

DARLINGTON BOROUGH COUNCIL

BUDGET BOOK 2011-12

INTRODUCTION

The purpose of this book is to provide a single reference document containing key information relating to the Council's budgets for 2011-12 and medium term financial plans for 2011-12 to 2014-15.

There are two sections in the book:-

- 1. General Fund Revenue and Capital Budget**
- 2. Housing Revenue Account**

The book contains the following documents:-

Section 1

- Medium Term Financial Plan (incorporating The Revenue and Capital Medium Term Financial Plans 2011-12 to 2014-15) and Revenue Budget 2011-12 – report of Corporate Management Team to Council 3 March 2011.
- Setting the Council Tax for 2011-12 – report to Council 3 March 2011.

Section 2

- Housing Revenue Account - Revenue Budget 2011-12
– Report to Cabinet 22 February 2011 and Council 3 March 2011.

General Fund Revenue Budget

The Council has a long established process of operating a medium term approach to its financial planning and in line with this it reviews the plan at least on an annual basis when it firms up the following year, by approving a detailed budget and Council Tax level for the year. In doing this, the Council also takes due consideration of future year demands on its resources and establishes its firm proposals for the coming year with due regard to prudent financial management in the medium term. The Council has a successful track record of managing its resources in this way.

The Council is facing its most significant financial challenge since becoming a Unitary Council in 1997, due to significant reductions in Government funding. In 2011/12 the Council will see its non-schools government grant reduced by 12.1% and a further 4.7% in 2012/13. There is no certainty about grant funding beyond 2012/13 as the government is proposing a fundamental review of how local government is funded but based on the Comprehensive Spending Review figures it is estimated that the Council will lose 24.4% of its non-schools grant funding by 2014/15.

Cabinet anticipated the reduction in government grant announced in December 2010 and released its initial savings proposals for consultation in November 2010 totalling £13.8M. The majority of the initial savings proposals, now totalling £11.8M are included in the MTFP, representing the first stage of reducing expenditure to match resources. The Council will, however, need to develop further annual savings of £7.7M by 2014/15. Even with the very challenging savings programme that is proposed, it will be necessary to draw on around £2.1M of reserves to balance the budget for 2011/12.

Taking account of the above as well as the headroom needed over the life of the MTFP the Council's General Fund balance at 1st April 2011 is projected to be £13.519M with a planned reduction to £7.184M by 31st March 2015. This is however, dependant on achieving significant savings in the period to 31/03/2015.

The Council has set a revenue budget of £82.390 million for 2011-12 which is summarised at departmental level below:-

	£M
People	48.209
Place	21.069
Resources	10.135
Council wide	0.289
Joint Bodies & Levies	0.646
Financing costs	3.970
Pre Budget Report National Insurance	0.300
Council wide Pressures/(savings)	(1.702)
Contingencies	1.569
Contribution to/(from) revenue balances	(2.095)
Total net revenue budget	82.390

The budget is funded by:-

	£M
Formula Grant	41.271
Council Tax	39.847
Council Tax Freeze Grant	0.997
New Homes Bonus	0.275
Total	82.390

Note: The above budget for People is nett of an amount of £60.908M for Dedicated School Grant.

A detailed report prepared by the Corporate Management Team (CMT) was presented to Cabinet on 18 January 2011. Resources Scrutiny Committee and the Budget Management and Efficiency Review Group examined the draft budget and Medium Term Financial Plan. On 11 February, 2011, Resources Scrutiny Committee supported Cabinet's proposals regarding the MTFP, Council Tax and schedule of charges. There was extensive public consultation on the draft proposals and this was fed back to Cabinet when they reconsidered the report again, together with the views of Resources Scrutiny Committee, on 22 February, 2011. The results of the consultation and other updates were considered at the meeting and amendments were made to the budget that was recommended to Council on 3 March 2011.

Capital Programme

As with the revenue budget in recent years the Council has developed a medium term financial plan for Capital. Local authorities' new freedoms in capital investment and borrowing came into force on 1st April 2004 and under this system councils are able to borrow subject to affordable and prudent limits. This has ensured that there is even closer linkage between capital and revenue financial planning.

The MTFP includes planned capital investment of £59M from 2011-15

The capital investment requirements of Housing, Transport and Education services are largely funded by government programmes, which typically have a system of bids and/or assessments. The plans of these services are reviewed and updated on an annual basis and they both contribute to the longer term view on financial planning for capital investment. The capital report also includes indicative allocations of future funding for the main areas of the capital programme, the majority of these being funded by capital grants.

Going forward, receipts from asset disposals are likely to increase reducing the need for prudential borrowing to fund slippage from previous years Capital Programmes. New schemes dependant on these Corporate Resources are likely to be minimal.

Borrowing to fund capital expenditure and the investment of money that the Council holds to meet future costs is managed in accordance with a Treasury Management Strategy, which is approved annually by the Council. The Strategy for 2011-14 was approved at the Council meeting on 28 January 2011. The management of the Council's borrowing and investments is an integral part of the MTFP for both revenue and capital.

Council Tax

In setting the budget the Council has regard to public expectations and demands for services and the impact on Council Tax. Government support in the form of Formula Grant (Revenue Support Grant and non-Domestic Rates) is determined by national formulae and does not vary with local spending decisions. In this way, nearly half of the Councils non-schools net budget funding is fixed which means that the Council's expenditure decisions impact very significantly on Council Tax.

Council Tax is calculated by dividing the part of the net budget requirement to be met from Council Tax by the tax base (the number of Band D equivalent dwellings):-

$$\frac{\pounds 40,047,499}{34,792.75} = \pounds 1,151.03$$

This is the amount paid to the Borough Council for band D properties. For 2011/12 Council Tax was set at the same level as 2010/11.

Properties are categorized in eight valuation bands (based on estimated market values as at 1st April 1991). The Council Tax for each band is calculated as a proportion of Band D.

Band	Valuation range £	Proportion of Band D	Darlington Borough Council Council Tax 2010-11 £
A	Up to 40,000	6/9	767.35
B	40,001 to 52,000	7/9	895.25
C	52,001 to 68,000	8/9	1023.14
D	68,001 to 88,000	9/9	1,151.03
E	88,001 to 120,000	11/9	1,406.81
F	120,001 to 160,000	13/9	1,662.60
G	160,001 to 320,000	15/9	1,918.38
H	More than 320,000	18/9	2,302.06

In addition to the Council's own requirements, Council Tax bills include the Police Authority precept (£153.41 for Band D), Durham and Darlington Fire and Rescue Authority precept (£87.84 for Band D) and in parish areas the Parish Council's precept (ranging from £2.51 to £25.64 for Band D).

The report to Council on 3 March 2011 in Section 1 of this book contains the following key information:-

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Housing Revenue Account

Local authorities are required to maintain a Housing Revenue Account (HRA) which records revenue expenditure and income relating to an authority's own council housing stock. The main items of expenditure in the HRA are loan charges and management and maintenance costs and the main items of income are from tenants in the form of rents and from central government in the form of HRA subsidy.

The HRA is ring-fenced to ensure that rents paid by local authority tenants accurately and realistically reflect the cost of providing the housing service and thus is required to carry its own working balance. The balance at 31st March 2012 is projected to be £0.582m.

Forward planning for Housing in service and financial terms is important and is carried out via the Housing Business Plan process which projects demands and resources up to 30 years ahead. Quite obviously, there is greater uncertainty as projections reach further into the future but the process is valuable to anticipate and plan future needs and ensure the sustainability of the service.

The main objective of the Government's policy on rent restructuring is that rents should be fair and affordable for tenants in the social rented sector. The policy sets out a common basis on which all rents in the social sector should be set. This means that the rent for a house or flat is linked to its capital value, size, location, condition and local earnings so that tenants can make a proper choice between how much they pay and the size and quality of the property they live in. The Council has determined rents for 2011-12 in accordance with this system.

Paul Wildsmith Director of Resources
April 2011

Section 1

General Fund Revenue & Capital Budget

Section 1

General Fund Revenue & Capital Budget

Draft Medium Term Corporate Plan (incorporating the Revenue & Capital Medium Term Financial Plan 2011/12 – 2014/15) and Revenue Budget 2011/12

- report of Corporate Management Team to Council
3rd March 2011

MEDIUM TERM FINANCIAL PLAN 2011 TO 2015 AND REVENUE BUDGET 2011-12

**Responsible Cabinet Member - Councillor John Williams,
Leader and all Cabinet Members**

Responsible Director – Corporate Management Team

SUMMARY REPORT

Purpose of the Report

1. To approve the Medium Term Financial Plan for 2011 to 2015 and to agree the Council's budget requirement for 2011-12.

Summary

2. The Council is facing its most significant financial challenge since becoming a Unitary Council in 1997 due to significant reductions in Government funding. In 2011/12 the Council will see its non-schools government grant reduced by 12.1% and by a further 4.7% in 2012/13. There is no certainty about grant funding beyond 2012/13 as the Government is proposing a fundamental review of how local government is funded but based on the Comprehensive Spending Review figures it is estimated that the Council will lose 24.4% of its non-schools grant funding by 2014/15.
3. Confirmation of front-loading of grant reductions, with nearly half of the expected total over 4 years now confirmed in the first year, means there is very little scope to make changes to the initial savings proposals that were published for consultation in November. Even with the very challenging savings programme that is proposed, it will be necessary to draw on around £2.1m of reserves to balance the budget for 2011/12.
4. Cabinet anticipated the reduction in government grant announced in December 2010 and released its initial savings proposals for consultation in November 2010 totalling £13.8m. Initial consultation helped Cabinet to produce the draft MTFP, which was agreed for further consultation on 18 January 2011. Cabinet considered the MTFP again on 22 February, taking into account feedback from consultation, further work to assess impacts of budget proposals and the views of scrutiny committees. The majority of the initial savings proposals, now totalling £11.8m are included in the proposed MTFP, representing the first stage of reducing expenditure to match resources. The Council will, however, need to develop further annual savings of £7.7m by 2014/15. These savings are in addition to the £1.4m agreed by Cabinet in July 2010, following the Government's emergency budget. Also included in the draft MTFP is £2.0m of savings that have been identified by management, that do not involve changes in policy or service levels. The total value of reductions in annual net revenue spending from 2010 to 2015 is likely to exceed £22m.

5. The savings proposals and those savings already included in the proposed MTFP follow savings achieved in previous years. The transformation and savings programmes represent a major challenge and consequently carry risk that savings may not be fully deliverable to the planned timescale. They are also in the context of provision of a diverse range of high quality services, whilst continuing to have the lowest Council Tax in the region and receiving the lowest Government grant per head in the region. Darlington is also already ahead of most councils in having the type of shared service arrangements and 'mixed economy' that are advocated for their cost-effectiveness.
6. Grant figures have been announced only for the next 2 years. The Government plan to implement a fundamental review of local government funding in 2013. There is, therefore, uncertainty in the projected resource levels beyond the next 2 years, with significant risk that grants could be less than are assumed in this report.
7. In addition to grant and spending reductions, annual Council Tax increases of 3% in 2012 to 2014 are proposed, raising an additional £1.8m compared with the current MTFP to help to balance the budget and mitigate the impact of grant reductions on front-line services.
8. The Council is required by the Local Government Act 1992 to agree its budget for the coming financial year. Regulations stipulate the format of the Budget Requirement calculation: -

	£
Total Net Expenditure for 2011-12 ⁽¹⁾	83,414,072
Less Contribution from Reserves	-2,095,000
Less Contribution from reserves for Collection Fund deficit	-200,000
Darlington Borough Council Budget Requirement 2011-12	81,119,072
Add Parish Precepts	76,848
Total Budget requirement	81,195,920

(1) Appendix 13 £84.485M, add Collection Fund deficit £0.2M, less Council Tax Freeze Grant -£0.997M, less New Homes Bonus £0.274M

Recommendation

9. Council are asked to:-
 - (a) Approve the Revenue MTFP, including the following:-
 - (i) A redundancy and decommissioning reserve of £4.240m be established.
 - (ii) The capitalisation order for redundancies be utilised to fund redundancies.
 - (iii) That all available capital receipts be utilised to fund redundancy costs and repay debt.
 - (iv) A zero Council tax increase for 2011/12 and the following potential increases be included in the MTFP for future years :-

	%
2012/13	3
2013/14	3
2014/15	3

- (v) Budget reduction proposals set out in Table 2 (pages 18 and 19) and Appendix 8.
 - (vi) The schedule of charges set out in Appendix 9.
 - (vii) Cabinet be given delegated power to vary the budget for 2011-12 by up to £0.5m
 - (viii) Should it not be possible to deliver the proposed changes to the redundancy calculator and premium payments by agreement, a pay freeze for one year with effect from 1st April 2012 be included in the Medium Term Financial Plan.
- (b) The proposed Capital Medium Term Financial Plan set out on pages 25 to 29 and Appendix 12.

Reasons

10. The recommendations are supported by the following reasons: -

- (a) To enable the Council to continue to plan services and finances over the medium term.
- (b) To set the 2011/12 budget and Council Tax in compliance with statutory requirements and the Council's Constitution.

Corporate Management Team

Background Papers -

Feedback from consultation.

Paul Wildsmith : Extension 2301

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S17 Crime and Disorder	The report contains proposals to continue to allocate resources in support of the Council's Crime and Disorder responsibilities
Health and Well Being	The report contains proposals to continue to allocate resources in support of the Council's Health and Well Being responsibilities
Carbon Impact	The proposals in the report seek to continue to support the Council's responsibilities and ambitions to reduce carbon impact in the Council and the Borough.
Diversity	Assessments have been made of the proposals in the report for their impact on diversity. Work is continuing to ensure that impacts are assessed and managed in accordance with responsibilities and Sustainable Community Strategy objectives.
Wards Affected	All wards are affected
Groups Affected	Assessments have been made of the proposals in the report for their impact on specific groups. Paragraphs 72 to 82 set out the work being done to ensure that impacts are assessed and managed in accordance with responsibilities and Sustainable Community Strategy objectives.
Budget and Policy Framework	The MTFP, Budget and Council Tax must all be decided by full Council
Key Decision	The MTFP, Budget and Council Tax must all be decided by full Council
Urgent Decision	The MTFP, Budget and Council Tax must all be decided by full Council
One Darlington: Perfectly Placed	Within the constraints of available resources it is necessary for the Council to make decisions involving prioritisation. The proposals contained in this report are designed to support delivery of the Sustainable Community Strategy, within those constraints.
Efficiency	The report contains many proposals to increase efficiency and reports efficiencies already made at a management level, which are included in the draft budget and MTFP. The report also highlights the Council's position as providing a very diverse range of high quality services whilst having the lowest Council Tax and per capita Government grant in the North East region.

MAIN REPORT

Financial Context

11. The last two annual revisions to the MTFP have been made against backgrounds of uncertainty. In March 2009, there was significant economic uncertainty following the near collapse of the banking industry followed by significant financial interventions by the Government. In March 2010 the economy appeared more stable than 12 months earlier however uncertainty surrounded the future levels of Local Government funding in light of the need for the incoming Government in May 2010 to address the Country's financial deficit. At the time of preparing the 2010 to 2014 MTFP, the Council assumed a 9% cash reduction in Government funding spread over a 3 year period and planned accordingly. The MTFP as agreed in March 2010 based on these assumptions meant the Council had to deliver further savings of £10.4m over the 3 years commencing 2011/12.
12. Following the general election the new government announced in year grant reductions and indicated that the reductions in local government grants would be greater than had been assumed in the agreed MTFP and the Council then anticipated that it would need to save £22m over the three year period commencing 2011/12. The Comprehensive Spending Review (CSR) announced in October 2010 reinforced the assumptions used to estimate the £22m savings target.
13. Later in this report Members will see that based on the grant settlement figures received in January 2011 and projections of future years grants, the Council needs to reduce its annual revenue spending by around £22m by 2014/15. Cabinet began implementation of these reductions by approving £1.4m of savings in July 2010. Further savings of £2.0m have been identified by management in preparing the draft revised MTFP for 2011 to 2015.
14. There is no doubt that the financial context for the revision to the MTFP is one of rapidly reducing resources.

Strategic Context

15. The Council anticipated the financial challenge it was heading for some time ago and developed a new business model to meet the challenge. The challenge for Darlington was always going to be immediate and more challenging than for some other Councils given the following facts :-
 - (a) Darlington has the lowest Council Tax in the North East region and as measured under previous national inspection regimes is top performing. The Council was also awarded top rating for value for money. In short this means that Darlington starts this period of reducing resources with a very lean organisation, high performing/low cost.
 - (b) Darlington is the third smallest Unitary Council in the country and therefore does not have access to the same economies of scale as larger Councils.
 - (c) The government grant per head of population it receives is the lowest in the North East.

16. The business model sets out the key objectives for the Council :-
 - (a) Championing the interests of citizens and business
 - (b) Support strong partnership to set a vision and direction for the Borough and its services
 - (c) Promote the Borough to secure investment and support
 - (d) Ensure the provision of good quality services

17. In agreeing this the future Council was described as follows :-
 - (a) Strongly focussed on ensuring good overall outcomes for the public and the place rather than managing day to day service issues (these increasingly the responsibility of others but retaining ability to ensure they deliver).
 - (b) Providing clear and acknowledged leadership of “place” and facilitator of partnerships concerned with delivering One Darlington: Perfectly Placed.
 - (c) Significantly smaller in terms of directly employed staff.
 - (d) Many of its big budgets linked to contracts, or service level agreements or partnership delivery vehicles.

18. Therefore the strategic context for this MTFP is that the Council is starting a period of significant change which will lead to the Council emerging from the change in a significantly different form however with the same high level aim which is to deliver the key priorities with the Sustainable Community Strategy – One Darlington Perfectly Placed.

19. It has been normal practice in previous years for Members to agree the Corporate Plan and the MTFP at the same time; this will not be the case this year. Due to the significant changes proposed within this report and their impact on the business of the Council, the Corporate Plan will not be revised until March allowing for the final decisions of Council on the MTFP to be factored into plans.

20. In terms of implementing the new business model, the Council will need to operate in different ways to enable the transformation to happen. Strategically the Council is moving to expand the commissioning of services, this will mean that services will be provided by a variety of providers as well as the Council including the voluntary sector, the private sector and partnerships with other Councils. In addition to these commissioned services, the Council is keen to build community capacity to enable groups of individuals to come together to provide support and help to others under the Darlington Together theme, resources are included within the MTFP to encourage and support such initiatives. Clearly resources will need to be prioritised to those proposals/ideas that have the greatest potential success of delivering the biggest outcomes for Darlington.

21. There have been a number of changes in how the Council will manage performance and be held accountable. The requirement for the Council and the Darlington Partnership to be held accountable for whole place outcomes through the Comprehensive Area Assessment process has been removed. The agreement that the Council and the Partnership had with Government about delivery of targets and performance reward through the Local Area

Agreement and the National Indicator Set has also been abolished. In its place, the intention is that local government will enter into a new agreement with government based around a list of requirements for data and information. Councils will be expected to manage their own performance in a manner and process that is based around what makes sense in that locality, rather than a nationally determined performance framework. There will be a high degree of visibility in this process with the intention that local people will hold the Council to account through regular publication of reporting on performance and targets. Where Councils are not performing adequately, there will be a process of Peer Review by another Council to share good practice and provide critical challenge.

22. In addition, Darlington Partnership will be reviewing its operating model to reflect the changes outlined above. A number of specific policy changes (such as the proposed introduction of Health and Well Being Boards and the proposed introduction of the Police and Crime Commissioners) plus the reduction in resourcing is likely to lead to some significant changes in how the Darlington Partnership operates. The principle of partnership working will be crucial however, and in some ways even more fundamental as resources decrease.
23. Members will appreciate that the financial and strategic context for the Council means we face a period of unprecedented change and to ensure we deliver the changes required we have developed our transformation plan – Darlington 2015 – to ensure we have a coherent and co-ordinated approach to delivering the changes required. The plan incorporates a number of programmes as follows :-
 - (a) People Programme
 - (b) Place Programme
 - (c) Business Operations Improvement Programme
 - (d) People and Change Programme
 - (e) Organisation Design Programme
 - (f) Think Customer Programme
24. Each programme has a variety of projects to deliver specific outcomes; some projects are based on delivering the current saving proposals whilst others are aimed at developing new savings by looking at what we do, how we deliver it and who delivers it. Other key elements of the plan are developing approaches and understanding that can be applied across the Council to deliver the priority outcomes set out in the SCS within the reduced level of resources available to the Council. The programmes are developing all the time, it is fair to say that initially a great emphasis has been placed on delivering the immediate savings proposals, emphasis will now move more to monitoring their implementation and for developing new proposals to transform the Council.

Updated Information and Changes to Draft MTFP

25. As a result of updated information since the draft MTFP was approved for consultation by Cabinet in January, a number of changes have been made to this proposed MTFP. They are, with references to where they appear in the report: -

	Change	Effect	Para.	App.
1	The projected outturn for 2010-11 has been updated to include latest projections. Projected balances at 31 March 2011 have increased by £0.460M	Higher level of balances available. No significant impact on MTFP.	28	3, 13
2	Reduced number of redundancies and estimated cost reduced by £1M.	Reduction in reserve earmarked for redundancies; increase in General Fund balance. No material effect on MTFP.	9, 29 to 32, 95 to 98	13
3	Final grant settlement 2011 to 2013. 2011-12 £2,000 higher than provisional settlement, 2012-13 £6,000 lower than provisional.	Very minor changes to total resource levels, no significant effect.	43	13
4	Consultation and scrutiny feedback and further work to assess impacts and risks of savings proposals.	Detailed impact assessments, summaries of impacts and risks and consultation feedback are attached or available on the Council's website	72 to 84	8
5	Arts Council grant – following amendments to the proposals for culture, it is now expected that the Council will continue to receive Arts Council grant of £120,000 in 2011-12.	Reduces net expenditure and call on reserves 2011-12. No significant impact on draft MTFP.	63, 85	11, 13
6	Employee Pay Freeze – following rejection of the proposal in union ballots the proposed 2 year pay freeze cannot be implemented from April 2011.	Savings proposal number 5 deleted, increases future savings targets across all years.	99 to 104	10, 13
7	Notification was received on 9th February from the Home Office that a Community Safety grant of £148,000 will be paid in 2011-12, reducing to £75,000 in 2012-13. Earlier notification was that the grant would cease.	The Council to work with the Community Safety Partnership to prioritise services or projects on a time-limited basis, to invest in preventative activity that will reduce costs in the longer term. No change to net budget, use of reserves or future savings.		8/12
8	Early Years Inclusion Service - The current 22 users of the service have all been written to and a commitment given that their service will be maintained in its current form until their child moves into their next phase. For 17 children this means that current provision will continue until July 2011 and for a further 5 children provision will be maintained until July 2012.	The cost of continuing this provision for current users will be met by reducing the funding allocated to nurseries and other settings to commission support. There will be no financial impact on the MTFP as a result of this change		8/26

Proposed Medium Term Financial Plan – Revenue

26. The remainder of this report concentrates on reviewing the MTFP for revenue and capital in light of the significantly changed financial climate since Council approved the Plan for 2010 to 2014 in February 2010. The MTFP has been reviewed in consultation with Cabinet who are responsible for proposing a budget to Council. The proposed MTFP takes full account of the statutory responsibilities of the Director of Resources as the Council's Statutory Financial Officer.
27. The proposed MTFP takes account of the Council's Financial Strategy (attached at **Appendix 1**) and the Reserves Policy (attached at **Appendix 2**).

2010/11 Projected Outturn

28. The starting point for the MTFP revision is to project the outturn for 2010/11, this gives an understanding of the impact on revenue balances and underlying trends that are emerging in respect of demand for and cost of services in so far as they impact on future years. Attached at **Appendix 3** is the latest projected outturn report, the key points are :-
 - (a) The Revenue balances at 1 April 2011 are expected to be £2.280m greater than anticipated in the 2010-14 MTFP; the projected balance is £13.5m.
 - (b) The net improvement in revenue balances masks significant underlying budget pressures which have been offset by some one off injections of resources e.g. £1m from the Insurance Reserve. The most significant pressure is the Looked After Children external placement budget where both demand and cost have increased to the extent of a £1.570m overspend in 2010/11. Actions that are being undertaken to manage the situation have been reported to Members, however, this budget will represent a significant pressure as explained later in this report.

Funding Redundancy and Decommissioning Costs Associated with Budget Savings Proposals

29. Later in the report are details of proposed savings. The savings are shown gross, they do not include redundancy and decommissioning costs, which are being accounted for centrally. The actual costs will not be known until full implementation but at this stage the estimated cost is £5m and these costs can only be funded from revenue expenditure unless specific approval is given by the Secretary of State to enable Councils to capitalise their costs and spread them over a number of years.
30. There is a scheme for capitalising redundancy costs and the Director of Resources made an application to the Secretary of State to cover the Council's potential redundancy costs. Unfortunately it is not possible to gain approval to fund the total cost of redundancies as the scheme only allows for the capitalisation of the statutory redundancy scheme therefore it is estimated that the maximum the Council can fund from capital would be £2m.
31. Approval to capitalise £760,000 of redundancies was received on 17 December 2010; it is recommended that this is utilised to avoid the need to charge the costs to revenue. To fund the £760,000 of redundancies the Council has two options, prudential borrowing which

would mean the cost of borrowing would be charged to revenue, (approximately £60,000 p.a.) or it can use its available capital receipts which would negate any charge to revenue but would clearly remove the ability to fund capital schemes in the future. It is recommended that the £760,000 redundancies be funded from available capital receipts.

32. The net cost to revenue of redundancy and decommissioning costs is therefore estimated to be £4.240m and it is recommended that a reserve of that amount be established. The costs to be met from the reserve will be monitored and reported to Members as part of the financial reporting regime.

Revenue Balances

33. The Council expects to have £13.5m available, on 1 April 2011. Set out at **Appendix 4** is a risk assessment of revenue balances which suggests £6m should be retained; set out below is the recommended planned utilisation of balances :-

	£m's
Available at 31 March 2011	13.519
Less	
Redundancy and Decommissioning Reserve	(4.240)
Risk Reserves	(6.000)
Available to support the MTFP 2011/12 to 2014/15	<u>3.279</u>

Council Tax Rise for 2011/12

34. For Councillors one of the key decisions to be made when revising the MTFP is the balance between expenditure on services and the level of Council Tax increase levied. In years gone by the decision may well have been about what new services will be provided if Council Tax was increased where as in the current financial climate the key question is could services be protected if Council Tax was to rise.

35. The current MTFP has the following assumptions of Council Tax increases built in :-

	%
2011/12	1
2012/13	2
2013/14	2

36. Decisions on Council Tax increases are for the Council to make, however, the Government has powers to cap increases if they consider the increase is excessive. The Government announced on 9th February 2011 that Council Tax increases above 3.5% will be considered to be excessive. The Government have also announced that if a Council sets a zero increase for 2011/12 grant funding equivalent to the lost revenue from a 2.5% Council Tax rise will be given to the Council for the 4 year life of the current spending review. This means the Council would receive approximately £1m per annum from 2011/12 for four years but with no guarantees beyond.

37. Taking the above into account, the following increases would deliver the following income:-

Table 1

% Increase 2011/12	Grant for 4 years £'s	Increased Income each year £'s	Total £'s	Additional Income to Approved MTFP £'s
Nil	1,000,000	Nil	1,000,000	600,000
1%	Nil	400,000	400,000	NIL
2%	Nil	800,000	800,000	400,000
2.5%	Nil	1,000,000	1,000,000	600,000
3.5%	Nil	1,400,000	1,400,000	1,000,000

38. Cabinet have taken into account the council tax freeze grant, capping criteria and impacts on residents and decided to propose a zero increase.

Council Tax rises for 2012/13 and Beyond

39. Clearly the final decision for Council Tax increases in future years rests with the newly elected Council, however, in revising the MTFP it is essential that a view is taken to enable the current Council to set its actual budget for 2011/12 within the medium term context of the MTFP. There is currently no proposed assistance from the government for a grant to facilitate a zero increase in future years so it must be assumed that it will not be available therefore the decision will need to be taken based on the balance of taxation/spending/likely capping criteria.
40. The Comprehensive Spending Review assumed the following national growth in Council Tax revenue: -
- | | |
|---------|-------|
| | % |
| 2012/13 | 4.21% |
| 2013/14 | 6.25% |
| 2014/15 | 3.80% |
41. The percentages include an element for the growth in taxbase i.e. new properties, so it is not as simple as assuming the above is a straightforward percentage increase in Council Tax charges. After taking some account of growth, it is reasonable to assume the Government's figures assume average annual increases in the region of 3% across the 3 years of the CSR.
42. Given the significant financial challenge the Council faces and the potential to see further significant reductions in services, Cabinet would recommend 3% annual increases be included in the MTFP on the basis that the increases should not be seen as excessive by the Government and they will help in reducing the need for service reductions.

Grant Settlement

43. The Council received its provisional grant settlement on 13 December 2010, which provided grant figures for 2011/12 and 2012/13. The figures were confirmed with only very minor amendments (£4,000 reduction over 2 years) in the final settlement on 31 January 2011. The government has stated it will be undertaking a fundamental review of the way local government is funded for implementation with effect from 2013/14 so no grant figures are available for 2013/14 and beyond.

44. Although a fundamental review is expected later the current settlement has seen a number of changes e.g. :-
- (a) Various grant regimes have stopped
 - (b) Some grants have been merged with others
 - (c) Some grants have been merged with the Dedicated Schools Grant
 - (d) Some grants have been rolled into Formula Grant
 - (e) Formulae used for allocating grants to Local Authorities have been changed
45. The above means it is extremely difficult to get exact like for like comparisons and even more difficult to understand why grant levels have changed. Set out in the table below is the estimated like for like reduction in government grants provided to Darlington Borough Council for the provision of non-schools services. The figures for 2011/12 and 2012/13 are actuals, based on the settlement; the figures for 2013/14 and 2014/15 are based on information contained in the Comprehensive Spending Review.

Year	Grant Reduction %
2011/12	12.1
2012/13	4.7
2013/14	1.3
2014/15	6.3
Total Loss	24.4

46. Members will be aware that the figures above are in contrast to those reported in the media in December where it was reported that Darlington's Spending Power had reduced by 3.55%. This unfortunately led to much confusion for the workforce, partners and the public. Set out below is a simple explanation of why the figures are different. Each of the 4 principal reasons accounts for around 2% difference between the 12.1% and 3.55% figures above: -
- (a) Where we received a grant in 2010/11 but it has stopped in 2011/12 the Government's spending power calculation did not include this grant for comparative purposes in the 2010/11 comparator so if we received a grant of £1m for X in 2010/11 but didn't receive anything in 2011/12 this is not included in the governments figures.
 - (b) The Government's figures included a grant to the Primary Care Trust (PCT) of £1.362m as "spending power" for Darlington Borough Council. The grant is to be paid to the PCT to support social care and is therefore not money directly available to the Council. The grant is to be paid to the PCT to support social care and is therefore not money directly available to the Council to support existing Council services.
 - (c) The Government included a Council tax freeze grant of £997,000 in their figures. This grant is only payable if a Council sets a nil Council Tax. It is payable in lieu of raising Council Tax and is not, therefore, additional resource available to fund services.
 - (d) The Government figures include Council Tax revenues of £39.8m in the 2010-11 base and in 2011-12, so are not intended to show grant reductions alone.

47. Members will note that the forecast reduction in grant over the next four years is 24.4% (subject to the fundamental review of Local Government funding), which reflects the projections used throughout the summer and autumn of 2010 when developing savings proposals.
48. Mentioned above is the NHS grant to the PCT to fund Adult Social Care. At the time of writing this report there is not certainty around the details of how this money is to be used. The PCT is continuing to work with the Council, and in consultation with GP commissioners, the foundation trust, users and carers, to decide how the funding will be used to deliver specific outcomes. The proposed MTFP includes this income in 2011-12 and 2012-13, matched by the same amount of additional spending on new initiatives. Any changes to these figures will be reported to Cabinet. In 2010-11, £340,000 has been received from the PCT for social care, matched by equal additional spending commitments.

Schools Funding

49. A number of education funding streams that were previously paid as specific grants have been rolled into the Dedicated Schools Grant (DSG). After adjusting for that change, DSG nationally has been increased by 0.1%. As DSG is driven by numbers of pupils in the schools' January census the final amount of funding for Darlington schools is not yet known but the indicative DSG for 2011-12 is £70.099M. Individual schools' budget shares are also largely dependent on pupil numbers so year-to-year changes in individual budgets will vary. A minimum funding guarantee mechanism ensures that no school will have a reduction of more than 1.5% in its per-pupil funding as a result of changes to the formula, which are agreed through the Schools Forum.

Producing the Initial Draft Budget

50. As in previous years, officers have prepared budgets based on existing policy and service levels, to do otherwise would clearly undermine the role of elected Members in determining such matters. Set out at **Appendix 5** are the assumptions used to prepare estimates together with at **Appendix 6** details of budget pressures that have been included to reflect the cost of providing existing policy and service levels. The pressures at Appendix 6, which total £4.7m in 2011-12, can be categorised as follows: -

(a) Looked After Children – increased demand and higher unit costs, including foster carers and legal costs	£1.7m
(b) Adults, Learning Disability – increases in care packages and number of transitions	£0.8m
(c) Transformation team and Darlington Together team – to drive change and deliver the business model	£0.3m
(d) Reduced income – searches, external and internal traded services	£0.5m
(e) Carbon Reduction Commitment - regulation changes	£0.2m
(f) Increase in pensions costs	£0.4m
(g) Pay award of 1% in 2011-12	£0.6m

51. Members will see from Appendix 6 that for 2011/12 not all pressures have been allocated to service budgets, instead a contingency has been established. Pressures that can be estimated with reasonable certainty are allocated to service budgets. Pressures that are foreseen but can be estimated with less certainty are included in the contingency, which will be monitored during the financial year against the identified pressures.
52. The contingency includes £400,000 for potential increase in employers' pensions costs. The results of the 3-yearly revaluation of the Local Government Pension Fund are expected to be announced in February 2011. It is anticipated that lower investment returns and improvements in life expectancy may outweigh cost reductions such as the change from RPI to CPI indexation and a reduction in numbers of employees will impact on employers' %age contribution.
53. Pressures in later years include £1m relating to localisation of Council Tax benefit. The Government has announced its intention to transfer responsibility for Council Tax benefit to councils from April 2013 and at the same time make a 10% saving. Though details are not yet available it appears very likely that policy decisions will be required if the assumed saving is to be achieved. Until such decisions are made, the implication is a £1m reduction in Government grant without corresponding reduction in spending.
54. The Council in producing revisions to the MTFP has always included an allowance for headroom in future years. The aim of this is to reflect that year on year there are new pressures that arise due to demand and/or price increases or delays in achieving savings and by making such an allowance enables the Council to better estimate the medium term financial impact. Given the very tight financial position faced by the Council this element of the MTFP is more important than ever, therefore the following headroom has been included in the draft budget: -
- | | £m's |
|---------|-------|
| 2012/13 | 1.500 |
| 2013/14 | 1.750 |
| 2014/15 | 2.000 |

Other Budget Issues

55. This section sets out relevant information that has influenced the preparation of the MTFP. The following changes to the 2010-14 MTFP are included in the proposed MTFP for 2011-15.
56. Capital Financing Costs – due to changes in interest rates payable and receivable and raised projections on cashflow and taking account of positive actions taken, the budget for 2011/12 shows a £500,000 saving.
57. Capital receipts - £1.7m has been received in 2010-11, which can be used to fund capitalised redundancy costs of £760,000 and repay debt of £940,000. The repayment of debt further reduces financing costs by £275,000 in 2011-12.
58. Savings of £0.5m have been identified in Adults Social Care by reviewing the residential care calculation and additional income from full fee payers. Demographic projections have

also been reviewed, resulting in reduction of £0.2m in projected costs and a further £0.2m has been saved by reviewing costs. Working with schools, the net cost of school meals has been reduced by £0.3m. Highways services have been reviewed, saving £0.2m by focusing on cost-effective outcomes and efficiencies. A further £0.5m has been saved in similar efficiency reviews across a range of services. Employees' pay award 2010 – the 2010-14 MTFP included provision for 0.5% pay award from April 2010. No offer has been made by the employers, with a resultant reduction of £275,000 in pay costs in the 2010-11 budget, which continues into future years.

59. These savings totalling £2.0m per annum, listed in Appendix 7, are included in the draft budget. They are the more readily identifiable management savings and undoubtedly understate the total value of savings made through routine management actions to make large numbers of small-scale savings, which go largely unrecorded.
60. National Insurance Costs – estimates previously included in the MTFP for proposed changes from 2011-12 have also been reduced, by £300,000 p.a.
61. Fees and charges for the use of services have been reviewed with regard to: -
 - (a) Statutory requirements including limitations
 - (b) Market forces where applicable
 - (c) Policy objectives
 - (d) Capacity to increase revenue
62. The resultant proposed fees and charges are set out in **Appendix 9**. The setting of fees and charges is a matter for Council, other than where specific delegated powers exist or charges are determined by statute. The financial effects of the proposed fees and charges are, however, included in the draft MTFP figures set out below. It is estimated that an additional £102,000 of income will be raised by the proposed revisions to charges.
63. The draft MTFP has been produced on the basis set out above, resulting in: -

	2011-12 £M	2012-13 £M	2013-14 £M	2014-15 £M
Draft Net Expenditure	91.468	94.488	97.536	99.278
Total Projected Resources	82.390	80.376	81.224	79.804
Initial Gap	9.078	14.112	16.312	19.474

Developing an approach to balancing the MTFP

64. As previously mentioned the Council was aware it faced a significant financial challenge from 2011/2 when it approved the existing MTFP and became aware in the summer that the challenge was going to be even greater following the Government's emergency budget announcement. At that stage it was estimated that £22m would need to be saved from a controllable budget of £107m.
65. In July 2010 Cabinet approved annual revenue spending reductions of £1.4m to make an early start on addressing the projected reduction in Government grants. During the year and in preparing detailed estimates for 2011-12, managers have identified savings totalling

£2.0m, which are listed in **Appendix 7**.

66. Cabinet working with CMT commenced work on developing further savings proposals early in 2010-11. In developing proposals Cabinet embraced the business model and have considered the following within the constraints of delivering savings quickly :-
- (a) HOW we do things, can we be more efficient?
 - (b) WHAT we do, are the things we do delivering on key priorities and can we afford the same levels of service in the future?
 - (c) WHO delivers services, can services be delivered more effectively and efficiently by partnering with others or by getting others to deliver the services on the Council's behalf?
67. Whilst embracing the Business Model, Cabinet applied the following principles when developing their proposals :-
- (a) Support the vulnerable as far as possible.
 - (b) Continue to promote Darlington as a good place to invest and live as far as possible.
 - (c) Look to deliver the same outcomes by different means.
 - (d) Look at ways to save money quickly – this is key to match the level and speed of grant reductions.
 - (e) Be fair
68. In developing proposals Cabinet have concentrated as far as possible on proposals that have no direct impact on services to the public of Darlington including significant management savings (£1.5m), procurement savings (£1.5m) and asset rationalisation (£800,000) however it has not been possible to deliver all the savings required without having impacts on front line services.
69. The proposals have continued to be developed since their release in November. Some changes were made prior to Cabinet on 18 January, taking account of better information arising from development and others have changed as a result of consultation and engagement. The significant changes/updates from the initial announcements are: -
- (a) **Civic Theatre** – The Council are seeking to offer the Theatre on a long lease as a going concern with the aim of removing the revenue subsidy. The process of offering a lease on the Theatre will take place during this year with result of the exercise being reported in September. The contractual arrangements of the Theatre means that even if a suitable buyer cannot be found, the Theatre will continue to operate until the end of January 2012 when the pantomime season ends.
 - (b) **Arts Centre** – Since the November announcement of the proposal to remove the subsidy from the centre, work has been undertaken with partners to look at alternative delivery models for the Centre however given the restrictions on time and the

complexities involved, it has not been possible to reach a solution. It is proposed therefore to continue with a (significantly reduced) subsidy to ensure continued Arts Council support to the work to develop a proposition that can retain a vibrant arts offer for Darlington that is not reliant on Council subsidy.

- (c) **Bowling Greens** –All greens will remain open until the end of the 2011 outdoor bowls season to enable the bowling clubs to develop their proposals to fund/run the greens proposed for closure.
 - (d) **Cycle Training** – A grant may be available to allow the service to continue.
 - (e) **Subscription to the Local Government Association** – An additional proposal to save £34,000 with effect from 2012/13 has been added. A year's notice is required and it is proposed that this be given and the final decision on membership can be taken later in the year.
 - (f) **Supported Bus Services** – A review will be undertaken and a final decision will be taken in July.
 - (g) **Town Centre Management** - The proposed reductions has been deferred whilst the option to raise funding for town centre activities via a Business Improvement District are explored.
 - (h) **Home to School Transport** - Since the publication of the initial budget proposals the government have announced their own review of home to school transport policy and funding and will implement changes from April 2012. In the light of this announcement cabinet have decided to defer any decision on home to school transport policy until after the government's policy review has been published and after national funding levels have been clarified.
 - (i) **Employee Pay Freeze** – The proposed 2 year pay freeze was rejected by the unions in ballots held in January. The proposal cannot, therefore, be implemented through collective agreement, which means that it cannot be implemented from April 2011. This proposal has, therefore, been removed from the list in Table 2 and is further considered in paragraphs 99 to 104.
 - (j) **Early Years Inclusion Service** - The current 22 users of the service have all been written to and a commitment given that their service will be maintained in its current form until their child moves into their next phase. For 17 children this means that current provision will continue until July 2011 and for a further 5 children provision will be maintained until July 2012. The cost of continuing this provision for current users will be met by reducing the funding allocated to nurseries and other settings to commission support. There will be no financial impact on the MTFP as a result of this change
70. Papers relating to each proposal are attached at **Appendix 8/1 to 8/28**. The papers in the Appendix describe the proposal, the estimated financial savings and the main impacts and risks. Further details of the impact assessments and feedback from consultation is referred to in paragraphs 72 to 82 and is attached in appendices or is available on the Council's website. Initial assessments of the impacts of each proposal were made prior to Cabinet's

meeting in January. Impacts and risks have continued to be assessed through the period of consultation and scrutiny, enabling comments to be taken into account and, where appropriate, any further mitigating actions to be considered alongside the proposals.

71. The programme of proposed savings, totalling £11.8m, will be extremely challenging to deliver. It follows similar, though smaller, savings programmes in previous years, it will require a very large amount of time, energy and commitment to deliver and involves some very significant change for residents, service users, employees, partner organisations and Members. Set out in Table 2 below is a financial summary of the proposals.

Table 2

Saving Proposal	Financial Years			
	2011/12 £	2012/13 £	2013/14 £	2014/15 £
1. Procurement	700,000	1,500,000	1,500,000	1,500,000
2. Corporate Landlord	70,000	170,000	350,000	350,000
3. Asset Rationalisation	-	-	430,000	430,000
4. Management and Departmental Restructuring	1,100,000	1,500,000	1,500,000	1,500,000
6. Library Service	130,000	250,000	250,000	250,000
7. Reduction in Countryside & Rights of Way Service	100,000	100,000	100,000	100,000
8. Cycle and Pedestrian Training	49,000	80,000	80,000	80,000
9. Road Safety Education Training and Publicity	45,000	49,000	49,000	49,000
10. Anti Social Behaviour Team	101,000	110,000	110,000	110,000
11. Supporting People Efficiencies	169,000	169,000	169,000	169,000
12. Community Safety	212,000	212,000	212,000	212,000
13. Supported Bus Services	72,000	130,000	115,000	100,000
14. Car Parking	44,000	144,000	144,000	144,000
15. Contract Parking	(40,400)	37,500	37,500	37,500
16. Public Toilets – closure and introduction of charging	50,000	50,000	50,000	50,000
17. Environmental Health – cease some discretionary services	38,000	38,000	38,000	38,000
18. Trading Standards – cease some discretionary services	35,000	35,000	35,000	35,000
19. Strategic Funding Review of the Third Sector	95,000	132,000	137,000	147,000
20. Cultural Services	900,000	1,573,000	1,580,000	1,580,000
21. Street Scene	659,000	659,000	700,000	700,000
22. Adult Social Care – Reducing level of Disregard	200,000	400,000	400,000	400,000
23. Adult Social Care – Personalised Budgets – Review of Eligibility Criteria	375,000	675,000	675,000	675,000
24. Local Education Authority Functions	800,000	1,600,000	1,600,000	1,600,000
25. Children’s Early Intervention and	990,000	1,400,000	1,400,000	1,400,000

Prevention Service				
26. Early Years Inclusion	50,000	60,000	60,000	60,000
27. Democratic Engagement	39,000	39,000	39,000	39,000
28. Local Government Association Fees		34,000	34,000	34,000
Total Savings	6,982,600	11,146,500	11,794,500	11,789,500
Less Transformation Team Costs	(155,000)	(448,000)	(460,000)	(474,000)
Net Saving	6,827,600	10,698,500	11,334,500	11,315,500

Impact of Budget Reduction Proposals

72. The Sustainable Community Strategy has provided members with the overarching framework for the development of proposals. Decisions made about specific proposals have been made on the basis of continuing to protect, as far as possible, vulnerable people, and to be fair in our approach.
73. In order to aid the process for this decision-making, the Council has undertaken a number of actions to fully understand both views and opinions about its decisions and the public impact of its decisions. This action started with early public engagement in November 2010. Two open-access public consultation events took place, attracting more than 185 people. These were supported by targeted engagement events aimed at older people and disabled people together with a focused event on rural transport, attracting more than 100 residents. A budget hotline was opened for telephone queries and a consultation email address, web forum and Twitter and Facebook feeds established. An SMS text number was also provided. 380 people responded through these communication channels.
74. Further engagement activity in January and early February was facilitated by reopening all communication channels and supplementing these with a Talking Together event aimed at children and young people and their parents and carers. 36 people attended this event and 3,663 more responses were received across all the communication channels.
75. Intelligence from these activities has been used to shape proposals and summary information from both rounds of engagement activity is attached at **Appendix 8A**. Further detail is available on the Council website (**Appendix 8E**).
76. Assessing the impact of budget proposals of this size and scope has not been undertaken before. The Council has developed a detailed and bespoke approach to impact assessment, incorporating guidance from the Commission for Equalities and Human Rights as well as learning from other councils. This has encompassed the equalities impact assessment process and has widened it to include other important elements such as poverty and partnership impacts, as well as the impact on the deliverability of the Sustainable Community Strategy. Training in our approach to impact assessments including training on the disability duty and how to use assessments in decision-making has been delivered to Members (including Cabinet). The assessments show how the Council has paid due regard to the equalities duties in its decision-making.
77. Although assessment of impact is an ongoing process, complete impact assessments at whole population level are available for all areas of the savings proposals on the Council's

website (**Appendix 8C**). A visual summary of these individual assessments is provided at **Appendix 8B**.

78. These assessments have been tested with cabinet members and senior officers and informed by engagement with the public. They are complete at the level of “whole population” impacts. In some cases it has been proportionate, relevant and timely to explore, understand and consider community and individual impacts. Summaries of this information are provided within the assessments at Appendix 8C. Consultation with disabled people has identified where additional work on disability equality impact assessment is required and what type of assessment should be carried out. Where required, proposals have completed disability equality impact assessments (**Appendix 8D**) or a statement about the progression of the assessment.
79. Appendices 8B and 8C describe evidence about impact in relation to particular proposals. The value of a visual summary of these impacts is seen in the way it allows the accumulation of impact for particular people or outcomes to be tracked. A high-level analysis of the research to date indicates that indicate that some groups of people are more likely to experience negative impacts from the budget reduction proposals. They are: -
 - (a) Children
 - (b) Disabled People
 - (c) Older people
80. Factor in the Council’s 2010/11 “in year” budget savings and it becomes clear that disabled people and carers are also at more risk from accumulated impacts. There are two inter-related areas of impact that could affect the above groups of people disproportionately. These are: -
 - (a) Resources and affordability – e.g. Adult Social Care reducing levels of disregard;
 - (b) Transport and access – supported bus services, combined with the in-year proposals affecting concessionary fares, Shopmobility, Ring-a-Ride and taxi vouchers;
81. An important part of the impact assessment process is to identify methods for eliminating or mitigating any adverse impact. Whilst a number of the assessments have started to do that and mitigation has already been seen in the way that some budget proposals have been changed or re-scheduled, for many budget proposals further impact assessment work will be required to inform the arrangements for implementation. Within Adult Social Care an exercise has been undertaken to identify those individuals who are likely to be affected by not only the adult social care budget proposals, but also some of the “change” projects which may affect services that are currently available. This information will be used when individual care reviews are undertaken so that the positive and negative impacts can be identified with individuals and consideration given to how any potential negative impacts may be mitigated.
82. Children, older people and disabled people tend to be heavier users of council services, and therefore it is not possible, making cuts of this scale, to avoid impacts.

Scrutiny

83. The Council's Constitution requires a period for scrutiny of Cabinet's draft MTFP prior to recommendation of a MTFP to Council. In previous years this has been undertaken by Resources Scrutiny Committee alone. This year, in light of the extent of savings proposals and their impact on services, all scrutiny committees have examined the proposals relating to their respective remits. Resources Scrutiny Committee's Budget Management and Efficiency Review Group has also met twice, examining the overall financial and service implications and questioning CMT about the proposals in the draft MTFP.
84. Resources Scrutiny Committee met on 7 February to further consider the overall MTFP and coordinate the collective views of all scrutiny committees to be forwarded to Cabinet via this report. The draft minutes of Resources Scrutiny Committee, incorporating the collective views from all of the Scrutiny Committees, are attached at **Appendix 8F**. The draft minutes of Resources Scrutiny Committee are due to be considered by that Committee on 17 February 2011.

Summary MTFP Position

85. The net position for the MTFP is as set out in Table 3 below taking into account the following :-
- (a) Budget preparation based on current policy and service levels
 - (b) Budget pressures
 - (c) Savings not requiring policy decisions
 - (d) Future assumptions
 - (e) Council Tax increases
 - (f) Implementation of savings proposals

Table 3 – Revised MTFP - Summary

		2011/12 £M	2012/13 £M	2013/14 £M	2014/15 £M
1.	Net budget before savings	94.798	98.294	100.921	102.650
	LESS				
2.	Savings approved by Cabinet July 2010	1.399	1.399	1.399	1.399
3.	Savings included in draft budget (Appendix 7)	1.931	2.407	1.986	1.973
4.	Net budget as drafted	91.468	94.488	97.536	99.278
5.	LESS Saving Proposals (Table 2)	6.983	11.147	11.795	11.790
	LESS Further savings to be identified: -				
6.	2012/13		2.965	2.965	2.965
7.	2013/14			1.552	1.552
8.	2014/15				3.167
9.	Net Expenditure	84.485	80.376	81.224	79.804
10.	Government Grant	42.543	39.334	38.739	35.826
11.	Council Tax	39.847	41.042	42.485	43.978
12.	General Fund Reserves	2.095	-	-	-
13.	Total Resources	84.485	80.376	81.224	79.804

86. The trail of the development of the MTFP, from the current Plan approved by Council in February 2010, is shown in **Appendix 10**.
87. Set out earlier in the report is the projection of £3.3m of reserves being available to support the MTFP. The projected level of reserves remains above the risk-assessed £6m throughout the draft revised MTFP. However, in view of the very limited level of available reserves, the challenging transformation and savings programme and uncertainties particularly beyond 2013, it is proposed that no reliance be placed on balances beyond 2011-12.
88. The above table shows that, in addition to implementing the challenging savings programme proposed in this report, the Council still needs to identify further annual savings of £7.7m. Members will appreciate the enormity of the task given the challenging savings list already included in the MTFP. Corporate Management Team will continue to develop options that will be available for consideration by the new Council following the May elections.
89. Service-by-service estimates of expenditure and income are shown in **Appendix 11**. The preparatory work for detailed estimates has been done prior to the Council restructure, which is being implemented from 1 January 2011. The estimates are, therefore, in the 'old' departmental structure and will be recast to reflect the new structure. The savings inherent in the new structure are, however, included in the estimates. Some savings proposals are Council-wide and cannot be allocated to individual services at this stage, e.g. accommodation and procurement. These are shown in summary and will be allocated to services as implementation work progresses.
90. The draft MTFP is set out in Appendix 13. The Budget Procedure Rules in the Council's Constitution provide for delegation to Cabinet to vary the agreed budget. It is recommended that delegation to vary the budget for 2011-12 by up to £0.5m be approved by Council, in line with practice in previous years.

Workforce Implications

91. **Consultation** - In accordance with legislation relating to collective redundancies, a formal 90 day consultation period started on 5 November 2010 on 475 potential redundancies in a range of service areas across the Council.
92. The 90 day consultation period expired on 4 February 2011 and implementation has now started to take place on those largely efficiency based proposals which do not require Council approval. Implementation in areas requiring Council approval as part of the budget setting process will not start until a decision is made by Council on 3 March 2011.
93. In some areas, principally in the Residual LEA function and the Early Intervention and Prevention teams, there has been a need to extend staff consultation to 18 February and 4 March respectively.
94. Consultation will continue in these areas and any proposals agreed by Cabinet and Council must be subject to further workforce consultation. Any changes agreed, as a result of the extended consultation which impact on the Council's budget will be referred back to

Cabinet as part of the budget monitoring process.

95. **Update on potential redundancies** - As part of the consultation feedback from the workforce, local community and partners, changes have been made to budget proposals which reduce the number of potential redundancies from the initial 475 to 289.
96. This reduction is due to the following changes:-
- | | |
|--|-----|
| Refinement of proposals | 33 |
| Transfer of services to schools | 10 |
| Deferment/changes to proposals including the Civic Theatre and Arts Centre | 143 |
97. The number of voluntary redundancies agreed to date is 75. These mainly cover areas at risk although there have also been some voluntary redundancies agreed as additional efficiency savings. Turnover in the groups at risk has also reduced the number of potential redundancies by 2. The number of anticipated compulsory redundancies is 212.
98. **Avoidance of compulsory redundancy and support measures** - Clearly this is a very difficult and challenging time for the Council's workforce and officers will continue to try and avoid compulsory redundancy where it is reasonably possible to do so by redeployment and other voluntary measures. A range of measures has also been put in place to support employees who are being made redundant.
99. **Changes to Employee Terms and Conditions** - Members will recall that consultation has been ongoing with Trade Unions and the workforce in relation to the following :-
- (a) A two year pay freeze
 - (b) A reduction in the redundancy payment calculator.
 - (c) A change in premium payments removing enhanced overtime and Sunday working payments.
100. The Trade Unions with negotiating rights on the National Joint Council for Local Government Services (the Green Book) the National Agreement which covers most Council employees undertook to ballot their members on the three issues as did the Craft unions. The Teaching Unions consulted their members on the change to the redundancy calculator as the other changes did not impact on them.
101. The results differed between Unions although all gave a clear No vote on the pay freeze. The Green Book trade unions had a majority 'Yes' vote on the changes to premium rates and the position with the proposed change to the redundancy calculator was marginal. The Craft unions voted no on all three issues. Based simply on the ballot results a collective agreement appeared challenging however negotiations have been ongoing since the ballot results and the Green Book trade unions are considering entering into a collective agreement to implement the changes to the redundancy calculator from 5 September 2011 as well as the changes to premium rates. However this will only be agreed if the pay freeze is "taken off the table". Individual Unions are considering how best to progress such an agreement between themselves and with their membership. The craft unions may also

reconsult their membership if a collective agreement is forthcoming for Green Book employees. At the time of writing this report, the Trade Unions were not in a position to collectively inform management that they were willing to enter an agreement on the terms set out above. It may be possible to update Members at your meeting. There has also been no position put forward from BECTU, the trade union representing a number of employees at the Civic theatre who are employed under BECTU conditions.

102. This report has been amended to reflect the implementation of a collective agreement as set out above, the reasoning for this being :-
- (a) The collective agreement means that two out of the three proposed changes can be implemented by agreement therefore removing the need to implement changes via the “dismiss and re-engage” route.
 - (b) In terms of implementing a pay freeze for 2011/12, this can only be delivered by a collective agreement the “dismiss and re-engage” route would not deliver the freeze due to notice periods required.
 - (c) Based on the above the proposal put forward by the Trade Unions represents the best that can be achieved for 2011/12.
103. Cabinet have agreed the budget will be approved without a pay freeze subject to either a collective agreement or voluntary arrangement with individual employees. The Chief Executive in her role as Head of Paid Service in respect of workforce terms and conditions will work to deliver the savings agreed by Cabinet in respect of premium payments and the redundancy calculator, firstly by seeking agreement and if this is not possible by implementing changes without agreement, noting that if they cannot be delivered by agreement a one year pay freeze with effect from 1/4/2012 be implemented.
104. In terms of accounting for a pay rise within the MTFP 2011/12 a provision of £575,000, equivalent to a 1% increase, will be included in the contingency for 2011/12, rising to £1.425M in 2012/13, as explained elsewhere in the report. The removal of this saving in 2011/12 will be covered from revenue balances, which are anticipated to be higher than when first drafting the MTFP due to the reduction in expected redundancy costs. Beyond 2011/12 the lack of agreement around a pay freeze will increase the need to deliver savings.

Outcome of Consultation

105. As described earlier in the report consultation took place via Talking Together events and other routes prior to Cabinet approving the draft MTFP for further consultation in January. 285 people attended Talking Together events and 98 comments were received via other routes.
106. Details of consultation following the approval by Cabinet on 18 January of the draft MTFP and the outcomes are described in paragraphs 72 to 82 with further details of responses received in Appendix 8.

Medium Term Financial Plan Capital

107. The earlier part of this report has dealt with the revenue MTFP. This section concentrates on the capital MTFP.
108. Capital expenditure by its nature is significant one off expenditure aimed at making improvements to, or acquiring assets that enable the Council to deliver its priorities. The vast majority of capital funding is received from the Government and is allocated to Councils in the main to match national priorities such as Transport, Children's Services and Housing. The allocation of spending within those three key national priorities is subject to ongoing programmes and agreed outcomes. For example within Housing there is an agreed 30 year business plan which sets out how investment should be applied. Set out below are details of the levels of Government funding available for 2011/12 compared with 2010/11.

Table 4 Capital Funding Summary

		2010/11	2011/12
	Children's Services		
1.	Basic Need	0.773	1.554
2.	Capital Maintenance LA maintained	1.086	1.618
3.	LCVAP for VA Schools	0.486	0.333
4.	DFC LA maintained	1.398	0.286
5.	DFC for VA Schools	0.357	0.076
6.	Primary Capital Programme	5.378	0.000
7.	Targeted Capital Funding	6.000	0.000
8.	Schools Access Initiative	0.187	0.000
9.	Harnessing Technology	0.402	0.000
10.	Extended Schools	0.100	0.000
	Housing		
11.	Major Repairs Allowance	3.836	3.774
12.	Disabled Facility Grants	0.651	*0.371
13.	HCA direct development	2.658	0.000
	Transport		
14.	Local Transport Plan	3.064	2.323
15.	TVBNI	0.000	*2.380
16.	Cycling for England	0.300	0.000
	Community Services		
17.	Adults' Personal Social Services	0.135	0.260
	Total	26.811	12.975

* Denotes indicative figures

109. Previous MTFP have included capital programmes funded from the Council's own resources of capital receipts and prudential borrowing. In view of the very challenging financial outlook it is proposed that no internally funded programme be agreed at this time, other than existing commitments. Prudential borrowing that is more cost-effective than leasing for the necessary replacement of assets is delegated to officers and will continue

where there are sound financial reasons. Any other urgent capital spending will be subject to a rigorous business case to demonstrate net financial savings, absolute policy priority or unavoidable need. Funding would have to be identified either from revenue savings, future capital receipts or revenue balances.

110. **Appendix 12** sets out the proposed capital programme with regard to applying the resources allocated to the Council, the programmes include ongoing schemes for previous years. Set out in the following paragraphs is a narrative of the major elements of the programme. Scheme specific approvals will be subject to detailed reports to Cabinet.

Children's Services

111. It is anticipated that Darlington Children's Services capital investment in 2011/12 financial year will be funded by new resources of £3.9m and carry forward from 2010/11. The majority of the carry forward funding has been reported and released at Cabinet but resources for 2011/12 were only announced on 13 December 2010 and have therefore not yet been considered by Cabinet.
112. During 2011/12 the final phases of the Primary Capital Programme are due to be completed. Approximately £4.7m carried forward from 2010/11 is projected to be spent, to support the national investment programme aimed at renewing 50% of all primary schools nationally. The projects at various schools across the Borough will complete the programme which focuses on primary school provision that is equipped for 21st century teaching and learning with children's services in reach of every family.
113. An element of the 14-19 Diplomas/SEN Disabilities funding (£1.5m) carried forward from the previous year will be used to address high priority condition related work at Branksome, Longfield and Hurworth Secondary Schools. The remaining balance of £5.5m will be prioritised for the Secondary School estate and further details will be presented to Cabinet in due course.
114. All remaining Modernisation funding and Schools Devolved Formula Capital will be spent in line with the locally agreed asset management plan arrangements in Darlington
115. The Government announced the capital allocation for 2011/12 in December 2010. Detailed projects have not yet been defined and will be subject to decisions through Cabinet at a later date. In the meantime key priorities have been identified which are set out in Appendix 12.
116. Details of capital allocations from 2012/13 have not yet been announced and the Government has informed councils that they will be subject to the outcome of the Sebastian James Capital Review, the details of which are due to be published in the new year.

Housing

117. During 2011/12, major works are planned within the council housing stock of the Borough, in a number of locations.

- (a) The Council plans to carry out internal planned maintenance, including electrical rewiring (where appropriate), replacement kitchens and bathrooms, and, insulation, to approximately 220 dwellings. Work will be undertaken in Haughton East, North Road, and Eastbourne and Banktop wards. Where small blocks of flats are included, the specifications will include works to the communal areas including upgrading the lighting, flooring and upgrading to digital television aerials.
- (b) Refurbishment work to Rockwell House will commence in February 2011 on the completion of refurbishment works to Windsor Court. The refurbishment work will provide modern facilities which are easily accessible and accommodate a range of older people with some support requirements. Work will commence on refurbishing Ted Fletcher Court on the completion of Rockwell House in 2012/13.
- (c) Approximately 300 dwellings throughout the Borough will benefit from new central heating systems located predominantly in the wards of Eastbourne, North Road, Haughton West, Cockerton West, and, Park East. This includes major regeneration activity at Parkside which includes heating replacements, internal planned maintenance, external improvements, and, some remodelling of existing 1 bed flats to create 3 bed family homes.
- (d) A range of adaptations will be undertaken for people with disabilities based on their assessed needs and £371,000 has been set aside for these works.
- (e) A range of energy efficiency measures will be available for council owned properties at targeted areas to be determined. Measures will include cavity wall insulation, loft insulation and “top ups” as well as draught exclusion works.

118. A regional bid through the Regional Growth Fund to finance the Financial Assistance policy for improvements to private sector homes will be submitted in January 2011. The outcome of the application for funding will be announced in March / April 2011. If successful, the programme will be delivered by the Home Improvement Agency, Care and Repair.

119. Disabled Facilities grants will be available on a means tested basis for eligible applicants. Disabled Facilities grants are not offered on a geographical basis but determined by individual assessments and family circumstances. Indications from Central Government suggest that there will be greater flexibility about how Disabled Facilities Grants can be utilised in the future to enable more cost effective and efficient solutions to remedy mobility difficulties and more appropriately meet customer requirements.

Transport and Highways

120. The following works are proposed for delivery in 2011/12 subject to agreement by Cabinet in March 2011 on proposals for the Tees Valley Bus Network Improvement scheme, the Third Local Transport Plan and the Local Sustainable Transport Fund.

Major Scheme Bid

121. Government announced as part of their Comprehensive Spending Review that the Tees Valley Bus Network Improvement major scheme will still go ahead and they agreed to

accelerate the agreed funding so that the schemes can be delivered to a quicker timescale. The TVBNI scheme proposals aim to tackle traffic congestion and improve reliability of bus services. A number of schemes are planned for implementation subject to Cabinet approval in March 2011. These include the commencement of a new road and junction layout at the junction of North Road and Whessoe Road; new traffic signals at the junction of Yarm Road and Geneva Road; replacing traffic calming features on Clifton Road with bus friendly cushions; and a programme of verge hardening in Springfield, Firthmoor and Lascelles. Also as part of the scheme a number of “Real Time” information facilities will be installed at bus stops along with improved travel information; enhancements to passenger waiting environment and individualized travel marketing will also commence.

Local Transport Plan

122. The Council funds some of the annual highway maintenance programmes from the 3LTP and a list of schemes will be presented for Cabinet approval in March 2011. This programme includes reconstruction of roads, as well as resurfacing and general structural maintenance. As in previous years, the priorities for this work will be based on the annual condition survey data possible schemes could include the resurfacing of Whinbush Way; Geneva Road and McMullen Road. A programme of footway and cycle way maintenance schemes will also be delivered in the year. The bridge maintenance schemes are also identified from condition survey, with Hutton Avenue bridge due for replacement in 2011/12. A further six strengthening schemes will be delivered over a five year period. These include bridges at Chestnut Street, East Street, John Street, Spring Court, Baydale Beck and Boundary Bridge on the B31. A programme of additional inspection of street lights over forty years old will be developed, addressing any that are at risk with a prioritized replacement programme.
123. The funding for the Integrated Block has been reduced significantly for 2011/12 and subject to Cabinet approval in March 2011 the main focus will primarily be on managing the network. Possible schemes could include the tackling of congestion outside school entrances, implementation of the network management plan and some strategic schemes like the John Street cycle route (subject to CPO), which will provide the missing link to our radial cycle routes. A constant review of road safety will take place. Out of the allocated funds a contribution towards the TVBNI scheme is required for four years.
124. The Local Motion programme will aim to tackle congestion through changes in travel behaviour and will continue to be funded including school travel plans, travel plans with local employers including the council to include cycle parking and providing information and incentives to support people in their travel choices. The council still receives external funding until December 2011 to support this work from Europe through the Interreg IVB programme.
125. Preparatory work is being undertaken to support a possible bid subject to March 2011 Cabinet to the recently announced Local Sustainable Transport Fund. The fund has a total value of £560m over 4 years and would give this Council and partners the opportunity to realise the increasing potential for a sustainable transport network across the whole Borough that supports the economy, reduces carbon emissions and helps people to be healthy. Any bid would draw upon the experience and knowledge of the Council from the Local Motion and Cycling Demonstration Town projects.

2010 Capital Spending Review

126. The Government's Spending Review 2010 was announced on 20th October 2010. The Spending Review has simplified local government grant allocations. The majority of capital grants are now non-ringfenced.
127. As part of the Spending Review, the Government also made the decision that no new supported borrowing (SCE(R)) allocations will be made in the Spending Review period. Government capital support will be given in the form of capital grant only. Whilst there will be no new SCE(R) allocations after 2010/11, the level of assumed outstanding debt still forms part of the revenue Formula Grant calculation, as it has in previous years.

FINANCIAL STRATEGY

PURPOSE

1. This Financial Strategy supports the council's core purposes. These were agreed by Cabinet in November 2009 as:
 - a. Championing the interests of Darlington's citizens and businesses
 - b. Supporting strong partnerships to set a vision and direction for the Borough and its services
 - c. Promoting the Borough to secure investment and support
 - d. Ensuring the provision of good quality services to the public

OBJECTIVES

2. The objectives of this Financial Strategy are to support the Councils core purposes by:
 - a. Securing appropriate levels of resources
 - b. Using resources effectively
 - c. Ensuring value for Money
 - d. Maintaining low taxation

TACTICS

3. The objectives will be met by:

Securing Appropriate Levels of Resources

- a. The Council gets its financial resources from external funding, in the form of Government and European Community grants, and locally from Council Tax and charges paid by service users. The Council will secure appropriate levels of resources by:
 - i. Actively lobbying, bidding and applying for grant funding that supports delivery of its core purposes and priorities
 - ii. Setting Council Tax and charges for services to achieve an appropriate balance between revenue-raising and wider corporate priorities
 - iii. Allocating resources in accordance with priorities set in the Corporate Plan
- b. Reducing spending to the levels of forecast resources. Resources, from grants and Council Tax, are expected to be reduced significantly in real terms, compared with those that have been available in recent years. The Council will reduce its spending by:
 - i. Using the Community Strategy "One Darlington, Perfectly Placed" to prioritise service delivery and investment,
 - ii. Ensuring effective use of resources – detailed below

- iii. Ensuring value for money – detailed below

Using Resources Effectively

- c. The Council will make effective use of resources by:
 - i. Engaging with residents, businesses, service users and visitors to inform decisions about priorities
 - ii. Using a mixed economy – providing leadership and services, through:
 -
 - 1. Council in-house service delivery
 - 2. Partnerships, with other councils and across sectors
 - 3. The third sector, services provided directly to the public by third sector organisations and services commissioned by the Council
 - 4. The private sector, through contracts awarded by the Council for delivery of services
 - iii. Continuing to manage its finances on a medium-term basis by: -
 - 1. Forecasting resources that will be available from grants
 - 2. Setting Council Tax and charges to balance revenue-raising with corporate priorities
- d. Corporate management – elected Members’ and senior officers’ leadership to ensure that resources are used in accordance with agreed community and Council priorities
- e. Devolved management – consistent with the corporate management principle set out above, financial resources deployed for service delivery will continue to be managed by service managers, so that responsibility for managing physical and financial resources is clear and joined-up.
- f. Managing its assets and capital spending:
 - i. With clear focus on supporting its corporate priorities
 - ii. In accordance with its approved Project Management practice
- g. Managing its treasury activities of borrowing, investments and cash-flow in accordance with codes of practice, prioritising, in order:
 - i. Security – not putting public funds at undue risk
 - ii. Liquidity – having funds available to meet commitments
 - iii. Return – investment income and costs of borrowing are highly important but must not jeopardise security and liquidity

Ensuring Value for Money

- h. The Council has a good record of providing value for money. It will strive to further improve efficiency through:
 - i. Procurement of services in accordance with the mixed economy model, using the most cost-effective sources of service provision
 - ii. Service delivery, where in-house provision is selected, ensuring that services are delivered with an appropriate balance of quality and cost
 - iii. Service reviews, to ensure that procurement decisions and cost / quality balances remain relevant and appropriate

Maintaining Low Taxation

- i. Residents of Darlington currently pay the lowest Council Tax in the North East region whilst having access to Council services that have regularly been externally assessed as being of high quality. The Council will strive to sustain that successful balance through the tactics set out in this strategy.
- j. A focus on low local taxation will be maintained, to support:
 - i. The “One Darlington” priority:
 - 1. The Council is aware of the impact of Council Tax on all households and is particularly aware of the impact on low-income households
 - 2. Striking an appropriate balance between Council Tax and spending on public services is a key responsibility of local government and councils’ financial decision making
 - ii. The “Perfectly Placed” priority:
 - 1. Low Council Tax contributes to the attractiveness of Darlington as a prime location to live, work, invest and visit

LINKS

- 4. This Financial Strategy links to:
 - a. Sustainable Community Strategy
 - b. Corporate Plan
 - c. Medium Term Financial Plan
 - d. Business Model
 - e. Asset Management and Capital Strategy
 - f. Project Management
 - g. Treasury Management Strategy

RESERVES POLICY

Purpose of Reserves Policy

1. This policy establishes a framework within which decisions will be made regarding the level of reserves held by the Council and the purposes for which they will be maintained.

Definitions

2. Accounting regulations identify two types of reserves: -
 - (a) Usable - funds held by the Council that are available to meet future expenditure
 - (b) Unusable - prescribed in accounting regulations, these do not impact directly upon Medium Term Financial Plan (MTFP), budget or Council Tax decisions. This Policy is not concerned with Unusable Reserves.
3. There are two types of Usable reserve:
 - (a) **General** – called the “*General Fund Balance*”, used to:
 - (i) Meet short-term unforeseeable expenditure and
 - (ii) Enable significant changes in resource or expenditure to be managed over the period of the MTFP
 - (b) **Earmarked** – held for specific purposes, some of which are established by statute, others are established at the discretion of the Council.
4. Statutory earmarked reserves are:
 - (a) Housing Revenue Account (HRA) balance
 - (b) Schools Reserves
5. The principal earmarked reserves created at the Council’s discretion are: -
 - (a) Departmental Reserves – to assist effective service and financial management within departments
 - (b) Insurance Fund – to provide financial cover against specified risks that are not covered by external insurance
 - (c) Usable Capital Receipts – income from sales of assets available to meet future capital expenditure
 - (d) Revenue Contributions to Capital Outlay – charges to previous years revenue accounts available to meet future capital expenditure
6. Details of all reserves, including in-year movements and year-end balances are contained in the Council’s annual Statement of Accounts.

Statement of Policy

General Fund Balance

7. The Council's MTFP will maintain a prudent minimum level of General Fund balance that is adequate to meet short-term unforeseen expenditure. The prudent minimum level will be determined by assessing the financial risks associated with meeting continuing obligations to provide services. The risk assessment will be reviewed annually and will have regard to:
 - (a) Statutory obligations to provide services that over-ride cost considerations.
 - (b) Reasonable public expectation, democratic and practical considerations that may over-ride cost considerations.
 - (c) The volatile nature of elements of some services, which make accurate prediction or close control of expenditure difficult.
 - (d) The likelihood of specified events occurring.
 - (e) The financial impact of events.
8. In exceptional circumstances, the actual level of the Council's General Fund balance may fall below the assessed prudent minimum level. This is consistent with the nature and purpose of a minimum level, which is to meet short-term unforeseen expenditure. Within three months of the actual level of GF balance falling below the prudent minimum level a plan will be agreed by full Council to restore the balance to the minimum prudent level as soon as practicably possible.
9. The Council will maintain a level of General Fund balance that is adequate to meet medium term shortfalls between projected resources available to the Council and planned levels of General Fund net expenditure. The appropriate level of reserves for this purpose will be determined by the Council's MTFP, which will be reviewed annually and will be subject to approval by a meeting of the full Council.
10. The Council will not maintain levels of General Fund balances that are excessive compared with appropriate minimum levels and planned use of reserves. In this context, "excessive" will be assessed and reviewed annually in the MTFP with regard to:
 - (a) The projected level of General Fund balance at the end of the MTFP, less the appropriate minimum level.
 - (b) The annual planned use of reserves in each year of the MTFP.
 - (c) The impact of sudden large changes in annual use of balances on services or Council Tax levels.
11. As a guide, the level of General Fund balance is likely to be regarded as excessive if at the end of the MTFP, it is projected to be:
 - (a) More than double the minimum prudent level *and*
 - (b) More than the minimum level plus the planned use of reserves over the term of the MTFP.

12. The prudent minimum level of General Fund Balance, the planned use of reserves and the planned level of reserves will be approved annually by Council as part of the MTFP.

Earmarked Reserves

13. The purpose of “earmarking” reserves is to distinguish them from general reserves, which are available for use by the Council in its budget and Council Tax setting process. Earmarked reserves are identified as being likely to be required for specific purposes.
14. The Council will maintain earmarked HRA and Schools reserves in accordance with statutory requirements.
15. The Council will maintain discretionary earmarked reserves at appropriate levels, with regard to:
 - (a) Strategic objectives and service planning, particularly regarding events and planned developments that have financial resource implications.
 - (b) Forecast expenditure relating to specific issues, which is significant in the context of the MTFP and is exceptional, i.e. not expected to recur annually.
16. Cabinet will approve the purposes for which earmarked reserves are maintained. The planned level and the use of those reserves will be approved by Council in the MTFP.
17. Transfers between General Fund balance and earmarked reserves may be approved by Cabinet in the annual financial out-turn report, within the limits set in Financial Procedure Rules. Any proposed transfers beyond the limits delegated to Cabinet will be approved by Council.
18. Cabinet may propose transfers between General Fund balance and earmarked reserves in the annual review of the MTFP, which will be approved by Council.

PROJECTED GENERAL FUND RESERVE AT 31ST MARCH 2011

Medium Term Financial Plan (MTFP) :-	£000
MTFP Planned Opening Balance 01/04/2010	11,560
Approved net contribution from balances	(321)
Planned Closing Balance 31/03/11	11,239
Increase in opening balance from 2009-10 results	655
Projected corporate underspends / (overspends) :-	
Financing Costs	563
Joint Bodies & Levies	33
Area Based Grants	102
Mid-year Savings	1,213
In-year grant reduction	(919)
LAA Reward Grant	100
Insurance Fund	1,000
Insurance Claim	109
Freedom Marches	(11)
DSG adjustment	51
Pay Award	275
Projected General Fund Reserve at 31st March 2011	14,410
Planned Balance at 31st March 2011	11,239
Improvement	<u>3,171</u>

Departmental Projected Year-end Balances

	Brought forward	Planned utilisation 2010-11 budget	2010-11 Projected Outturn
	£000	£000	£000
Children Services	0	0	(1,745)
Community Services	(197)	197	1,100
Chief Executive	(48)	48	255
Corporate Services	(53)	53	(501)
TOTAL	<u>(298)</u>	<u>298</u>	<u>(891)</u>

Summary

	Comparison with 2010-14 MTFP	Projected Balance at 31 March 2011
	£000	£000
Corporate Resources - Improvement / (Decline)	3,171	14,410
Departmental - Improvement / (Decline)	(891)	(891)
Improvement / (Decline) compared with MTFP	2,280	13,519

MEDIUM TERM FINANCIAL PLAN 2011-15
RISK ASSESSMENT TO DETERMINE MINIMUM PRUDENT GENERAL RESERVE

Type	Risk	Consequence	Scale	Financial loss £M	Likelihood %	Annual risk £M	Period (years)	Reserve required £M
Economic	Economic downturn	Lower Council Tax base – NB see “Key Assumptions” Appendix	£0.4M per 1% reduction	0.4	15	0.060	2	0.060
	Economic downturn	Lower collection of Council Tax;	£0.4M per 1% reduction	0.4	20	0.080	2	0.160
	Economic downturn	Reduced revenue income: - Leisure Parking Planning Property	£0.075M per 1%; assess risk of further 5%	0.4	15	0.060	2	0.120
	Economic downturn	Failure of significant service-provider contractors	£20M p.a. corporately; assess risk of 10% cost increase	2.0	15	0.300	2	0.600
	Adverse changes in interest rates	Higher financing costs	Net debt £70M; 1% = £0.7M	0.7	20	0.140	1	0.140
	Break insurance long term agreement	Increase in revenue costs		0.5	50	0.250	2	0.500
	Energy costs significant increases	Higher annual revenue costs		0.4	20	0.080	2	0.160

Type	Risk	Consequence	Scale	Financial loss £M	Likelihood %	Annual risk £M	Period (years)	Reserve required £M
	General price inflation	Higher annual revenue costs	£30M; assess risk of 2%	0.6	25	0.150	2	0.300
	Reduced Government grants – Formula Grant	Lower annual revenue resources. NB see “Key Assumptions” Appendix	£0.4M per 1%; assess risk of further 2% reduction	0.8	20	0.160	2	0.320
	Reduced Government grants – specific	Lower annual revenue resources. NB see “Key Assumptions” Appendix	£0.1M per 1%; assess risk of further 5% reduction	0.5	20	0.100	2	0.200
Employment	Higher pay settlements	Higher costs across all services;	General Fund exc. Schools £0.6M per 1%	0.6	20	0.120	2	0.240
	Single Status potential claims	One-off costs	£10M	10	10	1.000	1	1.000
	Pandemic or similar event	Increased employee absence requiring cover at extra cost	£0.6M per 1% of employee costs	0.6	20	0.120	1	0.120
Services	New Children’s care packages	Higher costs. NB see “Key Assumptions” Appendix	Average £0.1M per case; 5 cases	0.5	20	0.100	2	0.200
			Average £0.02M per case; 10 cases	0.2	20	0.080	2	0.160
	Social care increasing demand	Higher annual revenue costs		0.5	20	0.100	2	0.200
	Other services increasing demand	Higher annual revenue costs		0.5	20	0.050	2	0.100

Type	Risk	Consequence	Scale	Financial loss £M	Likelihood %	Annual risk £M	Period (years)	Reserve required £M
	Capital overspends	Fund from revenue (no capital resources available)	One-off £5M funded over 10 years	0.6	10	0.060	2	0.120
General	Planned savings not achieved	Higher annual revenue costs	£13M; asses risk of 20% shortfall	2.6	20	0.520	2	1.040
	Corporate manslaughter	Unlimited fine	Assess risk of £10M fine	10.0	1	0.100	1	0.100
Total General Fund Reserve requirement								5.840

The recommended Prudent Minimum General Reserve Required to Meet Assessed Financial Risks is £6M

**KEY ASSUMPTIONS USED IN PROJECTED
RESOURCES, EXPENDITURE & INCOME 2011-15**

Factor	Assumption
Resources	
Council Tax base	Council Tax base for 2011-12 approved by Council 27 January 2011 No growth in Council Tax base in 2012-13; 0.5% growth 2013-14 & 2014-15
Council Tax	2011-12 to be approved by Council 22 February 2011 2012-13, 2013-14 and 2014-15 assumed 3% increase
Council Tax collection	99% collected
Government Grants	Government grants for 2011-12 & 2012-13 as indicated in 2 year settlement, confirmed December 2010
	Reduction in Formula Grant of 12.1% in 2011-12, 4.7% in 2012-13, 1.3% in 2013-14 & 6.3% in 2014-45 as indicated in CSR October 2010
	Reduction in specific grants and Area Based Grants as indicated in the Settlement confirmed in December 2010.
	Dedicated Schools Grant (DSG) 0% increase in 2012-13, 2013-14 & 2014-15, increased by previous specific grants now included in DSG as per Settlement December 2010
Expenditure	
Pay inflation	2011-12, 2012-13 0.0%; 2013-14 & 2014-15 1.5%.
Price inflation	Only contractual inflation on running costs
Local Government Pension Scheme	Employers contributions 18.5% of pensionable pay – the current rate
National Insurance	1% increase from April 2011 (Pre Budget Report 9th December 2009)
Financing Costs	
Interest rates payable	Average rate on existing debt 2011-12, 3.49%; 2012-13, 3.91%; 2013-14, 4.49%; 2014-15, 4.87%
Interest rates payable	2011-12 5.3%, 2012-13 5.5%, 2013-14 5.6% & 2014-15 5.6%
Interest rates receivable	2011-12, 1.4%; 2012-13, 2.4%; 2012-13 3.45% & 2014-15, 4.35%.
New Borrowing	£1M per capital expenditure financed by prudential borrowing for 2011-12 only
Income	
Inflationary increases	Various based on individual service considerations
Capital Receipts	No future receipts to be committed to financing capital expenditure

PRESSURES AND CONTINGENCIES

The following pressures have been identified through the management of services and budgets in 2010-11 and in the preparation of detailed budgets for 2011-15. They are included in the draft budget in paragraph 47 of the main report.

Pressures Included in the Draft Budget	2011-12 £000	2012-13 £000	2013-14 £000	2014-15 £000
Children's Services Legal Costs	90	90	90	90
Additional costs of Looked After Children external placements	900	0	0	0
Increased demand for Foster Carers	182	200	210	220
Mainstreaming of Area Based Grant – Children's Services	150	150	150	150
Mainstreaming of additional grants – Children's Services	100	100	100	100
Adults Services - Increase in Learning Disability care packages	500	500	500	500
Housing - Exempt accommodation	50	50	50	50
Transformation Team	155	448	460	474
Darlington together	116	116	116	116
Turnover & subsequent profit reduction in Building Services	175	413	463	477
Connecting With Communities lost income	15	15	15	15
Personal Searches - reduced income	54	54	54	54
Recruitment advertising – reduced income	60	60	60	60
Lost rent on commercial properties	12	12	12	12
Shortfall on Income on Support Service Recharges	200	253	266	234
Carbon Reduction Commitment (CRC) trading costs	160	160	160	160
Traffic Signals (TVBNI)	45	54	54	54
Real Time Display (TVBNI)	0	20	20	20
Bus Shelter Maintenance (TVBNI)	30	30	30	30
Markets - Long term vacancies in covered market	34	0	0	0
Workforce Development planned savings not identified	35	35	35	35
Additional Bank holiday	33	0	0	0
Council Tax Benefit Grant Reduction	0	0	1,000	1,000
	3,096	2,760	3,845	3,851

Contingencies Included in the draft MTFP	2011-12 £000	2012-13 £000	2013-14 £000	2014-15 £000
Additional costs of Looked After Children external placements	248	848	391	196
Adults Learning Disability transitions over original estimate	346	401	685	857
Employers' Pension costs increase	400	400	400	400
Markets - Long term vacancies in covered market	0	34	34	34
Waste contract inflation	0	0	55	111
Pay Award	575	1425	1425	1425
	1,569	3,108	2,990	3,023

Savings Included in the Draft Budget

The following savings have been identified through the management of services and budgets in 2010-11 and in the preparation of detailed budgets for 2011-15. They are included in the draft budget in paragraph 66 of the main report.

	2011-12 £000	2012-13 £000	2013-14 £000	2014-15 £000
CCTV - Management Restructure	22	22	22	22
Waste Disposal - Waste Reduction	20	20	20	20
Building Design Services – reductions in supplies & services	5	5	5	5
Transport Unit - Supplies & Services	37	37	37	37
Community Services In Year Management Savings	66	66	66	66
Highways - Cease repainting of lamp posts	15	15	15	15
Highways - Reduce reactive maintenance	19	19	19	19
Highways - Reduction in traffic management	5	5	5	5
Highways - Street lighting electricity	59	59	59	59
Housing - NWA commission	17	17	17	17
Savings on residential care calculator	342	342	342	342
Additional income re full fee payers	210	210	210	210
Reduction in resources for Adults Services - revised demographics projections	150	320	180	180
Reduction in resources for adults – review of costs	250	470	200	200
Reduction in School Meals net costs	300	300	300	300
Contact/Access – better management of initial contact, review recommended and use lower level staff	26	52	52	52
Brokerage – DAD / set up trading service	10	20	20	20
British Sign Language Framework reduction	4	4	4	4
Older peoples bathing service	20	20	20	20
Mainstream Learning Disability Development Learning Fund	20	20	20	20
Muti Agency Panel - Low level LAC commissioning	36	36	36	36
Review of charges for private sector Housing Team Enforcement + multiple occupancy licences	41	21	8	0
Darlington Partnership	12	12	12	12
Savings on 10/11 Pay Award	275	275	275	275
Joint Boards and Levies	(30)	40	42	37
Total Savings	1,931	2,407	1,986	1,973

Budget Savings Proposal

Proposal Title Transforming Procurement

Description of Proposal

To transform procurement activity across the authority through the implementation of improved standardised processes, transparency and management of spend and increased collaboration.

One of the major contributors to the Council's savings target is the management of spend through more efficient procurement practices, tighter contract management, policy driven procurement, demand management, contract negotiation and sub-regional/regional collaboration. The Council's new Business Model will take the authority to a commissioning organisation rather than a delivery organisation, this change means more services will be procured, and there will be a greater need for proactive, effective contract management. Work carried out in conjunction with Peterborough Council suggests that significant savings can be made through implementing a new way of working.

To be able deliver this new way of working we need to change the way we are structured and how we procure goods, works and services. We need to be in position to be able to take advantage of all efficiency opportunities including collaborative arrangements and income generation. By improving and streamlining our processes we will dramatically improve our management information giving us visibility of further savings opportunities.

Impacts and Risks

No high-scoring adverse impacts on the SCS or any particular groups have been identified with this proposal. There is a risk of an unintended adverse impact on the local economy if current local suppliers are excluded or deterred from supplying goods or services to the Council. The Council will work with local businesses to raise awareness of the potential to bid for contracts, which could have a positive impact by widening the market for locally based suppliers.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

Total relevant spending is currently approximately £80M per annum. This will be significantly reduced by other savings proposals and includes some areas of spend where savings will be minimal.

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
700	1,500	1,500	1,500

Budget Savings Proposal

Proposal Title **Corporate Landlord**

Description of Proposal

To implement a Corporate Landlord model, managed within the Estates & Property Section – Resources Group. Efficiencies will be generated through centralisation of 'Facilities' staff, contracts, methodology of FM management and improved Energy Monitoring/Management/Targeting.

The Corporate Landlord model has been implemented by a number of both public and private sector organisations and claims to offer savings of between 6 and 20% on total property spend. Some caution should be applied to these figures as they are very dependent upon the condition of the building stock and in some cases an initial investment in the building stock is required to bring them up to an acceptable standard, which will ultimately bring about a shift in the balance between planned and reactive maintenance. A successful Corporate Landlord model should allow a much greater percentage of maintenance to be planned, hence improving the predictability of spend.

Impacts and Risks

No high-scoring adverse impacts or risks have been identified with this proposal. The proposal should help to reinforce consistent assessment of and provision for the needs of service users and employees, which may have positive impacts for particular groups such as disabled people.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£3 million

Financial Savings (gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
70	170	350	350

Budget Savings Proposal

Proposal Title **Asset Rationalisation**

Description of Proposal

To rationalise the Council's operational buildings. This would take into account the new service model and challenge the need for all property holdings. The Council currently spends over £3m pa (excluding rates) on operational property. Flexible working (Workwise) will not be considered at this point but will likely be re-visited in the future.

As a result of other efficiency proposals staff numbers and therefore the demand for office space is likely to reduce significantly in coming years. There is therefore an opportunity to rationalise the property portfolio and release buildings either leased or owned by the Council by relocating the remaining staff to maximise occupancy levels in key Council owned buildings, make the best of available space and by retaining only the most cost effective buildings.

Impacts and Risks

No high-scoring adverse impacts on the SCS or any particular groups have been identified with this proposal. A risk that particular groups of service users could be adversely affected is assessed as being low likelihood. Potential impacts on service users will continue to be assessed and taken into account as the Council finalises details of which properties it will withdraw from.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£3 million

Financial Savings (gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
Nil	Nil	430	430

Budget Savings Proposal

Proposal Title **Management and Departmental Restructure - £1.5m saving**

Description of Proposal

A target of £1.5m management savings over and above management savings in other reduction proposals was set and agreed when the Chief Executive embarked on the whole Council restructure. The first phase of the restructure was agreed by Council on 25/11/10 which involved reducing the number of Chief Officers from 22 to 14 saving the Council £767,000 p.a.

Consultation is underway on the remainder of the Council's management and service restructure and savings are planned to deliver £1.5m, the major elements of the saving are :-

Management
Finance Service
Highways
ICT via Xentrall
Legal Services

The Council already has lean structures however given the significant cost reductions required, further savings are targeted. The reductions will only be achieved by changes in what is done by management and support services, lower priority work will need to be deferred and a greater appetite for risk will be required. The new structure has provided opportunity for mergers and greater clarity which should enable increased efficiency to be delivered in some areas.

Impacts and Risks

The primary impact of this proposal is on employees who may be made redundant or affected by changes in their duties, responsibilities or pay. It is intended that this proposal will help to limit the impact that spending reductions will have on front-line services. Consequently, no high-scoring adverse impacts for the SCS or particular groups other than employees are identified. There are risks of potential secondary impacts on services if the reduced capacity of the organization leads to unintended reductions in ability to sustain front-line services at planned levels. Those risks have been taken into account and mitigated in the new structures, which have been subject to consultation and are consistent with the business model agreed by Cabinet in November 2009.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
1,100	1,500	1,500	1,500

Budget Savings Proposal

Proposal Title Library Service Review

Description of Proposal

Review of the Library Service in order to deliver options that will reduce the costs of the service by £250k p.a.

The review will consider the following;

An Assessment of Local Need will be carried out – This will establish the needs of adults, families and young people. The views of both users and non-users will be gathered through a comprehensive consultation process involving face-to-face consultation, paper and on-line questionnaires.

The efficiency of the current service will be reviewed. Potential efficiencies include:

- Alternative delivery arrangements such as partnerships
- More flexible use of buildings and other facilities.
- Scope of services provided; are the right services being delivered at the right cost?
- Maximisation of income.
- Integration or co-location with other services in the public or private sector, or with local communities.
- Increased community involvement.
- More efficient use of I.C.T.

In the interim, efficiencies will be achieved through rationalisation of back office services and of access desks at Crown Street.

Impacts and Risks

The likely impacts on particular groups and Sustainable Community Strategy priorities will be assessed following the Assessment of Local Need which will be carried out prior to the development of detailed proposals. Particular groups that may potentially be affected are young people particularly where the libraries are used by the schools and adults who use the library as a means of social engagement. Following the Needs Assessment further impact and equality assessments will be carried out.

A high level equalities impact assessment has been undertaken on the basis of comments and feedback from various individuals and organisations in Darlington based on the initial proposal in the Town Crier (Nov 2010). The assessment has also anticipated some potential impacts which may occur which will be reviewed when the proposal is drawn up following the analysis of the recent Needs Assessment.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget : £1.18m

Financial Savings

2011/12	2012/13	2013/14	2014/15
£130k	£250k	£250k	£250k

Budget Savings Proposal

Proposal Title **Reduction in Countryside and Rights of Way Service**

Description of Proposal

The proposal for the Countryside Section reduces the budget by a further £100,000. This consists of staffing reductions of 2.7 FTE, saving £75,000 and supplies and services, £25,000.

Impacts and Risks

No high-scoring adverse impacts on the SCS or any particular groups have been identified with this proposal.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£322,000

Current Funding (if other than Council revenue or non-ring-fenced grant)

Majority of the funding is revenue budget with £27,000 Section 106 monies per year for the next six years.

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
100	100	100	100

Budget Savings Proposal

Proposal Title - Highways – Cease Council funding of Cycle and Pedestrian Training

Description of Proposal

Council ceases funding Cycle & Pedestrian training service. The service is presently funded from Road Safety Grant which expires 2010/11. Funding has been built in MTFP from 2011/12 onwards.

Cycle Training costs approximately £40k per year training 783 pupils in 2009/10 and is provided in 37 primary and secondary school mainly involving level 2 training to Year 5 and 6 pupils, though some Year 7 and 8 pupils receive advanced level 3 training. Cycling to school has increased from 0.9% in 2005 to 6.9% in 2009. A potential alternative source of funding may have been secured to continue the service. This will be confirmed in January 2011.

Pedestrian Training costs approximately £40k per year training 3,169 pupils in Years 1, 2 and 3 in 2009/10 and is provided in all 30 LA supported primary schools within the Borough. Walking to school accounted for 51.3% of school trips. Subject to this activity being eligible, it will form part of a bid to the Department for Transport for their new Sustainable Transport Fund.

Impacts and Risks

There are expected to be no high-scoring impacts on Sustainable Community Strategy priority outcomes from this proposal. The particular group that will specifically be affected are children and young people where the training is focused. There may be a road safety risk for vulnerable road users however this has been assessed as low.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£80K

Current Funding (if other than Council revenue or non-ring-fenced grant)

Road Safety Grant this year - Internal revenue next year

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
49*	80	80	80

* The profile of the savings has been adjusted to enable the organised cycle and pedestrian training courses for the present academic year to be completed. This allows confirmation of the Grant from DfT for bikeability and submission of a bid to the Sustainable Transport Fund to offer the maximum flexibility in continuing these services if at all possible. The figures assume a continuation of the service to the end of this academic year and then redundancy/pension payments if the grants/bids fail to materialise.

Budget Savings Proposal

Proposal Title **Highways – Road Safety education, training and publicity (ETP) activity will be reduced to a minimum level of service.**

Description of Proposal

Road safety education, training and publicity (ETP) activity will be reduced to a minimum level of service, targeting reduced resources on those areas where there is most need. In practise this means that we will focus road safety advice and publicity on those areas of Darlington or on particular age groups where evidence suggests it is needed. Guidance and information will be provided to existing stakeholders to enable them to continue their Road Safety ETP activity rather than organise and fund events and campaigns in schools and colleges.

This involves the deletion of the Road Safety Officer post and associated Education, Training and Publicity budget - The Road Safety officer undertakes ETP work, manages the School Crossing Patrol supervisor and Cycle /Pedestrian Training Schemes. The proposed restructure of Highways, Design and Projects group has accounted for potential realignment of line management of the remaining road safety services, such as the School Crossing Patrol service.

Impacts and Risks

There are expected to be no high-scoring impacts on Sustainable Community Strategy priority outcomes from this proposal. The particular group that will specifically be affected are children and young people where the training is focused. There may be a road safety risk for vulnerable road users however this has been assessed as low

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£49,000

Current Funding (if other than Council revenue or non-ring-fenced grant)

Internal Revenue

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
45	49	49	49

Budget Savings Proposal

Proposal Title Anti Social Behaviour –Reduced Service

Description of Proposal

To reduce the Anti Social Behaviour Team by five members of staff, saving £110,000. The team currently consists of an Anti Social Behaviour Manager, four Anti Social Behaviour Officers and four Anti Social Behaviour Assistants. The proposal deletes the four Anti Social Behaviour Assistants and one Anti Social Behaviour Officer. This proposal will reduce the capacity of the team and so require the remaining staff to work on very specific and targeted problems and with a more limited caseload than the current team.

Impacts and Risks

This proposal has links with the proposal on Community Safety and the impacts are very similar. There are expected to be no high-scoring impacts on Sustainable Community Strategy priority outcomes, or on particular groups, at least in the short-term. Details of the proposed changes to the service are designed to minimize adverse impacts, particularly on particular groups that may be vulnerable, either as potential victims of crime and anti-social behaviour or at greater risk of offending. Risks that reductions in some front-line campaign may have longer-term adverse impacts need to be monitored.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£355,000

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
101	110	110	110

Budget Savings Proposal

Proposal Title **Supporting People – Efficiencies**

Description of Proposal

Efficiencies have already been made within Supporting People contracts to cover the reduction in Supporting People administration grant through service reviews and more effective tendering processes

Impacts and Risks

No high-scoring adverse impacts or risks have been identified with this proposal.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£187K

Current Funding (if other than Council revenue or non-ring-fenced grant)

£114,096 from the Supporting People grant (non-ring-fenced grant) and £72,716 from the General Fund.

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
169	169	169	169

Budget Savings Proposal

Proposal Title - Community Safety

Description of Proposal

Significantly reduce the operational delivery of and partnership support to the Community Safety Partnership as a result of Government grant being reduced. The cut in funding will be made in project budgets which were used to support campaigns such as Summer Nights, and in services provided around drug and alcohol misuse. Services supporting victims of domestic abuse will be prioritised to be retained, although delivered in new ways.

Notification was received from the Home Office on 9th February that a Community Safety grant of £148,000 will be paid in 2011-12, reducing to £75,000 in 2012-13. Earlier notification was that the grant would cease. The Council will work with the Community Safety Partnership to prioritise services or projects on a time-limited basis, to invest in preventative activity that will reduce costs in the longer term.

Impacts and Risks

There are expected to be no high-scoring impacts on Sustainable Community Strategy priority outcomes, or on particular groups, at least in the short-term. Details of the proposed changes to the service are designed to minimize adverse impacts, particularly on particular groups that may be vulnerable, either as potential victims of crime and anti-social behaviour or at greater risk of offending. Risks that reductions in some front-line campaign may have longer-term adverse impacts need to be monitored.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£351,000

Current Funding (if other than Council revenue or non-ring-fenced grant)

£233,000 is government grant, which is being withdrawn.

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
212	212	212	212

Budget Savings Proposal

Proposal Title - Supported Bus Services

Information and Analysis

1. Darlington Borough Council currently provide 34 contracts for bus journeys and complete bus services that complement the commercially operated bus service network or provide services in areas that would not otherwise have any bus service. The current contracts were put in place in 2009 and are for five years. The contractors are Arriva North East and Scarlet Band.
2. In addition, the Council contributes towards its share of the cost of contracts procured by both Durham and North Yorkshire County Councils. These contracts are both of benefit to local people, both within and outside the Borough, as well as helping bring non-residents in for work, shopping and leisure activities without creating traffic congestion or increased carbon emissions. Both Durham and North Yorkshire County Councils are reviewing their provision of supported bus services.
3. The budget proposal is to reduce the existing budget by at least £100,000 per year on average over the lifetime of the MTFP.

Process for review

4. It is recommended that the process set out in **Table 1** is followed if a reduction in the budget is approved. There will be a further consultation exercise as appropriate on the budget proposal during January. The process then involves the development of criteria to assess the need for supported bus services, before the preparation of detailed proposals and their assessment through an Equalities Impact Assessment (EQIA). Members would consider both the proposed criteria and the detailed proposals at subsequent meetings as shown, before a tender exercise to procure any new contracts required. The timescale for the recommended process means that any new contracts arising from a review would not be in place until January 2012.
5. In using the process set out in this report, Members will be able to consider any changes to the commercial bus network introduced in early 2011, that may materially affect the provision of bus services throughout the Borough. They will also be in a position to respond to any changes made by Durham and North Yorkshire County Councils in respect of their contracts that operate into the Borough.

Table 1 Recommended process

Key date	Activity
18 January 2011	Special Cabinet agree to consult on MTFP
	MTFP consultation
22 February 2011	Special Cabinet recommend MTFP
3 March 2011	Special Council approve MTFP
5 April 2011	Cabinet agree criteria for review process
5 July 2011 (tbc)	Cabinet agree detail of bus services
18 July 2011	Procurement process starts & notice given on some existing contracts if required
30 September 2011	Confirmation of tender award
16 October 2011	Some existing contracts stop operating if required
1 January 2012	All remaining existing contracts stop operating
2 January 2012	New contracts start operation (or on Monday 3 rd or Tuesday 4 th as appropriate)

Financial implications

6. The estimated outturn for 2011/12 is £360,000 if the proposals set out in this report are implemented. This estimate is dependent on assumptions about contract inflation values, the number of new contracts that may be required, the tender prices received for any new contracts and the continuation of payments to neighbouring Council's for contracts operating into the Borough that are secured by them.
7. In 2012/13, it is currently estimated that the budget outturn would be £300,000 per annum before any adjustment for contract inflation, based on the assumptions used above. This would mean that the proposed reduction in the budget could be made, despite the lower saving made in 2011/12 from the current gross budget of £432,000. The figures below allow for bus inflation to be higher than other inflation (as it has been in the past).

Impacts and Risks

8. The likely impacts on particular groups and SCS priorities will be assessed through the recommended process for the development of detailed proposals. Particular groups that may potentially be adversely affected by this proposal have been identified as including older people, young people, economically-disadvantaged, rural communities and disabled people, all of whom may be more reliant on public transport than the population as a whole. The recommended process will also evaluate risks of adverse impacts and possible unintended consequences, including potential impacts on bus operators and knock-on implications for other bus routes and services. A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
72	130	115	100

Budget Savings Proposal

Proposal Title - Revising Charges for Car Parking

Description of Proposal

1. A number of proposals for changes to the charging structure for car parking, both on and off-street: -
 - (a) Introduction of a £1 all day charge for Sunday parking.
 - (b) Removal of the current three for two hours offer in short stay car parks.
 - (c) Conversion of East Street car park from pay on exit to pay and display.

Background

2. The Council operates 25 off-street car parks providing a combination of long and short stay parking, and in total amounting to over 2000 spaces. These are all surface car parks with the exception of East Street which is a multi-story and became Council operated in 2005, having previously been operated by National Car Parks. An additional 350 or so on-street spaces are also provided. In total these car parks generate income of £2,262,500 from ticket sales (2010/11 budget).
3. Short stay parking charges were increased in 2009. Off-street charges were increased from 80p to £1 per hour and on-street charges were increased from 40p to 50p per half-hour. Prior to this charges had not been raised since 2001. Long stay charges had been increased in each of the years 2006, 2007 and 2008, but were not increased in 2009.

Proposals for Changes to Charging Structure

Sunday Parking

4. Currently there is no charge to park in the Council's car parks or on-street parking bays on a Sunday. Introducing a charge in the form of a flat rate of £1 for all day (8.00 a.m. to 6.00 p.m.) in short stay and long stay car parks and on-street bays would generate an estimated £82,500 per year. This is notionally based on a single car use of each available space (but ignoring on-street bays and long stay thereby providing a buffer against the estimate being optimistic).
5. This level of charge is competitive against other options (for example bus travel) and continues to provide the user with access to parking facilities that are patrolled and for the most part equipped with CCTV. It is considered that a £1 charge is very unlikely to deter users of the Council's parking facilities be they shoppers, visitors or commuters.

Three for Two Offer

6. The three hours for two offer was set up as a temporary measure during the Pedestrian Heart works as an incentive to retain and attract shoppers and visitors

during the construction works. Removing the offer would generate an estimated £32,000 per year based on trends of usage.

Convert East Street to Pay and Display

7. East Street car park is a multi-story and became Council operated in 2005, having previously been operated by National Car Parks. It currently operates as a pay on exit via a staffed barrier system. The charging structure is the same as short stay car parks. The key difference is that users do not need to pre-buy their duration of stay. Instead they pay for whatever hours they have occupied a space on exit. The system does not lend itself to modernisation (automation) and relies on staffing to operate. The main benefit of moving to pay and display is to remove the need for staffing. Moving to pay and display would save an estimated £30,000 per year.

Private Sector Car Parking

8. There are several private sector car parks in the town centre area that are currently free on Sundays. Officers will need to liaise with private sector car park operators and enforce Section 106 notices where relevant to try to achieve consistency.

Enforcement

9. Introducing charges on Sundays will require an enforcement presence during those times, which is not currently provided. However, the introduction of Civil Parking Enforcement will in any case introduce enforcement on Sundays and therefore some presence will be able to be maintained on Sundays without additional cost.

Summary of Estimated Income and Set Up Costs

10. The estimated annual income generated by the proposals and the estimated initial set-up costs are: -

Option	Estimated Annual Income / saving	Estimated Set Up Costs (Non-recurring)
1. Sunday Charge	£82,500	£20,000
2. Remove Three For Two Offer	£32,000	£5,000
3. Convert East Street to Pay and Display	£30,000	£45,000 (1)

- (1) These costs are mainly for removal of the existing barrier system and installation of pay and display machines and redundancy costs.

Impacts and Risks

The direct impact of these proposals will be on car park and charged-on-street parking users. The proposals are not expected to impact disproportionately on any specific groups. There may be a secondary impact on town centre retail trade. The likelihood of high-scoring adverse impact is assessed as low as the proposed charges remain competitive with comparable alternative retail centres.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Summary of savings (assuming options 1, 2, and 3 are implemented):

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
44	144	144	144

Budget Savings Proposal

Proposal Title Town Centre Contract Parking

Description of Proposal

To introduce contract parking for town centre businesses using Beaumont St. West, part of Winston Street and part of Park Place West car parks. To be consistent with the Car parking Strategy, each contract should have the condition that the business has a travel plan in place.

Impacts and Risks

No high-scoring adverse impacts or risks have been identified with this proposal.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
-40.4*	37.5	37.5	37.5

* This assumes £59k set up costs incurred in 2011/12 and implementation from October 2011 (following amendments to traffic regulation orders, re-lining of car parks and refurbishment of Beaumont Street West Car Park).

Budget Savings Proposal

Proposal Title Public Toilets – Closure and Introduction of Charges

Description of Proposal

To charge for the use of the public toilets in the town centre.

For the Toilets on East Row, it is proposed to introduce a charge of 20p to use the facility. It is anticipated that this will bring in an income of approximately £50,000. In addition, the opening hours will be reduced slightly, currently Monday to Saturday 7.30 am to 7.00 pm, reducing to 8.30 am to 5.00 pm and Sunday, currently 10.30 am to 6.00 pm, reducing to 11.00 am to 4.30 pm. Alternative provision exists within the Town Centre.

In addition, the toilets within West Cemetery will be closed. Alternative provision exists in the Crematorium in West Cemetery.

Impacts and Risks

No high-scoring adverse impacts or risks have been identified with this proposal.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£106k

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
50	50	50	50

Budget Savings Proposal

Proposal Title Public Protection (Environmental Health) – Cease some discretionary services

Description of Proposal

To cease delivery of some discretionary elements of the Environmental Health Service. The main discretionary parts of the service are Public Events Safety Advisory Group (PESAG), pest control, food product sampling and the inspection of premises for health and safety at work purposes. The remaining functions are all statutory functions carried out under a range of legislation, which the authority has a duty to enforce. The proposal is to cease planned food sampling and to cease health and safety inspections of low risk premises.

Impacts and Risks

There are not expected to be high-scoring impacts on high priority objectives or on any particular groups.

There is a risk that the Council could be judged to be failing to comply with legislation, potentially resulting in aspects of the service being provided under arrangements outside of the Council's control, at council's expense. The likelihood of this risk is, however, assessed as being very low. Similarly, by taking a risk-based approach to food sampling and prioritizing health and safety inspections, the risks of adverse public health impacts such as food poisoning, and possible prosecutions for failing to carry out statutory responsibilities are assessed as low and manageable.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£565k

Current Funding (if other than Council revenue or non-ring-fenced grant)

Revenue plus modest additional funding from PCT

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
38	38	38	38

Budget Savings Proposal

Proposal Title **Public Protection/Trading Standards –Cease some discretionary services**

Description of Proposal

The main discretionary part of the Trading Standards Service is the provision of Consumer Advice which was reduced in 2008/09, as a post was deleted due to budget reductions, and is currently delivered through the equivalent of 1 FTE. Other activity which is discretionary is project and campaigning work. This has also been reduced over the last few years and comprises of establishing No Rogue Trader Zones, testing electric blankets for safety and campaigns highlighting scams and cons. The remaining functions are all statutory functions carried out under Trading Standards legislation, which the authority has a "Duty to Enforce".

The proposal is to cease offering the consumer advice service. This service is discretionary and provides support to consumers and traders in dealing with "civil" consumer issues. Currently the service responds to in excess of 1500 requests for service a year involving goods with a value of around £2 million. There is no other equivalent service provider in Darlington although initial advice can be sought from "Consumer Direct."

Whilst the Government has indicated that it may change the way civil consumer advice is provided in future, with potentially a stronger role for CABs and a different role for local authorities, no consultation has yet been issued and no timing for this has been given.

Impacts and Risks

Withdrawal of the consumer advice service would impact on around 1500 residents per annum. It is possible that there will be some degree of higher impact on potentially vulnerable groups such as older people. The Council will work to mitigate such impacts by raising awareness of alternative sources of advice, principally the Consumer Direct service. It is also likely that less formal sources, such as family, friends, neighbours, faith groups and voluntary sector organizations will provide assistance or help to source appropriate help. There is a small risk that possible changes in legislation may require staff recruitment in future but this is believed to be unlikely at present. Reduced intelligence will be available to inform the criminal investigation work that Trading Standards carry out, but this is assessed as being a manageable risk.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£383k

Financial Savings (gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
35	35	35	35

Budget Savings Proposal

Proposal Title - Strategic Funding Review of the Third Sector

Description of Proposal

To review the way the Council provides financial support to the voluntary and community sector and to ensure that budget reductions are managed in a strategic way and phased in over time. The details of the proposals are set out, below.

Community Grant

It is proposed to abolish Community Grant which currently provides grants of up to £1,500 to small local organisations. It is proposed to signpost these groups to County Durham Community Foundation who run a grant programme supported by a number of local donors which is currently undersubscribed. A contingency process has been identified to deal with unknown consequences of ceasing to provide this fund.

Ceasing to provide Community Grant will provide a saving of approximately £16,500 per year.

Discretionary Rate Relief

Discretionary Rate Relief is funding provided for organisations in Darlington who qualify for a reduction in their rates according to national or/and local criteria. Relief of 80% for charities is mandatory according to central government criteria and it is not anticipated at the time of writing this report that this will change. In addition, the Council can give up to 20% rate relief at its discretion and according to locally set criteria. This local funding currently supports approximately 70 organisations in Darlington and allocations range from £36 to £6,147 to organisations in Council and non-Council premises. Some of the subsidy the Council gives out in this way is reimbursed by central government and any saving is therefore reduced by just over 25%. It is proposed to cap discretionary rate relief at a maximum of £2000 per organisation which would ensure that the funds support as many organisations as possible within the budget set. **Applying the cap would save £9,117 per year based on current claims.**

Rent Subsidy

At present a number of third sector organisations are based in Council property and the rents they pay have been set historically. Some organisations pay full commercial rent, whilst others pay little or nothing. Whilst phasing out this subsidy over time will provide savings, the key reason for doing so is that it will put in place a fairer system to all of the sector, not just those in our buildings, but across the sector as a whole. Mitigation will be through robust implementation of 'full cost recovery' for contracts in the future which is a Compact principle. It is proposed to remove rent subsidy over a period of four years to allow for full cost recovery to be implemented on a contract-by-contract basis.

Removing rent subsidy at a phased rate of 10% in year 1, a further 15% in year 2, a further 25% in year 3 and complete removal in year 4 will provide £10,500 cumulative saving over the first three year period.

Strategic Grant

This is the final funding stream that the Council provides for the sector. This currently supports the work of 12 organisations, providing grants ranging from £4,750 to £89,000

and the total pot consists of £244,624. The savings proposed are a reduction of 10% in Year 1 for all existing recipients which gives a potential saving of £28,744 in year 1. In Year 2 a new programme will be introduced that is based upon a programme budget that is reduced by a further 15%, which organisations will bid into. This programme will have two elements: an Invest to Save funding pot to include funding for 'one off' tactical funding and a three year strategic fund.

Grants under the one-off annual allocation fund of a maximum of £5,000 would be limited to one year expenses. The outcomes are set out below:

- (a) Improving sustainability of an organisations such as replacement of inefficient heating, purchase of a piece of equipment that could provide an income source;
- (b) Supporting the process for undertaking option appraisals in relation to premises;
- (c) Embedding full-cost recovery and contingency planning.

The main three-year strategic funding of just over £150,000 would be aimed at:

- (a) Consortium working with partners from the public, private and third sector;
- (b) Strategically important services defined within the MTFP and One Darlington: Perfectly Placed; or within the context of the Children and Young Peoples Plan or transformation agenda for adult care;
- (c) Deliver pilot or developmental work to meet gaps in the provider market for the above services.

Applications will need to provide a clear business plan with agreed mechanisms for picking up any revenue implications of these one-off proposals so that, for example, ongoing maintenance costs are built into to future budgets.

Phasing these proposals means that there is time for these organisations to examine other funding options and support will be provided to support them in this.

It is also proposed to reduce Credit Union funding in 2011/12 by 10% in line with the proposals for strategic grant.

Impacts and Risks

The primary impact of this proposal is on third sector organisations. Phasing implementation over 4 years gives those organisations affected some time to adjust, including securing alternative funding, which should mitigate potential secondary impacts on the end-users of services that the sector provides. There is a risk that some organisations may not be able to secure funding, with the consequence that potentially vulnerable groups, including older people, people with disabilities and long-term illness, children and carers may be disadvantaged. The Council and the third sector will monitor those risks and potential impacts and remedial or mitigating action will be taken so far as possible. It is believed that the proposed approach will be more efficient, effective and sustainable than the Council continuing as direct funder to the extent that it is currently. A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
95	132	137	147

Budget Savings Proposal

Proposal Title Cultural Services

Description of Proposal

To reduce expenditure on Cultural Services by £1.58 million by 2012/13, which will be achieved by removing the subsidy from the Civic Theatre, providing a scaled down operation from the Arts Centre (to allow time for work with partners on the future of the arts and culture in Darlington), reducing expenditure at the Dolphin Centre, withdrawing financial support for Events and withdrawing from a staffed Tourist Information Service.

For the Civic Theatre, the proposal is to market the theatre and offer it on a long lease as a going concern. If this is not successful, then a report would be brought back to Cabinet to consider other options, including alternative uses for the theatre.

For the Arts Centre, work is ongoing to find a sustainable long-term solution for the provision of an arts/cultural offer within Darlington that achieves the objective of removing the Council's subsidy. In 2011/12, it is proposed that the Arts Centre remains open as now until the end of July 2011 to fulfil existing programme commitments, thereafter to provide a scaled down operation for the Arts Centre, which would enable the building to be open Monday to Tuesday, 8.30 am to 5.00 pm and Wednesday to Friday, 8.30 am to 10.00 pm. This would allow the Queen Elizabeth Sixth Form College to use the building in term time, Monday to Friday, as well as providing the existing daytime programme. In addition, this would allow existing clubs and societies to consolidate their programme on Wednesday, Thursday and Friday evenings. It is not intended to provide any comprehensive show programme but, working with the clubs and societies, there may be opportunities to provide the events which do not require subsidy. £331,000 is required in the MTFP for 2011/12 to allow this reduced provision.

Thereafter, using 2012 as an interim year, working in partnership with other interested parties, solutions for encouraging a vibrant arts and cultural life can be further investigated, which could include:-

- A scaled-down provision at the Arts Centre for one year would be likely to involve: reducing opening to three evenings per week plus weekday day times. This interim model would enable the continuation of provision for the 40 clubs and societies that are currently based at the Arts Centre, however some compromise would be necessary on programming for these groups given more limited opening. Furthermore, resident Arts based tenant organisations could be retained, including Theatre Hullabaloo, Darlington Media Group and NAYT (National Association Youth Theatres), whilst longer term solutions are explored. A consolidated programme of courses/workshops would be provided alongside the ongoing Open Arts Studio programme in partnership with NHS County Durham and Darlington. Gallery provision will be available with support from voluntary sector groups, however the theatre programme on this site would cease from July 2011 unless future shows are completely self financing. This model also requires the continuation of the existing partnership with Queen Elizabeth Sixth Form College on this site.
- Private commercial interest

- Community groups working together to take on some responsibility for cultural/arts provision
- Voluntary sector involvement
- Review of a range of options for the Arts Centre building

This will involve joint working with the Arts Council, businesses, other partners, Darlington-based arts organisations and other interested parties to create new ways of creating conditions in which arts and cultural activity can develop. It is proposed that post 2011/12, the Council continue to invest £100,000 in an ongoing strategic capacity for arts within the Borough. This will show Darlington's commitment to the arts and provide the opportunity to lever in additional resources from other partners.

For the Dolphin Centre, the proposal involves:

- Consolidation of pool programme, reducing availability of certain facilities at quiet times
- Efficiencies within 'Under the Sea'
- Efficiencies within the health and fitness programme
- Closing the centre slightly earlier during the week, 10.30 pm and 7.30 pm at weekends, but facilities would still be available for events and conferences
- Increasing beverage prices by 0.25%
- Reductions in staffing hours in a number of areas from dry sports to cleaning and reception
- Reduction in a range of budgets across the operation

For Events, the financial support will be withdrawn and the revised structure will focus on sports development, arts outreach and support for community based events, as there will not be a specific delivery budget for this area of work. The traditional high profile events including Annual Fireworks Display, Rhythm n Blues Festival and Darlington by the Sea will have to be remodelled and admission charged, and only provided if they can break even.

For the Tourist Information Centre, this will become an unstaffed, leafleted facility within the Dolphin Centre.

Impacts and Risks

Although subsidy is proposed to be withdrawn in a number of cultural areas work is ongoing to find a sustainable long term solution for the arts and cultural offer. The impact on the proposal to withdraw subsidy from the Civic Theatre will depend on whether the theatre can be leased as a going concern and the assessment criteria will involve consideration of the type of programme to be offered. Further impact assessment will be carried out as part of the tendering process. The proposal impacts on employees who may be made redundant or affected by changes in their duties and responsibilities

The main risk of the proposals is if the council is unable to find a solution to providing a cultural offer without a subsidy, along with the potential boarding up and security costs of unused buildings.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£4,110,190

Current Funding (if other than Council revenue or non-ring-fenced grant)

£120,000 Arts Council funding.

Financial Savings (Gross)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
900	1,573	1,580	1,580

(NB There would be mothballing costs for the Arts Centre and Civic Theatre, were the options for retaining provision set out above not successful; and in excess of £500,000 to pay back to the Arts Council were the Arts Centre to be closed and receipts not re-invested.)

Budget Savings Proposal

Proposal Title Street Scene

Description of Proposal

This proposal is to reduce the overall expenditure within Street Scene services, from simple efficiencies to major service cuts and increased charges. The proposal will involve the following:

- A number of operational efficiencies
- General cuts across Street Scene budgets
- Reduction in waste minimisation and recycling budget by 60%
- Reduction in one member of staff dealing with environmental campaigns and recycling
- Delete the Street Scene Analyst post
- Reduce Team Leader capacity from 5 to 2
- Reduce mechanical sweeping of the small pavement sweepers from 6 to 4
- Reduce overall Street Scene fleet
- Reduce number of floral displays and associated labour
- Increase burial and cremation charges by 10%
- Reduce the number of bowling greens from 7 to 3 by closing 4
- Only cut rural road grass verges once per year
- Close aviary at South Park
- Reduce capacity within the Arboricultural Team
- Reduce Street Care Maintenance Team by one
- Reduce repairs and maintenance budgets for parks and open spaces

It is proposed that four of the current seven bowling greens will be closed or alternative management/governance arrangements put in place. Early discussions with the bowling community have been positive and there may well be opportunities for them to take on responsibility for a number of greens. The bowls clubs needed to register for leagues in late December/early January to enable them to compete next year. Registration has taken place which will mean that the greens will need to remain open for the next season. A small contribution from the PCT of £5,000 has been agreed to assist with the maintenance for next year. Discussions will continue with the bowlers with a view to them taking over at some point during next season.

Area of Work	Before Cuts	After Cuts
Street Cleaning		
Manual street cleaning, general housing estates	Visited and cleansed once a week as required	Visited and cleansed once a week as required
Manual street cleaning, terraced/back lane properties	Visited and cleansed twice a week as required	Visited and cleansed once a week as required
Manual street cleaning, council housing estates	Visited and cleansed three times a week as required	Visited and cleansed once a week as required
Main arterial roads into town, e.g. North Road, Haughton	Cleansed minimum once a day	Cleansed between two and three times a week

Area of Work	Before Cuts	After Cuts
Road		depending on resource
Mechanical sweeping, small precinct sweepers, J2s	There is a six to eight week programme of pre planned routes for the J2s which covers main housing and conurbation areas. In addition, one sweeper is dedicated to the town centre	Six to eight week programme will change to a ten to twelve week programme, although the town centre will retain its dedicated resource.
Fly tipping removal	24 hour target for investigation/removal. 100% compliance in relation to achieving targets.	Less staff available for the removal of fly tipping. Target times for removal of fly tipping increased.
Graffiti removal	2 x Street Care operatives undertake a graffiti removal as part of duty. Offensive graffiti removed within 24 hours. Other graffiti removed generally within 10 working days.	1 x Street Care operative undertaking graffiti removal as part of duty.
Litter bin emptying, general areas	4 x operatives.	3 x operatives.
Litter bin emptying, town centre	3 x operatives service litter bins as part of duty.	3 x operatives service litter bins as part of duty.
Street cleaning, town centre	3 x operatives undertake litter picking as part of duty.	3 x operatives undertake litter picking as part of duty.
Grounds Maintenance		
Rural verge grass cutting	Currently carry out two programmed cuts per year; one which is full cut, cleanse, gully emptying and mechanical sweeping; second is grass cutting and litter picking as required.	There will be one full cut, cleanse, gully emptying and road sweeping in August/September time.
Grass edging	Currently a programme of edging takes place in the winter where resources permit.	There will be limited, if any, edging.
Weed spraying	Contractor employed to undertake 2 treatments per year.	2 x Street Scene operatives to undertake continuous spraying for 6 months.

Area of Work	Before Cuts	After Cuts
Shrub bed pruning	1 x full prune in winter, 1 x cut to line in summer/autumn.	1 x full prune in winter, 1 x cut to line in summer/autumn.
Planting floral displays	Currently 94 floral displays throughout the Borough. 12 operatives employed in stripping and planting beds for 5 weeks.	Significant reduction in number of floral displays. A number of locations will have display removed completely while others are reduced significantly (i.e. reduced number of flowers whilst increasing grass coverage). 4 x operatives utilised for stripping and planting of beds.
Hanging baskets	Currently several hundred hanging baskets are arranged throughout the town centre. 2 x operatives required to erect baskets over 2 week period of time.	A significant reduction in the number of hanging baskets erected will be experienced. 1 x operative for one week required to erect baskets.
Maintaining floral displays and hanging baskets	Currently 1 x operative watering displays for 6 months. 2 x operatives required to weed displays for 4 months.	1 x operative for both watering and weeding of all baskets and displays.
Hedge cutting	All Council maintained hedges are cut on a twice yearly basis.	All Council maintained hedges will be cut on a twice yearly basis.
Leaf clearance	20 operatives x 6 weeks are employed removing leaves from both hard and soft scape areas across the Borough. 1 x large mechanical sweeper, hired for 6 weeks.	10 x operatives required to remove leaves from hardstanding areas only for 6 weeks.
Maintaining contracted school sites	Work undertaken as per contracts with individual schools.	Work undertaken as per contracts with individual schools.
Bowling green maintenance	7 x bowling greens situated across the Borough. 1 x full time operative required to	3 x bowling greens located across the Borough. 0.5 FTE required to maintain greens.

Area of Work	Before Cuts	After Cuts
	maintain greens throughout year.	
Football field maintenance and line marking	Currently a maximum of 18 football pitches may be marked and maintained each week. This includes significant work during winter and additional maintenance work during summer.	Less staff resulting in marking in pitches on a fortnightly basis. Maintenance of pitches reduced also.
Sheltered housing accommodation (contracted)	3 x full time equivalent.	3 x full time equivalent.
Council house garden tidies (contracted)	3 x full time equivalent (seasonal)	3 x full time equivalent (seasonal).
Refuse/Recycling Collection		
Domestic household waste collection	Weekly refuse collection service from the kerbside, black sacks which are to be provided by the resident.	Weekly refuse collection service from the kerbside, black sacks which are to be provided by the resident.
Recycling collection, paper, card, glass	Recycling is carried out on a fortnightly basis for all properties.	Recycling collection will be carried out on a fortnightly basis to all properties.
Recycling, waste minimisation, marketing and promotion	One dedicated member of staff and £50,000 budget.	Reduced staffing/resources, this post combined with another within Street Scene and reduced budget for carrying out promotional and marketing work by 60%.

Impacts and Risks

There will be an overall impact on the standards maintained however this is not expected to be high. There is a specific impact on the 170+ people who use the bowling greens per year, this impact is being mitigated for 2011 as the greens will remain open for the summer season and during this time work will be ongoing to look at the possibilities for the bowlers taking over the management of the greens in the future.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
659	659	700	700

Budget Savings Proposal

Proposal Title: Reducing level of disregard given in the financial assessment under the fairer contribution policy

Description of Proposal:

People with disabilities may be entitled to receive an additional premium, i.e. the Severe Disability Premium (SDP), providing they meet eligible criteria. In order to satisfy the conditions to meet the SDP criteria clients must receive Disability Living Allowance (DLA) Care component at the middle or higher rate or Attendance Allowance (AA), these benefits are paid to individuals who are physically or mentally disabled and need help with personal care or supervision to remain safe.

The financial assessment for adult social care, as laid out in the Fairer Contributions Policy, currently allows 50% of this income to be disregarded in the financial assessment when calculating a person's contribution to non residential services. It is proposed to not disregard this income from 2011-12.

Impacts and Risks

The particular groups that will specifically be affected are older people and those with mental health issues and these are the groups who are more likely to receive the disability premium income. To mitigate the impact each individual will receive a financial assessment where consideration will be given to the risks to their independence of implementing the proposals. An allowance has been made in the budget to accommodate any additional expenditure associated with this.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget: £500k

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
200	400	400	400

Budget Savings Proposal

Proposal Title: Adult Social Care – Personalised Budgets – Review of Eligibility Criteria

Description of Proposal: The Adult Social Care Budget allocated to meet community care assessments for non-residential care to be cut by 10% and maintained at a similar level in a time of growing need and expectations.

To be achieved through a number of approaches: -

- **An immediate reduction in draft Resource Allocation System-** by which indicative personal budgets are calculated- in progress.
- **Review eligibility criteria for long term and ongoing social care funding-** in light of the redesign of the “Customer Journey” transformation programme.

Background

Recent Department for Health guidance has been published in regard to eligibility criteria. The document states that:

”Councils should ensure that the application of eligibility criteria is firmly situated within this wider context of personalisation, including a strong emphasis on prevention, early intervention and support for carers. In practice, this may mean councils making adjustments where necessary to ensure a seamless approach between their personalisation programmes and the determination of eligibility for social care. “

The development of, and investment in preventative services such as telecare and re-ablement for those with presenting social care needs means that people will be supported to return to independence and self care and will not be provided long term funding.

To support this approach the Councils eligibility criteria for provision of adults’ non-residential support needs to be amended in light of developing personalised services and a greater focus on prevention and independence.

Impacts and Risks

The proposal is fundamentally about personalisation with a strong emphasis on prevention and early intervention. This will involve a different way of working and in some areas offering alternatives and signposting individuals to different services however this should not have a high-scoring impact on individuals.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council’s website (Appendix 8C/1 – 29)

Current Budget:

£6,754,378

Financial Savings (net of implementation costs)

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
375	675	675	675

Budget Savings Proposal

Proposal Title - Local Education Statutory Functions- evolving relationship between Schools and the local authority.

Description of Proposal

National funding allocations are removing grants which used to be paid to the local authority and are replacing them with increased funding paid directly to schools. The core focus of this proposal is to ensure that the local authority meets its statutory functions and that it provides fewer discretionary services and that schools are supported to have greater control and discretion over services that they fund. The local authority will still manage school admissions and place planning, will manage the assessments of special educational needs and will provide services to promote school improvement, good attendance and behaviour. Schools will manage more of the services they have traditionally funded the authority to deliver. In addition, other services will be managed by the authority and traded with schools, where there is a demand.

Impacts and Risks

A high level impact assessment has been undertaken looking at the impacts across a variety of groups e.g. children, disabled people, BME groups. The assessment has identified key areas of impact and some actions which will negate or mitigate negative impacts. This high level assessment has identified areas of the proposal which require further investigation and those elements requiring a Disability Equality Impact Assessment e.g. SEN and Educational Psychology Services.

Work on the detailed implementation of the proposal is continuing in partnership with schools. Alternative models of provision of those services that schools wish to see continue are being developed, which are expected to minimise any adverse impact on children, young people and families. There are risks that services that are valued by some schools may not be available or may be at reduced levels, if centrally delivered traded service ceases to be viable and alternatives are not developed.

The latest estimate of potential redundancies relating to this proposal is 36, of which 5 applications for voluntary redundancy have been approved. The number of full time equivalent posts is around 30. As detailed implementation and service provision models are developing these numbers may change. Support to employees at risk of redundancy is available and there has been a high level of take up amongst affected groups.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£2,216,459.41 (core budget)

Current Funding (if other than Council revenue or non-ring-fenced grant)

Dedicated School Grant savings will be returned fully to schools. The savings shown are savings to the council's core budget

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
800	1,600	1,600	1,600

Budget Savings Proposal

Proposal Title - Early Intervention and Prevention

Description of Proposal

The proposal has three elements –

A review of the services to ensure that they are mainly focused families with identified needs or those most at risk. The services that will be provided will be evidenced based services which have been shown to be effective. This proposal is undertaken with Health colleagues who are currently aligned but will move to a single management structure.

A review of existing commissions awarded through the governance arrangements of the Children's Trust Joint Commissioning Unit.

Shaping services in such a way that further services could be commissioned and be delivered through the Voluntary and Community sector.

Impacts and Risks

This proposal impacts primarily on children, young people, and families. The three elements of the proposal are designed to target resources to those with highest needs and at most risk, thereby minimising any negative impact on the most vulnerable.

The detailed high level impact assessment (Appendix 8C/25) identifies potential adverse impacts in Children's Centres, Youth Service and Connexions and Family Support. Specific groups at risk of unintended adverse impact have been identified, including disabled people and young carers. Work is continuing to assess the effects of the proposal on these groups and Disability Equality Impact Assessments are in progress.

Options to remove or mitigate negative impacts are ongoing including identifying potential alternative funding or provision.

It is currently estimated that 68 redundancies may result from this proposal (24 full time equivalent posts) though the work to develop alternative funding or provision may reduce these numbers. Support to employees at risk of redundancy is available and there has been a high level of take up amongst affected groups.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£5, 277, 395.00

Current Funding (if other than Council revenue or non-ring-fenced grant)

Early Intervention and Prevention Grant

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
990	1,400	1,400	1,400

Budget Savings Proposal

Proposal Title - Early Years Inclusion Review

Description of Proposal

The objectives of this proposal are:

1. To review the current Early Years Inclusion Service
2. To move to an advisory service for early years settings providing all year service not just term time.

The effect of the proposal will be to create advisory posts to work with all early years childcare settings, and establish a central 'fund' from which an individual child's support can be commissioned in response to their needs. The need to review and redesign services, takes into account the changes listed below:

Early Years Foundation Stage

Meeting the individual needs of all children lies at the heart of the Early Years Foundation Stage (EYFS). Every child deserves the best possible start in life, and support to fulfil their potential. A child's experience in the early years has a major impact on their future life chances. All Early Years providers must have and implement an effective policy for ensuring equality of opportunities and for supporting children with learning difficulties and disabilities. Practitioners should focus on each child's individual learning, development and care needs to ensure that all children should be treated the same, but that the unique skills and abilities of each child should be recognised and developed, and that 'inclusion is not optional: children have defined entitlements in this area and settings have legal responsibilities' (EYFS).

Flexible free entitlement

From September 2010, every Local Authority must offer 15 hours of free early education to all 3 and 4 year olds, over a minimum of 38 weeks. Individual settings will provide a minimum of 15 hours, however each setting will not necessarily provide this flexibility. The move to a flexible entitlement means that parents will have more choice about accessing their free entitlement. This could mean entitlement over a longer day or days or over school holiday periods based within maintained, private, voluntary and independent settings.

Aiming High for Disabled Children

The vision behind Aiming High is for all families with disabled children to have the support they need to live ordinary lives, as a matter of course. In order to deliver this there are three priority areas:

- Access and empowerment
- Responsive services and timely support
- Improving quality and capacity in universal settings

Family life

The changing nature of family life and work patterns means parents are seeking childcare over 52 weeks and extended hours, and not the traditional term time model the current service is based on.

Darlington's Childcare Sufficiency Assessment 2007/08 identified that only 28% of parents were currently using formal childcare for their disabled children, but 53% of them wanted to access formal childcare in the future, so it is likely that demand for formal childcare arrangements from parents of a disabled child or who has additional needs will increase in the future.

- The establishment of a Community Childminding Network, including overnight care, funded through Direct Payment Scheme
- A group of Private Day Nurseries providing a more flexible range of options for families

Impacts and Risks

The proposal impacts on disabled children and their families. The current number of children and their families affected by the proposal is small, however as the new service is introduced and demand for childcare increase, the impact of the new model will increase. The proposal will over the medium and long term increase access to childcare provision for disabled children thereby improving services and meeting a wider range of needs. A Type 2 Disability Equality Impact Assessment is required for this proposal and is in progress.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£263,363

Current Funding (if other than Council revenue or non-ring-fenced grant)

SureStart Grant/ Area Based Grant - Core Budget

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
50	60	60	60

Budget Saving Proposal

Proposal Title - Democratic Support

Reduced Support by Democratic Services

1. It is proposed to cut one post from Democratic Services. This will result in £39,000 structural savings to staffing. These savings are dependent upon reducing the number of services currently provided by the section.
2. These are set out in the following chart with a rough estimate of the proportion of the posts (1 posts and therefore 100%).

<p>Democratic Engagement</p> <p>Town Hall Events for Schools, Town Hall Treasure Hunts, Junior Mayor and Mayoress I'm a Councillor Get me out of Here; Shadowing Cabinet Members; Question time events; College events; Democracy Matters Newsletter; Democratic Engagement Stands at Events; Political Speed Dating Events Local Democracy Week Events</p>	<p>It is proposed to cut all of this work at a saving of 35%</p>
<p>Parish Councils:</p> <p>Stop providing secretariat for Parish Councils/Parish Meetings Association Discontinue support for Parishes or Charge Charging Parish Council Elections</p>	<p>It is proposed to charge for elections and for advice and secretariat. The Council will not withdraw the services to parishes but in line with other Councils in the region will charge for providing election services. The Council already charges parishes for eg legal advice, it is proposed to regularise the approach by charging for democratic services as well 15%.</p>
<p>Other Democratic:</p> <p>Cease attending Planning Applications Pre-agenda meetings. Stop attending HR Appeals to take notes and use electronic recording Partnership Board/ Town Centre Board discontinue secretariat clerking arrangements.</p>	<p>A legal adviser also attends planning pre and so the absence of democratic services would not be problematic. HR Appeals are time consuming involving the writing up of lengthy minutes and attendance at the appeals. Appeals will be recorded and minutes typed up by secretarial staff. The time consuming element for other meetings is attendance at meetings and writing up of minutes 20%</p>

Election Services/Other Democratic Services	It is proposed to retain staff until after the forthcoming local election. Thereafter there will not be another election for 3 years (having had recent European and Parliamentary). It is proposed to make additional efficiencies during that period through possible reductions in meetings or other arrangements which it is anticipated will follow the election 30%
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Impacts and Risks

No high-scoring impacts on particular groups or SCS priorities have been identified relating to this proposal. There is a risk that involvement in local democracy may reduce over time but the impact and likelihood are assessed as moderate. The proposal to charge for parish council elections, advice and secretarial support impacts on rural communities but the extent of the impact is assessed as low.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
39	39	39	39

Budget Savings Proposal

Proposal Title Local Government Association Subscription

Description of Proposal

The Council is currently a member of the Local Government Association (LGA), for which it paid £34,000 subscription in 2010-11. LGA membership rules require 12 months notice of intention to withdraw. It is proposed that the Council gives that notice and decides later in the year whether to retain or cease membership.

Impacts and Risks

No high-scoring impacts on particular groups or SCS priorities have been identified relating to this proposal. There is a risk that the Council could lose a source of useful information, advice or support if it withdraws from the LGA. That risk is, however, currently believed to be low and will be further assessed before a decision is made later in the year.

A visual summary of the impacts of all proposals is attached at Appendix 8B and individual assessments are available on the Council's website (Appendix 8C/1 – 29)

Current Budget

£34,000

Financial Savings

2011/12	2012/13	2013/14	2014/15
£000's	£000's	£000's	£000's
Nil	34	34	34

**SUMMARY OF RESPONSES TO COMMUNITY ENGAGEMENT ACTIVITY
CONNECTED TO THE BUDGET PROPOSALS**

1st – 30th November 2010

- Supporters of the Arts Centre are interested in creating a community group to manage the site and look at ways to generate more income.
- Parents are worried about the changes to home to school transport (proposed change of free transport from 2 miles to 3 miles) and families attending Carmel College feel disproportionately hit.
- Parents of children who receive services from Early Years Inclusion are worried that their children's progress will falter.
- Bowling is a valuable social gathering and improves mental and physical well-being. The proposals have an impact on 20 clubs, five leagues and neighbouring associations. Some of the bowlers are interested in self-managing the greens themselves.
- Rural bus services are life-lines to many people in the outlying villages. Cutting services will affect older people and families without cars. How does cutting services fit in with the "green" agenda?
- The removal of taxi vouchers and the Dial-a-Ride services means older and disabled people are running out of travel options.
- The proposal to have concessionary fares only available between 9.30am and 11pm will impact on disabled people who travel to work on the bus.
- An increase in car park charging will encourage people to shop elsewhere for example Teesside Park where parking is free.
- Concerns for people with low/moderate needs who will not receive Adult Social Care under proposals. People are worried about the substantial impact on elderly carers.
- The Mobile library service is very important to people who can't get into town. If taken away it would impact on their social life and independence. Cockerton Library is very important to Cockerton residents and means that people don't need to come into town to access library services.
- Clean streets, street lighting and weekly bin collections are very important to residents.
- Residents are in favour of the staff restructuring but feel that the front-line workers should not suffer the worst of the cuts.
- Long term energy solutions for council buildings and better use of space will improve efficiency.
- People feel that the Tourist Information Centre provides a valuable service and an unmanned centre would not give a quality service like now.
- People wouldn't mind paying a small charge to use the toilets in West Row if they are kept clean and serviceable.

10th January- 11th February 2011

Feedback from the Consultation (as of 1 Feb 2011)

In round two of the budget consultation, 84 people have contacted us, including 35 people who came to the Talking Together event in January and 49 people who telephoned, wrote or contacted us via the Council's website.

The Darlington Together team with the Youth Engagement Officers also did some targeted consultation with members of five youth groups.

Some of the proposals have generated more comments and discussion than others, particularly the proposals around Early Years Inclusion Services, transport, library services and Children's Early Intervention and Prevention Services. Here is a summary of the feedback;

- Parents of children who receive services from Early Years Inclusion are worried that the cut in services could reduce the number of disabled children accessing mainstream education.
- Rural bus services are life-lines to many people in the outlying villages. Residents in rural areas are worried about getting to college, work and doctors' surgeries.
- Cockerton residents and Cockerton library users are worried that their local library will close. They like the fact that there is free parking and easy access. Books are the most valued part of the library service. To create income, people suggested sharing space with other services and introducing coffee shops.
- Young people said that the youth clubs gave them confidence and enabled them to socialise in a safe environment. They said that if there wasn't a youth club more young people would hang around the streets and residents would complain.
- The Duke of Edinburgh Award scheme equips young people for college, work and later life.
- The community centres are valued and well used hubs where a range of activities happen.
- People who are fined for dropping litter could be made to pick up litter as part of community payback. Let's use restorative justice more for cutting grass and litter picking.
- Reduce the floral displays and make roundabouts low maintenance.
- Suggestions that parents and volunteers could deliver the cycle and pedestrian training.
- Senior Management salaries are too high. Find out if staff would be willing to cut hours rather than make posts redundant.
- The extra time given to look at options for the Darlington Theatre and Arts centre has been well received.

Appendix 8b – Explanation of the Impact Assessment Visual Summary

1. The impact assessment template is designed to provide a high level overview of the impacts of the budget proposals on three distinct areas.
2. The first area of assessment on the template covers the priorities of the Council as set out in the Sustainable Community Strategy. This is not an area that we are required by law to carry out impact assessment on, but is helpful in terms of thinking through the wider implications of the budget proposals.
3. A grading system has been applied to the assessment to allow a simple visual representation of the scale of the impact. Impacts range from no impact (shaded white), to small impact (shaded grey), through medium impact (with hatched shading), to high impact (shaded black).
4. The second area of assessment on the template covers the financial impact of the proposal and assesses the level of savings to be achieved, the size of investment needed to realise the savings, how easy it is to implement the proposal, and how long it will take to achieve the savings.
5. For financial impacts the grading is slightly different. Proposals that are expected to achieve small to medium savings are shown with black shading, whilst medium to high savings are shown with hatched shading. Proposals needing a small to medium investment are shown with hatched shading whilst those needing medium to high investment are shaded black. Implementation and timescales have been graded on a three point scale. Proposals that should be relatively easy to implement, a 'tried and tested' option, are coloured white. Proposals that might be potentially difficult to implement are shown with hatched shading, whilst those that would be difficult to implement are shaded black. Likewise, savings expected to be achieved within one month are coloured white, where savings are expected to be achieved between one to six months they are shown with hatched shading, whilst proposals with savings timescales of longer than six months are shaded black.
6. The third area of assessment on the template covers the impact on people, partnership working, and other unintended consequences. With regard to impact on people, the impact assessment summary provides an overview of where budget proposals have a disproportionately negative effect on the groups of people listed.
7. The equality duty placed upon the Council requires us to ensure that decisions are made in such a way as to minimise unfairness and ensure that decisions do not have a disproportionately negative effect on specific groups of the population. For the purposes of this assessment we have included those groups listed in our social inclusion strategy and the protected characteristics as identified in the Equalities Act 2010. It should be noted that when completing the impact assessments we have only recorded an impact where it is disproportionate. Some budget proposals have an equal impact on all residents across the borough, street scene for example will have an impact on older people as residents of the Borough but it is not disproportionate when compared to the impact on other residents.

8. Impacts upon people have been graded in a similar way to the assessment of the priorities for the Sustainable Community Strategy. Impacts range from no impact (shaded white), to small impact (shaded grey), through medium impact (with hatched shading), to high impact (shaded black).
9. Each budget proposal has been assessed against this template and the results are presented in this summary.

Key: High Impact
 Medium Impact
 Small Impact
 No Impact

Outcomes	Procurement (B1_v5)	Corporate Landlord and Asset Rationalisation (B2 and B4_v5)	Management and Departmental Restructure (O1_v5)	Library Service (B7b_v1)	Reduction in Countryside and Rights of Way Service (T3_v5)	Cycle and Pedestrian Training (T7_v4)	Road Safety Education Training and Publicity (T12_v5)	Community Safety and Anti Social Behaviour Team (T17_v2)	Supporting People Efficiencies (T19_v1)	Supported Bus Services (T39b)	Car Parking (T40_v6)	Contract Car Parking	Public Toilets - closure and introduction of charging (S1 part)	Environmental Health - cease some discretionary services (T46_v1)	Trading Standards - cease some discretionary services (T45_v1)	Strategic Funding Review of the Third Sector (T49)	Cultural Services: Civic Theatre (L1_v6)	Cultural Services: Arts Centre (L1_v5)	Cultural Services: Dolphin Centre (L1_v5)	Cultural Services: TIC (L1_v5)	Cultural Services: Events (L1_v5)	Street Scene	Adult Social Care: Reducing the Level of Disregard - Severe Disability Premium Disregard (AS8)	Adult Social Care: Personalised Budgets - Review of Eligibility Criteria (AS12)	Local Education Authority Functions (C1_v08)	Childrens Early Intervention and Prevention Service (C2_v7)	Early Years Inclusion (C4_v7)	Democratic Engagement	Local Government Association Fees (v01)		
People in Darlington are healthy and supported																															
People in Darlington are educated and skilled																															
People in Darlington are financially secure																															
Individuals are not disadvantaged by their family circumstances at birth, nor by where they reside. People live in cohesive and resilient communities																															
People in Darlington live in sustainable neighbourhoods																															
Our communities are safe and free of crime																															
Darlington is an ambitious, entrepreneurial place in which businesses thrive and create wealth																															

Key: Small to Medium Saving
 Medium to High Saving




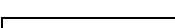
Key: Medium to High Investment
 Small to Medium Investment

Key: Difficult to Implement
 Potential Difficulties to Implement
 Tried and Tested Option

Key: Over 6 Months
 Between 1 and 6 Months
 Within 1 Month

Financial Impact **Budget Proposals**

Considerations	Procurement (B1_v5)	Corporate Landlord and Asset Rationalisation (B2 and B4_v5)	Management and Departmental Restructure (O1_v5)	Library Service (B7b_v1)	Reduction in Countryside and Rights of Way Service (T3_v5)	Cycle and Pedestrian Training (T7_v4)	Road Safety Education Training and Publicity (T12_v5)	Community Safety and Anti Social Behaviour Team (T17_v2)	Supporting People Efficiencies (T19_v1)	Supported Bus Services (T39b)	Car Parking (T40_v6)	Contract Car Parking	Public Toilets - closure and introduction of charging (S1 part)	Environmental Health - cease some discretionary services (T46_v1)	Trading Standards - cease some discretionary services (T45_v1)	Strategic Funding Review of the Third Sector (T49)	Cultural Services: Civic Theatre (L1_v6)	Cultural Services: Arts Centre (L1_v5)	Cultural Services: Dolphin Centre (L1_v5)	Cultural Services: TIC (L1_v5)	Cultural Services: Events (L1_v5)	Street Scene	Adult Social Care: Reducing the Level of Disregard - Severe Disability Premium Disregard (AS8)	Adult Social Care: Personalised Budgets - Review of Eligibility Criteria (AS12)	Local Education Authority Functions (C1_v08)	Childrens Early Intervention and Prevention Service (C2_v7)	Early Years Inclusion (C4_v7)	Democratic Engagement	Local Government Association Fees (v01)	
What are the potential monetary efficiency savings?																														
How much of an investment is needed to realise the saving?																														
How easy is it to implement the option?																														
When will the savings be realised?																														

Key:  High Impact
 Medium Impact
 Small Impact
 No Impact

Council-Wide Impact **Budget Proposals**

PESTLE	Considerations	Procurement (B1_v5)	Corporate Landlord and Asset Rationalisation (B2 and B4_v5)	Management and Departmental Restructure (O1_v5)	Library Service (B7b_v1)	Reduction in Countryside and Rights of Way Service (T3_v5)	Cycle and Pedestrian Training (T7_v4)	Road Safety Education Training and Publicity (T12_v5)	Community Safety and Anti Social Behaviour Team (T17_v2)	Supporting People Efficiencies (T19_v1)	Supported Bus Services (T39b)	Car Parking (T40_v6)	Contract Car Parking	Public Toilets - closure and introduction of charging (S1 part)	Environmental Health - cease some discretionary services (T46_v1)	Trading Standards - cease some discretionary services (T45_v1)	Strategic Funding Review of the Third Sector (T49)	Cultural Services: Civic Theatre (L1_v6)	Cultural Services: Arts Centre (L1_v5)	Cultural Services: Dolphin Centre (L1_v5)	Cultural Services: TIC (L1_v5)	Cultural Services: Events (L1_v5)	Street Scene	Adult Social Care: Reducing the Level of Disregard - Severe Disability Premium Disregard (AS8)	Adult Social Care: Personalised Budgets Review of Eligibility Criteria (AS12)	Local Education Authority Functions (C1_v08)	Childrens Early Intervention and Prevention Service (C2_v7)	Early Years Inclusion (C4_v7)	Democratic Engagement	Local Government Association Fees (v01)			
Economic	Will jobs be lost by the change?	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High	High		
Socio-Cultural	Will the change detrimentally affect vulnerable groups or Equality Act 2010: Protected Characteristics such as below:	No Impact																															
	Older People				Medium			Small			Medium	Small					Medium							High	Medium								
	Children				High		High		Small		Medium							Small									High	High	High	High	High	High	
	Disabled People				Medium						Medium						Small	Medium							High	Medium	Medium	Medium	High	High	High	High	
	People with a long term limiting illness										Medium							Small								Medium	Medium	Medium					
	BME Communities																															Small	
	Faith Communities																	Medium															
	Unemployed or Low Income											Small	Small					Small														Small	
	Carers				High													Medium	Small	Small					High	Medium			High	High	High	High	
	LGBT People																																
	People with criminal convictions																																
	Refugees and Asylum Seekers																																Small
	Gypsies and Travellers																																
	Young People Leaving Care																																
	People with Mental Ill Health				High													Small							High	Medium			Small				
	Men																																

PESTLE	Considerations	Procurement (B1_v5)	Corporate Landlord and Asset Rationalisation (B2 and B4_v5)	Management and Departmental Restructure (O1_v5)	Library Service (B7b_v1)	Reduction in Countryside and Rights of Way Service (T3_v5)	Cycle and Pedestrian Training (T7_v4)	Road Safety Education Training and Publicity (T12_v5)	Community Safety and Anti Social Behaviour Team (T17_v2)	Supporting People Efficiencies (T19_v1)	Supported Bus Services (T39b)	Car Parking (T40_v6)	Contract Car Parking	Public Toilets - closure and introduction of charging (S1 part)	Environmental Health - cease some discretionary services (T46_v1)	Trading Standards - cease some discretionary services (T45_v1)	Strategic Funding Review of the Third Sector (T49)	Cultural Services: Civic Theatre (L1_v6)	Cultural Services: Arts Centre (L1_v5)	Cultural Services: Dolphin Centre (L1_v5)	Cultural Services: TIC (L1_v5)	Cultural Services: Events (L1_v5)	Street Scene	Adult Social Care: Reducing the Level of Disregard - Severe Disregard (AS8)	Adult Social Care: Personalised Budgets Review of Eligibility Criteria (AS12)	Local Education Authority Functions (C1_v08)	Childrens Early Intervention and Prevention Service (C2_v7)	Early Years Inclusion (C4_v7)	Democratic Engagement	Local Government Association Fees (V01)					
Disadvantaged Areas	Women																																		
	Pregnant women or those accessing Maternity Services																																		
	Those from Disadvantaged areas, please list																																		
	a																																		
Other Considerations	b																																		
	Impact on Partners Service Delivery																																		
	Public Perception/ Reputation																																		
	Other Unintended Consequences Please list:																																		
Technological	See Individual Assessments for Details																																		
	Will the change be technologically difficult to implement?																																		
Legal	Does the change have a legal impact?																																		
Health & Safety	Will the change have a negative impact on health and safety considerations?																																		

RESOURCES SCRUTINY COMMITTEE

MINUTES

7th February, 2011

PRESENT – Councillor Haszeldine (in the Chair); Councillors Burton, Coultas, Francis, Johnson, Lewis, Maddison, Richmond, Swainston and Walker. (10)

APOLOGIES – Councillor Thistlethwaite (1)

ABSENT –

ALSO IN ATTENDANCE – Councillors Curry, B. Jones, D. Jones, Long, McEwan and Mrs. Scott and Swift. (7)

OFFICERS IN ATTENDANCE – David Hall, Assistant Director – Finance and Elizabeth Davison, Assistant Director, Finance.

R43. DECLARATIONS OF INTEREST – Councillor Long declared interests in Minute R44 below as a Board Member of Theatre Hullabaloo and due to a family connection.

R44. DRAFT MEDIUM TERM FINANCIAL PLAN – The Scrutiny Committee met to give consideration to the recommendations (previously circulated) from this Council's Scrutiny Committees and the Budget Monitoring and Efficiency Review Group, following the work they had each undertaken in relation to the savings proposals within their individual remits.

Each of the Scrutiny Chairs, or in their absence, the Vice-Chair, presented the findings of their individual Scrutiny Committees and discussion ensued on some of the specific areas affected by the proposals namely the Anti Social Behaviour Team; Street Scene; Environmental Health, particularly the proposed reduction in food product sampling; Early Years Inclusion; public toilets; and the careers advice service.

Particular references were made to the importance of the Civic Theatre, the Dolphin Centre and the Arts Centre continuing to work together to provide a combined programme; the progress being made with Darlington for Culture, the potential impact on the health of Darlington if the proposal to cease food product sampling was accepted; a possible review of the Early Years Inclusion proposal; and proposals to reduce the opening hours and charge for the public toilets in the Market Place.

In considering the recommendations, the Scrutiny Committee also took into consideration, the views of a representative from the Early Years Inclusion Team and a representative of the Education Centre for Children with Down Syndrome who spoke against the proposals to reduced the number of staff in that area and the impact a reduced service would have on the education of those children and their inclusion into society.

Information was also given on the individual anticipated savings and the number of potential redundancies as a result of the proposals and it was reported that it was anticipated that the

number of redundancies at this point in time could potentially change as the consultation process continued.

RESOLVED – (a) That, with the deletion of ‘regrettably’ in the first line of the recommendation, the notes of the Budget Monitoring and Efficiency Review Group be approved and that Cabinet be advised that this Scrutiny Committee supports the principles, as contained in the draft Medium Term Financial Plan.

(b) That this Scrutiny Committee requests Cabinet to undertake a review of the Early Years Inclusion Service to allow Members time to fully understand what it would mean cutting this service (Appendix 8/26).

(c) That this Scrutiny Committee requests Cabinet to look at the possibility of retaining the element of the discretionary services in relation to food product sampling, due to the possible impact on the health of Darlington residents (Appendix 8/17).

(d) That this Scrutiny Committee requests Cabinet to look at reconsidering the reduction in funding to the Connexions Service.

(e) That Cabinet be advised of the following views/comments of the Economy and Environment, the Health and Well Being, the Neighbourhood Services and the Children and Young People Scrutiny Committees :-

(i) in relation to the areas within the remit of the Economy and Environment Scrutiny Committee :-

(A) that paragraphs 98 to 103 of the submitted report relating to Transport and Highways be noted;

(B) that, in relation to the savings proposals within the remit of this Scrutiny Committee:-

(i) Countryside and Rights of Way Services (Appendix 8/7), this Scrutiny Committee regrets the reductions of staffing in relation to Park Rangers, notes that Rights of Way work will be kept to the statutory minimum and that there is potential for external funding and volunteering;

(ii) Cycle and Pedestrian Training (Appendix 8/8), this Scrutiny Committee notes the position in relation to the Road Safety Grant and highlights that the free services are efficient and cost effective;

(iii) Road Safety Education Training and Publicity (Appendix 8/9), this Scrutiny Committee notes that the statutory minimum will be provided and that the responsibilities of the current post holder will be redistributed;

(iv) Supported Bus Services (Appendix 8/13), this Scrutiny Committee notes that the current position is unclear and that there is scope for further

scrutiny in June/July as the process continues;

- (v) Car Parking (Appendix 8/14), this Scrutiny Committee welcomes the proposals as income generation;
- (vi) Contract Parking (Appendix 8/15), this Scrutiny Committee welcomes the proposals as constructive and relevant to the green agenda by the production of travel plans;
- (vii) Public Toilets – Closure and Introduction of Charges (Appendix 8/16), this Scrutiny Committee supports the proposals and in doing so notes that there are alternatives available at West Cemetery and that Town Centre alternatives should be well publicised;
- (viii) Cultural Services (Appendix 8/20), this Scrutiny Committee wishes to place on record that it is the conviction of this Scrutiny Committee that cultural services are crucial to regeneration and attraction of inward investment :-
 - (A) Civic Theatre, this Scrutiny Committee accepts, with regret, Cabinet’s decision on the future of the Civic Theatre and wishes to highlight that, during negotiations, it is important to stress the advantages and efficiencies to be gained in working with other venues in the Borough, particularly the Dolphin Centre and partners involved in the future programmes at the Arts Centre,
 - (B) Arts Centre, this Scrutiny Committee welcomes proposals for the interim year at the Arts Centre and maintenance of a reduced subsidy; welcomes the Inquiry Group and looks forward to receiving further information on the outcome; embraces the continued support from the Arts Council but would stress that a valid cultural strategy is required to sustain such support and hopes that the ongoing strategic capacity investment of £100,000 per annum will remain as a minimum; supports Darlington for Culture and its success as an umbrella organisation; is concerned about reduced opening hours and its effect on the programme, provision for visual arts, the Borough Collection and the long term future of tenants’ position;
 - (C) Dolphin Centre, this Scrutiny Committee approves the proposals and supports all staff in their willingness to find solutions.
 - (D) Events Programme, this Scrutiny Committee notes that there is a need to find alternative means of provision of services by charging where appropriate and seeking sponsorship;
- (ix) Waste Management (Appendix 8/21), this Scrutiny Committee regrets the reduction in staffing and raises concerns over recycling and related

policies.

(ii) in relation to the savings proposals within the remit of the Health and Well Being Scrutiny :-

- (A) Supporting People – Efficiencies (Appendix 8/11), this Scrutiny Committee notes that efficiencies have already been achieved within Supporting People contracts;
- (B) Public Protection (Environmental Health) (Appendix 8/17), this Scrutiny Committee is very concerned that that some of the discretionary services will cease, particularly food product sampling, due to the potential impact on the health of Darlington residents and request that this element of the discretionary services be retained with a view to considering and exploring a more flexible approach;
- (C) Public Protection/Trading Standards (Appendix 8/18), this Scrutiny Committee regrets the termination of the discretionary services and suggests that awareness is raised of where local services of this nature will be available;
- (D) Reducing level of disregard given in the financial assessment under the fairer contribution policy (Appendix 8/22), this Scrutiny Committee notes the current position and seek assure that it is introduced carefully and sensitively; and
- (E) Saving 10% on personal budgets (Adult Social Care) (Appendix 8/23), this Scrutiny Committee notes the current position.

(iii) in relation to the saving proposals within the remit of the Neighbourhood Services Scrutiny Committee :-

- (A) this Scrutiny Committee is concerned and regrets the proposals, within its remit, however, it will continue to monitor the impact on services and performance.

(iv) in relation, to the saving proposals within the remit of the Children and Young People Scrutiny Committee :-

- (A) Library Service Review (Appendix 8/6), this Scrutiny Committee notes the position in relation to the Library Service Review, and that there may be potential to access alternative funding streams and extend volunteering opportunities;
- (B) Local Education Statutory Functions (Appendix 8/24), this Scrutiny Committee notes that the statutory minimum will be provided, and regrets that non-statutory functions will be vastly reduced;
- (C) Early Intervention and Prevention (Appendix 8/25), this Scrutiny Committee regrets the reductions in relation to Early Intervention and Prevention, acknowledges the importance of this service, and raises concerns in relation to

future provision;

- (D) Early Years Inclusion Review (Appendix 8/26), this Scrutiny Committee acknowledges the depth of feeling expressed in comments received from practitioners and parents, both at the meeting and as part of the consultation process itself, however regrettably accepts the recommendations outlined in the submitted report;
- (E) That regular overview reports monitoring Early Intervention and Prevention be received at future meetings of this Scrutiny Committee.
- (F) That regular overview reports monitoring the take up of School Meals be received at future meetings of this Scrutiny Committee.

SCHEDULE OF CHARGES 2011/12

CHILDREN'S SERVICES DEPARTMENT - SCHEDULE OF CHARGES 2011/12

Description	Existing Charge £	New Charge £	Financial Effect £
LIBRARIES			
<u>Fines On Overdue Books & Spoken Word</u>			
Adults – per day	0.15	0.15	
Maximum charge per book	5.00	5.10	
Senior Citizens – per day	0.08	0.08	
Maximum charge per book	3.00	3.10	
Children – per day	No charge	No charge	
<u>Fines On Overdue CDs, DVDs, DAB</u>			
Adults – per day	0.15	0.15	
Senior Citizens – per day	0.08	0.08	
Children – per day	No charge	No charge	
<u>Reservation Fees for books and Audio Materials</u>			
Adults	0.80	0.85	
Senior Citizens	0.40	0.45	
Children/Unemployed	No charge	No charge	
<u>Reservation Fees for Books Obtained from Outside the Authority</u>			
Adults (<i>single charge for all books obtained from other libraries</i>)	4.00	4.10	
Senior Citizens	4.00	4.10	
Children/Unemployed	4.00	4.10	
<u>Repeat Fee for Renewal of Books from Outside the Authority</u>			
Adults (<i>for all books obtained from other libraries</i>)	2.00	2.05	
Senior Citizens	2.00	2.05	
Children/Unemployed	2.00	2.05	
<u>Replacement Tickets</u>			
Adults	1.00	1.20	
Senior Citizens	1.00	1.20	
Children/Unemployed	0.50	0.50	
<u>Loan Charges for Audio Materials (1 week)</u>			
CDs	0.85	0.90	
DVDs	1.50	1.50	

Description	Existing Charge £	New Charge £	Financial Effect £
<u>Spoken Word and Language Courses</u>			
Cassettes & CDs (3 Week Loan)			
Adults (<i>who are not exempt</i>) each	1.30	1.35	
Children each	No charge	No charge	
Language Courses per element (<i>subscription for whole course to be paid in advance</i>)	1.30	1.35	
<u>Local History Research</u>			
Standard charge	2.50	2.55	
Specialist Research – per hour (<i>new service</i>)	22.00	22.50	
<u>Photocopies</u>			
A4 B&W	0.15	0.15	
A3 B&W	0.50	0.55	
A4 colour	0.30	0.55	
A3 colour	1.00	1.10	
<u>Printing</u>			
Text Printouts			
A4 B&W	0.15	0.15	
A3 B&W	0.50	0.55	
A4 colour	0.30	0.55	
A3 colour	1.00	1.10	
Image Printouts			
A4 B&W	0.75	0.80	
A3 B&W	1.50	1.60	
A4 colour	1.50	1.60	
<u>Reproduction of Images from Stock</u>			
Photographic copies for Private/Study purposes	Cost + VAT + 12%	Cost + VAT + 12%	
Photographic copies for commercial use	Cost + VAT + 12% (+ £20 per photo + copy of publication)	Cost + VAT + 12% (+ £20 per photo + copy of publication)	
Digital copies for Private/Study purposes - per photo	5.00	5.15	
Digital copies for local commercial use – per photo	10.00 + copy of book	10.50 + copy of book	
Digital copies for national/international commercial	100.00 (new charge)	110.00 (new charge)	
Copies of oral recordings	5.00	5.50	

Description	Existing Charge £	£	Financial Effect £
<u>Hire of Locker</u>	0.50	0.50	
<u>Internet Use</u>			
First half hour free within one day – per hour	2.00	2.00	
<u>Computer Consumables</u>			
CD	Current price	Current price	
CD RW	Current price	Current price	
Memory sticks	Current price	Current price	
<u>Lost & Damaged Items</u>	Full current Replacement Cost (non-refundable)	Full current Replacement Cost (non-refundable)	
<u>Fax</u>			
Outgoing Transmission			
United Kingdom – per sheet	1.40	1.45	
Europe – per sheet	2.20	2.30	
USA/Canada – per sheet	2.70	2.80	
Rest of the World – per sheet	3.70	3.80	
Incoming Transmission – per sheet	0.40	0.45	
<u>Fax by Satellite</u>			
Atlantic Ocean/Indian Ocean/Pacific Ocean – per sheet	12.00	12.50	
General (<i>Any postage costs to be recovered in full</i>)			
Total financial effect for Libraries			Minimal

Description	Existing Charge £	New Charge £	Financial Effect £
WORKPLACE NURSERY			
Full-time place – All Users, charges per week			
Children aged under 2	177.75	179.50	
Children aged 2-4	162.75	164.50	
Full-time place – extended users, charge per day			
Provision of mid-day meal (i.e. morning sessions) – this is for information. Meal charges are included within the full time nursery fees above)	1.45	1.50	
Provision of mid-day meal for staff	1.50	1.50	
Provision of mid-day dessert for staff	0.40	0.50	
Flexi Childcare (per hour)	16.75	16.90	
Total financial effect for Workplace Nursery – no effect on “bottom line” – charges set to recover costs			

LIFELONG LEARNING

Adult and Community Learning (Incl. NVQ's)			
Adult per hour	2.00	2.50	
OAP per hour	1.00	2.50	
Differential rates if you are in receipt of the following applies:			

Income Based Job Seekers Allowance Unwaged dependant (as defined by Job Centre Plus) Offenders serving sentence in the community	}	£10.00 Course Fee + 50% Accreditation Costs	
Income Support Contribution Based Job seekers Allowance Income Related Employment & Support Allowance (ESA) Housing Benefit Council Tax Benefit (Excl Single Person reduction) Working Tax Credits 60+ and in receipt of Pension Credits (Guarantee Credit Only)	}	50% Reduction in Course Fee + 50% of Accreditation Fee	
16-18 year Old enrolling for an unrelated part – time course whilst in full-time education at school or college.		No Fee	
Studying first level 2 qualification identified on Learning Aim database		No Fee	
19 – 25 years of age and studying first full level 3 qualification without having full level 2		No Fee	
Certain learners participating in Skills Funding Agency –funded projects where identified in project specifications		No Fee	
NVQ's – Certification & Accreditation charges apply – Unit dependant		Certification & Accreditation Fees –course specific charges	
Room Hire – per hour	10.00	15.00	
Total financial effect for Lifelong Learning			Minimal

CHIEF EXECUTIVE'S SERVICES DEPARTMENT - SCHEDULE OF CHARGES 2011/12

Description	Existing Charge £	New Charge £	Financial Effect £
<u>PLANNING FEES</u>			
Planning fees are set nationally *			
* The Government is currently undertaking a consultation on the future setting of planning fees which may lead to fees being set locally. Any fees that are set locally will be brought before Council for approval.			
<u>PLANNING – SUPPLEMENTARY ITEMS</u>			
Items inclusive of VAT at 20%			
Weekly list - yearly	N/A	No change	
Decision*/Approval Notice -Building Control	0.10	No change	
Letter confirming exemption	25.00	No change	
Letter confirming completion	25.00	No change	
Letter confirming enforcement action will not be taken	25.00	No change	
Site inspection to determine info.	25.00	No change	
A4 Photocopy (ex plans) – first page	0.10	**	No change
Subsequent pages	0.10		No change
A3 Photocopy (ex plans) – first page	0.20	**	No change
Subsequent pages	0.20		No change
A2 Photocopy (ex plans) – first page	1.50		No change
A1 Photocopy (ex plans)	2.00		No change
A0 Photocopy (ex plans)	3.00		No change
O.S. Sheets – up to 6 copies	15.00		No change
Items outside the scope of VAT			
Local plan	18.00	No change	
Local plan – postage	4.00	No change	
Local plan – alterations	2.00	No change	
Invoicing	9.00	No change	<u>NIL</u>

** Excluding postage

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
<u>DOLPHIN CENTRE</u>					
Swimming					
	Adult Swim	3.10	3.25		
	Concession	2.35	2.45		
	Junior Swim	2.20	2.30		
	Concession	1.65	1.75		
	Family swim (up to 4 children accompanying 1 adult)	1.65	1.75		
Fitness Areas					
	Pulse Suite	3.80	3.95		
	Concession	2.85	3.00		
	Junior Pulse Suite	3.00	3.15		
	Concession	2.25	2.35		
Health & Fitness Classes					
	Health and fitness classes	3.40	3.55		
	Concession	2.55	2.65		
Multi Activity Sessions					
	Badminton daytime session	3.30	3.45		
	Concession	2.50	2.60		
Half Main Hall					
	Adult	40.60	42.00		
	Junior (1 hour courts only)	27.40	28.50		
	Weekday lunchtime	34.00	35.10		
Badminton / Short-Tennis Court					
	Adult	6.90	7.15		
	Concession	5.20	5.35		
	Junior (1 hour courts only)	3.50	3.65		
	Concession (1 hour courts only)	2.65	2.75		
Squash Courts					
	Adult	6.20	6.40		
	Concession	4.65	4.80		
	Junior (up to 5.00pm on weekdays only)	3.30	3.45		
	Concession (up to 5.00pm on weekdays only)	2.50	2.60		
Equipment Hire					
	Footballs	Free	Free		

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing	New	Financial	
		Charge	Charge	Effect	
		£	£	£	
	Footballs – Deposit	5.00	5.00		
	Badminton	2.00	2.00		
	Badminton – Deposit	5.00	5.00		
	Squash Racquets	2.00	2.00		
	Squash Racquets – Deposit	5.00	5.00		
	Table Tennis Bats	1.40	1.40		
	Table Tennis Bats - Deposit	5.00	5.00		
	Pram Lock	Free	Free		
	Pram Lock - Deposit	5.00	5.00		
	Children’s Activities				
	Crèche	2.20	2.30		
	Soft Play admissions Monday to Friday	3.05	3.20		
	Soft Play admissions Weekends	3.30	3.45		
	Sensory Room Monday to Friday	3.05	3.20		
	Sensory Room Weekends	3.30	3.45		
	Parent/toddler (soft play)	3.05	3.20		
	Other Activities				
	Climbing Wall	4.00	4.15		
	Concession	3.00	3.10		
	Junior Climbing Wall	3.20	3.35		
	Concession	2.40	2.50		
	Showers	1.20	1.30		
	Fit 4 Life Packages				
	Platinum Package	32.50	33.20		
	Swimming Pools				
	Main Pool – per hour	72.20	74.50		
	Diving Pool – per hour	40.90	42.20		
	Teaching Pool – per hour	40.90	42.20		
	Gala – per hour				
	Swimming Galas – whole complex				
	Normal Opening Hours – per hour	234.00	241.40		
	Outside Normal Opening Hours – per hour	122.70	126.60		
	Swimming Galas – Schools, Junior Clubs and Organisations				
	Main Pool – peak	167.00	172.30		
	Main Pool – off-peak	113.40	117.00		
	Main Pool and Teaching Pool – peak	233.00	140.40		
	Main Pool and Teaching Pool – off-peak	144.30	148.90		
	Electronic Timing	63.90	66.00		

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge		New Charge	Financial Effect
		£		£	£
Dry Sports Hall					
	Main Sports Hall – per hour	79.90		82.40	
	Special Events – per hour Weekends	252.60		260.60	
	Preparation – per hour Weekends	136.10		140.40	
	Special Events – Schools – per hour off-peak	37.10		38.30	
	Meeting Room	17.50		18.50	
	Seminar Room / Stephenson Suite	25.80		27.00	
Central Hall					
	All Events (except commercial, exhibitions and local societies)	82.50		85.20	
	Exhibitions – commercial – per hour	108.20		111.60	
	Local Societies Event – per hour	56.70		58.55	
	Total financial effect				14,744
PARKS					
	Bowls Season Ticket	24.90	}	36.00	
	Concession	18.70	}		
Football – Hire of Hundens Park Pitch					
	Seniors Match	34.00		34.75	
	Juniors Match	19.00		19.40	
	Total financial effect				115
EASTBOURNE SPORTS COMPLEX					
	Adult Track	3.20		3.25	
	Concession	2.40		2.45	
	Junior Track	1.90		1.95	
	Concession	1.45		1.50	
	Adult Artificial Pitch 1/3 (45 mins)	39.30		39.70	
	Junior Artificial Pitch 1/3 (45 mins)	23.40		23.60	
	Adult Full Artificial Pitch	70.10		70.80	
	Junior Full Artificial Pitch	39.30		39.70	
	Pulse 3	3.80		3.95	
	Concession	2.85		3.00	
	Junior Pulse Suite	3.00		3.15	
	Concession	2.25		2.35	
	Function Room / Community Pavilion – per hour	15.00		18.50	
	Total financial effect				956
STRESSHOLME GOLF CENTRE					

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
Green Fees					
Monday – Friday					
	Adult	16.00	16.50		
	Concession	12.00	12.40		
	Junior (up to 18 years)	12.00	12.40		
	Concession	9.00	9.30		
	Twilight	8.80	9.10		
	Twilight Junior	8.80	9.10		
Weekends & Bank Holidays					
	Adult	18.00	18.50		
	Concession	13.50	13.90		
	Junior	13.50	13.90		
	Twilight	9.70	10.00		
	Twilight Junior	9.70	10.00		
Day Tickets					
Monday – Friday					
	Adult	24.80	16.00		
	Concession	18.60	19.50		
	Junior	18.60	19.50		
Weekends & Bank Holidays					
	Adult	30.80	32.00		
	Concession	23.10	24.00		
	Junior	23.10	24.00		
Driving Range					
	Large Basket (75 balls)	3.90	4.00		
	Medium Basket (50 balls)	3.20	3.30		
	Small Basket (25 balls)	1.80	1.90		
Annual Season Tickets					
	7 Days	423.00	440.00		
	7 Days Youths (18-21 years)	186.00	190.00		
	7 Days Juniors (under 18 years)	100.00	105.00		
	5 Days (Monday – Friday)	296.00	310.00		
	Couples	789.00	810.00		
	Social subject to approval by Durham	29.90	30.60		
	Stressholme Board Room – per hour	13.00	13.50		
	Total financial effect			3,409	

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
A £5.00 administration fee will be charged in addition to Green Fees for non-payment					
MARKETS					
Covered Market					
	Butchers Stalls	Five Year	Five Year		
	Fruiterers and Perishable Food Stalls	Lease	Lease		
	Other Stalls	in	in		
	Cellars	Operation	Operation		
	Shops	Three to Five Year Leases	Three to Five Year Leases		
	Trade Refuse Removal (per week including VAT)	13.00	14.00		
Cattle Market					
Tolls					
	Cattle	13.30	13.30		
	Sheep, Pigs, Calves	4.35	4.35		
Levies					
	Cattle	10.64	10.64		
	Sheep, Pigs, Calves	3.48	3.48		
	Rent	4,000.00	4,000.00		
Other Markets					
	Northgate – Per 3m x 4.5m Gazebo Monday	30.00	30.00		
	West Row – Per 3m x 4.5m Gazebo Saturday	30.00	30.00		
	Tubwell Row, Prospect Place, Horsemarket, Blackwellgate – Per 3m x 3m Gazebo	20.00	20.00		
	Horsemarket – Per 3m x 4.5m Gazebo	25.00	25.00		
	All the above when lighting to be supplied				
	Car Boot Licence (for more than 30 stalls) Per Stall	4.00	5.00		
	Council Operated Car Boot Sale – Vehicle Entrance Fee	10.00	10.00		
	Council Operated Car Boot Sale – Pedestrian Entrance Fee (10 years and over)	1.00	1.00		
	Charitable per day (or part day) (charge per market) – subject to a maximum of 30	50.00	50.00		
Non-Charitable					
	1 – 10 Stalls (Minimum Charge)	80.00	80.00		
	11 – 30 Stalls (Per Stall) – subject to a maximum	8.00	8.00		

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
	of 30 Stalls				
	Large scale market events i.e. Summer Spectacular				
	Subject to negotiation with the Operator(s)				
	Craft Market – Per 3m x 3m Gazebo				
	Farmers Market – Per 3m x 3m Gazebo				
	Food Fayre – Per 3m x 3m Gazebo				
	NB Craft, Food and Farmers market charges include lighting when supplied and tables				
	Total financial effect			60	
	HEAD OF STEAM				
	Entrance Fees				
	Adults	4.95	5.10		
	Concessions	3.75	3.85		
	Children (6 – 16 years old)	3.00	3.10		
	Children (under 6)	No charge	No charge		
	Single Membership per annum	10.00	10.25		
	Family Day Pass (2 adults, 2 children)	10.00	10.25		
	Family Membership per annum (2 adults, 4 children)	15.00	15.35		
	Organised School Visits	No charge	No charge		
	Lectures per person	2.50	2.55		
	Live Darlington	See note			
	Live Darlington – 25% discounts for eligible persons (discount also applies to members of the Friends of Darlington Railway Museum and the Darlington Railway Preservation Society, and FREE admission to their Committee members)				
	Family History Research				
	Family / Railway History Research (for personal use only) via letter, email or phone	20.00 (first hour) 20.00 per additional hour.	20.00 (first hour) 20.00 per additional hour.		
		Personal visits to the Ken Hoole Study Centre are at no charge.			
	Family / Railway History Research Agents	30.00 (first	30.00 (first		

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
		hour) 30.00 per additional hour.	hour) 30.00 per additional hour.		
	Historical Research				
	Current Affairs and Documentaries – per hour	60.00	60.00		
	TV Dramas and Films – per hour	120.00	122.55		
	Photocopying				
	A4	0.20	0.20		
	A3	0.40	0.45		
	Personal photographic reproduction				
	Photographic reproduction: max size A4 – per hard copy image (excl postage)	4.50	4.60		
	- digital copy (excl postage)	6.50	6.65		
	Plan Copies – Per Metre	6.00	6.15		
	Commercial photographic reproduction				
	Regional newspapers	Free	Free		
	National newspapers – per image	35.00	35.75		
	Specialist Journals, Newsletters and Magazines – per image	15.00	15.35		
	National, Journals, Newsletters and Magazines – per image	25.00	25.55		
	Television and Film Productions – per image	50.00	51.10		
	Photographic reproduction in Books				
	Less than 6,000 runs – per image	20.00	20.45		
	Less than 6,000 runs (cover image) – per image	25.00	25.55		
	Over 6,000 runs – per image	40.00	40.85		
	Over 6,000 runs (cover image) – per image	60.00	61.30		
	Discount for 10 images or more	0.10	0.10		
	Filming Fees				
	Student Productions (Interiors / exteriors)	Free but donation welcome	Free but donation welcome		
	Small Productions (interiors / exteriors) eg TV Shows and Documentaries – per day (including setting up and de-rigging days)	300.00	306.40		
	Large Productions (interiors / exteriors) eg Films - per day (including setting up and de-rigging days)	500.00	510.65		

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
Conference Facilities (use of room and access to facilities but excludes Catering)					
	During Opening Hours – per hour	25.00	25.00		
	Outside Opening Hours – per hour	32.50	32.50		
	Use by Museum Friends, DRPS, NELPG, NERA, A1 Trust, DMRC and GLAD – During Opening Hours (with an understanding that paying users have priority booking)	No Charge	No Charge		
	Use by Museum Friends – Outside Opening Hours (providing nominated persons are responsible for securing premises when vacated)	No Charge	No Charge		
Use of Museum Field					
	Caravan Users – per Caravan per night	7.50	7.70		
	Educational Use	No Charge	No Charge		
	Corporate Events	Negotiated on an individual basis	Negotiated on an individual basis		
Paranormal Investigation Groups					
	Non commercial organizations	200.00	200.00	NIL	
	Commercial organisations	500.00	510.65	NIL	
REFUSE COLLECTION AND DISPOSAL					
	Refuse sacks (per25) (Exclusive of VAT)	76.85	79.15)	
	Garden waste sacks (Non Vatable)	7.30	7.52)	200
CEMETERIES					
Burial fees without exclusive right of burial (these Fees will be tripled where the deceased is a non resident of Darlington at the time of death)					
	Individual foetal remains	No charge	No Charge)	
	Stillborn or child not exceeding 12 months	No charge	No Charge)	
	Person over 12 months up to 18 years	165.00	181.00)	
	Person over 18 years	502.00	552.00)	
Burial fees without exclusive right of burial (these Fees will be doubled where the deceased is a non resident of Darlington at the time of death)					
	Individual foetal remains	No charge	No Charge)	

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing	New	Financial		
		Charge	Charge	Effect		
		£	£	£		
	Child not exceeding 12 months	No charge	No charge)		
	Person over 12 months up to 18 years	165.00	181.00)		
	Person over 18 years	502.00	552.00)		
	Cremated remains	100.00	110.00)		
Exclusive rights of burial (these fees will be doubled if the purchaser is a non resident of Darlington if not purchased at the time of the first interment)						
	Exclusive burial rights (50 years)	511.00	562.00)		
	Exclusive burial rights for a bricked grave	1022.00	1124.00)		
Other Charges						
	Scattering of cremated remains	40.00	41.00)		
	Indemnity form (to produce duplicate grant)	40.00	41.00)		
	Use of Cemetery Chapel	70.00	72.00)		
	After post mortem remains	100.00	103.00)		
	Evergreens (including grass mats)	60.00	62.00)		
	Exhumation of a body (Excl. re-interment)	900.00	927.00)		
	Exhumation of cremated remains (excl. re-interment)	190.00	196.00)		
Grave Maintenance (inclusive of 20% VAT)						
	Initial Payment	40.00	42.00)		
	Annual Maintenance	30.00	32.00)		
Memorials (fees will be doubled where the deceased to whom the memorial/inscription refers was non resident of Darlington at the time of death)						
	Memorial rights including first inscription (30 years)	170.00	175.00)		
	Provision of kerbs – traditional sites only	80.00	82.00)		
	Vases not exceeding 300mm	65.00	67.00)		
	Additional inscription	65.00	67.00)		
	Total financial effect for Cemeteries				10,400	
CREMATORIUM						
Crematorium fees (inclusive of cremation, medical referee fees)						
	Individual foetal remains	No Charge	No Charge)		

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing	New	Financial		
		Charge	Charge	Effect		
		£	£	£		
	Hospital arrangement – foetal remains	85.00	93.00)		
	Stillborn or child not exceeding 12 months	No Charge	No Charge)		
	Person over 12 months up to 18 years	165.00	181.00)		
	Person over 18 years	502.00	552.00)		
	After post mortem remains	100.00	110.00)		
Other Charges						
	Environmental Surcharge – New Charge	50.00	50.00)		
	Postal Carton	12.00	12.00)		
	Metal Urn	30.00	31.00)		
	Wooden Casket	40.00	41.00)		
	Baby Urn	10.00	10.00)		
	Crematorium Chapel	70.00	72.00)		
	Scattering of remains at reserved time	40.00	41.00)		
	Medical Referee Fee	18.50	19.00)		
Book of Remembrance (inclusive of 20% VAT)						
	Single entry (2 lines)	55.00	58.00)		
	Double entry (3 or 4 lines)	100.00	105.00)		
	Additional Lines	20.00	21.00)		
	Crest or floral emblem	100.00	105.00)		
Memorial Cards (inclusive of 20% VAT)						
	Single entry card (2 lines)	15.00	16.00)		
	Double entry card (3 or 4 lines)	22.00	23.00)		
	Additional lines	5.00	5.00)		
	Crest or floral emblem	35.00	37.00)		
	Personal photographs – set up	20.00	21.00)		
	Additional photographs – after set up	10.00	11.00)		
Memorial Books (inclusive of 20% VAT)						
	Single entry book (2 lines)	40.00	42.00)		
	Double entry book (3 or 4 lines)	47.00	49.00)		
	Additional lines	5.00	5.00)		
	Crest or floral emblem	35.00	37.00)		
	Personal photographs – set up	20.00	21.00)		
	Additional photographs – after set up	10.00	11.00)		
Triptych (inclusive of 20% VAT)						

COMMUNITY SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12							
	Description	Existing	New	Financial			
		Charge	Charge	Effect			
		£	£	£			
	Single entry book (2 lines)	25.00	26.00)			
	Double entry book (3 or 4 lines)	32.00	34.00)			
	Additional lines	5.00	5.00)			
	Crest or floral emblem	35.00	37.00)			
	Personal photographs – set up	20.00	21.00)			
	Additional photographs – after set up	10.00	11.00)			
Other Memorial Schemes							
	Replacement kerb vase plaque	210.00	215.00)			
	Replacement flower holder	5.00	5.00)			
	Wall plaques from £190	210.00	215.00)			
	Planter plaques from £285	310.00	320.00)			
	Lease of space for memorial plaques (per annum)	20.00	21.00)			
Total financial effect for Crematorium						61,900	
ALLOTMENTS							
	Rent per year	45.70	47.16)			
	Rent per year for Leisuresavers	22.85	23.58)			
Total financial effect for Allotments						260	
SOUTH PARK RESOURCE CENTRE							
	Educational events (£/child for a full day)	N/A	4.00				
	Educational events (£/child for half day)	N/A	2.50				

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
COST OF REVENUE COLLECTION					
<u>Council Tax – All Charges do not incur VAT</u>					
	Issue of Summons for Liability Order	33.00	33.00		
	Issue of Liability Order	44.00	44.00		
	Issue of Summons for Committal Hearing	90.00	90.00		
	Issue of Statutory Demand	157.50	157.50	NIL	
<u>Business Rates (NNDR) – All Charges do not incur VAT</u>					
	Issue of Summons for Liability Order	37.00	37.00		
	Issue of Liability Order	50.00	50.00		
	Issue of Summons for Committal Hearing	90.00	90.00		
	Issue of Statutory Demand	157.50	157.50	NIL	
TOWN HALL					
	Hire of Committee Rooms – all charges shown exclusive of VAT. Charges will be made plus the appropriate VAT rate.				
	All rooms are to be charged by the hour, rather than by session.				
	Committee Rooms per hour	21.50*	22.50	Minimal	
	Emergency Planning	14.58*	15.42	Minimal	
	* from 4 th January 2011				
REGISTRATION OF BIRTHS, DEATHS, MARRIAGES AND CIVIL PARTNERSHIPS					
The following fees do not incur VAT.					
<u>Marriages</u>					
	Entering a Notice of Marriage or Civil Partnership	33.50	These charges set nationally by Statute and will be charged at the advised rate for 2011/12		
	For a Registrar to attend a Marriage at the Register Office	40.00			
	Civil Partnership Registration	40.00			
	Incumbents for every Entry Contained in Quarterly Certified				
	Copies of Entries of Marriage	2.00			
	Registrars fee for attending a marriage at a registered building or for the housebound or detained	80.00			
	Superintendents Registrar fee for attesting a notice of marriage away from his office for housebound or detained	49.00			
	Superintendents Registrar fee for attending the marriage of the housebound or detained	85.00			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
<u>Certification for Worship and Registration for Marriages</u>						
	Place of Meeting for Religious Worship	28.00	These Charges set nationally by Statute and will be charged at the advised rate for 2011/12			
	Registration of Building for Solemnisation of Marriage	120.00				
<u>Certificates issued from Local Offices</u>						
	Standard Certificate (SR)	9.00				
	Standard Certificate (RBD) (at time of Registration)	3.50				
	Standard Certificate (RBD) (after Registration)	7.00				
	Short Certificate of Birth (SR)	7.00				
	Short Certificate of Birth (RBD)	3.50				
	Certificates of Civil Partnership (at time of Ceremony)	3.50				
	Certificates of Civil Partnership (at later date)	9.00				
	General Search fee	18.00				
	Each Verification	No charge				
	<u>Civil Funerals</u>	150.00				
<u>All Ceremonies – Backhouse Hall</u>						
	Monday to Thursday	85.00	100.00	} Minimal		
	Friday	125.00	150.00			
	Saturday	200.00	200.00			
	Sunday and Bank Holidays	225.00	250.00			
<u>All Ceremonies – Approved Premises</u>						
	Application Fee (3 years)	1,600.00	1,700.00	} 5,000	Minimal	
	Fee for Attendance Monday to Friday	250.00	300.00			
	Fee for Attendance Saturday	350.00	400.00			
	Fee for Attendance Sunday	450.00	500.00			
	Fee for Attendance Bank Holidays	450.00	500.00			
<u>Certificates</u>						
	Walk in Certificates	10.00	15.00		5,000	
REGISTER OF ELECTORS - SALE						
The following fees do not incur VAT.						
	Register – Printed Form	10.00	10.00			
	Per 1,000 Names - Printed	5.00	5.00			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	Register – Data Form	20.00	20.00			
	Per 1,000 Names – Data	1.50	1.50			
	LAND CHARGES					
	The following fees do not incur VAT					
	<u>Search Fees</u>					
	Standard Search (post or DX)	71.00	71.00			
	Standard Search (electronic)	69.00	69.00			
	<u>Con 29 Required</u>					
	One Parcel of Land	59.00	59.00			
	Several Parcels of Land – 1 st Parcel	59.00	59.00			
	Each Addition	20.00	20.00			
	<u>Con 29 Optional</u>					
	Each Printed Enquiry	5.00	5.00			
	Own Questions	5.00	5.00			
	Official Search – LLCI	12.00	12.00			
	Official Search – NLIS (National Land Information Service) or email	10.00	10.00			
	Expedited Search	140.00	140.00			
	Personal Search	No charge	No charge			
	Additional Written Enquiries received after a Search has been Completed	5.00	5.00			
	The following fees are inclusive of VAT at 20%					
	Faxing Searches – A4 copy per page	10p	10p			
	Requesting Photocopy of Search – A4 copy per page	10p	10p			
	Copy Documents (each) – A4 copy per page	10p	10p			
	LICENSING					
	The following fees do not incur VAT					
	<u>General Licensing</u>					
	Pavement Café Licence	180.00	190.00			
	Pavement Display Licence	155.00	155.00			
	Pet Shops	115.00	120.00			
	Animal Boarding	115.00	120.00			
	Dog Breeding	115.00	120.00		Minimal	

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12							
	Description	Existing Charge	New Charge	Financial Effect			
		£	£	£			
	Riding Establishments	225.00	230.00				
	Sex Shop Grant	3,600.00	3,700.00				
	Sex Shop Renewal	1,150.00	1,200.00				
	Sex Shop Transfer	1,150.00	1,200.00				
	Sexual Entertainment Venue (SEV) Grant	3,600.00	3,700.00				
	SEV Variation	3,600.00	3,700.00	}			
	SEV Renewal	1,150.00	1,200.00				
	SEV Grant / Variation / Renewal – Club Premises Certificates	750.00	750.00				
	Skin Piercing (Premises) Grant	280.00	280.00			Minimal	
	Skin Piercing (Personal) Grant	65.00	65.00				
	Skin Piercing Variation	65.00	65.00				
	Motor Salvage Operators (3 years)	70.00	70.00				
	Street Trading						
	November / December – Full Calendar Month	950.00	975.00	}			
	Week	375.00	385.00				
	Day (minimum 4)	80.00	85.00			Minimal	
	January / October – Full Calendar Month	640.00	660.00				
	Week	260.00	270.00				
	Day (minimum 4)	55.00	60.00				
	Note: The above to apply to itinerant traders. For regular all-year round traders the individual days and differential months to be removed and replaced with fees as follows :-						
	Annual Consent	6,850.00	7,000.00	}			
	If Paying Monthly	605.00	620.00			Minimal	
	If Paying Weekly	160.00	170.00				
	Buskers selling CD's – Half Day	25.00	25.00				
	Full Day	45.00	45.00				
	Mobile Vehicles (moving or layby)	250.00	260.00		Minimal		
	New Vendor Permits	35.00	35.00				
	Duplicate Licences	15.00	15.00				
	Administration Charge per hour or part thereof	35.00	35.00				
	Skip Hire Licence	15.00	15.00				
	Hoarding/Scaffold Licence	50.00	50.00				

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
<i>Statutory Fees – The following Gambling fees are set within statutory bands and will be revised as changed nationally</i>						
	Adult Gaming Centres – Annual Fee	600.00	600.00			
	New Application	1,300.00	1,300.00			
	Variation	1,300.00	1,300.00			
	Transfer	1,200.00	1,200.00			
	Provisional Statement	1,300.00	1,300.00			
	Licence Reinstatement	1,200.00	1,200.00			
	Betting Shops - Annual Fee	550.00	550.00			
	New Application	1,300.00	1,300.00			
	Variation	1,300.00	1,300.00			
	Transfer	1,200.00	1,200.00			
	Provisional Statement	1,300.00	1,300.00			
	Licence Reinstatement	1,300.00	1,300.00			
	Bingo Halls - Annual Fee	600.00	600.00			
	New Application	1,300.00	1,300.00			
	Variation	1,300.00	1,300.00			
	Transfer	1,200.00	1,200.00			
	Provisional Statement	1,300.00	1,300.00			
	Licence Reinstatement	1,200.00	1,200.00			
	Family Entertainment Centres (FEC) - Annual Fee	550.00	550.00			
	New Application	1,300.00	1,300.00			
	Variation	1,300.00	1,300.00			
	Transfer	950.00	950.00			
	Provisional Statement	1,300.00	1,300.00			
	Licence Reinstatement	950.00	950.00			
	Betting (tracks) – Annual Fee	550.00	550.00			
	New Application	1,300.00	1,300.00			
	Variation	1,300.00	1,300.00			
	Transfer	950.00	950.00			
	Provisional Statement	1,300.00	1,300.00			
	Licence Reinstatement	950.00	950.00			
<i>Permit Type – The following fees are set by statute and will be revised as changed nationally</i>						
	FEC gaming machine – Application fee	300.00	300.00			
	FEC gaming machine – Renewal fee	300.00	300.00			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	FEC gaming machine – Change of name	25.00	25.00			
	FEC gaming machine – Copy permit	15.00	15.00			
	Prize gaming – Application fee	300.00	300.00			
	Prize gaming – Renewal fee	300.00	300.00			
	Prize gaming – Change of name	25.00	25.00			
	Prize gaming – Copy permit	15.00	15.00			
	<i><u>Licensed Premises Gaming Machine Permits – The following fees are set by statute and will be revised as changed nationally</u></i>					
	Application Fee	100.00	100.00			
	Variation Fee	100.00	100.00			
	Transfer Fee	25.00	25.00			
	Annual Fee	50.00	50.00			
	Change of name	25.00	25.00			
	Copy Permit	15.00	15.00			
	Notice of intent to 2 or less gaming machines available	50.00	50.00			
	<i><u>Club Gaming & Club Machine Permits – The following fees are set by statute and will be revised as changed nationally</u></i>					
	Club Premises cert (S 72f Licencing Act 2003) application fee	100.00	100.00			
	Club Premises cert (S 72f Licencing Act 2003) renewal fee	100.00	100.00			
	Other applicants – application fee	200.00	200.00			
	Other applicants – renewal fee	200.00	200.00			
	Variation fee	100.00	100.00			
	Annual fee	50.00	50.00			
	Copy permit	15.00	15.00			
	<i><u>Small Society Lotteries – The following fees are set by statute and will be revised as changed nationally</u></i>					
	Initial fee	40.00	40.00			
	Annual fee	20.00	20.00			
	<i><u>Temporary use Notices – The following fees are set by statute and will be revised as changed nationally</u></i>					
	Temporary use notice	500.00	500.00			
	Copy/replacement/endorsed copy of notice	25.00	25.00			
	<i><u>Petroleum Licences – The following fees are set by statute and will be revised as changed nationally</u></i>					

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12					
	Description	Existing Charge	New Charge	Financial Effect	
		£	£	£	
	< 2,500 litres	41.00	41.00		
	2,500 – 50,000 litres	57.00	57.00		
	> 50,000 litres	118.00	118.00		
	Transfer / variation	8.00	8.00		
	<i><u>Licensing Act 2003 – The following fees are set by statute and will be revised as changed nationally</u></i>				
	Band A (RV £0 - £4,300) – Initial fee	100.00	100.00		
	Annual fee	70.00	70.00		
	Band B (RV £4,301 - £33,000) – Initial fee	190.00	190.00		
	Annual fee	180.00	180.00		
	Band C (RV £33,001 - £87,000) – Initial fee	315.00	315.00		
	Annual fee	295.00	295.00		
	Band D (RV £87,001 - £125,000) – Initial fee	450.00	450.00		
	Annual fee	320.00	320.00		
	Band E (RV > £125,001) – Initial fee	635.00	635.00		
	Annual fee	350.00	350.00		
	<i><u>Alcohol Multiplier – The following fees are set by statute and will be revised accordingly as changed nationally</u></i>				
	Band D Premises – Initial fee	900.00	900.00		
	Annual fee	640.00	640.00		
	Band E Premises – Initial fee	1,905.00	1,905.00		
	Annual fee	1,050.00	1,050.00		
	<i><u>Additional Capacity Fee – The following fees are set by statute and will be revised accordingly as changed nationally</u></i>				
	5,000 to 9,999 – Initial fee	1,000.00	1,000.00		
	Annual fee	500.00	500.00		
	10,000 to 14,999 – Initial fee	2,000.00	2,000.00		
	Annual fee	1,000.00	1,000.00		
	15,000 to 19,999 – Initial fee	4,000.00	4,000.00		
	Annual fee	2,000.00	2,000.00		
	20,000 to 29,999 – Initial fee	8,000.00	8,000.00		
	Annual fee	4,000.00	4,000.00		
	30,000 to 39,999 – Initial fee	16,000.00	16,000.00		
	Annual fee	8,000.00	8,000.00		
	40,000 to 49,999 – Initial fee	24,000.00	24,000.00		
	Annual fee	12,000.00	12,000.00		
	50,000 to 59,999 – Initial fee	32,000.00	32,000.00		
	Annual fee	16,000.00	16,000.00		
	60,000 to 69,999 – Initial fee	40,000.00	40,000.00		

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	Annual fee	20,000.00	20,000.00			
70,000 to 79,999 –	Initial fee	48,000.00	48,000.00			
	Annual fee	24,000.00	24,000.00			
80,000 to 89,999 –	Initial fee	56,000.00	56,000.00			
	Annual fee	28,000.00	28,000.00			
> 90,000 –	Initial fee	64,000.00	64,000.00			
	Annual fee	32,000.00	32,000.00			
	Personal Licence (10 years)	37.00	37.00			
	Provisional Statement	315.00	315.00			
	TEN	21.00	21.00			
	Theft / Loss of Licence / Notice	10.50	10.50			
	Variation of DPS	23.00	23.00			
	Transfer of Premises Licence	23.00	23.00			
	Interim Authority	10.50	10.50			
	Change of Name / Address	10.50	10.50			
	Freeholder / Leaseholder Register of Interest	21.00	21.00			
	Administration Charge (per hour or part thereof)	35.00	35.00			
	HACKNEY CARRIAGES					
	The following fees do not incur VAT					
	<u>Taxi Licencing</u>					
	Driver Licence (single)	70.00	70.00			
	Driver Licence (combined)	110.00	110.00			
	Hackney Carriage Vehicle Licence (excluding plate fee)	410.00	410.00			
	Private Hire Vehicle Licence (excluding plate fee)	375.00	375.00			
	Operator Levy	35.00	35.00			
	Private Hire Operator Licence (operating levy in addition to vehicle licence fee)	300.00	300.00			
	<u>Additional Charges</u>					
	Knowledge / Regs test (re-sits only)	30.00	30.00			
	Taxi Meter test	20.00	20.00			
	Plate (rear)	15.00	15.00			
	Plate (front)	10.00	10.00			
	Door Discs (each)	5.00	5.00			
	Tariff Card	2.00	2.00			
	Duplicate Driver Badge	10.00	10.00			
	Administration Charge (per hour or part – all	35.00	35.00			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	applicants)					
	ENVIRONMENTAL HEALTH					
	Pest Treatment Charges – All charges shown exclusive of VAT. Charges will be made plus the appropriate VAT rate.					
	Insects – per Treatment	57.00	58.50			
	Rodents in Industrial Premises – per Treatment	66.06	68.00			
	Rodents in Private Premises	No charge	No charge			
	<u>Prosecution Costs</u>					
	Hourly Rate for Preparation of Case Reports	35.50	37.50			
	TRADING STANDARDS (inclusive of VAT)					
	<u>Measures</u>					
	Linear measures not exceeding 3m or 10ft each scale	12.50	13.00			
	<u>Weighing Instruments (instruments calibrated to weigh only in Imperial or metric units)</u>					
	Not exceeding 15kg or 34lb	34.50	36.00			
	Exceeding 15kg (34lb) but not exceeding 100kg (224lb)	52.50	55.00			
	Exceeding 100kg (224lb) but not exceeding 250kg (650lb)	73.50	76.50			
	Exceeding 250kg (650lb) but not exceeding 1 tonne (2,240lb)	125.50	132.00			
	Exceeding 1 tonne (2,240lb) but not exceeding 10 tonnes (22,400lb)	202.50	212.50			
	Exceeding 10 tonnes (22,400lb) but not exceeding 30 tonnes (67,200lb)	424.50	445.50			
	Exceeding 30 tonnes (67,200lb) but not exceeding 60 tonnes (134,400lb)	631.50	663.00			
	Charge to cover any additional costs involved in testing instruments calibrated to weigh in both metric and imperial units or incorporating remote display or printing facilities – basic fee plus additional cost per person per hour on site (minimum charge per ½ hour)	96.00	101.00			
	NB Additional charge may be made where officers are					

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	requested to work outside normal office hours					
<u>Measuring Instruments for Intoxicating Liquor</u>						
	Not exceeding 5fl oz or 150ml	20.00	21.00			
	Other	23.00	24.00			
<u>Measuring Instruments for Liquid Fuels and Lubricants</u>						
Container Type (un-subdivided)						
	Multi-grade (with price computing device):	87.00	91.50			
	Single Outlets	120.00	126.00			
	Solely Price Adjustment	219.00	230.00			
	Otherwise					
Other Types – Single Outlets						
	Solely Price Adjustment	96.00	101.00			
	Otherwise	130.50	137.00			
Other Types – Multi Outlets:						
	1 Meter Tested	139.50	146.50			
	2 Meters Tested	229.50	241.00			
	3 Meters Tested	313.50	329.00			
	4 Meters Tested	399.00	419.00			
	5 Meters Tested	483.00	507.00			
	6 Meters Tested	567.00	595.50			
	7 Meters Tested	640.50	672.50			
	8 Meters Tested	740.50	777.50			
	Charge to cover any additional costs involved in testing ancillary equipment which requires additional testing on site, such as credit card acceptors, will be based on the basic fee plus additional cost per person per hour on site (minimum charge ½ hour)	96.00	101.00			
<u>Special Weighing and Measuring Equipment</u>						
	For all specialist work undertaken by the department which is not included above a charge per man per hour on site (minimum charge ½ hour) plus cost of provision of testing equipment	96.00	101.00			
NB – Additional charge may be made where officers are requested to work outside office hours						

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
<u>Licensing – VAT not applicable</u>						
<u>Poisons Act</u>						
	Initial Registration	37.50	39.50			
	Re-registration	20.00	21.00			
	Change in Details of Registration	11.00	11.50			
<u>Explosive Act (Statutory Fee)</u>						
	Registration of Premises	31.50	**			
	Licencing of Explosive Stores	63.00	**			
	Sale of Fireworks – Licencing	525.00	**			
<u>Prosecution Costs</u>						
	Hourly rate for Preparation of Case Reports	35.50	37.50			
	** these are statutory rates that are set centrally in April					
<u>Discounts</u>						
Fees from Measures to Certification Calibration will be discounted as follows :-						
a	Where more than a single item is submitted on one occasion the second and subsequent fees will be reduced by 25%					
b	Where tests are undertaken using appropriately certified weights and equipment not supplied by the Borough Council the fees will be reduced by 25%					
c	Special rates can be negotiated for multiple submissions or where assistance with equipment or labour is provided					
NB – Where different fees are involved the highest fee will be charged in full and any discounts calculated from the remaining lesser fees						
PARKING – all charges inclusive of VAT at 20%						
<u>Chesnut Street Lorry Park</u>						
	Per day	2.00	2.00			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	Per week	7.50	7.50			
	Overnight	4.00	4.00			
	<u>Car Parks – Premium Rate</u>					
	Abbotts Yard up to one hour	1.00	1.00			
	Abbotts Yard each additional hour	1.50	1.50			
	<u>Car Parks (Short Stay) – Per Hour</u>					
	Archer Street (Saturdays only)	1.00	1.00			
	Barnard Street / Winston Street	1.00	1.00			
	Beaumont Street	1.00	1.00			
	Commercial Street	1.00	1.00			
	Garden Street (Saturdays only)	1.00	1.00			
	Kendrew Street East (Saturdays only)	1.00	1.00			
	Town Hall	1.00	1.00			
	Covered Market (30 minutes only)	1.00	1.00			
	<u>Car Parks – Long Stay</u>					
	<u>Park Place East / West</u>					
	Per hour	1.00	1.00			
	Per day	4.00	4.00			
	Per week	15.00	15.00			
	<u>Hird Street</u>					
	Per hour	1.00	1.00			
	Per day	4.00	4.00			
	Per week	15.00	15.00			
	<u>St Hildas</u>					
	Per hour	1.00	1.00			
	Per day	4.00	4.00			
	Per week	15.00	15.00			
	<u>Archer Street (Monday to Friday)</u>					
	Per day	4.00	4.00			
	Per week	15.00	15.00			
	<u>Central House (Saturday and Bank Holidays)</u>					
	Per day	4.00	4.00			
	<u>Garden Street (Monday to Friday)</u>					
	Per day	4.00	4.00			
	Per week	15.00	15.00			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
Kendrew Street East (Monday to Friday)						
	Per day	4.00	4.00			
	Per week	15.00	15.00			
Kendrew Street West						
	Per day	4.00	4.00			
	Per week	15.00	15.00			
Chesnut Street						
	Per day	2.00	2.00			
	Per week	7.50	7.50			
Car Parking – On Street						
	Per half hour	0.50	0.50			
Car Parks – Daily Charge						
	Park Lane	7.00	7.00			
Car Parks – Contract Car Parking						
	Per Calendar Month	60.00	60.00			
Car Parks – Staff and Members Passes (per year)						
	Central House	173.00	173.00			
	Town Hall	173.00	173.00			
	All Car Parks and On-Street Parking Bays Sundays – flat rate charge per day	-	1.00	82,500		
BUILDING CONTROL						
	Items inclusive of VAT at 20%					
	Letter confirming exemption	3.00	3.00			
	Letter confirming enforcement action will not be taken	3.00	3.00			
Decision / Approval Notice (Building Control)						
	Letter confirming completion	3.00	3.00			
	Site inspection to determine information	14.50	14.50			
	Responding to request for historical information from electronic databases (email response)	4.20	4.20			
	Responding to request for historical information	5.20	5.20			

CORPORATE SERVICES DEPARTMENT – SCHEDULE OF CHARGES 2011/12						
	Description	Existing Charge	New Charge	Financial Effect		
		£	£	£		
	from electronic databases (letter response)					
	Responding to request for historical information from manually recorded data (email response)	12.50	12.50			
	Responding to request for historical information from manually recorded data (letter response)	13.50	13.50			
	Expediting search for historical information	10.00	10.00			
	<u>Copy Documents - Monochrome</u>					
	A4 Photocopy (excluding plans) – first page	1.00	1.00			
	subsequent pages	0.10	0.10			
	A3 Photocopy (excluding plans) – first page	1.20	1.20			
	subsequent pages	0.20	0.20			
	A2 Photocopy (excluding plans) – first page	1.50	1.50			
	A1 Photocopy (excluding plans)	2.00	2.00			
	A0 Photocopy (excluding plans)	2.50	2.50			
	<u>Copy Documents - Colour</u>					
	A4 Photocopy (excluding plans) – first page	2.00	2.00			
	subsequent pages	1.00	1.00			
	A3 Photocopy (excluding plans) – first page	3.00	3.00			
	subsequent pages	2.00	2.00			
	A2 Photocopy (excluding plans) – first page	6.00	6.00			
	A1 Photocopy (excluding plans)	10.00	10.00			
	A0 Photocopy (excluding plans)	12.00	12.00			
	<u>All charges shown in Tables A to E below are exclusive of VAT. Charges will be made plus the appropriate VAT rate</u>					

TABLE A

STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING

Number of Dwellings	Plan Charge £	Inspection Charge £	Building Notice Charge £	Regularisation Charge £	Additional Charge* £
(1)	(2)	(3)	(4)	(5)	(6)
1	180.00	420.00	600.00	810.00	200.00
2	240.00	560.00	800.00	1080.00	300.00
3	307.50	717.50	1025.00	1384.00	400.00
4	367.50	857.50	1225.00	1654.00	500.00
5	405.00	945.00	1350.00	1823.00	600.00
6	465.00	1085.00	1550.00	2093.00	650.00
7	510.00	1190.00	1700.00	2295.00	700.00
8	555.00	1295.00	1850.00	2498.00	750.00
9	600.00	1400.00	2000.00	2700.00	800.00
10	653.00	1522.00	2175.00	2937.00	850.00
11	705.00	1645.00	2350.00	3173.00	900.00
12	750.00	1750.00	2500.00	3375.00	950.00
13	795.00	1855.00	2650.00	3577.00	1000.00
14	825.00	1925.00	2750.00	3713.00	1050.00
15	885.00	2065.00	2950.00	3983.00	1100.00
16	930.00	2170.00	3100.00	4185.00	1150.00
17	983.00	2292.00	3275.00	4421.00	1200.00
18	1028.00	2397.00	3425.00	4624.00	1250.00
19	1065.00	2485.00	3550.00	4793.00	1300.00
20	1110.00	2590.00	3700.00	4995.00	1350.00

Note: for 20 or more dwellings or if the floor area of a dwelling exceeds 300m² the charge is individually determined.

* An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5)(g) or (h) of The Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.

TABLE B

**STANDARD CHARGES FOR OTHER BUILDING WORK
DOMESTIC EXTENSIONS TO A SINGLE BUILDING**

Category	Description	Plan Charge £	Inspection Charge £	Building Notice Charge £	Regularisation Charge £	Additional Charge £
1	Single storey extension floor area not exceeding 10m ²	110.00	165.00	275.00	372.00	200.00
2	Single storey extension floor area exceeding 10m ² but not exceeding 40m ²	135.00	265.00	400.00	540.00	200.00
3	Single storey extension floor area exceeding 40m ² but not exceeding 100m ²	150.00	350.00	500.00	675.00	200.00
4	Two story extension not exceeding 40m ²	135.00	265.00	400.00	540.00	200.00
5	Two story extension exceeding 40m ² but not exceeding 200m ²	150.00	350.00	500.00	675.00	200.00
6	Loft conversion that does not include the construction of a dormer	135.00	265.00	400.00	540.00	200.00
7	Loft conversion that includes the construction of a dormer	135.00	315.00	450.00	608.00	200.00
8	Erection or extension of a non-exempt detached domestic garage or carport up to 100m ²	150.00	-	150.00	202.00	200.00
9	Erection or extension of a non-exempt attached single storey extension of a domestic garage or carport up to 100m ²	75.00	125.00	200.00	270.00	200.00
10	Conversion of an integral or attached garage to a habitable room(s)	75.00	125.00	200.00	270.00	200.00
11	Alterations to extend or create a basement up to 100m ²	75.00	125.00	200.00	270.00	200.00

TABLE C

DOMESTIC ALTERATIONS TO A SINGLE BUILDING

Category of Work		Basis of Charge	Plan Charge	Inspection Charge	Building Notice Charge	Details of any reduction for work carried out at the same time as work referred to in Table B	Regularisation Charge
			£	£	£		£
The installation of any controlled fitting or other building work ancillary to the building of an extension		Included in the charge for an extension					
1	Underpinning	Fixed price.	60.00	140.00	200.00	-	270.00
2	Renovation of a thermal element to a single dwelling	Fixed price	75.00	-	75.00	-	101.00
3	Internal alterations, installation of fittings (not electrical) and/or, structural alterations If ancillary to the building of the extension no additional charge)	Fixed price based on estimated cost bands, Estimated cost of £1,000 or less Estimated cost exceeding £1,000 up to £5,000 Estimated cost exceeding £5,000 up to £25,000 Estimated cost exceeding £25,000 and up to £50,000 Estimated cost exceeding £50,000 up to £100,000	75.00 150.00 90.00 135.00 150.00	- - 210.00 315.00 350.00	75.00 150.00 300.00 450.00 500.00	50% 50% - - -	101.00 202.00 405.00 608.00 675.00
4	Window replacement (non competent person scheme)	Fixed price grouped by numbers of windows,					

Category of Work		Basis of Charge	Plan Charge £	Inspection Charge £	Building Notice Charge £	Details of any reduction for work carried out at the same time as work referred to in Table B	Regularisation Charge £
		Per installation of 1 window	75.00	-	75.00	50%	101.00
		Per installation more than 1 window up to 20 windows	150.00	-	150.00	50%	202.00
		Per installation over 20 windows	60.00	140.00	200.00	-	275.00
5	Electrical work (Not competent persons scheme)	Fixed price based on extent of works					
		Any electrical work other than the re-wiring of a dwelling.	60.00	140.00	200.00	-	270.00
		The re-wiring or new installation in a dwelling.	75.00	175.00	250.00	-	338.00

TABLE D

NON-DOMESTIC WORK – EXTENSIONS AND NEW BUILD

Category of Work		Building Usage											
		Other Residential (Institution and Other)			Assembly and Recreational use			Industrial and Storage usage			All Other use Classes		
		Plan Charge £	Inspection Charge £	Regularisation Charge	Plan Charge £	Inspection Charge £	Regularisation Charge £	Plan Charge £	Inspection Charge £	Regularisation Charge £	Plan Charge £	Inspection Charge £	Regularisation Charge £
1	Floor area not exceeding 10m ²	180.00	420.00	810.00	180.00	420.00	810.00	100.00	125.00	304.00	120.00	280.00	540.00
2	Floor area exceeding 10m ² but not exceeding 40m ²	210.00	490.00	945.00	210.00	490.00	945.00	110.00	165.00	372.00	150.00	350.00	675.00
3	Floor area exceeding 40m ² but not exceeding 100m ²	240.00	560.00	1080.00	240.00	560.00	1080.00	120.00	180.00	405.00	180.00	420.00	810.00
4	Floor area exceeding 100m ² but not exceeding 200m ²	270.00	630.00	1215.00	270.00	630.00	1215.00	140.00	210.00	473.00	195.00	455.00	878.00

The amount of time to carry out the building functions varies, dependent on the different use categories of building.

The amount of time to check and inspect a building used for industrial and storage use is less than that for other use, same size buildings and the charge for an assembly use building is higher due to the additional time in respect of this type of work. The use of a building is different under the provisions of the Building Regulations 2000 (as amended). For further definitions see Building Regulations Approved Documents to Part B.

Note: A basement is considered to be a storey and there is an additional charge of £170 if this work is in relation to a basement.

TABLE E**ALL OTHER NON DOMESTIC WORK – ALTERATIONS**

	Category of Work	Basis of Charge	Plan Charge £	Inspection Charge £	Regularisation Charge £
1	The installation of any fitting or other work ancillary to the building or extension.	Included in the charge for the building.			
2	Underpinning	Estimated cost up to £50,000	120.00	280.00	540.00
		Estimated cost exceeding £50,000 and up to £100,000	150.00	350.00	675.00
		Estimated cost exceeding £100,00 up to £250,000	165.00	385.00	742.00
3	Window replacement (non competent persons scheme)	Fixed price grouped by numbers of windows.			
		Per installation up to 20 windows	150.00	-	202.00
		Per installation over 20 windows up to 50 windows	67.50	157.50	304.00
4	New shop front(s)	Fixed price grouped by numbers			
		Per installation up to 20 windows	150.00	-	202.00
		Per installation over 20 windows up to 50 windows	67.50	157.50	304.00
5	Renovation of a thermal element	Estimated cost up to £50,000	105.00	245.00	473.00
		Estimated cost exceeding £50,000 and up to £100,000	150.00	350.00	675.00
		Estimated cost exceeding £100,00 up to £250,000	165.00	385.00	742.00
6	Alterations not described elsewhere including structural alterations and installation of controlled fittings	Estimated cost up to £5,000	175.00	-	236.00
		Estimated cost exceeding £5,000 up to £25,000	90.00	210.00	405.00
		Estimated cost exceeding £25,000 up to £50,000	105.00	245.00	472.00
		Estimated cost exceeding			

	Category of Work	Basis of Charge	Plan Charge £	Inspection Charge £	Regularisation Charge £
		£50,000 up to £100,000	120.00	280.00	540.00
		Estimated cost exceeding £100,000 up to £250,000	135.00	315.00	607.00
7	Installation of a mezzanine floor	Fixed price based on floor area			
		Up to 100m ²	60.00	140.00	270.00
		Over 100m ² up to 500m ²	150.00	350.00	675.00
8	Office fit out	Fixed price based on floor area bands			
		Up to 100m ²	60.00	140.00	270.00
		Floor area over 100m ² up to 500m ²	112.50	262.50	506.00
		500m ² to 2000m ²	150.00	350.00	675.00
9	Shop fit out	Fixed price based on floor area bands			
		Floor area up to 100m ²	60.00	140.00	270.00
		Floor area over 100m ² up to 500m ²	112.50	262.50	506.00
		500m ² to 2000m ²	150.00	350.00	675.00

Additional Charge for the Change of Use of a Building

The charge is £75 where there are no associated substantive building works required to change the use of the building. This charge can be discounted from any application or notice received when substantive works are required.

This additional charge does not apply in relation to a building used for residential purposes that is altered to create more or fewer dwellings.

TRAIL OF MTFP DEVELOPMENT

<u>MTFP Approved February 2010</u>	2011-12	2012-13	2013-14
	£M	£M	£M
Departmentally managed expenditure	74.647	76.172	77.152
Financing costs	4.784	3.979	4.613
Joint Bodies & Levies	0.616	0.631	0.646
National Insurance increase	0.600	0.600	0.600
Headroom	1.000	1.750	2.000
Net expenditure	81.647	83.132	85.011
Assumed reductions in specific grants & ABG	0.889	1.778	2.667
Future efficiencies & savings programme	(4.300)	(6.900)	(10.400)
Total Net Expenditure	78.236	78.010	77.278

<u>Grant Changes</u>	2011-12	2012-13	2013-14	2014-15
	£M	£M	£M	£M
Initial Net expenditure	81.647	83.132	85.011	86.378
ADD Mid year grant reductions	0.919	0.919	0.919	0.919
ADD Grants transferred into Formula Grant	8.137	8.137	8.137	8.137
ADD Reductions in specific grants & ABG	2.119	2.108	2.108	2.108
Net Expenditure after grant changes	92.822	94.296	96.175	97.542

<u>Changes included in draft budget</u>	2011-12	2012-13	2013-14	2014-15
	£M	£M	£M	£M
Net Expenditure after grant changes	92.822	94.296	96.175	97.542
LESS Headroom in 2010-14 MTFP	(1.000)	(1.750)	(2.000)	(2.000)
ADD Headroom in 2011-15 MTFP	0.000	1.500	1.750	2.000
ADD Pressures (Appendix 6)	3.096	2.760	3.845	3.851
ADD Contingencies (Appendix 6)	1.569	3.108	2.990	3.023
LESS Pay award provision included in contingencies	(0.575)	(1.425)	(1.425)	(1.425)
LESS Change in Financing costs	(0.814)	0.105	(0.114)	(0.041)
LESS Change in National Insurance	(0.300)	(0.300)	(0.300)	(0.300)
Net Expenditure Before Savings	94.798	98.294	100.921	102.650
LESS Mid year review	(1.399)	(1.399)	(1.399)	(1.399)
LESS Savings in draft budget (Appendix 7)	(1.931)	(2.407)	(1.986)	(1.973)
Draft Net Expenditure	91.468	94.488	97.536	99.278

<u>Resource Projections</u>	2011-12	2012-13	2013-14	2014-15
	£M	£M	£M	£M
Formula Grant	41.271	38.062	37.467	34.554
Council Tax Freeze Grant	0.997	0.997	0.997	0.997
New Homes Bonus Grant	0.275	0.275	0.275	0.275
Total General Grant Resources	42.543	39.334	38.739	35.826
Council Tax	39.847	41.042	42.485	43.978
Total Projected Resources	82.390	80.376	81.224	79.804

<u>Projected Gap before Savings Proposals</u>	2011-12	2012-13	2013-14	2014-15
	£M	£M	£M	£M
Draft Net Expenditure	91.468	94.488	97.536	99.278
Total Projected Resources	82.390	80.376	81.224	79.804
Initial Gap	9.078	14.112	16.312	19.474

<u>Savings Proposals and Targets</u>	2011-12	2012-13	2013-14	2014-15
	£M	£M	£M	£M
Initial Gap	9.078	14.112	16.312	19.474
Savings Proposals (Appendix 8)	(6.983)	(11.147)	(11.795)	(11.790)
Remaining Gap	2.095	2.965	4.517	7.684
Proposed Use of Reserves	(2.095)	0	0	0
Future Savings Targets	0.000	2.965	4.517	7.684

<u>Reserves</u>	2011-12	2012-13	2013-14	2014-15
	£M	£M	£M	£M
Projected Opening Balance (Excluding Risk Reserves)	7.519	1.184	1.184	1.184
LESS Redundancy and Decommissioning Reserve	(4.240)			
Proposed Use of Reserves	(2.095)			
Projected Closing Balance (Excluding Risk Reserves)	1.184	1.184	1.184	1.184

**REVENUE ESTIMATES
2011/12
SUMMARY**

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Children's Services	11,567	101,188	(6,328)	(81,811)	13,049
Community Services	46,207	119,744	(24,875)	(45,963)	48,906
Chief Executive	6,429	10,033	(1,303)	(371)	8,359
Corporate Services	10,159	17,119	(7,581)	(150)	9,388
Departmental Total	74,362	248,084	(40,087)	(128,295)	79,702
Joint Bodies & Levies	650	646	0	0	646
Pre Budget Report National Insurance	0	300	0	0	300
Contingencies	0	1,569	0	0	1,569
Financing Costs	3,794	3,970	0	0	3,970
Council wide Pressures / (Savings)	(20)	(1,702)	0	0	(1,702)
Total	78,786	252,867	(40,087)	(128,295)	84,485

Revenue Estimates 2011/12
Childrens Services

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Schools Budget	53,152	61,555	0	0	61,555
School Improvement & Development	12,905	4,970	(1,444)	(2,562)	964
Partnerships Budget	5,925	6,307	(1,537)	(4,255)	515
Library Department	1,171	1,023	(138)	0	885
Children's & Families Budget	11,860	13,225	(1,333)	(436)	11,456
Planning & Resources	11,703	14,108	(1,876)	(4,459)	7,773
Specific Grants	(24,242)				0
Total	72,476	101,188	(6,328)	(11,712)	83,148
Less Dedicated Schools Grant	(60,909)			(70,099)	(70,099)
Total Children's Services	11,567	101,188	(6,328)	(81,811)	13,049

Revenue Estimates 2011/12
Community Services

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
General					
Art Centre, Civic Theatre & Art Collection	1,247	3,172	(2,240)	(120)	812
Building Design Services	(64)	490	(544)	0	(54)
Indoor Bowls Club	24	24	0	0	24
CCTV	403	497	(160)	0	337
Cemeteries and Crematorium	(573)	608	(1,253)	0	(645)
Countryside & Allotments	352	239	(38)	(3)	198
Dolphin Centre	1,858	3,468	(1,769)	0	1,699
Eastbourne Sports Complex	123	241	(108)	0	133
Grants	34	34	0	0	34
Highways	4,212	4,658	(457)	0	4,201
Markets	(136)	486	(590)	0	(104)
Outdoor Events	216	0	0	0	0
Performance Development	91	136	(42)	0	94
Capital Projects	9	165	(153)	0	12
Public Conveniences	102	103	(50)	0	53
Property and Premises support	120	255	(134)	0	121
Railway Museum	293	316	(48)	0	268
Street Scene	5,842	6,733	(1,507)	0	5,226
Sports Development	176	270	(113)	(20)	137
Stray dogs	69	71	(1)	0	70
Stressholme Golf Course and Club House	41	441	(411)	0	30
Tourism	91	15	0	0	15
Transport	(395)	(357)	(50)	0	(407)
Waste Management	3,129	3,397	0	0	3,397
Works Property and Other Expenses	117	112	0	0	112
Christmas Lights	31	31	0	0	31
Anti Social Behaviour Team	352	216	0	0	216
Total General	17,764	25,821	(9,668)	(143)	16,010

Community Services -continued

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Housing					0
Housing & Council Tax Benefits	(148)	44,741	0	(44,841)	(100)
Improvement Grants Admin.	21	52	(30)	0	22
Housing Renewal Team	176	168	(41)	0	127
Land Rental/Leasing Income & Housing Act advances	(19)	1	(1)	0	0
Housing Benefits Administration	341	1,316	(72)	(939)	305
Community Housing Services	225	211	0	0	211
Housing Options	129	259	(80)	(40)	139
Welfare Services	164	165	0	0	165
Northumbrian Water Commission	(131)	0	(149)	0	(149)
Service Strategy & Regulation	62	60	0	0	60
Voluntary Sector Payments	134	134	0	0	134
Key Point of Access	0	60	(63)	0	(3)
Asylum Seekers	0	344	(347)	0	(3)
Supporting People Admin	177	168	(169)	0	(1)
Supporting People Programme	0	3,595	0	0	3,595
Total Housing	1,131	51,274	(952)	(45,820)	4,502
DLO profits	(762)		(970)		(970)
Adult Services					0
Purchase of External Care	17,841	29,221	(10,686)		18,535
Learning Disability	2,531	2,853	(423)		2,430
Mental Health	866	1,061	(81)		980
Older People	816	833	(71)		762
Disability and Intermediate Care Services	3,505	3,860	(329)		3,531
Service Development and Integration	2,515	3,459	(333)		3,126
NHS funding to support social care and benefit health	0	1,362	(1,362)	0	0
Total Adults Services	28,074	42,649	(13,285)	0	29,364
Total Community Services	46,207	119,744	(24,875)	(45,963)	48,906

Revenue Estimates 2011/12

Chief Executives

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Chief Executive	224	233	0	0	233
Policy Unit	404	405	0	0	405
Communications Unit	135	353	(173)	0	180
Community Partnership & Engagement	547	755	0	0	755
Welfare Rights	49	47	0	0	47
Darlington Partnership	29	64	(50)	0	14
Safer Communities	127	278	(13)	(148)	117
Director of Place	305	318	0	0	318
Planning & Economic Strategy	615	650	(1)	(68)	581
Development	260	856	(498)	(105)	253
Economic Regeneration	443	434	0	0	434
Transport Policy	201	483	(66)	0	417
Supported Transport Services	319	381	(13)	0	368
Concessionary Fares	2,080	3,304	0	0	3,304
Shop Mobility	64	60	0	0	60
Residual Costs of Transport Act	44	43	0	0	43
Public Health	10	10	0	0	10
Council Wide Savings	(9)	(27)	0	0	(27)
Youth Offending	582	1,386	(489)	(50)	847
Total Chief Executives	6,429	10,033	(1,303)	(371)	8,359

Revenue Estimates 2011/12

Corporate Services

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Director of Resources and Secretarial Support	450	437	(12)	0	425
Financial Services	495	717	(210)	0	507
Council Tax and NNDR Collection	290	704	(254)	(150)	300
Parish Grants	35	35	0	0	35
Corporate Assurance	329	408	(85)	0	323
AD Transformation	106	107	0	0	107
Business Transformation & Procurement	620	551	(375)	0	176
Property Management	329	372	(67)	0	305
Land and Property	443	983	(572)	0	411
Performance and Development	40	9	0	0	9
Borough Solicitor and Legal Services	625	861	(232)	0	629
Registrars of births, deaths and marriages	(10)	185	(193)	0	(8)
Town Hall	909	1,026	(100)	0	926
Democratic	473	569	(4)	0	565
Corporate Management	1,816	1,820	0	0	1,820
Customer Services	680	744	(224)	0	520
Complaints Management	109	111	0	0	111
AD Public Protection	101	102	0	0	102
Building Control	144	414	(394)	0	20
Parking	(1,544)	1,307	(2,917)	0	(1,610)
Environmental Health	563	521	(30)	0	491
Pest Control	33	45	(13)	0	32
Emergency Planning	118	120	0	0	120
Hackney Carriages	0	140	(140)	0	0
Licensing	(46)	119	(164)	0	(45)
Trading Standards	381	348	(3)	0	345
Human Resources	664	1,394	(677)	0	717
Proposed Corporate Savings	(404)	(322)	0	0	(322)
Xentrall Services (D & S Partnership)	2,410	3,292	(915)	0	2,377
Total Corporate Services	10,159	17,119	(7,581)	(150)	9,388

Revenue Estimates 2011/12

Joint Bodies & Levies

	2010/11	2011/12			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Coroners Service	143	154	0	0	154
Environment Agency Levy	81	84	0	0	84
Tess Valley Unlimited	426	408	0	0	408
Total Joint Bodies & Levies	650	646	0	0	646

CAPITAL PROGRAMME – 2011 TO 2015

	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
Resources					
Capital Grants	12,975	11,765	11,721	11,549	48,010
Revenue Contributions	2,340	1,445	1,080	868	5,733
Departmental Prudential Borrowing	3,546	-	-	-	3,546
HRA Capital Receipts	300	350	350	350	1,350
Total Resources	19,161	13,560	13,151	12,767	58,639
Commitments - see below	19,161	13,560	13,151	12,767	58,639
Resources Available for Investment	-	-	-	-	-
Children's Services					
Basic Needs funding - priority must be given to the provision of sufficient places across the Primary Sector to meet Basic Need	1,554	1,554	1,554	1,554	6,216
Capital Maintenance funding for LA maintained schools - priority will be given to key priorities identified through the locally agreed Asset Management Planning process	1,618	1,618	1,618	1,618	6,472
LCVAP funding for VA Schools - Priorities to be agreed by the Diocese in discussion with VA Schools	333	333	333	333	1,332
DFC for LA maintained schools - funding directed to schools on a formula basis to be spent in line with the locally agreed Asset Management Planning process	286	286	286	286	1,144
DFC funding for VA - priorities to be agreed by the Diocese in discussion with VA Schools	76	76	76	76	304
	3,867	3,867	3,867	3,867	15,468
Housing					
Adaptations	371	382	393	404	1,550
Windsor Court	-	-	-	-	-
Rockwell House	1,900	-	-	-	1,900
Pavement Crossings	25	25	25	25	100
Ted Fletcher Court	1,400	-	-	-	1,400
Digital Television aerials	50	-	-	-	50
Energy Efficiency Works	500	500	572	572	2,144

Garage Improvements	50	50	50	50	200
Heating Replacement including redecoration	743	743	743	833	3,062
Internal Planned Maintenance including redecoration	1,299	1,605	1,800	1,500	6,204
Internal planned maintenance additions	150	150	150	150	600
Parkside	2,202	-	-	-	2,202
Prepaint Joinery	100	100	100	100	400
Roofwork	50	50	400	400	900
Structural Repairs	120	120	120	120	480
Lifeline Services	100	80	80	80	340
Environmental works	650	1,500	500	500	3,150
Professional Fees	250	250	250	250	1,000
Disabled Facilities Grants	371	371	371	371	1,484
	10,331	5,926	5,554	5,355	27,166
Transport					
Highway Maintenance	1,640	1,658	1,658	1,658	6,614
Integrated Transport	683	729	729	729	2,870
Tees Valley Bus Network Improvement	2,380	1,114	1,077	892	5,463
	4,703	3,501	3,464	3,279	14,947
Other Capital Programmes					
Adults' Personal Social Services	260	266	266	266	1,058
	260	266	266	266	1,058
Total Spending Plans	19,161	13,560	13,151	12,767	58,639

MEDIUM TERM FINANCIAL PLAN 2011 to 2015

	2011-12 £M	2012-13 £M	2013-14 £M	2014-15 £M
Net Expenditure				
Children's Services	13.049	10.705	10.762	10.955
Community Services	48.906	48.868	50.036	51.003
Chief Executive	8.359	8.326	8.455	8.568
Corporate Services	9.388	8.831	9.322	9.435
Pre Budget Report National Insurance	0.300	0.300	0.300	0.300
Joint Boards and Levies	0.646	0.591	0.604	0.619
Financing Costs	3.970	4.084	4.499	4.572
Headroom	0.000	1.500	1.750	2.000
Council Wide Pressures/(Savings)	(1.702)	(2.972)	(2.977)	(2.987)
Contingencies	1.569	3.108	2.990	3.023
Net Expenditure	84.485	83.341	85.741	87.488
Future efficiency and savings programme		(2.965)	(4.517)	(7.684)
Total Net Expenditure	84.485	80.376	81.224	79.804
Resources - Projected and assumed				
Formula Grant	41.271	38.062	37.467	34.554
Council Tax	39.847	41.042	42.485	43.978
Council Tax Freeze Grant	0.997	0.997	0.997	0.997
New Homes Bonus Grant	0.275	0.275	0.275	0.275
Total Resources	82.390	80.376	81.224	79.804
Contribution to/(from) revenue balances	(2.095)	0.000	0.000	0.000
Balances				
Opening balance	13.519	7.184	7.184	7.184
Less Redundancy and Decommissioning reserve	(4.240)			
Contribution to/(from) balances	(2.095)	0.000	0.000	0.000
Closing Balance	7.184	7.184	7.184	7.184

Council Tax				
Planned and Indicative Increases	0%	3%	3%	3%
Weekly Band A Increase	Nil	45p	45p	45p

Section 1

General Fund Revenue & Capital Budget

Setting the Council Tax for 2011/12

- report to Council 3rd March 2011

SETTING THE COUNCIL TAX FOR 2011/12

**Responsible Cabinet Member – Councillor Chris McEwan,
Efficiency & Resources Portfolio**

Responsible Director – Paul Wildsmith, Director of Resources

SUMMARY REPORT

Purpose of the Report

1. The Local Government Finance Act 1992 (referred to as “the Act” in this report) requires the Council to set its council tax for 2011/12 before 11 March 2011.

Summary

2. The budget recommended to Council by Cabinet on 22 February 2011 will result in Band D council tax of £1,151.03, if approved by Council. County Durham and Darlington Fire and Rescue Authority has set its band D council tax for 2011/12 at £87.84. Durham Police Authority has set its band D council tax for 2011/12 at £153.41. There will also be an additional council tax in any parish area where a precept has been issued. The Council, Fire and Police Authorities Council Taxes for 2011/12 are zero increases from 2010/11.

Recommendation

3. It is recommended that :-
 - (a) the following amounts be calculated by the Council for 2011/12 in accordance with sections 32 to 36 of the Act and relevant regulations:-
 - (i) the aggregate of the amount which the Council estimates for the items set out in Section 32(2) (a) to (e) of the Act, which is its expenditure £252,943,848
 - (ii) the aggregate of the amounts which the Council estimates for the items set out in Sections 32(3) (a) to (c) of the Act, which is its income £171,747,928
 - (iii) the amount by which (i) exceeds (ii) calculated by the Council for the year in accordance with Section 32(4) of the Act as its budget requirement £81,195,920

- (iv) the aggregate of the sums which the Council estimates will be payable into the General Fund in respect of Revenue Support Grant £9,744,955, redistributed Business Rate Grant £31,526,574, reduced by the amount the Council estimates will be transferred from the General Fund to the Collection Fund as its deficit in respect of Council Tax, £200,000, in accordance with Section 97(4) of the Act £41,071,529
- (v) the amount calculated by the Council in accordance with Section 33 of the Act, as the basic amount of council tax for the year £1,153.24
- (vi) the aggregate amount of all special items referred to in Section 34(1) of the Act £76,848
- (vii) the basic council tax for 2011/12 calculated in accordance with Section 34(2) for dwellings in those areas that have no parish precepts or other special items £1,151.03
- (viii) the basic council tax for 2011/12 calculated in accordance with Section 34(3) for dwellings in those areas that have parish precepts be as set out in **Appendix 2**, column 5.
- (ix) the amounts of council tax at items (vii) and (viii) multiplied by the proportion set out in paragraph 17 which is applicable to each category of dwelling in its area, in accordance with Section 36 of the Act be as set out in **Appendix 3**

- (b) It be noted that for the year 2011/12 Durham Police Authority has stated the following amounts in the precept issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwellings shown : -

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Police Authority	102.27	119.32	136.36	153.41	187.50	221.59	255.68	306.82

- (c) It be noted that for the year 2011/12 County Durham and Darlington Fire and Rescue Authority has stated the following amounts in the precept issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwellings shown: -

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Fire Authority	58.56	68.32	78.08	87.84	107.36	126.88	146.40	175.68

- (d) The Council, in accordance with Section 30(2) of the Act hereby sets the amounts set out in **Appendix 4** as the amounts of council tax for 2011/12 for each of the categories of dwellings.

Reasons

4. The recommendations are supported to set the Council Tax for the Council's area in accordance with statutory requirements.

Paul Wildsmith
Director of Resources

Background Papers

- (i) Local Government Finance Settlement 2011/12
- (ii) Police Authority Precept notification.
- (iii) Fire Authority Precept notification.
- (iv) Parish Council Precept notification.

David Hall : Extension 2303

S17 Crime and Disorder	The report does not contain any Crime and Disorder implications
Health and Well Being	The report does not contain any proposals relating to the health and well being of residents
Carbon Impact	There are no carbon impact implications in this report
Diversity	There are no diversity implications in this report
Wards Affected	All Wards are affected equally
Groups Affected	All Groups are affected equally
Budget and Policy Framework	This report must be considered by Council
Key Decision	This report must be considered by Council
Urgent Decision	The Council's Medium Term Financial Plan, Budget and Council Tax require approval by full Council
One Darlington: Perfectly Placed	This report follows from the Corporate Plan and Financial Plan and budget reports, which specifically addresses key issues involved in the Council's contribution to delivering the Sustainable Community Strategy vision.
Efficiency	There are no efficiency implications in this report

MAIN REPORT

Information and Analysis

5. In setting the council tax, the Council is required to make certain calculations and to approve a number of resolutions in accordance with the Act. The detailed calculations are set out in **Appendices 1 to 4**. The recommended basic council tax including Fire and Police Precepts for a Band D property is £1,392.28. County Durham and Darlington Fire and Rescue Authority has set its band D council tax for 2011/12 at £87.84. Durham Police Authority has set its band D council tax for 2011/12 at £153.41. There will also be an additional council tax in any parish area where a precept has been issued.
6. The Act requires authorities to calculate their net budget requirement for the coming financial year and to determine the demand on the Collection Fund, from which council tax levels are calculated. The details of these calculations are set out in **Appendix 1**.
7. Cabinet considered the draft Medium Term Financial Plan (MTFP) on 18 January 2011 and approved the plan for consultation. All scrutiny committees considered the draft plan and reported views to Cabinet, via the meeting of Resources Scrutiny Committee on 7 February 2011. Cabinet considered the MTFP again on 22 February 2011.
8. The total budget requirement for 2011/12 is £81,195,920. This figure includes parish precepts of £76,848. The budget is due to be confirmed by this Council meeting prior to the setting of the council tax contained in this report.
9. The Government has announced the level of grant support for 2011/12 and notified the authority that the Revenue Support Grant will be £9,744,955 and the Business Rate Grant will be £31,526,574.
10. The Council also has to determine the estimated surplus or deficit on its Collection Fund at 31st March 2011. The estimated surplus/deficit for the council tax is shared between this Council, the Police Authority and the Fire Authority in proportion to the 2010/11 demands/precepts. It is estimated that the deficit on the Collection Fund at 31st March 2011 will be £242,000, of which the Council's share is £200,000.
11. The Council's demand on the Collection Fund for council tax purposes for 2011/12, as calculated in accordance with Section 32 of the Act, is £40,124,391.

The Council Tax Calculations

Basic Council Tax

12. The Council set its tax base at 34,792.75 at the meeting on 27 January 2011 along with the tax bases for various parish councils and meetings. These are shown in **Appendix 2** (column 2).

13. The basic council tax must first be calculated by dividing the demand on the Collection Fund by the approved tax base as follows:-

$$\frac{£40,124,391}{34,792.75} = £1,153.24$$

14. From this figure the parish precepts, which the Act refers to as special items, are deducted as follows:-

$$\frac{£76,848}{34,792.75} = £2.21$$

15. The basic council tax for those areas of the Borough Council where there are no special items is, therefore, £1,151.03 (£1,153.24 - £2.21). This also excludes the Police Authority and Fire Authority precepts. It represents a nil increase compared with the council tax in 2010/11.

Parish Council Taxes

16. The calculation of the additional tax for areas where special items, i.e. parish precepts, apply is based on the precepts submitted by each parish council and parish meeting divided by the tax base approved at the Council meeting on 27 January 2011. The council tax in relation to the parish precepts is shown in **Appendix 2** (column 3). When added to the basic council tax, as calculated in paragraph 15, this provides the Billing Authority's council tax for each parish area (**Appendix 2**, column 5).

Billing Authority Council Tax

17. Section 30(1) of the Act requires a council tax to be set for each category of dwelling for its area. This is the Billing Authority's council tax for each parish area and the basic council tax for the rest of the authority's area, multiplied by the ratio of each band using the following: -

Band	A	B	C	D	E	F	G	H
Proportion	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9

18. The council tax set will relate to band D which is 9/9 or 1. For other bands the above proportions will apply. For example, band A properties will be charged 6/9 or two thirds of the Band D tax whilst band H will be charged double the Band D tax.
19. The Billing Authority's council taxes for each band of property are shown in **Appendix 3**.

Police and Fire Authority Council Taxes

20. The Durham Police Authority is a separate body responsible for its own financial affairs. Durham Police Authority has set its Council Tax for 2011/12 at the same level as 2010/11: -

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Police Authority	102.27	119.32	136.36	153.41	187.50	221.59	255.68	306.82

21. County Durham and Darlington Fire and Rescue Authority is also a separate body responsible for its own financial affairs. The Fire and Rescue Authority has set its Council Tax for 2011/12 at the same level as 2010/11: -

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Fire Authority	58.56	68.32	78.08	87.84	107.36	126.88	146.40	175.68

Overall Council Tax

22. The total council tax for each of the parish areas and the remaining area of the Borough is calculated by adding the charges for the Billing Authority to those of the Fire and Rescue Authority and the Police Authority. The overall council tax for each category of dwelling in each parish area and the remaining areas of the Borough where there are no parish precepts is set out in **Appendix 4**. There is no increase in council tax next year, with the exception of small changes in the amounts of parish precepts.

Consultation

23. The content of this report was not subject to consultation. Extensive consultation has, however, taken place with a wide range of stakeholders, during which all households in the Borough have had the opportunity to comment, in preparing the Medium Term Financial Plan. The outcomes of consultation are included in the MTFP.

DEMAND ON THE COLLECTION FUND 2011/12

	£
(a) Council's Budget Requirement 2011-12	81,119,072
(b) Add Parish Precepts	76,848
(c) Net Budget Requirement	<u>81,195,920</u>
Plus	
(d) Estimated Deficit on Collection Fund	200,000
Deduct	
(e) Revenue Support Grant	9,744,955
(f) Business Rate Grant	31,526,574
(g) DEMAND ON COLLECTION FUND	<u>40,124,391</u>

COUNCIL TAX FOR PARISH AUTHORITIES 2011/12

	Precept	Parish Tax Base	Parish Council Tax	Basic Council Tax	Billing Authority's Council Tax
	(1)	(2)	(3)	(4)	(5)
	£		£ p	£ p	£ p
Archdeacon Newton	1,109	375.42	2.95	1151.03	1153.98
Bishopton	4,370	170.44	25.64	1151.03	1176.67
Heighington	12,452	920.07	13.53	1151.03	1164.56
High Coniscliffe	269	107.28	2.51	1151.03	1153.54
Hurworth	28,500	1301.29	21.90	1151.03	1172.93
Low Coniscliffe / Merrybent	1,245	286.71	4.34	1151.03	1155.37
Low Dinsdale	3,500	291.75	12.00	1151.03	1163.03
Middleton St. George	19,716	1418.16	13.90	1151.03	1164.93
Neasham	1,037	158.77	6.53	1151.03	1157.56
Piercebridge	550	66.27	8.30	1151.03	1159.33
Sadberge	1,900	306.69	6.20	1151.03	1157.23
Walworth	-	39.74	0.00	1151.03	1151.03
Whessoe	2,200	566.06	3.89	1151.03	1154.92

APPENDIX 3

BILLING AUTHORITY'S COUNCIL TAXES FOR EACH PROPERTY BAND 2011/12

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Archdeacon Newton	769.32	897.54	1,025.76	1,153.98	1,410.42	1,666.86	1,923.30	2,307.96
Bishopston	784.45	915.19	1,045.93	1,176.67	1,438.15	1,699.63	1,961.12	2,353.34
Heighington	776.37	905.77	1,035.16	1,164.56	1,423.35	1,682.14	1,940.93	2,329.12
High Coniscliffe	769.03	897.20	1,025.37	1,153.54	1,409.88	1,666.22	1,922.57	2,307.08
Hurworth	781.95	912.28	1,042.60	1,172.93	1,433.58	1,694.23	1,954.88	2,345.86
Low Coniscliffe /								
Merrybent	770.25	898.62	1,027.00	1,155.37	1,412.12	1,668.87	1,925.62	2,310.74
Low Dinsdale	775.35	904.58	1,033.80	1,163.03	1,421.48	1,679.93	1,938.38	2,326.06
Middleton St. George	776.62	906.06	1,035.49	1,164.93	1,423.80	1,682.68	1,941.55	2,329.86
Neasham	771.71	900.32	1,028.94	1,157.56	1,414.80	1,672.03	1,929.27	2,315.12
Piercebridge	772.89	901.70	1,030.52	1,159.33	1,416.96	1,674.59	1,932.22	2,318.66
Sadberge	771.49	900.07	1,028.65	1,157.23	1,414.39	1,671.55	1,928.72	2,314.46
Walworth	767.35	895.25	1,023.14	1,151.03	1,406.81	1,662.60	1,918.38	2,302.06
Whesoe	769.95	898.27	1,026.60	1,154.92	1,411.57	1,668.22	1,924.87	2,309.84
All other parts of the Council's area	767.35	895.25	1,023.14	1,151.03	1,406.81	1,662.60	1,918.38	2,302.06

APPENDIX 4

OVERALL COUNCIL TAX FOR EACH PROPERTY BAND 2011/12

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Archdeacon Newton	930.15	1,085.18	1,240.20	1,395.23	1,705.28	2,015.33	2,325.38	2,790.46
Bishopston	945.28	1,102.83	1,260.37	1,417.92	1,733.01	2,048.11	2,363.20	2,835.84
Heighington	937.21	1,093.41	1,249.61	1,405.81	1,718.21	2,030.61	2,343.02	2,811.62
High Coniscliffe	929.86	1,084.84	1,239.81	1,394.79	1,704.74	2,014.70	2,324.65	2,789.58
Hurworth	942.79	1,099.92	1,257.05	1,414.18	1,728.44	2,042.70	2,356.97	2,828.36
Low Coniscliffe /								
Merrybent	931.08	1,086.26	1,241.44	1,396.62	1,706.98	2,017.34	2,327.70	2,793.24
Low Dinsdale	936.19	1,092.22	1,248.25	1,404.28	1,716.34	2,028.40	2,340.47	2,808.56
Middleton St. George	937.45	1,093.70	1,249.94	1,406.18	1,718.66	2,031.15	2,343.63	2,812.36
Neasham	932.54	1,087.96	1,243.39	1,398.81	1,709.66	2,020.50	2,331.35	2,797.62
Piercebridge	933.72	1,089.34	1,244.96	1,400.58	1,711.82	2,023.06	2,334.30	2,801.16
Sadberge	932.32	1,087.71	1,243.09	1,398.48	1,709.25	2,020.03	2,330.80	2,796.96
Walworth	928.18	1,082.89	1,237.58	1,392.28	1,701.67	2,011.07	2,320.46	2,784.56
Whesoe	930.78	1,085.91	1,241.04	1,396.17	1,706.43	2,016.69	2,326.95	2,792.34
All other parts of the Council's area	928.18	1,082.89	1,237.58	1,392.28	1,701.67	2,011.07	2,320.46	2,784.56

Section 2

Housing Revenue Account

Section 2

Housing Revenue Account

Housing Revenue Account - Revenue Budget 2010/11

- report to Cabinet 22nd February 2011 & Council
3rd February 2011

HOUSING REVENUE ACCOUNT – REVENUE BUDGET 2011/12

**Responsible Cabinet Member - Councillor Bill Dixon,
Neighbourhood Services and Community Safety Portfolio**

Responsible Director – Murray Rose, Director of People

SUMMARY REPORT

Purpose of the Report

1. Further to Cabinet approval on 22 February 2011 to consider proposals for the revenue budget, rent levels and service charges for the Council's Housing Revenue Account (HRA) for the financial year 2011/12.

Summary

2. The report considers in particular the impact of the Government's Rent Restructuring Policy, the HRA Subsidy determination and the proposed increase in rent and service charges.

Recommendation

3. Cabinet has considered these proposals and recommends to Council that :-
 - (a) An average weekly rent increase of 6.46% (£3.60) be implemented in line with the Government rent restructuring model.
 - (b) Garage rents and service charges be increased as shown in Tables 2 and 3.
 - (c) The budget at Appendix 1 be approved.

Reasons

4. The recommendations are supported to enable the Council to deliver an appropriate level of service to tenants.

Murray Rose
Director of People

Background Papers

HRA Subsidy Draft Determination for 2011/12 received from CLG
Pauline Mitchell : Extension 2505 bs

S17 Crime and Disorder	The contents of this report have been considered in the context of the requirements placed on the Council by Section 17 of the Crime and Disorder Act 1998, namely, the duty on the Council to exercise its functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area. It is not considered that the contents of this report have any such effect.
Health and Well Being	There are no issues relating to health and well-being which this report needs to address
Carbon Impact	There are no carbon impact implications in this report
Diversity	There are no diversity issues
Wards Affected	This will have an effect on the majority of the Wards in the Borough.
Groups Affected	All Council Tenants and Lifeline Service Users
Budget and Policy Framework	The issues contained within this report require Council approval
Key Decision	This is a key decision because agreement to the recommendations will result in the Local Authority incurring expenditure which is significant. There will also be a significant effect on the communities living or working in an area comprising two or more wards within the area of the local authority.
Urgent Decision	For the purpose of the 'Call-in' procedure this does represent an urgent matter as four weeks notice is required for the increased level of charges.
One Darlington: Perfectly Placed	The report has no particular implications for the Sustainable Community Strategy.
Efficiency	As the HRA is a ring fenced budget every effort is made to maximise income and identify savings in order to maintain a high quality service.

MAIN REPORT

Information and Analysis

5. The proposed Housing Revenue Account budget for 2011/12 is shown at **Appendix 1**. The principal factors and key elements taken into account in the draft budget are:-
 - (a) The impact of the Government's Rent Restructuring Policy
 - (b) The HRA Subsidy determination
 - (c) A review of garage rents and service charges
 - (d) The programme of repairs and maintenance detailed in the Housing Business Plan.

Rent Restructuring

6. The main objective of the Government's policy on rent restructuring is that rents should be fair and affordable for tenants in the social rented sector. The policy sets out a common basis on which all rents in the social sector should be set. This means that the rent for a house or flat (known as the formula rent) is linked to its capital value, size, location, condition and local earnings so that tenants can make a proper choice between how much they pay and the size and quality of the property they live in.
7. Rents and service charges have traditionally been considerably lower for local authority housing than for housing associations and these proposals are intended to create greater standardisation of charges throughout the social housing sector. Originally rent convergence for both sectors should have been by 2011/12 but the Government decided to limit increases for 2009/10 and 2010/11, to protect tenants from both high and variable increases due to inflation, while continuing to deliver their rent convergence policy. Therefore the rent convergence date will become fluid depending on the inflation rate. The convergence date in 2011/12 Draft Determination is currently estimated to be 2016/17.
8. The increase in weekly rents is notified to local authorities by the Government through the Housing Subsidy determination and the effect of the proposed increase for 2011/12 is that average weekly rents increase by 6.46% (or £3.60) from £56.00 in 2010/11 to £59.60 in 2011/12. The financial impact of the proposed increase in charges is included in the draft budget shown at **Appendix 1**. Examples of the proposed weekly rent increases for 2011/12 are shown at **Appendix 2**.

Housing Subsidy

9. There are no major changes to the way that the HRA Subsidy is calculated. Management has increased by £31.09 per property, maintenance has been frozen while MRA has decreased by £13.59 per property. These changes are detailed in Table 1. It should be noted that the increase in Capital Financing is expected due to rising interest rates for borrowing. There will be a corresponding increase in the interest charged to the HRA to compensate for this additional income. Only the Draft Determination has been received to date so the figures in Table 1 may be liable to change when the Final Determination is released.

Table 1: Housing Subsidy 2011-12

Subsidy Element	2010/11	2011/12	Change	
	£M	£M	£M	%
Management	3.049	3.228	+0.179	+5.9%
Maintenance	5.894	5.912	+0.018	+0.3%
Major Repairs Allowance	3.835	3.774	-0.061	-1.59%
Capital Financing	1.122	1.400	+0.278	+24.8%
Notional Income	-15.234	-16.316	-1.082	-7.1%
Total Subsidy	-1.334	-2.002	-0.668	-50.1%

Garage Rents and Service Charges

10. The budget at **Appendix 1** includes the financial effect of the proposed increases. The proposed service charges for the Lifeline Service, Building Cleaning (flats) and Grounds Maintenance provide for achieving full recovery of costs from tenants of the schemes concerned. Details are shown at Table 2 below.
11. The only significant change from previous years is that the overall cost of the Lifeline Service has increased by an additional £56K to reflect a recent service review. The service increasingly supports frailer older and disabled people who are less dependent and call on the Lifeline Response Team to a much greater level than previously. In particular, through time this has meant that the rota system used for evening and weekend cover was no longer appropriate and the service now operates on a shift basis. The increased costs are therefore reflected in a slightly larger increase than normal in the service charge

Table 2: Garage Rents and Service Charges

Description	Current Weekly Charge	Proposed Weekly Charge
	£	£
Garage Rents	5.85	6.04
Building Cleaning – Flats	1.50	1.54
Grounds Maintenance – General Housing	1.37	1.40
Grounds Maintenance – Blocks of Flats	1.37	1.40
Heating	10.57	10.91
Administration - Leaseholders	71.00	73.27
Furnishings and Fittings – Comprehensive Schemes	1.46	1.51
Furnishings and Fittings – Good Neighbour Schemes	0.66	0.68
Lifeline Response	4.64	4.99
Lifeline Premier Response (Sheltered Housing)	10.82	11.28
Pavement Crossings and Hardstandings	3.14	3.24
Mid-day Meal – Extra Care (Residents only)	27.65	28.56
Mid-day Meal – Extra Care (Non-Residents only)	30.80	31.78
Furnished Tenancies - Flat	25.07	25.87
Furnished Tenancies - 2 Bed House	40.42	41.71
Furnished Tenancies - 3 Bed House	42.30	43.65
Furnished Tenancies - White Goods	5.50	5.68
Guest Rooms in Sheltered Schemes	70.00	72.24
Door Entry Systems	0.50	0.52
TV Aerials	0.14	0.15

12. Details of the service charges for individual Extra Care and Sheltered Housing Schemes have previously been based on the actual costs of the work undertaken in individual schemes. However through time the standard of service has become relatively similar and the cost differentials tend to reflect the size and type of scheme. For example, some schemes are more time consuming to clean whilst a large scheme such as Branksome Hall benefits from economies of scale. The proposed increases shown in Table 3 below therefore are based on average costs for our Extra Care or Sheltered Housing Schemes. This means some schemes will have their charges reduced next year but this is considered to be more equitable. If residents of a particular scheme did decide in the future that they wanted a higher standard of service and were willing to pay for it this could still be accommodated but there does not appear to be any demand for this at present.

Table 3: Proposed Service Charges for Extra Care and Sheltered Schemes 2011/12

Scheme	Ground Maintenance	Building Cleaning	Lifeline Service	Total Charge	Total Increase / (Decrease)
	£	£	£	£	£
Extra Care Housing					
Dalkeith House	1.40	9.39	11.28	22.07	1.27
Oban Court	1.40	9.39	11.28	22.07	0.57
Rosemary Court	1.40	9.39	11.28	22.07	(3.18)
Sheltered Housing					
Branksome Hall	1.40	2.99	11.28	15.67	1.00
Dinsdale Court	1.40	2.99	11.28	15.67	(3.59)
Windsor Court	1.40	2.99	11.28	15.67	0.41
Rockwell House	1.40	2.99	11.28	15.67	0.62
Ted Fletcher Court	1.40	2.99	11.28	15.67	1.35
Roxby Court	1.40	2.99	11.28	15.67	(1.87)
Linden Court	1.40	2.99	11.28	15.67	(1.43)

13. The additional costs will be covered by Housing Benefits and Supporting People grant for the 70% of tenants who are eligible.

Value for Money

14. We continue to perform well on a number of value for money related indicators, for example we sustained our rent collection performance this year at 97%. We have also focussed our efforts on increasing value for money through efficiency. A number of improvements have been made to services which have resulted in reduced costs, for example the specification for Internal Planned Maintenance work has been altered to ensure that complete rewires are only carried out where essential saving £150,000 per year. Motion sensitive lighting has been installed in sheltered accommodation resulting in further cost savings. A further example is the energy saving features of our new build properties which will provide better value for money for tenants by reducing utility bills.

Budget Pressures

15. The Housing Revenue Account subsidy determination maintained the resources for 2011/12 as was originally anticipated and there are no un-resourced pressures on the account. There is however constant demands on the HRA as it is a ring fenced budget which will need to be carefully managed. The HRA is currently being radically reviewed by central government with the intention of Councils becoming self-financing from 2011/12. The future is therefore very uncertain at a time when other funding opportunities for regeneration activity have been significantly curtailed

Consultation

16. The Tenants Board are very proactive and have had a significant workload during the year in terms of reviewing and improving service delivery within the Housing Revenue Account. One major piece of work has been the Board's involvement in writing the Annual Report for Tenants and the Local Offers which set out the service standards tenants can expect from the services provided by the Council.
17. The Board oversees a range of Task and Finish Groups, for example:-
 - (a) The Repairs and Maintenance Group have now have a list of volunteers who will promote the importance of the annual gas servicing by visiting tenants to encourage them to arrange appointments for their servicing to take place.
 - (b) The Grounds Maintenance Group have once again agreed the grounds maintenance specification with Streetscene Officers and this year they organised a category in the Darlington in Bloom competition for the Best Council Garden, the winner being awarded a £50 voucher and a shield. By doing this they hope to encourage more tenants to have a pride in the appearance of their gardens.
 - (c) Tenants' Board members are reviewing and updating the Tenant Empowerment Strategy and this will be launched at their Annual General Meeting in March 2011.
 - (d) The Leaseholder Group have assisted in the updating and rewording of their information on the Council website and in 2011 will be contributing to the production of a handbook for leaseholders.
 - (e) The Readers Panel has been involved in reviewing and agreeing letters, leaflets and policies making sure that they are written in plain English and easily understood by tenants. They have been heavily involved in producing the new Tenants Handbook and they have also developed their own logo which appears on all documents that they have reviewed.
 - (f) Strong links have been made to the Youth Service and opportunities sought for intergenerational projects, for example, members of the Board have been involved with the Member of the Youth Parliament and the Council of School Councils to find out the type of housing information that young people are interested in receiving and how this information can be presented on the 'click to do' youth website.

18. This report has been considered by the Tenant's Board and obtained their support.

Financial Implications

19. Under Part 2 of the Local Government Act 2003 the Director of Corporate Services as the Council's Responsible Financial Officer is required to inform Members of the robustness of the proposed estimates and the appropriateness of the level of projected Housing Revenue Account balances.
20. The Director of Resources has confirmed that the estimates have been prepared on the most up to date information available and within the guidance he has set out. For 2011/12, he is satisfied that these represent a fair view of the Council's ongoing plans and commitments, although Members will need to appreciate that some budgets more than others are subject to volatility and will, therefore, continue to be monitored closely and remedial action taken when appropriate.
21. He is also satisfied that the level of revenue balances in the Housing Revenue Account projected at 31 March 2011 (£0.582 M) are adequate particularly given the Council's track record in budget management and taking remedial action when necessary to correct variances from approved financial plans.

Conclusion

22. The key issues for consideration are the proposed weekly rent and service charges.

HRA Estimates

Appendix 1

	2010/11		2011/12
	Budget	Projection	Budget
	£000	£000	£000
<u>INCOME</u>			
Rent of HRA Dwellings (Gross)	(15,413)	(15,510)	(16,420)
Sundry Rents (including Garages & Shops)	(370)	(368)	(375)
Charges for Services & Facilities	(1,767)	(1,759)	(1,886)
Contribution towards Expenditure	(474)	(463)	(462)
Interest Receivable	(36)	(10)	(11)
Total Income	(18,060)	(18,110)	(19,154)
<u>EXPENDITURE</u>			
Management	5,159	5,130	5,052
Maintenance - Revenue Repairs	3,619	3,677	3,705
Revenue Contribution to Capital	2,124	2,685	2,339
Housing Subsidy	5,174	5,174	6,127
Capital Financing Costs	1,834	1,545	1,753
Increase in Bad Debt Provision	150	160	180
Contribution to/(from) balance	0	(260)	(2)
Total Expenditure	18,060	18,110	19,154
(Surplus) / Deficit	0	0	(0)
Opening Balance	500	842	582
Contribution to / (from) balance	0	(260)	(2)
Closing Balance	500	582	580
Estimated Closing Dwelling Numbers	5,381	5,445	5,370
Closing Balance per Dwelling	92.96	106.88	108.01

Examples of Weekly Rent Increases for 2011/12

Appendix 2

Area	Property Type	Approved Rent 2010/11	Proposed Rent 2011/12	Increase between 10/11 & 11/12	Increase between 10/11 & 11/12
				£	%
<u>Middleston St George</u>					
	1 Bedroom Bungalow	56.10	59.46	3.36	5.99%
	2 Bedroom House	60.69	64.44	3.75	6.18%
	3 Bedroom House	67.27	71.85	4.58	6.81%
<u>Cockerton</u>					
	1 Bedroom Flat	50.78	53.77	2.99	5.89%
	2 Bedroom House	58.92	62.50	3.58	6.08%
	3 Bedroom House	62.03	66.12	4.09	6.59%
<u>Haughton</u>					
	1 Bedroom Flat	51.07	54.10	3.03	5.93%
	2 Bedroom Flat	57.34	60.86	3.52	6.14%
	1 Bedroom Bungalow	56.23	59.58	3.35	5.96%
	2 Bedroom House	60.73	64.37	3.64	5.99%
	3 Bedroom House	65.23	69.72	4.49	6.88%
<u>Branksome</u>					
	1 Bedroom Flat	50.81	53.81	3.00	5.90%
	1 Bedroom Bungalow	56.10	59.44	3.34	5.95%
	2 Bedroom House	58.35	61.79	3.44	5.90%
	3 Bedroom House	64.65	68.82	4.17	6.45%
	4 Bedroom House	67.44	71.99	4.55	6.75%
<u>Lascelles</u>					
	1 Bedroom Flat	49.19	52.32	3.13	6.36%
	2 Bedroom Flat	53.81	57.46	3.65	6.78%
	2 Bedroom House	55.80	59.47	3.67	6.58%
	3 Bedroom House	60.12	64.44	4.32	7.19%
<u>Bank Top</u>					
	1 Bedroom Flat	51.08	54.11	3.03	5.93%
	3 Bedroom House	64.42	68.47	4.05	6.29%
<u>Redhall</u>					
	1 Bedroom Flat	48.12	51.16	3.04	6.32%
	2 Bedroom Flat	52.57	55.98	3.41	6.49%
	1 Bedroom Bungalow	50.96	54.20	3.24	6.36%
	2 Bedroom House	54.71	58.04	3.33	6.09%
	3 Bedroom House	58.94	62.74	3.80	6.45%
<u>Eastbourne</u>					
	1 Bedroom Flat	46.81	49.88	3.07	6.56%
	2 Bedroom Flat	52.30	55.69	3.39	6.48%
	2 Bedroom House	54.41	57.94	3.53	6.49%
	3 Bedroom House	57.32	61.40	4.08	7.12%
<u>Skerne Park</u>					
	2 Bed House	54.08	57.81	3.73	6.90%
	3 Bed House	57.64	61.79	4.15	7.20%
<u>Parkside</u>					
	1 Bedroom Flat	49.38	52.70	3.32	6.72%
	2 Bedroom House	57.13	60.85	3.72	6.51%
	3 Bedroom House	62.40	66.63	4.23	6.78%