

REVENUE BUDGET – PROVISIONAL OUT-TURN REPORT 2012/13

EXECUTIVE MEMBER: Cllr Gillian Troughton

LEAD OFFICER: Darienne Law, Head of Corporate Services

REPORT AUTHOR: Ann Treble, Financial Management and Treasury
Accountant

WHY HAS THE REPORT COME TO THE EXECUTIVE?

To inform the Executive of the provisional revenue outturn position for 2012/13.

Summary:

This report provides details of the provisional revenue out-turn position for the General Fund revenue budget for the financial year ended 31 March 2013. This report also provides details of the principal variances between the budget and the provisional outturn position. The outturn shows that the net spend for the financial year is £11.233m.

This position subject to change following completion of the audit process.

The 2012/13 budget was set under the previous financial system and prior to the Local Government Finance Act 2012. The council is working hard to control its costs and to balance its budget in the medium term in accordance with anticipated government settlements.

Alongside the whole of the local government sector the council is on a 5 year journey to reshape its services and redefine what it can do given the reducing resource base following the local government financial settlement and the estimations in the LGA “graph of doom”.

The severity of the reductions in government grants will necessitate significant cuts in council budgets and front-line services. This has severely impacted on Copeland’s future financial position.

The council is planning the changes it needs to make to address the continued reduction in its resource base and has spent time identifying and planning for the implementation of the changes This was set out in the council’s recent public consultation which took place in 2012.

In preparation for the changes 2012/13 was a year where tight financial control was exerted on spend in order to provide some contingency. This included strong management of staffing vacancies to avoid compulsory redundancies whilst it

restructures its management and teams, a focus on sourcing alternative income streams and encouraging others to continue work that that the council would have previously financed, and identifying one of savings through its value for money and efficiency approach.

The Executive is asked to;

- (i) Note the increase in the revenue budget from £12.284m to £12.448m following the approval of release from Earmarked Reserves by Executive in January 2013. These changes are reflected in the table in paragraph 2.1
- (ii) Note the year-end underspend of £1.216m, against the revised approved revenue budget of £12.448m, of which £576k relates to Reserve funded items, and £640k relates to core funding as detailed in paragraph 2.2.
- (iii) Note that contributions of £1.242m contained within the out turn report will be transferred to earmarked reserves at year end as shown in paragraph 5.4.
- (iv) Approve the treatment of bad debts as detailed in paragraphs 1.1, 1.3, 1.4 and 1.5 of Appendix B.

and make recommendations to Council to;

- (v) Approve the carry forwards from mainstream budget underspends of £435k and the carry forwards from the budget funded by Earmarked Reserves of £180k, both as detailed in paragraph 4.6 to increase the 2013/14 budget by £615k.
- (vi) Approve the transfer of the under spend in the mainstream budget of £640k to the General Fund unallocated balance in accordance with paragraph 2.2.
- (vii) Approve the transfer of £148k of the underspend in the budget funded by earmarked reserves to the General Fund unallocated balance in accordance with paragraph 2.2
- (viii) Approve the transfer of £323k of the underspend in the mainstream budget to Earmarked Reserves as detailed in paragraphs 3.13, 3.30 and 3.32.
- (ix) Approve the use of £35k from reserves in 2012/13 in accordance with paragraph 5.2.
- (x) Increase the balance on the budget for 2013/14 to £11.192m as set out in paragraph 6.1.
- (xi) Release of the MMI earmarked reserve in the sum of £X to increase the revenue budget from ABOVE to MORE in order to fund the provision for MMI - Members are asked to note that this recommendation complete with figure will be confirmed at the meeting of 28 May 2013

- 1.1 This report contains information on the out-turn position on spending against the Council's revenue budget for 2012/13. Within the report figures in brackets indicate either an under spend or additional income received and those without brackets are either an over spend, or reduced income levels.
- 1.2 The position is subject to audit and may change following completion of the audit process.
- 1.3 The reporting of the out-turn position for 2012/13 is the culmination of the year long budget monitoring exercise, which is designed to identify budget savings and budget pressures during the year.
- 1.4 The out-turn position is then used to prepare the Statutory Statement of Accounts for 2012/13 and this will be presented to Members following the completion of the Audit (which has to be concluded by 30 September 2013).
- 1.5 The out-turn report as presented follows the budget monitoring format presented to members during the financial year, which does not include either the recharge of support services or notional capital charges. However, to comply with guidance from CIPFA in its Service Reporting Code of Practice, all support costs have to be re-allocated to services and capital charges (for depreciation and the impairment of assets) have to be made to service revenue accounts to show the total cost of service provision. These recharges are included in the income and expenditure account within the Statutory Statement of Accounts and the impact of these reallocations and additional charges can be seen in Table x in paragraph 7.1
- 1.6 The 2013/14 budget build incorporated the results of work carried out by a number of Policy Development Groups, public consultation and discussions with budget managers. The out-turn position will also be considered and further analysed in more detail over the next few months to identify whether any of the variances identified may indicate further scope for changes within the current year budget, longer term savings or better utilisation of the Council's resources, in light of the 2014/15 MTFS position.

2 SUMMARY POSITION 2012/13

- 2.1 Table 1 over page summarises the out-turn position by department, and the funding requirement for the out turn. A more detailed breakdown of the out turn by cost centre is attached in Appendix A

Department	Original Budget 23 Feb 2012	Carry forwards from 2012/13 29 May 2012	Re phasing of reserves 29 May12	Changes period 1- 12	Current Approved Budget	Actual spend	Net contributions to reserves	Carry forwards	Out turn 2012/13	Variance from General Fund Reserve	Variance from Ear- Marked Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	401	66	571	36	1,074	832	0	0	832	-66	308
Corporate Resources	3,981	86		-6	4,061	3,410	139	36	3,585	437	39
Policy and Transformation	1,257	0		76	1,333	1,145		37	1,182	151	0
Neighbourhoods	3,306	22		-686	2,642	2,303	57	62	2,422	186	34
Regeneration and Communities	2,105	42	599	-97	2,649	1,957	66	262	2,285	199	165
Nuclear , Energy and Planning				690	690	399	95	95	589	71	30
							215	135	350	-350	
Total	11,050	216	1,170	13	12,449	10,046	572	615	11,233	640	576
Funding											
Revenue Support Grant	5,000				5,000	5,000			5,000		
Council Tax Freeze Grant (4 years)	100				100	100			100		
Council Tax Freeze Grant (1 year)	100				100	100			100		
Council Tax	4,014				4,014	4,014			4,014		
Council Tax Surplus	15				15	15			15		
PFI Grant	837				837	837			837		
Transitional Grant	327				327	327			327		
Earmarked Reserves	436		1,170	-7	1,599	843		180	1,023		-576
General Fund	221	216		19	456	-1,190	572	435	-183	-640	
Total	11,050	216	1,170	12	12,448	10,046	572	615	11,233	-640	-576

2.2 The above table shows the underspend split between General Fund and Earmarked reserves. £640k can be transferred back to General Fund unallocated balance and arises as spending was less than anticipated. This balance is available to support the revenue budget in future years. £576k is as a result of under spend on our Earmarked reserves as detailed in Table 2 below:

Cost Centre	Cost Centre	Amount funding from EMR	Out turn	Underspend at Out turn back to EMR	Underspend at Out turn back to GFR
22213	Choosing to change	500,000	194,012	305,988	
21500	Website Maintenance	28,866	26,364	0	2,503
21110	HR Holding Account	30,000	30,000	0	
32900	Catherine Street Car park	20,000	6,056	13,944	
11031	Seaside Success	50,000	50,000	0	
26101	NCL leisure (risk pot property)	20,000	1,146	18,854	
28100	Land Management	27,000	27,000	0	
26215	Copeland Centre	7,000	7,000	0	
48004	Crematorium	7,000	7,000	0	
33200	Refuse Collection	27,000	22,178	4,822	
31401	Building Control Non fee	2,225	1,950	275	
31600	Development Control	14,273	2,900	11,373	
22201	Nuclear	56,853	56,615	238	
11002	Planning Policy	219,647	201,656	17,991	
11006	LABGI	84,794	57,825		26,969
11013	WNF	298,363	179,981		118,382
11045	Localities (WNF)	76,179	76,179	0	
46202	Environmental Health	10,000	10,000	0	
38007	RBS Shared Service	20,000	0	20,000	
11101	Cleator Moor Business Centre	3,886	3,886	0	
11015	Regeneration Consultancy	81,005	61,644	19,361	
33204	Refuse - Recycling	15,000	0	15,000	
Totals		1,599,091	1,023,392	427,846	147,853

- 2.3 This report assumes all carry forwards funded by both the general fund and earmarked reserves will be approved by Council, see recommendation (v). In the event that some are not agreed then the transfer to the general fund or the balances on earmarked reserves will increase by the value of those carry forwards.
- 2.4 This year has seen the authority develop and deliver significant service changes as well as new budget proposals for 2013/14 and future financial strategy for the council against the backdrop of reducing and uncertain settlements. This work will need to be continued in the current financial year as the Council will need to operate with reducing budgets.
- 2.5 A *savings target* of £1.8m was set as part of 2012/13 budget. The amounts were reduced from individual budget lines as and when identified in the savings review with a residual amount of £438k hosted in Choosing to Change budget, see paragraph 2.7 below for full details. The Change Programme Board has been responsible for monitoring and managing the delivery of the savings programme. In addition a series of management actions has meant that savings in excess of those required have been achieved,
- Strong vacancy management has achieved in year savings on salaries of £628k netted of against agency fees of £89k to give a saving of £539k against a target of £108k. There has been some capacity issues arising from this approach which has meant that some projects could not be supported, reducing other spend.
 - Extra Income – from rent review, planning applications, PPAs, profit share from NCL contract
 - Pursuing PFI provider for insurance rebate, value to authority of £80k
 - Managers have started to decommission services in anticipation of service changes as a result of the policy review work during the year
 - Deliberate strategy to transfer financial responsibility to other partners e.g. CADS
- 2.6 The £438K service review and vacancy management target saving was hosted in the Choosing to Change budget. As and when actual savings have been agreed by Executive and Personnel Panel, the service area budgets have been reduced and the Choosing to Change budget credited.

2.7 The table below shows the activity at year end regarding the original £438k credit budget hosted in Choosing to Change, and has been reported to Executive throughout the year:

Savings to achieve currently hosted in C2C:	
Service review savings	330,000
Vacancy Management	100,000
Shortfall on Management Restructure	8,000
	438,000
Action taken to date and allocated to C2C:	
Removal of 1% pay award	-80,000
Restructure Waste and Open Spaces	-86,000
Net Saving on Directors post	-40,000
Restructure Housing services	-24,000
Restructure Refuse rounds	-30,000
Removal of Communications post	-13,000
Saving met through vacancy management	*-165,000
	-438,000

Members are asked to note that whilst the table above notes the use of vacancy management in the sum of £165k, the actual saving due to strong vacancy management across the authority during 2012/13 was a net £539k. These savings are shown under the relevant service area cost centre

3 DETAILS GIVING RISE TO THE VARIANCE IN 2012/13

- 3.1 The reasons for the significant variances (+/- £10k at cost centre level) between the current approved budget and the out-turn position are as follows:
- 3.2 There are some costs which have been incurred and reflected in the out-turn which have arisen as they are required to be included to meet approved accounting practices. These costs relate to the need to make a provision for bad debts and the costs for redundancy pay, which need to be included within service spending but which are not under the direct control of budget holders as follows;
- The Council makes a provision for bad debts based on the aged debt of its outstanding debtors invoices. This provision is reviewed annually in March and this year the level of old outstanding debt has increased, which has meant that the Council has had to increase its provision by £103K in the year. The increase is reflected in the appropriate service lines within the out-turn figures.
 - The out-turn position contains the costs of redundancy pay for the members of staff who will have either left the Council by 31 March or where a formal resolution has been made before 31 March to release staff in 2013/14, a total of 15.8 FTE. Overall the cost is £94k, which will be funded by the Choosing to Change budget, however for the statutory

financial statements these costs will need to be reallocated to the individual service areas.

Chief Executive's – under spend of £230k

- 3.3 Chief Executive achieved savings in transport and travel related expenditure of £8k.
- 3.4 Corporate Management a saving of £77k was achieved through a reduction in the District Auditor fees paid by council of £48k which reflect the new arrangements in place with Grant Thornton, and an accrual made for monies owed to the authority re overpayments into the pension scheme in past periods of £30k.
- 3.5 The 'true' Choosing to Change budget (omitting the credit budget as detailed above) was £500,000 with £94k being spent on redundancy costs (15.8 FTE) and £100k on programme management and additional capacity for the consultation and policy development process. This leaves an under spend of £306k to be used in the future to underpin the Council's Transformation programme.
- 3.6 This year has seen work undertaken to introduce of a new website for the authority. The budget was originally set based on an estimation of costs involved as we have not undertaken this type of project before. A lot of the development work has been done in-house with the theming and validation being undertaken externally, resulting in less support (and costs) than initially predicted and a £10k underspend on Website maintenance cost entre.

Corporate Resources – under spend of £476k

- 3.7 Financial services total underspend of £111k, is as a result of:
- savings on vacant Financial Services Manager post offset by professional and legal fees to cover this post and a number of other small underspends totalling £20k.
 - Subscriptions and Other Misc is showing an overall under spend of £13k.
 - Achieving higher investment income than budgeted for as a result of one currently, unrepeatable, deal has meant £54k of additional income on Treasury Management.
 - Insurance budget is under spent by £16k due mainly to excesses paid being lower than estimated and small variations on premiums. The council's insurance arrangements are due to be retendered in 13/14 and this will determine whether any ongoing saving can be achieved.
- 3.8 Human Resources under spend of £20k, and Payroll savings of £24k relates to changes in staffing arrangements and unused relocation expenses. With a further saving of £22k against staff training budgets. The 2013/14 budget has been reduced to reflect this position.
- 3.9 Legal service underspends of £83k comprises of:
- Unbudgeted income in the sum of £30k in respect of previously placed CPOs that due to expired time limits have now been released back to the authority
 - Land charges fee income up by £13k

- Additional income on various licencing codes of £17k, the 2013/14 budget includes a partial increase in fees in recognition of this
- Various small underspends across all legal cost centres

3.10 Property Services underspends of £196k are made up of:

- Property H/A – a £25k underspend on the holding account is due to a vacant post of Estates Surveyor. The post was filled mid-December 2012.
- North Country Leisure – the £20K budget is identified as an NCL risk Pot, and is in place to ensure items not covered by the PMP can be financed as and when they arise. The underspend here will go back to Earmarked Reserves to continue funding existing commitments and a new condition survey has been commissioned for 2013/14 to ascertain the ongoing liabilities.
- Gillfoot Shaft – underspend of £35k as budget for works had been an approximation of costs but property services successfully negotiated reductions and savings with contractors.
- Market Hall - following on from a major refurbishment, our maintenance liabilities were reduced for 2012-2013. Property Services also recharge the tenants a service charge for reactive maintenance on the building. Alongside the monies charged to the NHS trust to carry out dilapidation works upon vacation gave Property Services to have a underspend on that cost centre.
- Cleator Moor Area Office – rates charge for 12/13 leaves an under spend within this cost centre of £11k. This is primarily due to the budget being set on the assumption of the building being vacant. The portion paid by the Council within this financial year is for the un-leased part of the building.
- Moresby Parks Depot – A £10k underspend on this code is due to the property being vacant for a portion of the year and the reduction in gas and electricity cost.
- Property Services negotiated a one off Insurance premium repayment of £120K, from our landlords under the PFI arrangement, London and Regional £80k of which is the Councils portion. The remaining monies are to be repaid proportionately to Copeland Homes and Department of Works and Pensions.
- Spend of £22k in connection with Coastal management has been funded from the earmarked reserve set up for this purpose.

3.11 The Head of Corporate Resources has realised a salary saving of £12k in year.

3.12 Revenues and Benefits had an overall underspend of £6k in year made up of:

- Revs and Bens shared services £44k underspend due to £20k reserve funding not required as the additional costs anticipated didn't happen. The under spend on the Shared Service element is £10k which relates to salaries including the 1% pay award not required and £12k under spend on printing and other misc budgets.
- Council Tax postage is over spent by £8k due to the increased cost of postage per item, and court costs income under achieved against budget by £4k.

- Council Tax Benefits additional subsidy has been received of £50k. Due to the abolition of Council Tax Benefit from 2013/14, this additional income will not recur in the current year.
- Housing benefits cost centre is showing a £74k over spend, primarily due to a provision for doubtful debts.

3.13 Members are asked to approve a transfer of £200k from the general fund underspend to create a Corporate Plan Support earmarked Reserve.

Policy & Transformation – under spend of £151k

- 3.14 Customer services underspent by £43k due primarily to savings on staff vacancies within Copeland direct of £15k, a reduction in the uptake of concessionary travel scheme following the public consultation on stopping the scheme saved £7k and underutilization of the Allpay scheme together with the reduction of dedicated security (Loomis) for collection within the cash office, saved a further £20k.
- 3.15 The £28k MIS overspend relates to licensing costs, including, the imposition of an industry wide Microsoft licensing increase. On-going telephony costs are also a contributory factor for which we are continuously looking for ways to reduce.
- 3.16 Localities underspend of £91k reflects a number of vacancies that existed and/or occurred in year. The new structure which comes into place to meet the council's objectives in 2013/14, led to changes in the in-year associated activity.
- 3.17 Performance and Transformations an £11k underspend has occurred due to a number of vacancies.
- 3.18 The Joint Neighborhood Forum funding of £14k has not been requested by Cumbria County Council in 2012/13.

Neighbourhoods – Under spend of £230k

- 3.19 **Enforcement** overspend of £25k overall from:
- CBC Car Parks have overspent by almost £50k as a result of a shortfall in parking income of £38k and unavoidable costs for rates and water charges which exceeded budgets held but this is offset by £26k of income from on Street DPE Parking. Whilst this isn't an activity undertaken by the Council this year, an outstanding invoice from 2011/12 has now been paid.
- 3.20 **Environmental Health** underspend of £45k.
- Flooding and Coastal Defense overspend of £23k as a result of severe intense rainfall events in June, July, August, October and November 2012 during which 4818 sandbags were delivered. The budget is based on the more usual 2 – 3 severe weather events for example in 11/12 this required only 330 sandbags. Also the intense rainfall on 29/30 Aug caused significant damage at Egremont with additional damage at Rottington Beck and St

Bees Promenade and emergency repair work was required – the potential for a Bellwin claim for this work was registered but the costs of this and other emergency flood response work did not meet the Bellwin threshold and therefore all costs incurred by the council have to be absorbed.

- Food/hygiene and Private Water Supplies – Fees and Charges we received additional unanticipated income from private water supply activities of £8k and small underspends on operational equipment and legal and professional fees totalling £2k.
- An underspend on operational equipment within environmental protection of £11k due to limited equipment replacement being necessary. As no inspections or investigations resulted in prosecution costs legal and professional costs have under spent of £8k. These underspends are offset by reduced fees and charges income of £8k as a result of some premises changing processes to non-charging or lower charging activities or have ceased trading.
- Peacetime Emergency Planning- other services – under spend of £12k as the payment made to Cumbria County Council resilience unit was reduced by £9k as a one off due to returned funds previously paid pre 2010.
- Environmental Health car allowances over spent of £6k is due to continued increase in service demands requiring a site based inspection (or investigation) and increase in enforcement action at commercial premises requiring additional compliance visits, both of which incur travel costs. This was offset by an underspend of £20k on legal and professional fees due to limited availability of suitable external resources and no time to manage the selection and performance so existing staff absorbed many high risk duties this year to minimise disruption to service delivery in year but this is not sustainable for another financial year. An in cost centre virement in the current year will address the car allowances issue.
- Corporate Safety under spends of £19k on salary costs and £9k reduced activity as a result of this vacancy.

3.21 **Parks and Open Spaces** underspend of £207k

- Street Scene - Street name plates - £16k underspend due to outstanding requests for street nameplates and repairs to existing signs being met by using materials in stock.
- Open Spaces Holding Account –£7.5k underspend due to small underspends on against employee costs, transport and mobile phones.

Cost centres 48001-48014:

- Employee Costs - there is an overall £72k underspend on salaries due to 2 full time vacant positions that were not filled until full impact of service review was known. There is also a underspend on Seasonal operatives due to the lateness of the growing season this year resulting in grass cutting commencing, at a reduced level, some two months later than normal and inclement weather not allowing us to continue work throughout the full term of employment.
- Transport - an overall underspend of £11k made up of many small variances on fuel usage, repair and maintenance costs and operating leases.

- Materials - £11k underspend as expenditure was reviewed following savings related policy decisions in the lead up to the 2013/14 budget. This relates particularly to stock control in areas of Sports Pitches, Trees, external contracts and Floral Maintenance
- Equipment - There is £8k underspend on equipment for the same reasons as given above for materials, with savings being made against Play Areas, Parks and Open Spaces and General Landscapes.
- Windfall Income received in excess of that budgeted by £53k across Allotments, Cemeteries, Parks & Open Spaces, General Landscapes and Parishes and Small Works. This was largely due to letting vacant allotment plots, increase in burials and additional contract works being carried out but within existing resources.

Other variances across the Parks and Open Spaces functions can be explained as follows:-

- Cemeteries - Private contractors £7k over budget for grave digging at Millom, this is more than offset by additional income.
- Trees - Private contractors underspend £2k, due to no emergency work involving being undertaken in the year. Fees and charges under achieved by £4k however this is offset by the underspend in private contractors and materials.
- Play Areas – The general repairs budget carried forward from previous year was underspent by £10k due to the fencing works originally identified for some play areas was no longer essential in light of developing policy.
- Nursery - £21k underspend on premises expenses, this budget was put into place for security of the site and making safe if the site remained unoccupied in 2013/14. In the event the nursery was leased to a third party.
- Parishes and Small works - Direct materials budget overspent by £2k which is offset from additional income for additional works carried out.
- Floral Maintenance -underspend £9k due to reduction in bedding following policy changes with bedding for St Nicholas Gardens only being ordered.

3.22 **Refuse and Recycling** whilst overall this service has spent to budget the following fluctuations have occurred:

- Environmental Cleansing – The main variances from budget are an underspend from staff costs of £28k (note £32k overspend in kerbside recycling below) and slightly higher than budgeted transport costs of £7.5k themselves being made up of a number of small variances against such factors as fuel use, repair and maintenance etc.
- Refuse Bulk - There has been a trend in reducing numbers of requests for bulky waste collections resulting in an income shortfall against budget of £11.5k.
- Refuse Commercial - Excluding a number of minor variances, income received is £62k lower than budget due to reduced numbers of customers, partially offset by associated waste disposal charges (private contractors) being £46k less than budget.
- Recycling - There are a number of major variances from budget including significantly reduced payments for recycling from the Waste Disposal Authority. A mid-year change in the calculation moving from Recycling Rewards to Recycling Credits (reduction capped at

£60k) led to a £60k shortfall from budget. However an overpayment from 2011-12 repaid in 2012-13 means an overall shortfall (including in other recycling cost centres) of recycling credit income of £86k. The lack of capacity in the team over the year hampered progress on enhancing the council's bring sites and led to an underspend of £27k on supplies and services, of which £15k is reserve funding that can be returned to earmarked reserves for future years. These negative variances are offset by a £6k underspend on bring site servicing and higher than budgeted income from sale of recyclable materials of £18k.

- Kerbside Recycling - Income from material sales and recycling credits is £26k higher than budget however there are notionally higher than budgeted staff costs of £32k (note offset by an underspend of £28k in Environmental Cleansing above) and transport costs of £10k themselves being made up of a number of small variances against such factors as fuel use, repair and maintenance etc.
- Since the new Neighbourhoods Structure was introduced in April 2012 there have been vacant posts leading to an under spend on staff costs of £36k contributing to the Council's vacancy management targets. Less £10k carry forward request to fund cover for maternity leave in 2013/14.

Nuclear Energy and Planning – Underspend of £101k

- 3.23 Building Control fee based account – As a business unit building control made a loss of £4k (before support services were charged), as a result of fee income being less than anticipated. To try and move the service forward and enable it to cover its costs, in the future, the current year structure has been amended to reduce staffing costs. The out turn figures shown in Appendix A attached shows an overspend against budget of £38k.
- 3.24 Building Control non fee account –An under achievement of £10k on the income budget was the result of work promised by LABC Consult but unfortunately this did not materialise in year as the national LABC Consult scheme has proved to be unsuccessful in general Nationwide.
- 3.25 Development Control received planning application with a large five figure fee immediately before year end. Income was also supplemented by a national fee increase of 10%, late in the year. This income was netted off against additional salary costs resulted from the retention of the Development Control Manager in post into the 12/13 financial year as described in 3.31 below, to result in an overall underspend of £62k. The inability to accurately forecast income is inhibited by the difficulty in predicting the receipt of applications which attract a large fee, which can represent a significant proportion budgeted income.
- 3.26 The post of Head of Nuclear and Planning was vacant until September resulting in an under spend of £31k.
- 3.27 The authority has generated unbudgeted income in relation to a number of PPAs totalling £82k.

- 3.28 The recovery of costs incurred in the participation of the MRWS process has allowed the council to recover its costs in the sum of £135k.
- 3.29 Nuclear issues is over spent by £109k with the bulk of the costs to legal and professional fees.
- 3.30 Once the additional costs in 3.29 above have been covered Members are asked to approve the transfer of this underspend of monies from 3.27, 3.28 and 3.29 above (82+135-109 = 108k) to a Planning for Nuclear earmarked reserve, to assist in the future funding of nuclear activities.

Members are then asked to approve the release of £44k from this newly created reserve into the 2013/14 budget to fund salary costs associated with nuclear activities and therefore reduce the demand on the general fund reserve in the funding of the 2013/14 budget.

- 3.31 Planning policy - the post of Planning Manager, within the new structure was vacant in year and other staff savings has resulted in a saving of £80k. These were, however offset against the costs of employing a Planning Policy Manager contained within this cost centre and a Development Control Manager (within Development Control below) for four months, under the old structure until August 2012 when the new structure was fully implemented, leaving an underspend of £69k.
The Public Examination for the LDF Core Strategy and Development Management Policies DPD slipped following a request from the Planning Inspector (due to pressures and delays with other Examinations he was involved with). This meant that the labour intensive (and costly) element around the public hearing sessions did not take place until April 2013 instead of February as originally planned. As a result the budget for this piece of work has been carried forward of £95k into 2013-14 and it is anticipated that the costs associated with the Public Examination will be paid by the end of the summer.
- 3.32 Members are asked to approve a transfer of £15k from the general fund underspend to the dangerous buildings earmarked reserve to allow an adequate fund to be held to pay for the initial costs of this work which will eventually be recovered.

Regeneration & Communities – under spend of £363k;

- 3.33 Beacon & TIC a reduction in income, netted off against the under spend primarily within salaries. For the Beacon this has resulted in an underspend of £49k, which has, in accordance with the agreed business plan been contributed to the Beacon's Earmarked Reserve.
- 3.34 Copeland Community Fund - Fee income due to the Council for hosting costs received 2011/12 and 2012/13 in year, resulting in a £10k underspend.
- 3.35 Development Strategy – saving of £9k as post was held vacant as part of the vacancy management process and a small element of the staffing budget allocated to another service area for short term administration support. This post is now deleted from the establishment as part of the budget reduction process.
- 3.36 Economic Development regeneration 47k under spend :

- £27k on Economic Development reflects a vacancy saving relating to a four month recruitment lag for the new manager and post being filled on a four day a week basis in year, and also a reduction in grants paid whilst the grant review was undertaken.
- Regeneration works have underspent by £17k against budget. This spend is funded by an earmarked reserve and the under spend will be returned there for future funding. Members are asked to approve this money be earmarked together with that detailed in paragraph 3.39 for a Planning for Nuclear earmarked reserve.

3.37 Health and sports – £65k underspend. Sports Development, SPAA, sports unlimited and Olympics - in 2012/13 there has been a range of sports development activity on a number of cost codes. The activity has included completing, handing over and winding down a range of projects that the council has engaged with over the last three years. The underspend is due for a variety of reasons including,:

- activity on the Olympics was externally funded and did not need to use our sports development resource
- the team lost capacity from the 2011/12 review and lost a further worker during the year to maternity leave and hence capacity was reduced to develop and deliver our annual sports programs and
- the budget reduction proposals meant the team did not pursue sports activity that was proposed to stop in 2013/14.
- Health & Sport team saving of £11k in salary costs and £12k on activity costs due to reduced capacity from maternity leave.
- NCL contract – the planned contract saving highlighted in the annual budget was latterly changed in line with a change in negotiations on term and future proofing leaving a proposed £75k 2012/13 contract fee budget saving being renegotiated to £48k. However, the final budget saving to the contract fee resulted as a total £69k due to an in year receipt of unbudgeted income in the form of profit share of £21k. The Planned Preventative Maintenance budget was not spent fully in year but has been carried forward into 2013/14 which includes the air handling unit replacement and some tiling refurbishment at the Copeland Pool which is planned to take place with the Pool Extension

3.38 LABGI Funding - £27k underspend, LABGI funding has been used effectively to support a range of regeneration activities including focused economic development activity in Whitehaven and enterprise development grants and business support across Copeland. At the end of the year we have carried forward commitments against our Whitehaven Townscape Heritage Initiative and business support. We have not spent as intended against producing and publishing a Whitehaven Regeneration prospectus. This work has been deliberately delayed to enable the Albion Square development to start on site. We will release this budget line into general reserves in line with our expectation that Britain's Energy Coast Economic Blueprint will be commissioning regeneration marketing and development material as part of the implementation plans in 2013/14.

3.39 Sustainability - during Autumn 2012/13 we went out to consultation with the proposal to stop our sustainability officer and associated activity except for our own carbon management plan and affordable warmth engagement. In line with this the decision was followed to offer this

cost code as a saving from April 2013 and the Sustainability Officer chose to leave the Council before the end of the year.

3.40 Housing underspends of £56k is due to:

- The under achievement of £20k fees and charges income budget is due to surveyors fees on previous home loan works no longer being provided. This has been corrected in the 2013/14 budget.
- Underspend within Homelessness of £75k is due to carrying vacant posts following a mid-year restructure netted off against agency costs to £20k saving. Targeted work by the team to direct people into rented accommodation rather than bed and breakfast has resulted in a saving on B&B costs of £16k. The service also had an increase in Housing Benefit income of £45k, which is not possible to predict from year to year.

3.41 Working Neighbourhood Fund - in line with the Council change program and budget reduction consultation and decisions, some activities targeted for spend within the Copeland Working Neighborhood Fund program were not pursued in 2012/13. Funding was spent on the Coalfields Apprenticeship Initiative, Joint Health Improvement, Sports Volunteers, Locality Initiative, Copeland Apprentice Initiative and Business support. The under spend of £118k of these projects will be returned to the General Fund.

Members are asked to release £72k from the Working Neighborhood Fund into the 2013/14 budget to fund the Copeland Apprenticeship scheme in year. We have had 72 apprentices through the Copeland Apprenticeship activity, including the Coalfield Apprentice initiative. 35 young people have successfully completed their apprenticeships in the past year. Alongside those apprentices now working to complete their eighteen month on the job training, the scheme continues with funding for a further cohort of 36 apprentices over the next two years. The scheme will now be project managed and led by West Lakes College our partner throughout with the Council as project partner.

4. CARRY FORWARDS FROM BUDGETS

4.1 We are currently experiencing the biggest changes to Local Government Finance that have been felt for many years. Significant changes to the Business Rates system and Council Tax Benefit schemes mean a transfer of risk from Central Government to Local Government.

4.2 This coupled with the fundamental change to the way the authority's settlement has been worked out and presented makes it difficult to make like-for-like comparisons with previous years funding but in these uncertain times it is likely that further reductions in funding will be made.

4.3 The council has had to refocus its aims and priorities, looking now to 'work with partners and communities to arrange services for residents in Copeland'. In order to ensure we are in the best position possible to be able to provide the statutory services required it is essential to use our policy framework so as to direct what we do and don't do and how and where we direct funding.

- 4.4 At year end a review of unused earmarked reserve funding within the budget has been carried out and any funding not required will be released to the general fund reserve rather than back to the earmarked reserve, as detailed in Table 2 paragraph 2.2
- 4.5 Carry forwards proposed at year end by managers will be considered in terms of whether a commitment currently exists. They must be necessary either to allow the completion of previously approved programmes or provide resources for additional budget pressures that have arisen since the 2013/14 budget was approved. If no commitment exists then carry forwards will not be permitted and the unspent budget in 2012/13 will be returned to the general fund reserve.
- 4.6 The following carry forward requests, totalling £615k have been included within the out-turn position:-

<u>Department</u>	<u>Cost Code</u>	<u>Detail</u>	<u>Amount</u>	<u>Reason for C/F</u>	Funded - GFR/EMR
Corporate Resources					
	23100	0001	3,000	Additional works to cope with FOI 13/14	GFR
	27100/27200	0001	17,500	Cover for elections staff whilst on maternity leave	GFR
	28100	2102	15,000	Works required for Land Register data migration but no budget in 13/14 to fund	GFR
	gfr u/spend		35,000	New Homes Bonus invest to generate income	GFR
	gfr u/spend		35,000	FRA Improvements to CBC buildings	GFR
	gfr u/spend		5,000	Procurement of contracts	GFR
			110,500		
Policy & Transformation					
	25000		10,000	IT switches that are being replaced to stop the recent outages	GFR
	11045	0728	7,400	2 year project. The money is being held by CBC on behalf of Whitehaven Partnership	GFR
	21114		20,000	Invest in managing the regulatory risks associated with effective Information management e.g. data protection	GFR
			37,400		
Neighbourhoods					
	32802	0118	21,000	Connection and/or removal of street lighting following Electricity North West changes	GFR
	32802	0150	18,603	Feb/Mar maintenance & decommissioning costs - CCTV	GFR
			10,000	Resiliency fund to allow for additional capacity in the waste team to allow for growth in refuse collections on completion of new homes.	GFR
	48014	0715	2,694	St Nicholas, summer bedding order, supplied in June	GFR
	33211	0001	10,000	Principal waste officer maternity leave & cover	GFR
			62,297		
Nuclear					
	11002	0800	95,334	LDF - Delays in examinations etc move costs into 13/14	EMR
			95,334		
Regeneration & Community					
	32203		7,630	External grant funding for Beacon & partner projects which couldn't be completed in 12/13	GFR
	11040	2025	50,707	CCF income from CCC needed to fund next year	GFR
	11031	0728	18,155	Seaside Fund Slippage	EMR
	11101		3,286	Cleator Moor business centre works still to be carried out	EMR
	43030	0100	117,249	NCL Planned maintenance programme runs over 2yrs	GFR
	11036	0728	1,500	LABGI funding -To renew the sign at end Tangier Street - 2yr life in line corporate plan	EMR
	11043	0728	5,000	LABGI funding -Match funding against Town Team grant from DCLG	EMR
	11044	0728	17,423	LABGI funding -THI Bid submission now May 2013	EMR
	11048	0728	15,000	LABGI funding - HCA delayed move to Moresby (Pondfield)	EMR
			74,000	Enabling Growth Strategy (£24k EMR £50k GFR)	EMR/GFR
			309,951		
			615,481		

5. RESERVES

5.1 The total approved use of reserves in 2012/13 is £1,599,091, with the out turn position showing that only £1,023,392 will be required leaving £575,699 unspent in year, as detailed in Table 1 at paragraph 2.1 of this report. Of this £147,853 can be released into the general fund reserve with the remaining £427,846 being returned to the relevant earmarked reserve for future use.

5.2 During 2012/13, certain items of spending have been incurred which can justifiably be charged to earmarked reserves, which have been set aside for these purposes. These are;

- The costs of £6k on dilapidated buildings, for which no budget was set;
- The costs in excess of budget (£4k for dangerous structures within the Building Control fee based account);
- The costs of £22k incurred on Coastal Management as detailed in paragraph 3.10
- Weddicar – costs incurred of £3k in year in connection with appeal against planning decision

Members are asked to approve the use of reserves to the value of £35k to provide funding for the above items, taking the total usage of earmarked reserves (including carry forwards as detailed in paragraph 4.6) is £1,058,360 in year.

5.3 During 2012/13 a review of the earmarked Reserves and general fund reserve was undertaken resulting in a number of reserves being created/released/changed as reported to Executive in December 2012 and January 2013. A quarterly review of reserves and their anticipated usage will be included in quarterly budget monitoring reports presented to Executive throughout 2013/14. The following amounts will be transferred into reserves at year end in 2012/13;

Reserve	£	£
Carry forwards 2012/13		615,481
Elections Fund		10,000
PFI		142,392
Phoenix Court		8,320
Catherine Street Car Park		5,150
Proceeds from CAMEO TAX		51,643
Crematorium donations		353
Crematorium		9,500
PPA reserve		82,000
Nuclear reserve		26,283
Dangerous Buildings (from gf u/spend)		15,000
Beacon Surplus		46,781
Seawalls		9,270
Housing Strategy		10,000
Asset Management (de minimus capital rec)		9,550
Corporate Plan Support (from gf u/spend)		200,000
		1,241,723

5.5 The effect of these funding proposals in 5.4, and movements previously approved in year are summarised as follows;

	Opening Balance	Added in Year	Net Useage2012/13 (spend /cfwd)	Closing Balance
	£'000	£'000	£'000	£'000
Earmarked Reserves	-5,569	-2,340	1,638	-6,271
General Fund;				
- Risk Based	-1,313	-867		-2,180
- Unallocated Balance	-2,199	867	267	-1,065
	-3,512	-	267	-3,245

Please see Appendix C & D for full details of reserve movements in year

6 IMPACT ON 2013/14 BUDGET

6.1 As a result of the changes set out in this report, and subject to the approval of members to the carry forward amounts, the 2013/14 budget will be revised as follows:

	2012/13 Impact £
Budget approved February 2013	10,362
Carry Forwards from 2012/13	615
Transformational Fund (Change Board April 2013)	50
Sea monster Exhibition budget from Beacon EMR (Executive April 2013)	49
Extra release reserves:	
Release nuclear EMR – paragraph 3.30	44
Release WNF – paragraph 3.41	72
Total Revised Budget 2013/14	11,192

7 MANAGEMENT OUT TURN TO STATUTORY FINANCIAL STATEMENTS

7.1 As detailed in paragraph 1.5 the out-turn report as presented in this report, follows the budget monitoring format presented to members during the financial year, which does not include either the recharge of support services or notional capital charges. However, to comply with guidance from CIPFA in its Service Reporting Code of Practice, all support costs have to be re-allocated to services and capital charges (for depreciation and the impairment of assets) have to be made to service revenue accounts to show the total cost of service provision. Redundancy costs which have been funded on the Choosing to Change budget line throughout the year will also need to be re-allocated to the relevant services. These recharges are included in the income and expenditure account within the Statutory Statement of Accounts. The out-turn position shown in this report at table1 will then need to be reconciled to the net cost of services in the Income and Expenditure account. This reconciliation will be shown in the Explanatory Foreword to the Statement of Accounts.

Please see appendix E for table summarising out turn and explanation of terms. (Members are asked to note that this Appendix will be available at the meeting on 28 May 2013)

8 BAD DEBT WRITE OFF

8.1 Members are asked to formally approve the write off of debts totalling £336,837, please see the attached report in Appendix B for details.

9 CONCLUSION

9.1 The overall position of the revenue budget at the year-end, subject to audit, is an under spend of £1.216m against the final approved revenue budget of £12.448m.

10 STATUTORY OFFICER COMMENTS

10.1 The Monitoring Officer's comments are: No additional comments

10.2 The Section 151 Officer's comments are:

All comments are contained in the report.

10.3 Policy Framework: As referred to in part 4.3 of the report where the importance of using the policy framework to determine future direction of funding is outlined

10.4 EIA Comment: 10.4 There are no EIA impacts at this stage

10.5 Other consultee comments, if any:

CLT and Heads of services have been consulted on the report and their comments are included within the body of the document.

11 HOW WILL THE PROPOSALS BE PROJECT MANAGED AND HOW ARE THE RISKS GOING TO BE MANAGED?

- 11.5 The out-turn position for 2012/13 is the culmination of the year long budget monitoring exercise, which is designed to identify budget savings and budget pressures during the year.
- 11.6 The next stage is the finalisation of the statutory Statement of Accounts and the formal audit of the Council's accounts, which includes an analytical review of spending in the year and matches this with the out-turn for 2012/13 to assess significant changes in spending patterns on an annual basis. This in turn provides a base for assessment of identified variances which may indicate further scope for changes within the current year budget, longer term savings or better utilisation of the Council's resources, in light of the 2014/15 MTFS position.

12 WHAT MEASURABLE OUTCOMES OR OUTPUTS WILL ARISE FROM THIS REPORT?

- 12.5 The out-turn position for 2012/13 is key to determining the required use of reserves for the year and the level of general and earmarked reserves the Council will have available to support its revenue budget in future years.
- 12.6 Spending areas that vary significantly from the approved budget are also identified, which can then be fed into the budget planning process to enable informed decisions on changes to the Council's budget to be made.

List of Appendices

Appendix A – Breakdown of out-turn by service area.
Appendix B – Bad debt action
Appendix C – General Fund Reserve
Appendix D – Earmarked Reserves

List of Background Documents:

2012/13 Management Accounts Reports periods 3 -10
Reserves Reports (EM & GF) Dec 12 and Jan 13
Financial Regulations / Constitution

List of Consultees: Corporate Team, Cllr G Troughton.

Appendix A 2012/13 Final Out-turn position

NEW CORP				Sum of Net Full Year 1- management out turn			
TEAM	NEW DEPARTMENT Description	Cost Centre	Cost Centre Description	Sum of Budget	13	variance budget v 1-13	
CEX	Chief Executive	12000	Chief Executive	215,273	206,791	(8,482)	
		22200	Corporate Management	209,679	132,004	(77,675)	
		22213	Choosing to Change	332,910	194,012	(138,897)	
		29200	Subscriptions	12,571	10,265	(2,306)	
		29500	National Conferences	3,362	0	(3,362)	
		Chief Executive Total			773,795	543,073	(230,722)
COMM	Communications	21500	Website Maintenance	38,517	27,813	(10,705)	
		22000	Communications (H/A)	112,407	113,922	1,515	
		Communications Total			150,924	141,735	(9,189)
CORPDIR Total				924,719	684,808	(239,911)	
CORPRES	Democratic Services/Governance	10001	Democratic Representation	3,000	90	(2,910)	
		23100	Committee Services	207,150	224,073	16,923	
		23300	Civic & Mayoral	318,623	307,639	(10,984)	
		23302	Mayors Hospitality Account	2,000	468	(1,532)	
		23303	Civic Hospitality Account	11,000	5,522	(5,478)	
		23304	Leaders Hospitality Account	500	378	(122)	
		27100	Elections	39,150	39,149	(1)	
		27200	Electoral Registration	39,138	37,846	(1,292)	
		Democratic Services/Governance Total			620,561	615,164	(5,397)
		Financial Services	28601	Accountancy Team H/A	474,827	454,963	(19,864)
	28700		Audit Team H/A	134,330	125,117	(9,213)	
	29201		Subscriptions and Other Miscellaneous	0	(13,708)	(13,708)	
	29250		Grants to Parish Councils	15,450	14,550	(900)	
	29300		Treasury Management	156,115	102,243	(53,872)	
	29400		Insurances	273,867	258,099	(15,768)	
	33701		Housing Advances	(2,266)	0	2,266	
	60010		Other Operating Expenditure	0	519	519	
	Financial Services Total			1,052,323	941,783	(110,540)	
	Human Resources/Organisation Deve	21110	Human Resources (H/A)	235,020	215,199	(19,821)	
		21200	Training	77,500	15,760	(61,740)	
		21209	Training - Finance	0	10,536	10,536	
		21210	Training - Legal	0	1,785	1,785	
		21216	Training - Regeneration	0	34	34	
		21217	Training - Members	0	606	606	
		21222	Training - Communications Dept	0	484	484	
		21223	Training - Property	0	1,625	1,625	
		21225	Training - Performance Management	0	871	871	
		21229	Training - Strategic Housing	0	357	357	
		21230	Training - Strategic Planning	0	1,542	1,542	
		21231	Training - Arts, Beacon and Tourism	0	545	545	
21232		Training - Sport and Health	0	(300)	(300)		
21233		Training - Development Control	0	2,655	2,655		
21234		Training - Building Control	0	3,708	3,708		
21235		Training - Environmental Health	0	1,079	1,079		
21236		Training - Open Spaces	0	5,678	5,678		
21237		Training - Refuse & Recycling	0	5,918	5,918		
21238		Training - Human Resources	0	2,208	2,208		
38001		Payroll Team H/A	60,436	36,372	(24,064)		
Human Resources/Organisation Development Total			372,956	306,663	(66,293)		
Legal Services	27001	Legal Services	188,450	139,312	(49,138)		
	27300	Land Charges	(63,757)	(79,617)	(15,860)		
	27500	Licensing General	9,420	12,792	3,372		
	27501	Public Entertainment Licensing	(125)	(24)	101		
	27502	Small Lotteries Licensing	(3,889)	(3,367)	523		
	27508	Taxi Licensing	(22,596)	(29,554)	(6,958)		
	27511	Private Hire Licensing	(15,178)	(18,075)	(2,897)		
	27512	Liquor Licensing	(57,345)	(69,250)	(11,905)		
	27513	Gambling Act 2005	(10,788)	(10,152)	636		
	27544	Gaming Machines	(2,134)	(1,692)	442		
29000	Grants and Other Aids	48,410	47,000	(1,410)			
Legal Services Total			70,468	(12,626)	(83,094)		
Procurement	22210	Procurement	36,834	40,154	3,320		
Procurement Total			36,834	40,154	3,320		
Property Management	26000	Property H/A	196,329	171,049	(25,280)		
	26100	Copeland Centre - Maint.	0	162	162		
	26101	North Country Leisure	20,000	1,146	(18,854)		
	26102	Area Offices	0	(1,577)	(1,577)		
	26105	Cemetery	0	29	29		
	26106	Crematorium	0	20,343	20,343		
	26107	Moresby Parks / Beck Green Nursery	0	23,495	23,495		
	26108	Community Buildings	0	5,526	5,526		
	26109	Public Conveniences	0	4,539	4,539		
	26110	Beacon / Museum Store	0	21,489	21,489		
	26111	NCI Expenditure	0	570	570		
	26112	Miscellaneous Buildings	0	4,189	4,189		
	26113	Miscellaneous Land	0	7,758	7,758		
	26114	Phoenix Court	0	5,555	5,555		
	26116	Repair Backlog	0	5,952	5,952		

	26117 Millom Station	0	279	279	
	26124 Gillfoot Shaft	62,078	26,782	(35,296)	
	26125 Public Buildings General	111,158	(21,124)	(132,282)	
	26126 Frizington Medical Group Practice	0	15,103	15,103	
	26127 Market hall	0	(6,327)	(6,327)	
	26128 Cleator Moor Council Centre	0	7,843	7,843	
	26129 Millom factory units	0	130	130	
	26204 Millom Offices	200	972	772	
	26210 Cleator Moor Area Office	12,079	(5,340)	(17,419)	
	26214 Moresby Parks Depot	90,580	80,260	(10,320)	
	26215 Copeland Centre	1,153,330	1,153,673	342	
	26216 HOMEGROUP DILAPIDATION WORKS	0	5,811	5,811	
	26217 INSURANCE REPAY LONDON & REGIONAL	0	(80,807)	(80,807)	
	26222 Tamalder Nursery Insurance	0	(1,582)	(1,582)	
	28100 Land Management	(29,081)	(24,826)	4,255	
	28200 Community Buildings	0	(762)	(762)	
	Property Management Total	1,616,673	1,420,310	(196,363)	
	Resources & Transformation	12010 Head of Corporate Resources	78,703	66,673	(12,030)
	Resources & Transformation Total	78,703	66,673	(12,030)	
	Revenue's and Benefits Shared Service	38007 Revenues and Benefits Shared Service	1,053,516	1,009,842	(43,673)
		38100 National Non-Domestic Rates	(117,299)	(118,744)	(1,445)
		38200 Council Tax	(114,086)	(98,926)	15,160
		38300 Council Tax Benefits	(234,063)	(283,587)	(49,524)
		38301 Housing Benefits	(375,892)	(302,090)	73,802
	Revenue's and Benefits Shared Service Total	212,176	206,496	(5,680)	
CORPRES Total		4,060,694	3,584,618	(476,076)	
PERTRANS	Customer Services	25003 Copeland Direct	316,333	300,671	(15,662)
		29100 Concessions	30,000	22,476	(7,524)
		38004 Cash Collection H/A	81,571	62,121	(19,450)
	Customer Services Total	427,904	385,268	(42,636)	
	ICT/MIS	25000 Management Information Systems	371,495	399,721	28,226
	ICT/MIS Total	371,495	399,721	28,226	
	LSP & Localities	11045 Localities	201,949	110,045	(91,904)
	LSP & Localities Total	201,949	110,045	(91,904)	
	Performance Management	21114 Performance and Transformation	166,295	154,844	(11,451)
	Performance Management Total	166,295	154,844	(11,451)	
	Policy Development	21350 Geographic Information Systems (GIS)	55,948	50,351	(5,597)
		22206 Joint Neighbourhood Forums	13,905	0	(13,905)
		27002 Equality & Diversity AWAZ	22,415	13,904	(8,511)
	Policy Development Total	92,268	64,255	(28,013)	
	Resources & Transformation	12011 Head Policy & Transformation	73,385	68,213	(5,172)
	Resources & Transformation Total	73,385	68,213	(5,172)	
PERTRANS Total		1,333,296	1,182,345	(150,951)	
	Enforcement	32700 Markets	(26,075)	(21,389)	4,686
		32701 Dogs Enforcement	14,033	11,412	(2,621)
		32702 Licensing Enforcement	80	0	(80)
		32703 Other Environmental Enforcement	153,837	154,710	873
		32900 CBC Car Parks	(250,974)	(201,521)	49,454
		32905 On Street DPE Parking	0	(26,655)	(26,655)
	Enforcement Total	(109,100)	(83,443)	25,657	
	Environmental Health	26005 Flooding & Coastal Defence	45,271	68,367	23,096
		31101 Health & Safety	3,721	344	(3,377)
		31110 Food Hygiene & Private Water Supplies	5,818	(4,319)	(10,137)
		31204 Environmental Protection	10,603	2,811	(7,792)
		31801 Peace Time Emergency Planning	20,114	8,499	(11,615)
		31900 Works In Default H/A	0	6,594	6,594
		46202 Environmental Health	562,652	547,652	(15,000)
		46203 Corporate Health & Safety	53,271	25,759	(27,512)
		46204 Bellwin Scheme	0	774	774
	Environmental Health Total	701,450	656,480	(44,970)	
	Neighbourhood Management	12013 Head of Neighbourhoods	72,883	71,801	(1,082)
		46200 NEIGHBOURHOOD MANAGEMENT	98,694	96,335	(2,359)
	Neighbourhood Management Total	171,577	168,135	(3,442)	
		32802 Street Scene	223,668	205,564	(18,104)
		46201 Open Spaces	126,382	115,230	(11,152)
		48001 Allotments & Pigeon Lofts	8,887	4,453	(4,434)
		48002 Sport Pitches	20,819	15,192	(5,627)
		48003 Cemeteries	(7,337)	(15,736)	(8,398)
		48004 Crematorium	(530,735)	(524,539)	6,196
		48005 Trees (GM)	41,788	33,805	(7,983)
		48006 Play Areas & Teen Spaces	53,441	40,052	(13,389)
		48007 Nursery	20,869	145	(20,724)
		48008 Parks and Open Spaces	208,312	176,198	(32,114)
		48009 General Landscapes and Misc Works	122,819	100,963	(21,856)
		48010 Home Group Ltd	(37,489)	(60,438)	(22,949)
		48011 County Weedspraying and Grass	(8,677)	(9,303)	(626)
		48012 Parishes and Small Works	(25,783)	(53,677)	(27,894)
		48013 Home Housing	(5,000)	(8,491)	(3,491)
		48014 Floral Maintenance	57,329	42,849	(14,480)
		48015 School Grounds Maintenance	0	(15,847)	(15,847)
		48016 Countryside Works - CCC	0	1,702	1,702
		48017 CCC - Other Grounds Maintenance	0	14,145	14,145
	Parks & Open Spaces Total	269,293	62,267	(207,026)	
	Refuse & Recycling	33000 Environmental Cleansing	663,487	640,450	(23,037)

	33100 Public Conveniences	25,258	26,109	851
	33200 Refuse Collection	1,006,854	1,010,765	3,911
	33202 Refuse - Bulk	(1,638)	9,385	11,023
	33203 Refuse - Commercial	(55,390)	(46,841)	8,549
	33204 Refuse - Recycling	(445,960)	(439,122)	6,838
	33208 Kerbside Recycling	(18,887)	(4,466)	14,421
	33209 Plastic and Cardboard Recycling Scheme	33,874	34,336	462
	33211 Waste Services - Holding A/C	384,780	360,869	(23,911)
	33300 Building Cleaning	16,343	17,088	745
	Refuse & Recycling Total	1,608,721	1,608,573	(148)
NEIGHBOURHOODS Total		2,641,941	2,412,012	(229,929)
NUCLEAR	Building Control			
	31401 Building Control Non Fee Based	125,567	139,540	13,973
	31402 Building Control Fee Based	(39,938)	(2,285)	37,653
	Building Control Total	85,629	143,289	57,660
	31600 Development Control	18,950	(43,229)	(62,179)
	Development Control Total	18,950	(43,229)	(62,179)
Nuclear Projects & Programmes	12008 MRWS INCOME GENERATED	0	(108,866)	(108,866)
	12014 Head of Nuclear, Energy & Planning	69,215	38,336	(30,879)
	22201 Nuclear Issues	125,114	233,980	108,866
	Nuclear Projects & Programmes Total	194,329	163,450	(30,879)
Strategic Planning	11002 Planning Policy	382,429	313,415	(69,014)
	11003 Environmental Works and Land Reclamation	12,000	12,500	500
	31500 Conservation General	(2,841)	0	2,841
	Strategic Planning Total	391,588	325,915	(65,673)
NUCLEAR Total		690,496	589,425	(101,071)
REGENERATIO	Arts, Beacon & Tourism			
	32201 Beacon	384,160	384,160	0
	32202 Tourist Information Centre	61,114	58,245	(2,868)
	32203 Beacon Grants	6,565	6,565	(0)
	Arts, Beacon & Tourism Total	451,839	448,970	(2,868)
Copeland Community Fund	11040 CCF Development Team	(13,000)	(22,745)	(9,745)
	Copeland Community Fund Total	(13,000)	(22,745)	(9,745)
Development Control	11301 Development Strategy	15,517	6,930	(8,587)
	Development Control Total	15,517	6,930	(8,587)
Economic Regeneration	11001 Economic Development	206,200	178,346	(27,854)
	11015 Regeneration Consultancy	81,005	64,261	(16,744)
	11031 Strategy for seaside success	50,000	50,000	(0)
	11047 Pow Beck Valley Stadium Development	0	(3,006)	(3,006)
	11101 Cleator Moor Business Centre	3,886	3,886	(0)
	32560 Arts Development	32,761	32,761	0
	43032 Pathways To Art	15,167	15,640	473
	43035 Arts Engagement Post	0	(301)	(301)
	Economic Regeneration Total	389,019	341,585	(47,434)
Health and Sports	11005 Joint Health Improvement	0	(28)	(28)
	32523 SPAA Climbing Wall	0	7,587	7,587
	32524 SPAA Rambling Co-Ordinator	3,295	890	(2,405)
	32525 SPAA Community Coach Programme	0	2,644	2,644
	32530 Sport Volunteer Development Officer	0	1,694	1,694
	32540 Sports Development	35,248	24,372	(10,876)
	32541 Sports Unlimited Programme	0	(10,198)	(10,198)
	32542 Flood Recovery & Community Resilience	0	(8,120)	(8,120)
	32543 Rugby League World Cup Bid 2013	0	198	198
	32544 OLYMPIC ACTIVITIES	4,657	(9,568)	(14,225)
	32545 CADS Children Abled and Disabled Sports	0	(1,060)	(1,060)
	32546 Youth Engagement	0	(174)	(174)
	43020 Health & Sport	151,964	128,657	(23,307)
	43030 NCL Contract	710,398	703,187	(7,211)
	Health and Sports Total	905,562	840,082	(65,480)
LABGI	11006 LABGI Funding	10,084	0	(10,084)
	11036 Advertising site Tangier Building	0	1,628	1,628
	11043 Whitehaven Regeneration	37,210	8,146	(29,064)
	11044 Whitehaven THI	25,000	25,050	50
	11048 LABGI - Enterprise Development	8,000	23,000	15,000
	11049 LABGI - Place Marketing	4,500	0	(4,500)
	LABGI Total	84,794	57,825	(26,969)
Regeneration and Community	12012 Head of Regeneration & Community	73,677	72,051	(1,626)
	22204 Sustainability	47,514	32,789	(14,725)
	22207 Community Safety Coordinator	15,000	15,000	0
	41003 Safer Community Delivery	0	(12,000)	(12,000)
	Regeneration and Community Total	136,191	107,840	(28,351)
	33605 Housing Strategy	90,214	89,728	(486)
	34201 Private Sector Housing Renewal	103,905	124,291	20,386
	35202 Homelessness	186,353	108,439	(77,914)
	Strategic Housing Total	380,472	322,458	(58,014)
Working Neighbourhood Fund	11013 RSD - Project Management	24,000	24,450	450
	11014 RSD - Cleator Moor Square Development	10,000	10,000	0
	11019 Coalfields Apprenticeship Initiative	40,783	11,122	(29,661)
	11026 CIP - Joint Health Improvement Post	16,466	0	(16,466)
	11028 CIP - CBC Sports Volunteers	29,223	0	(29,223)
	11052 Locality Initiative Community Pot	20,000	15,200	(4,800)
	11065 Copeland Apprentice Initiative	133,041	105,320	(27,721)
	11085 Business Support	24,850	13,889	(10,961)
	Working Neighbourhood Fund Total	298,363	179,981	(118,382)
REGCOM Total		2,648,757	2,282,926	(365,831)
CORPDIR	Corporate Director			
	12003 Director of Services	122,513	121,167	(1,346)

	Corporate Director Total		122,513	121,167	(1,346)
CORPDIR	Corporate Director	12002 Director of Performance & Transformation	26,384	26,249	(135)
	Corporate Director Total		26,384	26,249	(135)
		Welfare Support EMR		200,000	200,000
		Dangerous Structure EMR		15,000	15,000
		NHB income generation fee		35,000	35,000
		FRA Improvements		35,000	35,000
		Enabling growth strategy		50,000	50,000
		Waste service resilance		10,000	10,000
		Procurement for Building Maintenance under Property		5,000	5,000
			12,448,799	11,233,551	(1,215,249)

Appendix B 2012/13 Revenue Outturn Report

WRITE OFFS 2012/13

EXECUTIVE MEMBER: Councilor Gillian Troughton
LEAD OFFICER: Darienne Law - Head of Corporate Resources
REPORT AUTHOR: Angela Brown – Interim Finance Manager

WHAT BENEFITS WILL THESE PROPOSALS BRING TO COPELAND RESIDENTS

The council proactively manages its debts and works with its debtors to work out appropriate payment plans. However sometimes it is not possible to recover debts due to the circumstances of the debtor.

It is good practice to write off such debts that are irrecoverable. Debts may become irrecoverable for a variety of reasons. The most common to this Authority being bankruptcy of individuals, bankruptcy of trading individuals/partnerships and often the most costly, the liquidation of companies, which arises when a company is forced to cease trading as it is no longer solvent.

WHY HAS THIS REPORT COME TO THE EXECUTIVE? (NB. This report will be ‘merged’ with the Budget Monitoring Report)

(eg Key Decision, Policy recommendation for Full Council, at request of Council,etc.)

All avenues to recover these debts have been exhausted and therefore write off is required, which must be approved in accordance with the Council’s Scheme of Delegation and a summary report to Executive. This is the report from 1st October 2012 to 31st January 2013.

RECOMMENDATION:

The Executive formally approves the write off of the debt totaling £485,517.04 for the two months 1 February to 31 March 2013, as set out in Paragraphs 1.3 and 1.4.

1. INTRODUCTION

1.1 Under the Council’s Scheme of Delegation, the following limits for write offs apply:-

- Head of Corporate Resources – authorised to write off debts due to the Council not exceeding £50,000.

Once write offs are approved, a summary must be reported to Executive, this report is that summary.

- Executive must authorise all write offs above £50,000

This report seeks authorisation from executive to write off a debt of £336,837 in relation to an NNDR debt where the business has gone into liquidation.

1.2 £377,266.35 is being written off in respect of debts where the debtor is bankrupt or the company dissolved. The number of accounts written off for this reason is 29 this period and a total of 99 in year (compared to 101 during the whole of the Financial Year 2011/12).

1.3 The remaining balance of £109,054.12 is being written off for a variety of reasons including where:-

- the debtor has absconded without trace or
- the debtor has died without any estate or
- the debt is uneconomical to pursue

1.4 A summary of the position for the dates 1st February to 31st March 2013

Type of Charge	Number of Accounts 1.02.13 to 31.3.13	Amount Written Off 1.02.13 to 31.3.13
Council Tax	26	13,900.06
National Non Domestic Rates	58	456,145.31
Housing Benefit Overpayments	17	6,648.05
Sundry Debt	43	8,823.62
Total	144	£485,517.04

Cumulative 1 April 2012 - 31 March 2013 and the Financial Year 2011/12 read as follows:-

Type of Charge	Number of Accounts 1.04.12 to 31.1.13	Amount Written Off 1.04.12 to 31.1.13	Number of Accounts 2011/12	Amount Written Off 2011/12
Council Tax	93	62,978.34	77	£28,914.91
National Non Domestic Rates	82	558,432.15	45	£167,716.84
Housing Benefit Overpayments	71	27,261.13	14	£2,090.00
Sundry Debt	61	17,959.16	30	£4,755.92
Total	307	666,630.78	166	£203,477.67

2. DETAIL

2.1 Of the amount approved for write off the Council bears a different proportion depending on the type of debt as set out below:-

- i. Central Government bears the full cost of Non Domestic Rate write-offs, which accounts for £558,432.15 (£167,716.84 in 2011/12) of the total debt being written off. This amount equates to 1.35 % of the debt raised for 2012/13 of £41.3m. Under the localisation of Business Rates proposals currently being enacted by the Government, Local Authorities will pick up the cost on Non-Domestic Rates write offs from 2013/14.

- ii. Debts in respect of Council Tax total £62,978.349 (£28, 914.91 in 2011/12) and fall on the Collection Fund, of which any surplus or deficit is shared by the relevant authorities in the ratio of their precepts on the Collection Fund in the previous year. This ratio for 2012/13 could mean that the amount of debt falling to Copeland Borough Council would be £7,324.38 (11.63%). The amount to be written off equates to 0.018% of the debt raised for 2012/13 of c. £40.3 m.

Agreement for the write off of debts was confirmed by the Head of Corporate Resources during the year and will be reflected in the actual surplus or deficit upon the Collection Fund 2012/13. The surplus or deficit at the year end on the Collection Fund forms the first call on the Collection Fund in the following year i.e. 2013/14, and this opening balance will be reflected in the Council Tax calculations for 2014/15.

- iii. The remaining debt in respect of housing benefit overpayments of £27,261.13 (£2,090.00 in 2011/12) and sundry debts of £17,959.16 (£4,755.92 in 2011/12) falls completely on the Council.

The bad debt write-offs in respect of housing benefit overpayments are charged to the housing benefits cost centre. Write-offs in respect of sundry debts are charged back to the service cost centre which received the benefit of the debtor income when it was originally raised.

2.2 A summary of the position for the Financial Year 2012/13 at provisional out turn, of debts falling due to CBC under current legislation and under new legislation:

Type of Charge		Total Debt	Debt Falling to CBC in Current Year	Potential of Debt To Fall to CBC In future years (with change in legislation) 2013/14 onwards
Council Tax	93	£62,978.34		£7,311.78
National Non Domestic Rates	82	£558,432.15	0	£558,432.15*
Housing Benefit Overpayments	71	£27,261.13	£27,261.13	£27,261.13
Sundry Debt	61	£17,959.16	£17,959.16	£17,959.16
Total	307	£666,630.78		£

*- subject to safety net – substitute safety net amount of £165k

3 CURRENT DEBT MANAGEMENT ARRANGEMENTS

3.1 Recovery

The recovery of arrears of Council Tax, National Non Domestic Rates, Housing Benefit. Overpayments and Sundry Debts are all handled differently as Legislation dictates. However, in all cases reminders are issued within 6 weeks of the payment becoming due, and where a Liability Order is obtained from the Magistrates Court and no contact has been made with the Recovery Section to make an agreement to pay the case will be issued to a bailiff for collection a month after the Order has been granted.

3.2 Insolvency

There are various forms of insolvency, depending upon the type of business concerned. For companies, there are voluntary or compulsory liquidations, administration orders and receiverships. For individual traders there is bankruptcy.

When an individual or a company becomes insolvent a liquidator or trustee is appointed to distribute any assets amongst the creditors. Assets are applied first to the expenses of the liquidation, second in meeting preferential debts, and third, in payment of general creditors or unsecured debts, examples of which are Council Tax and NNDR.

The Council is debarred from pursuing normal methods of recovery, such as distress, in cases of insolvency, and so must write-off the debt as irrecoverable. Any subsequent dividends paid in respect of outstanding Council Tax and NNDR are dealt with by re-debiting the appropriate rate account with a corresponding sum.

Some businesses also cease trading without formal insolvency procedures being undertaken. Their debts are written off if they have no assets.

3.3 Absconded debtors

All cases submitted for write-off have been returned by the Council's bailiffs as 'Gone Away – Unable to Trace'. In addition, where appropriate, the following checks are undertaken when attempting to trace an absconded ratepayer: -

- (a) local enquiries are made by the Council's Visiting Inspector.
- (b) checks are made with internal records, such as Council Tax, Benefits and Electoral Registration.
- (c) enquiries, although heavily restricted by Data Protection legislation, may be made with other utilities, e.g. water, electricity, gas, B.T.
- (d) estate agents, solicitors, managing agents may be contacted.
- (e) various other avenues may be followed, such as contact with ex-landlords, family, ex-employers, other local authorities etc.

Such requests for information are made on a voluntary basis only, there being no requirement for respondents to supply the Council with information.

All the cases listed are ceased accounts whose liability has been ended.

3.4 Deceased debtors

Bills for outstanding Council Tax or NNDR are sent to the Executors of deceased persons, but the Council Tax and NNDR regulations prevent the Council from pursuing recovery through the Magistrates Court in cases of non-payment. Cases are therefore put forward for write off and will include cases where the debtor has died leaving no assets.

3.5 Recommendation for write off

Approving recommendations to write-off bad debts, is an internal accounting decision based on recommended good practice by the Audit Commission. The debtor is still liable for the amount outstanding and recovery action can be resumed if circumstances change.

Cost Centre	Description	Purpose	Approval	2012/13					
				Balance as at 31 March 2012	Contributions in year	Utilisation	Release to General Fund	Release to another Earmarked Reserve	Balance as at 31 March 2013
80305	CHIEF EXECUTIVE Transformation Fund (formerly Choosing to Change)	Reserve created from £100,000 transferred from balances 2009/10, £455,000 2010/11 service reviews and the transfer of unused earmarked reserve balances totalling £1.083m in December 2010. Funds the Council's Choosing to Change programme of service reviews.	Executive 22/12/10	-1,266,607		194,012		200,000	-872,595
80171	Assist in resourcing Nuclear activities	Assist in resourcing Nuclear. £200k provided to match a pressure included in the 2010/11 budget	Executive 16/2/10	-62,877		56,615		6,262	0
	TOTAL			-1,329,484	0	250,627	0	206,262	-872,595
80156	POLICY & TRANSFORMATION IT Review	To provide funds for a review of IT	Executive 23/05/06	-28,866		26,364	2,502		0
	TOTAL			-28,866	0	26,364	2,502	0	0
80298	CORPORATE RESOURCES 2010/11 Carry Forwards	Carry forwards approved by the Executive as part of the 2010/11 and 2012/13 out-turn.	Exec 31/5/11	-215,517	-647,620	215,517			-647,620
80304	Audit Shared Services	Amalgamated from 3 reserves: 1.To fund preparation for a shared audit service with Allerdale, Carlisle, Eden and Cumbria CC (£10,000) 2. Set up at the end of 2005/06 to buy in services for computer audits and supplement training (£7,000) 3. Set up at the end of 2007/08 to buy in specialist computer audits (£10,000). Its purpose is to support the Audit Shared Service being operated by Cumbria CC.	Exec 26/5/09, Exec 23/05/06 Exec 12/08/08	-27,000		10,000	17,000		0
80148	Revenues & Benefits Shared Service	To provide funds to address any performance issues and implementation on the Revenues and Benefits Shared Service, which are subject to ongoing negotiations with the Shared Service.	Exec 30/05/07	-65,392		0			-65,392
80120	Legal Services - Taxi Ranks	Set up in 2003-04 for re-siting of taxi ranks	Minute LB113 2003/04	-2,319			2,319		0
80024	Mayors Charity Bequest	To be used for specific purposes approved by the Mayor. Balances relate to former mayors charities and do not relate to the current mayors charity account	Transfers carried out in 2007/08 & 2008/09	-12,967					-12,967
80077	Members IT Reserve	To fund members IT. Set up at end of 2005-06 from underspending, as take-up of laptops was less than expected	Exec 23/05/06	-7,902				7,902	0
80230	Members Induction	Set aside from 2007-08 outturn as a contribution to a round of member personal development plans facilitated by NWE0, scheduled for June 2008	Exec 12/08/08	-12,500				2,500	-10,000
80326	Corporate IT Reserve	New Reserve for Corporate IT needs/Business continuity (from 80077 & 80230 above)		0	-200,000			-10,402	-210,402
80178	Elections Fund	£10k is set aside each year to smooth the costs of district council elections.	Exec 30/07/07	-6,240	-10,000				-16,240
80323	Human Resources Employment Tribunals	Created to meet the legal costs of industrial tribunals when needed.	Exec 20/12/11	0	-30,000	30,000			0
80196	Asset Management Enabling Fund	To fund costs of property disposal e.g marketing, ground surveys These are classed as revenue and so cannot be funded from capital reserves. When set up this was to be maintained at £75k, to be topped up from deminimis receipts (less than £10k) which are classified as revenue.	Set up prior to 31 March 2006	-56,627	-9,550	27,000			-39,177
80208	PFI Non Conformance Incidents	To meet costs of minor works and contract changes for the Copeland Centre. This for changes outside the scope of the PFI contract and so additional to the budget for the unitary payment. This reserve is built up from performance deductions against the unitary payment made to London & Regional.	Additional £39.4k agreed Exec 29/06/10	-17,586					-17,586
80107	Building Maintenance and energy conservation	To meet costs of maintenance not fulfilling definition of capital. From 2009/10 capital outturn + 2010/11 Q1 monitoring.	Exec 29/06/10 and 24/08/10	-2,000			2,000		0
80107	Crematorium Chapel	From 2008-09 outturn, to enable completion of works at Crematorium, subject to outcome of evaluation. This was deferred because of debate with the user group about the scope of the work. Outturn report to Exec 30/06/09 App E.	Exec 30/06/09	-31,000			31,000		0
80320	NCL Contract	To provide funds for repairs and maintenance 2012/13	Exec 20/12/11	0	-122,000	1,146			-120,854
80106	Vertex	This reserve was provided to provide support to Vertex. There has been no requirement to use any of the reserve since 2007/08. Discussions are ongoing in respect of the future use of this reserve.	Set up 2001/02. Last change approved by the Exec 15/01/08	-37,500			37,500		0
80137	Environmental Insurance Reserve	Balance on the Environmental Insurance Reserve from GF risk-based reserve	Exec. 20/12/11	-90,000					-90,000
80205	Coastal Management	Created from the merger of 3 x GF risk based reserves - Sea Walls, North Shore, Environmental Warranty and part of the Environmental Insurance Reserve.	Exec. 20/12/11	-267,649		22,000			-245,649
80207	PFI Reserve (former Sinking Fund)	Built up from annual contributions from the revenue budget to smooth payments for the PFI scheme over 25 years. Annual contribution from the revenue budget which should be increased by inflation each year.	Reclassified following RPWG 12/04/12	-1,457,099	-170,149	7,000			-1,620,248
80204	Pheonix Court (former Sinking Fund)	Set up to smooth maintenance costs for this enterprise centre. Contributions formerly £3,000 p.a but no made since 2005/06	Reclassified following RPWG 12/04/12	-4,289	-8,320				-12,609
80189	Sea Walls (former Sinking Fund)	Started in 2009/10 to build up a fund to pay for works to sea defences. Annual budget contribution £9,270.	Reclassified following RPWG 12/04/12	-27,810	-9,270		27,810		-9,270
80325	Compensation payments for community asset transfers	Created to meet Authority's potential need to compensate private landowners for delayed disposal of their assets under the Localism Act (needs to be retained at £20k - maximum call in any 1 year)	Exec 18 Dec 2012 (unallocated and risk based reserves)	0	-20,000				-20,000
80324	Howbank	Created to meet potential costs of rehousing people at howbank following collapse of shaft Nov 2012	Exec 18 Dec 2012 (unallocated and risk based reserves)	0	-20,000				-20,000
80327	MMI	Created to meet Authority's potential liability from winding up of previous insurer, triggered Nov 2012	Exec 18 Dec 2012 (unallocated and risk based reserves)	0	-440,000				-440,000
80322	Universal Credit Implications - Revs and Bens	Created to meet the Authority's liability regarding employees redundancy as staff cannot be TUPE'd under the changes regarding the introduction of Universal Credit.	Exec 18 Dec 2012 (unallocated and risk based reserves)	0			-200,000		-200,000
	Welfare Support		Exec 28 May 2013	0	-200,000				-200,000
	TOTAL			-2,341,397	-1,886,909	312,663	117,629	-200,000	-3,998,014
	REGENERATION & COMMUNITIES								0
80127	Local Development Framework	To fund Local Delivery Framework. Revenue Budget report to Exec 17/02/09 App G. Further £20k carry forward from 09/10 to support LDF, planning enforcement and conservation planning	Council 24/02/09 Exec 24/01/10	-295,275		201,656			-93,619
80314	Planning Policy- Habitat Evaluation	To meet duties to assess impact of developments on natural habitats. This is from un-ringfenced Habitat Directives grant	Exec 29/06/10	-33,670					-33,670
80163	Cleator Moor Business Centre	From 2008-09 outturn, for building work at Cleator Moor Business Centre, funded from previously generated income.	Exec 30/06/09	-3,886		3,886			0
80296	Dilapidated Buildings	From 2008-09 outturn, to address derelict and dilapidated buildings. This will provide 'seed' funding	Exec 30/06/09	-40,000		6,034		0	-33,966
80180	Dangerous Structures	Transferred from GF risk based reserve	Exec 20/12/11	-6,437	-15,000	4,034		0	-17,403
80276	Development Strategy Consultants	From 2008-09 outturn, to meet commitments for consultants for housing improvements.	Exec 30/06/09	-30,536			30,536		0
80319	Housing Strategy	To fund the 5-yearly Housing Stock Condition Survey	Exec 20/12/11	0	-10,000				-10,000
80308	Homelessness Repossession Fund	For activity to reduce repossessions and homelessness	Exec 29/06/10	-22,589					-22,589
80159	Local Business Growth Initiative	To assist Local Business Growth Initiatives	Exec 21/04/09	-81,131		57,825	23,306		0
80271	Whitehaven Regeneration Scheme	Carried forward from 2007-08 for Whitehaven Regeneration Scheme.	Exec 12/08/08	-9,800			9,800		0
80315	Copeland Seaside Coastal Park	For coastal regeneration programme as outlined in Copeland Regeneration report to Exec on 29/06/10.	Exec 29/06/10	-181,864		50,000			-131,864
80197	Working Neighbourhoods	To support Copeland Regeneration Plan.	Exec 12/08/08 and 22/09/09	-481,051		256,160	152,435		-72,456
80169	Cultural Services - Ongoing Schemes	Carry forward of outside funding towards arts and cultural projects.	Exec 23/05/06 & 30/05/07	-2,481			2,481		0
80321	Regeneration Reserve	To provide funds for consultants dealing with Regeneration projects. Balance derived from savings	Council 01/12/11	-81,005		61,643		19,361	-1
80177	Beacon Museum Exhibits	To use (often as match funding) to purchase items for the Beacon museum collection	Precedes 2005/06	-21,014					-21,014
80283	Beacon (former Sinking Fund)	Set up as part of the agreements with funding partners to ensure that the Beacon is continually	Reclassified	-115,994	-46,780	0			-162,774
	TOTAL			-1,406,733	-71,780	641,238	218,558	19,361	-599,356
	NEIGHBOURHOODS								
80046	Crematorium Donations	Donations from the public via a collection box at the Crematorium made specifically for the purpose of maintaining the crematorium and are ringfenced for that purpose.	No approval	-4,912	-344				-5,256
80302	Proceeds from CAMEO tax	Balance of proceeds from CAMEO tax to be used to fund replacement cremators & mercury abatement.	Exec 29/06/10	-52,865	-51,643				-104,508
80206	Recycling	Balance from the Recycling Sinking Fund transferred to earmarked reserves. Used for equipment purchase	Exec 20/12/11	-43,784		0			-43,784
80198	Bin Replacement Reserve (former Sinking Fund)	Set up in 2003 to fund the provision/replacement of wheelie bins. Funded from ad-hoc underspend within the revenue budget. Last revenue contribution £44,000 2007/08.	2003/04	-168,440		22,178			-146,262
80193	Catherine Street Car Park	Set up as part of an agreement with Cumbria CC who released the land for the Sports Centre car park. Contributions are made from the revenue budget annually (£5,150) to fund maintenance	Reclassified following RPWG	-77,031	-6,036	6,056			-77,011
80203	Crematorium Sinking Fund	Set up to fund improvements to the car park at the Crematorium. Contributions are made annually to the fund equivalent to £10 per cremation	Reclassified following RPWG 12/04/12	-27,790	-9,500	7,000			-30,290
	TOTAL			-374,822	-67,523	35,234	0	0	-407,111
	NUCLEAR PLANNING AND ENERGY								
80274	Development Control - Application Support	To support costs of major planning applications, as required.	Exec 27/05/08 & 12/08/08	-25,758			0		-25,758
80294	Building Control - Service Improvement	This is the balance from £110k carried forward from 2007-08 from salaries underspend, for service improvements.	Exec 27/05/08 & 12/08/08	-22,036		1,950	0		-20,086
80273	Development Control - Enforcement	Provides funding for 2 years up to 2011-12 for an enforcement officer.	Exec 27/05/08 & 12/08/08	-40,000		2,900	25,727		-11,373
80171	Planning for Nuclear	Assist in the future funding of Nuclear activities	Executive 16/2/10 (6,262), Council 1/12/11 (19,361), Executive May 2013	0	-108,283			-25,623	-133,906
80328	Weddicar Planning	Created to defend planning decision made re windfarm in 2012	Exec 18 Dec 2012 (unallocated and risk based reserves)		-210,000	2900			-207,100
	TOTAL			-87,794	-318,283	7,750	25,727	-25,623	-398,223
	GRAND TOTAL			-5,569,096	-2,344,495	1,273,876	364,416	0	-6,275,299

RESERVES - GENERAL FUND

Appendix C

	2011/12	2012/13			Balance Carried forward
	Balance Carried forward	Additions in Year	Released from GF in Year	Released to GF in year	
	£	£	£		£
Base Budget Risks					
Sustainability of Base Budget	-111,870	-91,890			-203,760
Medium Term Financial Plan	-123,230	-221,645			-344,875
Grant Settlement	-590,500	-223,550			-814,050
Vacancy Factor	-33,750	33,750			0
Reduced Fees and Charges	-60,586	-1,740			-62,326
Actuarial Review	0	-166,729			-166,729
Reduced Investment Income	-28,310	-29,190			-57,500
Housing Benefits	-90,525	8,025			-82,500
HGV Licence - Operators Fund	-74,200				-74,200
Fuel Price	-28,850				-28,850
Civil Emergencies	-58,449	-3,032			-61,481
Insurance Excesses	-11,859	1,214			-10,645
Assets and Property	-100,705	7,621			-93,084
Bad Debts recovery		-180,000			-180,000
	-1,312,834	-867,166	0		-2,180,000
General Fund Unallocated	-2,199,314	867,166	1,103,301	-836,183	-1,065,030
Total General Fund	-3,512,148	0	1,103,301	-836,183	-3,245,030