BUDGET MONITORING Q3 2023-24 **Appendix 1**

Further detail by Portfolio, Outstanding Sundry Debt and Late Payment information

Contents

Please note that the rounding of numbers may give rise to minor differences in the totals for each Portfolio between the covering report and this appendix.

1. Revenue by Portfolio

1.1 **Leader Revenue**: Budget £5.5m, Outturn £5.6m,
Variance £0.09m Adverse

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	544	508	(36)	
Income	0	0	0	
Chief Executives Office	544	508	(36)	(33) ↓
Expenditure	2,335	2,463	128	
Income	(502)	(504)	(2)	
Economic Growth & Regeneration	1,833	1,959	125	(50) ↓
Expenditure	2,923	2,972	49	
Income	(134)	(144)	(10)	
Policy & Communications	2,789	2,828	39	5 ↑
Expenditure	363	326	(37)	
Income	0	0	0	
Strategic Infrastructure	363	326	(37)	124 ↑
Leader	5,528	5,621	92	**46** ↑

a) Leader Revenue is reporting a minor variance of £0.1m adverse variance overall.

b) Economic Growth and Regeneration are reporting a £0.1m adverse variance on staffing, with a slight improvement on last quarter from spending controls and action plans.

c) Chief Executive's Office and Strategic Infrastructure are both reporting minor underspends, while Policy & Communications is forecasting a minor overspend.

1.2 **Accessible Housing and Resources Revenue**: Budget £59.8m, Outturn £58.4m, **Variance £1.45m**

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q1 Cab) £000
Expenditure	12,780	12,719	(60)	
Income	(427)	(499)	(72)	
Business Operations	12,353	12,220	(133)	(128) ↓
Expenditure	95,943	96,068	125	
Income	(86,263)	(86,619)	(355)	
Finance	9,680	9,450	(230)	(230) ↓
Expenditure	5,543	5,304	(238)	
Income	(767)	(765)	3	
Human Resources & Organisational Develo	4,775	4,540	(236)	(236) ↓
Expenditure	14,222	13,846	(376)	
Income	(656)	(695)	(39)	
ICT	13,566	13,151	(415)	(272) ↓
Expenditure	18,567	18,431	(135)	
Income	(1,544)	(1,616)	(72)	
Legal & Democratic Services	17,022	16,815	(207)	(91) ↓
Expenditure	23,438	23,694	255	
Income	(26,082)	(26,769)	(687)	
Property & Assets	(2,644)	(3,076)	(432)	(510) ↓
Expenditure	1,563	1,359	(204)	
Income	0	0	0	
Resources Director and Bus Mngmnt	1,563	1,359	(204)	96 ↑
Expenditure	1,497	1,497	0	
Service Improvement	1,497	1,497	0	46 ↑
Expenditure	17,690	17,667	(23)	
Income	(15,446)	(15,485)	(39)	
BI & Community Support	2,244	2,182	(62)	28 ↑
Accessible Housing & Resources	60,056	58,138	(1,918)	**(1,297)** ↓

a) Accessible Housing and Resources is reporting a favourable variance of £1.9m, main variances and movements are detailed as follows:

b) Business Operations have a net favourable variance and movement of £0.13m, being £0.07m additional income, £0.04m non-pay spend controls and £0.02m from vacancy control.

c) Finance has a net favourable variance and movement of £0.23m mainly from £0.19m vacancies held ahead of next year's planned service review implementation and £0.04m slippage on agreed staff recruitment.

d) HR has a £0.24m favourable variance and movement from Q2, mainly £0.11m from pay where staff have been seconded to the AURA project but not backfilled, £0.06m variances on HR budgets supporting the rest of the organisation and £0.07m increase in 'Pay as Used' income.

e) ICT have a £0.415m net favourable variance mostly in pay of which £0.14m relates to vacancies held ahead of next year's planned service review implementation, £0.19m slippage on agreed staff recruitment, and £0.08m from vacancy controls. A favourable movement of £0.27m from Q2 is from reductions in one-off in-year licence costs.

f) Legal & Democratic Services have a favourable variance of £0.2m due to vacancies on staffing and reforecast on non-pay budget lines. However, there is an £0.1m adverse variance on Land Charges receipts due to a downturn in the housing market. A favourable movement of £0.09m from Q2 on various lines in Legal and Democratic Services with the main variance on member allowances.

g) Property & Assets have a favourable variance of £0.4m, which is a £0.5m improvement since last quarter due to reductions in energy prices. Property Rental voids and bad debts are £1.5m higher than budgeted and a drawdown from the Investment Property reserve is forecast to cover this.

h) Resources Directorr and Business Management has a net favourable variance of £0.2m, being £0.3m savings linked to Portfolio action plans offset by £0.1m increase in Resources Directorate's impairment loss allowance following reassessment of bad debt provision. The movement from Q2 relates to the increase in impairment loss provision.

i) BI & Community Support is reporting a favourable variance of £0.1m due to staff vacancies. An adverse movement of £0.03m from Q2 on staffing costs.

1.3 **Climate Change and Environment Revenue:** Budget £17.7m, Outturn £16.4m

Variance £1.4m Favourable

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q1 Cab) £000
Expenditure	2,632	2,677	45	
Income	(1,133)	(1,475)	(342)	
Environment	1,499	1,202	(297)	(137) ↓
Expenditure	3,779	3,853	74	
Income	(1,081)	(1,080)	1	
Street Cleaning	2,698	2,773	75	(25) ↓
Expenditure	35,316	30,674	(4,643)	
Income	(21,885)	(17,966)	3,919	
Waste	13,432	12,708	(724)	(340) ↓
Climate Change & Environment	17,629	16,683	(946)	**(502)** ↓

a) Climate Change and Environment Revenue is reporting a favourable variance of £0.9m.

b) There is an £0.7m favourable variance in Waste and Street Cleaning. There is a pressure in income budgets due to market volatility in dry mixed recycling, but since Quarter 1, mitigations of £1.3m have been identified linked to additional electricity income from the EfW plant, relating to a prudent estimate of income projections relating to 2022/23 financial year. The movement from Q2 to Q3 of £0.6m is mainly due to an adjustment on legally disputed Third Party Waste income from prior year expected to be received and spend control savings on staffing.

c) Electricity income is forecast to be £4.8m less than budgeted income target due to the reduction in market energy prices. This will be offset with a proposed £4.8m waste reserve drawdown in order to balance to budget.

d) The income budget for EfW was temporarily increased to £13.3m in 2023/24 because of the significant increase in electricity sales prices. It was always recognised that this is a temporary and volatile situation, so the waste reserve was also increased to manage any variations against budget and volatility in the energy market.

e) The government has announced that it will abolish charging for household DIY waste at Household Recycling Centres. This will be effective from 1st January 2024 and the future impact has also been incorporated into the MTFP.

£0.3m variance in Environment from the Energy contract (contract rebate) and vacancy savings.

1.4 **Communities Revenue:** Budget £7.8m, Outturn £7.3m,
Variance £0.6m Favourable

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	3,224	2,990	(234)	
Income	(67)	(52)	16	
Community Boards	3,157	2,938	(219)	(157) ↓
Expenditure	3,431	3,104	(327)	
Income	(1,383)	(1,416)	(33)	
Community Safety	2,048	1,688	(360)	(298) ↓
Expenditure	329	330	1	
Resilience Services	329	330	1	
Expenditure	1,932	1,910	(22)	(16) ↓
Income	(400)	(382)	19	
Special Expenses	1,532	1,528	(4)	(2) ↓
Expenditure	5,563	5,602	39	
Income	(4,798)	(4,834)	(36)	
Community Support	765	769	4	4 ↑
Communities	7,832	7,254	(578)	**(469)** ↓

a) Communities Revenue is reporting a favourable variance of £0.6m.

b) Community Safety is currently showing a favourable variance of £0.3m related to staffing underspend on Street Wardens and Community Safety and one-off contract savings this year.

c) Community Boards is reporting a favourable variance of £0.2m from the community board budget underspends.

1.5 **Culture and Leisure Revenue**: Budget £4.9m, Outturn £4.9m, **Variance £0.1m**

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	8,865	9,152	287	
Income	(3,920)	(4,301)	(380)	
Culture & Leisure	4,945	4,851	(94)	(62) ↓
Culture & Leisure	4,945	4,851	(94)	**(62)** ↓

a) Culture and Leisure Revenue is reporting a minor £0.1m favourable variance, mainly due to Country Parks filming rights and permits income offset by cost pressures within that area.

BUDGET MONITORING Q3 2023-24 Appendix 1

1.6 **Education & Children's Services Revenue:** Budget £104.9m, Outturn £112.7m, **Variance £7.9m Adverse**

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	97,240	105,135	7,895	
Income	(8,347)	(8,746)	(398)	
Children's Social Care	88,893	96,390	7,497	(1,426) ↓
Expenditure	23,770	24,462	692	
Income	(7,785)	(8,117)	(331)	
Education	15,984	16,345	361	(496) ↓
Expenditure	331,711	331,691	(21)	
Income	(331,711)	(331,691)	21	
Education - Dedicated Schools Grant	0	0	0	0
Education & Childrens Services	104,877	112,735	7,858	**(1,922)** ↓

a) £7.9m pressure in Education & Children's Services (£9.8m last quarter) predominantly due a reduction in foster carer places and national insufficiency of placements for looked after children. The position has improved due to a revised mitigation plan implemented by the directorate. This has included deep dives into specific areas to identify areas where spending can cease or be reduced.

b) The forecast adverse variance for Looked After Children has reduced by £0.7m. There are a number of movements in this area including release of a £1.1m provision for increased costs following OFSTED registration for a number of providers in October, a £0.6m contribution from DSG for the education costs of young people with EHC plans in cross regional placements. Spend on placements remains volatile and is a key risk.

c) Client costs £1.2m – this reflects increased spend to support young people with complex needs within the community.

d) Occupational Therapy Equipment £0.4m - opportunity to maximise the use of disabled facilities grant is being explored to mitigate revenue pressures.

e) Transport £0.5m linked to increased costs due to underlying demand.

f) Aftercare costs £0.7m – due to high numbers of young people turning 18 during the financial year and shortages of suitable accommodation for care leavers.

g) Social Care Staffing costs underspend £1.5m.

h) Education budgets £0.4m overspent, a reduction of £0.5m from Quarter 2. This includes additional system costs, early retirement costs, SEND mediation costs and project team overspend.

1.7 **Children's Services – DSG**: Var +£0.0m, Movt £0.0m managed via reserve

	Budget £000	Y/E Out-turn £000	Variance £000	%	Change in Variance £000
Central Block	4,935	5,097	163	3%	(4,949)
Early Years Block	39,568	39,568	0	0%	(37,070)
High Needs Block	114,594	116,188	1,594	1%	(114,753)
Schools Block	171,678	171,678	0	0%	(174,217)
Funding Block	(330,775)	(332,531)	(1,757)	(1%)	330,988
Education - DSG Total	0	0	0	.	0

a) Dedicated Schools Budgets are currently projected to have an overspend of £1.8m.

b) The overspend has held steady from Quarter 1. The largest variances are:

- Integrated Therapies favourable variance of £0.9m due to staff recruitment delays.
- Education Health and Care Plans (EHCP) and High Needs Block Funding (HNBF) adverse variance £2.8m due to increased demand and increased hours of support.

c) The DSG deficit at the start of the 2023-24 financial year was £1.7m which is currently forecast to increase to £3.5m as a result of the forecast overspend.

1.9 **Health & Wellbeing Revenue:** Budget £184.9m, Outturn £188.8m, **Variance £3.8m Adverse**

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	253,594	262,543	8,949	
Income	(68,653)	(73,772)	(5,119)	
Adult Social Care	184,942	188,771	3,830	434 ↑
Expenditure	23,875	23,975	100	
Income	(23,875)	(23,975)	(100)	
Public Health	0	0	0	0
Health & Wellbeing	184,942	188,771	3,830	**434** ↑

a) Health & Wellbeing Revenue is reporting an adverse variance of £3.8m.

b) This adverse variance mainly relates to care packages carried forward from 22/23 and the demand for services since April continuing to outstrip the budget for growth. The forecast for growth in care packages has been reduced by £0.3m as greater management oversight has resulted in lower numbers of over 65s being allocated to Residential and Nursing and more people receiving Direct Payments. However, both the demand for (37 additional journeys) and the cost of transport has increased since Q2 by £0.3m.

c) The position on debt risk has deteriorated, which is a national trend. This has resulted in an increased pressure of £0.2m.

d) Increased pressure in equipment due to increased demand, including telecare, has been partly offset by an increase in disabled facilities grant, leaving a £0.1m pressure.

e) Provision has been made in the MTFP to address these baseline pressures.

f) Further mitigations include:

   i. Quality Assurance meetings to give further senior management oversight, especially in relation to transport for day care services and high cost packages.

   ii. Enhanced spend control measures to ensure that value for money is always achieved.

g) Although progress is being made, there are still significant risks associated with this budget. Risks include further increases in demand, provider failure and inflationary pressures.

1.10 Housing & Homelessness & Regulatory Revenue: Budget £10.3m, Outturn £11.7m, Variance £1.4m Adverse

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	12,107	14,132	2,025	
Income	(5,115)	(5,983)	(868)	
Housing & Homelessness	6,992	8,149	1,156	(31) ↓
Expenditure	10,733	10,802	69	
Income	(7,419)	(7,219)	199	
Regulatory Services	3,315	3,583	268	133 ↑
Housing & Homelessness & Regulatory Serv	10,307	11,732	1,425	**103** ↑

a) Housing & Homelessness & Regulatory Revenue is reporting an adverse variance of £1.4m.

b) Housing & Homelessness Temporary Accommodation:

i. There continues to be a significant adverse variance of £1.2m, however significant mitigating savings have been made by moving larger households from expensive B&B accommodation to the new Council-owned Bridge Court accommodation in High Wycombe.

ii. The demand for temporary accommodation has reduced from 400 to 392 households, largely through increased prevention work, but with an increase in the number of larger households entering temporary accommodation. The net effect of this is a small reduction of £0.03m in temporary accommodation forecasts since Quarter 2.

c) Regulatory Services is reporting an adverse variance of £0.3m. The Coroners Service has an adverse variance of £0.1m from an increase in complex cases. Licensing £0.1m adverse variance is due to underachievement of income for gambling, premises and miscellaneous licenses offset by licensing overhead underspend. Registrars have an adverse variance of £0.05m due to reductions in the number of larger ceremony bookings, and Trading Standards has an adverse variance of £0.05m in relation to pay.

1.11 **Planning & Regeneration Revenue**: Budget £7.7m, Outturn £9.0m, **Variance £1.2m Adverse**

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	1,081	1,011	(70)	
Income	0	0	0	
Economic Growth & Regeneration	1,081	1,011	(70)	(55) ↓
Expenditure	17,429	18,565	1,137	
Income	(10,786)	(10,607)	178	
Planning	6,643	7,958	1,315	699 ↑
Planning & Regeneration	7,724	8,970	1,245	**644** ↑

a) Planning & Regeneration is reporting an adverse variance of £1.2m.

b) Economic Growth & Regeneration – £0.1m favourable variance, an improvement of £0.1m since Quarter 2 due to staffing vacancies being held as part of the spending controls.

c) Planning – adverse variance of £1.3m. As reported last quarter, income levels have dropped by £1.3m since last year due to reductions in Planning Application numbers. Mitigations to reduce the number of interim staff and increase income are in progress; £0.3m of this mitigation is in the Environment service. Further reductions in interim staff have been delayed due to the need to manage and complete the current Planning Application workload, resulting in the increase of £0.7m to the forecast since Quarter 2. This pressure is not expected to carry forward into next year as the mitigations are made and Planning fees increase following the Autumn Statement, however Planning Income remain a key financial risk.

1.12 **Transport Revenue**: Budget £61.8m, Outturn £64.6m,
Variance £2.7m Adverse

	Budget £000	Y/E Outturn £000	Variance £000	Change in Variance (from Q2 Cab) £000
Expenditure	37,981	36,504	(1,478)	
Income	(15,937)	(14,995)	943	
Highways & Technical Services	22,044	21,509	(535)	(337) ↓
Expenditure	1,673	1,673	0	
Income	(960)	(960)	0	
HS2	712	712	0	(120) ↓
Expenditure	40,181	43,687	3,506	
Income	(1,978)	(2,126)	(148)	
Transport Services	38,203	41,562	3,359	2,018 ↑
Expenditure	1,500	1,569	69	
Income	(617)	(781)	(164)	
Transport Strategy	883	788	(96)	(106) ↓
Transport	61,843	64,571	2,728	**1,455** ↑

a) Transport Revenue is reporting an adverse variance of £2.7m.

b) Highways & Technical Services - favourable variance of £0.5m:

i. £0.6m reduced income forecast within Parking Operations due to a shortfall against increased income targets following Covid.

ii. Expenditure forecasts across the services have decreased due to mitigating actions including deferring planned contribution to reserves and increasing contributions from reserves where feasible.

c) Transport Services - adverse variance of £3.4m:

i. £3.4m adverse variance for Home to School Transport due to increased Special Educational Needs (SEN) and Pupil Referral Unit (PRU) referrals linked to Education and Health and Care Plan (EHCP) growth and growth in demand for alternative education provision, as well as contractual pressures with hand-backs and retendering at higher costs and impacts of Summer Operations route and contract updates for the new school year. There is a risk of further pressures emerging mainly from recent SEN referrals and increased costs of transport related to additional required retendering to the market.

ii. £0.1m adverse variance due to staff pressures within Client Transport to meet service demand.

iii. £0.1m favourable variance due to funding within Public Transport to cover service pressures where grant conditions allow.

d) Transport Strategy – favourable variance of £0.1m:

i. £0.1m favourable variance, an improvement of £0.1m since last quarter due to higher-than-budgeted s.106 monitoring income, which is taken from developers to fund the oversight of s.106 agreements.

1.13 **Corporate & Funding Revenue**: Budget £465.7m, Outturn £474.8m, **Variance £9.1m Favourable**

	Budget £m	Y/E Out-turn £m	Variance £m	%	Change in Variance £m
Capital Financing	31.0	29.2	(1.8)	*(6%)*	
Corporate Costs	20.0	18.9	(1.2)	*(6%)*	
Reserves	(8.6)	(8.7)	(0.1)	*1%*	
Treasury Management	(4.9)	(10.6)	(5.7)	*…*	
Corporate Total	37.6	28.8	(8.8)	*(23%)*	(2.5)
Business Rates	(66.1)	(66.1)	-	-	
Council Tax	(403.2)	(403.2)	-	-	
Council Tax Surplus	(3.5)	(3.5)	-	-	
New Homes Bonus	(3.6)	(3.6)	-	-	
Unringfenced Grants	(26.3)	(26.6)	(0.3)	*1%*	
Revenue Support Grant	(0.6)	(0.6)	-	-	
Funding Total	(503.3)	(503.6)	(0.3)	*0%*	(0.1)
Total	**(465.7)**	**(474.8)**	**(9.1)**	***2%***	**(2.6)**

a) The £9.1m favourable variance represents an improvement of £2.6m since last month, predominantly related to changes in interest rates and cash flow assumptions. It comprises:

i. £5.7m favourable variance relating to Interest on Revenue Balances. This reflects increases in the Bank of England base rate and higher cash balances due to timing differences in capital expenditure.

ii. £1.8m favourable variance on capital financing. The variance includes £0.9m following refinement of MRP (Minimum Revenue Provision) forecasts as part of the budget setting exercise for 2024/25 and £0.8m favourable variance on interest payable budgets, due to recalculation of loan repayments.

iii. A minor surplus of £0.3m in grant income due to the budget being set prudently.

iv. A favourable variance of £0.6m arising from contribution from grants towards central overheads.

v. A favourable variance of £0.5m in corporate costs, offsetting pay conversion cost pressures already being reported within Portfolios.

b) Corporate Contingencies of £15.5m are retained to address the ongoing risk of further pressures within the year.

c) Available reserve balances: in addition to the Corporate Contingencies, the "Mitigating Future Financial Risks" reserve contains £11.5m. After known commitments of £2.3m, a balance of £9.2m remains which could be called upon if required.

Corporate Contingencies & Mitigating Future Financial Risks Reserve

2023-24 Revenue Contingencies	Budget £'000	Released £'000	Current Budget £'000	Favourable Variances - mitigating pressures £'000	Remaining to cover pressures that may arise in remainder of £'000
Pay, Pension and Redundancy Contingency					
Pay Inflation	9,695	(9,695)	-	-	-
Pay - Bonus Contingency	1,000	(1,000)	-	-	-
Pay Conversion	710	(195)	515	515	0
Redundancy Fund	500	0	500	-	500
Total Pay, Pension and Redundancy	11,905	(10,890)	1,015	515	500
Service Risk Contingency					
General Contingency	8,446	0	8,446	-	8,446
National Living Wage	1,750	0	1,750	-	1,750
Social Care Pressures	1,936	-	1,936	-	1,936
Adult Social Care Provider Market	300	0	300	-	300
Adults Demography	1,799	0	1,799	-	1,799
Children's Services Demography	800	0	800	-	800
High Cost Children's Placements	500	0	500	-	500
Total Service Risk	15,531	0	15,531	-	15,531
Total Contingency	27,436	(10,890)	16,546	515	16,031
Total Variation on Contingencies				**515**	
Available balance from "Mitigating Future Financial Risks" reserve	11,465				
Further £0.15m approved by SAPC to support staff hardship fund	(150)				
Minor existing commitments on the reserve	(109)				
Committed to Helping Hand scheme: £1m in 2023/24 and £1m in 2024/25	(2,000)				9,206
Total resources earmarked to mitigate further pressures					**24,737**

2. Capital by Portfolio

2.1 The Capital Programme has been updated, subject to Cabinet approval of the Q3 Capital Budget Adjustments and Reprofiling report, and the revised budget is shown below.

Portfolio	Current Year Budget			Actual	Forecast	Variance
	Released	UnRel'd	Total			Total Bdgt
	£m	£m	£m	£m	£m	£m
Leader	3.8	0.2	**4.0**	3.2	**3.8**	(0.2)
Accessible Housing & Resources	4.9	0.1	**5.0**	1.4	**4.5**	(0.6)
Climate Change & Environment	5.8	0.4	**6.2**	1.5	**6.2**	(0.1)
Communities	-	-	**-**	-	**-**	-
Culture & Leisure	6.3	-	**6.3**	2.7	**4.6**	(1.7)
Education & Children's Services	16.3	0.5	**16.8**	11.4	**17.2**	0.4
Homelessness & Regulatory Services	19.9	-	**19.9**	14.7	**19.9**	0.0
Planning & Regeneration	11.1	0.1	**11.1**	6.2	**13.2**	2.1
Transport	49.5	-	**49.5**	25.7	**48.4**	(1.1)
Grand Total	**117.6**	**1.3**	**118.9**	**66.9**	**117.7**	**(1.2)**
				56.3%		*(1.0%)*

2.2 The overall variances of £1.2m (1.0%) have arisen as follows:

Leader (£0.2m)

- £0.2m Land Claim Provisions for mainly Stocklake Road in Aylesbury

Accessible Housing & Resources (£0.6m)

- £0.6m rephasing on King George V office move costs

Culture & Leisure (£1.6m)

- £1.6m rephasing due to S106 funded projects that are now forecast for completion in 2024/25 due to the winter months. The key project that is being re-programmed is the Aylesbury Area Sports facility improvements which was recently added to the programme and is now currently going through the planning stage.

Planning & Regeneration £2.1m

- £1.1m accelerated spend on future High St projects of which £1m on Chiltern Shopping Centre.
- £0.2m reported accelerated spend on White Hart St / Bull Lane Public Realm reported Initial design complete; Highways now undertaking detailed plan for implementation.
    - £0.2m Kingsbury Market Square relating to revised project development consultancy costs and market square initial improvements

- £0.5m Rural England Prosperity Fund where the bidding process for external allocation to capital projects has commenced.
- <£0.1m overspend on road adoption works at Hughenden and Baker Street
- <£0.1m accelerated spend on Baker St Capital House project – phased implementation of scheme expected to be completed in 2024/25.

Transport (£1.5m)

- Additional highways funding awarded to the Council in December will largely be spent on project delivery next year due to winter weather, however the design work has been progressed to ensure works can start in the Spring (new financial year). Included in this variance is £0.3m which relates to Berry Hill Footbridge which has been delayed due to lack of interest in the tender.

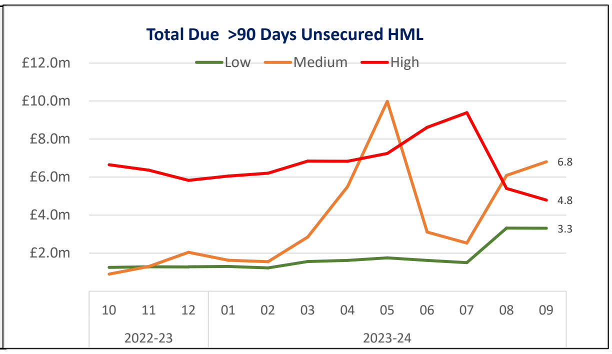
Education & Children's Services £0.4m

- Accelerated spends on eight projects totalling £0.5m
- Underspend of £0.1m for anticipated abnormal costs.

2.3 The table in Appendix 3 sets out the budgets and main programme areas for each portfolio.

3. Outstanding Sundry Debts

Debt Summary Table	
Total Sundry Debt Due	**£24.1m**
Movement:	£0.0m ↑
Unsecured Debt >90Days overdue	**£14.9m**
Movement	£0.8m ↑
Bad Debt Provision:	
@ 31 March 2023	**£7.3m**
Current Estimate	£8.7m



Note: From December 2023 the reported debt figures are at 15th of each month apart from for Outturn.

3.1 Total sundry debt currently sits at £24.1m, a minor increase of £0.05m against Q2. Of the £24.1m, £20.4m is unsecured with an age profile of; less than 30 days £2.4m; 31-90 days £3.1m; and over 90 days £14.9m.

3.2 Unsecured debt over 90 days has seen an increase of £0.8m in comparison to Q2, rising from £14.1m to £14.9m in Q3. This debt is made up of:

a) 52% (£9.51m) of unsecured debt over 90 days relates to Adult Social Care. We are continuing to regularly monitor this debt and have been focused on the over 90 days ageing. We have improved our collection effectiveness for debts aged 0-30 days form 66% in May to 72% in December. We continue to meet monthly to address our top 20 debts under 90 days, but are experiencing delays with government departments, with waits of 9-12 months for the grant of probate, 6+ month waits for Land Registry charges to be logged and waits of 1-2 months for Court Orders relating to Deputyship.

b) 24% (£3.49m) of unsecured debt over 90 days relates to Assets and Estate Management. We are also beginning to see some larger debts roll over in to the >90 days category, but the Director of Property and Assets is aware and is progressing directly with the tenants.

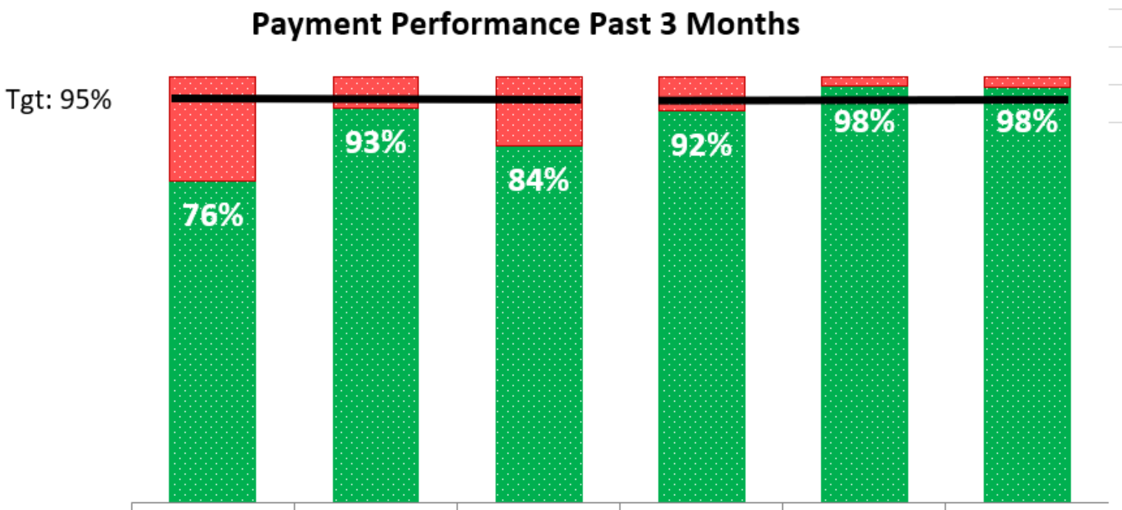
c) 7% (£0.98m) of unsecured debt over 90 days relates to CIL/S106 and remains untriggered for payment. Payments will be chased once the payment is triggered, and instruction is received from the relevant team.

d) 3% (£0.42m) relates to High Needs Block, a reduction of £0.51m since Q2, but we are still experiencing delays regarding the receipt of income.

3.3 Process Improvements

a) A new process for automated debt reminders went live in November, with 7,118 automated reminders having been sent as of the end of Q3. This has improved customer engagement during this period and we have received in excess of £8m of receipts to date where a reminder has been issued.

4. Payment Performance



	Oct	Nov	Dec	Oct	Nov	Dec
		2023			2023	
		10 Day			30 Day	
No. Late	149	32	67	973	302	319
No. Paid	463	421	348	11,449	13,770	14,019
No. Invoices	612	453	415	12422	14072	14338

4.1 For Q3 our overall invoice payment performance is 95.6% of invoices paid on time (40,470 invoices), down 0.4% from Q2, but still well within the 95% target.

4.2 Our 30-day payment performance for Q3 is 96.1% (39,238 invoices) of invoices paid on time, down 1.1% from Q2.

4.3 Our 30-day payment performance currently exceeds our KPI of 95% paid on time, reaching upwards of 97% across November and December. During October we identified an issue with our payment process for property invoices (which has since been addressed) that led to 700 invoices being paid late. This dropped our 30-day payment performance to 92.2% during the month, but we have still exceeded our target of 95% across the whole quarter.

4.4 Our 10-day payment performance for Q3 is 83.2% (1,232 invoices) of invoices paid on time, up 8.9% from Q2.

4.5 Our 10-day payment performance currently falls below our KPI of 95% paid on time. Recurring issues were identified in October with some of our Energy invoices, but there is ongoing dialogue with the Energy Team and the supplier directly regarding invoice disputes. Apart from this issue there have been no significant supplier trends identified, and we continue to provide regular reminders internally around invoice approvals.