

**TO:- Cabinet**

Councillor Roger Lees J.P. ,Councillor Victoria Wilson ,Councillor Rita Heseltine ,Councillor Kath Perry M.B.E.  
,Councillor Robert Reade ,Councillor David Williams ,

Notice is hereby given that a meeting of the Cabinet will be held as detailed below for the purpose of transacting the business set out below.

Date: Tuesday, 12 September 2023

Time: 14:00

Venue: Council Chamber, Community Hub, Wolverhampton Road, Codsall, South Staffordshire, WV8 1PX



D. Heywood  
Chief Executive

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**A G E N D A**

**Part I – Public Session**

- |          |   |                |
|----------|---|----------------|
| <b>1</b> | <b>MINUTES 06.06.23</b><br>To approve the minutes of the Cabinet meeting of 6 June 2023.                    | <b>3 - 4</b>   |
| <b>2</b> | <b>Apologies</b><br><br>To receive any apologies for non-attendance.  |                |
| <b>3</b> | <b>Declarations of Interest</b><br><br>To receive any declarations of interest.                             |                |
| <b>4</b> | <b>Allocation of UK Shared Prosperity Funding</b><br>Report of the Assistant Director Enterprise and Growth | <b>5 - 12</b>  |
| <b>5</b> | <b>Budget Monitoring - 2023/24 Quarter 1</b><br>Report of the Finance Manager and Interim S151 Officer      | <b>13 - 30</b> |

**RECORDING**

**Please note that this meeting will be recorded.**

**PUBLIC ACCESS TO AGENDA AND REPORTS**

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Minutes of the meeting of the **Cabinet**  
South Staffordshire Council held in the  
Council Chamber Community Hub,  
Wolverhampton Road, Codsall, South  
Staffordshire, WV8 1PX on Tuesday, 06  
June 2023 at 14:00

**Present:-**

Councillor Rita Heseltine, Councillor Roger Lees, Councillor Kath Perry, Councillor Robert Reade, Councillor David Williams, Councillor Victoria Wilson

01      **MINUTES OF PREVIOUS MEETING - 07.03.23**

**RESOLVED:** that the minutes of the Cabinet meeting held on 7 March 2023 be approved and signed by the Chairman.

02      **APOLOGIES**

There were no apologies.

03      **DECLARATIONS OF INTEREST**

There were no declarations of interest.

04      **DEBT RECOVERY POLICY SECTION 4 - SUNDRY/COMMERCIAL DEBTS**

**RESOLVED:** (1) that Cabinet approve the proposed new text for Section 4 of the Corporate Debt Recovery Policy as detailed in Appendix 1 to the report.

**RESOLVED:** (2) Note that adoption of the policy would necessitate amendments to the Constitution. As this is minor in nature and reflective of a policy change, it would not require Full Council approval.

The Meeting ended at: 14:05

**CHAIRMAN**



**SOUTH STAFFORDSHIRE COUNCIL**

**CABINET – 12 SEPTEMBER 2023**

**ALLOCATION OF UK SHARED PROSPERITY FUNDING**

**REPORT OF THE ASSISTANT DIRECTOR ENTERPRISE AND GROWTH**

**LEAD CABINET MEMBER – COUNCILLOR VICTORIA WILSON, CABINET MEMBER FOR  
BUSINESS ENTERPRISE AND COMMUNITY INFRASTRUCTURE**

**PART A – SUMMARY REPORT**

**1. SUMMARY OF PROPOSALS**

- 1.1 The report will seek formal approval from the Cabinet to allocate UKSPF resources to the specific projects set out in the report and appendix.

**2. SUMMARY IMPACT ASSESSMENT**

POLICY/COMMUNITY IMPACT	Do these proposals contribute to specific Council Plan objectives?	
	Yes	Prosperous and Vibrant Communities
	Has an Equality Impact Assessment (Equal) been completed?	
	No	Given the breadth of projects it is proposed that the need for EqlAs will be assessed for each project as they progress.
	Has a Data Protection Impact Assessment been completed?	
	No	Given the breadth of projects it is proposed that the need for DPIAs will be assessed for each project as they progress.
SCRUTINY POWERS APPLICABLE	Yes	The Constitution and associated protocol provides that front line Councillors, the Monitoring Officer and the Section 151 Officer will have five clear working days following dispatch of a notification of a proposed decision in which to call in for scrutiny, decisions proposed by the Cabinet or its members. In accordance with the provisions of the Constitution and associated protocol, any two or more members wishing to request that this proposed decision should be called in for scrutiny should do so by giving notice to the Corporate Director of Governance either by e-mail or in writing before the end of the fifth day specifying the reason or reasons therefore. The Corporate Director of Governance will then call in the

		proposed decision and arrange for it to be considered by the Overview and Scrutiny Committee/relevant Scrutiny Panel. A copy of such notice must also be sent to me either by email or in writing by the end of the fifth day. This proposed decision will be confirmed and implemented or, where appropriate, referred to the Council for consideration at its next meeting, on or after the date to be notified upon circulation of the minutes of the meeting of the Cabinet, unless called in for scrutiny by that date.
KEY DECISION	No	This report deals with the allocation of grant funding (outside of the approved budget) as opposed to the incurring of expenditure or the making of savings over the financial threshold for a Key Decision.
TARGET COMPLETION/ DELIVERY DATE	UKSPF and REPF funding ends in March 2025	
FINANCIAL IMPACT	Yes	There is no financial impact on the Authority's approved budget and MTFS. This is a fully grant funded project with new resources received to be applied as detailed in the report. This report ensures that use of these funds follows the strict conditions set out by DLUHC to avoid any possibility of spend occurring outside the remit of conditions set.
LEGAL ISSUES	Yes	The governance for the two grant funding streams is in accordance with government requirements and as set by Cabinet on 7 March 2023. Approvals and reporting to the Cabinet forms part of that governance structure.
OTHER IMPACTS, RISKS & OPPORTUNITIES including climate impacts and health impacts if applicable	The UKSPF and REPF provide an excellent opportunity to improve the prosperity and health and wellbeing of our residents and businesses. The nature of the funding also enables us to reduce the impacts of climate change and improve the local environment. The report and appendices outlines the opportunities the funding brings to South Staffordshire.	
IMPACT ON SPECIFIC WARDS	No	

## **PART B – ADDITIONAL INFORMATION**

### **3. INFORMATION**

- 3.1 UKSPF is a central pillar of the UK Government's levelling up agenda and a significant component of its support for places across the UK. It provides £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the fund via a funding formula rather than a competition. This recognises that even the most affluent parts of the UK contain pockets of deprivation and need support.
- 3.2 Within the context of the Fund's objectives, each place has the flexibility to invest across a range of activities that represent the right solutions to improve local pride in place, help spread and create opportunity, and a sense of community and belonging. Places were able to choose from investment in three investment priorities of communities and place, local business and people and skills. In addition, there are 41 interventions across the three investment priorities, each with their expected outputs and outcomes. We did not have to target all 41 interventions but they formed a menu from which we could choose whichever ones best met our local priorities.
- 3.3 South Staffordshire Council was allocated £3.82m (revenue and capital) across three funding years from 2022/23 – 2024/25 but had to submit an investment plan in Summer 2022. The plan needed to set out a degree of local context, what our priorities were, what outcomes and interventions we would be looking to target with the funding, and whether we had the capability and capacity to deliver this level of funding.
- 3.4 Our draft Investment Plan was put together focusing on existing Council priorities in consultation with Members and partners. The Plan set out the interventions we would target with the funding and included projects in all three of the investment priorities as prescribed by the Government. Broadly they could be headlined as:
- A strong and effective package of business support across our business sectors
  - Skills and support for access to employment for our residents
  - Investment in our village centres
  - Environmental improvements
  - Decarbonising our assets
  - Extending our Warmer Homes activity
  - Active Travel improvements
- 3.5 Our Investment Plan was approved in December 2022 with the funding tapering up from year 1 (22/23) with £464k allocated, in year 2 (23/24) £928k and in year 3 (24/25) we have been allocated £2.43m.
- 3.6 In March 2023 the Cabinet approved a new governance structure to enable the Council to deliver the programme with sufficient oversight and challenge from Members, senior officers and partners, whilst meeting the Government's requirements to have an effective governance system in place to properly manage the funding.

- 3.7 Whilst Members have been kept informed of UKSPF progress they are yet to formally approve the allocation of funding to specific projects, which this report aims to formalise. As other projects/bids progress the plan will be to bring those projects forward for Member approval in due course.
- 3.8 Appendix A outlines the indicative allocations across the three priority areas. The scope of these projects was previously agreed through the Investment Plan submitted and most of the projects are now being worked up and planned for. Members will have noted in 3.5 that the rump of the funding is in year 3 and the majority of the allocated, but not yet confirmed projects, will be year 3 projects. As and when these progress, further reports to allocate the resources to those projects will follow.
- 3.9 As part of the People and Skills priority we have created the 'Creating Brighter Futures' (CBF) programme to provide assistance for those residents who are long-term unemployed and furthest from the job market, as well as opportunities for reskilling and upskilling. As Members will be aware, the EU funded Building Better Opportunities programme ceased in March 2023 and the UKSPF funding has enabled us to continue many of those activities. However, it's also allowed us to expand that provision to now cover for those who may have recently lost work and need some assistance to retrain and improve their skills to meet future employment opportunities. £400,000 has been provisionally allocated to these activities across the two remaining years of the programme and this project is currently live and working with residents.
- 3.10 Across the full three years of the programme circa £1.9m has been provisionally allocated to the Supporting Local Business priority, however this encompasses a range of activity including a bespoke business start-up programme with grants, a business growth and grants programme, a research and development innovator programme, a green solutions programme with grants, and a capital allocation to begin to decarbonise our own assets with a focus on Landywood Enterprise Park.
- 3.11 Appendix A also sets out the range of other projects with an indicative provisional allocation of funding, including those outlined in 3.9 and 3.10. Members will note that they broadly conform to the priorities we set out in our Investment Plan submission and as set out in 3.4.
- 3.12 It should be noted that a number of these projects are for indicative allocations and final allocations may differ when fully worked up and delivering. Financial and project performance will be reported back to Cabinet, and more widely through Overview and Scrutiny Committee, at least twice a year.
- 3.13 Members will have also noted from appendix A that there is circa £1.2m residual UKSPF funding unallocated and available for organisations to bid for to deliver projects in line with the Council's Investment Plan priorities and interventions. This funding programme has recently been launched and we are now accepting expressions of interest for projects. If a project is deemed as qualifying the organisation will be invited to submit a formal application, which in turn will be



assessed by a panel consisting of both Council and independent representatives. Recommendations from that Panel will then be made through the formal governance structure to agree grant allocations.

- 3.14 The associated Rural England Prosperity Fund (REPF) sits outside of the projects outlined in appendix A, given it is a grant funding programme to external business and community applicants, however, allocation of these funds will follow a similar process to the UKSPF residual funding and will be brought forward to Cabinet for approval in due course.
- 3.15 Approval is now sought from the Cabinet to allocate UKSPF funding to the projects outlined in appendix A.

#### **4. IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

- 4.1 UKSPF and REPF provides the Council with a major opportunity to make a difference to all of the district and to all parts of our communities. Members will have noted the breadth of projects with an indicative allocation, with the expectation of more projects to follow.
- 4.2 Given the breadth of interventions and projects, the expectation is that each priority theme or project will undertake their own impact assessments. Some of this will form part of the government's monitoring process and can be reported back to Members, and if outside of this process, then for example, any separate impact assessments can also be reported to Members.

#### **5. PREVIOUS MINUTES**

- 5.1 N/A

#### **6. BACKGROUND PAPERS**

- 6.1 N/A

#### **7. RECOMMENDATIONS**

- 7.1 It is recommended that the Cabinet approve the allocation of UKSPF funding to the projects outlined in appendix A to enable the delivery of the outputs and outcomes associated with them, and the benefits this will bring to our residents and businesses.

#### **8. APPENDICES**

- 8.1 Appendix A – Indicative UKSPF Project Allocations



		Name of Project	Project Description	New or pre-UKSPF Project?	Main Intervention	Secondary Int	Location		Delivery Lead	Type of organisation	Status	Estimated total UKSPF / REPF budget			Primary non-UKSPF Funding	Secondary non-UKSPF Funding	
E1	C & P	High Street Support TBC	High street improvements	New	E1 Improvements to town centres & High Streets		WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£300,000	Revenue	£300,000			
E2	C & P	Community capital project TBC	Community capital	New	E2 Community & neighbourhood infrastructure projects		WV8 1PX	South Staffords	TBC	TBC	Planned	£150,000	Capital+Rev	£150,000			
E3	C & P	Enhancing Open Spaces TBC	Enhancement of the Councils open spaces	Existing	E3 Creation of and improvements to local green spaces	E8	WV8 1PX	South Stafford	South Staffo	Local Authority	Planned	£125,000	Capital	£125,000			
E4	C & P	Enhancing existing institutions TBC	Enhancement of the institutions	New	E4 Enhancing existing cultural, historic & heritage institutions offer		WV8 1PX	South Staffords	T.B.C.	Voluntary Sector	Planned	£100,000	Capital	£100,000			
E6	C & P	Local arts TBC	Creative activites	New	E6 Local arts, cultural, heritage & creative activities		WV8 1PX	South Staffords	T.B.C.	Voluntary Sector	Planned	£45,000	Revenue	£45,000			
E7	C & P	Cycling infrastructure TBC	Installation of cycle shelters at South Staffs Leisure Centres	New	E7 Support for active travel enhancements		WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£25,000	Capital	£25,000			
E7	C & P	Active travel enhancements TBC	Accessibility works	New	E7 Support for active travel enhancements		WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£225,000	Capital	£225,000			
E8	C & P	Tourism Campaigns	Delivery of a number of tourism campaigns	New	E8 Campaigns to encourage visits and exploring of local area		WV8 1PX	South Stafford	T.B.C.	Other Public Se	Planned	£50,000	Revenue	£50,000			
E9	C & P	Projects & volunteers TBC	Volunteering & Social action	New	E9 Impactful volunteering and/or social action projects		WV8 1PX	South Stafford	T.B.C.	Voluntary Secto	Planned	£45,000	Revenue	£45,000			
E10	C & P	Health in the Community Programmes	Replacement of walking and gentle exercise programmes	Existing	E10 Local sports facilities, tournaments, teams & leagues	E35	WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£9,000	Revenue	£18,000		Existing Council budget	
E10	C & P	Engaging Physically Inactive Residents	Further developing the current Forward to Health Scheme	Existing	E10 Local sports facilities, tournaments, teams & leagues		WV8 1PX	South Stafford	South Staffo	Local Authority	Planned	£11,000	Revenue	£22,000		Existing Council budget	
E11	C & P	Infrastructure support TBC	Local group support	New	E11 Capacity building & infrastructure support		WV8 1PX	South Stafford	T.B.C.	Other Public Se	Planned	£130,000	Capital+Rev	£130,000			
E12	C & P	Community engagement TBC	Community scheme	New	E12 Community engagement schemes, local regeneration		WS6 6BD	South Stafford	T.B.C.	Voluntary Sector	Planned	£30,000	Revenue	£30,000			
E13	C & P	South Staffs Warmer Homes	Continuation of a home upgrade grant scheme, EPC surveys carried out for needs assessment.	Existing	E13 Community measures to reduce the cost of living	E14,	WV8 1PX	South Stafford	T.B.C.	Other Public Se	Planned	£300,000	Revenue	£275,000			
E16	L B	High Street Support	Appraisal, opportunities and promotion	New	E16 Open markets & town centre retail & service sector		WS6 6BD	South Stafford	Triquest	Private Sector C	Live	£81,000	Revenue	£81,000			
E17	L B	Promotion of the visitor economy	Visitor economy promotion	New	E17 Development & promotion of visitor economy		WS6 6BD	South Stafford	T.B.C.	Private Sector C	Planned	£40,000	Revenue	£40,000			
E19	L B	Investment in R&D	Local level R & D	New	E19 Investment in research and development at the local level		WS6 6BD	South Staffords	T.B.C.	Private Sector Co	Planned	£200,000	Revenue	£200,000			
E22	L B	College project TBC	Capital equipment	New	E22 Enterprise infrastructure & employment / innovation sites		WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£150,000	Capital	£150,000			
E23	L B	Stoke & Staffs Growth Hub	Continuation of the Growth Hub registration/referrals service for prospective entrepreneurs, organisations	Existing	E23 Strengthening local entrepreneurial ecosystems		ST16 2DH	South Stafford	Staffordshire	Local Authority	Planned	£39,040	Revenue	£39,040			
E23	L B	R & D Accelerator Programme	R & D support and grant funding	New	E23 Strengthening local entrepreneurial ecosystems	E24, E33	WV8 1PX	South Staffords	T.B.C.	HE Institution	Planned	£200,000	Revenue	£200,000			
E39	L B	Carbon Literacy Training	Continuation of support scheme delivery to organisations / employees	Existing	E29 Supporting decarbonisation whilst growing the local economy	E39,	ST16 2DH	South Staffords	Staffordshire	Local Authority	Planned	£300,000	Revenue	£300,000			
E29	L B	Landywood PV Solar	Installation of PV panels to 36 business units on Landywood Enterprise Park	New	E29 Supporting decarbonisation whilst growing the local economy		WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£250,000	Capital	£300,000			
E30	L B	Get Started and Grow	Local business support for start up and growth of newly registered businesses / organisations <5yrs old	Existing	E30 Business support measures to drive employment growth	E24, E33	ST16 2DH	South Staffords	Staffordshire	Local Authority	Live	£15,000	Revenue	£15,000			
E30	L B	Business Start Up Programme	Start up support and grant funding	New	E30 Business support measures to drive employment growth	E24,	WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£176,000	Revenue	£176,000			
E30	L B	Plan to Grow	Business Planning, Winning Business, support and grant Programme	New	E30 Business support measures to drive employment growth	E24	WV8 1PX	South Staffords	South Staffo	Local Authority	Planned	£267,732	Revenue	£458,732			
E38	P & S	Creating Brighter Futures	Replacing BBO, supporting individuals with basic, life and career skills.	Existing	E38 Local areas to fund local skills needs	E33, E34, E35,	WV8 1PX	South Staffords	South Staffo	Local Authority	Live	£410,000	Revenue	£410,000			

	Capital	Revenue	Captial	Revenue	
Community & Place	unallcoated	£ 550,000	£ 410,000	£ 176,000	£ 345,000 allocated
Local Business	unallcoated	£ 230,000	£ 30,000	£ 250,000	£ 1,272,772 allocated
People & Skills	unallcoated	£ -	£ -	£ -	£ 410,000 allocated
Rural England Prosperity Fund	unallcoated	£ 489,371	£ -	£ -	£ - allocated
	£ 1,269,371	£ 440,000	£426,000	£ 2,027,772	£150,000 £ 4,313,143 TOTAL

£3,673,772

£150,000 M & A

£3,823,772

£489,371 REPF

£4,313,143

£1,200,000.00	£780,000	£420,000
Residual	Capital	Revenue



**SOUTH STAFFORDSHIRE COUNCIL****CABINET – 12 SEPTEMBER 2023****BUDGET MONITORING – 2023/24 QUARTER 1****REPORT OF THE FINANCE MANAGER AND INTERIM S151 OFFICER****LEAD CABINET MEMBER – COUNCILLOR ROGER LEES, LEADER OF THE COUNCIL****PART A – SUMMARY REPORT****1.1 SUMMARY OF PROPOSALS**

- 1.1 This report provides an update as of 30 June 2023 (Quarter 1 of 2023/24) on the in-year financial performance (budget monitoring) of the Council.

**2.1 RECOMMENDATIONS**

- 2.1 It is recommended that Cabinet review and note the Quarter 1 financial position.

**3.1 SUMMARY IMPACT ASSESSMENT**

POLICY/COMMUNITY IMPACT	Do these proposals contribute to specific Council Plan objectives?	
	Yes	It reports progress against Council Plan targets
	Has an Equality Impact Assessment (EqIA) been completed?	
	No	This report does not impact on equality issues
SCRUTINY POWERS APPLICABLE	No – A comprehensive IPM report (to include Performance and Risk alongside Finance) is presented to O&S at Quarter 2 and 4.	
KEY DECISION	No	
TARGET DATE	Quarterly	
FINANCIAL IMPACT	Yes	The report details the financial position as at the end of Quarter 1 2023/24.
LEGAL ISSUES	Yes	Section 151 of the Local Government Act 1972 requires the Council to make arrangements for the proper administration of its financial affairs.
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	
IMPACT ON SPECIFIC WARDS	No	All Wards

#### 4 Finance

- 4.1 The main headlines from the Quarter 1 (end June 2023) Finance Scorecard (included in full at Appendix 1) are as follows
- 4.2 Total (net) projected annual Service Expenditure at Quarter 1 is £14.830m against an approved budget of £14.704m resulting in an adverse variation of £0.126m before application of Earmarked Reserves. Further to these, there is a net saving allowing a projected contribution to General Fund Reserves of £0.046m. Current spend does not account for pending pay award budgeted at 5%. Overall, this generates a projected increase of £0.045m in General Reserves.
- 4.3 Earmarked Reserves are currently forecast to improve against budget by £0.945m at the end of the financial year. This arises through a combination of in-year Business Rate receipts, current investment income is exceeding budget by £0.238m due to higher than budgeted interest rates and minor improvements in Council Tax collection estimates.
- 4.4 In relation to Business Rates, at outturn the Collection Fund moved from a deficit of £0.766m in 2021/22 to a surplus of £1.561m in 2022/23. This volatility is not unusual and is primarily related to timing differences around correct accounting for Business Rate receipts (and was exacerbated by Covid related reliefs). There is a benefit however and this will enable Business Rate related Earmarked Reserves to be bolstered in 2023/24 as the Collection Fund surplus is distributed, currently forecast to be £0.850m. Where there has been genuine growth and benefits from pooling arrangements, there may be leeway to provide further betterment to the Council Finances in the medium term.
- 4.5 Current investment income is exceeding budget by £0.238m due to higher than anticipated interest rates at the time the budget was set. This has created the opportunity to set aside a specific Earmarked Reserve to initially pump-prime any requirements to fund restoration work at Closed Churchyards.
- 4.6 Variations within the £0.045m include
- £31k pressures in Leisure Operations, amidst temporary reductions in capacity due to refurbishments & repairs to pool.
  - £109k pressures Estates and Assets partly due to reduced income at Element Court (which is now tenanted) and one off revenue costs associated with Wombourne & 4E redevelopment.
  - £68k surplus in Planning relating to additional PPA agreements and part year staffing of new posts agreed via RPP.
  - £50k surplus in Localities relating to unspent Consultancy budget.

- 4.7 The budget for 2023/24 assumed a deficit (adjusted by contributions from Earmarked Reserves) to be funded from General Fund reserves of £1.770m. The current projected adjusted contribution from General Reserves of £1.726m is a £0.045m improvement against budget.
- 4.8 New Homes Bonus & Services Grant are forecast to be close to budget.

## **5 IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

Not applicable

## **6 PREVIOUS MINUTES**

Not applicable

## **7 BACKGROUND PAPERS**

- Appendix 1 – Quarter 1 Finance Scorecard

Report prepared by:

John Mayhew, Finance Team Manager and Interim S151 Officer





# Integrated Performance Management

## Finance Scorecard Quarter 1

### 2023/24: Quarter 1 – Revenue Budget

Ref	Budget Heading	Original Budget	Revised Budget	YTD Budget	Actual	Annual Forecast	Forecast Variance*	E' Reserve Impact	Gen Fund Impact	RAG	Page Ref
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
1	Business Enterprise & Community Infrastructure	1,438	1,438	359	102	1,326	112	(11)	123		7
2	Community Services	5,232	5,232	1,378	515	5,235	(3)	(65)	62		4
3	Corporate Services	4,180	4,180	1,174	1,180	4,247	(67)	(39)	(28)		5
4	Digital Technology & Service Transformation	1,715	1,715	414	431	1,855	(140)	(28)	(112)		3
5	Regulatory Services	845	845	211	136	845	0	0	0		8
6	Welfare Services	1,294	1,294	324	390	1,323	(29)	(29)	0		9
7	<b>Total Service Expenditure</b>	<b>14,704</b>	<b>14,704</b>	<b>3,861</b>	<b>2,753</b>	<b>14,831</b>	<b>(127)</b>	<b>(172)</b>	<b>45</b>		
8	Enterprise Zone	5,028	5,028	1,257	1,049	5,028	0	0	0		
9	Capital Financing and Treasury	(671)	(671)	(168)	(180)	(909)	238	238	0		
10	<b>Total Expenditure</b>	<b>19,061</b>	<b>19,061</b>	<b>4,950</b>	<b>3,622</b>	<b>18,950</b>	<b>111</b>	<b>66</b>	<b>0</b>		
12	Enterprise Zone	(5,028)	(5,028)	(1,257)	(1,049)	(5,028)	0	0	0		
13	Retained Business Rates & RSG	(5,150)	(5,150)	(1,288)	(389)	(6,000)	850	850	0		
14	Council Tax Requirement	(5,361)	(5,361)	(1,340)	(1,347)	(5,386)	25	25	0		
15	Services Grant	(96)	(96)	(24)	(24)	(96)	0	0	0		
16	New Homes Bonus	(655)	(655)	(164)	(165)	(659)	4	4	0		
17	<b>Total External Funding</b>	<b>(16,290)</b>	<b>(16,290)</b>	<b>(4,073)</b>	<b>(2,973)</b>	<b>(17,169)</b>	<b>879</b>	<b>879</b>	<b>0</b>		
18	Appropriations to / (from) Earmarked Reserves	(1,000)	(1,000)	0	0	(55)	945	945	0		
19	Appropriations to/ (from) General Fund Balance	(1,771)	(1,771)	(877)	(649)	(1,726)	45	0	45		
20	<b>Total Appropriation to Earmarked / General Reserves</b>	<b>(2,771)</b>	<b>(2,771)</b>	<b>(877)</b>	<b>(649)</b>	<b>(1,781)</b>	<b>990</b>	<b>945</b>	<b>45</b>		

<b>RED</b>	Not on target and / or the level of risk (of not meeting target) is high and needs urgent remedial action
<b>AMBER</b>	Not fully on target but not significantly off target and / or the level of risk (of not meeting target) is manageable but requires close monitoring
<b>GREEN</b>	On target and / or the risk (of not meeting target) is low and under control



## 2023/24 Quarter 1 - Executive Summary

- Total (net) projected annual Service Expenditure at Quarter 1 is £14.830m against an approved budget of £14.704m resulting in an adverse variation of £0.126m before application of Earmarked Reserves. Further to these, there is a net saving allowing a projected contribution to General Fund Reserves of £0.046m. Current spend does not account for pending pay award budgeted at 5%. Overall, this generates a projected increase of £0.045m in General Reserves.
- Earmarked Reserves are currently forecast to improve against budget by £0.945m at the end of the financial year. This arises through a combination of in-year Business Rate receipts, current investment income is exceeding budget by £0.238m due to higher than budgeted interest rates and minor improvements in Council Tax collection estimates.
- In relation to Business Rates, at outturn the Collection Fund moved from a deficit of £0.766m in 2021/22 to a surplus of £1.561m in 2022/23. This volatility is not unusual and is primarily related to timing differences around correct accounting for Business Rate receipts (and was exacerbated by Covid related reliefs). There is a benefit however and this will enable Business Rate related Earmarked Reserves to be bolstered in 2023/24 as the Collection Fund surplus is distributed, currently forecast to be £0.850m. Where there has been genuine growth and benefits from pooling arrangements, there may be leeway to provide further betterment to the Council Finances in the medium term.
- Current investment income is exceeding budget by £0.238m due to higher than anticipated interest rates at the time the budget was set. This has created the opportunity to set aside a specific Earmarked Reserve to initially pump-prime any requirements to fund restoration work at Closed Churchyards.
- Variations within the £0.045m include:
  - £31k pressures in Leisure Operations, amidst temporary reductions in capacity due to refurbishments & repairs to pool.
  - £109k pressures Estates and Assets partly due to reduced income at Element Court (which is now tenanted) and one off revenue costs associated with Wombourne & 4E redevelopment.
  - £68k surplus in Planning relating to additional PPA agreements and part year staffing of new posts agreed via RPP.
  - £50k surplus in Localities relating to unspent Consultancy budget.

- The budget for 2023/24 assumed a deficit (adjusted by contributions from Earmarked Reserves) to be funded from General Fund reserves of £1.770m. The current projected adjusted contribution from General Reserves of £1.726m is a £0.045m improvement against budget.
- New Homes Bonus & Services Grant are forecast to be close to budget.



## 2023/24: Quarter 1 – Digital Technology & Service Transformation

	Annual Budget	Revised Budget	Year to Date Budget	Actual	Forecast Outturn	Forecast Variance	Impact on ER	Impact on GF	RAG
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Community Hub	555	555	125	107	549	5	8	(3)	
Customer Interaction	364	364	91	63	364	0	0	0	
Digital Services	1,949	1,949	487	447	2,062	(113)	(113)	0	
Estates & Assets	(1,152)	(1,152)	(288)	(186)	(1,120)	(32)	77	(109)	
<b>Total Digital Technology and Service</b>	<b>1,715</b>	<b>1,715</b>	<b>414</b>	<b>431</b>	<b>1,855</b>	<b>(140)</b>	<b>(28)</b>	<b>(112)</b>	

Revenue Budget	RAG	Comments
Community Hub		No significant variations to report.
Customer Interaction		No significant variations to report
Digital Services		No significant variations to report
Estates & Assets		Delays to construction projects at 4E and Wombourne have incurred some revenue costs, (£23k). Reduced revenue income due to sale of Heathmill (£29k) is offset corporately by the benefit of a capital receipt of £425k. Element Court Office now let with 6 month rent free period (£20k). Estate occupancy levels (6 empty), Hub occupancy (4 vacant), but economic challenges may have impact and this area will need to be closely monitored.



## 2023/24: Quarter 1– Community Services

	Annual Budget	Revised Budget	Year to Date Budget	Actual	Forecast Outturn	Forecast Variance	Impact on ER	Impact on GF	RAG
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Baggeridge Country Park	115	115	30	18	115	0	0	0	
Leisure Services	814	814	221	235	899	(86)	(55)	(31)	
Landscape & Bereavement	(247)	(247)	(53)	(48)	(215)	(32)	0	(32)	
Street Scene	1,272	1,272	341	329	1,281	(10)	(10)	0	
Recycling	(106)	(106)	2	(47)	(134)	28	0	28	
Refuse Collection	3,336	3,336	824	19	3,239	97	0	97	
Climate Change	49	49	12	9	49	0	0	0	
<b>Total Community Services</b>	<b>5,232</b>	<b>5,232</b>	<b>1,378</b>	<b>515</b>	<b>5,235</b>	<b>(3)</b>	<b>(65)</b>	<b>62</b>	

Revenue Budget	RAG	Comments
Baggeridge Country Park		No significant variations to report
Leisure Services		Reduced swimming income forecast due to closure for ventilation works and increased pool costs at Penkridge. Income from memberships currently on budget but to be closely monitored.
Landscape & Bereavement		Crematoria Income (Essington) will be received later than previously budgeted. Pre-purchase burial plots performing well and are currently forecast to offset part of this pressure.
Street Scene		No significant variations to report
Recycling		Increased income from sale of recycled materials (plastics, papers, etc)
Refuse Collection		Inflation added to contract less than budget leading to in-year betterment. (12% budgeted, actual 9%)
Climate Change		No significant variations to report



## 2023/24: Quarter 1 – Corporate Services

	Annual Budget	Revised Budget	Year to Date Budget	Actual	Forecast Outturn	Forecast Variance	Impact on ER	Impact on GF	RAG
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Accountancy & Financial Services	632	632	158	142	632	0	0	0	
Pay & pensions	592	592	148	172	644	(52)	0	(52)	
Corporate Finance	577	577	144	140	577	0	0	0	
Corporate Leadership Team	663	663	165	172	647	14	0	14	
Communications	163	163	41	30	163	0	0	0	
Community Safety	76	76	19	20	76	0	0	0	
Elections	360	360	219	246	380	(19)	(19)	0	
Human Resources	438	438	109	94	448	(10)	(20)	10	
Policy	113	113	28	37	113	0	0	0	
Member Support	567	567	142	126	567	0	0	0	
<b>Total Corporate</b>	<b>4,180</b>	<b>4,180</b>	<b>1,174</b>	<b>1,180</b>	<b>4,247</b>	<b>(67)</b>	<b>(39)</b>	<b>(28)</b>	

Revenue Budget	RAG	Commentary
Accountancy & Financial Services		No significant variations to report
Pay & Pensions		No significant variations to report – current variation relates to vacancy management adjustment
Corporate Finance		No significant variations to report
Corporate Leadership Team		Saving relates to recruitment gap between S151 officers.
Communications		No significant variations to report
Community Safety		No significant variations to report
Elections		Earmarked Reserve being used to fund additional staffing resources.
Human Resources		RPP saving against training budget, ER being used to fund apprentice post
Policy		No significant variations to report
Member Support		No significant variations to report



## 2023/24: Quarter 1 – Business Enterprise & Community Infrastructure

	Annual Budget	Revised Budget	Year to Date Budget	Actual	Forecast Outturn	Forecast Variance	Impact on ER	Impact on GF	RAG
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Building Control & Land Charge	27	27	7	0	27	0	0	0	
Development Control	255	255	64	(179)	187	68	0	68	
Planning Enforcement	209	209	52	49	214	(6)	(11)	5	
Local Plan	494	494	124	96	494	0	0	0	
Economic Development	277	277	69	52	277	0	0	0	
Localities	177	177	44	28	127	50	0	50	
UKSPF	0	0	0	55	0	0	0	0	
<b>Total Planning</b>	<b>1,438</b>	<b>1,438</b>	<b>359</b>	<b>102</b>	<b>1,326</b>	<b>112</b>	<b>(11)</b>	<b>123</b>	

Revenue Budget		Commentary
Building Control & Land Charge		No significant variations to report
Development Control		Current income levels are performing well against budget, however close monitoring of Planning Application income is required as economic climate could impact volume of future applications.
Planning Enforcement		No significant variations to report
Local Plan		No significant variations to report
Economic Development		No significant variations to report
Localities		Uncommitted budget for consultancy currently shown as a saving.



UKSPF		No significant variations to report – all spend is fully grant funded
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## 2023/24: Quarter 1 – Regulatory Services

	Annual Budget	Revised Budget	Year to Date Budget	Actual	Forecast Outturn	Forecast Variance	Impact on ER	Impact on GF	RAG
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Emergency Planning	48	48	12	9	48	0	0	0	
Environmental Health	540	540	135	109	540	0	0	0	
Internal Audit	96	96	24	22	96	0	0	0	
Legal Shared Service	161	161	40	(4)	161	0	0	0	
<b>Total Regulatory Services</b>	<b>845</b>	<b>845</b>	<b>211</b>	<b>136</b>	<b>845</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Revenue Budget	RAG	Commentary
Emergency Planning		No significant variations to report
Environmental Health		No significant variations to report
Internal Audit		No significant variations to report
Legal Shared Service		No significant variations to report



## 2023/24: Quarter 1 Monitoring– Welfare Services

	Annual Budget	Revised Budget	Year to Date Budget	Actual	Forecast Outturn	Forecast Variance	Impact on ER	Impact on GF	RAG
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Revenue Services	368	368	92	129	369	(1)	(1)	0	
Benefit Services	740	740	185	364	755	(15)	(15)	0	
Homelessness	0	0	0	(171)	(80)	80	80	0	
Housing Operations	187	187	47	68	280	(93)	(93)	0	
<b>Total Welfare Services</b>	<b>1,294</b>	<b>1,294</b>	<b>324</b>	<b>390</b>	<b>1,323</b>	<b>(29)</b>	<b>(29)</b>	<b>0</b>	

Revenue Budget	RAG	Commentary
Revenue Services		No major variations to report.
Benefit Services		No major variations to report.
Homelessness		Actual to date represents grant income (net of spend to date). All grant is either committed in year or carried forward as an Earmarked Reserve where we have contracts running more than 12 months. No variations impacting on General Fund Reserves.
Housing Operations		No major variations to report.



## 2023/24: Quarter 1 – Capital Budget

Capital Scheme	2023/24 Budget £'000	Spend to date £'000	Commentary	RAG
<b><u>Corporate Services</u></b> Commercial Asset Strategy	11,043	337	Budget includes:- <ul style="list-style-type: none"> <li>• Wombourne Enterprise Park development</li> <li>• Restoration of Unit 4E Four Ashes following fire damage (funded via insurance claim)</li> <li>• Contingency for existing projects £250k</li> <li>• Future development/purchase opportunities</li> </ul> Both sites are under construction and should be completed Spring 2024.	
Itrent Upgrade	20	0	Budget has been assigned and earmarked for Swipelt replacement time and attendance system	
<b><u>Digital Technology and Service Transformation</u></b> Digital Technology and Service Transformation	370	13	Budget includes; workstation replacement for Agile working, purchase of Civica licenses and other Digital Services requirements including vSan switches and hosts	
<b><u>Welfare Services</u></b> Disabled Facilities Grant	1,935	(232)	Better Care Fund allocations to fund necessary adaptations	
<b><u>Community Services</u></b> Street Scene Fleet	166	0	Budget includes; street cleansing vehicle and slippage due to delay on procurement of grounds maintenance vehicle	
Waste Bags	10	0	Budget for purchase of recycling bags as required	

Leisure Centre Equipment Renewal Programme	179	157	Budget for replacement of cardiovascular, resistance and indoor cycling equipment. Purchase of equipment at Wombourne Leisure Centre has been made. Purchase of indoor cycles at Penkridge Leisure Centre currently outstanding.	
Leisure Centre Investment Scheme	1,030	-48	Budget includes; leisure centre investment across all centres. Currently works at Codsall Leisure Centre are outstanding. The spend to date figure allows for retention monies that will become due following a period of review of the works for suitability and quality.	
Leisure Centre Air Conditioning	28	0	Budget is for air conditioning replacement across centres. Within 2022/23, an air conditioning unit was purchased at Wombourne Leisure Centre. Timing of expenditure can be linked to the leisure investment fund works.	
<b><u>Business Enterprise and Community Infrastructure</u></b> Regional Housing Board	127	0	South Staffordshire Council contribution to South Staffordshire Warmer Homes project	
Regional Housing Board	<b>14,908</b>	<b>227</b>		

#### Other Notes

##### **Moved financial year as part of MTFS**

##### **2024/25 Budget**

**£'000**

Refuse Vehicles new contract

3,046

At MTFS review, the new contract was due to start 1<sup>st</sup> April 2025. Hence budget was moved to 2024/25 to allow for any vehicles to be supplied in advance of the contract. Accounting standards dictate that embedded leases (vehicles supplied as part of overall contract) must be capitalised.

