

PROVISIONAL GENERAL FUND REVENUE OUTTURN 2008/09

EXECUTIVE MEMBER: Cllr E Woodburn
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Information Systems
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Summary:

This report summarises the 2008/09 provisional revenue outturn for the General Fund revenue budget and gives reasons for the principal variances. The outturn shows that the net underspend for Council Services, after accounting adjustments, at 31st March 2009 is £2,011,878. Requests are made in the report to carry forward expenditure of £1,151,060, which, if approved this will result in an under spend of £860,818.

Recommendations:

The Executive is asked to;

- (i) Note the net underspend as at 31st March 2009 of £2,011,878 and that this consists of three elements :-
 - a. Activities supported by earmarked reserves which will be required to be carried forward in 2009/10 as this underspending represents a reprofiling of the drawdown of reserves by £676,849.
 - b. Underspending to meet commitments which will fall due in 2009/10 of £375,174.
 - c. Underspending which is uncommitted of £959,855, against which bids for carryforward for service developments of £775,886 has been made. The unbudgeted and in some cases, windfall (one-off) items of income which have significantly contributed to this underspending are summarised in para 2.8.
- (ii) Confirm the carry forward requests of £1,151,060 as set out above (b and c) and on earmarked reserves of £676,849 which will be actioned after finalisation of the annual accounts, once the external audit process is complete.

1 INTRODUCTION

- 1.1 The purpose of this report is to outline the provisional revenue outturn, i.e. year-end results for 2008/09. The report discusses the provisional position after accounting adjustments, to enable an analysis against the General Fund and the budget supported by Revenue Support Grant and Council Tax. The report explains the provisional revenue outturn and the reasons for the significant variances against outturn revenue budget.
- 1.2 The report also sets out the use of General Fund Balances and Earmarked Reserves in relation to supporting expenditure in 2008/09 and requests for carry forward to 2009/10, either to fund existing commitments or bids for service development and improvement.
- 1.3 The figures in the report are provisional, as they are subject to external Audit. The draft Statement of Accounts will be presented to the Audit Committee, for their approval, on behalf of the Council, at their meeting of 26th June, to meet the statutory deadline for the approval of Accounts of 30th June. The three month audit period will commence at this stage. Any significant changes required following the Audit, will, if necessary, be reported to a future Executive meeting.
- 1.4 The report takes the opportunity to confirm the final year-end position on the General Fund Balance and Earmarked Reserves position for 2007/08, which was not available until the completion of the Audit 2007/08 and the External Auditor's unqualified opinion on the amended Accounts which was received on 30th March 2009.
- 1.5 Please note that through this report :-
 - the use of a negative figure represents a favourable position i.e. either an underspend or additional income received.
 - the term "underspend" is taken to include both reduced expenditure and/or increased income
 - the term "overspend" includes both spending above budget and/or reduced income levels.

2. SUMMARY PROVISIONAL REVENUE OUTTURN 2008/09

- 2.1 The Original Net Revenue Budget, or General Fund Budget, approved at Full Council was £13,974,000 and this was to be funded from Council Tax and General Grants by £12,309,000 and Earmarked Reserves of £1,665,000. This budget has been revised throughout throughout the year to reflect decisions made by Executive and Council and the drawing down of earmarked reserves agreed in previous years. These are set out in

- 2.2 The movement on the approved net revenue budget 2008/09 is set out in Appendix A and is summarised in Table 1, over the page. It is against this outturn budget the provisional management accounts are reviewed.

Table 2 – Approved (Outturn) Net Revenue Budget 2008/09

	£
Approved Budget (Council resolution - February 2008)	13,974,003
In Year Revision	-500,000
Adjusted Original Budget 2008/09	13,474,003
Approved Use of Reserves	
Staff conferences	2,000
L G Whitepaper - Unitary Authority Contribution	5,000
Staff Underspend in 2007/08	4,760
Performance Management system	2,000
Geographic Information System	5,698
Arts Development for Ongoing Schemes	23,886
Economic Development Small Business Fund	24,750
Planning Policy	48,061
PFI – Non Conformance Incident	25,646
HRA Disrepair Claims	421
Total Approved Use of Reserves	142,222
Approved Use of General Fund Balances	
Professional Fees for Closure of Accounts	100,000
Maritime Committee Concert	20,000
Local Housing Allowance	10,116
RBS Shared Service	3,464
Total Approved Use of General Fund Balances	133,580
Total Approved Outturn Budget 2008/09	13,749,805

- 2.3 The provisional net revenue year end results for the Council, in accordance with external financial reporting requirements (CIPFA Statement of Recommended Practice (SORP) and the CIPFA Best Value Accounting Code of Practice (BVACOP)) is £17,714,000. This is the provisional Net Total Cost of services delivered by the authority for

- 2.4 Table 2 sets out the direct reconciliation between the Net Total Cost of Services, which will be reported in the draft Statement of Accounts 2008/09 to the Audit Committee at its meeting on 26th June, and the revenue account for management purposes. The provisional net revenue outturn 2008/09 to compare against the approved budget is £11,737,925.
- 2.5 The total cost of services, and therefore, the revenue outturn for management purposes includes an adjustment of £398,035 to ensure compliance with capital funding regulations. This was identified during the closure of accounts period and is consistent with the provisional capital outturn report to be considered elsewhere on the agenda.

Table 2- Provisional Net Revenue Outturn 2008/09

	£	£
Net Provisional (Statutory) Total Cost of Services		17,714,318
Adjustments for budget comparison purposes (e.g. interest from treasury management activities and PFI grant income which is not included in Total Cost of Services)		-1,688,060
Provisional Net Outturn		16,026,258
Accounting Adjustments:-		
Depreciation	-2,831,672	
Deferred Charges	-1,409,019	
General Doubtful Debt Provision	-132,766	
FRS 17 (Pension contributions relating to past years)	85,124	-4,288,333
Adjusted Net Provisional Outturn		11,737,925
Outturn Budget		13,749,803
Provisional Underspend (-)		-2,011,878

- 2.6 The provisional outturn position for the General Fund, before commitments and carry forward requests is of an underspending of £2,011,878 and this is summarised at Departmental level in Table 3. Appendix B provides departmental detail on the provisional outturn position.
- 2.7 Appendix B analyses the adjusted provisional net outturn by main service area within Directorate before the reallocation of central services costs, because for management accounting purposes, these services (Finance, Legal, HR, IT, Property etc) are required to manage within a budget provision.

Table 3 – Provisional Net Revenue Results 2008/09

Directorate	2008/09 Outturn Budget £	2008/09 Provisional Outturn £	Provisional Variance £
Chief Executive	888,625	941,102	52,477
Customer Services	790,198	690,606	-99,592
Finance and Management Information Systems	1,665,720	1,121,846	-543,874
Legal and Democratic Services	820,209	851,145	30,936
Policy & Performance	1,270,062	916,094	-353,968
Regeneration Leisure & Environmental Services	3,728,387	3,336,545	-391,842
Public Service Delivery	4,586,602	3,782,696	-803,906
	0	97,891	97,891
Total	13,749,803	11,737,925	-2,011,878

2.7 The net underspend of £2,011,878 consists of three elements and these are as follows:-

- Activities supported by earmarked reserves which will be required to be carried forward in 2009/10 as this underspending represents a reprofiling of the drawdown of the reserve by £676,849. This is set out in detail in Appendix D.
- Underspending to meet commitments which will fall due in 2009/10 of £375,174.
- Underspending which is uncommitted of £959,855, against which bids for carryforward for service developments of £775,886 has been made.

2.8 The uncommitted underspending has benefited from unexpected additional income which could not have been predicted when the 2008/09 budget was prepared i.e. and these significant items are as follows; the windfall VAT receipt received at the end of the financial year of £392,000, windfall treasury management income of £155,000, additional waste income of £46,000 from trade waste and £140,000 from other waste and recycling activity, some of which relates to external grant, the Pay and Grading requirement for 2008/09 being less than the budget set aside for implementation of £118,000. In addition, there are savings throughout most departments in relation to the management of vacancies. It should

- 2.9 Appendix B, for completeness sets out the provisional gross revenue expenditure outturn for 2008/09, after accounting adjustments of £43,763,893 compared to a budget of £42,557,732. The provisional outturn for grant income is (£25,217,024) against a budget of (£22,816,275) and other income of (£6,808,944) has been provisionally recognised compared to a budget of (£5,991,653).

3 EXPLANATION OF MAJOR VARIANCES

- 3.1 Executive has received quarterly projections of the forecast year end position during the year. 2008/09 has proved to be an extra-ordinary and challenging year for Finance. The Accounts 2007/08 and adjustments to 2006/07 Accounts following the 2007/08 audit process, took priority for much of the year and during the period, key staffing vacancies limited the support Accountancy could provide to budget holders. Finance support stepped up markedly in quarter four, with the filling of vacancies and the closure of accounts period has seen increased rigour applied to accounting processes.
- 3.2 A comparison of the management Period 11 projected financial year end position, as reported to Executive in April, with the provisional outturn is detailed in Appendix C. It has been adjusted to ensure consistent treatment of insurances. The financial year at Period 11 showed a net forecast outturn of £12,523,847. The provisional outturn shows a net £11,737,925, resulting in an increase in the underspending of £785,922 and this is due in the main to the following **major** items :-
- Net VAT reimbursement windfall of £392,042, (having taken account of legal fees of £85,357)
 - Increased income above forecast in relation to waste of £188,182
 - Increased Crematorium and Open Spaces income of £77,501
 - A reduction in the estimate of the provision to be funded from the Job Evaluation budget of £118,771
 - Net increase in Benefits subsidy income for housing and council tax of £39,360
 - Identification of overspending on Public Service delivery of £97,891

The **main** items of budget variance for each department are explained in the following paragraphs :-

Chief Executive – Net Overspend of £52,477

- 3.3 A charge of £26,000 was received from the District Auditor upon certification of the 2006/07 accounts in relation to his investigations and consideration of an objection raised by a member of the public. Although recommendations were made to improve Council procedures, the objection was not upheld. The other main item of overspending of £30,000 is due to absence of a final accrual in 2007/08 in relation to an invoice outstanding for work for Local Government Re-organisation i.e. the cost should have been recognised in 2007/08 accounts. The accrual was not actioned and so falls upon the 2008/09 budget.

Customer Services – Net Underspend of £99,591

- 3.4 An underspend of £90,000 was recorded in Customer Services as a result of savings in staffing costs from vacancy management and the introduction of All-pay cash collection arrangements. This was forecast in the April report to Executive. The forecast, based on February monitoring, included a (cautious) deficit projection on Housing and Council Tax Benefits, and the actual net position was much improved. The Housing Benefit Subsidy Grant Claim has been submitted in accordance with DWP requirements and will be subject to detailed external audit review shortly.

Finance & Management Information Systems – Net Underspend of £543,874

Item	Variance £
Concessions	-214,806
Treasury Management	-155,471
Insurance	-44,326
Accountancy Services	-27,478
Management Information Systems	-90,483

- 3.5 The February report to Executive made reference to these items, as the forecast reported was of a net underspending of £475,000, but the underspending in relation to insurances was not forecast as the insurance reconciliation was finalised during the closure period.

The underspend in relation to Concessionary Fares has been reported since October, as the take up of the scheme has not been as high as expected when the budget was prepared. A forecast of £213,000 was reported to OSC on 2nd April 2009.

Interest from Treasury Management income is greater than budget by £155,000. This was previously reported and assumed during budget planning discussions for 2009/10. The Council benefited from a significant over-collection of NNDR income during 2007/08 which was repaid during the autumn of 2008. This has generated a windfall in interest earned and will benefit reserves at the year end.

The total underspend of £45,000 on insurance is made up of three elements, relating to public liability claims and premiums which are a direct result of the significant reduction in the number of claims following the stock transfer. There is some delay in this feeding through the accounts due to the fact that claims can continue to be made for some years after the incidents occurred.

The underspend of £27,000 on Accountancy Services is due to income received of £141,000 from Cumbria County Council in respect of the District's share of the income they have earned from the levying of the minimum discount from 2nd homes Council Tax. This had not been built into the 2008/09 budget, and represents a windfall in 2008/09. The 2009/10 budget includes provision for this source of income. The 2nd Homes Council Tax enabled the authority to absorb the increased professional service costs from interim staffing arrangements in 2007/08 and the additional audit and accountancy costs associated with the restatement of the 2007/08 accounts and the finalisation of the audit of 2006/07 accounts.

Management Information Systems achieved an underspend of £90,000 due to savings from vacancy management (£35,000), and a reduction in mainframe software and communications costs (£20,000) following the introduction of new server arrangements which are both reflected in the 2009/10 base budget. In addition, the closure process identified a number of charges which related to the following year, which had historically been funded from the year in which the invoice was raised. Proper application of accounting conventions results in a one-off windfall for 2008/09 of £30,000.

Legal and Democratic Services – Net Overspend of £30,936

Item	Variance £
Land charges	91,713
Civic and Mayoral	-22,596
Elections	-38,182

- 3.6 The reduction in income from land charges activity has been reported during the year, as a result of the reduction in demand for housing

Policy and Performance – Net Underspend £353,969

Item	Variance £
Human Resources - Job Evaluation	-204,035
Training and Policy Mgmt	-109,399
Policy Management	-27,635
Process Improvement Team (PIT)	-12,900

- 3.7 The salary budget for 2008/09 included a permanent uplift of £450,000 for the planned implementation of the Pay and Grading Review (Job Evaluation). The offer in principle was agreed by Executive at its last meeting, and if accepted by the staff, will implemented in 2009/10. £292,000 of the budget has been applied as a provision to pay for backdating (as the proposed implementation date is 1st April 2008). £40,000 was used in 2008/09 to fund the net cost of new pay and conditions agreed in respect of waste management operatives, which is reflected in the JE proposal. This accounts for £118,000 of the underspending. In addition, the JE budget had been increased by the drawing down of £60k of reserves to assist funding of pay protection. This budget was not required for 2008/09. Other underspendings in the JE budget relate to staffing expenditure.
- 3.8 The report to Executive in February indicated that the corporate training plan would not be fully spent in the year, but that there would be commitments outstanding at the year-end which will need to be met in 2008/09. This is reflected in the commitments to fund in 2009/10 (Appendix E). Policy management savings have arisen from underspend on Geographic Information Systems (GIS) and the underspending in the PIT budget arose from vacancies in the year.

Regeneration Strategy and Operations – Net Underspend £391,842

Item	Variance £
Admin Blgs	-110,069
Beacon & TIC	-125,754
Building Control	65,111
Property	-16,178
Housing Services	-116,104
Procurement	-17,896
Development Strategy & Econ	
Dev & Sustainability	-79,405
Regeneration Strategy &	
Delivery Plan	35,734
Public Buildings	-21,720

- 3.9 The underspending on administrative buildings which was not forecast during the year, an overspend due to insufficient budget provision for the PFI grant of approx. £40,000 was forecast. However, as a result of the proper accounting treatment of the contribution to sinking funds to pay for future payments of the PFI scheme an underspend has resulted. The budget had assumed that this contribution would be actioned as a charge to the service budget, however, the correct accounting treatment is to make this transfer from general fund balances and therefore, the underspending is required to be shown on the face of the accounts. The 2009/10 budget will need to be amended to ensure consistency of treatment.

The Beacon has achieved an underspend (of £99,000), in accordance with the Five Year Strategic Business Plan and this is showing a planned underspend of £99,000. This is being requested for carry forward in earmarked reserves, is consistent with the original funding agreements when the Beacon was refurbished. Part of the underspending related to an overstated rates rebate from 2006/07, and this £18,000 was appropriated to reserves during the year as it will be necessary to repay some of this rebate in 2009/10. It is expected that this portion of the earmarked reserve will assist this payment if necessary.

The TIC is reporting an underspend of £19,000 due to a saving on planned expenditure to allow a carry forward request of £11,800 as contribution towards the TIC refit which is underway. This is reflected in Appendix E. The other element of underspending within the Beacon and TIC budget area relates to Beacon Grants, which is showing an underspend of £8,600 which forms part of the carry forward requests.

Building Control is reporting an overspend £65,000, which is an improvement on the forecast overspend reported to December's Resource Planning Working Group of £79,000 and the forecast overspend reported to Executive in April of £105,000. This expenditure was required to cover the cost of the Section's non-fee earning activities following an over statement in the 2008/09 base budget for both income and expenditure, which was corrected during the budget preparation process for 2009/10. The reduced figure demonstrates that fee income levels have remained steady, despite the current financial climate and that in real terms, the function is performing strongly. Within the 2009/10 budget, every effort has been made to minimize operating costs through active management to reduce external professional services costs.

Housing Services total outturn underspending is £200,000. £80,000 had been forecasted in relation to the use of consultants, which will be needed to be carried forward to 2009/10 to meet housing improvement commitments of £60,000. The other £78,000 of underspending relates to the filling of vacancies part-way through the year and performance improvement on the use of bed and breakfast accommodation of £42k. The programme of work carried out by the team has accelerated during the year as vacancies were filled.

Regeneration Strategy and Delivery Plan overspending of £36,000 is due to, in the main, the acceleration of spend in relation to South Whitehaven Neighbourhood Management (funded from reserves) which represents forward funding of activities planned originally for 2009/10.

Development Strategy & Econ Dev & Sustainability budget area covers a range of activities within the Regeneration area. Much of this work is supported by external grants and contributions from external sources, which the original revenue budget did not fully reflect, as it focussed on the net cost of services to the authority. The need to account for gross expenditure and income, rather than just focusing on the net position, has been an issue addressed throughout the year. The underspend of £79,000 relates to additional external income received in the year which was not reflected in the original budget.

Procurement budget relates only to salaries and this has underspent during the year as a result of the filling of the position part way through the year.

Public Buildings responsive repairs budget (i.e. day to day works and emergencies) was underspent by £22,000. The use of this budget is as you would expect, subject to fluctuations.

Leisure and Environmental Services – Net Underspend £803,905

Item	Variance £
Cultural Services	-319,506
Enforcement	-187,996
L&ES Management	-44,468
Open Spaces	-95,205
Waste Services	-144,243

- 3.10 Copeland Council, in addition to a number of other local authorities pursued a claim against HMRC for the reclaim of VAT levied in relation to excess penalty charges (car parking) and leisure facilities charges as part of a group claim brought by PWC. The claim was lodged in 2008 and it related to periods, using the 'Flemings Case' for more than the usual three years back-dating (as per the Finance Act 1997), and a claim for interest on the VAT sum was also made. This claim was settled in the final quarter of 2008/09 and had, therefore, been included in the budget forecasts for the year, due to its uncertainty of receipt. The total amount of VAT windfall is £50,641 in relation to car parking fees (benefiting the Enforcement budget) and leisure charges of £426,739 (benefitting the Cultural Services Budget). Total fees levied by PWC were £85,337. This results in a net windfall to the Council of £392,042 for 2008/09.

- 3.11 Cultural Services underspend relates to windfall net VAT receipt of £348,000 as a result of a successful claim for repayment of VAT for payments made over the past number of years for Copeland's Leisure facilities fees and charges.

Enforcement underspend is due to income received being in excess of that budgeted. This is as a result of the improvement in performance of the Enforcement team following service development and a greater volume of customers using the Council's car parks. Also included is the net wind fall VAT receipt (£44,000) as a result of a successful claim for repayment of VAT for payments made over the past number of years for Copeland's car parks income.

L&ES Management has had a number of staff vacancies throughout the year resulting in an underspend of £44,500.

Open spaces is showing an underspend due to a number of factors. Demand and thus net income for the Crematorium service exceeded the budget profile and a significant operational surplus was generated as the result of externally based contracts. There was also a reduction in the cost in providing the pest control service.

Waste management income is greater than forecast as a result of increased trade waste volume of £46,000 and £140,000 from recyclables, some of which relates to external grant, some of which may repayable in 2009/10.

Public Services Delivery – Net overspend £97,891

Item	Variance £
Public Services Delivery	97,891

- 3.11 In the absence of a formal contributions agreement with all partners, a prudent approach has been taken with respect to outstanding contributions. We are not accruing for income at this stage, although discussions will continue into 2009/10. This item was not reported in the February forecast as grant income had been wrongly ascribed to this service area. This was identified during the closure of accounts and adjusted accordingly and matched with associated expenditure elsewhere in the revenue account.

4 CARRY FORWARD REQUESTS

- 4.1 Any net underspending/savings on services estimates under the control of the Head of Service may be requested to be carried forward, and these are subject to Member approval. The benefit of making carry forward requests is to facilitate the achievement of more longer term strategic budgeting which requires greater flexibility of budgets between years.
- 4.2 Details of the carry forward requests, which itemise committed expenditure, are contained in Appendix E, and total £1,151,060. There is a requirement to fund commitments entered into in 2008/09, but not realised during the year of £375,174, and £775,886 is requested for service developments and improvements.
- 4.3 The requests have been subject to review by the relevant Corporate Team member and the Head of Financial and Management Information Services. The major items of carry-forward requests relate to:-

Leisure contract – property maintenance	£150,000
Shared Services development	£150,000
Capacity building	£100,000
Nuclear	£70,000

Finance resource	£90,000
Derelict buildings	£40,000
Revenues & Benefits shared service resource	£40,000
Management Information Systems	£40,000
Crematorium works	£31,000

- 4.4 Executive approval is sought with regard to the £785,886 of requests. If approved by Members, these will be earmarked in general fund reserves once the audit is completed.

5 GENERAL FUND AND EARMARKED RESERVES

- 5.1 Appendix F sets out the summary movement on general fund balances, earmarked reserves, sinking funds and provisions. Appendix G (1) to G(4) sets out the movement of within these balance sheet funds during the year.
- 5.2 The overall balance brought forward from 2007/08 is £10,142,782 and this was confirmed with the publishing of the audited Accounts 2007/08 on 30th March 2009. Movements during the year amount to £458,225, resulting in a provisional balance to be carried forward into 2009/10 of £10,601,007.
- 5.3 General Fund Balance:
- (i) The provisional closing balance of £3,096,503 is showing a decrease from the opening position of £3,245,193 of £148,690.
 - (ii) the general fund balance assumes a contribution from operating services of £2m i.e. the operating underspend, with contributions to earmarked reserves and sinking funds of £1.611m.
- 5.4 Earmarked Reserves:
- (i) Provisional outturn shows a balance carried forward to 2009/10 of £5,767,638, from a balance brought forward of £5,443,811.
 - (ii) In year additions include LABGI grant received and NDA funding received.
 - (iii) Monies set aside for Preston Street land of £37k have been released back to general fund balances as these are no longer required.
 - (iv) Requested carry forwards of £1,151,060, if approved in full, will be earmarked after completion of the audit work later in the year.
- 5.5 Sinking Funds (to meet recognised commitments in the future)

The provisional closing balance of £1,367,385 is showing an increase of £195,053 from the opening balance of £1,172,332. This is due to contributions to the sinking funds, notably PFI of £162,423.

5.6 Provisions (to meet future liabilities)

The provisional closing balance of £369,481 is showing an increase of £88,036, due to the creation a provision for job evaluation purposes of £292,229. This is partially offset by the release back to general fund balances of £204,193 as a result of a reduction in the required insurance provision, following a review of outstanding claims.

- 5.7 If we consider the budget proposal 2009/10 presented to Executive in February 2009, and, the 2008/09 provisional balances and appropriations to and from balances, it is anticipated that general fund balances, earmarked reserves, sinking funds, and provisions will be in the region of £7.794m at 31st March 2010. This is broadly consistent with the budget agreed at Full Council in February 2009 which projected a total balance on reserves, provisions and sinking funds of £8.162m at 31st March 2010.

6 FINANCIAL AND HUMAN RESOURCES IMPLICATIONS (INCLUDING SOURCES OF FINANCE)

- 6.1 The report sets out the provisional revenue outturn on General Fund Services 2008/09 and the impact of this outturn upon reserves at the year end. The Council has adequately set aside reserves and provisions to meet its medium term financial strategy. In preparing the 2010/11 budget, the earmarked reserves will be reviewed, and where appropriate, reserves will be recommended for release.

7 PROJECT AND RISK MANAGEMENT

- 7.1 Budgets are monitored during the year with exceptions reported through Corporate Team and Executive during the year on a quarterly basis. At the year- end, the draft outturn prior to the external audit process must be reported formally. It is also good financial practice to report the year-end position on reserves and provisions as a consequence of the outturn.

8 IMPACT ON CORPORATE PLAN

- 8.1 The budget and monitoring process is fully integrated into the planning process of the Council embracing all the objectives of the Council.

List of Appendices

- Appendix A Statement Showing Movement on Approved 2008/09 Net Budget to Provisional Outturn
- Appendix B Statement to show Movement from Provisional Outturn (before recharges) to Approved budget
- Appendix C Statement to Show Movement from Period 11 Management Projections to Provisional Outturn
- Appendix D 2008/09 Utilisation of Earmarked Reserves
- Appendix E Carry forward requests
- Appendix F Provisional Reserves – Summary Statement
- Appendix G Provisional Reserves – Detailed Statements of General Fund Balances, Reserves, and Provisions

List of Background Documents

Council Budget Reports 2008/09 and 2009/10; Executive Budget Monitoring Reports during 2008/09.

List of Consultees

Corporate Team

CHECKLIST FOR DEALING WITH KEY ISSUES

Please confirm against the issue if the key issues below have been addressed. This can be by either a short narrative or quoting the paragraph number in the report in which it has been covered.

Impact on Crime and Disorder	None
Impact on Sustainability	None
Impact on Rural Proofing	None
Health and Safety Implications	None
Impact on Equality and Diversity Issues	None
Children and Young Persons Implications	None
Human Rights Act Implications	None
Section 151 Officer Comments	No further comments to add
Monitoring Officer Comments	None

Please say if this report will require the making of a Key Decision YES/NO

COPELAND BOROUGH COUNCIL

APPENDIX A

STATEMENT SHOWING MOVEMENT ON APPROVED 2008/09 NET BUDGET TO PROVISIONAL OUTTURN

	Budget Funded From Council Tax £	In Year Approved Funded From General fund Balances £	Funded From Previously approved Earmarked Reserves £	Budget Funded From Earmarked Reserves £	Total Budget Funded From Reserves £	Total Budget £
Net Original Budget	12,309,003			1,665,000	1,665,000	13,974,003
Re-classification of Funding; Housing Renovation and Disabled Facilities based work transferred to capital and funded from Preserved Right to Buys				-500,000	-500,000	-500,000
Sub total Adjusted Original Budget	12,309,003	0	0	1,165,000	1,165,000	13,474,003
Approved Changes to Original Budget;						
Date Explanation						
Staff conferences			2,000		2,000	2,000
L G Whitepaper - Unitary Authority Contribution			5,000		5,000	5,000
Professional Fees for Closure of Accounts		100,000			100,000	100,000
Accountancy Staff Underspend in Previous Years			4,760		4,760	4,760
Performance Management system			2,000		2,000	2,000
Maritime Committee Concert		20,000			20,000	20,000
Geographic Information System			5,698		5,698	5,698
Arts Development for Ongoing Schemes			23,886		23,886	23,886
Local Housing Allowance		10,116			10,116	10,116
RBS Shared Service		3,464			3,464	3,464
Economic Development Small Business Fund			24,750		24,750	24,750
PFI - NCI's			25,646		25,646	25,646
Planning Policy			48,061		48,061	48,061
HRA Disrepair Claims			421		421	421
Total Approved Changes	0	133,580	142,222	0	275,802	275,802
Net Revised Budget	12,309,003	133,580	142,222	1,165,000	1,440,802	13,749,805
Provisional Outturn (Net)	10,973,973	133,580	142,222	488,151	763,953	11,737,926
Variance - Net Underspend	-1,335,030	0	0	-676,849	-676,849	-2,011,878

APPENDIX B

STATEMENT TO SHOW MOVEMENT FROM PROVISIONAL OUTTURN (BEFORE SUPPORT SERVICE RECHARGES, INSURANCE AND PUBLIC BUILDING RECHARGES) TO APPROVED BUDGET

Cost Centre	Description	Approved Revised 2008/09 Budget				Provisional Outturn				Adjustments for Management Comparison Purposes						Provisional Outturn Excluding Accounting Adjustments				Variance From Budget			
		Total Expenditure	Total Grant Income	Total Other Income	Total Net	Total Expenditure	Total Grant Income	Total Other Income	Total Net	Doubtful Debt Provision		Depreciation	Deferred Charges	Grant Income	Other Income	Total Expenditure	Total Grant Income	Total Other Income	Total Net	Total Expenditure	Total Grant Income	Total Other Income	Total Net
		£	£	£	£	£	£	£	£	Expenditure £	Expenditure £	Expenditure £	Expenditure £	£	£	£	£	£	£	£	£	£	£
Chief Executive	Chief Executive	888,625	0	0	888,625	981,209	(72,932)	(1,320)	906,956	(34,145)	0	0	0	0	0	1,015,354	(72,932)	(1,320)	941,102	126,729	(72,932)	(1,320)	52,477
Customer Services	Customer Services	612,170	0	0	612,170	542,715	0	0	542,715	0	0	16,026	4,650	0	0	522,039	0	0	522,039	(90,131)	0	0	(90,131)
	Revenues & Benefits	22,336,559	(21,492,331)	(666,200)	178,028	22,429,465	(21,639,636)	(531,044)	258,784	(6,793)	0	81,560	15,450	0	0	22,339,248	(21,639,636)	(531,044)	168,568	2,689	(147,305)	135,156	(9,460)
Customer Services		22,948,729	(21,492,331)	(666,200)	790,198	22,972,180	(21,639,636)	(531,044)	801,499	(6,793)	0	97,587	20,100	0	0	22,861,287	(21,639,636)	(531,044)	690,606	(87,442)	(147,305)	135,156	(99,591)
Finance and Management Information Systems	Accountancy Services	2,361,989	(208,000)	(1,334,627)	819,362	2,079,645	(348,638)	(1,327,096)	403,911	(2,201)	20,726	0	8,105	0	0	2,053,015	(348,638)	(1,327,096)	377,281	(308,974)	(140,638)	7,531	(442,081)
	Audit & Fraud Prevention	236,327	(24,357)	0	211,970	227,366	(24,360)	0	203,006	0	0	2,345	0	0	0	225,021	(24,360)	0	200,661	(11,307)	(3)	0	(11,310)
	Mgmt Info Systems	634,388	0	0	634,388	591,983	0	0	591,983	0	0	48,078	0	0	0	543,905	0	0	543,905	(90,483)	0	0	(90,483)
Finance and Management Information Systems		3,232,704	(232,357)	(1,334,627)	1,665,720	2,898,994	(372,998)	(1,327,096)	1,198,899	(2,201)	20,726	50,423	8,105	0	0	2,821,941	(372,998)	(1,327,096)	1,121,846	(410,764)	(140,641)	7,531	(543,874)
Legal & Democratic Services	Democratic Services	391,287	0	0	391,287	366,165	0	0	366,165	(2,527)	0	0	0	0	0	368,692	0	0	368,692	(22,596)	0	0	(22,596)
	Elections	85,417	0	(1,600)	83,817	52,477	(5,248)	(2,164)	45,065	(570)	0	0	0	0	0	53,047	(5,248)	(2,164)	45,635	(32,370)	(5,248)	(564)	(36,182)
	Legal, Land Charges, Equality and Emergency Planning	651,233	0	(306,128)	345,105	696,357	0	(251,691)	444,666	(1,075)	0	8,923	0	0	0	688,509	0	(251,691)	436,818	37,276	0	54,437	91,713
Legal and Democratic Services		1,127,937	0	(307,728)	820,209	1,114,999	(5,248)	(253,855)	855,896	(4,172)	0	8,923	0	0	0	1,110,248	(5,248)	(253,855)	851,145	(17,689)	(5,248)	53,873	30,936
Policy & Performance																							
	Human Resources, Comms and Training	906,137	0	0	906,137	592,756	0	(58)	592,698	(5)	0	0	0	0	0	592,761	0	(58)	592,703	(313,376)	0	(58)	(313,434)
	Policy and Performance	288,527	0	(5,125)	283,402	299,814	0	0	299,814	0	0	0	44,046	0	0	255,767	0	0	255,767	(32,760)	0	5,125	(27,635)
	Process Improvement Team	80,523	0	0	80,523	67,623	0	0	67,623	0	0	0	0	0	0	67,623	0	0	67,623	(12,900)	0	0	(12,900)
Policy and Performance		1,275,187	0	(5,125)	1,270,062	960,193	0	(58)	960,135	(5)	0	0	44,046	0	0	916,152	0	(58)	916,094	(359,036)	0	5,067	(353,969)
Regeneration																							
	Admin Buildings	1,809,851	(870,301)	(674,242)	265,308	1,688,064	(836,828)	(641,098)	210,138	0	0	36,775	18,123	0	0	1,633,166	(836,828)	(641,098)	155,240	(176,685)	33,473	33,144	(110,069)
	Beacon and TIC	479,936	(534)	(92,078)	387,324	507,519	(90,671)	(97,316)	319,533	(1,733)	52	59,644	0	0	0	449,557	(90,671)	(97,316)	261,570	(30,380)	(90,137)	(5,238)	(125,754)
	Building Control	309,882	0	(287,473)	22,409	291,435	0	(203,993)	87,442	(2,034)	1,956	0	0	0	0	291,513	0	(203,993)	87,520	(18,369)	0	83,480	65,111
	Community Renewal	0	0	0	0	24,628	0	(24,760)	(132)	(132)	0	0	0	0	0	24,760	0	(24,760)	0	24,760	0	0	(24,760)
	Planning	307,288	0	(264,978)	42,310	285,878	(2,405)	(249,150)	34,323	(2,428)	0	0	0	0	0	288,306	(2,405)	(249,150)	36,751	(18,983)	(2,405)	15,828	(5,559)
	Property	240,309	(1,025)	(9,275)	230,009	761,187	(3,969)	(38,745)	718,474	(577)	37,284	467,936	0	0	0	256,545	(3,969)	(38,745)	213,831	16,235	(2,944)	(29,470)	(16,178)
	Public Buildings	480,555	0	(42,434)	438,121	1,946,934	0	(110,172)	1,836,761	0	0	981,409	438,952	0	0	526,573	0	(110,172)	416,401	46,018	0	(67,738)	(21,720)
	Housing	723,823	(106,199)	(20,070)	597,554	2,181,825	(1,111,000)	(9,687)	1,061,138	(2,546)	0	0	508,037	74,197	0	1,676,334	(1,185,197)	(9,687)	481,450	952,511	(1,078,998)	10,383	(116,104)
	Development Strategy & Economic																						
	Development	922,290	(8,528)	(140,680)	773,082	2,411,930	(1,059,313)	(234,080)	1,118,537	(2,706)	22,184	261,422	668,757	(504,954)	0	1,462,275	(554,359)	(234,080)	673,835	539,985	(545,831)	(93,400)	(99,246)
	Procurement	26,941	0	0	26,941	22,938	0	0	22,938	0	0	0	13,893	0	0	9,045	0	0	9,045	(17,896)	0	0	(17,896)
	Corporate Director Economic Prosperity & S	95,906	0	0	95,906	115,747	0	0	115,747	0	0	0	0	0	0	115,747	0	0	115,747	19,841	0	0	19,841
Total - Regeneration		6,315,717	(986,587)	(1,600,743)	3,728,387	11,163,618	(3,120,279)	(1,608,048)	6,435,291	(14,792)	61,476	1,807,185	1,675,635	(430,757)	0	7,634,115	(2,689,522)	(1,608,048)	3,336,545	1,318,398	(1,702,935)	(7,305)	(391,842)
Leisure & Environmental Services																							
	Cultural Services	1,010,830	0	(23,100)	987,730	1,248,336	(154,957)	(427,102)	666,278	(2,011)	66	0	11,680	(11,680)	0	1,238,602	(143,277)	(427,102)	668,224	227,772	(143,277)	(404,002)	(319,508)
	Enforcement	293,578	0	(403,227)	(109,649)	804,098	(26,966)	(633,697)	143,435	(2,319)	19,204	332,305	91,890	0	0	963,018	(26,966)	(633,697)	(297,645)	69,440	(26,966)	(230,470)	(187,996)
	Environmental Health	631,438	0	(27,668)	603,770	681,277	(10,837)	(20,515)	649,925	(2,950)	1,284	60,308	0	0	0	622,635	(10,837)	(20,515)	591,283	(8,803)	(10,837)	7,153	(12,487)
	Leisure and Environmental Mgmt	356,748	0	0	356,748	312,280	0	0	312,280	0	0	0	0	0	0	312,280	0	0	312,280	(44,468)	0	0	(44,468)
	Open Spaces	1,617,062	(23,000)	(722,223)	871,839	2,204,602	(22,164)	(1,070,221)	1,112,217	(5,649)	4,672	336,560	23,000	(23,000)	0	1,846,018	836	(1,070,221)	776,633	228,957	23,836	(347,998)	(95,205)
	Waste Services	2,859,176	(82,000)	(901,012)	1,876,164	3,029,651	(240,244)	(901,797)	1,087,611	(8,030)	25,339	138,380	0	0	0	2,873,962	(240,244)	(901,797)	1,731,921	14,786	(158,244)	(785)	(144,243)
Total - Leisure & Environmental Services		6,768,832	(105,000)	(2,077,230)	4,586,602	8,280,244	(455,167)	(3,053,331)	4,771,746	(20,959)	50,565	867,554	126,570	(34,680)	0	7,256,515	(420,487)	(3,053,331)	3,782,697	487,683	(315,487)	(976,101)	(803,905)
Public Service Delivery		0	0	0	0	146,226	(16,200)	(34,191)	95,834	(2,056)	0	0	0	0	0	148,282	(16,200)	(34,191)	97,891	148,282	(16,200)	(34,191)	97,891
TOTAL		42,557,732	(22,816,275)	(5,991,653)	13,749,803	48,517,662	(25,682,461)	(6,808,944)	16,026,258	(85,124)	132,766	2,831,672	1,874,455	(465,437)	0	43,763,893	(25,217,024)	(6,808,944)	11,737,925	1,206,161	(2,400,749)	(817,290)	(2,011,878)

STATEMENT TO SHOW MOVEMENT FROM PERIOD 11 YEAR END PROJECTIONS TO PROVISIONAL OUTTURN

	Provisional Outturn				Reported Period 11 Projections				Adjustment For Comparison Purposes (Insurance)	Variance			
	Total Expenditure	Total Grant Income	Total Other Income	Total Net	Total Expenditure	Total Grant Income	Total Other Income	Total Net		Total Expenditure	Total Grant Income	Total Other Income	Total Net
	£	£	£	£	£	£	£	£		£	£	£	£
Chief Executives													
Chief Executive	1,015,354	(72,932)	(1,320)	941,102	981,528	(72,933)	0	908,595	2,515	33,826	1	(1,320)	32,507
Customer Services													
Customer Services	522,039	0	0	522,039	524,225	0	0	524,225	16,341	(2,186)	0	0	(2,186)
Revenues and Benefits	22,339,248	(21,639,636)	(531,044)	168,568	22,235,418	(21,536,896)	(498,958)	199,564	19,006	103,830	(102,740)	(32,086)	(30,996)
Total - Customer Services	22,861,287	(21,639,636)	(531,044)	690,608	22,759,643	(21,536,896)	(498,958)	723,789	35,347	101,644	(102,740)	(32,086)	(33,182)
Finance and Management Information Systems													
Accountancy Services	2,053,015	(348,638)	(1,327,096)	377,281	2,170,157	(312,244)	(1,869,973)	(12,059)	(423,468)	(117,142)	(36,395)	542,877	389,340
Audit & Fraud Prevention	225,021	(24,360)	0	200,661	229,905	(24,360)	0	205,545	4,862	(4,885)	0	0	(4,885)
Management Information Systems	543,905	0	0	543,905	595,417	0	(9,257)	586,161	13,435	(51,513)	0	9,257	(42,256)
Total - Finance and MIS	2,821,941	(372,998)	(1,327,096)	1,121,846	2,995,480	(336,604)	(1,879,230)	779,647	(405,171)	(173,539)	(36,395)	552,133	342,200
Legal & Democratic Services													
Democratic Services	368,692	0	0	368,692	366,196	0	0	366,196	1,504	2,495	0	0	2,495
Elections	53,047	(5,248)	(2,164)	45,635	87,491	(0)	(2,164)	85,327	373	(34,443)	(5,248)	(1)	(39,691)
Legal Mgmt, Land Charges, Licensing, Emergency Planning, and Equality	688,509	0	(251,691)	436,818	672,332	0	(196,384)	475,948	17,934	16,177	0	(55,306)	(39,130)
Total - Legal	1,110,248	(5,248)	(253,855)	851,145	1,126,019	(0)	(198,548)	927,471	19,811	(15,771)	(5,248)	(55,307)	(76,326)
Policy & Performance													
Human Resources, Communications & Training	592,761	0	(58)	592,703	1,005,267	0	(54)	1,005,213	6,354	(412,506)	0	(4)	(412,510)
Policy & Performance	255,767	0	0	255,767	272,498	0	0	272,498	5,368	(16,731)	0	0	(16,731)
21000 Process Improvement Team	67,623	0	0	67,623	65,711	0	0	65,711	0	1,912	0	0	1,912
Total - Policy & Performance	916,152	0	(58)	916,094	1,343,477	0	(54)	1,343,423	11,722	(427,326)	0	(4)	(427,330)
Regeneration													
Admin Buildings	1,633,166	(836,828)	(641,098)	155,240	1,757,036	(836,828)	(603,477)	316,731	15,507	(123,870)	0	(37,622)	(161,492)
Beacon & TIC	449,557	(90,671)	(97,316)	261,570	523,910	(63,711)	(80,955)	379,244	15,374	(74,353)	(26,960)	(16,361)	(117,674)
Building Control	291,513	0	(203,993)	87,520	313,915	(473)	(178,660)	134,782	7,701	(22,402)	473	(25,333)	(47,262)
Community Renewal	24,760	0	(24,760)	0	7,464	0	(23,352)	(15,888)	0	17,296	0	(1,408)	15,888
Planning	288,306	(2,405)	(249,150)	36,751	276,190	(4,480)	(261,484)	10,225	0	12,116	2,075	12,334	26,526
Property	256,545	(3,969)	(38,745)	213,831	300,482	(6,866)	(43,607)	250,009	25,614	(43,938)	2,897	4,862	(36,179)
Public Buildings	526,573	0	(110,172)	416,401	307,611	(7,884)	(72,485)	227,242	11,031	218,962	7,884	(37,687)	189,159
Housing	1,676,334	(1,185,197)	(9,687)	481,450	706,228	(114,530)	(5,254)	586,445	3,019	970,106	(1,070,668)	(4,433)	(104,995)
Regeneration Strategy	405,912	0	953	406,865	328,739	189	(60,755)	268,174	3,633	77,173	(189)	61,708	138,691
Regeneration Delivery Plan (WNF)	494,384	(16,093)	0	478,291	0	0	0	0	0	494,384	(16,093)	0	478,291
Development Strategy & Economic Development	1,462,275	(540,999)	(234,080)	687,196	1,436,358	(394,015)	(6,688)	1,035,655	36,584	25,917	(146,984)	(227,392)	(348,459)
Procurement	9,045	0	0	9,045	1,772	0	0	1,772	0	7,273	0	0	7,273
Corporate Director Economic Prosperity & Sustainability	115,747	0	0	115,747	123,557	0	0	123,557	2,515	(7,810)	0	0	(7,810)
Total - Regeneration	7,634,115	(2,676,162)	(1,608,048)	3,349,905	6,083,261	(1,428,597)	(1,336,717)	3,317,947	120,978	1,550,854	(1,247,564)	(271,331)	31,959
Leisure & Environmental Services													
Cultural Services	1,238,602	(156,637)	(427,102)	654,864	1,284,147	(159,736)	(313)	1,124,099	35,139	(45,545)	3,099	(426,789)	(469,235)
Enforcement	363,018	(26,966)	(633,697)	(297,645)	350,660	0	(505,491)	(154,831)	16,958	12,358	(26,966)	(128,206)	(142,814)
Environmental Health	622,635	(10,837)	(20,515)	591,283	615,153	(9,767)	(23,386)	582,000	13,571	7,482	(1,070)	2,871	9,283
L&ES Management/Admin	312,280	0	0	312,280	326,912	0	0	326,912	8,750	(14,632)	0	0	(14,632)
Open spaces	1,846,018	836	(1,070,221)	776,633	1,762,760	(10,588)	(984,367)	767,805	68,435	83,259	11,424	(85,854)	8,829
Waste Services	2,873,962	(240,244)	(901,797)	1,731,921	2,859,548	(169,899)	(812,657)	1,876,992	71,945	14,414	(70,345)	(89,140)	(145,070)
Total - Leisure & Environmental Services	7,256,515	(433,848)	(3,053,331)	3,769,336	7,199,180	(349,990)	(2,326,213)	4,522,977	214,798	57,335	(83,858)	(727,117)	(753,640)
Public Service Delivery	148,282	(16,200)	(34,191)	97,891	0	0	0	0	0	148,282	(16,200)	(34,191)	97,891
TOTAL	43,763,893	(25,217,024)	(6,808,944)	11,737,925	42,488,587	(23,725,020)	(6,239,719)	12,523,848	(0)	1,275,306	(1,492,004)	(569,225)	(785,922)

COPELAND BOROUGH COUNCIL

APPENDIX D

2008/09 UTILISATION OF EARMARKED RESERVES

Earmarked Reserves	Budgeted Utilisation 1 £	Budgeted In Year Approved 2 £	Budget Approved in Previous Years 3 £	Total Budget 1 to 3 £	Total Budgeted Provisional Utilisation 5 £	Total In Year Budgeted Utilisation 6 £	Total Budgeted Utilisation 5+6 £	Budgeted Variance 5-1	Previous Year and In Year Variance 6-2-3
Working Neighbourhood Fund	1,000,000			1,000,000	477,596		477,596	-522,404	0
Other Commitments				0			0	0	0
Beacon (operating surplus 07/08 and 08/09)				0			0	0	0
Developing Elections	22,453			22,453			0	-22,453	0
Planning Policy Delivery			48,061	48,061		48,061	48,061	0	0
Job Evaluation	60,000			60,000			0	-60,000	0
Procurement Initiative	25,979			25,979			0	-25,979	0
Cultural Services Ongoing Schemes	8,290		23,886	32,176		23,886	23,886	-8,290	0
Rural Touring				0			0	0	0
Nuclear resourcing	30,213			30,213	10,555		10,555	-19,658	0
PFI NCI's			25,646	25,646		25,646	25,646	0	0
Regional Government			5,000	5,000		5,000	5,000	0	0
Staff Conferences			2,000	2,000		2,000	2,000	0	0
Finance (Accountancy) Employee Underspend for Consultancy			4,760	4,760		4,760	4,760	0	0
Final Accounts Consultancy		100,000		100,000		100,000	100,000	0	0
Performance Mgt System			2,000	2,000		2,000	2,000	0	0
GIS License Renewals			5,698	5,698		5,698	5,698	0	0
Covalent Training				0			0	0	0
Shared Service		3,464		3,464		3,464	3,464	0	0
Maritime Committee concert		20,000		20,000		20,000	20,000	0	0
Chapel Street Car Park				0			0	0	0
LABGI				0			0	0	0
Local Housing Allowance		10,116		10,116		10,116	10,116	0	0
Strategic Planning				0			0	0	0
Small Business Fund			24,750	24,750		24,750	24,750	0	0
HRA Disrepair claims			421	421		421	421	0	0
Total Other Commitments	146,935	133,580	142,222	422,737	10,555	275,802	286,357	-136,380	0
Sinking Funds				0			0	0	0
CCC Car Park				0			0	0	0
Crem Car Park				0			0	0	0
Phoenix Court				0			0	0	0
Recycling	18,065			18,065			0	-18,065	0
Bin Replacement				0			0	0	0
PFI				0			0	0	0
Total Sinking Funds	18,065	0	0	18,065			0	-18,065	0
Renovation Grants	500,000			500,000			0	-500,000	0
Adjustment	-500,000			-500,000			0	500,000	0
	0	0	0	0			0	0	0
Total Earmarked	1,165,000	133,580	142,222	1,940,802	488,151	275,802	763,953	-676,849	0

Outside Revenue Account;
Mayors Charities

Total

Financing of Capital From Revenue

LABGI
Chapel Street Car Park

1,490
270,530
19,000
289,530
1,054,973

APPENDIX E

GENERAL FUND REVENUE BASED CARRY FORWARD REQUESTS

Budget Description	2009/10 Carry-forward Requests based on Provisional 2008/09 Outturn (-) £	Required to meet Expenditure Commitments £	Request £	Detailed Description
Corporate				
Shared Services Development	-150,000		-150,000	Establish an earmarked reserve to meet future shared services development costs e.g. for professional services to support business case preparation. This is an estimate calculation based on 10 service areas at £15k per service.
Capacity Building - Non Finance	-100,000		-100,000	The Council is developing a bid to the North West Efficiency and Improvement Partnership for capacity and support. The establishment of this reserve would provide an element of match funding to NWEIP and demonstrate the Council's commitment to its bid.
Nuclear	-70,000		-70,000	Pending confirmation of long-term funding arrangements which are currently under review with partners, £70k request is identified to provide nuclear advice and support to the Council. This would ensure that specialist advice for the Council, if required, could be funded during 2009/10.
Leisure Contract - property maintenance	-150,000		-150,000	The NCL leisure contract payment requires the payment of a management fee and maintenance fund payments. The ten year maintenance plan is split into two main phases - years 1 - 5 and years 6 -10. The maintenance activity was 'backloaded' with more cost in years 6 - 10. This was intentional - to ensure maintenance funds were not spent on items which may be surplus to requirements at the end of the contract period, particularly if re-location to Pow Beck Valley occurred in the period. The reserve would represent forward planning, using part of the VAT windfall from leisure services to accommodate the expected increase in maintenance in the latter half of the contract period.
	-470,000	0	-470,000	
Finance and Management Information Services				
Management Information Systems	-40,000		-40,000	One-off upgrade to the current server arrangement, including the mail servers, to both improve business resilience and reduce operating costs. The software and hardware now exists at a price within Local Authorities' reach to replace the majority of the servers we have with 'virtual' servers. Virtual servers are not hardware dependent and therefore do not attract annual maintenance charges. More importantly, because of their 'non-bespoke' nature, they can be easily replaced in the event of failure. In addition, the new hosting servers are more robust and require less power to operate, all reducing the risk of operating failure. The replacement of some of the current server infrastructure would generate a revenue saving of approx £25k per annum (full year saving after implementation).
Finance	-90,000		-90,000	One-off resource request to address three areas of weakness identified as a result of the closure of accounts process 2007/08 and 2008/09 and the Use of Resources Report 2008. These relate to a need to develop accounting for benchmarking, accounting for partnerships, and improved financial processes to facilitate year and processes - which will involve a rationalisation of the in year management accounts processes and the code base. In particular, we will need to prepare for all encompassing International Financial Reporting Standards over the next twelve months and this resource will assist achievement of that requirement. The £90k estimate is a 'high' estimate of 12 - 18 months of external resource, but it is envisaged a number of short-term placements will be used. No one person could supply this range of technical accounting input. It will probably run until June 2010. This may support or be supported by the NWEIP bid identified above.
	-130,000	0	-130,000	

APPENDIX E

GENERAL FUND REVENUE BASED CARRY FORWARD REQUESTS

Budget Description	2009/10 Carry-forward Requests based on Provisional 2008/09 Outturn (-) £	Required to meet Expenditure Commitments £	Request £	Detailed Description
Policy and Performance				
Human Resources	-90,000	-90,000		£90,000 is required to fund the training commitments entered into in 2008/09 which will be delivered in 2009/10. This was indicated in the February Executive report. Part of this funding will be used in developing the council's apprenticeship scheme, and directly supports objective 3.2 of the Corporate Plan.
	-90,000	-90,000	0	
Customer Services				
Revenue and Benefits	-17,500	-17,500		£10,000 is required to fund commitments entered into during 2008/09 for Copeland's commitment to the shared services fund for Revenues and Benefits, and £7.5k for the Academy system development fund.
	-40,000		-40,000	This request would provide further resources, if required, for the Revenues and Benefits Shared Services activity.
	-57,500	-17,500	-40,000	
Leisure and Environmental Services				
Open Spaces	-3,000	-3,000		Delays in the delivery of some small plants and plugs from some suppliers, as a result of extreme weather conditions at the end of the season have resulted in delivery occurring in 2009/10.
Waste Management	-15,000	0	-15,000	The Whitehaven Festival Committee have requested assistance from partners to help fund this event. CBC's contribution of cleaning services would be appropriate and direct assistance. There is no provision in the Waste Management budget to fund this activity.
Crematorium	-1,000	-1,000		Expenditure will fall due in 2009/10, as as result of the planned refurbishment of pond being delayed.
Crematorium	-1,455	-1,455		Glazing of cloister openings in central building
Cultural Services	-10,000	-10,000		Study to be commissioned via Sport England Facilities Improvement Service to support the development of the LDF.
Cultural Services	-12,834	-12,834		Project commencement delayed – funding to be re-aligned with expenditure in 2009/10
Cultural Services	-2,445	-2,445		Leisure Deductions as outlined with Contract
Open Spaces	-5,990	-5,990		Spraying equipment purchase to carry out service in-house rather than using sub-contracting arrangements. This is below the deminimus threshold for capital equipment.
	-51,724	-36,724	-15,000	
Development Strategy and Operations				
Development Strategy	-5,000	-5,000		Delay in recruitment during the year has resulted in the need to carry forward some funding in relation to project costs for the Local Safety Action Groups associated with the Section 17 Officer who is jointly funded with Allerdale.
Development Strategy	-2,801	-2,801		Related to the item above - committed funding to be carrier forward re Section 17 Officer salary costs.
Development Strategy	-3,000	-3,000		Printing of Local Plan - a commitment exists in finalising web version

APPENDIX E

GENERAL FUND REVENUE BASED CARRY FORWARD REQUESTS

Budget Description	2009/10 Carry-forward Requests based on Provisional 2008/09 Outturn (-)	Required to meet Expenditure Commitments		Request	Detailed Description
	£	£		£	
Development Strategy	-3,886			-3,886	Cleator Moor Business Centre - work on building from previously generated income
Development Control	-12,000	-12,000			2009/10 budget includes a permanent saving from the implementation of the Headway software system, but there are outstanding commitments in relation to software licensing (one-off) which will need to be funded in 2009/10.
Development Control	-20,000			-20,000	Request to fund arial photography project in support of the development of Conservation Area policy framework as detailed in report to Executive -- 30th June 2009.
Building Control	-2,150	-2,150			Operational equipment which was not delivered by the end of the financial year and needs to be paid for in 2009/10.
Building Control	-7,000	-7,000			This is as per Development Control above - 2009/10 budget includes a permanent saving from the implementation of the Headway software system, but there are outstanding commitments in relation to software licensing (one-off) which will need to be funded in 2009/10.
Development Directorate	-31,000			-31,000	Crematorium works programmed for 2008/09 not commenced pending searching for best value evaluation. Depending on the outcome of this evaluation, the reserve would enable the works to be completed. If the work does not progress, the reserve could be released.
Development Directorate	-10,000	-10,000			Upgrading works to garage sites using the community group 'work 4 you'. This commitment was entered into in 2008/09 and the works are progressing.
Development Directorate	-6,000			-6,000	This is the balance in relation to income over costs of staff car parking. Transfer of the surplus to reserves would enable the 'smoothing' of funding between years, to account for minor works and fluctuations in permit numbers, or alternatively the balance could be returned to users.
Beacon	-10,269	-10,269			Income received in advance to fund a number of activities. The income should have been accrued at the year end to meet commitments in 2009/10. These include disaster training course and school activity sessions.
Beacon	-11,800	-11,800			Contribution to TIC Reserve for the re-fit in 2009/10. This reflects assumptions made during budget preparation. The opening of the refurbished TIC is 3rd July.
Beacon	-81,430	-81,430			Contribution to Beacon Earmarked Reserve in accordance with the Five Year Business Plan and agreement with Funding partners for refurbishment.
Housing Services	-25,500	-25,500			Emergency Accommodation of disabled person currently housed in a local hotel whilst major refurbishment takes place to accomodate the new disability estimated to take 20 weeks to complete
Housing Services	-20,000			-20,000	Complete housing and related strategies for older people. Copeland has a need to complete a number of housing and related strategies for older people, fule poverty, value for money and housing needs assesments for which the services of consultants are required to ensure that we complete all projects before the Audit Commission re-inspect housing services in September 2009.
Housing Services	-60,000	-60,000			Expenditure on consultancy services of is planned and committed from the 2008/09 underspend, as reported to Executive on 21 April as part of Item 14 "Revenue Budget 2008/09 - Budget Monitoring Report", and to be fully utilised in 2009/10.
Housing Services	-40,000			-40,000	Establish a new reserve fund which will enable the Council to tackle the issue of derelict and dilapidated buildings as set out in the Corporate Improvement Plan. This will provide 'seed' funding to recoup the cost of works in default. This is reflected in the Corporate Improvement 2.1.
	-351,836	-230,950		-120,886	
TOTAL	-1,151,060	-375,174		-775,886	

APPENDIX E

GENERAL FUND REVENUE BASED CARRY FORWARD REQUESTS

Budget Description	<div>2009/10 Carry-forward Requests based on Provisional 2008/09 Outturn (-) £</div>	<div>Required to meet Expenditure Commitments Request £ £</div>	<div>Detailed Description</div>
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APPENDIX F RESERVES AND PROVISIONS

SUMMARY OF GENERAL FUND BALANCES, EARMARKED RESERVES, SINKING FUNDS AND PROVISIONS

	2008/09	2008/09 Carry Forward Requests Approved by Executive on 26 May 2008 £	<-----2008/09----->				2009/10	2009/10 Executive and Full Council Approved Changes to Risk Based Reserve Strategy £	<-----2009/10 Projected----->				
	Balance as at 31 03 08 £		In year Additions / Transfers from General Fund Balances	Utilised £	Released from Earmarked Reserves £	Balance as at 31 03 09 £	2008/09 Carry Forward Requests £		In year Additions	Planned Utilisation (+) £	Utilisation of Carry Forward Requests (+) £	Released to Earmarked Reserves(+) £	Balance as at 31 03 10 £
General Fund Balances													
Risk Based	-1,434,000					-1,434,000		-300,752					-1,734,752
Unallocated	-1,811,193	317,800	-131,955		-37,155	-1,662,503	1,151,060	300,752		173,000			-37,691
Total General fund Balances	-3,245,193	317,800	-131,955	0	-37,155	-3,096,503	1,151,060	0	0	173,000		0	-1,772,443
Earmarked Reserves and Sinking Funds													
Earmarked Reserves	-5,443,811	-317,800	-1,098,155	1,054,973	37,155	-5,767,638	-1,151,060		-173,000	1,748,953	1,151,060		-4,191,685
Sinking Funds	-1,172,332		-195,053	0	0	-1,367,385			-97,594	5,000			-1,459,979
Total Earmarked Reserves	-6,616,143	-317,800	-1,293,208	1,054,973	37,155	-7,135,023	-1,151,060	0	-270,594	1,753,953	1,151,060	0	-5,651,664
Provisions	-281,445	0	-292,229	0	204,193	-369,481	0	0	0	0		0	-369,481
TOTAL	-10,142,782	0	-1,717,392	1,054,973	204,193	-10,601,007	0	0	-270,594	1,926,953	1,151,060	0	-7,793,588

APPENDIX G (1) GENERAL FUND BALANCES

REVENUE ACCOUNT SURPLUS (COST CENTRE 80214)

Balance Brought Forward from Previous Year

Risk Based

Unallocated

Movements in Year

General Fund:

Surplus for year

Adjustment for realisation for deferred grant income

Adjustment for Statutory account purposes

Approved carry forward requests from previous year

In year approved transfer to Earmarked Reserves

In year approved transfer to Sinking Funds

Released from Earmarked Reserves

Balance Carried Forward to Next Year

Risk Based

Unallocated

2008/09 £	2009/10 £
-1,434,000	-1,734,752
-1,811,193	-1,361,751
-3,245,193	-3,096,503
-2,011,879	
476,572	
110,144	
317,800	1,151,060
1,098,155	173,000
195,053	
-37,155	0
148,690	1,324,060
-1,734,752	-1,734,752
-1,361,751	-37,691
-3,096,503	-1,772,443

EARMARKED RESERVES

EARMARKED RESERVES

SINKING FUNDS

		2008/09				2009/10				
Budget Description	Description	Balance as at 31 03 08	New / Increase / Vired from General Reserve (-)	Utilised (+)	Released (+)	Balance as at 31 03 09	New / Increase / Vired from General Reserve (-)	Utilised (+)	Released (+)	Balance as at 31 03 09
Leisure and Environmental Services										
Waste Management	Recycling Sinking Fund	-40,311.00	-2,286.00			-42,597.00				-42,597.00
Waste Management	Bin Replacement Sinking Fund	-155,080.00	-8,793.00			-163,873.00	-10,000.00			-173,873.00
		-195,391.00	-11,079.00	0.00	0.00	-206,470.00	-10,000.00	0.00	0.00	-216,470.00
Development Strategy and Operations										
Property	PFI Sinking Fund	-837,733.00	-162,423.00			-1,000,156.00	-76,094.00			-1,076,250.00
Property	Pheonix Court Sinking Fund	-3,825.15	-217.00			-4,042.15	-3,000.00			-7,042.15
Property	Catherine Street Car Park Sinking Fund	-57,873.33	-7,849.00			-65,722.33		5,000.00		-60,722.33
Property	Crematorium Car Park Sinking Fund	-77,510.00	-13,485.00			-90,995.00	-8,500.00			-99,495.00
		-976,941.48	-183,974.00	0.00	0.00	-1,160,915.48	-87,594.00	5,000.00	0.00	-1,243,509.48
		-1,172,332.48	-195,053.00	0.00	0.00	-1,367,385.48	-97,594.00	5,000.00	0.00	-1,459,979.48

PROVISIONS

Description	Balance as at 31 03 08	<-----2008/09----->				<-----2009/10----->			
		New / Increase (-)	Utilised (+)	Released (+)	Balance as at 31 03 09	New / Increase / Vired from General Reserve (-)	Utilised (+)	Released (+)	Balance as at 31 03 10
JOB EVALUATION	0	-292,229			-292,229				-292,229.00
INSURANCE EXCESS PROVISION	-281,445			204,193	-77,252				-77,252.00
	-281,445	-292,229	0	204,193	-369,481	0.00	0.00	0.00	-369,481.00