

**DECISION**

**RIBBLE VALLEY BOROUGH COUNCIL**  
**REPORT TO PLANNING AND DEVELOPMENT COMMITTEE**

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Agenda Item No

meeting date: 14 JANUARY 2010  
title: REVISED REVENUE BUDGET 2009/10 AND ORIGINAL ESTIMATE 2010/11  
submitted by: DIRECTOR OF RESOURCES  
principal author: TRUDY HOLDERNESS

**1 PURPOSE**

- 1.1 To agree a revised revenue budget for 2009/10, together with a draft revenue budget for 2010/11, for submission to Policy and Finance Committee.

**2 BACKGROUND**

- 2.1 In preparing the budget the committee will have to review the following matters:
- ❖ The current year's revenue budget
  - ❖ The draft budget for 2010/11
  - ❖ Fees and charges.

**3 REVIEW OF 2009/10 REVENUE BUDGET**

- 3.1 When the budget was prepared for the current year provision was made for increases in pay and prices of 2%. The national pay award was finally settled in September 2009 at the following rates.
- ❖ 1.25% for spinal column point 4 to 10
  - ❖ 1.00% for spinal column points 11 to 49
  - ❖ No pay award for chief officers
  - ❖ Staff with less than five years continuous service received one extra day's holiday.
- 3.2 This has resulted in a saving to the council's base budget and such savings for this committee are shown in the table below.

Service Area	Pay Award Saving £
Development Department	11,820

- 3.3 The revised budget is **£72,940** higher than the original estimate after allowing for movements in balances and reserves. A comparison between the original and revised budgets for each cost centre is shown below, with the pay award savings as above included in the 'Movement in Expenditure' Column.

Cost Centre	Cost Centre Name	Original Estimate 2009/10 £	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Revised Estimate 2009/10 £
DEVDP	Development Department	-10,670	18,220	5,640	-13,190	0	0
PLANG	Planning Control & Enforcement	46,960	0	60,000	3,850	0	110,810
PLANP	Planning Policy	125,620	0	180	1,050	0	126,850
BCSAP	Building Control SAP Fees	-580	2,560	-3,630	10	0	-1,640
BLDGC	Building Control	102,130	4,910	32,220	-20,550	0	118,710
AONBS	Area of Outstanding Natural Beauty	15,010	290	0	-280	0	15,020
COMMG	Community Groups	20,890	0	0	2,010	0	22,900
COUNT	Countryside Management	47,810	0	0	260	0	48,070
FPATH	Footpaths & Bridleways	5,400	0	0	-60	0	5,340
HIGHH	High Hedges	1,900	0	0	10	0	1,910
CONSV	Conservation Areas	11,830	6,870	0	120	0	18,820
ALBNM	Albion Mill	-2,330	0	-1,450	220	0	-3,560
INDDV	Economic Development	116,730	0	0	-1,480	0	115,250
PLSUB	Grants and Subscriptions	25,490	460	0	0	0	25,950
CINTR	Clitheroe Integrated Transport Scheme	7,550	20	-20	0	0	7,550
TRNSP	Transportation	1,160	0	0	0	0	1,160
<b>NET COST OF SERVICES</b>		<b>514,900</b>	<b>33,330</b>	<b>92,940</b>	<b>-28,030</b>	<b>0</b>	<b>613,140</b>

ITEMS ADDED TO/ (TAKEN FROM) BALANCES AND RESERVES							
PLBAL	Conservation Reserve Fund	0	-6,840	0	0	0	-6,840
PLBAL H234	Building Control Reserve Fund	-71,600	-4,910	-31,660	18,110	0	-90,060
<b>NET BALANCES AND RESERVES</b>		<b>-71,600</b>	<b>-11,750</b>	<b>-31,660</b>	<b>18,110</b>	<b>0</b>	<b>-96,900</b>
<b>NET EXPENDITURE</b>		<b>443,300</b>	<b>21,580</b>	<b>61,280</b>	<b>-9,920</b>	<b>0</b>	<b>516,240</b>

3.4 The difference between the revised and original estimate is an estimated overspend of £72,940. This will mainly arise because of the factors shown below:

	£	£	£
<b>MOVEMENT IN EXPENDITURE</b>			
<b>Increased Costs</b>			
Development Department – Staff Costs (Modern Apprentice & staff transferred from Policy & Finance Committee)	25,240		
- Protective Clothing / Equipment	1,010		
- NLPG & Northgate software support	4,450		
Building Regulation Saps – Staff Costs	4,570		
- Northgate software support	2,750		

	£	£	£
Conservation Areas – Grants (funded from reserves)	6,870		
Other Increased Costs	290		
<b>Reduced Costs</b>			
Pay award adjustment (Development Department)	-11,820		
<b>Net Movement in Expenditure</b>		<b>33,360</b>	
<b>MOVEMENT IN INCOME</b>			
<b>Increased Income</b>			
Building Regulation - Sap Fees	-3,630		
Albion Mill – Leases	-1,450		
<b>Reduced Income</b>			
Development Department – Prints / Planning lists	5,640		
Planning Control Fees	60,000		
Building Regulation fees	32,220		
<b>Net Movement in Income</b>		<b>92,780</b>	
<b>MOVEMENT IN SUPPORT SERVICES</b>			
<b>Increased Support Services</b>			
Legal Services	1,260		
Revenues	2,200		
Computer Services	800		
<b>Decreased Support Services</b>			
Council Offices / Civic Suite	-1,110		
Community Services	-140		
Financial Services	-2,680		
Organisation & Member Development	-3,490		
Ground Maintenance	-6,640		
<b>Increased Income from recharges to services within</b>			
Policy & Finance Committee	-4,090		
Community Committee	-4,940		
Health & Housing Committee	-9,070		
<b>Net Movement in Support Services</b>		<b>-27,900</b>	
<b>Net Change in Cost of Services</b>			<b>98,240</b>
<b>MOVEMENT IN RESERVE FUNDS</b>			
Building Control	-18,460		
Conservation Areas	-6,840		
<b>Net movement in Reserve Funds</b>			<b>-25,300</b>
<b>OVERALL OVER-SPEND</b>			<b>72,940</b>

#### **4 2010/11 DRAFT REVENUE BUDGET**

- 4.1 My three year forecast to Policy and Finance Committee in September suggested next year's base budget could be approximately £7.720 million, compared with the current year of £7.679 million, an increase of £41,000 (0.5%). This forecast indicated that savings of £246,210 would be required to produce an affordable budget. However the real budgetary problems are likely to be in future years when it is almost certain there will be severe reductions in public sector funding. My forecast indicated that from 2011/12 savings of £695,000 will be required to produce a balanced budget.
- 4.2 In addition, as always, there are a number of potential problems that could have a significant impact on the budget for 2010/11 and beyond. The immediate ones are:
- ❖ The effect of the economic downturn on service income levels
  - ❖ The level of investment income received
  - ❖ Public sector funding
  - ❖ Pension fund contributions
  - ❖ Increase in national insurance contributions
  - ❖ Pay awards
  - ❖ Transfer of administration of concessionary travel scheme to upper tier authority
- 4.3 My forecast did not include any additional items that might be requested by committees or take account of the revenue implications of the capital programme.
- 4.4 As far as your budget is concerned, the estimates have been prepared on the current levels of service and include provision for pay and price increases of 1.5%. However, where possible budgets have been cash limited.
- 4.5 In view of the amount of savings required the Budget Working Group and Policy and Finance Committee have asked committees/officers to:
- ❖ Find savings in the revenue budget.
  - ❖ Consider any growth items very carefully
- 4.6 In considering savings, committees and officers are asked to be mindful that whilst the savings required for 2010/11 may appear modest based on the assumptions of the budget forecast, substantial savings will be required from 2011/12 and this must be addressed in any considerations for 2010/11.

5 COMMITTEE SERVICE ESTIMATES

<b>5.1 DEVELOPMENT DEPARTMENT</b>			
<b>The department consists of staff employed on:</b>	<b>2009</b>	<b>2010</b>	<b>Reasons for Changes</b>
Management and Administration	6.0	6.0	
Planning	14.0	14.0	
Building Control	7.0	6.5	Surveyor reduced to part-time
Health Officers	7.0	8.0	Temporary transfer of staff
Planning Delivery	3.0	2.0	Fixed term contracts ending in 2010/11
Dog Warden	1.5	2.0	Increased hours from 30 to 37
Economic Development	2.0	2.0	
Modern Apprentice	0.0	1.0	
	<b>40.5</b>	<b>41.5</b>	
<b>Service Description</b>			<b>DEVDP</b>
<i>All costs are recharged to services based upon records of time spent on those services by individual members of staff. The following is an analysis of the department's budget.</i>			
<b>Link to Ambitions</b>			
To <b>protect and enhance</b> the existing <b>environmental quality</b> of our area.			

<b>Budget Analysis</b>	<b>Original Estimate 2009/10 £</b>	<b>Pay award adjustment £</b>	<b>Inflation at 1.5% £</b>	<b>Inflation above or below 1.5% £</b>	<b>Unavoidable Changes to Service Cost £</b>	<b>Support Services &amp; Capital £</b>	<b>Original Estimate 2010/11 £</b>
Employee Costs	1,227,040	-11,820	18,220	-80	54,220	0	1,287,580
Premises Costs	920	0	10	0	-430	0	500
Transport Costs	36,460	0	540	-240	670	0	37,430
Supplies and Services	76,470	0	1,150	-140	2,550	0	80,030
Third Party Payments	12,070	0	180	0	60	0	12,310
Support Services	219,160	0	0	0	0	2,630	221,790
<b>TOTAL EXPENDITURE</b>	<b>1,572,120</b>	<b>-11,820</b>	<b>20,100</b>	<b>-460</b>	<b>57,070</b>	<b>2,630</b>	<b>1,639,640</b>
Customer & Client Receipts	-12,640	0	-190	190	4,260	0	-8,380
Recharges to other General Fund Services	-1,570,150	0	0	0	0	-37,510	-1,607,660
<b>TOTAL INCOME</b>	<b>-1,582,790</b>	<b>0</b>	<b>-190</b>	<b>190</b>	<b>4,260</b>	<b>-37,510</b>	<b>-1,616,040</b>
<b>NET</b>	<b>-10,670</b>	<b>-11,820</b>	<b>19,910</b>	<b>-270</b>	<b>61,330</b>	<b>-34,880</b>	<b>23,600</b>

<b>Comments</b>
<p>The increase in staff costs is due to commitments for incremental pay increases, increase in staffing from employing a modern apprentice and the temporary transfer of staff from the strategic housing section to environmental health section during maternity leave. This is offset by a reduction in costs due to part-time working within the building control section.</p> <p>The additional supplies and service costs is due to increases in NLPG software support and extra mobile phone costs.</p> <p>The recharge to other general fund services has increased to reflect the increase in development departmental costs.</p>

## 5.2 PLANNING CONTROL AND ENFORCEMENT

Service Description							PLANG
<i>Determination of planning applications and land use enquiries as well as dealing with complaints about unauthorised developments</i>							
Link to Ambitions							
To <b>protect and enhance</b> the existing <b>environmental quality</b> of our area.							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	3,450	0	50	-50	570	0	4,020
Support Services	411,040	0	0	0	0	16,470	427,510
Depreciation & Impairment	2,470	0	0	0	0	0	2,470
<b>TOTAL EXPENDITURE</b>	<b>416,960</b>	<b>0</b>	<b>50</b>	<b>-50</b>	<b>570</b>	<b>16,470</b>	<b>434,000</b>
Customer & Client Receipts	-370,000	0	0	0	20,000	0	-350,000
<b>TOTAL INCOME</b>	<b>-370,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>-350,000</b>
<b>NET</b>	<b>46,960</b>	<b>0</b>	<b>50</b>	<b>-50</b>	<b>20,570</b>	<b>16,470</b>	<b>84,000</b>
Comments							
Increase in recharges mainly from development department, but also from legal services and financial services.							
Decrease in anticipated planning fee income.							

## 5.3 PLANNING POLICY

Service Description							PLANP
<i>The budget is for the local development framework.</i>							
Link to Ambitions							
To <b>protect and enhance</b> the existing <b>environmental quality</b> of our area.							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	125,960	0	0	0	0	4,100	130,060
<b>TOTAL EXPENDITURE</b>	<b>125,960</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,100</b>	<b>130,060</b>
Customer & Client Receipts	-340	0	-10	10	60	0	-280
<b>TOTAL INCOME</b>	<b>-340</b>	<b>0</b>	<b>-10</b>	<b>10</b>	<b>60</b>	<b>0</b>	<b>-280</b>
<b>NET</b>	<b>125,620</b>	<b>0</b>	<b>-10</b>	<b>10</b>	<b>60</b>	<b>4,100</b>	<b>129,780</b>
Comments							
Increase in support costs mainly from legal services.							

<b>5.4 BUILDING CONTROL SAP FEES</b>							
<b>Service Description</b>							<b>BCSAP</b>
<i>Procedure for estimating energy performance of dwellings</i>							
<b>Link to Ambitions</b>							
To help make peoples lives <b>safer and healthier</b> .							
<b>Budget Analysis</b>	<b>Original Estimate 2009/10 £</b>	<b>Less Non Recurring Items £</b>	<b>Inflation at 1.5% £</b>	<b>Inflation above or below 1.5% £</b>	<b>Unavoidable Changes to Service Cost £</b>	<b>Support Services &amp; Capital £</b>	<b>Original Estimate 2010/11 £</b>
Employee Costs	0	0	0	30	2,130	0	2,160
Supplies & Services	0	0	0	0	430	0	430
Support Services	2,000	0	0	0	0	0	2,000
<b>TOTAL EXPENDITURE</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>2,560</b>	<b>0</b>	<b>4,590</b>
Customer & Client Receipts	-2,580	0	-40	40	-2,160	0	-4,740
<b>TOTAL INCOME</b>	<b>-2,580</b>	<b>0</b>	<b>-40</b>	<b>40</b>	<b>-2,160</b>	<b>0</b>	<b>-4,740</b>
<b>NET</b>	<b>-580</b>	<b>0</b>	<b>-40</b>	<b>70</b>	<b>400</b>	<b>0</b>	<b>-150</b>
<b>Comments</b>							
Increase in staff costs as only accredited persons can work on SAP's, Ribble Valley has one employee that has such accreditation.							

<b>5.5 BUILDING CONTROL</b>							
<b>Service Description</b>							<b>BLDGC</b>
<i>Determination of all types of building control applications including dangerous buildings and elements of licensing</i>							
<b>Link to Ambitions</b>							
To help make peoples lives <b>safer and healthier</b> .							
<b>Budget Analysis</b>	<b>Original Estimate 2009/10 £</b>	<b>Less Non Recurring Items £</b>	<b>Inflation at 1.5% £</b>	<b>Inflation above or below 1.5% £</b>	<b>Unavoidable Changes to Service Cost £</b>	<b>Support Services &amp; Capital £</b>	<b>Original Estimate 2010/11 £</b>
Employee Costs	5,330	0	80	-40	190	0	5,560
Transport Costs	20,460	0	310	0	0	0	20,770
Supplies and Services	27,680	0	420	-290	-4,260	0	23,550
Support Services	297,370	0	0	0	0	-28,690	268,680
<b>TOTAL EXPENDITURE</b>	<b>350,840</b>	<b>0</b>	<b>810</b>	<b>-330</b>	<b>-4,070</b>	<b>-28,690</b>	<b>318,560</b>
Customer & Client Receipts	-248,710	0	-3,740	3,740	44,900	0	-203,810
<b>TOTAL INCOME</b>	<b>-248,710</b>	<b>0</b>	<b>-3,740</b>	<b>3,740</b>	<b>44,900</b>	<b>0</b>	<b>-203,810</b>
<b>NET</b>	<b>102,130</b>	<b>0</b>	<b>-2,930</b>	<b>3,410</b>	<b>40,830</b>	<b>-28,690</b>	<b>114,750</b>
<b>Comments</b>							
Anticipated decrease in building regulation fees partly off set by decrease in support service costs from development department and reduction in microfilming and subscription costs.							

## 5.6 AREA OF OUTSTANDING NATURAL BEAUTY

Service Description							AONBS
<i>This relates to the cost of membership of National AONB Organisation and the annual contribution to the Joint Advisory Committee Partnership. Funding contributes to managements work and projects</i>							
Link to Ambitions							
To <b>protect and enhance</b> the existing <b>environmental quality</b> of our area.							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	310	0	0	0	-310	0	0
Third Party Payments	7,100	0	110	-60	0	0	7,150
Support Services	7,600	0	0	0	0	-2,040	5,560
<b>TOTAL EXPENDITURE</b>	<b>15,010</b>	<b>0</b>	<b>110</b>	<b>-60</b>	<b>-310</b>	<b>-2,040</b>	<b>12,710</b>
<b>NET</b>	<b>15,010</b>	<b>0</b>	<b>110</b>	<b>-60</b>	<b>-310</b>	<b>-2,040</b>	<b>12,710</b>
Comments							
Reduced support costs from development department and subscriptions to AONBS							

## 5.7 COMMUNITY GROUPS

Service Description							COMMG
<i>Support funding for biodiversity, conservation and environmental community projects.</i>							
Link to Ambitions							
To help make peoples lives <b>safer and healthier</b> .							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Transfer Payments	6,100	0	90	-90	0	0	6,100
Support Services	14,790	0	0	0	0	-910	13,880
<b>TOTAL EXPENDITURE</b>	<b>20,890</b>	<b>0</b>	<b>90</b>	<b>-90</b>	<b>0</b>	<b>-910</b>	<b>19,980</b>
<b>NET</b>	<b>20,890</b>	<b>0</b>	<b>90</b>	<b>-90</b>	<b>0</b>	<b>-910</b>	<b>19,980</b>
Comments							
Reduction in support costs from development department							



## 5.8 COUNTRYSIDE MANAGEMENT

Service Description							COUNT
<i>The Council provides advice on countryside management matters and gives grants for trees, woodlands, hedgerows planting and environmental projects.</i>							
Link to Ambitions							
To protect and enhance the existing environmental quality of our area.							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	10,000	0	150	-150	0	0	10,000
Supplies and Services	24,930	0	370	-370	0	0	24,930
Support Services	20,380	0	0	0	0	480	20,860
<b>TOTAL EXPENDITURE</b>	<b>55,310</b>	<b>0</b>	<b>520</b>	<b>- 520</b>	<b>0</b>	<b>480</b>	<b>55,790</b>
Miscellaneous Recharges	-7,500	0	-110	110	0	0	-7,500
<b>TOTAL INCOME</b>	<b>-7,500</b>	<b>0</b>	<b>-110</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>-7,500</b>
<b>NET</b>	<b>47,810</b>	<b>0</b>	<b>410</b>	<b>-410</b>	<b>0</b>	<b>480</b>	<b>48,290</b>
Comments							
Increase in support costs from development department							

## 5.9 FOOTPATHS AND BRIDLEWAYS

Service Description							FPATH
<i>The Council provides assist in footpath division orders</i>							
Link to Ambitions							
To protect and enhance the existing environmental quality of our area.							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	290	0	0	0	0	0	290
Supplies and Services	1,500	0	20	-20	0	0	1,500
Support Services	5,110	0	0	0	0	-70	5,040
<b>TOTAL EXPENDITURE</b>	<b>6,900</b>	<b>0</b>	<b>20</b>	<b>-20</b>	<b>0</b>	<b>-70</b>	<b>6,830</b>
Customer & Client Receipts	-1,500	0	-50	50	0	0	-1,500
<b>TOTAL INCOME</b>	<b>-1,500</b>	<b>0</b>	<b>-50</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>-1,500</b>
<b>NET</b>	<b>5,400</b>	<b>0</b>	<b>-30</b>	<b>30</b>	<b>0</b>	<b>-70</b>	<b>5,330</b>
Comments							
Reduction in support costs from community services department							

## 5.10 HIGH HEDGES

**Service Description** **HIGHH**

*The Council adjudicate on whether a hedge adversely affects a complainant's reasonable enjoyment of their property.*

### Link to Ambitions

To **protect and enhance** the existing **environmental quality** of our area.

Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	1,900	0	0	0	0	10	1,910
<b>TOTAL EXPENDITURE</b>	<b>1,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1,910</b>
<b>NET</b>	<b>1,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1,910</b>

### Comments

Increase in support costs from development department

## 5.11 CONSERVATION AREAS

**Service Description** **CONSV**

*The Council has the power to designate areas as Conservation Areas, these are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.*

### Link to Ambitions

To **protect and enhance** the existing **environmental quality** of our area

Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Third Party Payments	-30	0	0	0	30	0	0
Support Services	11,860	0	0	0	0	160	12,020
<b>TOTAL EXPENDITURE</b>	<b>11,830</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>160</b>	<b>12,020</b>
<b>NET</b>	<b>11,830</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>160</b>	<b>12,020</b>

### Comments

Increase in support costs from development department

<b>5.12 ALBION MILL</b>							
<b>Service Description</b>							<b>ALBNM</b>
<i>The Council leases industrial units at Albion Mill, Clitheroe and sublets these to tenants</i>							
<b>Link to Ambitions</b>							
To be a <b>well managed</b> council providing <b>efficient services</b> based on <b>identified customer needs</b>							
<b>Budget Analysis</b>	<b>Original Estimate 2009/10</b>	<b>Less Non Recurring Items</b>	<b>Inflation at 1.5%</b>	<b>Inflation above or below 1.5%</b>	<b>Unavoidable Changes to Service Cost</b>	<b>Support Services &amp; Capital</b>	<b>Original Estimate 2010/11</b>
	£	£	£	£	£	£	£
Premises Costs	30,000	0	450	-450	0	0	30,000
Supplies and Services	1,520	0	20	0	0	0	1,540
Support Services	1,730	0	0	0	0	210	1,940
<b>TOTAL EXPENDITURE</b>	<b>33,250</b>	<b>0</b>	<b>470</b>	<b>-450</b>	<b>0</b>	<b>210</b>	<b>33,480</b>
Customer & Client Receipts	-35,580	0	-530	530	-850	0	-36,430
<b>TOTAL INCOME</b>	<b>-35,580</b>	<b>0</b>	<b>-530</b>	<b>530</b>	<b>-850</b>	<b>0</b>	<b>-36,430</b>
<b>NET</b>	<b>-2,330</b>	<b>0</b>	<b>-60</b>	<b>80</b>	<b>-850</b>	<b>210</b>	<b>-2,950</b>
<b>Comments</b>							
Increase in unit rents.							

<b>5.13 ECONOMIC DEVELOPMENT</b>							
<b>Service Description</b>							<b>INDDV</b>
<i>This budget covers costs for economic development and regeneration works, including projects, partnership work and joint working, to support, maintain and enhance the local economy.</i>							
<b>Link to Ambitions</b>							
To be a <b>well managed</b> council providing <b>efficient services</b> based on <b>identified customer needs</b>							
<b>Budget Analysis</b>	<b>Original Estimate 2009/10</b>	<b>Less Non Recurring Items</b>	<b>Inflation at 1.5%</b>	<b>Inflation above or below 1.5%</b>	<b>Unavoidable Changes to Service Cost</b>	<b>Support Services &amp; Capital</b>	<b>Original Estimate 2010/11</b>
	£	£	£	£	£	£	£
Premises Costs	10,000	0	0	0	0	-6,540	3,460
Supplies and Services	31,350	0	470	-130	0	0	31,690
Support Services	75,380	0	0	0	0	5,800	81,180
<b>TOTAL EXPENDITURE</b>	<b>116,730</b>	<b>0</b>	<b>470</b>	<b>-130</b>	<b>0</b>	<b>-740</b>	<b>116,330</b>
<b>NET</b>	<b>116,730</b>	<b>0</b>	<b>470</b>	<b>-130</b>	<b>0</b>	<b>-740</b>	<b>116,330</b>
<b>Comments</b>							
Decrease in ground maintenance costs partly offset by increase support costs from development department mainly as a result of our contribution to Pennine Lancashire							

## 5.14 GRANTS AND SUBSCRIPTIONS

Service Description							PLSUB
<i>Within this budget are various Grants, Contributions and Subscriptions paid by the Council from this committee</i>							
Link to Ambitions							
To <b>protect and enhance</b> the existing <b>environmental quality</b> of our area.							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	25,490	0	390	0	460	0	26,340
<b>TOTAL EXPENDITURE</b>	<b>25,490</b>	<b>0</b>	<b>390</b>	<b>0</b>	<b>460</b>	<b>0</b>	<b>26,340</b>
<b>NET</b>	<b>25,490</b>	<b>0</b>	<b>390</b>	<b>0</b>	<b>460</b>	<b>0</b>	<b>26,340</b>
Comments							
Increase in East Lancashire Partnership subscriptions							

## 5.15 CLITHEROE INTEGRATED TRANSPORT SCHEME

Service Description							CINTR
<i>The council makes a small contribution to the running costs of the County Council's bus and rail interchange in Clitheroe</i>							
Link to Ambitions							
To be a <b>well managed</b> council providing <b>efficient services</b> based on <b>identified customer needs</b>							
Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	1,320	0	20	0	20	0	1,360
Supplies and Services	40	0	0	0	0	0	40
Transfer Payments	5,790	0	90	0	0	0	5,880
Support Services	570	0	0	0	0	-20	550
Depreciation & Impairment	1,190	0	0	0	0	0	1,190
<b>TOTAL EXPENDITURE</b>	<b>8,910</b>	<b>0</b>	<b>110</b>	<b>0</b>	<b>20</b>	<b>-20</b>	<b>9,020</b>
Customer & Client Receipts	-1,360	0	-20	0	-20	0	-1,400
<b>TOTAL INCOME</b>	<b>-1,360</b>	<b>0</b>	<b>-20</b>	<b>0</b>	<b>-20</b>	<b>0</b>	<b>-1,400</b>
<b>NET</b>	<b>7,550</b>	<b>0</b>	<b>90</b>	<b>0</b>	<b>0</b>	<b>-20</b>	<b>7,620</b>
Comments							
Inflationary Increase							

## 5.16 TRANSPORTATION

### Service Description

TRNSP

*This budget head deals with strategic transport policy issues. Liaison on infrastructure planning including the Local Transport Forum, public transport matters and rail improvements*

### Link to Ambitions

To **protect and enhance** the existing **environmental quality** of our area.

Budget Analysis	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	1,160	0	0	0	0	-1,160	0
<b>TOTAL EXPENDITURE</b>	<b>1,160</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,160</b>	<b>0</b>
<b>NET</b>	<b>1,160</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,160</b>	<b>0</b>

### Comments

Decrease in support costs from development department.

## 5 SUMMARIES

5.1 The draft budget is summarised in two ways. One over the cost of the service (objective) provided by the committee. The other is over the type of expenditure and income (subjective).

### a) *Cost of Services Provided (Objective)*

Cost Centre	Service Name	BUDGET ANALYSIS							LINK TO AMBITIONS			
		Original Estimate 2009/10 £	Pay award Adjustment / Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £	To help make people's lives safer and healthier	To protect and enhance the existing environmental quality of our area	To match the supply of homes in our area with the identified housing needs	To be a well managed council providing efficient services based on identified customer needs
DEVDP	Development Department	-10,670	-11,820	19,910	-270	61,330	-34,880	23,600		✓		
PLANG	Planning Control & Enforcement	46,960	0	50	-50	20,570	16,470	84,000		✓		
PLANP	Planning Policy	125,620	0	-10	10	60	4,100	129,780		✓		
BCSAP	Building Control SAP Fees	-580	0	-40	70	400	0	-150	✓			
BLDGC	Building Control	102,130	0	-2,930	3,410	40,830	-28,690	114,750	✓			
AONBS	Area of Outstanding Natural Beauty	15,010	0	110	-60	-310	-2,040	12,710		✓		
COMMG	Community Groups	20,890	0	90	-90	0	-910	19,980	✓			
COUNT	Countryside Management	47,810	0	410	-410	0	480	48,290		✓		
FPATH	Footpaths & Bridleways	5,400	0	-30	30	0	-70	5,330		✓		
HIGHH	High Hedges	1,900	0	0	0	0	10	1,910		✓		
CONSV	Conservation Areas	11,830	0	0	0	30	160	12,020		✓		
ALBNM	Albion Mill	-2,330	0	-60	80	-850	210	-2,950				✓
INDDV	Economic Development	116,730	0	470	-130	0	-740	116,330				✓

Cost Centre	Service Name	BUDGET ANALYSIS							LINK TO AMBITIONS			
		Original Estimate 2009/10 £	Pay award Adjustment / Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £	To help make people's lives safer and healthier	To protect and enhance the existing environmental quality of our area	To match the supply of homes in our area with the identified housing needs	To be a well managed council providing efficient services based on identified customer needs
PLSUB	Grants and Subscriptions	25,490	0	390	0	460	0	26,340		✓		
CINTR	Clitheroe Integrated Transport Scheme	7,550	0	90	0	0	-20	7,620				✓
TRNSP	Transportation	1,160	0	0	0	0	-1,160	0		✓		
<b>NET COST OF SERVICES</b>		<b>514,900</b>	<b>-11,820</b>	<b>18,450</b>	<b>2,590</b>	<b>122,520</b>	<b>-47,080</b>	<b>599,560</b>				
<b>ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES</b>												
PLBAL H234	Building Control Reserve Fund	-71,600	0	-810	330	-40,660	24,890	-87,850				
<b>NET BALANCES &amp; RESERVES</b>		<b>-71,600</b>	<b>0</b>	<b>-810</b>	<b>330</b>	<b>-40,660</b>	<b>24,890</b>	<b>-87,850</b>				
<b>NET EXPENDITURE</b>		<b>443,300</b>	<b>-11,820</b>	<b>17,640</b>	<b>2,920</b>	<b>81,860</b>	<b>-22,190</b>	<b>511,710</b>				

b) *Type of Expenditure/Income (Subjective)*

	Original Estimate 2009/10 £	Less Non Recurring Items £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	1,232,370	-11,820	18,300	-90	56,540	0	1,295,300
Premises Costs	52,530	0	630	-600	-410	-6,540	45,610
Transport Costs	56,920	0	850	-240	670	0	58,200
Supplies and Services	192,740	0	2,910	-1,020	-560	0	194,070
Third Party	19,140	0	290	-60	90	0	19,460
Transfer Payments	11,890	0	180	-90	0	0	11,980
Support Services	1,196,010	0	0	0	0	-3,030	1,192,980
Depreciation & Impairment	3,660	0	0	0	0	0	3,660
<b>TOTAL EXPENDITURE</b>	<b>2,765,260</b>	<b>-11,820</b>	<b>23,160</b>	<b>-2,100</b>	<b>56,330</b>	<b>-9,570</b>	<b>2,821,260</b>
Customer & Client Receipts	-672,710	0	-4,600	4,580	66,190	0	70,720
Recharges to other General Fund Services	-1,570,150	0	0	0	0	-37,510	-1,607,660
Miscellaneous Recharges	-7,500	0	-110	110	0	0	-7,500
<b>TOTAL INCOME</b>	<b>-2,250,360</b>	<b>0</b>	<b>-4,710</b>	<b>4,690</b>	<b>66,190</b>	<b>-37,510</b>	<b>-1,544,440</b>
<b>NET COST OF SERVICES</b>	<b>514,900</b>	<b>-11,820</b>	<b>18,450</b>	<b>2,590</b>	<b>122,520</b>	<b>-47,080</b>	<b>1,276,820</b>
<b>ITEMS ADDED TO/ (TAKEN FROM) BALANCES AND RESERVES</b>							
<b>PLBAL/H234: Building Control Reserve Fund</b>	-71,600	0	-810	330	-40,660	24,890	-87,850
<b>NET BALANCES &amp; RESERVES</b>	<b>-71,600</b>	<b>0</b>	<b>-810</b>	<b>330</b>	<b>-40,660</b>	<b>24,890</b>	<b>-87,850</b>
<b>NET EXPENDITURE</b>	<b>443,300</b>	<b>-11,820</b>	<b>17,640</b>	<b>2,920</b>	<b>81,860</b>	<b>-22,190</b>	<b>511,710</b>

**7 SERVICE PLANS**

7.1 As you are aware the service plans for all our major services are in the process of being reviewed. As well as describing the service provided they also contain financial information that links to the budget process.

7.2 Service managers are asked, in producing their service plans, to:

- ❖ Identify the cost of the service.
- ❖ Identify any savings or efficiencies
- ❖ Identify any growth items.
- ❖ Identify any opportunities for maximising income.

7.3 For this Committee the following service plans are being reviewed:

- ❖ Development Control
- ❖ Forward Planning



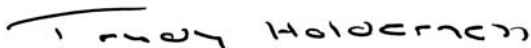
- 7.4 As part of the service plan reviews, growth and savings are in the process of being identified. However, savings have been identified as part of other service reviews that have been undertaken throughout the year and there is an ongoing process to identify further potential savings.
- 7.5 All identified savings will be considered by the Budget Working Group and the Corporate Management Team in setting an affordable and balanced budget for 2010/11.
- 7.6 Furthermore, as members may be aware an establishment review has been initiated, with work ongoing. Progress on the review is being reported to the Budget Working Group.

## **8 FEES AND CHARGES**

- 8.1 A review has been undertaken of the fees and charges operated by this committee. Where possible this exercise included a comparison of charges to those operated by neighbouring authorities and where applicable the private sector. Additionally service managers have been asked to examine their services for any areas where charges are not currently made but where they may be applied.
- 8.2 Officers have endeavoured to provide an increase of at least 1.5% on income and the proposed fees and charges for 2010/11 for this committee are shown at annex 1.

## **9 RECOMMENDED THAT COMMITTEE**

- 9.1 Approve the revised revenue budget for 2009/10
- 9.2 Approve the proposed fees and charges as set out in Annex 1.
- 9.3 Agree the revenue budget for 2010/11 to submit to the next Policy and Finance Committee.



SENIOR ACCOUNTANT

PD1-10/TH/AC  
4 January 2010

## PLANNING AND DEVELOPMENT COMMITTEE

## DETAILS OF CHARGES OPERATED BY COMMITTEE

<b>BUILDING CONTROL</b>	<b>Current 2009/10 £</b>	<b>Proposed 2010/11 £</b>
Planning Decision Notices .....	15.00	15.00

<b>DEVELOPMENT DEPARTMENT</b>	<b>Current 2009/10 £</b>	<b>Proposed 2010/11 £</b>
<b>PRINTS</b>		
- First Page.....	1.00	1.00
- Continuation Sheet .....	0.10	0.10
- A1/A0 Plan .....	10.00	10.00
- A3 Copies .....	2.00	2.00

<b>COUNTRYSIDE MANAGEMENT</b>	<b>Current 2009/10 £</b>	<b>Proposed 2010/11 £</b>
Submission of High Hedges Complaint .....	500.00	500.00