-	-	-
Playgrounds	422	-	-		422	19	422	125	297	-	-
Office Accommodation	225	-	-		225	-	225	225	-	-	-
O&M Development	-	90	-		90	40	90	90	-	-	-
Beacon Park Projects	796	- -	596		200	9	200	80	120	-	-
Beacon Park Relocation & Improvement of Play Facilities	400	- -	300		100	-	100	-	-	-	100
Energy Park - South Denes	1,845	- -	1,700		145	-	145	145	-	-	-
Total: Property & Asset Management	5,730	0 -	2,828	-	2,901	1,020	2,860	1,654	955	-	292
Refuse Vehicle Purchases	3,040	-	-	-	3,040	2,378	3,040	456	-	-	2,584
Total: Environmental Health	3,040	-	-	-	3,040	2,378	3,040	456	-	-	2,584
Capital Contingency	1,915	- -	1,915		-	-	-	-	-	-	-
Match Funding Capital Allocation	1,805 -	1,805	-	-	-	-	-	-	-	-	-
Projects requiring further approval before commencement	825	- -	825		-	-	-	-	-	-	-
Overall Total	61,277 -	855 -	19,754 -	9,200	31,468	9,649	27,940	7,569	20,087	130	3,682

General Fund Reserves Schedule - 2023/24		Opening Balance 01/04/23	Budgeted Movement 2023/24	Actual Movement (inc forecast) 2023/24	Updated Closing Balance 31/03/24	Budgeted Movement 2024/25	Updated Closing Balance 31/03/25
Summary and Purpose of Reserve		£	£	£	£	£	£
Planning Delivery Grant	The reserve is planned to be used to provide service improvements in Planning, and deliver the Local Development Framework.	112,891	0	(76,770)	36,121	0	36,121
Insurance Fund	The Council budgets for a level of excess being charged to the Service Accounts annually. Any under provision is met from the Insurance Fund, and any surplus is transferred to the fund.	421,056	0	0	421,056	0	421,056
DFG top-up capital loans and grant fund	The Council will utilise this funding for capital expenditure incurred in the Wellesley Rd, Sandown Rd, Euston Rd & Paget Rd areas.	400,000	0	0	400,000	0	400,000
Restricted use grant	This reserve holds unspent grants received for specific purposes for which the spend has not yet been incurred.	529,263	(52,000)	(18,303)	510,960	(368,769)	142,191
Invest to Save	To be used to fund one-off costs associated with projects that will deliver future efficiencies and savings including costs associated with restructures.	1,524,888	(49,747)	(112,000)	1,412,888	0	1,412,888
Specific budget	This reserve is utilised as expenditure is incurred.	347,012	(62,967)	1,432,326	1,779,338	(63,110)	1,716,228
Repairs and Maintenance	This reserve is utilised as expenditure is incurred.	317,639	0	35,100	352,739	0	352,739
Collection Fund (Business Rates)	Earmarked to mitigate the fluctuations in business rate income between years.	376,810	0	0	376,810	0	376,810
Community Housing Fund	This represents grants previously received to assist with the delivery of Community Housing.	551,242	(30,000)	0	551,242	0	551,242
Enforcement	Earmarked for enforcement related works to address issues and bring properties back into use.	30,254	0	(26,700)	3,554	0	3,554
Special Project Reserve	Earmarked for projects and for use as matched funding as appropriate to access external funding, Includes capital and revenue projects.	222,581	(35,000)	0	222,581	(10,000)	212,581
Benefits/Revenues Reserve	Earmarking of grants and underspends to be used for the service and mitigation of subsidy impacts.	217,895	0	60,928	278,823	0	278,823

General Fund Reserves Schedule - 2023/24		Opening Balance 01/04/23	Budgeted Movement 2023/24	Actual Movement (inc forecast) 2023/24	Updated Closing Balance 31/03/24	Budgeted Movement 2024/25	Updated Closing Balance 31/03/25
Summary and Purpose of Reserve		£	£	£	£	£	£
Homelessness	Utilised for service expenditure from previous grant allocations	659,311	(642,323)	(99,940)	559,372	0	559,372
Treasury Management reserve	Used to mitigate fluctuations in investment income received.	200,000	0	0	200,000	0	200,000
Asset Management reserve	This reserve is held to mitigate the impact of fluctuations between financial years from income received from Council assets and properties, in addition it includes re-allocation from other reserves to be used for investments in Council assets including current and future asset enhancements.	1,460,336	(247,745)	(160,784)	1,299,552	(289,500)	1,010,052
Coast Protection	Held for match funding and mitigate one-off costs in relation to coast protection.	141,841	0	42,699	184,540	0	184,540
Empty Business Property Incentive Fund	Earmarking of funds to be used for incentivising bringing properties back into use.	100,000	0	(100,000)	0	0	0
Community projects	Balance of community projects funding held prior to draw down against spend areas.	522,395	0	(394,969)	127,426	0	127,426
Collection fund income compensation	To be utilised to fund deficit in collection fund.	2,320,590	0	(1,106,358)	1,214,232	0	1,214,232
Other Reserves	These Reserves are budget carry forwards to be used in future years.	2,556,234	(24,892)	(2,312,917)	243,317	(26,148)	217,169
Total GF Earmarked Reserves		13,012,237	(1,144,674)	(2,837,688)	10,174,549	(757,527)	9,417,022
General Fund Reserve	Current recommended balance of £3.5 million	5,047,477	(1,143,250)	(128,308)	4,919,169	(658,885)	4,260,284
Total GF Reserves		17,658,126	(2,287,924)	(2,965,996)	15,093,719	(1,416,412)	13,677,307

CABINET, SCRUTINY



URN: 23-181

Report Title: 2023/24 Budget Monitoring Report – Period 9

Report to: ELT / Cabinet / Scrutiny

Date of meeting: 14 February 2024 / 4 March 2024/ 19 March 2024

Responsible Cabinet Member: Cllr Carl Smith, Portfolio Holder for Governance, Finance and Major Projects

Responsible Director / Officer: Financial Services Manger

Is this a key decision? No

Date added to Forward Plan of Key Decisions if a Key Decision: N/A

EXECUTIVE SUMMARY / INTRODUCTION FROM CABINET MEMBER

This report presents the month 9 budget monitoring position for financial year 2023/24 for both the General Fund and Housing Revenue Account (HRA) including the respective capital programmes and financing. It includes explanations for significant variances to the budgets currently forecast for the full year.

RECOMMENDATIONS:

It is recommended that Cabinet:

- 1) Note the content of the report and the revised forecast for the General Fund and Housing Revenue Account for 2023/24.
- 2) Approve the updated General Fund capital programme (Appendix E).
- 3) Approve the amendment to the 2024/25 Fees & Charges as outline in section 3.

1. INTRODUCTION

- 1.1. This report presents the budget monitoring forecast position for the General Fund and Housing Revenue Account and their respective capital programmes for the financial year 2023/24 for quarter 3. This report compares the actual expenditure and income position at the end of December 2023 to the general fund budget for 2023/24 and presents a forecast position for the current year.
- 1.2. The original base budgets for 2023/24 were approved by Council in February 2023 and assumed a transfer from the general fund reserves of £1,143,503 and a transfer of £1,945,006 from the housing revenue account. This was alongside setting the capital programmes for both the General Fund and the Housing Revenue Account. This report provides an updated forecast for the current year compared to this position and will be used to inform the outturn position for 2023/24.

2. GENERAL FUND - OVERVIEW

- 2.1. The original budget assumed a transfer of £1,144k transfer from reserves and following a review of budget as part of the outturn, this was revised to the current budget of £753k. The General Fund Summary at Appendix A shows the high-level forecast budget monitoring position on 31 December 2023 of a deficit position of £1,485. The position reported at period 6 was a forecast deficit of £1,445k.
- 2.2. Appendices A and B provide commentary on the more significant variances (£+/-£10,000 full year) identified from the budget monitoring process carried out between finance and services for the position at the end of period 9 and where there is anticipated yearend under/overspend. Appendix C provides a summary of the general fund service income and expenditure by type (e.g. employee costs).
- 2.3. The employee turnover report to the end of period 9 is 7.69% for employees in the Council (for period 6 this was 5.39%). Employee turnover is the total number of leavers as a percentage of the average head count of employees over the period. In financial terms turnover will result in underspends against direct employee related budget, for example pay, NI and pension when posts become vacant up to the point of recruitment. Turnover savings will also be accrued from restructuring and where there have been significant delays in-between a post becoming vacant and then being filled. Some of the in-year vacancy savings will be offset using agency and interim appointments. Overall, for the period to the end of quarter 3 there is an underspend (£380k) of direct employee costs (per Appendix C) the detail of the more significant will have been reported in the detail included at appendix B.

3. GENERAL FUND BUDGET MONITORING POSITION – REVENUE SUMMARY

- 3.1. The following table provides a summary of the full year projections for 2023/24, these are based on the actuals at the end of quarter 3 and informed by known pressures on the revenue account.

Budget Area	Full Year Current Budget £'000	Full Year Forecast £'000	Total Estimated Full Year Effect £'000
Service Area	14,786	15,582	796
Non-Service Areas	2,880	2,680	(200)
Use of Reserves	(1,616)	(1,480)	136
Income	(15,297)	(15,297)	0
Total (Surplus)/Deficit (before reallocation from Earmarked Reserves)	753	1,485	732
Reallocation from Earmarked Reserves*		(1,357)	
General Fund (Surplus)/Deficit		128	

- 3.2. Members will recall from the 2024/25 budget setting that a one-off reallocation of £1.36m from earmarked reserves would be required in 2023/24. This is now reflected within Appendix A (and above *).
- 3.3. An unallocated balance (including accrued interest) is current held within the Norfolk Business Rates Pool and the Norfolk Authorities have agreed that this should be reallocated to members

of the pool in 2023/24. The Council's allocation has recently been confirmed as £144,786 and so this is yet to be reflected within the forecast. This will reduce the forecast deficit on the General Fund reserve in 2023/24.

- 3.4. The overall position is continuing to be monitored for the remaining quarter of the financial year in preparation for reporting the outturn position.
- 3.5. There are several income areas which are forecast to be less than the budget set in February 2023, these include demand led services for example Crematorium and Planning income. In addition, there is a reduction in income against budget areas within Property services, including where previous savings proposals for example concessions have not yet been achieved, furthermore opportunities for additional income from the exiting property portfolio are being explored to mitigate some of the in-year gaps in line with the 2024/25 budget.
- 3.6. An administration error has been identified within the Fees and Charges 2024/25 approved by Cabinet January 2024 for one fee presented due to the rounding within the spreadsheet. As a result, the revision to the fee is set out below for approval by Cabinet as part of this report.

Fee to be revised	2023/24 Fee	2024/25 Fee	Change £ / %	Note
Market Place – Daily Electricity Charge	£6.00	£6.70	£0.70 11.67%	Above policy due to roundings

- 3.7. The report asks members to acknowledge that the Council has been awarded 'Green' status from a recent Home England's compliance audit. The audit report confirms that public funds awarded by Homes England have been properly used in line with funding conditions and contractual requirements and have properly exercised their responsibilities as required by Homes England. Home England require that this outcome is reported to members as part of their reporting processes.

4. GENERAL FUND BUDGET MONITORING POSITION – CAPITAL PROGRAMME

- 4.1. Actual spend until the end of December 2023 totals £9.65m as summarised under Appendix E.
- 4.2. The revised General Fund Capital Programme for 2023/24 is £31.47m as reported to Full Council on 22nd February 2024 and this is summarised under Appendix E.
- 4.3. The revised budget has been reduced from the £61.28m reported at month 6 to represent a more realistically forecasted spend. Budgets totalling £19.8m & £9.2m have been rolled forward into 2024/25 and 2025/26 respectively. This is in line with spend profiles provided by budget managers.
- 4.4. The forecast capital expenditure for 2023/24 at the end of Month 9 is £27.9m

5. GENERAL FUND CONCLUSIONS

- 5.1. The General Fund revenue budget is showing a forecast full year overspend of £128k. This is an improved position from the original budget of £1,144k set, by a favourable variance of £1,015k. This improved position is mainly due to the one-off transfer from earmarked reserves of £1,357k. The use of reserves will be reviewed as part of the outturn report and updated accordingly following the final allocation from the business rates pool.

- 5.2. The General Fund capital 2023/24 budget stands at £31.47m as at month 9, any unspent capital budgets for ongoing capital projects at the end of March 2024 will mainly be carried forward to 2024/25. The position will continue to be monitored as projects progress.

6. HOUSING REVENUE ACCOUNT- OVERVIEW

- 6.1. There is a statutory requirement to maintain a Housing Revenue Account (HRA) and that account must not show a deficit. The HRA is a separate (ring fenced) account of the Council covering income and expenditure relating to its role as landlord. Under the self-financing arrangements for local authorities, the HRA records the costs of management and maintenance of the Council's dwellings and the related income from rents and other charges. The Government provides guidance on what should be included in the HRA to protect Council tenants.
- 6.2. This report outlines the estimated forecasts for capital expenditure for the full financial year 2023/24 as well as showing the position of the HRA as at the end of period 9.

7. HOUSING REVENUE ACCOUNT BUDGET MONITORING POSITION - REVENUE

- 7.1. For budget monitoring purposes, the actual expenditure and income to the end of period 9 is reviewed to produce estimated forecasts, compared against original budgets, for the 2023/24 financial year. Key variations are identified and explained within Appendices G & H for Revenue and Appendix J for Capital.
- 7.2. To prepare updated forecasts, detailed analysis has been undertaken of actual figures and any further changes identified from the budget monitoring process, completed alongside services via review work. Updated forecasts are set out in appendices H & J.
- 7.3. The Housing Revenue Account summary in appendix G shows a revised 2023/24 budget forecast deficit of £6.662m, from a currently budgeted deficit of £4.679m, resulting in an increase in the deficit of £1.983m. The movement in service and non-service line budgets are summarised within appendix G, with appendix H providing detailed explanations for the changes. The main reason for this change is for an anticipated transfer to earmarked reserves for £1.44m for committed capital and revenue costs, as reported within the 2024/25 budget setting.
- 7.4. For the period to the end of December 2023, there is a total spend of £2.81m for direct employee costs. Some of the in-year vacancy savings will be offset using agency and interim appointments. There is an influx of agency staff being employed to cover roles prior to them being filled in permanent roles by recruitment and to provide specific technical staff capacity.
- 7.5. Rental income and service charge budgets have been reviewed and updated for additional income to be received by year end, estimated to be an additional £257k.
- 7.6. Supervision and management budgets have increased by £251k overall. Vacancy savings have mitigated the majority of the overspend on agency staff in year. Budgets forecasts have increased for utility costs and additional costs have been recognised for IT software licenses in year for the current housing IT system as well as the implementation of the new housing system. Staff car allowances, training budgets and professional subscription costs have also been reviewed and updated for yearend forecast.

- 7.7. Repairs and maintenance budgets currently reflect an overall overspend of £500k. Compliance budgets have been updated to reflect the movement of £900k to earmarked reserves for the committed spend on fire remedial works in 2024/25. Electrical testing remedial and smoke alarms costs are forecast to be overspend in year by £268k. Planned works have been reduced by £45k and the budget will be utilised towards overspends in other areas within repairs and maintenance service area. Efficiency savings budget has been removed as all efficiencies achieved in the year are being reinvested into the stock and additional demand in 2023/24. Responsive repairs average repair cost has seen reductions, but higher demand overall has mitigated the efficiency saving realised. Planned large repairs continue to increase however, due to demand of larger repairs jobs being received. The asset team continue to review the level of demand for the future in this area of repairs and this has helped form the budgets for 2024/25.
- 7.8. Interest payable and interest receivable budgets have been reviewed and due to rising interest rates the HRA is due an additional £92k on council interest investments and the HRA is also due to pay an additional £161k on borrowing interest costs. Capital expenditure funding revenue has decreased following the reduced forecast on the capital programme.
- 7.9. Consideration of transfers to earmarked reserves to commit funding for revenue and capital budgets for 2024/25 will be reconsidered as part of the 2023/24 outturn and review of requirements in 2024/25.

8. HOUSING REVENUE ACCOUNT BUDGET MONITORING POSITION – CAPITAL PROGRAMME

- 8.1. The Housing Revenue Account capital programme has been revised to £16.041m, with an additional digital upgrade budget approved of £104k in period 6 and an increase to the additional housing budget of £535k. This additional housing budget covers part of the approved spend for Local Authority Housing fund acquisitions (LAHF) project approved in July 2023 at £1.230m and base budgets within additional housing will cover the other part of the budget approved. The current forecast for spend on the HRA Capital programme is forecast at £15.323m, please see Appendix J for details on movements.
- 8.2. 2023/24 capital programme spend to the end of Period 9 is showing as £4.5m in appendix J. The capital programme is forecast to spend £15.3m by year end and committed expenditure to date is £7m.
- 8.3. Capital programmes are progressing with spend and £4m of expenditure has been committed to date on capital programmes of works including kitchens and bathrooms, windows and doors, roofing works and major voids. £3m had been committed on decarbonisation efficiency works and will be paid in period 10. Major voids works are continuing to address some of the Council's most demanding vacant properties and these budgets do show an overspend to date in year.
- 8.4. Capital budgets totalling £880k have been moved to HRA earmarked reserves in the current year, to be utilised and spent in 2024/25. Expenditure has been committed on these projects and the budgets have been moved to 2024/25 as works will not complete in 2023/24. The works committed include roofing, single skin, new build, digital upgrade, and concrete works.

- 8.5. The additional housing capital budget will spend £1.8m budget in year on acquisitions, £1.2m on LAHF acquisitions and £0.888m on new build projects. Eight new properties will be purchased using right to buy receipts and five properties will be purchased under the LAHF project. The new build project, Jubilee Court has completed, and final invoices are being received and the Charter Close new build project will continue into 2024/25 with the majority of budget moved to earmarked reserves. These budgets are financed by borrowing, grants and the use of Right to Buy receipts and is being monitored to ensure the council doesn't payback any receipts to central government.
- 8.6. The HRA business plan continues to operate under the assumptions that only affordable and additional housing plans should use further borrowing, with the remaining capital financing being met from revenue. The Council has continued to take a prudent approach to borrowing following the removal of the debt cap. To ensure the sustainability of the HRA, future modelling may incorporate a blended approach of both revenue funding capital and further borrowing, aiming to increase the affordability of the HRA over the long term, managing its reserves.

9. HOUSING REVENUE ACCOUNT – RIGHT TO BUY (RTB) SUMMARY 2023/24

- 9.1. The following table provides the number of the RTB sales year to date at period 9 against our anticipated budgeted sales for 2023/24.

2023/24	Estimated Sales	Actual Sales
Qtr. 1	4	4
Qtr. 2	4	4
Qtr. 3	6	3
Qtr. 4	6	0
Total	20	11

- 9.2. Right to Buy capital receipts will support the capital programme in 2023/24, to support the development of affordable and additional housing.

10. HOUSING REVENUE ACCOUNT CONCLUSION

- 10.1. The Housing Revenue Account currently shows a revised 2023/24 forecast deficit of ££6.662m, the Income and expenditure position will continue to be monitored to year end and the balance required to be transferred to earmarked reserves will be reassessed as part of the outturn process.
- 10.2. Major Capital Major Capital spend to the end of Period 9 totals £4.5m, with over £7m committed budget to date by purchase orders. A capital budget totalling £15.3m is currently forecast, at period 9, to be delivered within 2023/24.
- 10.3. The detail within the report highlights the significant variances, including estimated forecasts of the full year impact to the HRA revenue and capital budgets. The report has flagged a couple of factors that are continuing to place financial pressure on Local Authorities, in particular the pay award and rising utility costs. The cost-of-living crisis will continue to be monitored to inform the update to the current budget and future financial forecast.
- 10.4. The income and expenditure will continue to be monitored in detail during the year, including additional reviews of the HRA 30-year business plan throughout the year.

- 10.5. The HRA is dependent mainly on the rental income stream of the social housing rents, and we have a dedicated team monitoring tenant arrears on a regular basis.

11. FINANCIAL IMPLICATIONS

- 11.1. The detail within the report highlights the significant variances for the 2023/24 financial year for both the general fund and HRA, including a full year review of the respective capital budgets.
- 11.2. The forecast position is subject to change as the year progresses and as highlighted in section 3 of this report action to mitigate adverse variances will need to be considered and will be updated as part of the outturn report.

12. RISK IMPLICATIONS

- 12.1. The continued high levels of Consumer Price Inflation again present risks, and whilst the budgets for 2023/24 did allow for high levels these were not assumed to remain high in the long term, these estimates will be reviewed as part of the updated budget review.
- 12.2. Funding for local government continues to be a risk and the continued uncertainty around timing of funding reforms is uncertain and whilst it is unlikely in the short term (2024/25) the medium-term picture is less certain and the impacts of the business rates reset and transitional funding is not known.
- 12.3. Reserves held by the Council continue to provide a cushion in the short-term but these are not a medium to long term solution for producing a balanced budget.
- 12.4. The pressures on demand led services for example demand for temporary and homelessness housing and insufficient external funding continues to be a risk for the council with increasing pressure to the general fund, whilst there is an earmarked reserve that can be used in the short term to mitigate the impact, this is not sustainable.
- 12.5. The revenue budget is reliant upon fees and charges income from a number of demand led services, for example car parking, planning and building control and crematorium. The actual achievement of income levels will be influenced by factors outside of the Councils control and whilst a prudent approach was taken for the setting of these budgets the actual performance will be subject to in year fluctuation. These will need to be closely monitored closely to allow corrective actions to be taken as required to mitigate the overall impact to the general fund.

13. OVERALL CONCLUSION FOR GENERAL FUND AND HOUSING REVENUE ACCOUNT

- 13.1. The report continues to flag highlighted financial pressures for both the Housing Revenue Account and the General Fund in the year and these have been considered when setting the budget for 2024/25.
- 13.2. Work will be undertaken as part of the finalisation of the outturn for the financial year on the required call on earmarked reserves will be reconsidered. Implications of any changes will also be considered when looking forward into 2024/25.

14. Background Papers

14.1. Budget Setting Reports for the General Fund and the Housing Revenue Account 2023/24 – February 2023.

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Consultations	Comment
Monitoring Officer Consultation:	Consultation with ELT
Section 151 Officer Consultation:	Report Author
Existing Council Policies:	
Equality Issues/EQIA assessment:	

Appendix G - Summary of HRA Income & Expenditure for Month 9 2023/24

See Appendix H for details of significant variances.

	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Income					
Dwelling Rents	(24,738,951)	(24,738,951)	(17,578,543)	(24,996,000)	(257,049)
Non Dwelling Rents	(295,498)	(295,498)	(183,418)	(295,498)	0
Charges for Services and Facilities	(1,390,078)	(1,390,078)	(815,364)	(1,388,835)	1,243
Contribution towards expenditure	(5,000)	(5,000)	(2,313)	(5,000)	0
Total Income	(26,429,527)	(26,429,527)	(18,579,638)	(26,685,333)	(255,806)
Expenditure					
Repairs And Maintenance	9,678,975	9,921,975	6,071,522	10,421,463	499,488
Supervision and Management	6,556,839	6,949,389	3,758,685	7,200,297	250,908
Rents, Rates, Taxes and Other Charges	457,501	457,501	350,003	457,501	0
Dwelling Depreciation	3,747,646	3,747,646	0	3,747,646	0
Dwelling revaluation losses/(gains) reversing prior year losses charged	0	0	0	0	0
Non - Dwelling Depreciation	179,415	179,415	0	179,415	0
Debt Management Costs	150,000	150,000	0	150,000	0
Total Expenditure	20,770,376	21,405,926	10,180,211	22,156,322	750,396
Non Service Expenditure/Income					
(Gain) / Loss on Sale of HRA non-current Assets	0	0	0	0	0
Changes in fair value of HRA investment properties	0	0	0	0	0
Interest Payable and Similar Charges	3,156,251	3,156,251	1,326,659	3,317,572	161,321
Interest and investment income	(40,000)	(40,000)	0	(131,682)	(91,682)
Revenue grants and contributions receivable	0	0	0	0	0
Capital Grants & Contributions receivable	(336,000)	(1,842,513)	(71,554)	(1,628,449)	214,064
In Year Pension Adjustments	479,925	479,925	47,634	527,559	47,634
Capital Expenditure funded by Revenue (including Grants)	4,343,981	7,949,687	0	7,666,131	(283,556)
Transfers to/(from) EMR Reserves	0	0	0	1,440,000	1,440,000
Non Service Expenditure/Income	7,604,157	9,703,350	1,302,739	11,191,131	1,487,781
Deficit/(Surplus) for the year on HRA Services.	1,945,006	4,679,749	(7,096,688)	6,662,120	1,982,371

Appendix H - HRA - Budget monitoring and commentary 2023/24

Note 1 Significant variances requiring commentary:

Note 2 Support Services Recharges:

Significant variances of +/- £10,000 full year variances require Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Income

Dwelling Rents	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Dwelling Rents	(24,738,951)	(24,738,951)	(17,578,543)	(24,996,000)	(257,049)
Total:	(24,738,951)	(24,738,951)	(17,578,543)	(24,996,000)	(257,049)

Dwelling rental income updated in line with expected total year end rent collection.

Non Dwelling Rents	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Non Dwelling Rents	(295,498)	(295,498)	(183,418)	(295,498)	0
0	(295,498)	(295,498)	(183,418)	(295,498)	0

Contribution towards expenditure	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Contribution towards expenditure	(5,000)	(5,000)	(2,313)	(5,000)	0
Total:	(5,000)	(5,000)	(2,313)	(5,000)	0

Charges for Services and Facilities	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Day to Day Repairs & Voids	(15,000)	(15,000)	21,595	0	15,000
Housing Income	(310,456)	(310,456)	(207,487)	(313,076)	(2,620)
Environmental Services	(368,043)	(368,043)	(155,520)	(379,180)	(11,137)
Sheltered Support	(393,715)	(393,715)	(333,210)	(393,715)	0
Alarms	(302,864)	(302,864)	(140,743)	(302,864)	0
Total:	(1,390,078)	(1,390,078)	(815,364)	(1,388,835)	1,243

Recharges for repairs works in prior years which have not been able to be recovered have been written off in this financial year, reducing income received in 2023/24.

Caretaking service charge income reviewed and updated in line with actual

Appendix H - HRA - Budget monitoring and commentary 2023/24

Note 1 Significant variances requiring commentary:

Note 2 Support Services Recharges:

Significant variances of +/- £10,000 full year variances require Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Total Income	(26,429,527)	(26,429,527)	(18,579,638)	(26,685,333)	(255,806)
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Expenditure

Repairs And Maintenance	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	
Compliance	2,282,010	2,282,010	1,212,991	1,639,350	(642,660)	Budgets increased by £269k for electrical testing and remedial work and replacement of smoke alarm. Budgets reduced by £900k has been moved into earmarked reserves and will fund the fire remedial works committed from 2023/24, in 2024/25.
Planned Cyclical	2,563,488	2,806,488	1,220,821	2,761,488	(45,000)	Planned works forecast to be underspend by year end, savings to be used towards overspends in planned large repairs.
Efficiency Savings from GYN	(750,000)	(750,000)	225	0	750,000	Savings target removed, all efficiency savings incorporated in to future repairs and maintenance budgets.
Responsive Repairs	2,754,316	2,754,316	1,776,118	2,525,570	(228,746)	Average cost lower per job, forecasted underspend to reflect the decrease in job spend
Voids	1,260,350	1,260,350	903,963	1,451,250	190,900	Void work forecasted to overspend due to an increase in demand
Planned Large Repairs	314,700	314,700	240,714	751,752	437,052	Planned Large Repairs forecasted to overspend due to an increase in demand
R&M Other	1,248,531	1,248,531	716,690	1,286,473	37,942	Partnership Fee with Great Yarmouth Services revised as per SLA agreement
Total:	9,673,395	9,916,395	6,071,522	10,415,883	499,488	

Supervision and Management	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £	
Income	(315,370)	(315,370)	(82,292)	(320,262)	(4,892)
Staff Pay	3,870,274	3,870,274	2,468,507	3,645,439	(224,835)
Agency Costs	68,111	68,111	294,148	320,270	252,159
Premises Costs	363,552	363,552	204,732	384,064	20,512
Transport Costs	30,712	30,712	30,510	41,755	11,043
Supplies and Services	838,105	838,105	823,398	1,043,068	204,963
Support Services	1,677,850	2,070,400	10,167	2,070,400	0
S&M Other	29,185	29,185	9,515	21,143	(8,042)
Total:	6,562,419	6,954,969	3,758,685	7,205,877	250,908

Vacancy savings across the Housing Revenue Account
Agency Staff covering vacant roles, offset by savings shown in staff pay.
Increase in budgets for utilities costs.
Car allowance budget increased for asset team.
Property Software System Renewal Costs for the year.
Training and professional subscription budgets forecast updated for yearend

Appendix H - HRA - Budget monitoring and commentary 2023/24

Note 1 Significant variances requiring commentary:

Note 2 Support Services Recharges:

Significant variances of +/- £10,000 full year variances require Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Rents, Rates, Taxes and Other Charges	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Rents, Rates, Taxes and Other Charges	457,501	457,501	350,003	457,501	0
Total:	457,501	457,501	350,003	457,501	0

Dwelling Depreciation	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Dwelling Depreciation	3,747,646	3,747,646	0	3,747,646	0
Total:	3,747,646	3,747,646	0	3,747,646	0

Non - Dwelling Depreciation	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Non - Dwelling Depreciation	179,415	179,415	0	179,415	
Total:	179,415	179,415	0	179,415	0

Dwelling revaluation losses/(gains) reversing prior year losses charged	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Dwelling revaluation losses/(gains) reversing prior year losses charged	0	0	0	0	0
Total:	0	0	0	0	0

Debt Management Costs	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Debt Management Costs	150,000	150,000	0	150,000	0

Appendix H - HRA - Budget monitoring and commentary 2023/24

Note 1 Significant variances requiring commentary:

Note 2 Support Services Recharges:

Significant variances of +/- £10,000 full year variances require Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Total:	150,000	150,000	0	150,000	0
Expenditure Totals	20,770,376	21,405,926	10,180,211	22,156,322	750,396

Non Service Expenditure/Income

Interest Payable and Similar Charges	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
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Interest Payable and Similar Charges	3,156,251	3,156,251	1,326,659	3,317,572	161,321
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Increases to interest budget include the housing revenue account (HRA) share of interest on borrowing for the council cashflow and increases to the HRA capital programme financed by borrowing. This increase takes into account increased interest rates.

Total:	3,156,251	3,156,251	1,326,659	3,317,572	161,321
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Interest and investment income	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
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Interest and investment income	(40,000)	(40,000)	0	(131,682)	(91,682)
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Housing revenue account share of interest receivable increased in line with increased interest rates.

Total:	(40,000)	(40,000)	0	(131,682)	(91,682)
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Capital Grants & Contributions receivable	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
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Capital Grants & Contributions receivable	(336,000)	(1,842,513)	(71,554)	(1,628,449)	214,064
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Decreased grant income in year which aligns with changes to the HRA Capital programme.

Total:	(336,000)	(1,842,513)	(71,554)	(1,628,449)	214,064
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Capital Expenditure funded by Revenue (including Grants)	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
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Appendix H - HRA - Budget monitoring and commentary 2023/24

Note 1 Significant variances requiring commentary:

Note 2 Support Services Recharges:

Significant variances of +/- £10,000 full year variances require Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Capital Expenditure funded by Revenue (including Grants)	4,343,981	7,949,687	0	7,666,131	(283,556)	Budget decreased in line with 2024/25 capital programme financing requirements.
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Total:	4,343,981	7,949,687	0	7,666,131	(283,556)	
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In year pension Adjustments	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
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In year pension Adjustments	479,925	479,925	47,634	527,559	47,634	Budget adjusted for estimated cost of pension liabilities.
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Total:	479,925	479,925	47,634	527,559	47,634	
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HRA Earmarked reserves	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
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HRA Earmarked reserves	0	0	0	1,440,000	1,440,000	2023/24 committed budgets carried forward to 2024/25 for repairs and maintenance and capital programme. These budgets have been committed and wont be completed by the 2023/24 financial year end. Capital budgets include £220k Roofing, £150k Single skin upgrades, £170k concrete works, £236k Charter Close affordable housing and £104 digital upgrade project. The Cfwd revenue budget is £900k fire risk assessments.
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Total:	0	0	0	1,440,000	1,440,000	
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Non Service Expenditure/Income Totals	7,604,157	9,703,350	1,302,739	11,191,131	1,487,781	
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**Appendix I - Summary of HRA Income
& Expenditure for Month 9 2023/24**

	Original Budget 2023/24 £	Current Budget 2023/24 £	P9 YTD actual 2023/24 £	Full Year Forecast £	Full Year Variance £
Employee	4,447,495	4,447,495	2,819,610	4,514,411	66,916
Premises	8,940,341	9,183,341	5,460,043	9,681,213	497,872
Transport	30,712	30,712	30,523	41,755	11,043
Supplies & Services	2,316,714	2,316,714	1,860,884	2,568,754	252,040
Third Party Payments	0	0	0	0	0
Transfer Payments	54,950	54,950	20,673	30,000	(24,950)
Support Services	1,627,076	2,099,740	8,857	2,099,740	0
Capital Charges	11,597,841	15,203,547	1,434,896	15,081,312	(122,235)
Income	(27,070,123)	(28,656,750)	(18,732,174)	(26,675,066)	1,301,684
	1,945,006	4,679,749	(7,096,688)	6,662,120	1,982,371

Appendix J - HRA Capital Programme 2023/24

HRA Capital Programme	Original Budget 2023/24	Current Budget 2023/24	P9 YTD actual 2023/24	Full Year Forecast	Full Year Variance £	Comments
CAPITAL ASSETS PROGRAMME						
Boiler Service and Maintenance	120,000	120,000	58,993	120,000	0	
Decent Home Yearly Programme	3,900,000	3,976,907	839,652	3,976,907	0	
Fire Door Installation Programme	453,000	453,000	0	453,000	0	
Estate Improvements	0	0	2,457	0	0	
Decarb / Energy Efficiency	791,700	3,284,030	85,259	3,284,030	0	
Capital Improvements Works	1,000,000	1,500,000	699,427	1,110,000	(390,000)	£390k budget has been moved to earmarked reserves to be spent in 2024/25 on roofing and concrete works.
Specific Planned Projects	250,000	300,000	136,938	300,000	0	
Voids (Capital works)	1,341,000	1,495,000	852,778	1,599,299	104,299	£150k budget has been moved to earmarked reserves to be spent in 2024/25 and an overspend on voids refurbishments in year is estimated at £245k.
Energy & Efficiency Improvements	0	0	0	0	0	
Planned Maintenance	225,000	225,000	293,317	310,770	85,770	Capital adaptations will be over budget by £85k by year end, however revenue spend is underbudget to finance this.
AFFORDABLE HOUSING PROGRAMME						
Additional Housing	1,485,000	3,005,000	675,325	3,005,000	0	Acquisitions approved to purchase in 2023/24 total eight properties using right to buy one for one receipts. In addition to this the LAHF project will obtain housing for those who are unable to find settled accommodation on resettlement schemes. This budget is financed from £526k of grant funding and £704k of HRA borrowing. The budget was approved July 2023.
New Affordable Housing	1,000,000	1,301,887	772,397	887,728	(414,159)	Final forecast spend for Jubilee Court is predicted to be under budget and the remainder of the Charter Close budget, £234k, will now be carried forward in earmarked reserves to be spent by Qtr 2 2024/25.
OTHER HRA CAPITAL PROGRAMMES						
Non Dwelling	0	0	(1,000)	0	0	
Housing Transformation Budget	0	276,442	104,244	276,442	0	
Digital Upgrade Sheltered Housing	0	104,000	0	0	(104,000)	£104k budget will not be spent in 2023/24. This will be moved to earmarked reserves to be spent in 2024/25.
Capital Programme Total	10,565,700	16,041,266	4,519,785	15,323,176	(718,090)	