

## Revenue Budget Proposals for 2015/16 and Medium Term Financial Strategy Projections 2015/16 to 2018/19

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### WHAT BENEFITS WILL THESE PROPOSALS BRING TO COPELAND RESIDENTS

This report is part of the suite of budget reports to enable Copeland Borough Council to set a balanced budget for 2015/16. This report provides Executive Members with the Revenue Budget draft proposals for 2015/16 following the receipt of the Government grant settlement figures for 2015/16 on 18 December 2014. The report also includes a first update of the Medium Term Financial Strategy (MTFS) projections for the period to 2018/19 following the announcements in the Chancellor's Autumn Statement received on 3<sup>rd</sup> December 2014.

It should be noted that the figures contained in this report are subject to change. In particular the Government grant settlement figures are provisional and which will be finalised in mid-January. There is also some outstanding work to the base budget build which will also be finalised prior to the next report being considered.

### WHY HAS THE REPORT COME TO THE EXECUTIVE?

Approval of the budget is a policy recommendation to full Council. A final report will be prepared for consideration by the Executive on 12<sup>th</sup> February following the statutory budget consultation period, and then Executive recommendations will be referred to full Council for approval as part of the Budget meeting on 26<sup>th</sup> February 2015.

### RECOMMENDATION:

It is recommended that Executive considers the following issues in this report for the purpose of agreeing a draft budget for consultation purposes as follows:

- (i) Note the government grant settlement figures received on 18<sup>th</sup> December of £3.829m, a reduction of £765k (17%) from 2014/15, which together with other changes to specific grants and base budget review, results in a budget deficit of £1.484m for 2015/16 as detailed in paragraph 3.6. The government grant reduction means that Copeland is once again in the category of the authorities most severely affected by the Government Grant reductions for 2015/16.
- (ii) Recommend the savings and use of reserves to close the estimated gap of £1.484m to give a balanced budget for 2015/16 as set out in **Appendix A** and informed by the public budget consultation exercise.

- (iii) Confirm the level of funding available to Parishes (following public consultation), which will be necessary to enable parishes to set their precepts, see paragraph 1.5 and **Appendix A**.
- (iv) Approve the use of the New Homes Bonus to support existing Council services, noting the associated risk of the funding being withdrawn at a future date (see para 2.6)
- (v) Approve the proposed fees and charges as detailed in **Appendix B**
- (vi) Approve the use of £176k from Earmarked Reserves in 2015/16, as detailed in the Reserves report presented elsewhere on this agenda.
- (vii) Approve the utilisation of £200k of revenue funding from 2014/15 to support the Working Differently capital programme as set out in the Capital Budget report elsewhere on the agenda and previously considered by the Executive on 25<sup>th</sup> Nov 2014.
- (viii) Approve the decision that there will be no change to the current Council Tax Discount Scheme for 2015/16 as set out in the public Budget Consultation document (see 4.1).
- (ix) Approve the working MTFS assumptions set out in paragraphs 3.5 including the financial *planning* assumption that council tax will be raised by 1.95% per annum (see paragraph 3.5 (v)). Also to note that the provisional projections to 2018/19 will be re-analysed following the May elections, but that the current deficit projections of another £3.3m savings to be found from 2016/17 onwards will represent a significant financial challenge to the authority.
- (x) Agree the content of this report, and amendments agreed at the meeting will form the basis of the statutory budget consultation (under Statutory Instrument 1992 No.3171) under which the council is required to consult business ratepayers or business representatives on proposed spending.

## 1. INTRODUCTION

- 1.1 This report provides Executive Members with draft Revenue Budget proposals for 2015/16 following the receipt of the Government grant settlement figures for 2015/16 on 18 December 2014. The report also includes updated projections on the Medium Term Financial Strategy (MTFS) for the period to 2018/19 following the announcements in the Chancellor's Autumn Statement received on 3<sup>rd</sup> December 2014.
- 1.2 The savings proposals set out in the report have been subject to a six week public consultation period and the results of the consultation are set out in **Appendix A**.
- 1.3 We also have a statutory duty to consult every year with local businesses on the budget (Statutory Instrument 1992 No.3171) and this helps inform final decisions made on the Council's budget and corporate plan. This report therefore seeks approval from the

Executive for the budget proposals agreed at this meeting to be consulted upon for a four week period from 9<sup>th</sup> January.

- 1.4 Following this consultation and further consideration of proposals, final proposals will be presented to Executive at its meeting on 12<sup>th</sup> February 2015, for recommendation to Council for formal approval of the Copeland Borough Council budget on 26<sup>th</sup> February 2015.
- 1.5 The Parishes must formally notify Copeland Borough Council of their precept requirements for 2015/16 by the end of February, and once the precepts have been received the formal Council Tax setting can take place. The Government are consulting on whether the Parishes should be brought into the Council Tax capping regime.

The Parish Councils are also awaiting a decision from Copeland Borough Council on the level of grant that they will receive to compensate them for the loss of income as a result of benefit claimants in their area; offset by the increased income they gain as a result of the Council tax technical changes introduced by CBC. Historically this Authority has passed on sufficient grant to the Parishes to mitigate their financial position. However within the public consultation there is a question as to whether to reduce the level of this grant by the same level that CBC's revenue support grant has been reduced by the Government i.e. circa 30% reduction which equates to a c. £20k reduction in funding. Further details are included in the consultation responses and Members are asked to confirm what level of funding will be passed to Parishes to enable them to set their precepts.

- 1.6 Following the budget approval on 26<sup>th</sup> February and the receipt of the precept information from the Parishes, the Council Tax Setting Committee will meet on 3<sup>rd</sup> March to formally set the level of Council Tax. This is in advance of the statutory deadline of 11<sup>th</sup> March each year to set the Council Tax.

## **2. 2015/16 LOCAL GOVERNMENT FINANCE SETTLEMENT**

- 2.1 The Local Government Finance Act 2012 changed the way local government is financed. This means that the Council has a greater reliance on income from Council Tax, Business Rates and other direct income sources. At the same time the Government is reducing the core grant funding that it allocates to councils. This fundamental change in our funding regime increases the Council's financial risk.
- 2.2 The analysis of the figures received from the government for the settlement funding assessment announced on 18<sup>th</sup> December are set out in Table 1 below.

**Table 1 – Overall reduction in Funding levels**

	<b>2013/14 Actual</b>	<b>2014/15 Actual</b>	<b>2015/16 illustrative</b>	<b>2015/16 provisional</b>	<b>Note</b>
<b>Spending Power:</b>	<b>£'000s</b>	<b>£'000s</b>	<b>£000's</b>	<b>£'000s</b>	
Council Tax Requirement	3,590	3,648	3,976	3,848	<b>2.7</b>
Settlement Funding Assessment					
- Revenue Support Grant	3,312	2,513	1,695	1,712	<b>2.5</b>
- Business Rates Baseline	2,203	2,081	2,142	2,117	<b>2.4</b>
New Homes Bonus	236	472	472	609	<b>2.6</b>
Specific Grants	21	17	Tbd	Tbd	<b>2.8</b>
<b>Total</b>	<b>9,362</b>	<b>8,731</b>	<b>8,285</b>	<b>8,286</b>	
<b>Percentage reduction</b>		<b>-6.74%</b>		<b>-5.1%</b>	<b>2.3</b>

- 2.3 Whilst the actual cash figures above show a reduction in funding of over 5%, the Governments own assessment of 'spending power' that is widely quoted in the press shows a reduction of 6.4%. The Government calculation is arrived at by analysing a number of chosen grants and then making a number of assumptions, for example that there will be no increase in Council Tax; that the Council Tax freeze grant is accepted; that the level of Parish funding stays at 2013/14 levels, that Business Rates income will be in line with forecast etc. None of these assumptions apply to Copeland finances as Copeland has taken difficult decisions in previous years to attempt to balance its budget. However, it is interesting that on the Governments own analysis, Copeland is once again in the category of the authorities most severely affected by grant reductions at the maximum 6.4%.
- 2.4 It should be noted that the figures announced, assume the Baseline Need for Business Rates of £2.289m; however we anticipate that we will be once again be in a safety net position once various appeals are heard. The drop in income to the safety net position is limited by regulations to 7.5% (c. £172k) to bring the anticipated receipt to £2.117m. Whilst generally Business Rates receipts can fluctuate and so income levels cannot be guaranteed, the safety net position IS guaranteed and therefore this is the worst case scenario for Copeland. The amount shown is the lowest amount receivable from NNDR, with the proposal that the potential reduction be funded in 2015/16 from the Risk Based / Earmarked Reserve set up for Business Rates.
- 2.5 The Authority will become ever more reliant upon collection of Business Rates as it is anticipated the Revenue Support Grant will continue to be cut. The Revenue Support Grant has been cut by over 50% since 2013/14 with a 30% reduction from 2014/15 to 2015/16. The assumptions for the MTFs are set out in Section 3 of the report.
- 2.6 The New Homes Bonus is a grant paid by Central Government for increasing the number of homes and their use. It is based on the amount of extra Council Tax revenue raised

from new build homes, conversions and long-term empty homes brought back into use. There is also an extra payment for providing affordable homes.

During 2013/14, an empty homes review was undertaken which identified a number of properties that could be re-classified as occupied. In addition to this exercise the impact of the 'long term empty premium' on Council Tax of 150% introduced, also resulted in a decrease in the number of empty properties. These two things together resulted in an increase in New Homes Bonus in 2014/15 of £255k. The empty property review was repeated this year however the exercise did not yield any further income. Instead there has been a net increase in housing stock in 2015/16 resulting in an in-year award of £137k which will take the total anticipated award for 2015/16 to £609k.

This money recognises the additional burden that new homes and residents will place on existing services. As it is not ring fenced it is therefore proposed to continue to use this funding to support the Council's existing services. Although New Homes Bonus is currently paid for 6 years from the date of award, it is anticipated that the funding will at some point in the future be withdrawn/reduced and so it cannot be relied upon for future funding. This thereby introduces an element of risk into the budget if we use it to support existing baseline services.

The analysis of the New Homes Bonus paid in each year is set out in Table 2 below. The New Homes Bonus allocation for the year is paid each year for 6 years (i.e. the 2011/12 award will drop out in 2017/18 etc.).

**Table 2: New Homes Bonus Allocations**

<b>Year</b>	<b>£000</b>
2011/12	15
2012/13	18
2013/14	184
2014/15	255
2015/16	137
<b>Total</b>	<b>£609</b>

2.7 Council Tax Assumptions

See paragraph 3.5 (v)

2.8 Notifications and analysis of various smaller grants is still outstanding.

**3. MEDIUM TERM FINANCIAL STRATEGY - PROJECTIONS TO 2018/19**

3.1 The proposals for the Budget for 2015/16 have been prepared in accordance with the Council's existing Medium Term Financial Strategy (MTFS) agreed by Council in February 2014 and updated in this report. When the MTFS was last formally revised in February 2014, *illustrative* settlement figures notified on 5<sup>th</sup> February 2014, were used for the 2015/16 projections. Provisional settlement figures for 2015/16 were received on 18

December 2014 and this report incorporates the revised figures. There is currently no indication on funding levels for Local Government from 2016/17 onwards, however the Chancellors Autumn Statement published on 3<sup>rd</sup> December 2014 contained information that suggests that there will be significant additional savings required from 2016/17, and that the next three years will see savings required of the same order of those achieved between 2010 and 2015.

- 3.2 A considerable amount of work has been carried out each year to enable the Council to continue to set a balanced budget as required by legislation whilst still meeting its statutory duties. However the Council will need to make significant additional savings over and above those already approved by Council in February 2014. These are estimated to be in the region of £4.8m over the next 4 financial years (based on the assumption of a complete reduction of RSG grant within this time). There are some considerable variables such as auto enrol pension, loss of NI rebate, anticipated further reductions in government funding etc. in these [projections].
- 3.3 The **original** budget deficit projections set out in the MTFS approved in February 2014 were as set out below in Table 3 below, along with the currently anticipated deficit taking into account the Autumn Statement announcements and other information known to date, together with the assumptions set out in paragraph 3.5:

**Table 3 – Revised Projections 2015/16-2018/19**

<b>Year</b>	<b>MTFS Projections February 2014 £000</b>	<b>Current MTFS Projections January 2015 £000</b>
2015/16	1,648	1,484
2016/17	546	1,350
2017/18	418	1,063
2018/19		940
<b>Total Projected Deficit</b>	<b>2,612</b>	<b>4,837</b>

- 3.4 It is anticipated that these revised projections would be the worst case scenario facing the Council to 2018/19 and more detailed analysis will be presented to future meetings once the projections for 2016/17 onwards become firmer following the May General Elections. Members should note however that the scale of the deficit, which will require further on-going savings to be made over and above the significant savings already made over the last four years, will represent a very significant financial challenge to the Authority.

Despite this the Authority is well placed to meet these challenges as it has a proven track record in delivering the necessary savings. A recent report from the Authorities auditors, Grant Thornton, has highlighted that the council has demonstrated good financial performance, as well as stating that members and officers have a good understanding and awareness of the financial environment and challenges facing the borough.

In considering value for money, the audit findings state that overall the council has adequate systems and processes in place to manage financial risks effectively, and to secure a stable financial position that enable it to continue to operate for the foreseeable future.

The report also underlines the importance of improving efficiency and productivity, stating that the council's Change Programme Board has been responsible for delivering a savings target of £1.76m which was set as part of the 2013/14 budget.

This demonstrates the council's ability to deliver its savings and efficiencies agenda and take appropriate steps to secure a stable financial position with a clear focus on delivering its statutory services.

3.5 The MTFS projections are based on broad assumptions and Members are asked to confirm these amended assumptions for the purpose of setting the budget for 2015/16:

**(i) Inflation:**

- Whilst headline inflation is currently low with CPI hitting 1% in November, the current forecast are that it will begin to increase again across next year with a current forecast *average* in 2015-2018 on CPI of 1.5%-2.1%. (information from Gov.uk, November 2014 forecast). Therefore a 2% increase for general inflation will be included for 2015/16 in line with the original MTFS forecasts. A 2% provision will also be built in for 2016/17 onwards. The cost of the 2% provision is estimated as *£75k in 2015/16*.
- Individual contracts (CPI/RPI/Other) in all years
- The inflation projections are set out in Table 4 below:

**Table 4: Inflation Projections 2015/16**

<b>Contract</b>	<b>Increase £'s</b>
NCL	95,687
PFI	44,830
Term contract repairs & Maintenance	16,154
Vehicles	13,131
Utilities	18,830
RBS Shared Service	32,851
General Inflation	74,490
<b>Total inflation 2014/15</b>	<b>295,973</b>

**(ii) Salaries:**

- Living wage or 2.2% pay award for 2015/16, for all staff excluding Chief Officers, to meet the nationally agreed pay award.
- 2% for Chief Officers as provision for the on-going pay award debate.
- 1% for 2016/17 to 2018/19, to provide for future national pay awards (n.b. each 1% addition on salaries equates to c. £66k)
- The previous MTFS approved in February 2014 had included staff inflation at 1% in line with the then offer for 14/15 onwards.
- Change in staffing structure as well as the differing levels of pay awards in 14/15 and 15/16 have resulted in a net difference of only £4k at £206k compared to the £210k included in MTFS approved in February 2014.
- Increments c. £35k are included for 15/16, c.£29k in 16/17 and c.£20k in 17/18

**(iii) Pensions Contributions:**

- The MFTS as at February 2014 included sufficient sums to fund the pension deficit until the date of the next triennial review which will take place in April 2017. For the sake of completeness and in absence of other information the 2016/17 contribution has been replicated for inclusion in 17/18 and 18/19 figures.
- The impact of auto enrol had been assessed at a maximum of £200k pa once fully in force (date of calculation being December 2013). Whilst the Authority took the decision to postpone auto enrol into the pension scheme for its employees until 2017/18, any employee who is not a member can join at any time. The MTFS approved in February 2014 assumed an estimated take up and cost of £50k per annum (circa 25% of estimated additional cost if all employees in scheme) for people who may opt in themselves before we reach our postponed date of 1 October 2017. This has been reviewed in light of take up numbers and costs to date with revised estimates of timing of original cost **estimates** as below:

Year	2014/15	2015/16	2016/17	2017/18	Total
2014 MTFS	50,000	50,000	50,000	50,000	200,000
Revised Budget/MTFS	20,000	30,000	30,000	*120,000	200,000

\*Remainder of original estimate



**(iv) Treasury Management:**

- The Treasury Management income budget has been increased in the current year by £49k removing the pressure that was originally identified when the budget was set in February 2014.
- An additional £30k income has been targeted for 2015/16 to reflect the small but currently forecast pick up in interest rates which have now been revised back to Quarter 4 of 2015.
- For the years 16/17 – 18/19 no increase/decrease in interest earned has been assumed, whilst we await the outcome of the NNDR appeals, which could significantly affect the level of and/or availability of funds to invest.

**(v) Council Tax Projections:**

- The Council Tax referendum level has been announced at 2% (as per the previous year). An increase of 1.95% for 2015/16 and 2016/17 onwards, based on the current estimated council tax base, has been assumed for forward planning purposes. Any proposed increases above 2% would trigger a referendum.
- Any change to the level of capping, the inclusion of Parishes or any grants, which will be built into the baseline funding (i.e. not lost after the year in which awarded) that may be offered will be included in future budget reports when the details are known.
- The impact of 1.95% increase on Band D and Band B (highest number of properties in borough) are detailed below:

<b>Band D</b> – currently £187.28 p.a.	£190.93
Annual increase - Council Tax	<b>£3.65</b>
Cost per week	£0.07
Cost per instalment (12)	£0.30

<b>Band B</b> – currently £145.66 p.a. (7/9).	£148.50
Annual increase - Council Tax	<b>£2.84</b>
Cost per week	£0.05
Cost per instalment (12)	£0.24

- The Council tax base (i.e. the number of Band D properties used to determine the Council Tax) is 20156.10 (current estimate from October CTB1 form),

(19,488.80 2014/15), an increase of 3.4% and is calculated in December each year.

- This low council tax base in the area means the proposed increase in Council Tax of 1.95% only generates around £74k extra revenue to the Council (2015/16 base figure x £3.65 annual increase); or £38k for each 1% increase.
- Of the increase generated, circa £72k is due the proposed increase in rate with circa £3k being due to growth in the taxbase.

**(vi) Government Settlement:**

- The MTFS approved in February 2014 included the 2015/16 'illustrative' settlement figure received 5 February 2014 with a 1% reduction year on year for RSG and an RPI increase year on year for NNDR.
- The Chancellor's statement on 3 December indicated that Local Government would see continued aggressive reductions in funding over the life of the next parliament and for this reason the assumed RSG funding (*as only 15/16 figures have been provided*) has been phased out to £nil for the purposes of the preparation of the MTFS. This is considered to be a worst case scenario.
- The Revenue Support Grant is a guaranteed cash receipt, but the receipt of Baseline Needs funding is dependent upon the collection of NNDR. For the purposes of the budget we have assumed the appeals lodged will take Copeland down to the safety net payment, which equates to a loss of c.£172k (7.5%) which will need to be borne by the Authority.
- The other authorities within the area have pooled for NNDR purposes with the aim of increasing retained income to every member. It still remains impossible for Copeland to join the pool as the outstanding appeals that would put Copeland into the safety net position as an individual authority (and trigger payments from the government) would not be sufficiently large to put the pool into a safety net position so the loss would have to be borne by all members with no payment from the government. The county pool and Copeland's inclusion in it will be reviewed in the future (can be renewed each year) to see if this would be beneficial.

**(vii) Fees and charges**

- Some of the fees we charge are statutory and therefore we have no discretion as to the level, however we do determine fees and charges on a number of services.
- In a CLT led workshop held on fees and charges, the proposed fees and charges were reviewed on a service-by-service basis as attached in **Appendix B**. The total impact of the fees and charges set out is an overall increase of £23,437.00.

- Executive are asked to recommend the attached fee and charges to Council and the resultant changes in income targets for inclusion in the 2015/16 budget. The following should be noted:
  - Allotments –While charges remain the same for 2015-16, work carried out over the last 18 months to bring uncultivated plots into use has resulted in increased income. The proposed budget for 2015-16 reflects current levels of income.
  - Crematorium – Fees remain unchanged however in responding to new demands on the service a new charge for the use of the chapel is included.
  - Cemeteries – The budget proposal reflects a 1.5% increase in charges bringing charges in line with Cumbrian colleagues.
  - Markets – The budget proposal is based on a 5% growth in income. Charges other than for Cleator Moor, which is brought in line with Whitehaven and Egremont remain at 2014-15 rates.
  - Car parks - The proposal is to leave hourly charges unchanged but to increase the cost of monthly, quarterly, half yearly and annual permits whilst ensuring permits offer more cost effective parking for regular car park users. The proposed budget for 15-16 provides a more accurate reflection of income at current levels.
  - Dogs Enforcement – the proposal is to increase dog collection and boarding fees in line with neighbouring authorities.
  - Food Safety & Private water sampling- Fees remain unchanged
  - Health and Safety - Fees remain unchanged
  - Environmental Protection - Fees remain unchanged
  - Waste –The proposed budget includes income for trade waste, bulky collections and new for 2015-16 the enhanced green waste service of £50k. Fees for bulky waste remain unchanged for 2015-16. The income budget for bulky collections has been reduced to reflect the diminished demand for the service.

3.6 Table 5 below details the original 2015/16 budget as projected in February 2014 and the latest revision:

**Table 5 – Detailed Revised Projections 2015/16**

	2015/16 Original Feb 2014	2015/16 Current revision	Notes
<b>Base budget</b>	10,176,273	10,271,887	
<u>Budget Reductions</u>			
Savings proposals for 2014/15	(8,000)	(8,000)	
<u>Budget Increases</u>			
In year pressures	0	87,000	1
Salary Movements	94,789	206,111	2
Auto Enrol pensions	50,000	30,000	3
Estimate increase pension deficit	123,700	123,700	
Contractual increases for inflation	275,276	295,973	4
Loss of NI rebate	125,828	0	5
Loss of recycle credits	75,000	0	6
<b>Funding from Reserves</b>			
Earmarked Reserves	54,000	175,807	7
<b>Total Spending</b>	<b>10,966,866</b>	<b>11,182,478</b>	
Rounded Total Spending (£'000)	10,967	11,182	
<b>FUNDING</b>			
RSG	1,695	1,712	
Baseline Need	2,142	2,117	
New Homes Bonus	472	609	8
PFI Grant	837	837	
Council Tax	3,719	3,848	9
Collection Fund surplus			
BEC - Social Fund	400	400	
General Reserves			
Earmarked Reserves	54	176	
<b>Shortfall</b>	<b>1,648</b>	<b>1,484</b>	

3.7 The analysis of the movement in the base budget is still being completed however some of the main reasons for the movement between the original February 2014 projection of £1,648k and the current projections as at January 2015 of £1,484k is:

**1. In year pressures**

Cost of additional Mayoral election and additional member training costs for change in constitution.

**2. Salaries and pensions**

The base in the original figures included a 1% pay award for 14/15 and then a pressure of 1% for 15/16. However the 1% pay award was not given in 14/15, with 2.2% (for majority of staff – see paragraph 3.5 (ii) above) given for 2015/16.

**3. Auto Enrol Pension**

As detailed in paragraph 3.5 (iii) above this is purely a change in the estimate of timing, on the uptake of auto enrol costs.

**4. Contractual increases for inflation**

Original MTFS in February 2014- £275k; Revised Revenue Budget January 2015 - £295k. See (3.5 (i))

**5. Loss of NI rebate**

As detailed in paragraph 5.7 the pressure relates to changes in rates of national Insurance, however this will become effective from 1 April 2016, so it has moved from 2015/16 to 2016/17 on table 5.

**6. Loss of recycle credit**

This is not anticipated to occur in 2015/16 and has been moved to 2016/17.

**7. Earmarked Reserves**

Proposed use of earmarked reserves as detailed in the **Reserve Review** report presented elsewhere on this agenda.

**8. New Homes Bonus**

The indicative New Homes Bonus award (as notified on 17 December 2014) is an in year award of £137k bring the total award for 2015/16 to £609k.

**9. Council Tax**

As detailed in paragraph 3.5 (v) above the change in Council Tax base has increased the potential income (if proposed increase in rate of 1.95% is agreed by Council). The Collection Fund Surplus or Deficit figure is still to be calculated.

#### 4. BUDGET CONSULTATION AND SAVINGS PROPOSALS 2015/16

4.1 Members considered a report at their meeting on 30<sup>th</sup> September 2014 on the budget options to close the budget deficit for 2015/16. These proposals formed the basis of the public consultation which ran from 12<sup>th</sup> November to 23 December 2014. A number of the savings proposals have already been built into the base budget projections and account for some of the reduction in the deficit projection falling from £1,648k to £1,484k as follows:

**Table 6: Savings Proposals included in Base:**

Savings Included in Base	£000	Notes
Maximise New Homes Bonus	137	Para 2.6
Green Waste Fees	50	Para 3.5 (vii)
Review of Base Budgets	140	Various - net
Treasury Management	30	Para 3.5 (iv)
<b>Total</b>	<b>357</b>	

Prior to the consultation, the Executive took the decision not to change the Council Tax Discount Scheme for 2015/16 and to continue to support the most vulnerable low income families for a further year.

4.2 The results of the public consultation have now been analysed and a summary of the results are set out in **Appendix A**.

4.3 Following the results of the consultation the following savings proposals are further considered for 2015/16 implementation:

**Table 7: Savings Proposals and Use of Reserves**

Proposal	Saving Proposed 2015/16 £000	Notes
Office Accommodations moves	500	£800k full year impact from 2016/17
Reduction in Parish Funding Levels	20	30% reduction
Use of Earmarked Business Rate / Risk Based Reserve to fund the Business Rates safety net shortfall	172	Para 2.4
Use of Reserves to fund the remaining gap on a one year basis pending identification of further savings in 2016/17	792	Maximum £960k available
<b>Projected Deficit Total</b>	<b>1,484</b>	

4.4 As set out, the savings above will meet the produce a balanced budget position for 2015/16. However the proposals leave a significant element of the deficit to be funded

from Reserves in 2015/16 but which will need to be addressed in 2016/17 by the longer term savings proposals consulted on such as wider commissioning of services. There will also need to continue to be a strategic use of reserves to allow time for the successful management and implementation of the savings strategy going forward and to provide capacity for planning for the 2016/17 phases of the transformation programme.

4.5 Members are asked to consider the update on the public consultation and any changes required to the budget proposals in light of the feedback and the latest financial settlement.

4.6 Once the draft budget proposals have been approved by Executive at this meeting, this will be subject to a further statutory budget consultation which will run for four weeks from 9<sup>th</sup> January to 5<sup>th</sup> February 2015.

## **5. RISKS**

5.1 There are always risks associated with setting a budget as many budget assumptions can change if forecasts used in the process prove to be inaccurate. The scale of the cuts and the changing way in which figures are given makes this more challenging.

5.2 The Mayoral election will take place in May 2015. An independent remuneration panel is currently working on indicative costs for the Mayor and their Executive and as such are NOT currently included in the figures in this report. The new Mayor, once elected may decide to appoint a Political Assistant, again the cost of this is NOT currently included in the figures in this report. Once known these will increase the base budget and the call on the General Fund. In the interim, a contingency sum of £100,000 has been set aside in the earmarked reserves (subject to member approval).

5.3 Decisions relating to the Revenues and Benefits shared service may impact further on the financial forecasts included in this report.

5.4 The Revenue Support Grant is a guaranteed cash receipt, but the receipt of Baseline Needs funding is dependent upon the collection of NNDR. For the purposes of the budget and MTFS we have assumed the appeals lodged will take Copeland down to the safety net payment, which equates to a loss of circa.£172k (7.5% of baseline need), as previously stated in paragraph 2.4 above.

5.5 Provisional settlement figures for 2016/17 were not included on 18 December 2014. The RSG figures for 2016/17 onwards have been included as 15/16 level but reduced by 1/3 over the next 3 years to reduce RSG to £nil over the life of the next government as indicated in the Chancellors Autumn Statement of 3 December 2014. NNDR has been increased by RPI year on year for NNDR, and then reduced to safety net level, for the purposes of the MTFS.

- 5.6 There is a risk that New Homes Bonus will be reviewed or deleted in future Government funding settlements and as this funding has been used to support core services, there is a risk to those services if removed.
- 5.7 The Pension Fund triennial review will be due 2016/17 which is within the life of the current MTFS. The current contribution rate is included at 12.4% with yearly additional sums for past service of c. £124k for 15/16 and £133k for 16/17, being included in the MTFS. For the sake of completeness the 16/17 contribution has been replicated for inclusion in 17/18 and 18/19 figures, but these will be updated once the next review takes place in 16/17.
- 5.8 Whilst the Authority took the decision to postpone auto enrol into the pension scheme for its employees until 2017/18, any employee who is not a member can join at any time. The previous MTFS agreed in February 2014 included an estimate of take up at £50k a year, (circa 25% of estimated additional cost if all employees in scheme) every year, until 2017/18. This has been reviewed in light of take up numbers and costs to date with revised estimates now being £30k for years 15/16 and 16/17 with the remaining £120k included in 17/18. However this remains an estimate and take up may be more or less.
- 5.9 The government published 'The Single-Tier Pension: a simple foundation for saving' on 14 January 2013. On 18 March 2013 the government announced that the single-tier pension will be brought in on 6 April 2016. The single-tier pension will replace the State Second Pension, contracting-out arrangements and reliefs.

Closing the State Second Pension is an important part of the single-tier reforms. Contracting out of the State Second Pension for Defined Benefit schemes will therefore come to an end. Contracting out means giving up entitlement to the State Second Pension in return for a broadly similar occupational pension and a lower National Insurance (NI) rate for employer and employee.

For employers, the end of contracting out will have cost and administrative implications, the largest of which will be paying higher employer National Insurance contributions. They will have to pay the same rate of National Insurance as all other employers, meaning an increase in respect of each contracted-out employee of 3.4 per cent of earnings between the Lower Earnings Limit (LEL) and Upper Accrual Point (UAP), for Copeland this cost is estimated at £126k pa and is included in the MTFS projections from 2016/17 onwards.

- 5.10 As set out in a separate report, the Council holds a risk-based reserve of £2m, with an estimated unallocated General Fund Reserve of £1.637m. As stated in paragraph 4.3 above, up to £960k of the unallocated general fund will need to be utilised to balance the budget once the savings identified and consulted upon have been actioned.



## **6 REPORT OF THE s151 OFFICER**

6.1 In setting the budget requirement in February 2015, the Council is required under Section 25 of the Local Government Act 2003 to consider the formal advice of the statutory s151 responsible officer, on the robustness of the estimates included in the budget and adequacy of reserves. In a report to Executive on today's agenda, the s151 officer recommended a level of £2m be set as the minimum level of Reserves deemed acceptable for Council purposes.

6.2 If the balance on the General Fund is projected to fall below the recommended risk-based level, then priority will be placed on restoring the balance in subsequent budget and out-turn recommendations. Temporary dips below the target may be acceptable provided that there is a robust plan to restore balances to the target level.

6.3 The view on the robustness of the estimates is that the budget for 2015/16 is balanced and achievable subject to achieving the savings and the use of reserves set out in paragraph 4 above. For 2016/17 onwards however there will be a very significant financial challenge to achieve the deficit projections currently projected on top of the savings already achieved over the last four years.

## **7 CONCLUSIONS**

7.1 The position of the budget and the MTFs projections as set out in this report outline the budget proposals for consideration for 2015/16 and once approved will form the basis for the statutory budget consultation. It also provides a forecast for a further 3 years to 2018/19.

7.2 The detailed budget proposals including the savings for 2015/16 will be represented to the Executive on 12<sup>th</sup> February 2015 to be recommended to Council for the setting of the budget on 26 February 2015.

## **8 STATUTORY OFFICER COMMENTS**

8.1 The monitoring officer's comments are: No further comments

8.2 The Section 151 Officers comments are: included in the report

8.3 EIA Comments: There are no EIA impacts at this stage. Each project approved for savings or spend will be assessed individually for any impacts.

8.4 Policy Framework: Proposals in accordance with the Budget and Policy Framework

8.5 Other consultee comments: the consultation process is set out in the report.

**9. HOW WILL THE PROPOSALS BE PROJECT MANAGED AND HOW ARE THE RISKS GOING TO BE MANAGED?**

9.1 The budget process is a high risk process which is project managed and monitored by the Corporate Leadership Team. The risks are contained in the Strategic Risk Register and will be monitored as part of that process.

**10. WHAT MEASURABLE OUTCOMES OR OUTPUTS WILL ARISE FROM THIS REPORT?**

10.1 The key measurable outcome is a balanced budget proposal for the Council for 2015/16, which will determine the manpower, financial and other resources it will have available to provide services for the year.

**List of Appendices**

Appendix A – Public Consultation Feedback 2015/16

Appendix B – Proposed Fees and Charges 2015/16

**List of Background Documents:**

Government Provisional Grant Settlement 18 December 2014

Public consultation - savings proposals November/ December 2014

Quarter 1 & 2 Revenue Budget Monitoring reports

### BUDGET CONSULTATION 2015/16 FEEDBACK

#### 1. INTRODUCTION

- 1.1 The council has undertaken a budget consultation to help prioritise expenditure and make necessary savings over the next two years.

The consultation on proposed savings ran from Wednesday 12 November until Tuesday 23 December 2014 to give local people the opportunity to put forward their views on key proposals.

This report outlines the feedback from this consultation exercise.

- 1.2 The budget consultation document outlined the reductions in government funding in recent years, as well as explaining that more savings and efficiencies would be required.

It outlined proposals for saving £2.5 million from 2015/16 to 2017/18.

#### 2. BUDGET PROPOSALS & PUBLIC ENGAGEMENT ACTIVITY

- 2.1 The budget proposals consulted on included:

- **Council Tax Reduction Scheme** - whether to reduce the same proportion (30%) from this grant for parishes as the funding reduction from government
- **Council Tax** - a proposal to raise around £70,000 by increasing the Council's small share by 1.95% (a cost of an extra 5p per week for a band B property)
- **Cost reduction by increased efficiency** - for example, making savings on office accommodation and sharing services with other local councils
- **Income generation** - including reintroducing charges for replacement rubbish bins in certain circumstances and an annual fee of £35 per bin for the collection of additional garden waste
- **The proposed application of up to £960,000 of unspent funding** - to cushion the impact of the cuts over a two year period.

- 2.2 The purpose of the budget consultation was to seek public feedback on proposals to help set expenditure and prioritise the provision of council services in Copeland for the next two years. To support this, the council undertook a range of communications and engagement activity to ensure that local people had plenty of time and opportunity to submit their views.

2.3 The consultation was open from Wednesday 12 November until Tuesday 23 December 2014, providing ample scope for people to consider in detail the proposals to meet budgetary challenges, as well as offering their ideas, input and solutions. Communications and engagement activity included:

- Production of full consultation document including rationale for proposals
- An A4 summary document of the key aspects of the proposals
- A dedicated webpage about the proposals on the council website, including clear signposts from the homepage
- An online survey as part of the above webpage
- Press releases issued to local media on 12 November and 9 December, both of which received substantial coverage including in the Whitehaven News
- The dissemination of the webpage link to stakeholder organisations and contacts
- Hard copies of the budget consultation and survey on display in council buildings
- Hard copies of the budget consultation and survey on display in local libraries
- An A4 promotional flyer for noticeboards in council buildings and libraries
- Presentations on the consultation proposals at neighbourhood forums in November 2014
- Social media reminders throughout November and December on both Facebook and Twitter with links to the online survey.

### **3. BUDGET CONSULTATION FEEDBACK**

3.1 Levels of public response:

3.1.1 A relatively small number of responses to the consultation were received, with only 17 online survey forms, 6 email submissions and 6 hard copy completed responses being received. It is likely that this was because the scale of this year's proposals is again smaller than in other years.

3.1.2 Three responses were on behalf of parish/town councils and AWAZ which represents the black and minority ethnic community. The remainder came primarily from individual residents.

3.1.3 Summaries of the survey responses are shown below, including specific answers and suggestions which were forthcoming.

3.2 Proposals in relation to reducing parish funding for the Council Tax Reduction Scheme:

- 3.2.1 There was a broadly neutral split of respondents with a small majority disagreeing with this course of action.
  - 3.2.2 Parton Parish Council's response states that the consultation document does not state that government funding towards the cost of providing CTRS has been reduced by 30%. It cites the LGA assertion that no grant is to be lowered by more than 10% and suggests a reduction of no more than the 6.4% budget reduction facing the council. It also points out that parish and town councils in less affluent areas of the borough will feel a greater impact and suggests that one solution to addressing the financial imbalance would be to make no grant to those parishes which would be entitled to less than £200.
  - 3.2.3 Some alternative comments were made and proposals suggested. In terms of grants and funding, AWAZ has stated that it is essential that before making any decision to discontinue any such funding, the Council undertakes an equality impact analysis and effective consultation with grants or funding holders to minimise any potential negative impacts. Other respondents asked for less spending on community regeneration and culture and for all grants to be re-examined to see what value they add, as well as ensuring that all incoming nuclear money is more efficiently allocated, not put into lower priority schemes.
  - 3.2.4 Egremont Town Council has stated that a 30% reduction is too excessive and the timing of the proposal 'would not enable them to set their precept without an in depth look at how such a cut could be embraced within next year's financial projection'. It also said that it has been providing community services that Copeland used to provide, thus saving Copeland this expense over past years.
- 3.3 Proposals in relation to charges for replacement bins and additional garden waste collection:
- 3.3.1 There was a similarly even split of respondents with some stating there would be no impact whereas others said there would be strong or some impact on families.
  - 3.3.2 One respondent pointed out that 'not everyone has a garden and not everyone has garden waste removed, therefore a charge should apply for a level playing field', also suggesting that the same approach could be adopted for recycling services. Another expressed concerns as to who would pay for bins damaged by council bin collectors.

3.3.3 Other suggestions for fees and charges included planning services, taxi services and centralised services. One respondent said: 'even if you only make a nominal charge for your admin costs, nothing should be provided for free, as there is then nothing to limit demand'. Another suggested making doorstep recycling collections optional with a charge for collection.

#### 3.4 Proposals in relation to sharing services with other councils:

3.4.1 A clear majority of respondents agreed or strongly agreed with this suggestion (a ratio of nearly 5:1 made this reasonably conclusive despite the relatively low number of responses). Most also thought that there would be little or no impact on their family.

3.4.2 Although it states the view that shared services with other councils are a good idea, AWAZ has concerns that specialist knowledge base within the council workforce with regards to communities of identities and place may evaporate, leaving vulnerable people from BME communities to 'fall through the net' and be left to navigate through the system on their own. AWAZ requests that the council provides them with a copy of the review on the effectiveness of the existing shared services and its associated Equality Impact Analysis.

3.4.3 Some alternative proposals and comments were suggested, including the following ideas and proposals for sharing services and reducing costs:

- Explore the concept of sharing chief executive and senior management posts, or entire senior management teams, with adjoining authorities e.g. Allerdale, Barrow
- Push for a Unitary Authority for Cumbria
- Move to alternative cheaper to run offices
- Sell the large office in Whitehaven to a Sellafield company requiring off-site space
- Reduce amount of waste generated by Copeland Council, e.g. multiple copies of documents to multiple people
- Further staff reductions at head office
- Reduce employment of agency staff
- Reduce salaries of minor officials
- Reduce the number of councillors and their allowances
- Reduce or cancel senior staff bonuses.
- Some departments like waste collection could be run on a 'workers co-operative basis' to save on higher salaries of managerial posts.

#### 3.5 Proposals in relation to the Council's 'Delivering Differently' initiative:

- 3.5.1 The majority of respondents tended to agree with this idea, one saying that it would cost more in the short term before savings would show through. The three tier' meeting in December 2014 indicated support for proposed accommodation moves.
- 3.5.2 In principle, AWAZ expressed support for this approach but has concerns that over-reliance on ICT technologies may reduce equity in accessing council services among a considerable proportion of tax payers. It also suggests that the council carefully analyses the data from 2011 Skills for Life Survey to ascertain how many people will be put at risk and disadvantage within Copeland Borough Council jurisdiction as a result of this approach because they lack functional skills in literacy, numeracy and ICT. Furthermore, BME people who do not have English as their first language or people with learning difficulties or living in rural areas having no internet connections or means to afford ICT and internet may find additional barriers in accessing services.
- 3.5.3 Some additional proposals were also suggested:
- Seek to generate income by developing Ginns into a formal car park
  - Explore the introduction of a Community Infrastructure Levy
  - Look at possible retention of Business Rates by the Borough Council
  - Investigate use of biodiesel for vehicles or investing in electric vehicles
  - Instal solar panels and/or wind turbines on council buildings to generate energy, reduce bills and feeds into national grid
  - Reduce street lighting or replace with low energy lighting
  - Increase preventative maintenance of assets (roads, building) to reduces longer term costs
  - Explore opportunities to work in partnership with local communities and VCS to co-produce redesigned services currently under threat
  - Better use of IT systems to reduce waste - limit internet access to internet for personal use, cut IT spending on over-technology
  - Reduce car parking charges to encourage more people to use the towns in the area therefore encouraging more businesses to operate in Whitehaven.
- 3.6 Proposals in relation to increasing Council Tax by 1.95%, although one response asked why it was set at 1.95% and not 2%.
- 3.6.1 A small majority of respondents thought this measure would have some or high impact on their community.

- 3.6.2 AWAZ states that the proposal will have a high impact, citing the socio-economic conditions and political economy within Copeland indicating that there are fewer opportunities for Black and Minority Ethnic Community Council Tax payers to increase their income potential to meet the demands of the Council to pay increased Council Tax.
- 3.7 Proposals in relation to the use of unspent funding to meet the budget gap identified for 2015/16 to 2017/18:
- 3.7.1 The majority of respondents either strongly agreed or tended to agree with the proposal to use unspent funding to meet the budget gap. Very few disagreed with this approach.
- 3.7.2 Of those who agreed, there was an even split between the 'tend to agree' and 'strongly agree' categories.
- 3.8 Other savings proposals:
- 3.7.1 A number of alternative proposals were suggested for consideration and are listed below:
- A reference to Section 12 (2) of the Local Government Finance Act 2012, allowing 'local authorities in England to set a council tax rate for long-term empty properties of up to 150% of the normal liability. The premium may be applied when a given property has been empty for two years, irrespective of how long its current owner has owned it. Therefore, it is possible for an individual to buy a property which has already been empty for two years and be liable for the premium immediately'.
  - A reference to Chapter 8 (6) of the Cremation Act 1902: 'A burial authority may accept a donation of land for the purpose of a crematorium, and a donation of money or other property for enabling them to acquire, construct, or maintain a crematorium. As cremations and the tending of graves are a discretionary service, donations should be sought for maintenance rather than passing or even reducing costs to the bereaved.
  - Better measures in place to accurately evaluate performance and drive efficiency and accountability.
  - Cease transfer of capital and value from the public to the private sector - e.g. PFI, outsourcing, consultants etc.
  - Invest in ways of improving services and being more creative in raising revenue from those that flout and abuse the system e.g. fly-tippers, property owners who deliberately leave buildings empty etc.
  - With some council tax going to the police, police forces should share their resources too.



- AWAZ suggests that the council proactively and meaningfully engages with communities, VCS and social enterprise sector organisations to transform frontline community services and work in partnership with them to work on co-production of services utilising community assets and resilience.

### 3.7.2 Other comments:

“Shared and outsourced services rarely bring an improvement in performance long term - they may look good on the balance sheet, but ultimately the profits leave the region (and no doubt corporation tax as well). This short-termism undermines the very core of Local Government as suppliers rub their hands with glee at the potential profits to be made by restrictive contracts.”

“Consultants must be strongly policed both commercially and ethically. Contracts must be designed to benefit Copeland long term rather than the supplier. If the Church of England can take action against Wonga by withdrawing investment, surely Copeland can redress the balance as well.”

“The idea of having to pay high salaries to recruit the 'best' is a lie generated by people who are only interested in moving up the financial ladder.”

“You have proved in recent years that you can make savings when forced to, and we believe that there is more available.”

## 4. EQUALITIES

- 4.1 AWAZ Cumbria noted the council’s proactive engagement with Black and Minority Ethnic Communities as part of budget consultation process and continued support for AWAZ to enable minority ethnic engagement in the process. Whilst it observed some improvements in the on-line budget consultation process and the actions taken to address concerns from the previous budget consultation, it has pointed out that no initial Equality Impact analysis on the Budget proposals for 2015-16 were published with the consultation document, nor last year’s analysis to demonstrate how it has mitigated negative impacts.

It also has concerns that there is no explicit demonstration anywhere in the budget proposals as to how the council would meet the aims of the General Equality Duty s.149 of Equality Act 2010

(<http://www.legislation.gov.uk/ukpga/2010/15/section/149>) through these proposals within the limits of 2015-16 Budget.

## **5. CONCLUSIONS**

- 5.1 Copeland Borough Council, like most other local authorities across the country, has to make further significant changes to the way it provides services, to help address the biggest funding cuts that local government has ever seen.
- 5.2 It is important that the feedback from the public and our stakeholders on our proposals is fully considered, so that changes to the services we provide, and on our future budget take account of these.

# **PROPOSED INCREASES IN FEES AND CHARGES**

**2015/16**

February 2015

**DEVELOPMENT CONTROL**

2014/15 BASE BUDGET INCOME

333,720

PROPOSED 2015/16 BASE BUDGET INCOME

333,720

PROPOSED FEES & CHARGES 2015/16 (STATUTORY SET FEES)	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Discharge of Planning Conditions: Residential domestic Properties	25.00	25.00
Discharge of Planning Conditions: All Other Properties	85.00	85.00
Schedule of Fees for Planning Applications (as amended 26 February 2010)	see attached	
Application for non-material amendment following a grant of planning permission;		
a) if the application is a householder application	25.00	25.00
b) in any other case	170.00	170.00

**HOMELESSNESS**

2014/15 BASE BUDGET INCOME

4,288

PROPOSED 2015/16 BASE BUDGET INCOME

4,288

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
<b>Homelessness</b>	£	£
Emergency accommodation - All Room Sizes (per night)	At cost	At Cost
Temporary Accommodation - Rent per week	At cost	At Cost
Temporary Accommodation - Management Fee per week	35.00	35.00

**ALLOTMENTS**

**2014/15 BASE BUDGET INCOME**

**2,112**

**PROPOSED 2015/16 BASE BUDGET INCOME**

**4,000**

<b>PROPOSED FEES &amp; CHARGES 2015/16</b>	<b>CURRENT FEES</b>	<b>BASE PROPOSAL</b>
	<b>2014/15</b>	<b>2015/16</b>
	£	£
<b>Full Plot</b>	34.00	34.00
<b>Half Plot</b>	17.00	17.00
Concession of half price for OAP and unemployed		

**CREMATORIUM**

2014/15 BASE BUDGET INCOME

768,980

PROPOSED 2015/16 BASE BUDGET INCOME

768,980

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Still born or Child up to 1 month *	0.00	0.00
Amendment (Regulation) 2000	120.00	120.00
Child 1 month to 16 years	211.00	211.00
Person over 16 years (resident)	700.00	700.00
Person over 16 years (non resident)	822.00	822.00
Medical Referee/examiners fee (at cost)	At Cost	
Environmental levy	50.52	52.00
<b>OPTIONAL FEES</b>		
Certificate of cremation	34.00	34.00
Postage of remains UK only	53.00	53.00
Strewing of remains (from other crematoria & by appointment)	53.00	53.00
Strewing of remains (those returned)	27.00	27.00
Use of Vestry (24 hour or part)	100.00	100.00
Use of Chapel to extend Service (45 mins)		100.00
<b>URNS AND CASKETS (all including VAT)</b>		
Metal Urn	20.00	20.00
Wooden Casket	40.00	40.00
Plastic Urn	7.00/6.00	7.00/6.00
Biodegradable Urn	8.00/7.00	8.00/7.00
<b>BOOK OF REMEMBRANCE - INSCRIPTION CHARGES (all including VAT)</b>		
BOR 2 line entry	73.00	73.00
BOR 5 line entry	107.00	107.00
BOR 8 line entry	153.00	153.00
Min Books 2 line entry	77.00	77.00
Min Books 5 line entry	88.00	88.00
Min Books 8 line entry	105.00	105.00
Cards - Coloured - 2 line entry	38.00	38.00
Cards - Coloured - 5 line entry	49.00	49.00
Cards - Coloured - 8 line entry	64.00	64.00
Cards - White - 2 line entry	34.00	34.00
Cards - White - 5 line entry	40.00	40.00
Cards - White - 8 line entry	56.00	56.00
<b>Additional Charges</b>		
Floral emblem	76.00	76.00
Badges etc	116.00	116.00
<b>Memorials</b>		
Memorial plaque (15yrs)	278.00	278.00
15 year extension	82.00	82.00
Bench	1193.00	1193.00
Bench Plaque	124.00	124.00
Tree	100.00	100.00

**CEMETERIES**

2014/15 BASE BUDGET INCOME

141,561

PROPOSED 2015/16 BASE BUDGET INCOME

144,000

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
<b>INTERMENT FEES</b>		
Still born Child up to 1 month	50.00	50.00
Child 1 month to 16 years	269.00	270.00
Person 16 years and over	795.00	800.00
Cremated Remains	215.00	220.00
Strewing of cremated remains	63.00	70.00
Additional Charge Non-Resident of Copeland	325.00	330.00
<b>EXCLUSIVE RIGHT OF BURIAL</b>		
All graves	691.00	700.00
Cremated remains	215.00	220.00
<b>MEMORIAL &amp; INSCRIPTIONS (all including VAT)</b>		
Flat stone not exceeding 600mm x 600 mm	77.00	80.00
Flat stone between 600 mm x 600 mm and 1m x 1m	95.00	100.00
Flat stone exceeding 1m x 1 m	151.00	160.00
Headstone not exceeding 1.5m in height	174.00	180.00
Vase not exceeding 600mm in height	45.00	50.00
Additional inscription	57.00	60.00
Other memorials as Crematorium		
<b>MISCELLANEOUS FEES</b>		
Exhumation (plus labour)	1,123.00	Price on application
Transfer of Exclusive Rights	62.00	70.00
Certified copy of register entry	62.00	70.00
Family tree search fee - Single enquiry to 30 minutes	20.00	20.00
Family tree search fee - Multiple enquiry over 30 minutes	150.00	150.00
<b>TRINITY GARDENS</b>		
Strewing of cremated remains	63.00	70.00
Charge per plaque	63.00	70.00
Inscription - charge per letter of number	9.00	10.00



**MARKETS****2014/15 BASE BUDGET INCOME****38,961****PROPOSED 2015/16 BASE BUDGET INCOME****28,000**

<b>PROPOSED FEES &amp; CHARGES 2015/16</b>	<b>CURRENT FEES</b>	<b>BASE PROPOSAL</b>
	<b>2014/15</b>	<b>2015/16</b>
	£	£
<b>WHITEHAVEN</b>		
Regular (Standard 3x4m pitch)	16.00	16.00
Casual (Standard 3x4 pitch)	24.00	24.00
Regular Non-standard stalls per metre length	4.00	4.00
Casual Non-standard stalls per metre length	6.00	6.00
<b>EGREMONT</b>		
Regular (Standard 3x4m pitch)	16.00	16.00
Casual (Standard 3x4 pitch)	24.00	24.00
Regular Non-standard stalls per metre	4.00	4.00
Casual Non-standard stalls per metre length	6.00	6.00
<b>CLEATOR MOOR (Subject to ongoing review, rising to standard charges)</b>		
Regular	13.00	16.00
Casual	15.00	24.00
Regular Non-standard stalls per metre	3.25	4.00
Casual Non-standard stalls per metre length	3.75	6.00

**CAR PARKS**

2014/15 BASE BUDGET INCOME

416,829

PROPOSED 2015/16 BASE BUDGET INCOME

386,000

PROPOSED FEES & CHARGES 2015/16 [ALL INCLUDING VAT]	CURRENT FEES	PROPOSED CHARGES
	2014/15	2015/16
	£	£
<b>SCHOOLHOUSE LANE WHITEHAVEN</b>		
Up to 30 minutes	1.00	1.00
Up to 1 hr	1.50	1.50
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Overnight parking	4.80	4.80
<b>SENHOUSE STREET WHITEHAVEN</b>		
Up to 30 minutes	1.00	1.00
Up to 1 hr	1.50	1.50
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Up to 4 hrs	3.70	3.70
Overnight parking	4.80	4.80
<b>THE COPELAND CENTRE WHITEHAVEN (weekends only)</b>		
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Up to 4 hrs	3.70	3.70
Over 4 hours	4.80	4.80
<b>SPORTS CENTRE WHITEHAVEN</b>		
Up to 1 hr	1.50	1.50
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Up to 4 hrs	3.70	3.70
Over 4 hrs	4.80	4.80
Overnight parking	4.80	4.80
Monthly permit	61.80	80.00
Quarterly Permit	180.00	220.00
Half Year Permit		410.00
Annual Permit	665.00	780.00
<b>BEACON WHITEHAVEN</b>		
Up to 1 hour	1.50	1.50
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Up to 4 hrs	3.70	3.70
Over 4 hrs	4.80	4.80
Overnight parking	4.80	4.80
Weekend stay (Fri-Mon)	15.00	15.00

PROPOSED FEES & CHARGES 2015/16 [ALL INCLUDING VAT]	CURRENT FEES	PROPOSED CHARGES
	2014/15	2015/16
	£	£
<b>NORTH SHORE, WHITEHAVEN</b>		
Up to 1 hour	1.50	1.50
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Up to 4 hrs	3.70	3.70
Over 4 hrs	4.80	4.80
Overnight parking	4.80	4.80
Monthly car park pass (10 bays only)	61.80	80.00
Quarterly Permit		220.00
Half Year Permit		410.00
Annual Permit		780.00
<b>WHITEHAVEN CIVIC HALL</b>		
Monthly permits	55 for 1st 6 months then 61.80	80.00
Quarterly Permit		220.00
Half Year Permit		410.00
Annual Permit		780.00
<b>CHAPEL STREET EGREMONT</b>		
Up to 1 hr	1.00	1.00
Up to 2 hrs	1.30	1.30
Up to 3 hrs	1.50	1.50
Up to 4 hrs	1.80	1.80
Over 4 hrs	2.90	2.90
Monthly Car Passes (25 bays only)	41.20	48.00
<b>BECK GREEN EGREMONT</b>		
Up to 1 hr	1.00	1.00
Up to 2 hrs	1.30	1.30
Up to 3 hrs	1.50	1.50
Up to 4 hrs	1.80	1.80
Over 4 hours	2.90	2.90
<b>ST BEES FORESHORE</b>		
Up to 1 hr	1.50	1.50
Up to 2 hrs	2.10	2.10
Up to 3 hrs	2.70	2.70
Up to 4 hrs	3.30	3.30
Up to 5 hrs	4.00	4.00
Over 5 hrs	5.20	5.20
7 Day Permit	15.50	15.50

**DOGS ENFORCEMENT**

**2014/15 BASE BUDGET INCOME**

**1,038**

**PROPOSED 2015/16 BASE BUDGET INCOME**

**2,538**

<b>PROPOSED FEES &amp; CHARGES 2015/16</b>	<b>CURRENT FEES</b>	<b>BASE PROPOSAL</b>
	<b>2014/15</b>	<b>2015/16</b>
	£	£
<b>Dog Collection Fee</b>	50.00	61.00
<b>Daily Boarding Fee</b>	10.00	13.00

**FOOD SAFETY AND PRIVATE WATER SAMPLING**

2014/15 BASE BUDGET INCOME

8,000

PROPOSED 2015/16 BASE BUDGET INCOME

8,000

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
<b>FOOD EXPORT CERTIFICATES</b>	48.00	48.00
<b>OTHER FOOD CERTIFICATES</b>		
Condemned Food Certificates	38.00	38.00
Surrender of unsound food - at premise	46.00	46.00
<b>FOOD SAFETY TRAINING (CIEH accredited)</b>		
Foundation (per person)	45.00	45.00
<b>Game Dealers Licence to sell game</b>	Set Nationally	Set Nationally
<b>Ship Sanitary Certification by Gross Tonnage</b>		
Up to 1000	72.00	72.00
1011 to 3000	108.00	108.00
3011 to 10000	165.00	165.00
10001 to 20000	216.00	216.00
200001 to 30 000	273.00	273.00
Over 30 000	330.00	330.00
<b>Private Water Supplies Regulations 2009 (Maximum Fee in brackets)</b>		
<b>Sample Collection (Maximum Fee £100)</b>		
	70.00 large and commercial premises. 63.00 domestic premises	70.00 large and commercial premises. 63.00 domestic premises
<b>Analysis Charge for Audit Monitoring (large &amp; commercial premises) - charge out at actual laboratory cost only (Maximum fee up to £500)</b>	67 - 500 (Plus VAT)	67-500(Plus VAT)
<b>Analysis Charge for check monitoring - charge out at actual lab costs only (Maximum Fee £100)</b>	48.00 - £100 plus VAT	48 - 100 plus VAT
<b>Analysis Charge for other private water supplies (single supply domestic premises)(Maximum Fee £25)</b>	25.00	25.00
<b>Investigation Maximum Fee £100)</b>		
<b>Domestic</b>	No charge for up to 1 hour on site investigation (travel time excluded). Over 1 hour £33 per hour up to a max of £100.	No charge for up to 1 hour on site investigation (travel time excluded). Over 1 hour £33 per hour up to a max of £100.
<b>Commercial</b>	£33 per hour up to a max of £100.	£33 per hour up to a max of £100.
<b>Water supply risk assessment (Maximum Fee £500)</b>		
<b>Domestic</b>	128.00	128.00
<b>Commercial</b>	£145 for first 4 hours then £30 per hour up to a max of £500.	£145 for first 4 hours then £30 per hour up to a max of £500.

**HEALTH & SAFETY**

2014/15 BASE BUDGET INCOME

400

PROPOSED 2015/16 BASE BUDGET INCOME

400

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Training Course (per person for basic/foundation level)	45.00	45.00
Tattooing, Electrolysis, Acupuncture, Cosmetic Piercing Registration	100.00	100.00
Ear piercing only	55.00	55.00
Transfer of Registration for Tattooing, Electrolysis, Cosmetic Piercing (For Premises or Individual)	94.00	94.00
Swimming Pool Sampling (VAT charged by external laboratory)	50.00 PLUS VAT	50.00 PLUS VAT

**ENVIRONMENTAL PROTECTION**

2014/15 BASE BUDGET INCOME

12,000

PROPOSED 2015/16 BASE BUDGET INCOME

12,000

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
<b>Application for authorisation in accordance with the Environmental Protection Act 1990, Part I, Part B processes (Statutory set fee)</b>	£	
<b>Application Fee - Standard Process</b>	Statutory	Statutory
Additional fee for operating without a permit	Statutory	Statutory
Reduced Fees activities (except VRs)	Statutory	Statutory
PVR I & II	Statutory	Statutory
Vehicle Refinishers	Statutory	Statutory
Reduced Fees activities: additional fee for operating without a permit	Statutory	Statutory
Mobile screening and crushing plant	Statutory	Statutory
Mobile screening and crushing plant for 3rd to 7th application	Statutory	Statutory
Mobile screening and crushing plant for 8th and subsequent application	Statutory	Statutory
Where an application for any of the above is for a combined Part B and waste application, add £297 to the above amounts	Statutory	Statutory
<b>Annual subsistence Charge</b>	Statutory	Statutory
Standard Process Low	Statutory	Statutory
Standard Processes Medium	Statutory	Statutory
Standard Processes High	Statutory	Statutory
Reduced fee activities Low	Statutory	Statutory
Reduced fee activities Medium	Statutory	Statutory
Reduced fee activities High	Statutory	Statutory
PVR I & II combined	Statutory	Statutory
Vehicle refinishers - Low/Medium/High	Statutory	Statutory
Mobile screening and crushing plant for 1st and 2nd permits (Low/Medium/High)	Statutory	Statutory
Mobile screening and crushing plant for 3rd to 7th permits (Low/Medium/High)	Statutory	Statutory
Mobile screening and crushing plant for 8th and subsequent permits (L/M/H)	Statutory	Statutory
* the additional amount in brackets must be charged where a permit is for a combined Part B and waste installation		
<b>Where a Par B installation is subject to reporting under the E-PRTR regulation add an extra £99 to the above amounts</b>		
<b>Transfer and Surrender</b>		
Standard Process Transfer	Statutory	Statutory
Standard Process partial transfer	Statutory	Statutory
New operator at low risk reduced fee activity	Statutory	Statutory
Surrender: all part B activities	Statutory	Statutory
Reduced fee activities: transfer	Statutory	Statutory
Reduced fees activities : partial transfer	Statutory	Statutory
<b>Temporary transfer to mobiles</b>		
First Transfer	Statutory	Statutory
Repeat transfer	Statutory	Statutory
Repeat following enforcement or warning	Statutory	Statutory
<b>Substantial Change</b>		
Standard Process	Statutory	Statutory
Standard process where the substantial change results in new PPC activity	Statutory	Statutory
Reduced Fees activities	Statutory	Statutory
<b>Scrap Metal</b>		
Site licence fee		
Scrap Metal Collectors licence	300.00	300.00
<b>Mobile Homes</b>		
Site licence - initial licence		
Annual Fee	150.00	150.00
Site Licence transfer or standard variation		
Fit and Proper Person Check		
Site Rule Deposit	Will be set March 2014	Will be set March 2015
Enforcement	Will be set March 2014	Will be set March 2015
<b>Animal Licensing</b>		
<b>Pet Shops</b>		
Issue	74.00	74.00
Renewal		
<b>Dangerous Wild Animals (plus independent veterinary fees)</b>		
Issue	170.00	170.00
Renewal	100.00	100.00
<b>Riding Establishments (plus independent veterinary fees)</b>		
Issue	170.00	170.00
Renewal	120.00	120.00
<b>Animal Boarding Establishments</b>		
Home Boarding	125.00	125.00
Dog Breeding	60.00	60.00
	70.00	70.00
<b>Zoo Licence (plus independent veterinary fees)</b>		
Issue	170.00	170.00
<b>Works in Default</b>		
<b>Non Compliance with works required by Statutory Notice - Arrangement Fee for Works in Default</b>	25% of the works cost	25% of the works cost

**WASTE MANAGEMENT**

**Commercial Waste**

2014/15 BASE BUDGET INCOME 248,000

PROPOSED 2015/16 BASE BUDGET INCOME 242,000

Fees available on request

**Bulky Waste**

2014/15 BASE BUDGET INCOME 68,000

PROPOSED 2015/16 BASE BUDGET INCOME 50,400

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Bulky Waste Collection 3 items	25.00	25.00

**Green Waste Recycling**

2014/15 BASE BUDGET INCOME 0

PROPOSED 2015/16 BASE BUDGET INCOME 50,000

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Purchase of additional Green Waste Bin	0.00	30.00
Enhanced Service additional bin collection Green Waste cost per season per additional bin	0.00	35.00

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Purchase of new or replacement Bin (any colour)	0.00	30.00
Purchase of refurbished bin (any colour) subject to availability	0.00	15.00



**LAND CHARGES**

2014/15 BASE BUDGET INCOME

90,431

PROPOSED 2015/16 BASE BUDGET INCOME

120,431

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
Property Search Fees		
LLC1 only (compiled information)	30.00	30.00
LLC1 additional parcel of land (compiled information)	5.00	5.00
LLC1 only (personal search) (statutory fee)	0.00	0.00
LLC1 additional parcel of land (personal search) (statutory fee)	0.00	0.00
Standard search fee (LLC1 and CON29R enquiries including highway authority questions) (statutory fee)	105.00	105.00
CON29R search fee (CON29R enquiries including highway authority questions but not LLC1)	85.00	85.00
CON29R additional parcel of land	10.00	10.00
CON29R and LLC1 additional parcel of land	15.00	15.00
CON290	10.00 (Question 5)	10.00 (Question 5)
CON290	10.00 each (Questions 4 and 6 to 21)	10.00 each (Questions 4 and 6 to 21)
CON290	17.00 (Question 22)	17.00 (Question 22)
Extra written enquiries (not including highways questions-refer to Cumbria County Council)	20.00 each	20.00 each
Retrieval and photocopy of previous search	10.00 each	10.00 each
Copies of other documents referred to in any reply	10.00 each	10.00 each
Registration of a light obstruction notice	30.00	30.00
Filing a Lands Tribunal light obstruction certificate	15.00	15.00
Variation or cancellation of a light obstruction notice	15.00	15.00
Inspection of documents relating to a light obstruction notice	10.00	10.00

**LICENSING**

2014/15 BASE BUDGET INCOME

120,442

PROPOSED 2015/16 BASE BUDGET INCOME

120,442

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
Hackney Carriage Vehicle Licence: issue fee	123.00	123.00
Hackney Carriage Vehicle Licence: plate fee	8.00	8.00
Hackney Carriage Vehicle Licence: stripes	11.00 for full set or £2.75 for one	11.00 for full set or £2.75 for one
Private Hire Licence Fee: issue fee	117.00	117.00
Private Hire Licence Fee: plate fee	8.00	8.00
Vehicle Test Fee (per test)	30.00	30.00
Trailer Test Fee	23.00	23.00
Trailer Re-test Fee	11.50	11.50
Trailer Plate Fee	8.00	8.00
Administrative Fee for processing refund or transfer	15.00	15.00
Hackney Carriage Driver Licenc: issue fee	70.00	70.00
Private Hire Carriage Driver Licenc: issue fee	70.00	70.00
Criminal Records Bureau check fee	36.00	36.00
Driver Licence: replacement badge	3.00	3.00
Private hire Operator: issue fee	180.00	180.00
Licensing Act 2003 fees	Statutory	Statutory
Gambling Act 2005 fees	As attached	As attached

Type of Premises	Conversion Fast-Track	Conversion Non Fast-Track	Non-Conversion Provisional Statement	Non-Conversion Application All other	First Annual	Seasonal First Annual	Variation Application	Provisional Statement Application	Transfer	Re-instatement
Regional Casino			£8,000	£15,000	£15,000	£15,000	£7,500	£15,000	£6,500	£6,500
Large Casino			£5,000	£10,000	£10,000	£10,000	£5,000	£10,000	£2,150	£2,150
Small Casino			£3,000	£8,000	£5,000	£5,000	£4,000	£8,000	£1,800	£1,800
Converted Casino	£300	£2,000			£3,000	£3,000	£2,000		£1,350	£1,350
						£700 pro-rata min				
Bingo	£300	£1,000	£500	£1,000	£700	£300	£500	£1,000	£500	£500
Adult Gaming Centre						£700 pro-rata min				
	£300	£800	£500	£1,000	£700	£300	£500	£1,000	£300	£300
						£1,000 pro-rata min				
Betting (Track)	£300	£1,250	£950	£2,500	£1,000	£300	£1,250	£2,500	£950	£950
Family Entertainment Centre						£400 pro-rata min				
	£300	£500	£300	£500	£400	£200	£300	£500	£300	£300
						£500 pro-rata min				
Betting (Other)	£300	£900	£500	£1,000	£500	£200	£500	£1,000	£300	£300
All Premises:										
Small Society Lotteries:										

**COURT COSTS**

2014/15 BASE BUDGET INCOME - NNDR	13,000
2014/15 BASE BUDGET INCOME - COUNCIL TAX	150,400
PROPOSED 2015/16 BASE BUDGET INCOME - NNDR	9,000
PROPOSED 2015/16 BASE BUDGET INCOME - COUNCIL TAX	154,400

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
COUNCIL TAX AND NNDR COURT COSTS Summons costs	65.00	65.00

**COURT COSTS**

2014/15 BASE BUDGET INCOME - NNDR	13,000
2014/15 BASE BUDGET INCOME - COUNCIL TAX	150,400
PROPOSED 2015/16 BASE BUDGET INCOME - NNDR	9,000
PROPOSED 2015/16 BASE BUDGET INCOME - COUNCIL TAX	154,400

PROPOSED FEES & CHARGES 2015/16	CURRENT FEES	BASE PROPOSAL
	2014/15	2015/16
	£	£
<b>COUNCIL TAX AND NNDR COURT COSTS</b> Summons costs	65.00	65.00