

REVENUE BUDGET - MONITORING REPORT 2009/10 (Quarter One)

EXECUTIVE MEMBER: Cllr E Woodburn, Leader
LEAD OFFICER: Julie Crellin, Head of Finance and Management Information Systems
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Summary:

The report provides the Executive with the summary budget position for the Revenue Budget 2009/10 at 30th June 2009 and a forecast outturn position at the year-end at this early stage in the year.

Recommendations:

The Executive is asked to;

- (i) Confirm the revised net revenue budget of £14,744,022 (para 2.1).
- (ii) Confirm the utilisation of general fund reserves of £100,000 to support the Choosing to Change programme.
- (iii) Note the forecast position at the year end of a net underspending of £494,211 against the Revised Revenue Budget (para 1.5, table 2 section 3). However, £400,000 relates to the Regeneration Delivery Plan, which is funded from earmarked reserves. A report will be presented to Executive at the September meeting which will set out a revised detailed profile of this budget to 2011/12. If agreed, this would result in a reduction of the budget for 2009/10 and the year-end underspending forecast would be revised downwards to £94,211.
- (iv) Confirm the application of £22,500 of this remaining projected underspending to fund budget consultation for 2009/10 of £10,000 (para 3.11) and £12,500 (para 3.12) for Legal Services, to be reflected in the Quarter Two monitoring report.
- (v) Note the adjusted projected year end position of £94,211 underspending is subject to monthly review and there are a number of key variables e.g. annual employees pay award etc which may impact upon the projection.

1 INTRODUCTION

- 1.1 In accordance with Council's Financial Regulations, the Head of Finance and Management Information Systems (MIS) is required to report to the Executive on the overall budget position, the monitoring and control of expenditure against budget allocations and the exercise of virement on a regular basis. It is the responsibility of Corporate Team and individual budget managers to control income and expenditure within their service areas and to monitor performance, taking account of financial information provided by the Head of Finance and MIS.
- 1.2 All budget managers receive a monthly budget monitoring report covering their areas of responsibility. Information is collated from the main accounting system and then adjusted to correct any known budget profiling trends, timing differences and commitments. The report has been developed in line with the need to provide sound financial management information to inform the decision making process, which is also a requirement of the Use of Resources assessment.
- 1.3 The report summarises the forecast year-end position drawing on the returns from budget holders for the period to 30th June. The budget monitoring process considers the current position against current profiled budget together with the projections of income and expenditure to be incurred for the remainder of the year and compares this to the current budget.
- 1.4 Although this is an early stage in the budget year, it is important that key trends and possible areas of budget variation are identified to enable action to be taken if necessary, and revisions to budget approvals to be approved, including for example, the redirection of resources to meet emerging priorities and pressures funded from underspendings. Budget monitoring is an active process.
- 1.5 In summary, the projected position is a net underspending of £494,211 at the year-end against the Revised Revenue Budget (table 2, para 3.1). Section 3 sets out the significant variances reported by Service area. £400,000 of the projected underspending relates to the Regeneration Delivery Plan funded from earmarked reserves. A report will be presented to Executive at the September meeting will request a reprofiling of the current remaining two years of activity (2009/10 and 2010/11) to three years, i.e. to 2011/12. The report will recommend a reduction in the budget for 2009/10 to reflect this reprofiling, the adjusted projected net underspending for 2009/10 would therefore, be £94,211 for Quarter One.
- 1.6 It is important to recognise that there are a number of key variables e.g. employees pay award, which may impact upon the projection and the projection will be revised throughout the year. *(Throughout the report, the*

use of brackets indicates a credit or income budget, and the term underspend also relates to additional income generated).

2. REVENUE BUDGET 2009/10

- 2.1 Council approved the Revenue Budget 2009/10 at its meeting held on 24th February 2009. The Original Net Revenue Budget for 2009/10 of £14.094 million, is supported by earmarked reserves for specific items (the most significant items being the Regeneration Delivery Plan and the Planning Development Framework).
- 2.2 Table 1 shows the movement on the annual revenue budget in the first quarter. The current net revenue (approved) budget is £14,744,023 and it is set out as follows:-

Table 1 – 2009/10 Approved Budget	£
Net Budget Requirement 2009/10 to be funded from Council Tax and Government Grant	12,344,957
Net Budget Requirement 2009/10 funded from Reserves	1,749,000
Net Revenue Budget 2009/10 (Council resolution - February 2009)	14,093,957
Carry forward requests (2008/09 out-turn – 30 th June Executive)	601,060
Net Current Revenue Budget 2009/10	14,695,017
Draw down of earmarked reserves already agreed:- Audit – IT computer audit Beacon – Rates revaluation	5,000 18,000
Earmarking of general fund reserves in 2009/10 to fund specific items agreed at Executive meetings to date:- Audit Shared Services (Exec 26 May) Public Buildings – NNDR Ginns Site (Exec 21 April)	10,000 16,005
Current Net Revenue (Approved) Budget 2009/10	14,744,023
Request for earmarking of general fund reserves Choosing to Change programme (CBC support)	100,000
Proposed Net Revenue (Approved) Budget 2009/10	14,844,023

- 2.3 Executive at its meeting of 30th June 2009, approved carry forward requests totalling £601,060. Appendix B sets out in detail, approved carry forwards from 2008/09. At the Executive meeting, it was agreed that the remaining carry forward requests of £550,000 were to be subject to further detailed reporting prior to Member approval.

- 2.4 Since the June meeting, the 'Choosing to Change' programme has continued to develop and the Executive/Management OSC meeting on 10 August received a briefing on the process to date. Three Member events are planned for September to enable Members to have a full involvement in shaping the programme. As a result of this, expenditure is beginning to be committed and although small scale at this time, it would be appropriate to release the funding identified in the June revenue bid report to this Executive. It is recommended the Chief Executive's budget be increased by £100,000 to support the Choosing to Change programme.
- 2.5 Executive approval is sought to confirm the use of general fund reserves for this purpose. Executive is asked to agree an increase in budget provision for the Chief Executive and if confirmed, the current net revenue budget for 2009/10 would be £14,844,023, funded by £12,344,957 from Council Tax and Government Grants and £2,499,065 from revenue reserves for specific purposes.

3 FORECAST OUTTURN POSITION 2009/10

- 3.1 Table 2 sets out the summary of the forecast outturn for 2009/10 and reports this position against the approved revenue budget for the Council, prior to the approval for support towards the 'Choosing to Change' proposal (ignoring roundings).

Table 2 – Summary Forecast Net Revenue Outturn 2009/10				
Department	Original Annual Net Budget	Revised Annual Net Budget	Forecast Outturn	Variance
	£	£	£	£
Chief Executive	801,239	801,239	801,239	0
Customer Services	516,517	534,017	480,399	(53,618)
Finance and Management Information Systems (MIS)	2,146,667	2,251,667	2,199,550	(52,117)
Legal and Democratic Services	890,032	890,032	861,093	(28,939)
Policy and Performance	1,488,375	1,578,375	1,578,375	0
Development Strategy	2,535,810	2,695,997	2,292,136	(403,861)
Development Operations	1,570,599	1,796,253	1,781,962	(14,291)
Leisure and Environmental Services	4,344,720	4,396,444	4,283,056	(113,387)
Public Service Delivery	0	0	40,000	40,000
Vacancy Savings (nb)	(200,000)	(200,000)	(68,000)	132,000
Total	14,093,958	14,744,023	14,249,812	(494,211)

(nb vacancy savings of £132k are included in Departmental returns and not against the corporate budget – see para ***)

- 3.2 Appendix A shows the forecasted position at the year-end by managers, indicating gross expenditure and income, by main service area and also shows the current net position against net budget for Quarter One.
- 3.3 The net actual net expenditure position at 30th June 2009 is £838,341 compared to profiled budget of £2,241,074. Variances against profile may indicate areas requiring further detailed review and these have been used by budget managers and Finance as reference points when reviewing the forecasts at the year end. It also indicates a need to revise the assumptions upon which profiles are based where necessary. Budget Managers are forecasting an overall underspend on the Council's revenue budget of £494,211. This represents 3.3% of the net approved budget.
- 3.4 However, the majority of the underspending (£400k) relates to the Regeneration Delivery Plan funded from earmarked reserves. Members will remember the intention to re-profile this budget over a three year period 2009/10 – 2011/12 was indicated during the discussion of the 2008/09 Provisional Revenue Outturn at the June meeting. A report will be considered by Executive at its meeting in September which will set out the planned use of this budget, and if agreed, this would address this element of the projected underspending.
- 3.5 Detailed explanations of the key variations are set out in paras 3.7 to 3.21.
- 3.6 The net underspending of £ 94,211 *excluding the Regeneration Delivery Plan*, may be further increased by the difference between the actual national pay settlement and that budgeted and if the Pay and Grading Review is agreed by staff during the year.

Budget Monitoring 2009/10 (Q1) – Significant Estimated Variances

Chief Executive

- 3.7 No variance at the year-end is forecast against the Chief Executive's budget at this stage. However, there are a number of variables which may impact upon this budget relating to acting up-arrangements and temporary back-filling of administrative support. The budget sector includes the centrally funded element of the employer's superannuation contribution (referred to in para 3.21) and this budget will need to be increased to reflect the contribution rate which is higher than originally budgeted.

Customer Services

- 3.8 A net underspending of £53,618 is forecast at the year-end as a result of managed vacancies within the Service. The outcome of the Shared Service proposal for Revenues and Benefits may impact upon the

underspending as it may be necessary to fill some of these posts if the shared service does not progress.

Finance and Management Information Systems

3.9 An underspending of £52,117 is forecast at the year end. It consists of three main elements:-

- The treasury management budget is subject to detailed monthly review and revised estimates have been undertaken given the turbulence of the market and this is referred to in another report elsewhere on this agenda. Members will remember this budget is being specifically supported by earmarked reserves as the potential for variability was recognised during the budget process. Estimates of likely deposit rate changes for the second half of 2009/10 from Butlers (Treasury Management Advisers) received on 31st July have resulted in a revision downwards from break-even calculated originally for June monitoring returns. Butlers are forecasting a tightening of deposit interest rates, and this, based on projected cash balances to be held during the year, would result in a decline in income compared to budget of around £72,000.
- The corporate insurance contract has been re-negotiated and a new contract has been let. The new contract will provide a significant cost saving over the life of the (five year) contract – of annual savings of around £130,000 and a part-year saving in 2009/10 of £96,000.
- The concessionary fares budget has experienced variation in usage over the last three years, making budget predictions difficult. Usage statistics to 30th June 2009, compared to last year's profile would indicate a potential underspending at the year-end of £24,000. This has been included in the Quarter One projection.

3.10 RPWG at its meeting of 27th July considered a number of options for budget consultation and agreed in principle to using SIMALTO direct face-face public consultation, rather than web-based questionnaires, although this is subject to confirmation of questions and the detailed approach at the September meeting. The cost of budget consultation will be approximately £10,000. Executive is asked to approve the utilisation of the forecast underspending to support this activity. If agreed, this will be reflected in the Quarter Two monitoring report.

Legal and Democratic Services

3.11 There is an underspending of £28,939 forecast for this Department. There are two principal areas of underspending. An underspending on Members Allowances of £13,000 is forecast, based on current spending and profiles to the year end and around £12,000 from vacancy management. Executive is asked to approve the utilisation of £12,500 of this projected underspending to support Legal and Democratic Services' objective of voluntarily registering title to the Council's land holdings. This objective is

justified by business and risk management considerations and will assist in our commitment to electronic mapping and making greater use of GIS systems. If agreed, this will be reflected in the Quarter Two monitoring report.

Policy and Performance

- 3.12 There are no variances forecast for this Department overall at this stage. However, the Policy and Performance budget contains a full year allocation of £450,000 to fund the implementation of Pay and Grading Review i.e. raising the baseline for 2009/10 (the backdated element for 2008/09 has been provided for). A detailed analysis of the proposal prior to submission to Council in June showed that the implementation of the Pay and Grading Review can be funded from within existing budgets and earmarked reserves for the period of the life of the current medium term financial strategy until 31st March 2012 (ignoring pay awards and any other changes to statutory payments). £292,000 of this permanent budget would be required for 2009/10 and the underspending of £158,000 would be needed to be earmarked for carryforward to fund incremental increases related to the new JE scales for the third year of the MTFS.

Development Strategy

- 3.13 Development Strategy is forecasting a net underspend at the year-end of £403,861. £400,000 of the underspending relates to the Regeneration Delivery Plan. Members will remember the intention to re-profile this budget over a three year period 2009/10 – 2011/12 was indicated during the discussion of the 2008/09 Provisional Revenue Outturn. A report will be considered by Executive at its meeting in September which will set out in detail the planned use of this budget, which is wholly funded from earmarked reserves. Agreement for the re-profiling will be sought and the budget will be amended accordingly. It is important to stress that this reported underspending would at that point be eliminated.
- 3.14 Housing Services is cautiously reporting no variation against budget at this early stage in the year, although spending in relation to homelessness is below profile and is a result of pro-active engagement in this area. This may result in an underspending at the year end, however, we need to be mindful that the emergency accommodation budget (supported by an earmarked reserve from 2008/09 to fund a specific requirement), is by its nature, difficult to predict and may cause variability.

Development Operations

- 3.15 There are no variations to report for the Department at the moment. However, there are a number of services within this service area and some rely upon external income (planning fees, building control fees etc) which will be affected by recessionary impacts. Members will remember the July Executive meeting received a report explaining the effects of the

recession upon Copeland in relation to Quarter One and income in these service areas is currently consistent with the original budget prediction.

Leisure and Environmental Services

- 3.16 Leisure and Environmental Services are predicting an underspending of £113,387 at the year end. This is a complex budget area and a number of variables impact upon it. The main areas of predicted underspending relate to Enforcement and Leisure and Environmental Staffing.
- 3.17 Enforcement is forecasting a year-end underspending of £44,138 which is a result of increased income from car parking of around £12,000 and a full-year vacancy management saving of around £32,000. Leisure and Environmental Staffing is predicting an underspend if the current acting-up and interim arrangements continue to the year-end of £33,446. The underspending in relation to Open Spaces (whose outturn income and expenditure is significantly higher than budget due to the successful award of external contracts awarded since agreement of the budget) reflects this increased turnover of activity providing opportunities for cost savings from economies of scale and flexible purchasing. The Waste Management budget is particularly complex, but income from grants and from recycling activities is higher than budget, but this will be closely monitored during the year.

Public Service Delivery

- 3.18 This budget area is predicting an overspend of £40,000. However, discussions are on-going with partners to address this area of predicted overspending.

Other

- 3.19 A variance of £132,000 deficit against the vacancy management (corporate) budget is reported at this stage. It is necessary to offset the full year saving from vacancy management activities in this way to avoid double counting as the vacancy savings have been included in Service projections elsewhere. These savings may be better reported through budget virement i.e. the (£200k) deficit budget will reduce to £0 as Service budgets are reduced to reflect the savings achieved/proposed. The Head of Finance wishes to agree in principle, these budget virements explicitly with budget managers before they are actioned and this will be reported in the Quarter Two monitoring statement with a supplementary table identifying the areas of saving. If all vacancy savings are achieved by 31st March, there will be no variance against this budget line.
- 3.20 It is intended the full target will be achieved as represented by the £68,000 forecast of total savings against this line, as the other £132,000 is reported on Service lines. Caution must be exercised as this subject to staffing changes and decisions regarding replacement and recruitment, in the future i.e. an unknown.

- 3.21 Budget monitoring assumes at this stage, for all salary budgets, that the pay rise is in line with the budget and necessary virements will be made once the pay settlement is clear. It is likely that the national pay settlement will be less expected which if it is at 1%, it would result in around £130,000 saving against budget, and when this is combined with an employers' pensions contributions rate higher than budgeted by 0.5% (equating to around £50,000 additional expenditure across all staffing budgets), a net underspending of £90,000 would result. If the nationally agreed pay award of around 1% is agreed, it will reduce the base budget for planning purposes for 2010/11 and assist with budget considerations for next year.

4 CONCLUSION

- 4.1 This report has set out in summary, the current revenue budget for 2009/10 and the forecast position at the year end. Members are requested to confirm the current net revenue budget of £14,744,022. Members are asked to increase this budget approval by £100,000 from general fund balances.
- 4.2 Members are asked to note the the projected position at the year end of a net underspending of £494,211 against the current net revenue budget. However £400,000 of this underspending relates to an activity funded from earmarked reserves and Executive will be asked in September to approve the application of this reserve in 2011/12 and the budget for 2009/10 will be reduced accordingly.
- 4.3 Any underspend against budget for the year will be credited to the general fund balance at year end. The original budget, agreed by Council in February, included the use of earmarked reserves of £1,749,000. The current net revenue budget, before further approvals, assumes a further utilisation of general reserves of £606,050 and £44,005 from existing earmarked reserves. The provisional general fund balance at 31st March 2009 (subject to audit) was £3,096,503 and the provisional earmarked reserves balance was £5,767,638. These balances will reduce to fund these approvals.

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

- 5.1 The report sets out the current revenue budget for 2009/10 and the forecast year end position and this is summarised in section 4.

- 5.2 The projected underspending at the year-end may be increased further if the current pay offer from the Local Government Employers Association is accepted. This will be reflected in future monitoring reports.

6 PROJECT AND RISK MANAGEMENT

- 6.1 The budget monitoring process is carried out on a monthly basis. Management and finance staff work together to ensure financial reports are accurate and timely to assist the decision making process of the Council as a whole.
- 6.2 Budgets are monitored during the year with exceptions reported through Corporate Team and Executive during the year on a quarterly basis. At the year-end, the draft outturn prior to the external audit process must be reported formally. It is also good financial practice to report the year-end position on revenue reserves as a consequence of the outturn.

7 IMPACT ON CORPORATE PLAN

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

List of Appendices

- Appendix A 2009/10 Management Projected Year End Financial Position
Appendix B 2008/09 Carry Forward Details

List of Background Documents

- 2009/10 Period 3 Management Accounts Reports
Revenue Budget Reports 2009/10

List of Consultees

- Corporate Team

CHECKLIST FOR DEALING WITH KEY ISSUES

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

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

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

Appendix A - Detailed Revenue Budget Monitoring Position at 30th June 2009

	ORIGINAL GROSS & NET BUDGET 2009/10										Increases to budget during year 2009/10				
	GROSS BUDGET £'000	OTHER GRANT INCOME £'000	OTHER EXTERNAL INCOME £'000	INTERNAL INCOME £'000	NET BUDGET £'000	Carry Forwards 2008/9 £'000	Other Transfers from Reserves £'000	Corporate Virements £'000	Inter-Department Virements £'000	J/E Adjustment £'000	Total Adjustments £'000	NET BUDGET £'000			
Chief Executives															
Chief Executives	901,239	(100,000)	0	0	801,239	0	0	0	0	0	0	801,239			
Customer Services															
Customer Services	549,445	0	0	0	549,445	0	0	0	0	0	0	549,445			
Revenues & Benefits	21,846,699	(21,261,101)	(618,526)	0	(32,928)	17,500	0	0	0	0	17,500	(15,428)			
Total - Customer Services	22,396,144	(21,261,101)	(618,526)	0	516,517	17,500	0	0	0	0	17,500	534,017			
Finance and Management Information Systems															
Accountancy Services	2,140,290	(213,000)	(542,959)	0	1,384,331	90,000	0	0	0	0	90,000	1,474,331			
Audit & Fraud Prevention	224,673	(23,402)	0	0	201,271	5,000	10,000	0	0	0	15,000	216,271			
Management Information Systems	561,065	0	0	0	561,065	0	0	0	0	0	0	561,065			
Total - Finance and MIS	2,926,028	(236,402)	(542,959)	0	2,146,667	95,000	10,000	0	0	0	105,000	2,251,667			
Legal & Democratic Services															
Democratic Services	361,623	0	0	0	361,623	0	0	0	0	0	0	361,623			
Elections	85,908	0	(1,648)	0	84,260	0	0	0	0	0	0	84,260			
Emergency Planning	20,114	0	0	0	20,114	0	0	0	0	0	0	20,114			
Land Charges	32,812	0	(90,431)	0	(57,619)	0	0	0	0	0	0	(57,619)			
Legal Services	610,344	0	(19,624)	0	590,720	0	0	0	0	0	0	590,720			
Licensing	16,376	0	(125,442)	0	(109,066)	0	0	0	0	0	0	(109,066)			
Total - Legal	1,127,177	0	(237,145)	0	890,032	0	0	0	0	0	0	890,032			
Policy & Performance															
Communications	95,102	0	0	0	95,102	0	0	0	0	0	0	95,102			
Human Resources	1,032,493	0	0	0	1,032,493	90,000	0	0	0	0	90,000	1,122,493			
Policy & Performance	143,331	0	0	0	143,331	0	0	0	0	0	0	143,331			
Process Improvement Team	217,449	0	0	0	217,449	0	0	0	0	0	0	217,449			
Total - Policy & Performance	1,488,375	0	0	0	1,488,375	90,000	0	0	0	0	90,000	1,578,375			
Development Strategy															
Housing	293,826	0	(4,864)	0	288,942	80,000	0	0	0	0	80,000	368,942			
Economic Development	332,332	(46,300)	(8,764)	0	277,248	43,886	0	0	0	0	43,886	321,134			
Planning Policy	497,215	0	(63,718)	0	433,497	0	0	0	0	(1,100,000)	(666,503)				
Development Strategy - Incl. Regeneration	1,677,678	(52,427)	(190,092)	0	1,435,159	36,301	0	0	0	0	1,136,301	2,571,460			
Corporate Director Economic Prosperity & Sustainability	100,964				100,964							100,964			
Total - Development Strategy	2,902,015	(98,727)	(257,478)	0	2,535,810	160,187	0	0	0	0	160,187	2,695,997			
Development Operations															
Head of Development Operations	77,726				77,726							77,726			
Admin Buildings	1,776,238	0	(1,433,616)	-	342,622	6,000	0	0	0	6,000	348,622				
Beacon & TIC	475,627	0	(102,140)	0	373,487	103,499	18,000	0	0	121,499	494,986				
Building Control	320,295	0	(215,487)	0	104,808	0	0	0	0	9,150	113,958				
Planning	425,759	(2,500)	(286,039)	0	137,219	32,000	0	0	0	32,000	169,219				
Property	238,759	(1,025)	(9,553)	0	228,181	0	0	0	0	0	228,181				
Public Buildings	320,972	0	(43,707)	0	277,265	41,000	16,005	0	0	57,005	334,270				
Procurement	28,291	0	0	0	28,291	0	0	0	0	0	0	28,291			

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Appendix A - Detailed Revenue Budget Monitoring Position at 30th June 2009

	ORIGINAL GROSS & NET BUDGET 2009/10				Increases to budget during year 2009/10						NET BUDGET £'000	
	GROSS BUDGET £'000	OTHER GRANT INCOME £'000	OTHER EXTERNAL INCOME £'000	INTERNAL INCOME £'000	NET BUDGET £'000	Carry Forwards 2008/9 £'000	Other Transfers from Reserves £'000	Corporate Virements £'000	Inter-Department Virements £'000	J/E Adjustment £'000		Total Adjustments £'000
Total - Development Operations	3,664,666	(3,525)	(2,090,542)	0	1,570,599	191,649	34,005	0	0	0	225,654	1,796,253
Leisure & Environmental Services	965,086	0	(23,793)	0	941,293	25,279	0	0	0	0	25,279	966,572
Cultural Services	359,258	0	(472,002)	0	(112,744)	0	0	0	0	0	0	(112,744)
Enforcement	674,132	(39,600)	(28,059)	0	606,473	0	0	0	0	0	0	606,473
Environmental Health	330,275	0	0	0	330,275	0	0	0	0	0	0	330,275
Leisure & Environmental Open Spaces	1,514,740	0	(643,576)	0	871,164	11,445	0	0	0	0	11,445	882,609
Waste Services	3,059,169	(84,460)	(1,286,450)	0	1,708,259	15,000	0	0	0	0	15,000	1,723,259
Total - Leisure & Environmental Services	6,902,660	(124,060)	(2,433,860)	0	4,344,720	51,724	0	0	0	0	51,724	4,396,444
Public Service Delivery	230,324	0	(230,325)	0	(1)	0	0	0	0	0	0	(1)
Public Service Delivery	42,538,628	(21,823,815)	(6,420,855)	0	14,293,958	606,060	44,005	0	0	0	650,065	14,944,023
GRAND TOTAL	(200,000)				(200,000)							(200,000)
Vacancy Management	42,338,628	(21,823,815)	(6,420,855)	0	14,093,958	606,060	44,005	0	0	0	650,065	14,744,023

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Appendix A - Detailed Revenue Budget Monitor

Year End Forecast 2009/10

	Quarter One Net Exp.				Gross Expenditure				Grant Income				Other Income				Net Expenditure						
	Profiled		Budget		Projection		Variance		Budget		Projection		Variance		Budget		Projection		Variance				
	2009/10	Profile	2009/10	£'000	Y/E	£'000	Y/E	£'000	2009/10	Y/E	£'000	Y/E	£'000	2009/10	Y/E	£'000	Y/E	£'000	2009/10	Y/E	£'000	Y/E	
Chief Executives	89,113	149,710	(60,597)		901,243	901,239	4	(4)	(100,004)	(100,000)				0	0	0	0	801,239	801,239	0	0	0	
Customer Services	113,697	136,811	(23,114)		554,806	549,445	5,361		0	0				0	0	0		554,806	549,445	5,361			
Revenues & Benefits	(1,704,823)	(1,229,963)	(474,860)		23,128,130	21,864,199	1,263,931		(22,681,037)	(21,261,101)	(1,419,936)			(521,500)	(618,526)	97,026		(74,407)	(15,428)	(58,979)			
Total - Customer Services	(1,591,126)	(1,093,152)	(497,974)		23,682,936	22,413,644	1,269,292		(22,681,037)	(21,261,101)	(1,419,936)			(521,500)	(618,526)	97,026		480,399	534,017	(53,618)			
Finance and Management Information Systems	96,926	344,700	(247,774)		2,107,630	2,230,290	(122,660)		(213,000)	(213,000)				(472,416)	(542,959)	70,543		1,422,214	1,474,331	(52,117)			
Accountancy Services	48,784	50,117	(333)		239,673	224,673	15,000		(23,402)	(23,402)				0	0			216,271	216,271	0			
Audit & Fraud Prevention	123,460	139,704	(16,244)		561,065	561,065	0		0	0				0	0			561,065	561,065	0			
Management Information Systems																							
Total - Finance and MIS	270,170	534,521	(264,351)		2,908,368	3,016,028	(107,660)		(236,402)	(236,402)				(472,416)	(542,959)	70,543		2,199,550	2,251,667	(52,117)			
Legal & Democratic Services	95,781	90,045	5,736		348,371	361,623	(13,252)		0	0				0	0			348,371	361,623	(13,252)			
Democratic Services	48,654	20,981	27,673		180,797	85,908	94,889		(3,087)	0	(3,087)			(93,450)	(1,648)	(91,802)		84,260	84,260	0			
Elections	0	5,009	(5,009)		17,500	20,114	(2,614)		0	0				0	0			17,500	20,114	(2,614)			
Emergency Planning	(13,225)	(14,347)	1,122		32,475	32,812	(337)		0	0				(90,431)	(90,431)	0		(57,956)	(57,619)	(337)			
Land Charges	146,738	147,091	(353)		596,984	610,344	(13,360)		0	0				(19,000)	(19,624)	624		577,984	590,720	(12,736)			
Legal Services	(9,665)	(27,157)	17,492		14,876	16,376	(1,500)		0	0				(123,942)	(125,442)	1,500		(109,066)	(109,066)	0			
Licensing	268,283	221,622	46,661		1,191,003	1,127,177	63,826		(3,087)	0	(3,087)			(326,823)	(237,145)	(89,678)		861,093	890,032	(28,939)			
Total - Legal	25,884	23,680	2,204		96,627	95,102	1,525		0	0				0	0			96,627	95,102	1,525			
Policy & Performance	118,039	257,093	(139,054)		1,123,774	1,122,493	1,281		0	0				(84)	0	(84)		1,123,690	1,122,493	1,197			
Communications	30,108	35,688	(5,580)		152,287	143,331	8,956		0	0				0	0			152,287	143,331	8,956			
Human Resources	42,336	54,144	(11,808)		205,771	217,449	(11,678)		0	0				0	0			205,771	217,449	(11,678)			
Policy & Performance	216,367	370,605	(154,238)		1,578,459	1,579,375	84		0	0				(84)	0	(84)		1,578,375	1,578,375	0			
Process Improvement Team																							
Total - Policy & Performance	69,259	71,948	(2,689)		380,444	373,826	6,618		0	0				(4,884)	(4,884)	0		375,560	368,942	6,618			
Development Strategy	8,948	69,036	(60,088)		376,218	376,218	0		(8,784)	(8,784)				(45,286)	(46,300)	1,034		322,168	321,134	1,034			
Housing	(2,626)	107,943	(110,569)		(666,000)	(602,785)	(63,215)		0	0				(500)	(63,718)	63,218		(666,500)	(666,503)	3			
Economic Development	27,805	224,795	(196,990)		2,316,093	2,803,176	(487,085)		(62,427)	(52,427)	(10,000)			(93,722)	(190,092)	96,370		2,169,944	2,571,460	(411,516)			
Planning Policy	34,409	25,141	9,268		100,964	100,964	0		0	0				0	0			100,964	100,964	0			
Development Strategy - Incl. Regeneration	137,795	498,653	(361,068)		2,507,719	3,051,401	(543,682)		(71,211)	(61,211)	(10,000)			(144,372)	(304,994)	160,622		2,292,736	2,695,997	(403,861)			
Corporate Director Economic Prosperity & Sustainability																							
Total - Development Strategy	16,378	19,355	(2,977)		77,726	77,726	0		0	0				0	0			77,726	77,726	0			
Development Operations	169,276	104,431	64,845		1,782,070	1,782,238	(168)		0	0				(1,439,487)	(1,433,616)	(5,871)		342,583	348,622	(6,039)			
Admin Buildings	186,363	92,996	93,367		597,126	597,126	0		0	0				(104,246)	(102,140)	(2,106)		492,880	494,986	(2,106)			
Beacon & TIC	28,292	49,028	(20,736)		329,445	329,445	0		0	0				(215,487)	(215,487)	0		113,958	113,958	0			
Building Control	(30,725)	34,168	(64,893)		448,758	457,758	(9,000)		(2,500)	(2,500)				(285,678)	(286,039)	360		160,579	169,219	(8,640)			
Planning	(4,412)	57,069	(57,481)		215,265	239,759	(24,494)		(1,025)	(1,025)				16,271	(9,553)	25,824		230,511	229,181	1,330			
Property	149,849	69,039	80,810		385,437	377,977	7,460		0	0				(50,003)	(43,707)	(6,296)		335,434	334,270	1,164			
Public Buildings	5,178	7,044	(1,866)		28,291	28,291	0		0	0				0	0			28,291	28,291	0			
Procurement																							

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Appendix A - Detailed Revenue Budget Monitor

Year End Forecast 2009/10

	Quarter One Net Exp.			Gross Expenditure			Grant Income			Other Income			Net Expenditure		
	Net P41-3 £'000	Budget 2009/10 £'000	Variance Profile £'000	Projection Y/E £'000	Budget 2009/10 £'000	Variance Y/E £'000	Projection Y/E £'000	Budget 2009/10 £'000	Variance Y/E £'000	Projection Y/E £'000	Budget 2009/10 £'000	Variance Y/E £'000	Projection Y/E £'000	Budget 2009/10 £'000	Variance Y/E £'000
Total - Development Operations															
Leisure & Environmental Services															
Cultural Services	76,202	234,384	(158,182)	1,028,691	990,365	38,326	0	0	0	(62,855)	(23,793)	(39,062)	966,836	966,572	(736)
Enforcement	3,660	14,135	(10,475)	326,921	359,258	(32,337)	0	0	0	(483,803)	(472,002)	(11,801)	(156,862)	(112,744)	(44,136)
Environmental Health	134,477	130,937	3,540	669,019	674,132	(5,113)	(44,934)	(39,600)	(5,334)	(26,333)	(28,059)	1,726	597,752	606,473	(6,721)
Leisure & Environmental	70,030	82,241	(12,211)	296,829	330,275	(33,446)	0	0	0	0	0	0	266,829	330,275	(33,446)
Open Spaces	132,397	217,478	(85,081)	1,703,268	1,526,184	177,084	(25,000)	(23,690)	(1,310)	(807,318)	(619,886)	(187,432)	870,950	882,608	(11,658)
Waste Services	465,236	446,600	18,636	3,125,763	3,074,169	51,594	(107,118)	(84,460)	(22,658)	(1,310,074)	(1,286,450)	(43,624)	1,708,571	1,723,259	(14,688)
Total - Leisure & Environmental Services	882,002	1,125,775	(243,773)	7,150,491	6,954,383	196,108	(177,062)	(147,750)	(28,302)	(2,690,383)	(2,410,190)	(280,193)	4,283,056	4,396,443	(113,387)
Public Service Delivery															
Public Service Delivery	41,538	0	41,538	80,001	230,324	(150,323)	0	0	0	(40,000)	(230,325)	190,325	40,001	(1)	40,002
GRAND TOTAL	838,341	2,241,074	(1,402,733)	43,864,338	43,162,891	701,447	(23,272,318)	(21,809,969)	(1,462,329)	(6,274,209)	(6,434,681)	160,472	14,317,811	14,944,022	(626,211)
Vacancy Management															
Vacancy Management	838,341	2,241,074	(1,402,733)	43,864,338	43,162,891	701,447	(23,272,318)	(21,809,969)	(1,462,329)	(6,342,209)	(6,634,681)	292,472	14,249,811	14,744,022	(494,211)

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APPENDIX B - 2008/09 GENERAL FUND REVENUE BASED CARRY FORWARD REQUESTS AND APPROVALS (30th June Executive)

Budget Description	2009/10 Carry-forward Requests based on Provisional 2008/09 Outturn (£)	Presented to Executive on 30 June Required to meet Expenditure Commitments (£)	Approved by Executive on 30 June (£)	Further Information Required (£)	Detailed Description
Corporate					
Shared Services Development	-150,000	-150,000	-150,000	-150,000	Establish an earmarked reserve to meet future shared services development costs e.g. for professional services to support business case preparation. This is an estimate calculation based on 10 service areas at £15k per service.
Capacity Building - Non Finance	-100,000	-100,000	-100,000	-100,000	The Council is developing a bid to the North West Efficiency and Improvement Partnership for capacity and support. The establishment of this reserve would provide an element of match funding to NWEIP and demonstrate the Council's commitment to its bid.
Nuclear	-70,000	-70,000	-70,000	-70,000	Pending confirmation of long-term funding arrangements which are currently under review with partners, £70k request is identified to provide nuclear advice and support to the Council. This would ensure that specialist advice for the Council, if required, could be funded during 2009/10.
Leisure Contract - property maintenance	-150,000	-150,000	-150,000	-150,000	The NCI, leisure contract payment requires the payment of a management fee and maintenance fund payments. The ten year maintenance plan is split into two main phases - years 1 - 5 and years 6 - 10. The maintenance activity was 'backloaded' with more cost in years 6 - 10. This was intentional - to ensure maintenance funds were not spent on items which may be surplus to requirements at the end of the contract period, particularly if re-location to Pow Beck Valley occurred in the period. The reserve would represent forward planning, using part of the VAT windfall from leisure services to accommodate the expected increase in maintenance in the latter half of the contract period.
Finance and Management Information Services					
Management Information Systems	-40,000	-40,000	-40,000	-40,000	One-off upgrade to the current server arrangement, including the mail servers, to both improve business resilience and reduce operating costs. The software and hardware now exists at a price within Local Authorities' reach to replace the majority of the servers we have with 'virtual' servers. Virtual servers are not hardware dependent and therefore do not attract annual maintenance charges. More importantly, because of their 'non-bespoke' nature, they can be easily replaced in the event of failure. In addition, the new hosting servers are more robust and require less power to operate, all reducing the risk of operating failure. The replacement of some of the current server infrastructure would generate a revenue saving of approx £25k per annum (full year saving after implementation).
Finance	-90,000	-90,000	-90,000	-90,000	One-off resource request to address three areas of weakness identified as a result of the closure of accounts process 2007/08 and 2008/09 and the Use of Resources Report 2008. These relate to a need to develop accounting for benchmarking, accounting for partnerships, and improved financial processes to facilitate year and processes - which will involve a rationalisation of the in year management accounts processes and the code base. In particular, we will need to prepare for all encompassing International Financial Reporting Standards over the next twelve months and this resource will assist achievement of that requirement. The £90k estimate is a 'high' estimate of 12 - 18 months of external resource, but it is envisaged a number of short-term placements will be used. No one person could supply this range of technical accounting input. It will probably run until June 2010. This may support or be supported by the NWEIP bid identified above.
Policy and Performance					
Human Resources	-130,000	-130,000	-130,000	-130,000	£90,000 is required to fund the training commitments entered into in 2008/09 which will be delivered in 2009/10. This was indicated in the February Executive report. Part of this funding will be used in developing the council's apprenticeship scheme, and directly supports objective 3.2 of the Corporate Plan.
Customer Services					
Revenue and Benefits	-90,000	-90,000	-90,000	-90,000	£10,000 is required to fund commitments entered into during 2008/09 for Copeland's commitment to the shared services fund for Revenues and Benefits, and £7.5k for the Academy system development fund.
Open Spaces	-17,500	-17,500	-17,500	-17,500	This request would provide further resources, if required, for the Revenues and Benefits Shared Services activity.
Leisure and Environmental Services					
Waste Management	-3,000	-3,000	-3,000	-3,000	Delays in the delivery of some small plants and plugs from some suppliers, as a result of extreme weather conditions at the end of the season have resulted in delivery occurring in 2009/10.
Crematorium	-15,000	0	-15,000	-15,000	The Whitehaven Festival Committee have requested assistance from partners to help fund this event. CBC's contribution of cleaning services would be appropriate and direct assistance. There is no provision in the Waste Management budget to fund this activity.
Crematorium	-1,000	-1,000	-1,000	-1,000	Expenditure will fall due in 2009/10, as a result of the planned refurbishment of pond being delayed.
Crematorium	-1,455	-1,455	-1,455	-1,455	Glazing of cloister openings in central building

APPENDIX B - 2008/09 GENERAL FUND REVENUE BASED CARRY FORWARD REQUESTS AND APPROVALS (30th June Executive)

Budget Description	2009/10	Presented to Executive on 30 June		Approved by Executive on 30 June	Further Information on 30 June
	Carry-forward Requests based on Provisional 2008/09 Outturn (£)	Required to meet Expenditure Commitments (£)	Requested (£)		
Cultural Services	-10,000	-10,000	-10,000	-10,000	
Cultural Services	-12,834	-12,834	-12,834	-12,834	
Cultural Services	-2,445	-2,445	-2,445	-2,445	
Open Spaces	-5,990	-5,990	-5,990	-5,990	
	-35,724	-35,724	-15,000	-51,724	0
Development Strategy and Operations					
Development Strategy	-5,000	-5,000	-5,000	-5,000	
Development Strategy	-2,801	-2,801	-2,801	-2,801	
Development Strategy	-3,000	-3,000	-3,000	-3,000	
Development Strategy	-3,886	-3,886	-3,886	-3,886	
Development Control	-12,000	-12,000	-12,000	-12,000	
Development Control	-20,000	-20,000	-20,000	-20,000	
Building Control	-2,150	-2,150	-2,150	-2,150	
Building Control	-7,000	-7,000	-7,000	-7,000	
Development Directorate	-31,000	-31,000	-31,000	-31,000	
Development Directorate	-10,000	-10,000	-10,000	-10,000	
Development Directorate	-6,000	-6,000	-6,000	-6,000	
Beacon	-10,289	-10,289	-10,289	-10,289	
Beacon	-11,800	-11,800	-11,800	-11,800	
Beacon	-81,430	-81,430	-81,430	-81,430	
Housing Services	-25,500	-25,500	-25,500	-25,500	
Housing Services	-20,000	-20,000	-20,000	-20,000	
Housing Services	-60,000	-60,000	-60,000	-60,000	
Development Strategy - Economic Development	-40,000	-40,000	-40,000	-40,000	
TOTAL	-351,836	-230,950	-120,888	-601,066	-50,000
	-1,151,080	-375,174	-775,886		

Detailed Description

Study to be commissioned via Sport England Facilities Improvement Service to support the development of the LDF.
 Project commencement delayed - funding to be re-aligned with expenditure in 2009/10
 Leisure Deductions as outlined with Contract
 Spraying equipment purchase to carry out service in-house rather than using sub-contracting arrangements. This is below the de minimus threshold for capital equipment.

Delay in recruitment during the year has resulted in the need to carry forward some funding in relation to project costs for the Local Safety Action Groups associated with the Section 17 Officer who is jointly funded with Alderley.

Related to the item above - committed funding to be carried forward re Section 17 Officer salary costs.
 Printing of Local Plan - a commitment exists in finalising web version
 Cleator Moor Business Centre - work on building from previously generated income
 2009/10 budget includes a permanent saving from the implementation of the Headway software system, but there are outstanding commitments in relation to software licensing (one-off) which will need to be funded in 2009/10.
 Request to fund aerial photography project in support of the development of Conservation Area policy framework as detailed in report to Executive - 30th June 2009.
 Operational equipment which was not delivered by the end of the financial year and needs to be paid for in 2009/10.
 This is as per Development Control above - 2008/10 budget includes a permanent saving from the implementation of the Headway software system, but there are outstanding commitments in relation to software licensing (one-off) which will need to be funded in 2009/10.
 Crematorium works programmed for 2008/09 not commenced pending searching for best value evaluation. Depending on the outcome of this evaluation, the reserve would enable the works to be completed. If the work does not progress, the reserve could be released.

Upgrading works to garage sites using the community group 'work 4 you'. This commitment was entered into in 2008/09 and the works are progressing.

This is the balance in relation to income over costs of staff car parking. Transfer of the surplus to reserves would enable the 'smoothing' of funding between years, to account for minor works and fluctuations in permit numbers, or alternatively the balance could be returned to users.
 Income received in advance to fund a number of activities. The income should have been accrued at the year end to meet commitments in 2009/10. These include disaster training course and school activity sessions.
 Contribution to TIC Reserve for the re-fit in 2009/10. This reflects assumptions made during budget preparation. The opening of the refurbished TIC is 3rd July.

Contribution to Beacon Earmarked Reserve in accordance with the Five Year Business Plan and agreement with Funding partners for refurbishment.

Emergency Accommodation of disabled person currently housed in a local hotel whilst major refurbishment takes place to accommodate the new disability estimated to take 20 weeks to complete

Complete housing and related strategies for older people. Copeland has a need to complete a number of housing and related strategies for older people, full poverty, value for money and housing needs assessments for which the services of consultants are required to ensure that we complete all projects before the Audit Commission re-inspect housing services in September 2009.

Expenditure on consultancy services of its planned and committed from the 2008/09 underspend, as reported to Executive on 21 April as part of Item 14 'Revenue Budget 2008/09 - Budget Monitoring Report', and to be fully utilised in 2009/10.

Establish a new reserve fund which will enable the Council to tackle the issue of derelict and dilapidated buildings as set out in the Corporate Improvement Plan. This will provide 'seed' funding to recoup the cost of works in default. This is reflected in the Corporate Improvement Plan 2.1.

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