REPORT TO CABINET

Borough Council of King's Lynn & West Norfolk

DATE OF MEETING	8 September 2026
REPORT TITLE	**BUDGET MONITORING QUARTER 1 2026/2027**
LEAD MEMBER	Councillor Chirs Morley – Portfolio Holder for Finance
LEAD OFFICER	Carl Holland – Assistant Director – Finance (Deputy Section 151 Officer)
CONSULTEES	All Cabinet
WARDS AFFECTED	All

KEY DECISION	YES
DECISION MAKER	Cabinet
IS THE REPORT OPEN OR EXEMPT	OPEN

FINANCIAL IMPLICATIONS	YES
HR IMPLICATIONS	NO
POLICY IMPLICATIONS	NO
STATUTORY IMPLICATIONS	YES
RISK MANAGEMENT IMPLICATIONS	YES
ENVIRONMENTAL IMPLICATIONS	NO
EQUALITY IMPACT ASSESSMENT COMPLETED	19 August 2026

SUMMARY OF REPORT

This report provides an assessment of the council's financial performance against its 2026/2027 approved budget, incorporating key financial risks, issues, and opportunities since 1 April 2026 for revenue and capital items. The year-end forecasts take into consideration emerging data from service managers along with actual income and expenditure from 1 April 2025 to 30 June 2026.

Revenue	**Approved Budget 2026/27** **£**	**Forecast 2026/27** **£**	**Forecast Variance** **£**
Borough Spend	27,655,079	27,655,079	0
Financing	(28,845,006)	(28,845,006)	0
Contributions to/(from) General Fund Balance	**1,189,927**	**1,189,927**	**0**

The current forecast position is estimating a £1,189,927 transfer to the General Fund Reserve in accordance with the budget approved by Council in February 2026. Following the presentation to Cabinet of the pre-audit 2025/2026 outturn on 23 July

2026 the opening balance of the General Fund Reserve as at 31st March 2026 is £9,906,502. The forecast General Fund Reserve Balance as at 31st March 2027 is therefore £11,096,429. There are no changes to forecast at the end of Quarter 1, and Appendix A to the report includes notes to support the forecast position. Summary key movements to the forecast include:
RECOMMENDATIONS
<u>Cabinet resolves to:</u> 1) Note the forecast outturn for Revenue and Capital monitoring position as at 30th June 2026 for 2026/2027. 2) Agree to update the Capital Programme as set out in section 3 of the report.
REASON FOR DECISION
To keep Cabinet informed of performance against budget for Capital and Revenue in the current financial year based on the data in the reported period.

Borough Council of King's Lynn & West Norfolk

<table>
<tr><th colspan="2">CORPORATE STRATEGY
How does this proposal support our Corporate Priorities Our priorities | Corporate Strategy 2023 - 2027 | Borough Council of King's Lynn & West Norfolk</th></tr>
<tr><td>Promote growth and prosperity to benefit West Norfolk</td><td></td></tr>
<tr><td>Protect our Environment</td><td></td></tr>
<tr><td>Efficient and effective delivery of our services</td><td>The report provides data to ensure monitoring of Council spend and income with the aim of providing Cabinet with opportunity to discuss and consider action as a result.</td></tr>
<tr><td>Support our communities</td><td></td></tr>
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REPORT DETAIL

1. Introduction

1.1. The Budget Monitoring Report 2026/2027: Quarter 1 – 30 June 2026

1.1.1. Introduction This report provides an assessment of the council's financial performance against its 2026/2027 approved budget, incorporating key financial risks, issues, and opportunities since 1 April 2026 for revenue and capital items. The year-end forecasts take into consideration emerging data from service managers along with actual income and expenditure for the period 1 April 2026 to 30 June 2026.

1.1.2. The key sections of the report are laid out as follows:

- General Fund (Revenue) – Section 2.2 and Appendix 1
- Capital – Section 2.3 and Appendix 2
- Reserves – Section 3

2. Background

2.1. Revenue and Capital Summary

2.1.1. In March 2026 the Government determined that three new unitary authorities would be created to replace the existing authorities, meaning there is ongoing uncertainty surrounding the impact this may have on the authority. Council Leaders and officers from across the Norfolk councils are working together on local government reorganisation proposals. This preparatory work creates pressure on existing capacity and will result in additional spend across the County. Decisions regarding funding of this work is carefully monitored by the

S151 Officer and its impact on the current year budget will be reported where overspends are identified.

2.1.2. For the 12 months ending 30 June 2026, inflation is at 2.6%, a reduction from 3.5% in December 2026. This is still above the 2% target level set by Government. The lasting effect from inflation on individuals and businesses is being monitored in terms of impacts:

- from increasing revenue costs and demand for the Council's services
- risk to recovery of monies collected by the Council
- risk that could delay and/or increase the cost of capital projects
- slow sales from the housing development programme increases pressure on the Council's cashflows

At the end of Quarter 1, the Bank of England base rate was at 3.75%, unchanged from December 2025.

2.1.3. The Council set its budget for both Revenue and Capital at its meeting on 26 February 2026. Table 1 shows a summary of the forecast revenue position for the year based on information arising from the period 1 April 2026 to 30 June 2026.

Table 1

Revenue	**Approved Budget 2026/27 £**	**Revised Budget 2026/27 £**	**Forecast 2026/27 £**	**Variance to Revised Budget £**
Borough Spend	27,655,079	27,655,079	27,655,079	0
Financing	(28,845,006)	(28,845,006)	(28,845,006)	0
Contributions to/(from) General Fund Balance	**1,189,927**	**1,189,927**	**1,189,927**	**0**

2.1.4. The Council approved a balanced budget for the 2026/2027 financial year, which included a contribution of £1,189,927 to the General Fund Reserve for the financial year. The current forecast position is unchanged.

2.1.5. The forecast capital position for the year based on information arising from the period 1 April 2026 to 30 June 2026, is summarised in Table 2 below.

Table 2

Capital	Approved Budget adjusted for rephasing 2026/2027	Updated Budget to Q1 Monitoring Report	Updated forecast at 30 June 2026	Actuals to 30 June 2026
Tier 1: Major Projects	48,086,960	49,420,230	48,420,230	7,959,428
Tier 2: Operational Schemes	7,886,120	8,294,120	8,294,120	890,821
Tier 3: Operational Schemes	2,971,280	2,971,280	2,971,280	0
Exempt Items	15,004,800	15,004,800	15,004,800	10,675
Total	**73,949,160**	**75,690,430**	**74,690,430**	**8,860,923**

2.1.6. Updates to the Capital Programme are reported in paragraphs 2.5 to 2.10.

2.2. Revenue Budget 2026/2027

2.2.1. The budget for 2026/2027 was presented to Cabinet on 3 February 2026 and approved by Council on 26 February 2026 in accordance with the process for approving the Medium-Term Financial Strategy 2025/2030.

2.2.2. A summary of the revenue budget position as at 30 June 2026 is shown below in Table 3. Further detail of the movements can be seen in Appendix 1.

Table 3

Forecast Outturn Position	Approved Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Forecast £	Forecast Variance £	Notes
Corporate Services	2,787,700	573,060	714,348	141,288	2,787,700	0	3.1
Chief Executive	5,236,160	2,316,350	2,233,876	(82,474)	5,236,160	0	3.2
Environment and Planning	1,884,998	592,570	249,629	(342,941)	1,884,998	0	3.3
Health, Wellbeing and Public Protection	556,480	(556,550)	(609,651)	(53,101)	556,480	0	3.4
Corporate Governance & Compliance	2,985,600	691,620	633,457	(58,163)	2,985,600	0	3.5
Leisure and Culture	1,850,970	284,600	578,139	293,539	1,850,970	0	3.6

Forecast Outturn Position	Approved Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Forecast £	Forecast Variance £	Notes
Operations and Commercial	(225,640)	(1,624,120)	(1,903,266)	(279,146)	(225,640)	0	3.7
Property Services	(1,516,150)	(210,110)	(228,128)	(18,018)	(1,516,150)	0	3.8
Regeneration Housing & Place	752,220	450,480	432,776	(17,704)	752,220	0	3.9
Finance	5,910,690	1,812,480	1,876,371	63,891	5,910,690	0	3.10
Cost of Services	**20,223,028**	**4,330,380**	**3,977,550**	**(352,830)**	**20,223,028**	**0**	
Financing Adjustment	3,561,460	0	0	0	3,561,460	0	3.11
Internal Drainage Boards	3,870,591	967,260	967,260	0	3,870,591	0	3.12
Borough Spend	**27,655,079**	**5,297,640**	**4,944,810**	**(352,830)**	**27,655,079**	**0**	
Contributions to /(from) Reserves	1,189,927	0	0	0	1,189,927	0	
Borough Requirement	**28,845,006**	**5,297,640**	**4,944,810**	**(352,830)**	**28,845,006**	**0**	
Revenue Support Grant	(16,983,200)	(4,595,406)	(4,242,576)	352,830	(16,983,200)	0	
Other Government Grants	(2,839,720)	(46,027)	(46,027)	0	(2,839,720)	0	
Council Tax	(9,022,086)	(656,207)	(656,207)	0	(9,022,086)	0	
Grand Total	**(28,845,006)**	**(5,297,640)**	**(4,944,810)**	**352,830**	**(28,845,006)**	**0**	

2.2.3. Key points of note:

- Exceptionally dry conditions are impacting the work of the ground's maintenance services, for example reducing the need for grass cutting, increasing need for flower bed maintenance. Variations to these costs will be accounted for throughout quarter 2 and be reflected in subsequent budget monitoring reports.

- Work to review property related budgets with a view to creating a Corporate Landlord model may result in variances to forecast and will be reported during the year.

- The events team keep under review public safety measures, with consideration to Martyn's Law (2025) and reports additional costs associated with this but aims to contain these costs within overall events net spend.
- The Government has confirmed grant of £537k towards the impact of Internal Drange Board levies. This is expected to be paid during Quarter 2.

2.3. Capital Budget 2026/2027

2.3.1. A summary of the position as at 30 June 2026 for the capital programme is shown below in Table 4. A detailed breakdown of the capital programme is included at Appendix 2.

Table 4	**2026/2027 Approved Budget adjusted for Rephasing**	**Updated Budget to Q1 Monitoring Report**	**Actuals to 30 June 2026**
	£	**£**	**£**
Tier 1 Major Projects			
Programme and Place	25,141,630	25,141,630	6,891,529
Regeneration, Housing and Place	14,219,750	14,219,750	762,418
Health, Wellbeing & Public Protection	7,858,850	7,858,850	305,481
Leisure and Culture	934,500	2,267,770	
Total Tier 1	***48,154,730***	***49,488,000***	***7,959,428***
Tier 2 Operational Schemes			
Corporate Services	1,845,000	1,845,000	118,771
Health Wellbeing and Public Protection	2,637,530	2,637,530	499,815
Leisure And Culture	442,000	442,000	10,869
Operations and Commercial	1,917,940	2,167,940	254,345
Property Services	1,013,650	1,171,650	7,020
Total Tier 2	**7,856,120**	**8,264,120**	**890,821**
Tier 3 Operational Schemes			
Leisure And Culture	1,442,000	1,442,000	0
Operations and Commercial	867,720	867,720	0
Property Services	420,500	420,500	0
Regeneration, Housing and Place	271,060	271,060	0
Total Tier 3	**3,001,280**	**3,001,280**	**0**
Exempt Items	**14,937,030**	**14,937,030**	**10,675**
Total Capital Programme (Tiers 1 2 3)	**73,949,160**	**75,690,430**	**8,860,924**

2.3.2. <u>**Notes to forecast and programme amendments**</u>

2.3.3. **Coastal Defence Works;** £7,858,850 is currently budgeted in tier 1 of the capital programme for the current year. The nature of this work is such that a number of consents and licences are required, which will also determine the timing of these works. This budget includes a significant percentage of contingency in accordance with guidelines for schemes of this scale and nature.

2.3.4. **South Lynn fire Safety Training Facility;** £30,000 is included at tier 2 to enable costings for the work to be presented.

2.3.5. **Towns Deal - St George's Guildhall Project;** The 2026/207 budget (per the appendix) is £8.7m, latest cashflow as at report date has expected costs for 2026/2027 of £8.1m, a £0.6m difference. The spend profile is weighted towards the last six months, (Quarter 1, £0.7m; Quarter 2, £1.5m; Quarters 3 and 4 are £3m each. Spend is on track with an expected carry over into 2027/2028.

2.3.6. **Towns Deal - Active Clean and Connectivity;** The 2026/2027 budget (per the appendix) is £3.4m. Following the planning decision the project awaits retendered prices from the contractor. Budget updates and costs are being re-evaluated in early September. A reprofiled budget is expected to be reported in Quarter 2.

2.3.7. **Towns Deal - Riverfront Regeneration - Customs House;** The 2026/2027 budget (per the appendix) is £1.9m, Stakeholder negotiations have impacted commencement. Completion is anticipated in Quarter 1 2027/2028, with £0.4m to be reprofiled into 2027/2028.

2.4. Tier Specific updates

2.5. Tier 1, Leisure and Culture

West Norfolk Racket and Community Sports Hub; £866,730 is currently included in tier 3 of the capital programme. A report approved at Council on 29 July has seen the scope of this project increased to three covered padel courts, weatherproofed tennis courts and a multi-use games area. The budget requirement for the works is £2,200,000, part funded with a grant of £1,000,000. The target date for these works is currently estimated to be within the current financial year.

Project	**Budget**
West Norfolk Racket and Community Sports Hub	£2,200,000

2.6. Tier 2, Operations and Commercial

Parks and Open Spaces; £250,000 is to be added to the capital programme for the phased replacement equipment.

Project	Budget
Parks and Open Spaces Equipment	£250,000

2.7. Tier 2, Property and Projects

Energy Efficiency Projects; additional provisions have been added to existing budgets;

2.8. Street lighting, survey works have identified additional aging streetlights requiring replacement, a collective £45,000 has been added across the two projects.

2.9. A sports pitch at Lynnsport has further been identified for the replacement of existing lighting to LED, £33,000 is added to complete the works. Grant funding is being sort towards the expenditure.

Project	Budget
Re:Fit Project Street Lighting	£10,000
Street Lighting	£35,000
Re:Fit Project Lynnsport	£33,000

2.10. Tier 2, Leisure and Culture

Town Hall Porch Refurbishment Works; £80,000 is to be added to the capital programme to undertake the structural refurbishment of the porch at the Town Hall. It is temporally supported by timber struts to prevent any further damage to the Grade I listed building. These urgent works will include the replacement of a lintel and associated works to plaster and stone mullions.

Project	Budget
Town Hall Porch Refurbishment Works	£80,000

3. Reserves

3.1. The main reasons the Council holds reserves are to:

- manage known financial risks
- hold funding as one-off contributions to expenditure, allowing ongoing revenue budget reductions
- manage timing difference between the receipt of funding and actual spend
- hold ring-fenced funds such as specific grants

3.2. Table 5 below shows the estimated impact to the General Fund Reserve balance based on the current forecast position.

Table 5

Projected Movements in General Fund Balances	2026/2027
	£
Opening Balance	9,906,502
Estimated contribution to / (from) GF Fund Budget	1,189,927
Closing Balance	11,096,429

3.3. The General Fund Reserve Balance is used to support the revenue budget as set out in the Medium-Term Financial Strategy. However, the council also holds a number of earmarked reserves which are held for specific purposes. Table 6 shows the budgeted movements to/(from) earmarked reserves and provides notes in respect of any in year movements against these reserves for the period 1 April 2026 to 30 June 2026.

Table 6

Reserves	Opening balance 1 April 2026	Budgeted movements To/(From) Revenue	In year movements To/(From) Revenue	Note	Outturn Balance 31 March 2027
Ring Fenced Reserves					
Amenity Areas	(61,594)	-	-		(61,594)
Capital Programme Resources	(784,339)	520	-		(783,819)
Collection Fund Adjustment Reserve	(7,479,022)	-	-		(7,479,022)
Grants Reserves	(3,112,016)	8,600	-		(3,103,416)

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Reserves	Opening balance 1 April 2026	Budgeted movements To/(From) Revenue	In year movements To/(From) Revenue	Note	Outturn Balance 31 March 2027
Holding Accounts	(74,296)	-	-		(74,296)
Other	(229,422)	(51,510)	-		(280,932)
Planning Reserves	(179,648)	459,800	-		280,152
Repairs and Renewal Reserves	(613,093)	(146,920)	-		(760,013)
Ring Fenced Reserves	(7,979,117)	(1,626,190)	-		(9,605,307)
Educational Skills Attainment	(187,902)	-	-		(187,902)
Sub Total	**(20,700,448)**	**(1,355,700)**	**-**		**(22,056,148)**
Risk Management					
Capital Programme	(64,413)	-	-		(64,413)
Holding Accounts	-	-	-		-
Insurance	(283,988)	(12,200)	-		(296,188)
Planning Reserves	(22,947)	-	-		(22,947)
Ring Fenced Reserves	(45,155)	-	-		(45,155)
Sub Total	**(416,503)**	**(12,200)**	**-**		**(428,703)**
Service Delivery					
Capital Programme Resources	(6,375,602)	(260,610)	6,346	**1**	(6,629,866)
Climate Change Strategy	(491,646)	48,760	-		(442,886)
Grants Reserves	(1,803,019)	(63,000)	-		(1,866,019)
Holding Accounts	(1,189,995)	(70,000)	2,000	**2**	(1,257,995)
Planning Reserves	(167,050)	-	167,050	**3**	0
Project Reserves	(675,910)	-	-		(675,910)
Change Management	(2,046,841)	416,240	500,000	**4**	(1,130,601)
Repairs and Renewal Reserves	(729,012)	5,380	-		(723,632)
Ring Fenced Reserves	(44,414)	(10,000)	-		(54,414)
Sub Total	**(13,523,488)**	**66,770**	**675,396**		**(12,781,322)**
Grand Total	**(34,640,439)**	**(1,301,130)**	**675,396**		**(35,266,173)**

3.4. Notes to Table 6

3.4.1. Budgeted Movements (to)/from reserves total (£1,301,130): Movements (to)/from reserves which were included within the approved budget.

3.4.2. In year movements (to)/from revenue total £675,396: This balance accounts for other movements, that have been determined in-year, to and from reserves during the year of £675,396. See notes below.

3.4.3. Note 1: Capital Programme Resources: Careline transfer to revenue. Advance receipt in 2025/26 carried forward via reserve into 2026/27. Total £6,346.

3.4.4. Note 2: Holding Accounts: Contribution to fund Local Hero awards. Total £2,000.

3.4.5. Note 3: Planning Reserves: Transfer from reserves – release of funds to help support the cost of Local Plan. Total £167,050.

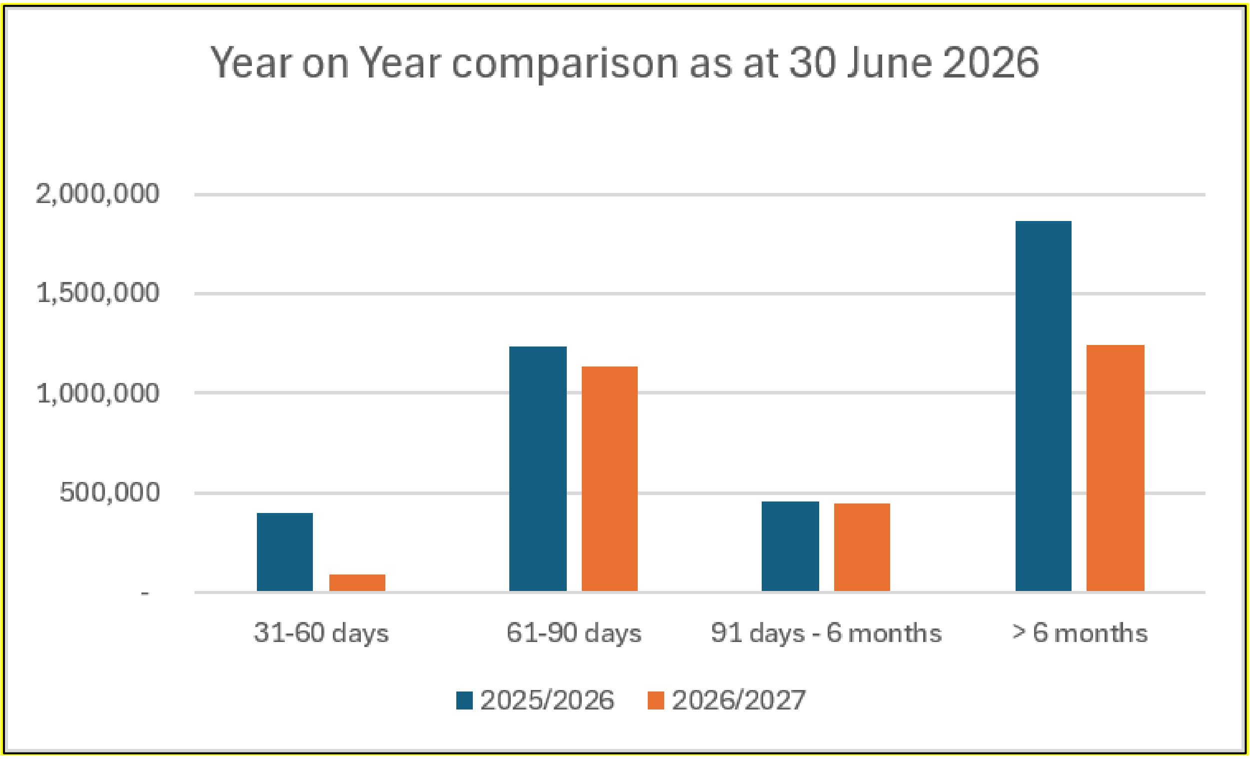
3.4.6. Note 4: Project Reserves: LGR agreed implementation contribution.Total £500,000.

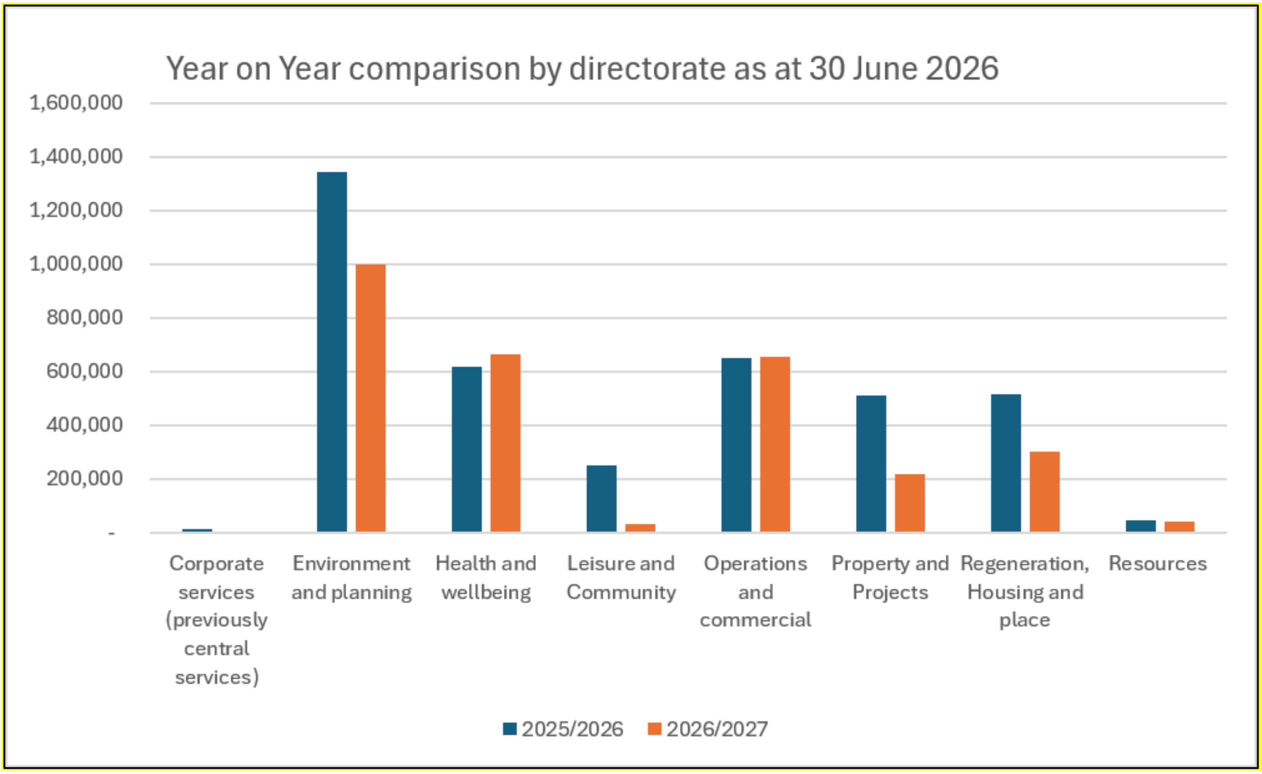
4. Age Debt Analysis

4.1. The effective management and collection of debt is an essential contributor to the councils' financial resources. Debt recovery levels can be volatile and at risk especially when there is economic financial instability.

4.2. Sundry Debtors Arrears Monitoring

4.2.1. Data for performance reporting continues ***to show improvement in year-on-year performance.*** The first table below shows the comparison of overdue debt between 2025-26 and 2026-27 as at 31 March in each year based on age. The second table shows the comparison at directorate level.

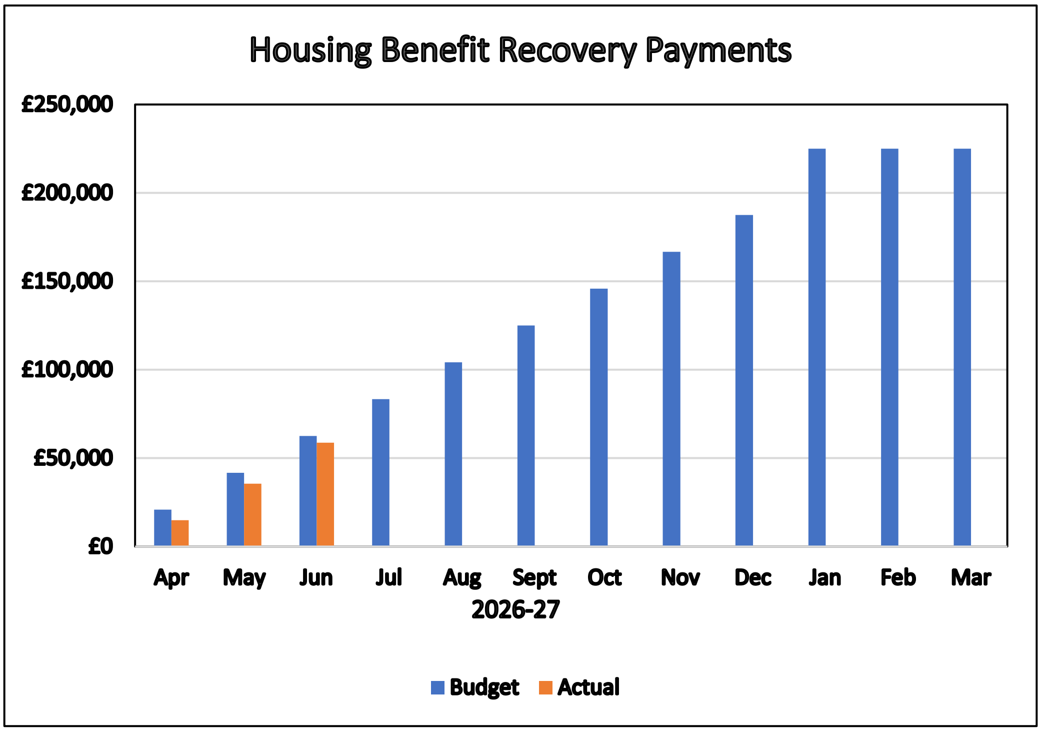




4.2.2. In summary, robust reminder, service cessation and targeted recovery processes are maintained. At the same time the Council operates a commitment to fair and proportionate recovery of money owed to the council.

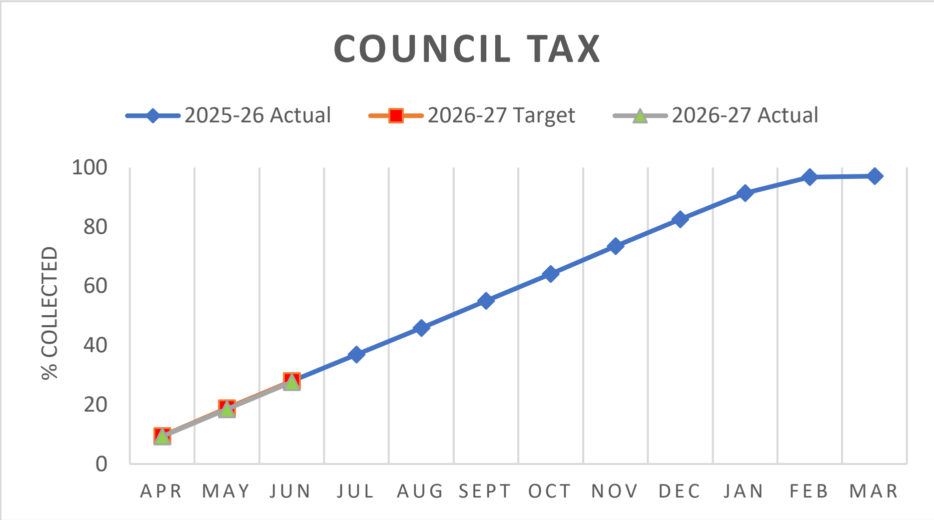
4.3. Housing Benefit Overpayment Recovery Monitoring

4.3.1. In relation to Housing benefits overpayment recovery, the target as of 30 June 2026 is £124,980 and £109,113 has been raised in invoices. See table below showing monthly performance against budget for 2026/2027.

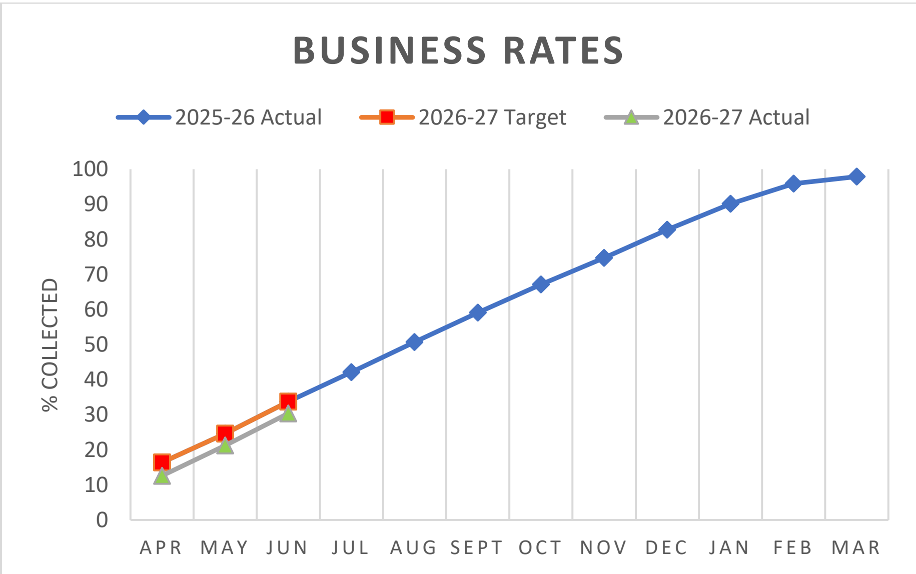


4.4. Council Tax and Business Rates

4.4.1. As of 30 June 2026, 27.65% of council tax has been collected against the target of 27.94% which is 0.29% less than the same period last year and therefore on track with target collection rate. See chart below with comparison.



4.4.2. As of 30 June 2026, 30.40% of business rates has been collected against the target of 33.74%, which is 3.34% less than the same period last year. The Government undertook a Business Rates reset for 2026/2027, and therefore given significant changes to discounts and liability thresholds, councils can expect a reduction in collection rates. Enquiries from liable parties increased for the early part of the year, but existing processes are expected to return collection to projected levels within year. See chart below with comparison.



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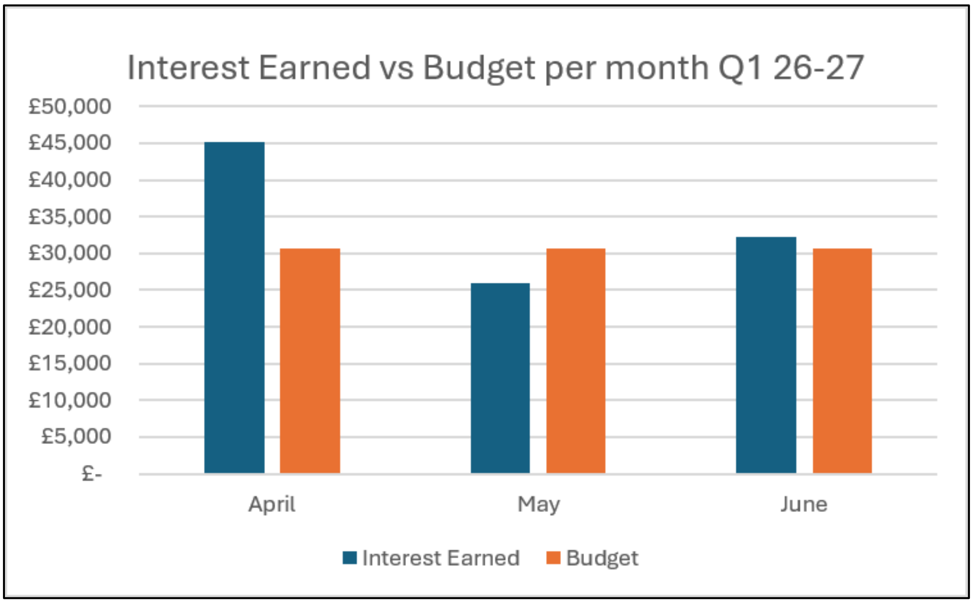
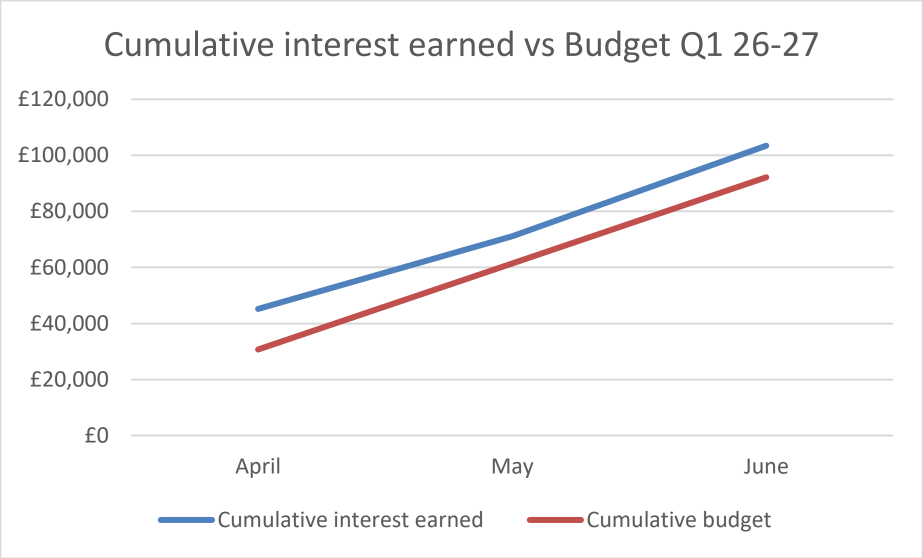
5. Treasury Management

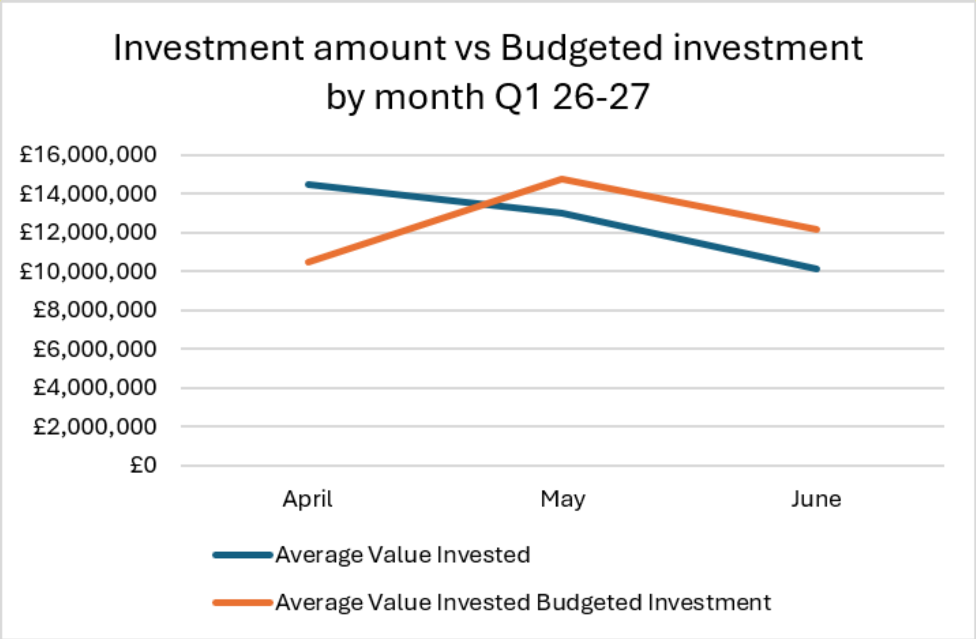
5.1. The "Treasury Management Strategy Statement and Annual Investment Strategy 2026/2027 was approved by Council on 3 February 2026. The Council's Treasury Management Strategy will be updated as appropriate for any changes made to the CIPFA code of practice. The graph below compares the interest earned each month to the forecast budget.



5.2. The Bank of England base rate has remained above where economists predicted it to be, the council builds its investment income estimate around this core data. In the period banking institutes are paying a higher rate of return than originally estimated, quarter 1 income generated from investments is slightly higher than originally expected. The graph below compares the cumulative interest earned and forecast budget.



5.3. The graph below compares the average value invested each month to the forecast budget.



5.3.1. The tables below show the closing values in borrowing and investments.

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Borrowings

Institution	Principal £	Rate %
Middlesbrough Teeside Pension Fund	9,000,000	4.05%
Public Works Loan Board	28,000,000	4.86%
West Midlands Combined Authority	5,000,000	5.15%
Total Short-Term Borrowings	**42,000,000**	
Long-Term Borrowings	0	
Total Borrowing	**42,000,000**	

Investments

Institution	Principal £	Rate %
LGIM - MMF	3,420,000	3.90%
Total Money Market Fund Investment	**3,420,000**	
FIBCA	1,895,000	2.95%
Total Other Investments	**1,895,000**	
Overall Investments	**5,315,000**	

6. Financial Implications

6.1. The report summarises the risks to and potential for variances against budgeted spend and income. For this period variances against revenue budget are unchanged and Capital spend amendments are reported in accordance with delegated powers where not contained within the programme reported to Council in February 2026.

7. HR Implications

7.1. National negotiations over the cost of living pay award for 2026/2027 remain in progress at the time of reporting.

8. Policy Implications

8.1. There are no policy implications arising from this report.

9. Climate Change and Environmental Implications and considerations

9.1. The Capital Programme notes projects within the approved budget that support reduction of Carbon footprint, cost effective energy use from sustainable sources and coastal defence investment.

10. Statutory and Legal Implications

10.1. Local Government Act 2003 (Section 28) requires local authorities to monitor income and expenditure against the budget during the financial year. It also imposes a duty to take action in the event of a significant projected shortfall in income or overspend.

10.2. Section 151 of the Local Government Act 1972 requires the chief finance officer to ensure the proper administration of the Council's finances. S114 of the Local Government Finance Act provides further reporting requirements if expenditure is likely to exceed available resources.

11. Local Government Reorganisation Implications

11.1. A number of preparatory workstreams are underway across Norfolk Authorities to ensure readiness for meeting Government requirements. Demand to meet requirements are expected to result in additional spend across the County. Decisions regarding funding of this work is carefully monitored by the S151 Officer and its impact on the current year budget will be reported where overspends are identified.

12. Health and Safety Implications

The Capital Programme includes a spend in accordance with am equipment replacement programme to replace equipment that no longer meets safety standards.

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13. Consultees

Assistant Directors and Service Managers are consulted on their forecast spend and income.

14. Equality Impact Assessment

See attached.

15. Risk Management Implications

The Corporate Risk Register includes Financial Sustainability, of which this report forms part of the mitigating actions.

16. Conclusion

16.1. The primary objective of this report is to monitor service area performance against allocated budgets and to consider variances to the budget figure in the light of current circumstances.

16.2. Careful budgetary control throughout the year ensures that resources are applied as planned, fulfilling the goal to secure the long-term economic future of the borough. Budgetary control is applied in a consistent manner across all budgets, and individual decisions to be taken during the financial year are reviewed for impact on a case-by-case basis before they are taken, so that any identified impact can be considered and taken into account at the appropriate time.

16.3. The content of this budget monitoring report is designed to enable councillors and senior officers to see the financial position of the Council as a whole, as required by the Local Government Act

LIST OF APPENDICES
• Appendix 1 – Revenue forecast
• Appendix 2 – Capital Programme

LIST OF BACKGROUND PAPERS
• Medium Term Financial Strategy – Council 26 February 2026

Borough Council of
King's Lynn &
West Norfolk

Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit Norfolk Insight - Demographics and Statistics - Data Observatory

Name of policy/service/function	Quarterly Budget Monitoring reports to Cabinet					
Is this a new or existing policy/ service/function? *(tick as appropriate)*	New		Existing	Y		
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	The report provides a forecast of spend and income against budget for Revenue and Capital.					
Who has been consulted as part of the development of the policy/service/function? – new only *(identify stakeholders consulted with)*	The Corporate Leadership Team, Portfolio Holders.					
Question	**Answer**					
1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service? Please tick the relevant box for each group. NB. Equality neutral means no negative impact on any group. ***If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.***		Positive	Negative	Neutral	Unsure	
	Age			√		
	Disability			√		
	Sex			√		
	Gender Re-assignment			√		
	Marriage/civil partnership			√		
	Pregnancy & maternity			√		
	Race			√		
	Religion or belief			√		
	Sexual orientation			√		
	Armed forces community			√		
	Care leavers			√		
	Health inequalities*			√		

**For more information on health inequalities please visit The King's Fund*	Other (eg low income, caring responsibilities)			√	
Please provide a brief explanation of the answers above: The report states factual data based on actual spend and income of the Borough Council, it is not a policy.					

Question	Answer	Comments
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	~~Yes~~ / No	It reports estimated data for spend and income without prejudice
3. Could this policy/service be perceived as impacting on communities differently?	~~Yes~~ / No	It reports estimated data for spend and income without prejudice
4. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section	~~Yes /~~ No	**Actions: No impacts identified.** **Actions agreed by EWG member:** **………………………………………**
If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary: **Decision agreed by EWG member: …………………………………………………..**		

<table>
<tr><td>5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</td><td colspan="2"><s>Yes</s> / No</td><td colspan="2">Please provide brief summary:</td></tr>
<tr><td>Assessment completed by:

Name</td><td colspan="4">Carl Holland</td></tr>
<tr><td>Job title</td><td colspan="4">Assistant Director - Finance</td></tr>
<tr><td>Date completed</td><td colspan="4">17 August 2026</td></tr>
<tr><td>Reviewed by EWG member</td><td colspan="2">Louise Gayton</td><td>Date</td><td>19/08/2026</td></tr>
</table>