

Revenue Budget Proposal 2012/13

EXECUTIVE MEMBER: Councillor Gillian Troughton

LEAD OFFICER: Joanne Wagstaffe, Corporate Director – Resources and Transformation

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SUMMARY

This report provides details of the Revenue Budget Proposals for 2012/13. Separate reports have also been prepared setting out proposals for Reserves Usage, the Capital Programme proposals and the Treasury Management Policy Statements, and these are elsewhere on the agenda.

This report also gives an indication of the updated Medium Term Financial Strategy (MTFS) projections for the period 2013/14 to 2015/16. These projections will be used for forward planning purposes and to update the Medium Term Financial Strategy.

Following consideration by Resource Planning Working Group, these budget proposals are submitted for further consideration by the Executive, before final approval by Council on 23 February 2012.

RECOMMENDATION:

It is recommended that the Executive considers the issues in this report and

- a) Approves;
 - (i) The proposals for increases in fees and charges set out in **Appendix A**,
 - (ii) The net growth pressures in the budget totalling £588,352, set out in **Appendix B**,
 - (iii) The savings proposals in the budget totalling £1,807,171 as set out in **Appendix C**,
 - (iv) The use of £231,405 from General Fund balances in 2012/13 to support general expenditure,
 - (v) The use of £435,564 from Earmarked Reserves and Sinking Funds to support specific expenditure in 2012/13.
- b) Considers the Government grant offer of £100,000 for one year in exchange for a freeze on Council Tax levels and associated implications. Members should note that this report currently assumes a 2.5% increase in Council Tax pending a decision, and any change will require the figures to be updated, and
- c) Taking account of the above, to approve the budget for 2012/13 at £11,060,425 including the use of earmarked reserves of £435,564, giving a net budget requirement of £10,624,861 to be funded from general grants £6,263,678, council tax of £4,129,778 and unallocated general fund reserves of £231,405 as set out in **Appendix D**.

1. INTRODUCTION

- 1.1 These budget proposals have been considered by the Resource Planning Working Group and the Executive in various reports and meetings throughout the year. This report updates the proposals previously considered in the light of comments made and as further information has become available.
- 1.2 RPWG have also considered the framework and process under which the budget for 2011/12 and forecasts for years 2012/13 – 2014/15 have been prepared, which is considered elsewhere on the agenda.
- 1.3 The budget proposals have been prepared in accordance with the Council's Medium-Term Financial Strategy for the period 2011/12 – 2014/15 agreed by Council in March 2011.
- 1.4 It should be noted that separate reports have been prepared recommending the Reserves Strategy, Capital Programme, and Treasury Management Policies for 2012/13, and these are considered elsewhere on the agenda. All revenue funding implications arising from those proposals have been incorporated into this report.

2. MEDIUM TERM FINANCIAL STRATEGY - PROJECTIONS TO 2015/16

- 2.1 The proposals set out in this report have been prepared in accordance with the Council's Medium Term Financial Strategy (MTFS) agreed by Council in March 2011. The **original** budget deficit projections were as set out in the Table below. The revised MTFS is considered elsewhere on this agenda and the revised projections are contained elsewhere within this report.

Year	Current MTFS Projections £000
2011/12	1,771
2012/13	1,472
2013/14	652
2014/15	605
Total Projected Deficit	4,500

- 2.2 The Council has been aware of the scale of the cost reductions required over the period 2011/12 – 2014/15 since the announcement of the 2010 Comprehensive Spending Review (CSR) in October 2010. As shown above, savings of c. £4.5m were identified over the period of the Spending Review. This equated to a reduction of over 30% of the Council's base budget and presents a significant challenge to the Council - to maintain services despite unprecedented cuts in Government funding. The target for budget reductions has now increased as the Council has had to find additional resources of £588k to fund unavoidable pressures in 2012/13.

- 2.3 Since the CSR a considerable amount of work has been carried out to enable the Council to continue to set a balanced budget as required by legislation whilst retaining a quality service provision. As a reminder, in 2010/11 services undertook two self-assessment exercises, the first generating on-going savings of £353k in the summer of 2010 and the second, generating a further £1.771m, approved as part of the Budget process in February 2011. The target for 2012/13 savings was set at £1.5m, and to achieve this, work has centred on further efficiency savings and reviews, together with a number of service reviews which have been undertaken.
- 2.4 The above MTFS projections have been amended for the purposes of recommending the 2012/13 budget and the forward projections to 2015/16, based on the following broad assumptions:

Council Tax Projections

- **An increase of 2.5% has been included in the budget proposals for 2012/13 and a similar increase for forward planning purposes for financial years 2013/14 – 2015/16.**
- Although an increase of 2.5% has currently been included in the budget forecast, members need to formally decide on the level of increase for 2012/13. The options are:
 - (a) Accept the Government's one-year Council Tax freeze grant. The implications of accepting that freeze is set out in paragraph 5.5 or
 - (b) Don't accept the grant and consider the percentage by which the Council Tax should be increased, whilst considering that any increase above 3.5%, would trigger a local referendum as detailed in paragraph 5.5.

Paragraph 5.5 includes a table that shows the effects of a 2.5%, 3% and 3.5% increase in Council Tax.

Inflation:

- No increase is provided for inflation on general supplies and services for 2012/13 – the same position as agreed for 2011/12, except where the Council is contractually committed to pay an inflationary increase.
- A 2% increase for inflation on all supplies and services from 2013/14 onwards.
- A 5% average increase on contracts from 2012/13 where the increase is required to meet contractual commitments.

Salaries:

- A 1% increase for 2012/13 (increased from original MTFS projections as per Chancellors Autumn budget statement).
- A further 1% increase for 2013/14 to 2015/16.

Pensions Contributions:

- Current contribution rate 20.1%.
- The next revaluation is effective from 2014/15. No further increase has been assumed at this point in time pending finalisation of the Government's pension proposals.

Treasury Management

- An anticipated average interest rate of 1.25% on investments has been assumed for 2012/13 financial year and for the period of current MTFS.

Income

- Increases in fees and charges are being proposed on a service-by-service basis. The MTFS proposal is to include wherever feasible increases in fees and charges of 2.5% and more in areas that are not sensitive to demand. The current economic climate means that proposals to increase a large number of fees and charges are proving to be difficult to justify. The proposed increases in Fees and Charges are set out in **Appendix A**. The bulk of the increase relates to Crematoria and car parking charges. In addition to price increase proposals, Appendix A also highlights where there has been significant volume increases or decreases affecting budget projections.

Member's expenses

- These have currently been provided for within the budget without an inflation provision for a third year.

2.5 The budget proposals express in monetary terms the planned use of resources to deliver Council services in accordance with its stated priorities within the approved Council Plan. The budget proposals contained within this report have been developed wherever possible to ensure that:

- The Council's resources are directed to achieving the objectives set out in the Council Plan;
- Copeland recognises that it will not be able to continue to resource services at the current levels due to the level of funding cuts over the period of the current spending review and will ensure that budget savings are identified to minimise the impact on frontline core services;
- Services provided to the most vulnerable are protected wherever possible within the identified funding constraints;
- Reserves will only be used to finance non-recurring spending or to cover transitional costs. If in exceptional circumstances reserves are used to support recurring spending, this will be dependent on a strategy being in place to replace the use of reserves with mainstream funding;

- Balances and reserves will be maintained at a level which is sufficient to allow for quantifiable liabilities and foreseeable risk and also to enable the Council to react to opportunities and risks should they arise;
- The Council will maintain earmarked reserves for specific purposes which are consistent with achieving its key priorities. The use of earmarked reserves will be in line with the principles set out in the MTFFS and reviewed annually;
- The Council will continue to improve its approach to efficiency, value for money and procurement so as to minimise the impact of budget savings;
- The impact of any increases in Council Tax will be carefully considered against the delivery of the Council Plan;
- Fees and charges will be reviewed to ensure that fees and charges are set at an appropriate level in line with the delivery of the Council Plan and take into account comparative levels of charge and ability to pay;
- The Council will consider ways in which it can maximise trading opportunities and new charges to maximise income to deliver priorities

2.6 The budget projections are incorporated into the Table at paragraph 3.2 below. The Medium Term Financial Strategy document will be fully updated for approval by Council for the next three year period to 2015/16 once the budget has been approved for 2012/13 in February 2012.

3. DETAILED BUDGET PROPOSALS 2012/13

3.1 The approved base budget for 2011/12 is the starting point for calculating the 2012/13 base budget. A considerable amount of work has been carried out during 2011/12 to realign the base budget to ensure that it is the correct starting point for the 2012/13 calculations.

In addition:

- The budgets have now been fully aligned to the new Council staff structure, and to supplement this, an exercise has been carried out to 'zero-base' the salaries to that new structure.
- There is an assumption that all of the savings identified during 2011/12 (£1.771m) will be achieved, as indicated by the regular budget monitoring reports.

3.2 The base budget starting point for the 2012/13 budget is £11.487m, i.e. the current approved base budget for 2011/12, excluding reserve funding. The detailed budget proposals for 2012/13 are as summarised in the table below;

	2011/12 Approved £000	2012/13 Proposed Budget £000	2013/14 Projection £000	2014/15 Projection £000	2015/16 Projection £000	Para
Base Budget	13,104	11,487	10,624	11,061	11,495	
• Original Salary provision	286	152	177	222	200	
• Original Inflation provision	62	204	206	211	216	
Budget Reductions:						
• Savings	-1,771	-1,807	42	1	0	3.3
• Other	-986	0	0	0	0	
Budget Pressures:						
• General	793	588	12	0	0	3.4
Sub Total	11,487	10,624	11,061	11,495	11,911	
Use of Reserves	2,619	436	84	84	34	
Total Net Expenditure	14,106	11,060	11,145	11,579	11,945	
FUNDING:						
• RSG / NNDR	5,660	5,000	4,955	4,678	4,678	5.3
• Transitional Grant	611	327	0	0	0	
• PFI Grant	837	837	837	837	837	
• Council Tax (+2.5% pa)	4,011	4,114	4,211	4,316	4,424	5.5
• Council Tax Surplus	32	15	TBC	TBC	TBC	
• Council Tax Freeze Grant 2011/12 (4 years)	100	100	100	100	0	5.5
• Earmarked Reserves	2,619	436	84	84	34	4.2
• General Reserves	236	231	0	0	0	4.2
TOTAL FUNDING	14,106	11,060	10,187	10,015	9,973	
Projected Deficit	0	0	958	1,564	1,972	

3.3 The service review process as set out in Appendix C has generated savings and efficiencies totalling £1,807,171. The breakdown of this sum is as follows;

	£'000
Corporate savings	680
Administrative savings	545
Service review savings	350
Additional income	232
Total	1,807

These savings are to be achieved by

- reviewing our services, departments and service management,
- through vacancy management,
- reducing fees by doing more work in-house and by reducing costs generally,
- reviewing contracts and by reducing the training budget,
- increasing income through increased recycling and by increasing fees and charges.

3.4 In addition, pressures have been identified totalling £588,352 as detailed in Appendix B. The can be summarised as:

	£'000
Non-staffing service related pressures	524
Staffing-related pressures	64
Total	588

4. FUNDING FROM RESERVES

4.1 Revenue reserves play a key role in the management of the Council's budget. They are used as a contingency against risk, to fund new policy initiatives and to support the Council's revenue and capital budgets when needed.

4.2 At the moment, the Council continues to use revenue reserves to support its budget. This is necessary in the short-term whilst the Council reviews its services to reduce costs to such a level to bridge the forecasted budget deficits for years 2012/13 – 2015/16 and possibly beyond. The Council understands the need to deliver on its service review programme to reduce total spending within a managed framework of service delivery and has introduced robust mechanisms to challenge service review proposals at both member and officer level through regular reporting to the Resource Planning Working Group, the Executive and the Corporate Leadership Team.

4.3 The Council has in place a comprehensive reserve strategy in place, as outlined in a separate report on the agenda, which is robust and has been prepared based on information known at this time. The strategy is subject to regular review.

4.4 The provision of an adequate risk-based reserve is good practice and provides a buffer against uncertainties that the Council may face.

4.5 The key issues are:

- Approve the use of £231,405 from reserves to fund the budget gap. The bulk of this is to fund specific pressures for which actions are being taken to

negate the long term effect of the pressure and can be broken down as follows:

- Moresby Depot – loss of rent income £95,000;
 - Moresby Depot – empty property rates £11,000;
 - Localities Team – funding for the team for one year £65,000;
- Approval for release from earmarked Reserves of £435,564 to support spending in 2012/13.
 - Increase in risk based reserves to £1,866,321 to reflect the increased uncertainty in Council budgets from 2013/14 onwards arising from the proposals to re-localise Council Tax Benefit and Business Rates.

5. GOVERNMENT GRANT SETTLEMENT 2011/12 and 2012/13

5.1 Following a consultation period, the final Government settlement figures for the two year period 2011/12 and 2012/13 were received on 7th February 2011.

5.2 The Government announced in 8 December 2011 that there were no proposed changes to the Settlement proposals for 2012/13 or any impact of changes going forward, which remain at the same indicative levels as last year. Details are as follows;

	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000
Formula Grant	7,222	5,660	5,000	4,955	4,678
Adjusted 2010/11 base to reflect the transfer of concessionary fares	(702)	0	0	0	0
Transitional Grant	0	611	327	0	0
Council Tax Freeze Grant	0	100	100	100	100
Total	6,520	6,371	5,427	5,055	4,778

5.4 The Government are currently reviewing the system of allocating funds to Local Government and two consultation documents were received and responded to recently; one on Business Rates proposals and one on Council Tax Benefit proposals. Both sets of proposals significantly increase the risk to the Council's financial position going forward as neither proposal sufficiently recognises the impact in a deprived area. Details are awaited as to the final Government proposals in these areas and will be reported back as soon as known. It is the intention that a new system will be in place for 2013/14 onwards. Until further details are known, no projections have been incorporated into the MTFs for potential impact. However, the Risk Based Reserves have been increased to account for the potential uncertainty from 2013/14 onwards to reflect the potential impact of the Council Tax Benefit proposals in recognition of the Government's intention to achieve a 10% cut in funding as part of the proposal.

5.5 The Government has again offered local authorities a Council Tax Freeze Grant for 2012/13. The offer for 2012/13 differs from that accepted for 2011/12. The grant is equivalent to a 2.5% increase in relation to 2011/12 base levels.

The original freeze grant, accepted by Copeland, provided the Council with funding for a four year period, in return for freezing the Council Tax levels at 2010/11 levels.

The grant offer for 2012/13 only covers a one year period, which will then require the Council to provide alternative funding for the following year, or increase the level of funding reductions.

5.6 The illustrative impact of both of these freezes on the Council's budget is as shown below.

Illustrative Impact of Council Tax Freeze	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	2015/16 £000
Scenario One: Council Tax Income (assume 2.5% increase each year)	4,111	4,211	4,316	4,424	4,534
Scenario Two: Impact of Council Tax Freeze until 2013/14. Assume 2.5% thereafter	4,011	4,011	4,111	4,214	4,319
Freeze Grant 2011/12 awarded	100	100	100	100	0
Freeze Grant 2012/13 offered	0	100	0	0	0
Total	4,111	4,211	4,211	4,314	4,319
Shortfall Illustrative Council Tax	0	0	105	110	215
Total % increase required in year to make up shortfall			5%	5%	7.5%

If the Council decides not to accept the freeze grant then a decision will need to be made regarding the level at which Council Tax is to be set. The new requirements contained in the Localism Act mean that the Council must consider 'excessive' rises and the requirement to hold a referendum. The cost of holding a referendum will be significant and this needs to be taken into account if the Council is proposing to raise Council Tax by more than 3.5%.

The planning assumptions in the MTFs projections currently assume increases in Council Tax of 2.5% from 2012/13 to 2015/16. These planning assumptions need to be monitored carefully particularly to take into account the loss of the 2011/12 Council Tax Freeze Grant of £100,000 after 2014/15, and this loss will need to be found from other sources. These assumptions will also need to be considered once the Council has made a decision on the Council Tax freeze grant and Council Tax levels for 2012/13.

- 5.7 In 2010/11 and 2011/12 Copeland had the 3rd lowest band D Council Tax in Cumbria. The current Council tax base (i.e. the number of Band D properties used to determine the Council Tax) is 22,264.80 and is calculated in December each year. This low council tax base in the area means that every 1% increase in Council Tax generates only around £40,000 extra revenue to the Council.

The following table provides details of the effects of a 2.5%, 3% and 3.5% increase on Council Tax:

	+ 2.5%	+ 3%	+3.5%
Band A – currently £120.18 p.a.	£123.18	£123.79	£124.38
Annual increase - Council Tax	£3.01	£3.61	£4.20
Cost per week	£0.06	£0.07	£0.08
Cost per instalment	£0.30	£0.36	£0.42
Band D – currently £180.27 p.a.	£184.78	£185.68	£186.57
Annual increase - Council Tax	£4.51	£5.41	£6.30
Cost per week	£0.09	£0.10	£0.12
Cost per instalment	£0.45	£0.54	£0.63
Band H – currently £360.54 p.a.	£369.55	£371.36	£373.15
Annual increase - Council Tax	£9.01	£10.82	£12.61
Cost per week	£0.17	£0.21	£0.24
Cost per instalment	£0.90	£1.08	£1.26

- 5.8 The projected Council Tax surplus for the Council is estimated at £15,761, which has now been included as funding for 2012/13 in the table at paragraph 3.2.

6. BUDGET AND SERVICE REVIEW CONSULTATION 2012/13

- 6.1 A full consultation on the current budget proposals has been carried out with a closing date for responses of 31 January 2012.
- 6.2 To assist the consultation a 'Council Plan and Budget Consultation 2012/13' document was produced, similar to that produced last year. Copies of this document were sent to all consultees, including:
- Parish Councils,
 - Partner organisations,
 - The nuclear industry,
 - Service partners,
 - Local businesses,
 - Local forums,
 - Other public sector partners,
 - Media contacts,
 - Other interested parties.

An update on any comments received will be presented to the meeting.

6.3 The Equality Impact Assessments of the 2012/13 budget proposals follow on from the Public Consultation exercise. An initial assessment has been completed and following the implementation of the budget it is recommended that a post implementation evaluation and review of the impacts be carried out to monitor the actual effect of the budget cuts.

7. RISKS

7.1 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 Strategic Risk Register, which is monitored regularly by the Corporate Leadership Team and the Audit Committee, highlights the significant risk associated with the current budget proposals and in particular achievement of the savings necessary to achieve a sustainable financial position.

7.2 As regards 2012/13, there are some specific areas which provide a greater risk of change in the year than others;

- Service reviews – the proposals include significant savings from the service review process for 2012/13 budget. These reviews have not been completed yet (£330,000 assumed savings) and these will be monitored closely during the year to ensure that the necessary savings are delivered.
- Further inflationary increases. RPI / CPI currently running at circa 5%.
- The current budget is heavily dependent on income from recycling credits paid for by Cumbria County Council. Income for 2012/13 has been included in the budget at the same level as 2011/12 but a review is being undertaken by the County Council and this could result in changes, and put the Council's budget under further pressure (circa £340,000).
- Fuel costs – the price of crude oil on the world-wide market continues to move markedly from month to month. This, coupled with the re-introduction of the fuel levy by the Government in 2011, means that movements in prices for petrol and diesel are still volatile.
- Utility costs – the prices for gas and electricity continue to increase although the Council is for the moment tied into fixed price contracts with its suppliers. To offset potential increases, the Council over the past 3 years implemented a series of energy efficiency works within its buildings.
- Income from fees and charges – although the budget for 2012/13 assumes increased income of £85,000, this could be much less than forecast if the economic downturn continues. Additional competition for certain Council services, such as commercial waste collection has significantly affected income yields in some areas.

- Investment returns – the Council has suffered significantly from the reduction in interest rates due to low bank base rates. The Bank of England base rate has remained at 0.5% throughout 2011 and although inflation is expected to remain above the 2% target until 2012, it is not expected that interest rates will rise until the middle of 2012 at the earliest, in an attempt to avoid a double dip recession. The budget as prepared assumes that this position will not change in the foreseeable future. It is however possible, given current inflation rates, that the Bank of England will instigate a programme to slowly increase base rates. If this happens, then investment yields are likely to improve, which will provide some relief to the Council's budget position.

7.3 The Council holds a risk-based reserve of £1,866,321. Significant changes to the 2012/13 budget arising from the risks highlighted above could if necessary be supported from this reserve if other offsetting savings could not be found within the budget.

8 REPORT OF THE DIRECTOR OF RESOURCES AND TRANSFORMATION

8.1 In setting the budget requirement the council is required under section 25 of the Local Government Act 2003 to consider the formal advice of the statutory s151 responsible officer, the corporate Director of Resources and Transformation, on the robustness of the estimates included in the budget and adequacy of reserves.

8.2 My consideration is that:

- (a) The budget proposal of 2012/13 is robust and has been prepared by Service Managers, assisted by Accountancy, and has been reviewed and challenged by elected members and the Director of Resources and Transformation. It has been developed in tandem with the Council Plan and updated service plans.
- (b) The Council's budget monitoring and risk management framework continues to improve and this will enable early identification of issues which may impact on the integrity of the budget and the Medium Term Financial Strategy. Monthly reporting to the Corporate Leadership Team and portfolio holders and quarterly reporting to the Executive of budget performance will enable early action to be taken when required.
- (c) A comprehensive Reserve Strategy is included and provides information on projected balances for the period 2012/13-2015/16.
- (d) The revenue reserve strategy is robust and has been prepared with regard to information known at this time but will be subject to at least an annual review. The provision of a risk based reserve is good practice and provides a buffer against uncertainties that the council may face.
- (e) Budget planning involves making estimates at a particular point in time and therefore involves an element of risk. Monthly budget monitoring will assist in minimising those risks and enable the council to take effective and timely action where necessary.

- (f) The Council continues to use revenue reserves to support its budget. This is necessary, at least in the short term, whilst the council reviews its services to meet the challenges ahead in years 2012/13 – 2014/15 and possibly beyond. The Council understand the need to deliver on its service review programme to reduce total spending within a managed framework of service delivery and has introduced robust mechanisms to challenge service review proposals at both members and officer level through regular reporting to Resource Planning Working Group, the Executive and the Corporate Leadership Team.
- (g) The risks going forward from the continuing pressure on Government funding will be carefully monitored as part of the Strategic Risk Management process. In particular there is no certainty of Government funding after 2012/13 and assumptions have necessarily been made based on expectations at this point in time. However there is risk to the continuing recovery of the economy as a whole and this will need to be carefully monitored.

My conclusion therefore is that the estimates as presented are robust and the levels of reserves adequate, however this is dependent on the delivery of the robust savings programme over the next three year period.

9.0 CONCLUSIONS

- 9.1 The position of the budget as set out in this report outlines the budget proposals for consideration for 2012/13 and provides a forecast for a further 3 years to 2015/16.
- 9.2 The budget proposals for 2012/13 will be formally presented to Council on 23 February 2012 and once approved will form the basis for setting Council Tax by Council.

10 WHAT ARE THE LEGAL, FINANCIAL AND HUMAN RESOURCES IMPLICATIONS?

- 10.1 Implications are set out in the report. Further implications will be considered as part of the service review process. The savings proposals set out in the report will lead to a number of redundancies and the Council has invested in a support package which will include preparation for job interviews, financial advice and other specialist support as necessary.

11 STATUTORY OFFICER COMMENTS

- 11.1 The Monitoring Officer's comments are:

None

11.2 The Section 151 Officer's comments are;

In setting the budget requirement in February 2012, the Council is required under Section 25 of the Local Government Act 2003 to consider the formal advice of the statutory s151 responsible officer, the Corporate Director of Resources and Transformation, on the robustness of the estimates included in the budget and adequacy of reserves.

My conclusion is that the estimates as presented are robust and the level of reserves adequate as long as the proposed service review savings are delivered over the period of the Medium-term Financial Strategy.

All other comments are contained within the report.

11.3 Other consultee comments, if any;

Corporate Leadership Team and Heads of Service have been consulted on the report and their comments are reflected within the body of the report.

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

12.1 Service Review proposals have been incorporated into the budget forecasts as part of the budget setting process. The achievement of the savings proposals, once approved, will be monitored carefully by CLT and Members to ensure the projections contained within the final budget proposals are achieved. The risks are contained in the Strategic Risk Register and will be monitored as part of that process.

12.2 Budget planning involves making estimates at a particular point in time and therefore involves an element of risk. Monthly budget monitoring will assist in minimising those risks and enable the Council to take effective and timely action where necessary.

12.3 The risk going forward from the continuing pressure of reduced Government funding will be carefully monitored as part of the Strategic Risk Management process. Forecasts of Government funding for years 2013/14 onwards are only indicative at this time and may not be realised. If Government proposals to cut its budget deficit do not meet expectations then there is a risk that further grant reductions will occur and this will need to be carefully monitored.

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

13.1 The key measurable outcome is a balanced budget proposal for the Council for 2012/13, which will determine the manpower, financial and other resources it will have available to provide services for the year.

List of Appendices

Appendix A– Fees & Charges 2012/13

Appendix B – Pressures 2012/13

Appendix C – Saving Proposals 2012/13

Appendix D - Net Budget Requirement 2012/13

Appendix E - MTFS forecast 2012/13 – 2015/16

List of Background Documents:

Individual savings and pressure pro-formas

Detailed fees and charges proposals

Various reports to RPWG.

Detailed budget by department and cost centre.

Consultees:

RPWG, Executive, OSC, CLT and Budget Holders

Formal Budget Consultation process

Please say if this report will require the making of a Key Decision **YES**

Please say if this is to be Part I or Part II report- **Part II**

PROPOSED INCREASES IN FEES AND CHARGES

2012/13

November 2011

PROPOSED FEES AND CHARGES 2012/13

Page No.	Service	2011/12 Approved Current Base Budget (Income from Fees and Charges only) £	2012/13 Base Proposal (Income from Fees and Charges only) £	Price Change Increase / Decrease (-) £	Volume increases £
2	Beacon & TIC	74,484	75,000	516	0
3	Plan Printing	5,000	5,000	0	0
4	Building Control	217,150	227,150	10,000	0
5	Development Control	293,720	303,720	0	10,000
6	Homelessness	4,288	4,288	0	0
		594,642	615,158	10,516	10,000
7	Crematorium	631,776	676,776	45,000	0
8	Cemeteries	94,363	99,363	5,000	0
9	Markets	39,030	40,980	1,950	0
10	Outdoor Facilities	2,756	3,000	244	0
11 & 12	Car Parks	322,904	330,904	8,000	0
13	Food Safety and Private Water Sampling	7,449	8,000	551	0
14	Health and Safety	545	400	-145	0
15	Environmental Protection	17,565	18,000	435	0
16	Waste	350,000	270,000	0	-80,000
		1,466,388	1,447,423	61,035	-80,000
17	Land Charges	90,431	90,431	0	0
18	Licences	125,442	125,442	0	0
19	Licensing Gambling				
		215,873	215,873	0	0
20	Court Costs	163,226	163,226	0	0
	Total Fees and Charges	2,440,129	2,441,680	71,551	-70,000

BEACON & TIC**2011/12 BASE BUDGET INCOME****74,484****PROPOSED 2012/13 BASE BUDGET INCOME****75,000**

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL -
	2011/12	2012/13
	£	£
TICKETS		
Adult	5.00	5.50
Child	0.00	0.00
Student	4.00	4.00
Senior	4.00	4.00
Educational Group	0.00	0.00
Adult Group (10+)	3.60	3.70
Child Group (10+)	0.00	0.00
PASSPORTS (Membership)		
Adult	8.00	10.00
Senior	8.00	10.00
Child	0.00	0.00
ROOM HIRE		
Conference Centre (Free for Visiting Schools)	0.00	0.00
Per Hour	16.90	17.00
Per Half Day	55.00	60.00
Full Day	100.00	110.00
LIBRARY (Free for Research)		
Hourly	13.00	13.00
DARKROOM	13.00	13.00
HARBOUR GALLERY (Per Hour - Subject to Availability)	40.00	45.00

PLAN PRINTING

2011/12 BASE BUDGET INCOME

5,000

PROPOSED 2012/13 BASE BUDGET INCOME

5,000

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL - NO INCREASE
	2011/12	2012/13
	£	£
Copy OS Sheet extracts (x8)	25.00	25.00
Detailed file histories, planning, blg regs., env. Health (domestic)	50.00	50.00
Detailed file histories, planning, blg regs., env. Health (business)	100.00	100.00
Copy approval notices, completion notices, and statutory notices	10.00	10.00
Copy planning applications - to interested parties not directly consulted	0.00	0.00

BUILDING CONTROL

2011/12 BASE BUDGET INCOME

217,150

PROPOSED 2012/13 BASE BUDGET INCOME

227,150

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL - INCREASE
	2011/12	2012/13
	£	£
Proposed scheme for the recovery of Building Regulations Charges - January 2012	N/A	5% as attached schedule

The Building (Local Authority Charges) Regulations 2010 revoked and replaced the Building (Local Authority Charges) Regulations 1998 on 1st October 2010. The Regulations authorise Local Authorities in England and Wales to fix and recover charges for the performance of their own building control functions relating to Building Regulations applications, in a charging scheme governed by principles laid down in the Regulations. THE Regulations make each local authority responsible for setting their own charges and to

Having been part of a standardised County charges scheme for the last 3 years, each Cumbrian authority's building control service has, since the introduction of new legislation on 1st October 2010, collated enough data to enable it to set charges to recover its own

Having ascertained the chargeable costs and chargeable hours attributable to the Council's building control service, it is recommended that fees for Building Regulations applications be increased by 5% to cover the service's fee earning costs for

Schedule 1: Charges For New Dwellings

Number of dwelling types	Plan Charge	Plan Charge + VAT	VAT	Inspection Charge	Inspection Charge + VAT	VAT	Building Notice Charge	Building Notice Charge + VAT	VAT	Regularisation Charge
	£	£	£	£	£	£	£	£	£	£
1	205.34	246.41	41.07	435.25	522.30	87.05	768.70	922.44	153.74	960.88
2	280.09	336.11	56.02	554.53	665.43	110.91	1,001.54	1,201.84	200.31	1,251.92
3	368.54	442.25	73.71	775.09	930.11	155.02	1,372.35	1,646.83	274.47	1,715.44
4	456.99	548.39	91.40	897.33	1,076.80	179.47	1,625.19	1,950.22	325.04	2,031.48
5	552.81	663.38	110.56	1,102.80	1,323.37	220.56	1,986.74	2,384.09	397.35	2,483.43
6	648.64	778.37	129.73	1,239.36	1,487.23	247.87	2,265.59	2,718.71	453.12	2,831.99
7	665.09	798.11	133.02	1,323.88	1,588.66	264.78	2,386.77	2,864.12	477.35	2,983.46
8	702.35	842.81	140.47	1,543.66	1,852.39	308.73	2,695.20	3,234.24	539.04	3,369.00
9	729.71	875.65	145.94	1,763.45	2,116.14	352.69	2,991.79	3,590.15	598.36	3,739.74
10	737.09	884.51	147.42	2,004.03	2,404.84	400.81	3,289.34	3,947.21	657.87	4,111.68
11	743.40	892.08	148.68	2,195.20	2,634.24	439.04	3,526.32	4,231.59	705.26	4,407.91
12	750.76	900.91	150.15	2,385.08	2,862.09	477.01	3,763.00	4,515.60	752.60	4,703.75
13	757.08	908.50	151.42	2,577.55	3,093.06	515.51	4,001.56	4,801.87	800.31	5,001.95
14	764.46	917.36	152.89	2,734.89	3,281.87	546.98	4,199.23	5,039.07	839.85	5,249.03
15	770.77	924.93	154.15	2,924.76	3,509.72	584.95	4,434.65	5,321.57	886.93	5,543.31
16	778.14	933.77	155.63	3,114.64	3,737.56	622.93	4,671.34	5,605.60	934.27	5,839.17
17	784.49	941.38	156.90	3,304.50	3,965.40	660.90	4,906.78	5,888.14	981.36	6,133.48
18	791.83	950.19	158.37	3,494.37	4,193.24	698.87	5,143.43	6,172.12	1,028.69	6,429.29
19	798.15	957.78	159.63	3,641.33	4,369.59	728.27	5,327.37	6,392.84	1,065.47	6,659.21

Schedule 2: Charges For Small Buildings & Extensions

Type of Work	Plan Charge	Plan Charge + VAT	VAT	Inspection Charge	Inspection Charge + VAT	VAT	Building Notice Charge	Building Notice Charge + VAT	VAT	Regularisation Charge
Erection or extension of a detached or attached garage or carport or both, having a floor area of up to 60m ² in total and intended to be used in common with an existing building, and which is not an exempt building.	£ 143.90	£ 172.68	£ 28.78	£ 147.20	£ 176.64	£ 29.44	£ 349.32	£ 419.19	£ 69.86	£ 436.65
Any extension of a dwelling, the total floor area of which is up to 10m ² .	143.90	172.68	28.78	147.20	176.64	29.44	349.32	419.19	69.86	436.65
Any extension of a dwelling, the total floor area of which exceeds 10m ² but does not exceed 40m ² .	143.90	172.68	28.78	282.23	338.68	56.45	511.36	613.63	102.27	639.20
Any extension of a dwelling, the total floor area of which exceeds 40m ² but does not exceed 60m ² .	143.90	172.68	28.78	426.13	511.36	85.23	684.04	820.85	136.81	855.05
A loft conversion - alteration of a dwelling to provide one or more habitable rooms in a loft space.	143.90	172.68	28.78	282.23	338.68	56.45	511.36	613.63	102.27	639.20

Schedule 3: Charges For All Other Work

Estimated cost of work	Plan Charge	Plan Charge + VAT	VAT	Inspection Charge	Inspection Charge + VAT	VAT	Building Notice Charge	Building Notice Charge + VAT	VAT	Regularisation Charge
	£	£	£	£	£	£	£	£	£	£
£0-£1000	75.60	90.72	15.12	0.00	0.00	0.00	75.60	90.72	15.12	113.40
£1,001 - £2,000	126.00	151.20	25.20	0.00	0.00	0.00	126.00	151.20	25.20	189.00
£2,001 - £5,000	201.60	241.92	40.32	0.00	0.00	0.00	201.60	241.92	40.32	302.40
£5,001 - £10,000	58.35	70.02	11.67	175.04	210.04	35.01	233.38	280.06	46.68	350.08
£10,001 - £20,000	77.49	92.99	15.50	232.47	278.96	46.49	309.96	371.95	61.99	464.94
£20,001 - £30,000	103.32	123.98	20.66	309.96	371.95	61.99	495.94	595.12	99.19	619.92
£30,001 - £40,000	127.63	153.15	25.53	382.88	459.46	76.58	612.61	735.13	122.52	765.77
£40,001 - £50,000	151.94	182.32	30.39	455.81	546.97	91.16	729.29	875.15	145.86	911.61
£50,001 - £60,000	176.24	211.49	35.25	528.73	634.47	105.75	845.96	1,015.16	169.19	1,057.46
£60,001 - £70,000	201.60	241.92	40.32	601.65	721.98	120.33	963.90	1,156.68	192.78	1,204.88
£70,001 - £80,000	224.86	269.83	44.97	674.57	809.49	134.91	1,079.32	1,295.18	215.86	1,349.15
£80,001 - £90,000	249.17	299.00	49.83	747.50	896.99	149.50	1,195.99	1,435.19	239.20	1,494.99
£90,001 - £100,000	273.47	328.17	54.69	820.42	984.50	164.08	1,312.67	1,575.20	262.53	1,640.84
£100,001 - £125,000	298.95	358.73	59.79	896.85	1,076.22	179.37	1,434.95	1,721.94	286.99	1,793.69
£125,001 - £150,000	325.59	390.71	65.12	976.77	1,172.13	195.35	1,562.84	1,875.41	312.57	1,953.55
£150,001 - £175,000	352.23	422.68	70.45	1,056.71	1,268.05	211.34	1,690.73	2,028.88	338.15	2,113.41
£17,5001 - £200,000	378.88	454.66	75.78	1,136.64	1,363.96	227.33	1,818.62	2,182.35	363.72	2,273.28
£200,001 - £225,000	405.52	486.62	81.10	1,216.57	1,459.89	243.31	1,946.51	2,335.81	389.30	2,433.14
£225,001 - £250,000	432.09	518.50	86.42	1,296.50	1,555.80	259.30	2,074.30	2,489.16	414.86	2,592.88

Minimum Charges

Type of work	Standard Charge	Standard Charge + VAT	VAT	Regularisation Charge
Replacement windows (domestic)	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Replacement windows (non-domestic)	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Oil/non-mains gas fuel storage system	£ 126.00	£ 151.20	£ 25.20	£ 189.00
Chimney lining	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Rewiring	£ 201.60	£ 241.92	£ 40.32	£ 302.40
Addition of new circuits	£ 126.00	£ 151.20	£ 25.20	£ 189.00
Additional sockets/lights	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Unvented hot water system	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Replacement roof coverings (domestic)	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Replacement roof coverings (non-domestic)	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Renovation of a thermal element (domestic)	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Renovation of a thermal element (non-domestic)	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Installation of cavity wall insulation	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Wind turbines	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Solar panels	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Wood burning stoves	£ 75.60	£ 90.72	£ 15.12	£ 113.40
Boilers/heating installations	£ 201.60	£ 241.92	£ 40.32	£ 302.40
Replacement waste treatment plant	£ 201.60	£ 241.92	£ 40.32	£ 302.40

DEVELOPMENT CONTROL

2011/12 BASE BUDGET INCOME

293,720

PROPOSED 2012/13 BASE BUDGET INCOME

303,720

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES 2011/12	BASE PROPOSAL - NO INCREASE 2012/13
	£	£
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	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

Note : Fees and Charges for Development Control are set nationally by statute.

HOMELESSNESS

2011/12 BASE BUDGET INCOME

4,288

PROPOSED 2012/13 BASE BUDGET INCOME

4,288

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES 2011/12	BASE PROPOSAL - NO INCREASE 2012/13
Homelessness	£	£
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

2010/11 REVENUE BUDGET

CREMATORIUM PROPOSED 2011/12 FEES AND CHARGES

2011/12 BASE BUDGET INCOME

631,776

PROPOSED 2012/13 BASE BUDGET INCOME

676,776

PROPOSED FEES & CHARGES 2012/13	CURRENT	BASE
	FEES	PROPOSAL
	2011/12	+ 7.5%
	£	2012/13
	£	£
Still born or Child up to 1 month *	0.00	0.00
Amendment (Regulation) 2000	99.00	106.00
Child 1 month to 16 years	165.00	177.00
Person over 16 years (resident)	580.00	624.00
Person over 16 years (non resident)	690.00	742.00
Medical Referee**	25.00	25.00
Cameo Tax ***	45.00	45.00
OPTIONAL FEES		
Certificate of cremation	28.00	30.00
Postage of remains UK only	44.00	47.00
Strewing of remains (from other crematoria & by appointment)	44.00	47.00
Strewing of remains (those returned)	22.00	24.00
Use of Chapel of Rest (24 hour or part)	46.00	49.00
URNS AND CASKETS (all including VAT)		
Metal Urn	26.00	33.60
Wooden Casket	39.00	50.40
Plastic Urn	10.00	13.20
Biodegradable Urn	10.00	13.20
BOOK OF REMEMBRANCE - INSCRIPTION CHARGES (all including VAT)		
BOR 2 line entry	60.00	64.80
BOR 5 line entry	87.00	93.60
BOR 8 line entry	124.00	133.20
Min Books 2 line entry	64.00	68.40
Min Books 5 line entry	73.00	78.00
Min Books 8 line entry	87.00	93.60
Cards - Coloured - 2 line entry	31.00	33.60
Cards - Coloured - 5 line entry	40.00	43.20
Cards - Coloured - 8 line entry	53.00	56.40
Cards - White - 2 line entry	28.00	30.00
Cards - White - 5 line entry	33.00	36.00
Cards - White - 8 line entry	46.00	49.20
Additional Charges		
Floral emblem	62.00	67.20
Badges etc	96.00	103.20

2010/11 REVENUE BUDGET

CEMETERIES PROPOSED 2011/12 FEES AND CHARGES

2011/12 BASE BUDGET INCOME

94,363

PROPOSED 2012/13 BASE BUDGET INCOME

99,363

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL
	2011/12	+ 7.5% 2012/13
	£	£
INTERMENT FEES		
Still born Child up to 1 month *	0.00	0.00
Child 1 month to 16 years	187.00	201.00
Person 17 years and over	552.00	593.00
Internment in a vault	605.00	650.00
Cremated Remains	148.50	160.00
Strewing of cremated remains	44.00	47.00
Additional Charge Non-Resident of Copeland	292.00	314.00
EXCLUSIVE RIGHT OF BURIAL		
In a grave adjoining main paths	480.00	516.00
Other graves	400.00	430.00
Cremated remains	150.00	161.00
MEMORIAL & INSCRIPTIONS (all including VAT)		
Flat stone not exceeding 600mm x 600 mm	45.00	57.60
Flat stone between 600 mm x 600 mm and 1m x 1m	55.00	70.80
Flat stone exceeding 1m x 1 m	87.00	112.80
Headstone not exceeding 1.5m in height	100.00	129.60
Vase not exceeding 600mm in height	26.00	33.60
Additional inscription	33.00	42.00
MISCELLANEOUS FEES		
Exhumation (not including labour)	1,045.00	1,123.00
Transfer of Exclusive Rights	50.00	54.00
Certified copy of register entry	49.50	53.00
Family tree search fee	93.50	101.00
TRINITY GARDENS		
Strewing of cremated remains	44.00	47.00
Charge per plaque	44.00	47.00
Inscription - charge per letter of number	6.05	7.00

MARKETS

2011/12 BASE BUDGET INCOME

39,030

PROPOSED 2012/13 BASE BUDGET INCOME

40,980

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL - 5% INCREASE
	2011/12	2012/13
	£	£
WHITEHAVEN		
<i>Summer:</i>		
Regular	15.00	15.75
Casual	22.50	23.65
<i>Winter:</i>		
Regular	15.00	15.75
Casual	22.50	23.65
EGREMONT		
<i>Summer:</i>		
Regular	15.00	15.75
Casual	22.50	23.65
<i>Winter:</i>		
Regular	15.00	15.75
Casual	22.50	23.65
CLEATOR MOOR (Subject to ongoing review)		
<i>Summer:</i>		
Regular	9.00	9.45
Casual	10.00	10.50
<i>Winter:</i>		
Regular	9.00	9.45
Casual	10.00	10.50

OUTDOOR FACILITIES

2011/12 BASE BUDGET INCOME

2,756

PROPOSED 2012/13 BASE BUDGET INCOME

3,000

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES 2011/12	BASE PROPOSAL + 2.5% 2012/13
PLAYING PITCHES Per Season Per Match	£ 415.00 53.00	£ 425.00 54.00

CAR PARKS

2011/12 BASE BUDGET INCOME

322,904

PROPOSED 2012/13 BASE BUDGET INCOME

330,904

PROPOSED FEES & CHARGES 2012/13 [ALL INCLUDING VAT]	CURRENT FEES	BASE PROPOSAL + min 2.5% (rounded)
	2011/12	2012/13
	£	£
CHAPEL STREET EGREMONT		
Up to 1 hr	0.60	0.65
Up to 2 hrs	0.80	0.85
Up to 3 hrs	1.00	1.05
Up to 4 hrs	1.30	1.35
Over 4 hrs	2.20	2.25
Monthly Car Passes (25 bays only)	32.00	33.00
SCHOOLHOUSE LANE WHITEHAVEN		
Up to 1 hr	1.10	1.15
Up to 2 hrs	1.50	1.55
Up to 3 hrs	2.10	2.15
Up to 4 hrs		
Over 4 hrs		
Overnight parking	3.60	3.70
SENHOUSE STREET WHITEHAVEN		
Up to 1 hr	1.10	1.15
Up to 2 hrs	1.50	1.55
Up to 3 hrs	2.20	2.15
Up to 4 hrs	2.90	3.00
Overnight parking	3.60	3.70
ST BEES FORESHORE		
Up to 1 hr	1.00	1.05
Up to 2 hrs	1.40	1.45
Up to 3 hrs	2.00	2.05
Up to 4 hrs	2.60	2.70
Up to 5 hrs	3.30	3.40
Over 5 hrs	3.70	3.80
7 Day Permit	8.30	8.50
THE COPELAND CENTRE WHITEHAVEN		
Up to 1 hr	1.10	1.15
Up to 2 hrs	1.50	1.55
Up to 3 hrs	2.20	2.25
Up to 4 hrs	2.80	2.90
Over 4 hours	3.60	3.70
SPORTS CENTRE WHITEHAVEN		
Up to 1 hr	1.10	1.15
Up to 2 hrs	1.50	1.55
Up to 3 hrs	2.10	2.15
Up to 4 hrs	2.80	2.90
Over 4 hrs	3.70	3.80
Overnight parking	3.60	3.70
Season Tickets per month (59bays only)	55.00	56.50
BECK GREEN EGREMONT		
Up to 1 hr	0.60	0.65
Up to 2 hrs	0.80	0.85
Up to 3 hrs	1.00	1.05
Up to 4 hrs	1.30	1.35
Over 4 hours	2.20	2.25
BEACON WHITEHAVEN		
Up to 1 hour	1.10	1.15
Up to 2 hrs	1.40	1.45
Up to 3 hrs	2.10	2.15
Up to 4 hrs	2.80	2.90
Over 4 hrs	3.60	3.70
Overnight parking	3.60	3.70
NORTH SHORE, WHITEHAVEN		
Up to 1 hour	1.10	1.15
Up to 2 hrs	1.40	1.45
Up to 3 hrs	2.10	2.15
Up to 4 hrs	2.80	2.90
Over 4 hrs	3.60	3.70
Overnight parking	3.60	3.70
Monthly car park pass (10 bays only)	55.00	56.50

PROPOSED FEES & CHARGES 2012/13 [ALL INCLUDING VAT]	CURRENT	BASE
	FEE	PROPOSAL
	2011/12	+ min 2.5% (rounded) 2012/13
	£	£
SOUTH SHORE, WHITEHAVEN (CAR PARK)		
Up to 1 hour	1.10	1.15
Up to 2 hrs	1.50	1.55
Up to 3 hrs	2.10	2.15
Up to 4 hrs	2.80	2.90
Over 4 hours	3.60	3.70
Overnight parking	3.50	3.60
Monthly car park pass(5 bays only)	55.00	56.50
SOUTH SHORE, WHITEHAVEN (BUS BAYS)		
Up to 4 hrs	5.10	5.25
Over 4 hrs	12.10	12.40
Overnight parking	3.50	3.70

FOOD SAFETY AND PRIVATE WATER SAMPLING

2011/12 BASE BUDGET INCOME

7,449

PROPOSED 2012/13 BASE BUDGET INCOME

8,000

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL
	2011/12	2012/13
	£	£
FOOD EXPORT CERTIFICATES	35.00	45.00
OTHER FOOD CERTIFICATES		
Condemned Food Certificates	N/A	35.00
Surrender of unsound food - at premise	N/A	45.00
FOOD SAFETY TRAINING (CIEH accredited)		
Foundation	37.00	40.00
Private Water Sampling Costs (Administration & Travelling) (Per Supply) (STATUTORY)		
Maximum fee set in Private Supplies Regulations 2009		
Sample Collection	55.00	57.00
Analysis Charge for Audit Monitoring (large & commercial premises) - rate depends on parameters analysed	180 - 440	180 - 550
Analysis Charge for CHECK MONITORING	48.00	48.00
Analysis Charge for other private water supplies (single supply domestic premises)	25.00	25.00
Investigation		
Domestic	No charge for up to 1 hour investigation (travel time excluded). Over 1 hour £30 per hour up to a max of £100.	No charge for up to 1 hour investigation (travel time excluded). Over 1 hour £30 per hour up to a max of £100.
Commercial	No charge for up to 1 hour investigation (travel time excluded). Over 1 hour £30 per hour up to a max of £100.	£30 per hour up to a max of £100.
Water supply risk assessment		
Domestic	120.00	120.00
Commercial	£120 for first 4 hours then £30 per hour up to a max of £500.	£130 for first 4 hours then £30 per hour up to a max of £500.

HEALTH & SAFETY

2011/12 BASE BUDGET INCOME

545

PROPOSED 2012/13 BASE BUDGET INCOME

400

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL
	2011/12	2012/13
	£	£
Training Course (Basic H&S)	37.00	40.00
Skin Piercing Registration	88.00	96.00
Transfer of Registration (For Premises or Individual)	88.00	90.00

ENVIRONMENTAL PROTECTION

2011/12 BASE BUDGET INCOME

17,565

PROPOSED 2012/13 BASE BUDGET INCOME

18,000

PROPOSED FEES & CHARGES 2012/13 (STATUTORY SET FEES - Announced by DEFRA)	CURRENT FEES	BASE PROPOSAL - + 2.5% (rounded) ON NON-STATUTORY FEES
	2011/12 £	2012/13 £
Application for authorisation in accordance with the Environmental Protection Act 1990, Part I, Part B processes	Statutory	Statutory
Except for small waste oil burners <0.4 MWTh	Statutory	Statutory
Unloading of petrol into storage tanks at a service station	Statutory	Statutory
Substantial changes to an Authorisation	Statutory	Statutory
Except for small waste oil burners <0.4MWTh	Statutory	Statutory
Unloading of Petrol into storage tanks at a service station	Statutory	Statutory
Change to implement an upgrading plan	Statutory	Statutory
Annual subsistence Charge	Statutory	Statutory
Standard Charge where paid quarterly	Statutory	Statutory
Except for Small Waste oil burners <0.4MWTh	Statutory	Statutory
Unloading of Petrol into storage tanks at a service station	Statutory	Statutory
Odorising of Natural Gas	Statutory	Statutory
Pet Shops	66.00	70.00
Dangerous Wild Animals	153.00	160.00
Riding Establishments	168.00	168.00
Animal Boarding Establishments	122.00	122.00
Dog Breeding	58.00	64.00
Zoo Licence (plus independent veterinary fees)	153.00	160.00
Notice - Works in Default arrangement fee	N/A	25% of the works cost

WASTE MANAGEMENT

2011/12 BASE BUDGET INCOME

350,000

PROPOSED 2012/13 BASE BUDGET INCOME

270,000

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL
	2011/12	2012/13
	£	£
Commercial Collections		
240 Litre Container	5.30	5.30
360 Litre Container	7.25	7.25
660 Litre Container	13.40	13.40
1100 Litre Container	20.50	20.50
Trade Sacks (Per 50)	135.00	135.00
Annual Waste Transfer Note	20.00	25.00
Bulky Collections	20.00	21.00
OTHER CHARGEABLE COLLECTIONS		
Household waste for which a charge for collection can be made		
240 Litre Container	3.25	3.25
360 Litre Container	4.15	4.15
660 Litre Container	7.70	7.70
1100 Litre Container	11.00	11.00
Orange sacks	83.50	83.50
Domestic Wheeled Bins (240L)	30.00	31.50
Collection Rate per hour for larger jobs to be based on time taken to collect (minimum charge)		
First Hour Rate	70.00	70.00
Second & Subsequent Hours	60.00	60.00
Half Hour Rate	35.00	35.00
Building Cleaning Hourly Rate (Std Mon-Fri)	12.50	13.00

LAND CHARGES

2011/12 BASE BUDGET INCOME

90,431

PROPOSED 2012/13 BASE BUDGET INCOME

90,431

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES	BASE PROPOSAL - NO INCREASE
	2011/12	2012/13
	£	£
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
CON29O	10.00 (Question 5)	10.00 (Question 5)
CON29O	10.00 each (Questions 4 and 6 to 21)	10.00 each (Questions 4 and 6 to 21)
CON29O	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

No increases proposed currently. Fee increases for Land Charges will be re-assessed in 2012/13 as part of a comprehensive exercise to review all licences administered by Legal Services where there is local discretion to increase the level of the charge.

LICENSING

2011/12 BASE BUDGET INCOME

125,442

PROPOSED 2012/13 BASE BUDGET INCOME

125,442

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES 2011/12	BASE PROPOSAL - NO INCREASE 2012/13
Hackney Carriage Vehicle Licence: issue fee	101.00	101.00
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	95.00	95.00
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	62.00	62.00
Private Hire Carriage Driver Licenc: issue fee	62.00	62.00
Criminal Records Bureau check fee	36.00	36.00
Driver Licence: replacement badge	3.00	3.00
Private hire Operator: issue fee	120.00	120.00
Licensing Act 2003 fees	Statutory	Statutory
Gambling Act 2005 fees	As attached	As attached

No increases proposed currently. Fee increases for Land Charges will be re-assessed in 2012/13 as part of a comprehensive exercise to review all licences administered by Legal Services where there is local discretion to increase the level of the charge.

COPELAND BOROUGH COUNCIL FEES UNDER THE GAMBLING ACT 2005

Type of Premises	Conversion Fast-Track	Conversion Non Fast-Track	Non-Conversion Provisional Statement Premises	Non-Conversion Application All other premises	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	£3,000	£2,000		£1,350	£1,350
Bingo	£300	£1,000	£500	£1,000	£700	£700 pro-rata min £300	£500	£1,000	£500	£500
Adult Gaming Centre	£300	£800	£500	£1,000	£700	£700 pro-rata min £300	£500	£1,000	£300	£300
Betting (Track)	£300	£1,250	£950	£2,500	£1,000	£1,000 pro-rata min £300	£1,250	£2,500	£950	£950
Family Entertainment Centre	£300	£500	£300	£500	£400	£400 pro-rata min £200	£300	£500	£300	£300
Betting (Other)	£300	£900	£500	£1,000	£500	£500 pro-rata min £200	£500	£1,000	£300	£300
All Premises:		Fee for copy of Licence - £15								
		Fee to accompany notification of change of circumstances - £30								
Small Society Lotteries:		Grant - £40								
		Annual Fee - £20								

BENEFITS

2011/12 BASE BUDGET INCOME

163,226

PROPOSED 2012/13 BASE BUDGET INCOME

163,226

PROPOSED FEES & CHARGES 2012/13	CURRENT FEES 2011/12	BASE PROPOSAL - NO INCREASE 2012/13
COUNCIL TAX AND NNDR COURT COSTS Summons costs	£ 60.00	£ 60.00

Budget Pressures

Appendix B

	2012/13 £	2013/14 £	2014/15 £	Comments
Resources and Transformation				
Democratic Services				
Increase the budget for central printing costs which is insufficient to cover current costs	52,000	52,000	52,000	
Electoral Registration - Increase postages to meet current needs	10,000	10,000	10,000	
	<u>62,000</u>	<u>62,000</u>	<u>62,000</u>	
Legal Services				
Enhancement of LALPAC software to enable users to access data	5,000	5,000	5,000	
To reduce the budgets for taxi and liquor licences to to reduced demand 2 X £5,000	10,000	10,000	10,000	
	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	
Finance				
Treasury Management - Reduced Interest returns due to continuing low Interest rates	25,000	25,000	25,000	
Reduced grant from the Dept. for Work & Pensions in respect of housing benefit administration.	48,000	48,000	48,000	
Finance - fee to provide support to the Council's financial systems not in previous years budget	12,000	12,000	12,000	
	<u>85,000</u>	<u>85,000</u>	<u>85,000</u>	
Contribution from revenue to part-fund repairs and maintenance backlog in respect of buildings.	20,000	20,000	20,000	
Increase to the repairs & maintenance budget in respect of the leisure contract operated by NCL.	68,000	68,000	68,000	
Increase to the budget for facilities management under the PFI contract	40,000	40,000	40,000	
Reduce rent income - Moresby depot following termination of the lease by the occupier	95,000	95,000	95,000	Pressure will be reduced/eliminated if a new tenant can be found
Moresby Depot - empty property business rates arising from lease termination above.	11,500	23,000	23,000	Pressure will be reduced/eliminated if a new tenant can be found
Empty property business rates at Cleator Moor Business Centre	10,000	10,000	10,000	Pressure will be reduced/eliminated if new tenants can be found
	<u>244,500</u>	<u>256,000</u>	<u>256,000</u>	
Total Corporate Resources	406,500	418,000	418,000	
Additional funding for the Locality Team for one year pending the approval of other external funding bids	65,000	65,000	65,000	Funding will be provided for one year pending decisions on the approval of other external funding bids
Total Policy and Transformation	65,000	65,000	65,000	
Total Resources and Transformation	471,500	483,000	483,000	
People and Places				
Beacon - Increase budget to meet the current cost of business rates	23,852	23,852	23,852	
To utilise the new homes bonus to facilitate new housing development and bring empty properties back into use.	15,000	15,000	15,000	Will increase the potential for additional funds through the New Homes Bonus
Total Regeneration and Communities	38,852	38,852	38,852	
Planning - Conservation officer to support THI bid.	20,000	20,000	20,000	
	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	
Enforcement				
Net increase in the cost of running markets	4,000	4,000	4,000	
	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	
Commercial Waste Collection - a net increase in cost due to a reduced number of contracts giving an income shortfall of £80,000 offset by a reduction in collection costs of £53,000	27,000	27,000	27,000	
Environmental Health- provide a budget for pest control to deal with statutory nuisances	10,000	10,000	10,000	
Crematorium - provide an annual budget for a maintenance contract to deal with repairs to the cremator.	17,000	17,000	17,000	
	<u>54,000</u>	<u>54,000</u>	<u>54,000</u>	
Total Neighbourhoods	78,000	78,000	78,000	
Total People and Places	116,852	116,852	116,852	
TOTAL	588,352	599,852	599,852	

Budget Savings**Appendix C**

	2012/13 £	2013/14 £	2014/15 £
<u>Corporate Resource Savings</u>			
Review staff terms & conditions	23,000	23,000	23,000
Reduce the value of the staff training budget	20,000	20,000	20,000
Human Resources	43,000	43,000	43,000
Review staffing within Finance	10,000	10,000	10,000
Reduce the budget for fees paid to the Audit Commission	15,000	15,000	15,000
Reduce the cost of Discretionary Concessionary Travel	30,000	30,000	30,000
Finance	55,000	55,000	55,000
Reduction in certain mayoral and civic activities as agreed by the Members task and finish group.	3,000	3,000	3,000
Democratic Services	3,000	3,000	3,000
Reduce contractual payments under the current PFI contract for the Copeland Centre	40,000	75,000	75,000
Reduce the cost of repairs and maintenance following a reduction in rates for work carried out by contractors	25,000	25,000	25,000
Property	65,000	100,000	100,000
<u>Total Corporate Resources</u>	166,000	201,000	201,000
<u>Policy and Transformation Savings</u>			
Reduce costs through a review of rostering within Customer Services Copeland Direct	5,000	5,000	5,000
Redefine the core work of the Policy and Transformation Unit	20,000	20,000	20,000
Policy and Transformation	20,000	20,000	20,000
Surrender lease car and car parking space	1,960	3,360	3,360
Timico internet link	6,000	6,000	6,000
Safend replacement	5,000	0	0
Immediacy Web Content Management - replace SQL/Server	5,200	0	0
Reduce costs of telephones by reviewing call costs and line rentals in conjunction with users	10,000	5,000	5,000
MPLS Circuit replacement	9,000	9,000	9,000
Network switch replacement	10,000	0	0
ICT	47,160	23,360	23,360
Reduce GIS licence costs	9,500	9,500	9,500
GIS	9,500	9,500	9,500
<u>Total Policy and Transformation</u>	81,660	57,860	57,860
<u>Neighbourhoods Savings</u>			
Reduce running costs for Building Control	1,500	1,500	1,500
Salary saving target	3,000	2,500	0

	2012/13	2013/14	2014/15
	£	£	£
Building Control Non-fee based	4,500	4,000	1,500
Review staffing	28,000	28,000	28,000
Development Control	28,000	28,000	28,000
Dogs - reduced costs of private contractors	4,000	4,000	4,000
Enforcement	4,000	4,000	4,000
Net reduction in recycling costs following a review of income levels and operating costs	91,100	91,100	91,100
Increased contractor costs for green waste	-20,000	-20,000	-20,000
Plastics & Card Recycling - Increased transport costs	-6,500	-6,500	-6,500
Bulk collection - further reduction in transport costs	7,977	7,977	7,977
Waste services - reduction in direct materials and operational equipment	8,400	8,400	8,400
Waste	80,977	80,977	80,977
Review staffing working hours	7,000	7,000	7,000
Reduction in operational costs to respond to blocked, overflowing and other private sewer complaints resulting from the transfer of private sewers from individual property owners to the Statutory Water Undertaker (United Utilities) on 1st October 2011.	6,000	8,000	8,000
General reduction in running costs across environmental health budgets focussing on equipment, books and promotion costs	5,300	5,800	6,300
Air quality result monitoring and annual air quality strategy using in house expertise rather than external contractor.	9,000	9,000	9,000
Environmental Health	27,300	29,800	30,300
Reduced running costs following closure of Beck Green Nursery	13,000	13,000	13,000
Empty property business rates and security costs at Beck Green Nursery	-23,200	-3,200	-3,200
Reduce the cost of gas for the cremator	2,000	2,000	2,000
Reduce the cost of supplies and services at the Crematorium	5,000	5,000	5,000
Reduce staffing costs for waste supervision	24,000	24,000	24,000
Additional Income from contracts	55,000	55,000	55,000
Parks and Open Spaces	75,800	95,800	95,800
Reduce contract costs for leased vehicles	25,000	25,000	25,000
Contractors Review	25,000	25,000	25,000
Reduction Neighbourhood contract costs	5,000	5,000	5,000
Trees - reduced usage of private contractors	5,000	5,000	5,000
Reduced waste disposal contract costs (not recycling)	12,000	12,000	12,000
Underspend 2010/11	22,000	22,000	22,000
Total Neighbourhoods	267,577	289,577	287,577
Regeneration and Communities Savings			
Reduce budgets for Housing survey work	39,000	39,000	39,000
Reduction in Care & Repair contract	26,660	26,660	26,660
Housing	65,660	65,660	65,660

	2012/13	2013/14	2014/15
	£	£	£
Review of staffing	36,803	36,803	36,803
Economic Development	36,803	36,803	36,803
Review of staffing	15,000	15,000	15,000
Arts Development	15,000	15,000	15,000
Reduce climate change budget by curtailing activities	8,000	8,000	8,000
Sustainability	8,000	8,000	8,000
Income from the New Homes Bonus	15,000	15,000	15,000
Inclusion within the budget of an agreed 10% management fee on staff costs incurred on work undertaken for Copeland Community Fund	13,000	13,000	13,000
Income from third parties	28,000	28,000	28,000
Reduction in the management fee for the Leisure contract operated by NCL	75,000	100,000	100,000
NCL	75,000	100,000	100,000
Review staffing - West Cumbria Community Safety Partnership	5,000	5,000	5,000
Community Safety	5,000	5,000	5,000
Total Regeneration and Communities	233,463	258,463	258,463
Chief Executive Budget Savings			
Reduce website maintenance costs within Communications	5,700	5,700	5,700
Reduction in supplies and services	10,850	7,500	7,500
Total Chief Executive	16,550	13,200	13,200
Other Savings			
Service Reviews	330,000	330,000	330,000
Vacancy Management	100,000	0	0
Service Management	250,000	250,000	250,000
Reduce Base Salaries	171,921	171,921	171,921
Increased Pay Award	-25,000	-25,000	-25,000
Reduced Inflation provision	130,000	130,000	130,000
	956,921	856,921	856,921
Crematorium Fees & Charges	50,000	50,000	50,000
Building Control Fees & Charges	10,000	10,000	10,000
Development Control Fees & Charges	10,000	10,000	10,000
Car Parking Fees & Charges	8,000	8,000	8,000
Rent Reviews in Land & Property	7,000	7,000	7,000
Fees and Charges	85,000	85,000	85,000
Total Other Savings	1,041,921	941,921	941,921
TOTAL	1,807,171	1,762,021	1,760,021

NET BUDGET REQUIREMENT 2012/13**Appendix D**

	£	£
Initial Base Budget Requirement		11,487,508
Add		
Budget Pressures [Appendix B]	588,352	
Salary additions	152,000	
Inflation on contracts	74,172	814,524
Deduct		
Budget Savings [Appendix C]	(1,807,171)	
add back inflation adjustment	<u>130,000</u>	(1,677,171)
Budget Requirement funded from grants, council tax & general reserves		<u>10,624,861</u>
Funding from earmarked reserves [Appendix G]		435,564
NET BUDGET REQUIREMENT 2011/12		<u>11,060,425</u>
FUNDING		
<u>General Government Grants</u>		
Revenue Support Grant	5,000,000	
Transitional Grant	327,000	
PFI Grant	836,678	
Council Tax Freeze Grant	<u>100,000</u>	6,263,678
<u>Council Tax</u>		4,114,017
<u>Collection Fund surplus</u>		15,761
<u>General Reserves</u>		231,405
		<u>10,624,861</u>
<u>Earmarked Reserves</u>		435,564
TOTAL FUNDING		<u>11,060,425</u>

	2011/12	2012/13	2013/14	2014/15	2015/16
	£	£	£	£	£
Funding from Grants & Council Tax					
Base budget	13,104,230	11,487,508	10,624,861	11,061,733	11,494,733
Budget Reductions					
Budget savings outside the service review process	-986,415				
Savings achieved through the service review process	-1,771,207	-1,530,250			
Savings not ongoing into later years			42,000	1,000	
Budget Increases					
Salary Movements - Original	286,000	152,000	177,000	222,000	200,000
Salary Movements - Revised		-171,921			
Salary Movements - increased pay award		25,000			
Pensions Increases Costs	130,000				
Identified Spending Pressures	346,000	588,352	11,500	0	0
Contractual increases for inflation (2% applied to all non salary costs 2013/14 onwards)	61,900	74,172	206,372	210,000	216,000
Treasury management	317,000				
	11,487,508	10,624,861	11,061,733	11,494,733	11,910,733
Funding from Reserves					
Earmarked Reserves	2,619,000	435,564	84,000	84,000	34,000
Total Spending	14,106,508	11,060,425	11,145,733	11,578,733	11,944,733
Rounded Total Spending (£'000)	14,106	11,060	11,145	11,579	11,945
FUNDING					
RSG/NNDR	5,660	5,000	4,955	4,678	4,678
Transitional Grant	611	327	0	0	0
PFI Grant	837	837	837	837	837
Council Tax - freeze 2011/12, 2.5% increase thereafter	4,011	4,114	4,211	4,316	4,424
Council Tax Surplus	32	15	0	0	0
Council Tax "Freeze" Grant	100	100	100	100	0
New C Tax Freeze Grant					
Earmarked Reserves	2,619	436	84	84	34
General Reserves	236	231	0	0	0
	14,106	11,060	10,187	10,015	9,973
Shortfall	0	0	958	1,564	1,972
Memo - General Reserves:					
Moresby Rent		-95			
Moresby Rates		-11			
Localities		-65			
General		-60			
Total		-231			