

Committee: Scrutiny Committee

Agenda Item

Date: 7 February 2012

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Title: General Fund and Council Tax 2012/13

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Item for decision

Summary

1. This report presents the 2012/13 General Fund revenue estimates for consideration by the Cabinet on 16 February.
2. This budget must be considered alongside the report made by the Assistant Chief Executive - Finance under Section 25 of the Local Government Act 2003, to be received by the Committee earlier in today's agenda. The budget is consistent with the draft Medium Term Financial Strategy also to be considered earlier on the agenda.
3. The Scrutiny Committee has an opportunity to review the budget estimates and make comments and suggestions for consideration by the Cabinet. In particular, the Scrutiny Committee could consider whether:
 - The budget is clearly presented
 - Budget adjustments are reasonable and understandable
 - The budget is sustainable and prudent given the advice in the Section 25 report
 - Consultation has been effective and results taken into account in drawing up the budget
 - The use of reserves is appropriate
4. This report, annotated with the Scrutiny Committee's comments will be submitted to Cabinet on 16 February and the Full Council on 23 February for final approval.

Recommendations

5. The Scrutiny Committee is recommended to review the draft budget and either endorse its contents or make comments and suggestions for consideration by the Cabinet on 16 February.
6. In particular Members are requested to recommend that the Cabinet:
 - a) Approve for recommendation to Council the General Fund Council Tax Requirement of £4,972,771, as summarised in paragraph 23 and detailed in Appendices A to C.
 - b) Approve the schedule of fees and charges at Appendix E.

Background Papers

7. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

Corporate Plan

Medium Term Financial Strategy

Budget Strategy approved by Cabinet September 2011

Local Government Finance Settlement 2012/13

Budget working papers

Impact

Communication/Consultation	Consultation carried out is summarised below.
Community Safety	No specific implications
Equalities	No specific implications
Finance	Detailed in the report
Health and Safety	No specific implications
Human Rights	No specific implications
Legal implications	The recommendations fulfil the legal requirement to set a balanced budget.
Sustainability	No specific implications
Ward-specific impacts	No specific implications
Workforce/Workplace	No specific implications

Introduction

8. This report provides detailed revenue estimates for the General Fund and Council Tax for 2012/13.
9. For 2012/13, the legal framework underpinning council budget setting has changed. The familiar “Net Budget Requirement”, which was the Council’s net expenditure funded by a combination of Formula Grant and Council Tax, no longer exists. Instead, Formula Grant is now treated as income within the net expenditure figure, which becomes the new term “Council Tax Requirement”, funded solely by Council Tax. The figures in this report have been stated in line with the new arrangements.
10. The estimates, as summarised in Appendix A, show a Council Tax Requirement of £4,972,771, which balances to level of Council Tax income, assuming a freeze in Council Tax.
11. The Cabinet is required to determine a recommended budget for consideration by the Council on **23 February**.

12. The estimates in this report are based on the recommended Capital Programme, Treasury Management Strategy and Housing Revenue Account budget for 2012/13 that were considered earlier in today's agenda. Any changes may have a marginal effect on the revenue estimates and these will be reflected in the material that is prepared for Full Council.

2012/13 Budget Strategy

13. On 8 September, the Cabinet determined its strategy for the 2012/13 including a list of priorities and objectives. The table below summarises these and indicates that the draft 2012/13 budget fulfils the Cabinet's strategy.

Budget Strategy objective	Achievement of objective
Take account of consultation results	Yes – see below.
Seek views of business community	Yes – see below
Progress Strategic Solutions savings programme	Yes – approximately £1m of efficiency savings made.
Keep NHB as stand alone item	Yes – New Homes Bonus allocated to new projects and balance placed in reserve. Not used to support the district council budget.
Freeze Council Tax	Yes.
Maintain or enhance support for voluntary sector	Yes. Budget for voluntary sector support increased.
Review car parks tariff	Yes. New tariff agreed by Cabinet 19 January.
No cuts in services	Yes. Although some working methods have changed, no services have been withdrawn altogether.
Member consultation	Yes. All Members have had opportunities to contribute. In addition there has been a pre-Scrutiny review.

Consultation.

Residents Consultation

14. Consultation with residents was conducted through Uttlesford Life and the website, with results reported in full to the Cabinet in September. 278 returns were made, a response rate of 0.9%. The table below sets out the respondents' highest priorities, and how the draft 2012/13 budget relates to them.

Survey respondents' priority	Consistency with budget
Sound financial management	Yes. A balanced budget has been produced with no cuts in services and sustainable use of reserves.
Reduce crime and anti social behaviour	Yes. The budget maintains funding for the ASBO officer and there is a new budget for special constables training.
Sharing services with other local authorities	Yes. Projects are underway to share costs and services with other local authorities, for example, use of UDC offices by county council staff.
Manage development and affordable housing.	Yes. The budget enables the Council to meet its obligations, with additional funds for LDF work and community-led planning.
Replace brown bins with kitchen caddies and introduce glass collection	Yes. New waste service to be implemented and is reflected in the budget.
Don't increase income from fees and charges to minimise spending cuts.	The budget includes increased income arising from some fees and charges increases, such as car parking. It is felt that this is consistent with sound financial management, which was the highest priority indicated by survey respondents.

Business consultation

15. In lieu of writing to all business rate payers, the following organisations were sent an email on 20 October, requesting comments on the council's priorities and the Cabinet's budget strategy.

- Federation of Small Businesses – Mid & NW Essex
- Saffron Walden Business Forum
- Dunmow & District Chamber of Trade
- Newport Business Association
- Stansted Airport Chamber of Commerce
- Uttlesford Futures EDSL Group

16. One response was received, from the Uttlesford Futures EDSL Group and is reproduced below.

The group would like to explore [the item] "To invest resources in economic development activity". Referring to the corporate plan chart people block, the group felt that the statement "Enhancing economic prosperity through West Essex Alliance of local authorities and businesses and working with local businesses to encourage future skills development and growth" was a vague statement. The group felt that this lacked clear outcomes. For instance, does it include targets towards local procurement? The use of the word "through" rather than "with" in front of "West Essex Alliance....." implied that the council intends to delegate its role to the alliance. In the absence of any reference to Uttlesford Futures in either this block of the table or under the partnerships block, the group wishes to know what future relationship regarding economic development the council intends to have with Uttlesford Futures. In particular, the EDSL group wishes to know whether any of the resources referred to in your email will be invested through the EDSL group.

The group also commented on the reference to corporate governance in the people block. Again, the group considers that specific outcomes would put some meat on a bland statement. What is it that the council intends to improve? In the group's opinion, one area that in particular needs improvement is consultation. The group believes that the council needs to adopt a style of consultation that is real and effective and which involves impact assessments of its proposed changes to services upon the public. The group will be writing to you separately on the matter of car park charges, this being one service that has an impact on local businesses. The group did note yesterday that the council's recent consultation about the garden waste scheme had failed to assess the impact of change on the users of the existing service and may have assumed that the new service would be an improvement on the current service. There is evidence to suggest that the new service will be inadequate for the public's needs. For this reason, the group believes that public consultation by UDC should be more thorough.

Finally, the group considers that the corporate plan should achieve an understanding of what sustainable development means for all parts of Uttlesford. The council should then drive to achieve it through a number of measurable objectives. It is felt that as this is a highly sensitive and variously interpreted phrase, the words should feature in the corporate plan.

2012/13 resources available

17. By law the budget (Council Tax Requirement) has to balance to the expected Council Tax income receivable.
18. The Assistant Chief Executive - Finance, under delegated authority, has approved the Council Taxbase to be used when setting the 2012/13 Council Tax. The Taxbase, expressed in Band D equivalents, is 33,732, an increase of 1.05% on the 2011/12 figure. The 2011/12 UDC Band D Council Tax was £147.42. In accordance with the approved budget strategy, no change in this figure for 2012/13 has been assumed for the purpose of preparing this report, so that the 2012/13 figure remains as **£147.42**. Multiplied by the taxbase, this would produce a Council Tax yield of **£4,972,771**.
19. The Council is therefore required to balance its net budget to a Council Tax Requirement of £4,972,771.

Indicative Council Tax for 2012/13

20. Assuming a freeze in Council Tax, the amount of Uttlesford DC Council Tax, by each Council Tax band, is shown below.

Band	Dwellings		Proportion of Band D	2011/12 UDC Council Tax £	2012/13 UDC Council Tax £	Increase (0%)	
	No.	%				£/year	£/week
A	1,071	3.3	6/9ths	98.28	98.28	-	-
B	3,667	11.1	7/9ths	114.66	114.66	-	-
C	7,766	23.6	8/9ths	131.04	131.04	-	-
D	6,378	19.4	9/9ths	147.42	147.42	-	-
E	5,708	17.3	11/9ths	180.18	180.18	-	-
F	3,980	12.1	13/9ths	212.94	212.94	-	-
G	3,961	12.0	15/9ths	245.70	245.70	-	-
H	410	1.2	18/9ths	294.84	294.84	-	-
Total	32,941	100.0					

21. Each 1% change in Council Tax would have a £49,728 effect on the level of Council Tax income, and an effect of £1.47 on a Band D Council Tax bill. An increase or decrease in the budget of £10,000 is equivalent to an increase or decrease in Council Tax of 0.20% (30 pence on Band D).

General Fund Budget

22. Appendix A is a summary of the budget for 2012/13, showing a budget requirement of £4,972,771 in line with the resources available detailed above.
23. A summary of the 2012/13 General Fund budget is shown in the table below. Further details are set out in Appendix B.

£000	2011/12	2012/13	Bottom line Increase / decrease (-)
Net Service Expenditure	8,567	8,036	-531
Corporate Items (net)	-296	85	381
Formula Grant	-3,206	-2,767	439
New Homes Bonus	-714	-1,248	-534
Use of New Homes Bonus	500	708	208
Net operating expenditure	4,851	4,814	-37
Transfer to New Homes Bonus reserve	214	540	326
Net transfers from(-) other Earmarked Reserves	-45	-202	-157
Transfer from Budget Equalization Reserve	-99	-179	-80
Council Tax Requirement	4,921	4,973	52
Council Tax income	-4,921	-4,973	-52
	0	0	0

24. A subjective analysis of net service expenditure is below.

£000	2011/12	2012/13	Bottom line increase / decrease (-)
Employees	8,336	7,819	-517
Premises	729	736	7
Transport	732	708	-24
Supplies & Services	4,458	4,687	229
Transfer payments (mainly Benefits)	18,138	19,514	1,376
Sub total - expenditure	32,393	33,464	1,071
External funding	-1,211	-1,218	-7
Specific government grants (mainly Benefits)	-18,636	-20,061	-1,425
Fees & Charges income	-3,979	-4,149	-170
Sub total - income	-23,826	-25,428	-1,602
Net service expenditure	8,567	8,036	-531

25. The following table is a reconciliation of the movement from the 2011/12 budget the 2012/13 estimates. Details of all adjustments are given in Appendix C.

£000			
2011/12 Council Tax Requirement			4,921
<u>Service budget changes</u>			
Loss of external funding	133		
Inescapable growth	328		
Service investment	310		
Efficiency savings	-1,021		
Service reductions	0		
Other adjustments	-281		
		-531	
<u>Corporate items</u>			
Revs & Bens implementation	250		
Increase in use of NHB	208		
Capital financing costs increase	175		
Minor variances (net)	29		
		662	
<u>Funding items</u>			
Reduction in Formula Grant	439		
Increase in New Homes Bonus	-534		
New Council Tax Freeze Grant	-125		
Reduction in Collection Fund balance	52		
		-168	
Reduction in the use of reserves		89	
Net adjustments			52
2012/13 Council Tax Requirement			4,973

Local Government Finance Settlement

26. On 8 December the Council received provisional notification of the Settlement for 2012/13. The provisional figure is **£2,889,528**, which comprises Council Tax Freeze Grant of **£123,026** (see below) and Formula Grant of **£2,766,502**, a reduction of 13.7% on the 2011/12 figure. Confirmation of the final figure is expected on 8 February or thereabouts.
27. The settlement figure of £2,889,528 comprises Revenue Support Grant (£54,948) and a distribution from the National Non Domestic Rates pool (£2,834,581).
28. The Formula Grant reduction of 13.8% compares with inflation (as at December 2011) of 4.2% (Consumer Prices Index). This represents a real terms cut of 17.2%.

29. There are no indications of what funding councils will receive after April 2013. This is discussed in the Medium Term Financial Strategy.

Council Tax Freeze Grant

30. The Government has announced that funding will be made available to Councils who freeze their Council Tax in 2011/12. The funding will be equivalent to a rise of 2.5% and paid in each of the four years 2011/12 to 2014/15. For UDC this produces a grant of £123,000, which has been built into the budget. This is subject to formal confirmation.
31. The Government has announced a further one off grant for Councils who freeze their Council Tax in 2012/13, again equivalent to the income foregone assuming a 2.5% rise. The expected grant is £125,000. However as it is a one off grant, it would not be prudent to build this into the base budget, therefore an equivalent sum has been placed into reserve.

New Homes Bonus

32. 2012/13 is the second year of New Homes Bonus. A provisional sum of £1,247,927 has been allocated to UDC. The Finance Portfolio Holder has given guidance that £708,000 is to be made available for new projects in 2012/13, with the balance of £547,927 to be added to the New Homes Bonus reserve.

General Fund Reserves

33. The report made by the Assistant Chief Executive - Finance under Section 25 of the Local Government Act 2003, received earlier in today's agenda, recommended that the Working Balance be maintained at a minimum of £1,214,000. The forecast balance on the Working Balance as at 31 March 2012 is £1,181,000, £33,000 below the recommended minimum level. The 2012/13 budget therefore includes provision to increase the Working Balance by £33,000.
34. The 2012/13 budget includes a transfer from the Budget Equalization Reserve of £179,000. The Medium Term Financial Strategy, demonstrates the rationale for using this reserve to alleviate financial pressure during the next few years, while Strategic Solutions savings programmes continue.
35. Other proposed reserves transfers are as follows:

Change Management	Withdrawal from reserve of £250,000	To meet costs of Revenues & Benefits partnership implementation, including new IT system
Council Tax Freeze Grant	New reserve created, £125,000	One off grant from Government. Additional contingency for future funding reform and/or changes in Council Tax policy

Elections	Reserve increased by £20,000	To spread the costs of the 2015 District Council Election
Homelessness	Reserve increased by £20,000	To meet expected additional demand for homelessness service.
Licensing	Withdrawal from reserve of £51,000	To offset deficit in taxi licensing budgets. The reserve will reduce to zero in 2013/14, in which year an increase in licence fees will be required, as discussed and agreed with taxi trade representatives.
New Homes Bonus	Reserve increased by £540,000	In line with guidance from the Finance Portfolio Holder. Reserve maintained due to the significant uncertainty about local government funding from 2013/14.
Planning	Withdrawal from reserve of £29,000	To fund scanning work necessary for service improvements, and LDF-related work
Waste Management	Withdrawal from reserve of £70,000	To meet one off costs of implementing Waste Service changes, and to fund in-cab technology.

Fees and Charges review

36. Service managers have reviewed fees & charges in line with the Council's Pricing and Concessions policy and Cabinet decisions where relevant (e.g. car parks, trade waste). A schedule of proposed charges is included at Appendix E.

Outstanding Issues

37. As at 30 January, the following issues were outstanding; the updated position will be reported verbally.

- Confirmation of the Formula Grant
- Confirmation of Council Tax Freeze Grant
- Confirmation of New Homes Bonus
- Final formal notifications of the formal precept figures from Essex County Council, Essex Police Authority and Essex Fire Authority.
- Production of formal council tax resolution in line with new statutory regulations – template awaited from CIPFA.

38. Based on the decisions taken at this meeting, a final budget report, together with formal Council Tax Resolutions will be presented to the Council on 23 February.

Risk Analysis

39. The formal risk analysis of the budget is set out in the report earlier on today's agenda, "Robustness of Estimates and Adequacy of Reserves".

Risk	Likelihood	Impact	Mitigating actions
Actual events may differ from the assumptions and estimates used to produce the draft budget, which will lead to variances from the budget.	3 (some risk that variances will occur requiring action to be taken)	3 (potential impact which could adversely affect the council's financial position if not managed)	Budget monitoring and corrective action taken as necessary.

List of Appendices

- APPENDIX A General Fund summary
- APPENDIX B Portfolio budgets
- APPENDIX C Schedule of budget adjustments
- APPENDIX D General Fund Reserves
- APPENDIX E Fees and Charges review
- APPENDIX F Council Tax Resolution (Full Council only)

GENERAL FUND SUMMARY

£000	2011/12 Original Budget	2011/12 Restated Budget	2012/13 Original Budget	Increase / (Decrease)
Community Partnerships & Engagment Portfolio	1,604	1,638	1,792	154
Environmental Services Portfolio	2,035	2,117	1,825	-292
Finance & Administration Portfolio	4,641	4,797	4,474	-323
Housing (General Fund) Portfolio	123	15	-55	-70
Sub-total – Portfolio (service) budgets	8,403	8,567	8,036	-531
Recharge to HRA	-926	-1,090	-1,121	-31
HRA share of corporate core	-247	-247	-200	47
Investment income	-85	-85	-70	15
Pension Fund	465	465	463	-2
Capital Financing Costs	834	826	1,001	175
Revenues & Benefits Implementation	0	0	250	250
2011/12 New Homes Bonus - Community Projects	0	500	0	-500
2012/13 New Homes Bonus - New projects	0	0	708	708
Council Tax Freeze Grant - 2011/12 - year 2 of 4	-123	-123	-123	0
Council Tax Freeze Grant - 2012/13 (one off)	0	0	-125	-125
New Homes Bonus - Grant - year 2 of 6	0	-714	-1,248	-534
Formula Grant	-3,206	-3,206	-2,767	439
Collection Fund Balance	-42	-42	10	52
Sub-total – Net Operating Expenditure	5,073	4,851	4,814	-37
Top up Working Balance	0	0	33	33
Transfer to/from(-) Elections Reserve	-60	-60	20	80
Transfer from Licensing Reserve	-55	-47	-51	-4
Transfer to Council Tax Freeze Grant Reserve	0	0	125	125
Transfer from Change Management Reserve	-76	-76	-250	-174
Transfer to Homelessness Reserve	20	20	20	0
Transfer from Waste Reserve	0	0	-70	-70
Transfer to Waste Reserve	118	118	0	-118
Transfer from Planning Development Reserve	0	0	-29	-29
Transfer to NHB Contingency Reserve	0	214	540	326
Sub-total - Net Expenditure	5,020	5,020	5,152	132
Transfer from Budget Equalization Reserve	-99	-99	-179	-80
COUNCIL TAX REQUIREMENT	4,921	4,921	4,973	52
Funding Available				
Council Tax	-4,921	-4,921	-4,973	-52
Total Funding Available	-4,921	-4,921	-4,973	-52
OVERALL NET POSITION				0

APPENDIX B

COMMUNITY PARTNERSHIPS AND ENGAGEMENT PORTFOLIO								
£000	2010/11 Actual	2011/12 Original Budget	2011/12 Original Budget (Restated)	2011/12 Current Budget	2011/12 Forecast Outturn	2012/13 Original Budget	Original Budget Increase / (Decrease)	Comments
Committee Administration	101	106	145	152	151	142	-3	
Communications	151	156	153	153	128	137	-16	Efficiency saving
Community Information Centres	44	58	58	58	59	69	11	Police pulled out of Thaxted CIC
Community Safety	117	119	119	119	118	172	53	ASBO officer / Special Constables
Community & Leisure Management	46	48	48	48	47	47	-1	
Customer Services Centre	453	282	281	281	275	289	8	
Democratic Representation	342	350	347	347	346	350	3	
Emergency Planning	43	45	44	44	44	42	-2	
Grants & Contributions - Voluntary Sector	162	171	171	171	171	197	26	Additional support for voluntary sector
Grants & Contributions - Other	49	40	40	40	40	30	-10	Tapering of SWTC grant for local amenities
Leisure & Administration	39	40	45	45	46	98	53	Partnership support / Access to Services
Leisure PFI	-83	-58	-58	-58	-58	-30	28	Contractual indexation
Museum Saffron Walden	202	212	210	256	256	197	-13	Salary saving (retirement)
Sports Development	30	35	35	35	35	52	17	£20k Olympics budget
Tourist Information	10	0	0	0	0	0	0	
Portfolio Total	1,706	1,604	1,638	1,691	1,658	1,792	154	

APPENDIX B (continued)

ENVIRONMENTAL SERVICES PORTFOLIO								
£000	2010/11 Actual	2011/12 Original Budget	2011/12 Original Budget (Restated)	2011/12 Current Budget	2011/12 Forecast Outturn	2012/13 Original Budget	Original Budget Increase / (Decrease)	Comments
Animal Warden	31	30	30	30	31	30	0	
Bridge End Gardens	9	0	0	0	0	0	0	
Car Parking	-648	-448	-455	-448	-447	-566	-111	New car parks tariff
Cemeteries	7	0	0	0	0	0	0	
Conservation & Enhancement	96	87	86	86	82	78	-8	
Depots	52	38	38	38	59	54	16	Includes portacabin hire costs
Development Control	115	15	-95	-82	-82	-229	-134	Savings arising from restructure (+ see below)
Economic Development	0	0	0	40	40	30	30	New budget for economic devt. resource
Environmental Management & Admin	89	89	88	88	87	96	8	
Grounds Maintenance	100	38	217	38	-63	179	-38	Efficiency saving, deletion of manager post
Housing Strategy	88	84	83	83	68	103	20	New budget for RCCE community-led planning
Land Drainage	51	50	48	50	51	48	0	
Local Amenities	155	60	1	60	78	46	45	Woodlands Park / Fritch Green Comm Centre
On Street Parking	-161	0	0	0	0	0	0	
Pest Control	26	17	17	17	23	22	5	Income reduction
Planning Access	0	0	28	14	14	28	0	
Planning Grants	8	5	5	5	5	5	0	
Planning Management & Admin	316	345	432	411	415	542	110	Changes arising from restructure (+ see above)
Planning Policy	278	277	242	253	271	271	29	Temp staff / cont'n to Gypsy & Trav. Unit
Planning Research	0	0	22	11	11	38	16	LSP funding ceased
Public Health	366	382	366	411	403	358	-8	
Solid Waste	14	0	0	0	0	0	0	
Street Cleansing	248	264	264	264	268	288	24	No ECC funds for A120 / fuel / Highway Ranger
Street Services Management & Admin	248	258	290	256	262	292	2	
Transport Admin	309	0	0	0	0	0	0	
Vehicle Management	348	300	300	300	351	313	13	Repairs to old vehicles prior to return
Waste Management - Expenditure	2,101	1,980	1,946	2,326	2,281	1,714	-232	New waste strategy / recyclables contract
Waste Management - Income	-1,805	-1,836	-1,836	-1,971	-2,006	-1,915	-79	New waste strategy / recyclables contract
Portfolio Total	2,441	2,035	2,117	2,280	2,202	1,825	-292	

APPENDIX B (continued)

FINANCE & ADMINISTRATION PORFOLIO								
£000	2010/11 Actual	2011/12 Original Budget	2011/12 Original Budget (Restated)	2011/12 Current Budget	2011/12 Forecast Outturn	2012/13 Original Budget	Original Budget Increase / (Decrease)	Comments
Benefit Administration	-377	-336	-336	-336	-336	-328	8	
Business Improvement & Performance Team	172	167	162	162	139	176	14	More support for Scrutiny / Website
Central Services	158	192	281	295	296	321	40	Scanning / printing
Conducting Elections	-18	80	78	78	54	4	-74	2011 election budget removed
Conveniences	354	34	34	34	28	39	5	
Corporate Management	1,052	884	949	944	910	908	-41	Audit fees saving / new equalities budget
Council Tax Benefits	-37	160	160	160	-60	-58	-218	Increased grant due to improved performance
Electoral Registration	90	93	23	23	25	23	0	
Enforcement	163	171	166	166	164	172	6	
Financial Services	942	928	907	907	851	898	-9	Bank charge saving / investment in capacity
Housing Benefits	-58	195	195	195	228	262	67	Revised forecast of net expenditure
Human Resources	181	193	187	187	188	190	3	
Information Technology	918	815	990	1,001	963	952	-38	Efficiency savings
Internal Audit	112	101	101	101	98	104	3	
Legal Services	118	122	115	115	115	105	-10	Efficiency savings
Licensing	-111	-56	-57	-57	-67	-70	-13	More income, increased demand
Local Tax Collection	-145	-138	-138	-138	-145	-146	-8	
Non Domestic Rates	-84	-96	-96	-96	-74	-74	22	More demand for discretionary relief
Offices	301	312	308	312	280	314	6	
Resources Miscellaneous	-59	-59	-59	-59	-61	-50	9	Reduction in ECC grant
Revenues Administration	960	879	827	854	866	732	-95	Manager post deleted / partnership saving
Portfolio Total	4,632	4,641	4,797	4,848	4,462	4,474	-323	

APPENDIX B (continued)

HOUSING GENERAL FUND PORTFOLIO								
£000	2010/11 Actual	2011/12 Original Budget	2011/12 Original Budget (Restated)	2011/12 Current Budget	2011/12 Forecast Outturn	2012/13 Original Budget	Original Budget Increase / (Decrease)	Comments
Building Control	66	32	-60	36	35	-100	-40	Manager post deleted / efficiency savings / offset by reduced income
Day Centres	65	55	55	55	52	53	-2	
Energy Efficiency	99	58	58	58	46	49	-9	
Homelessness	74	73	73	73	77	81	8	
Housing Grants	15	15	15	15	11	10	-5	
Land Charges	-4	-35	-51	-51	-53	-52	-1	
Life Line	-69	-75	-75	-75	-90	-96	-21	Budget correction
Portfolio Total	246	123	15	111	78	-55	-70	

SCHEDULE OF BUDGET ADJUSTMENTS

INESCAPABLE GROWTH			
Portfolio	Service	Description	£000
All portfolios	All services	Contractual salary increments	103
Environmental Services	Waste Management	Reduction in Trade waste income	51
Housing	Building Control	Reduction in Building control income	47
Environmental Services	Local Amenities	Woodlands Park grounds maintenance	38
Community Partnerships & Engagement	Leisure PFI	Leisure PFI contractual inflation	28
Environmental Services	Waste Management	Trade waste disposal charges (less rebate)	24
Environmental Services	Street Cleansing	Fuel costs	14
Finance & Administration	Central Services	Print room salaries	14
Environmental Services	Depots	Depot portakabin costs	9
		Total	328

APPENDIX C (CONTINUED)

LOSS OF EXTERNAL FUNDING			
Portfolio	Service	Description	£000
Community Partnerships & Engagement	Community Safety	ASBO officer - funding withdrawn	40
Community Partnerships & Engagement	Leisure & Administration	Partnerships Officer - funding withdrawn	31
Environmental Services	Waste Management	Reduced Kitchen Waste funding	20
Environmental Services	Planning Research	Uttlesford Futures officer - funding withdrawn	15
Environmental Services	Street Cleansing	Loss in ECC funding for A120 litter picking	11
Finance & Administration	Resources Miscellaneous	Reduction in ECC second homes discount income share	9
Community Partnerships & Engagement	Community Information Centres	Loss of Police funding for Thaxted CIC	7
		Total	133

APPENDIX C (continued)

SERVICE INVESTMENT			
Portfolio	Service	Description	£000
Environmental Services	Economic Development	Economic Development capacity	30
Environmental Services	Local Amenities	Flitch Green community centre sound attenuation works	30
Finance & Administration	Non Domestic Rates	Increased demand in discretionary business rates relief	23
Community Partnerships & Engagement	Grants & Contributions	Additional voluntary sector support	20
Community Partnerships & Engagement	Leisure & Administration	Access to Services Project	20
Community Partnerships & Engagement	Sports Development	Olympics Events	20
Environmental Services	Housing Strategy	RCCE Community Led Planning	20
Finance & Administration	Corporate Management	Equalities Officer	18
Finance & Administration	Financial Services	Finance Team - extra capacity needed	17
Finance & Administration	Central Services	Scanning for Planning service	17
Environmental Services	Planning Policy	Planning Policy Consultancy	15
Finance & Administration	Business Improvement & Performance	Additional capacity for scrutiny support & website	13
Environmental Services	Planning Policy	Staff capacity to help deliver LDF programme	12
Community Partnerships & Engagement	Community Safety	Special Constables training	10
Finance & Administration	Corporate Management	Interim Change Manager costs	10
Finance & Administration	Central Services	Mail room equipment	9
Environmental Services	Environmental Management & Admin	Temporary Environmental Health administrative staffing	8
Environmental Services	Planning Policy	Contribution to county wide Gypsy & Traveller unit	7
Community Partnerships & Engagement	Grants & Contributions	Inflationary increase in grants to the voluntary sector	6
Community Partnerships & Engagement	Leisure & Administration	Uttlesford Futures	5
Environmental Services	Street Cleansing	Highways Ranger (£60k costs, funded by ECC)	0
		Total	310

APPENDIX C (continued)

EFFICIENCY SAVINGS			
Portfolio	Service	Description	£000
Environmental Services	Waste Management	Recycling gate fees - contract saving	-190
Environmental Services	Waste Management	Waste strategy net saving (after one off costs)	-165
Environmental Services	Car Parking	Car parks income	-114
Housing	Building Control	Building Control restructuring savings	-86
Finance & Administration	Revenues Administration	Deletion of Divisional Head post	-72
All portfolios	All services	Allowances and supplements reductions	-68
Finance & Administration	Corporate Management	External audit fee savings	-56
Environmental Services	Development Control	Net saving from Planning & Dev't Control restructure	-47
Finance & Administration	Information Technology	Print room & ICT efficiency savings	-40
Environmental Services	Grounds Maintenance	Deletion of contract manager budget	-38
Environmental Services	Waste Management	Trade waste salary savings	-31
Finance & Administration	Revenues Administration	Revenues & Benefits partnership saving	-30
Finance & Administration	Financial Services	Savings due to implementation of credit card changes	-23
Finance & Administration	Corporate Management	Senior staff pay award budget deleted	-14
Community Partnerships & Engagement	Communications	Communications post deleted, new SLA with Epping	-12
Community Partnerships & Engagement	Museum	Net salary savings in Museum	-10
Community Partnerships & Engagement	Grants & Contributions	Tapering of SWTC grant for local amenities	-10
Finance & Administration	Legal Services	Legal Services efficiency savings	-8
Community Partnerships & Engagement	Communications	Uttlesford Life reductions	-7
		Total	-1,021

APPENDIX C (continued)

OTHER ADJUSTMENTS			
Portfolio	Service	Description	£000
Finance & Administration	Housing & Council Tax Benefits	Net adjustment to Housing & Council Tax Benefits budgets	-144
Finance & Administration	Conducting Elections	District Council election budget not required	-75
Housing	Lifeline	Alignment of budget to current activity levels	-21
Environmental Services	Local Amenities	Community hall transfer to parish council	-15
		Miscellaneous minor adjustments/corrections	-26
		Total	-281

APPENDIX C (continued)

CORPORATE ITEMS			
Portfolio	Service	Description	£000
Finance & Administration	Revenues & Benefits	Partnership implementation costs including new IT system. To be funded from Change Management reserve.	250
Finance & Administration	n/a	Increased use of New Homes Bonus funds. £500,000 allocated for community projects in 2011/12. £708,000 to be allocated for new projects in 2012/13.	208
Environmental Services	Waste Management	Additional revenue contributions to capital programme. £140,000 for Waste vehicles £50,000 for in-cab technology (waste service) Minor adjustments net reduction £15,000.	175
Corporate	n/a	Other minor adjustments (net)	29
		Total	662

APPENDIX C (continued)

FUNDING ITEMS			
Portfolio	Service	Description	£000
Corporate	n/a	Reduction in Formula Grant 2011/12 figure £3,206,000. 2012/13 figure £2,767,000	439
Corporate	n/a	Increase in New Homes Bonus 2011/12 figure £714,000 2012/13 figure £1,248,000	-534
Corporate	n/a	New Council Tax Freeze Grant Relates to freezing Council Tax for 2012/13 One off payment	-125
Corporate	n/a	Reduction in Collection Fund balance. 2011/12 figure £42,000 surplus 2012/13 figure £10,000 deficit	52
		Total	-168

APPENDIX C (continued)

CHANGE IN THE USE OF RESERVES				
Reserve	Contribution		Contribution	
	to / from (-) reserve		to / from (-) reserve	
	2011/12		2012/13	
				£000
Working Balance	0		33	33
Elections	-60		20	80
Licensing	-47		-51	-4
Council Tax Freeze Grant	0		125	125
Change Management	-76		-250	-174
Homelessness	20		20	0
Waste Management	118		-70	-188
Planning	0		-29	-29
New Homes Bonus	214		540	326
Budget Equalization Reserve	-99		-179	-80
Total - net increase in reserves	70		159	89

GENERAL FUND RESERVES

Reserve	Actual Balance 31.3.2011	Estimated balance 31.3.2012	Forecast Use (-) / Addition to Reserve 2012/13	Forecast Balance 31.3.2013
£000				
Working Balance	1,181	1,181	33	1,214
Change Management	813	1,255	-250	1,005
Planning Development	348	308	-29	279
Landsbanki Contingency	702	0	0	0
Waste Management	222	220	-70	150
Energy Efficiency	9	9	0	9
Licensing	139	92	-51	41
Elections	62	26	20	46
Business Development	42	2	0	2
Housing Benefits	155	346	0	346
Homelessness	25	45	20	65
Council Tax Freeze Grant	0	0	125	125
NHB Contingency	0	214	540	754
Budget Equalization	1,499	1,400	-179	1,221
Total	5,197	5,098	159	5,257