

DARLINGTON BOROUGH COUNCIL

BUDGET BOOK 2013-14

INTRODUCTION

The purpose of this book is to provide a single reference document containing key information relating to the Council's budgets for 2013-14 and medium term financial plans for 2013-14 to 2016-17.

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 2013-14 to 2016-17) and Revenue Budget 2013-14 – report of Chief Officers Executive to Council 28 February 2013.
- Setting the Council Tax for 2013-14 – report to Council 28 February 2013.

Section 2

- Housing Revenue Account - Revenue Budget 2013-14
– Report to Cabinet 19 February 2012 and Council 28 February 2013.

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 continues to face a significant financial challenge; the Council since 2010 has planned to reduce expenditure by £24M, of this £4.5M has been removed or reduced due to MTFP amendments. The Local Government Finance Settlement for 2013/14 & 2014/15 has given more certainty to the size of the financial reductions that need to be made by the Council, with the cumulative savings required amounting to £17.671M by 2016/17.

The Council's business model is based around 3 fundamental questions:

1. WHAT services the Council will provide,
2. HOW do we deliver services and,
3. WHO will provide the services.

In previous reviews of the MTFP the emphasis has been on the HOW and WHO strands with £18.7M of the planned £24M coming from these strands, however the ability to get 'the same for less' becomes increasingly difficult and the emphasis will move further to asking WHAT services the Council can continue to fund.

In addition to the proposed spending reductions, annual council tax increases of 2% have been included in the MTFP as this is the limit by which council tax can be increased without a referendum.

Taking account of the above the Council's General Fund balance at 1st April 2013 is projected to be £15.382M.

The Council has set a revenue budget of £87.171M for 2013-14 which is summarised at group level below:-

	£M
People	54.680
Place	18.253
Resources	13.348
Financing costs	3.899
Council wide Pressures/(savings)	0.212
Contingencies	1.193
Contribution to/(from) revenue balances	(2.914)
Provisionally Identified HOW savings	(1.500)
Total net revenue budget	87.171

The budget is funded by:-

	£M
Council Tax	36.061
Revenue Support Grant	30.080
Top Up Grant	3.830
Business Rates Scheme	16.181
New Homes Bonus	0.869
Additional New Homes Bonus	0.150
Total	87.171

A detailed report prepared by the Chief Officers Executive (COE) was presented to Cabinet on 15 January 2013 for consultation.. The views of Efficiency & Resources Scrutiny Committee were fed back to Cabinet on 19 February, 2013. 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 28 February 2013.

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 £50M from 2013-17

The capital investment requirements of Transport and Education services are largely funded by government programmes, which typically have a system of bids and/or assessments whereas the Housing Programme is funded from the Housing Revenue Account. The plans of these services are reviewed and updated on an annual basis and they 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 and contributions from the Housing Revenue Account.

The Council can and has supplemented Government Capital Funding from its own resources such as capital receipts and prudential borrowing, although, in such challenging financial times the ability to fund from the Council's resources is limited and part of the revenue strategy is to use capital receipts to repay debt in future years. When preparing the Revenue MTFP an allowance has been made to fund £1M of capital investment each financial year during the MTFP. For 2013/14 it is estimated that £0.385M of capital receipts will also be available meaning the Council will have up to £1.385M available to meet capital priorities in 2013/14.

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 2013-16 was approved at the Council meeting on 28 February 2013 after being considered at a special Audit Committee on 18 January, 2013. 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 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 council tax requirement to be met from Council Tax by the tax base (the number of Band D equivalent dwellings):-

$$\frac{\pounds 36,061,879}{29,678.50} = \pounds 1,215.08$$

This is the amount paid to the Borough Council for band D properties excluding the average Parish Precept. This represents an increase of 2.0% in Council Tax levels from 2012/13.

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 2013-14 £
A	Up to 40,000	6/9	810.05
B	40,001 to 52,000	7/9	945.06
C	52,001 to 68,000	8/9	1,080.07
D	68,001 to 88,000	9/9	1,215.08
E	88,001 to 120,000	11/9	1,485.10
F	120,001 to 160,000	13/9	1,755.12
G	160,001 to 320,000	15/9	2,225.13
H	More than 320,000	18/9	2,430.16

In addition to the Council's own requirements, Council Tax bills include the Police Authority precept (£156.47 for Band D), Durham and Darlington Fire and Rescue Authority precept (£90.45 for Band D) and in parish areas the Parish Council's precept (ranging from £0.00 to £38.03 for Band D).

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 & maintenance costs and the main items of income are from tenants in the form of rents and service charges.

From April 2012, the HRA subsidy system was abolished and replaced with "self-financing." For a one-off payment of £33m, the Council has bought itself out of the old subsidy system and from now on will be able to retain all rental income to use locally. This will bring greater certainty and stability to the HRA so that future plans can be made with more confidence.

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 2014 is projected to be £2.1m.

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 abolition of the HRA subsidy system has removed some of this uncertainty. The process of keeping a business plan 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 2013-14 in accordance with this system.

Paul Wildsmith
Director of Resources
April 2013

The report to Council on 28 February 2013 in Section 1 of this book contains the following key information:-

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Section 1

General Fund Revenue and Capital Budget

- 1.1 Medium Term Financial Plan (incorporating The Revenue and Capital Medium Term Financial Plans 2013-14 to 2016-17 and Revenue Budget 2013-14
 - report of Chief Officers Executive to Council 28 February 2013-09-04

- 1.2 Setting the Council Tax for 2013-14
 - report to Council 28 February 2013

Section 1.1

General Fund Revenue and Capital Budget

1.1 Medium Term Financial Plan (incorporating The Revenue and Capital Medium Term Financial Plans 2013-14 to 2016-17) and Revenue Budget 2013-14

- report of Chief Officers Executive to Council 28 February 2013

MEDIUM TERM FINANCIAL PLAN 2013/14 TO 2016/17

**Responsible Cabinet Member – Councillor Stephen Harker
Efficiency and Resources Portfolio**

Responsible Director – Chief Officers Executive

SUMMARY REPORT

Purpose of the Report

1. To approve the Medium Term financial Plan for 2013/14 to 2016/17 and to agree a timescale and approach to revising the Medium Term Financial Plan (MTFP) during 2013 to meet the further financial challenges faced by the Council over the life of the MTFP.

Summary

2. The Council continues to face a significant financial challenge; the Council since 2010 has planned to reduce expenditure by £24m, of this £4.5m has been removed or reduced due to MTFP amendments. The Local Government Finance Settlement for 2013/14 and 2014/15 have given more certainty to the size of financial reductions that need to be made by the Council, the cumulative savings required are shown below:-

	2013/14 £m's	2014/15 £m's	2015/16 £m's	2016/17 £m's
Budget Gap	4.414	9.858	15.648	17.671
Savings included in this report	(1.500)	(3.000)	(3.000)	(3.000)
Further savings required	*2.914	6.858	12.648	14.671

* To be funded from revenue balances

3. The Government has reduced the limit by which Council Tax can be increased without a referendum from 3.5% to 2%. A 2% increase for 2013/14 is included in the MTFP and initial plans include a 2% increase each year thereafter, however, the fundamental review of the Council's finances during 2013 will revisit this. The Council's budget is increasing as demand for services increases, particularly in social care.
4. The Council must now embark on developing further proposals to reduce spending, the level of reduction required suggests the Council will have a significant challenge to fund services above a statutory minimum level meaning that many services will

have to be cut or stopped.

5. Detailed proposals are being developed to achieve further savings in HOW the Council works and these will be presented to a future meeting. An estimate of achievable savings has been included in the MTFP.

Recommendation

6. Council are asked to:-

- (a) Approve the Revenue MTFP as summarised in **Appendix 7**, including the following;
 - (i) A Council Tax increase of 2% for 2013/14.
 - (ii) Schedule of charges as set out in **Appendix 3**.
 - (iii) The use of £2.914m of revenue balances in 2013/14.
 - (iv) No changes to agreed policy and service levels.
 - (v) £1.5m be transferred from revenue balances to the redundancy reserve.
 - (vi) The capitalisation of £1m of expenditure currently included in the revenue budget for years 2013/14 and 2014/15.
 - (vii) Revenue provision to cover the borrowing of £1m to fund the purchase of land at Blackwell Grange Golf Club as part of the arrangement to sell Stressholme golf course.
 - (viii) A delegation for Cabinet to vary the Revenue budget for 2013/14 by up to £0.5m without further Council Approval.
- (b) Approve the approach to developing further budget reductions as set out in paragraph 36.
- (c) Approve the Capital Medium Term Financial Plan set out in paragraph 41 to 56 and **Appendix 5**, including a delegation for Cabinet to vary the Capital Budget for 2013/14 by up to £0.5m without further Council Approval

Reasons

7. 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 2013/14 budget and Council Tax in compliance with statutory requirements and the council's constitution.
 - (c) Further reductions in spending during 2013/14 will reduce the call on revenue balances.
 - (d) To provide an approach to develop a sustainable MTFP.

Chief Officers Executive

Background Papers

No Background papers were used in the preparation of this report

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	There are no specific proposals that impact on diversity issues.
Wards Affected	All wards are affected
Groups Affected	All groups are affected by the Council Tax increase. There are no proposals that impact on specific groups.
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	The proposed MTFP does not make any changes to policy or service levels.
Efficiency	Efficiency savings have been included in the MTFP and future proposals are being developed as HOW the Council operates.

MAIN REPORT

Context and Background

8. Since 2010 the Council has faced continued significant financial pressure as the Government has reduced funding to Local Government and limited Council Tax increases, at the same time considerable cost pressures most notably in Social Care for children and adults have impacted on the Council's budget.
9. When the Council agreed its budget for 2010/11 planned expenditure matched anticipated income, the Council had, over a number of years since becoming a Unitary Council, worked hard to achieve excellent performance and maximum value for money. In 2010/11 it was assessed as a top performing Council with the lowest Council Tax in the North East Region. However, in considering the 2010/11 to 2014/15 MTFP Council acknowledged that the following years would represent the most significant financial challenge for the Council since it became a Unitary in 1997.
10. Since agreeing the 2010/11 MTFP the Council has faced a Government emergency budget in 2010 and more significantly a new Comprehensive Spending Review (CSR) that saw Government funding for Darlington projected to reduce by 24.4% by 2014/15. In November 2009 Cabinet, in anticipation of the significant financial challenges ahead, agreed a business model to guide the Council through the subsequent financial challenge. Members will recall the business model is framed on asking three simple but fundamental questions :-
 - (a) WHAT services will the Council provide for the public of Darlington? Resources are reducing and therefore services provided will reduce, decisions on which services reduce are based on the content of the current Sustainable Community Strategy - One Darlington: Perfectly Placed.
 - (b) HOW do we deliver services? Constant challenge of the way in which services are delivered looking to continually improve efficiency and effectiveness of the services we choose to provide under the WHAT question.
 - (c) WHO will provide services for the public at Darlington? Challenging who is best placed to deliver services in terms of cost and effectiveness is a key strand of the Business Model.
11. In previous reviews of the MTFP the emphasis has been on the HOW and WHO strands with £18.7m of the planned £24m coming from these strands, however the ability to get "the same for less" becomes increasingly difficult and the emphasis will move further to asking WHAT services the Council can continue to fund. Members have already made difficult decisions on WHAT services to provide therefore future revisions to the MTFP will be extremely difficult.
12. In July 2012 Cabinet received an update on the latest projections for the MTFP taking into account the 2011/12 revenue outturn and latest projections on Government grants and Council Tax levels. The projection highlighted that in the short term the Council, due to the response already taken to the financial challenge, could in 2013/14 set in effect "a standstill budget" whilst developing longer term plans. The "standstill" approach would also give the Council the

opportunity to review the impact of the new Local Government Funding Regime and the Local Government Finance Settlement both due to be implemented on 1 April 2013. Cabinet agreed the proposed approach which included the plan to consult fully with the public on the proposals to meet the projected budget deficit of £9.4m during the summer/autumn of 2013.

13. Members have been informed and will see from the analysis contained in this report that the projected budget deficits for the current MTFP have nearly doubled since July and the speed at which budget reductions are required has increased creating a greater challenge than anticipated, this is due to three factors:

- (a) Greater cuts in Government grants than anticipated
- (b) Greater restrictions on Council Tax increases than anticipated
- (c) Greater budget pressures than anticipated.

14. In summary, this report outlines the need for the Council to reduce spending by a further £17.671m.

Updated Information and Changes to the Draft MTFP

15. As a result of updated information since the draft MTFP was approved for consultation in January, a number of changes have been made to this proposed MTFP. These changes, along with references to where they appear in the report are shown below:-

	Change	Effect	Para.	App.
1	Council Tax – additional council tax due to increased tax base, £0.117M in 2013/14.	Increased resources that reduce savings target	31	7
2	Capitalisation of revenue expenditure of £1m in 2013-14 & 2014-15. Figures now assume this is agreed.	Increase resources available	2,26, 31, 34	7
3	Additional New Homes Bonus in 2013/14 of £150k	Increase resources available reducing future savings targets	28 (d)	7
4	Debt Repayment savings of £320k in 2012-16 MTFP not realised.	Increases savings target	2, 17	2
5	The projected outturn for 2012-13 has been updated to include latest projections. Projected balances at 31 March 2013 have increased by £1.031m to £15.382m.	Higher level of balances available	34	7
6	Changes to Kids & co. Nursery pressures due to closure	Minimal impact on savings target	27, 31	6, 7
7	Wheelie Bins – additional resources not required until 2013-14.	No impact on savings target	27, 31	6, 7
8	Other Income shown as Resources in summary now included in departmental budgets.	No impact on savings target	27, 31	6, 7

9	Provisional Grant settlement for 2014-15 is £0.024m higher than anticipated	Minor changes to total resource levels with small impact on savings target	31	7
10	Budget amended to reflect the proposed sale, original draft budget included 3 months budget, it has been revised to include the costs of the service up to transfer plus on-going maintenance and debt costs.	Reduces level of resources available	27, 31	6, 7
11	Additional Financing costs	Increases savings target	17, 31	6, 7
12	Public Health Grant now confirmed as £6.989M	No impact as it is a ring fenced budget.	29	6
13	The draft MTFP did not include the full capital programme which has now been included.	No impact	41-56	5

Preparing Net Expenditure Budgets Including Income from Fees and Charges

16. As in previous years, officers have prepared budgets based on existing policy and service levels and set out in **Appendix 1** are the assumptions used to prepare estimates. Estimates include new responsibilities, the most significant being Public Health and Council Tax support payments.
17. The net cost of providing current service levels and policy has increased due to price and demand pressures plus reduced income from fees and charges. Set out below is a summary of such pressures whilst **Appendix 2** contains the full detail:

Summary	2013/14 £m	2014/15 £m	2015/16 £m	2016/17 £m
Increased Service Demand	2.736	2.962	3.174	3.270
Price Inflation	0.413	0.452	0.500	0.655
Reduced Income	0.842	1.109	1.218	1.216
Other	0.613	0.496	0.584	0.467
Shortfall on previously identified savings	0.333	2.404	2.404	2.404
Contingencies	0.393	0.393	0.393	0.393
Total	5.330	7.816	8.273	8.405

18. Members will see from Appendix 2 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. The appendix also includes contingencies brought forward from 2012/13.
19. The pressures include £1.3M in respect of Collaboration. Members will be aware that the current MTFP includes an estimate of savings to be achieved from collaboration of £2m. The recent Strategic Options for Place which included the

consideration of collaboration options delivered savings of £700,000 per annum which has been offset against the collaboration target.

20. The plans for collaboration are currently being reviewed by each Council in light of the recent financial settlement and proposals will be presented to Members shortly. For the purpose of revising the MTFP the savings target of £1.3m has been removed and will be replaced with actual savings included in the business case when reported to Members.
21. When preparing draft estimates officers have, wherever possible, reduced expenditure which does not have a direct impact on service levels or policy.
22. The Council raises income from fees and charges for services and these are reviewed each year. **Appendix 3** proposes revisions to existing levels and the new fees and charges will raise an additional £66K.
23. The NHS Commissioning Board has £1.739m for 2013/14 which is available to the Council under a Section 256 agreement. The condition of transfer is that local authorities agree with their health partners how the funding is best used within social care, and the outcomes expected from this investment. At this stage our budget assumes £0.800m will be used to fund existing commitments as per the 2012/13 agreement. It is anticipated at this point the remaining income will be offset by additional expenditure.
24. The Chief Officers Executive (COE) are currently developing proposals to reduce the costs of HOW the Council operates, early thinking is this can be achieved by :-
 - (a) Increasing the risk the Council takes
 - (b) Reducing support to managers and Councillors in respect of HR, Finance, Policy and Strategy, Legal, ICT and project management
 - (c) Further rationalisation of management
 - (d) Reducing strategic forward planning and performance management
 - (e) Reducing consultation, engagement and communication
 - (f) Concentrate on fewer priorities
25. Although firm proposals are as yet not available, COE are confident that savings of £1.5m can be achieved in 2013/14 leading to a full year saving of £3m. A provisional savings target has therefore been included in the draft MTFP. The proposals when developed will be presented to Cabinet and as they will not have an immediate impact on front line services they will be implemented without public consultation.
26. The Council recently received a £2m capital receipt from Durham County Council in final settlement of the 1997 Local Government Reorganisation. This 'windfall' can only be used for capital purposes however the revenue MTFP includes capital expenditure which currently the Council chose to treat as revenue and therefore the £2m could be utilised to support the revenue MTFP. The extent of such expenditure is £1m per annum mainly in the highway service and therefore it is recommended that the capital receipt be used to support the MTFP in 2013/14 and 2014/15. This approach will assist the Council in bridging the budget gap whilst new plans are developed. Members will appreciate that this will reduce funds available for capital schemes but given the priority of delivering a sustainable MTFP this approach is seen as appropriate.

27. Taking the above into account projected expenditure is set out below :-

Budget	2013/14 £m's	2015/15 £m's	2015/16 £m's	2016/17 £m's
People Budget	54.680	55.712	56.667	57.831
Place Budget	18.253	18.871	20.861	21.541
Resources Budget	13.348	13.324	13.563	13.722
Public Health *	0.000	0.000	0.000	0.000
Financing Costs	3.899	4.051	4.071	3.963
Council Wide Pressures/Savings	0.212	0.118	0.117	0.117
Contingencies	1.193	1.293	1.293	1.293
Total Net Expenditure	91.585	93.369	96.572	98.467

*It is assumed at this point in time that expenditure will be matched by the grant received.

Income Streams available to Fund Council Net Expenditure

28. From 1 April 2013 a new funding regime for Local Government will be introduced, the elements of this system are explained below.

(a) Overall System

Prior to 1 April 2013, each year local government financial settlements were based on changing circumstances such as levels of Council Tax and Business Rates collected or the needs of populations within Council areas, these annual changes ensured that Government grant was distributed based on the latest information available and ensured as far as possible within the limitations of any national funding scheme, that funding followed need. However, the system did not give certainty of grant beyond a year or in some cases two years and did not directly reward Local Authorities for increased number of houses or increased Business Rates. It did, however, protect individual Councils from significant losses in terms of Business Rates and Council Tax.

The new system aims to reverse perceived advantages and disadvantages of the old system, it provides more certainty as elements within the grant system remain unchanged for the next seven years, and the only variant is the amount by which the Government reduces the grant each year. However this means that any changes in need will not be addressed for up to seven years so for example a Council that sees significant increases in unemployment with consequential demands on Council Tax benefits and services, will not be recompensed. Growth in the number of houses built and Business Rates raised is rewarded within the new system. In terms of Business Rates Councils will retain 49% of any growth up to 2020. Conversely, Councils will have to fund all reductions in the Council Tax bases and 49% of all losses on Business Rates until a safety net mechanism kicks in.

In summary, the new system offers benefits and threats dependant on the nature of each individual Council area.

(b) Revenue Support Grant (RSG)

A Government grant based on calculated need for each Council less the ability to raise income from local taxation. Need will not be recalculated until 2020 however total grants payable nationally will be subject to reduction each year as decided by the Government.

(c) Business Rates Retained by Local Authority

The Council will keep 49% of all rates collected, the rate in the pound is set nationally and is increased each year by the Retail Price Index (RPI), if rateable values in the borough remain constant income will increase for this element by RPI each year. However, variations up and down in rateable value are more likely.

(d) New Homes Bonus (NHB)

New Homes Bonus is an un-ringfenced grant paid in recognition of net additions to effective housing. The Bonus is intended to be a permanent incentive paid in respect of new build, conversions and long-term empty properties brought back into effective use. Payments for each eligible property are paid for six years and are calculated per home in terms of the national average Council Tax Band for that home. An additional flat rate of £350 per year (also for six years) is paid for each affordable home delivered. This bonus is in addition to the Council Tax collectable on the property. £2 Billion of funding has been identified to be top sliced from the Spending Review Control Total to fund the scheme in full, although in 2013/14 & 2014/15 only £500m and £800m respectively will be held back. This, together with the £250m in each year from the Communities and Local Government Departmental Expenditure Limit, will fund the New Homes Bonus in these years. Any surplus will be returned to local authority's pro-rata to their share of the start-up funding assessment. Estimates suggest that overall Darlington will be a net loser as a result of the NHB.

(e) Specific Grants

There are a small number of specific grants provided to Local Government that are not included in RSG, these are reducing as more are "rolled in" to RSG. Examples are:-

- (i) PFI grant - £3.2m
- (ii) Housing Benefit Subsidy - Admin Grant - £827,642
- (iii) Council Tax Support New Burdens Funding - £82,471

(f) Council Tax

Members will recall as part of the current MTFP, the Council pre-signalled annual increases of 3.5%, the maximum allowable under the Government's Council Tax limitation scheme for 2012/13. The Government has announced that for 2013/14 the limit is reduced to 2% and therefore a 3.5% increase cannot be achieved without holding a referendum, the cost of which would be approximately £100,000. Legislation states that should a Council wish to set an "excessive" increase it must set a budget with the excessive increase (e.g.

over 2%) and one with a 2% or lower increase and ask the public via the referendum to vote for which increase it wants. Legislation does not allow for a referendum on a multi-year increase so a referendum must be held each year.

The balance of expenditure and taxation levels is one of the key decisions Councillors are elected to undertake and Leading Members have been consulted on the preparation of this report and as a result a 2% increase is included in each of the years of the MTFP to ensure income is maximised and services protected as far as possible within the confines of the limitation scheme. The impact of annual increases of 2% rather than 3.5% is to reduce council income by £2.7m p.a. by 2016/17 compared with the existing MTFP. In preparing the proposals in the summer to meet the significant budget gap, Councillors may wish to reconsider the balance between expenditure on services and the level of Council Tax and give consideration to whether they wish to retain a Council Tax strategy that remains within the limitation scheme limits. Members are well aware that the Council has low Council Tax levels and attached at **Appendix 4** are comparisons with all North East Councils.

In proposing a Council Tax increase of 2% the Government's Council Tax Freeze Grant offer has been considered. The Government's proposal is that if Councils set a zero increase in 2013/14 they will receive a grant equivalent to a 1% increase in 2013/14 and 2014/15 although the impact of accepting this offer would be to reduce the Council's income by £200,000 in 2013/14 and 2014/15 and £600,000 every year, thereafter, compared to a 2% increase in 2013/14.

(g) Top Up or Tariff on Business Rates Collected

For each Council the following calculation is undertaken as at 1 April 2013.

Assessed Spending Need at 1 April 2013.

LESS

- (i) RSG prior to NHB top slice
- (ii) Estimated Council Tax collectable
- (iii) 49% of retained Business Rates

The result of the above is either a negative figure which means a Council is a top up Council and receives an annual RPI linked sum each year or if it is a positive figure a tariff Council then each year that Council must pay over the sum increased each year by RPI. Darlington is a top-up Authority as are all except one Council in the North East.

29. Set out in the table below are the estimates of each element of income compared with the equivalent level in 2012/13, the assumptions to produce the estimated income levels are set out in Appendix 1. As there has been a fundamental review of Local Government funding it is difficult to compare each funding stream element year on year, however the total figures show the overall level of funding reductions.

	Base Year for Funding System	Initial Settlement and Projections			
	2012/13 £m's	2013/14 £m's	2014/15 £m's	2015/16 £m's	2016/17 £m's
Formula Grant	38.069	N/A	N/A	N/A	N/A
Revenue Support Grant	N/A	25.603	20.579	18.066	16.772
Top Up Grant	N/A	3.830	3.948	4.066	4.188
Business Rates Scheme	N/A	13.203	13.610	14.018	14.439
New Homes Bonus	0.581	1.019	1.116	1.116	1.116
Council Tax Freeze Grant in respect of 2011/12	1.001	1.001	1.001	0.000	0.000
Specific Grant in 2012/13	13.999	5.136	5.136	5.136	5.136
Council Tax Benefit Grant	7.713	6.454	6.475	6.140	6.013
SUB TOTAL	61.363	56.246	51.865	48.542	47.664
New Specific Grants					
Public Health	N/A	6.989	7.184	7.184	7.184

30. The above table demonstrates the continued reduction in Government funding. The reductions included for 2013/14 and 2014/15 are based on the figures included in the Local Government Finance Settlement and show a reduction of £9.498m (15.5%). 2015/16 and beyond are estimates based on projected national spending tables.

Comparison of Expenditure and Income

31. Set out below is the comparison of the detailed estimates based on current policy and service levels together with projected income levels based on the assumptions contained in Appendix 1:

	2013/14 £M's	2014/15 £M's	2015/16 £M's	2016/17 £M's
Expenditure (including Management Savings)	91.585	93.369	96.572	98.467
Income:				
Government Grants	(51.110)	(46.729)	(43.406)	(42.528)
Council Tax	(36.061)	(36.782)	(37.518)	(38.268)
Less Provisional HOW Savings	(1.500)	(3.000)	(3.000)	(3.000)
Projected Budget Gap	2.914	6.858	12.648	14.671

32. The table above demonstrates the significant scale of the financial challenge the Council faces over the period of the MTFP.
33. Detailed estimates by group are shown in **Appendix 6** with the overall MTFP in **Appendix 7**.

Revenue Balances

34. Revenue balances are available to cover on-going risks and to meet one off expenditure which includes bridging one-off budget gaps in particular financial years. The use of available revenue balances is an integral element of managing the Council's finances in the medium term. Each year an estimate is made of the financial risks carried by the Council and a proportion of reserves are set aside for that purpose. The calculation for 2013/14 is set out in **Appendix 8**. Taking the assessment into account and the detailed budgets for 2013/14 the following sets out the position on balances:

	£M's
Balances	
Projected at 1 April 2013	15.382
Less	
Risk Balances	6.820
Planned Usage 2013/14	2.914
Redundancy Reserve	1.500
Projected available Balance at 31 March 2014	4.148

35. The projected available balance at 31 March 2014 will be available to assist in addressing the revision to the MTFP undertaken in the summer.

Approach and Timescale to Address the Budget Gap

36. Members have agreed that major amendments to WHAT services are delivered will be developed in the coming months for consultation in the summer. Given the large scale of the reductions needed the following approach is recommended :-

- (a) Step One - Estimate the minimum provision the Council must deliver as set out in legislation.
- (b) Step Two - Compare the minimum provision with projected available income to calculate if there is a surplus or deficit.
- (c) Step Three - If there is a surplus consider which elements of service should be added to the minimum.
- (d) Step Four - Consider Council Tax Strategy in light of need/desire to deliver services; this could involve the consideration of a referendum.
- (e) Step Five – consultation a proposed MTFP for 2014/15 and beyond (within the overall process options for enhanced collaboration and mergers will need to be considered).

37. Members should not underestimate the scale of the challenge; initial "rough" work undertaken by officers would suggest that projected resources are not sufficient to fund the minimum level of service the Council must provide.

38. It is recommended that the delivery of Steps one and two are done via Cabinet Member led Budget Advisory Groups which will be open to all Members and the public, such an approach will ensure maximum ability to understand and challenge Council services in advance of what will undoubtedly be a set of very difficult decisions in Steps three and four.

39. To enable the Council to consult and implement proposals, Steps 1-4 above need to be completed by June 2013. Slippage beyond that date will impact on the ability to deliver savings within required timescales, therefore, endangering the financial viability of the Council.
40. In June 2013 the Council will be subject to a Peer Review as part of the newly established "Self-Regulation" regime. In consultation with leading Members, it has been agreed that the focus of this review should be the output from steps 1-4 above so that an external challenge is brought to the Council's proposals before consultation commences.

Medium Term Financial Plan - Capital

41. The first part of this report concentrates on the Revenue MTFP; the Council also has a Capital MTFP. Capital expenditure is significant, one off expenditure used to purchase or improve assets to enable the Council to deliver its priorities for example acquiring land to enable road improvements or investing in modernising school buildings and Housing. With regards to schools and transport the vast majority of funding for capital expenditure is received from Government, in the main to match national priorities such as Education and Transport whereas the Housing Programme is funded from the Housing Revenue Account. The allocation of the spending on these three priorities is subject to ongoing programmes and agreed outcomes, for example the Local Transport Plan. Set out below are details of the levels of Government funding available for 2013/14.

		2013/14 £000
	Children's Services	
1.	Basic Need*	1,371
2.	Capital Maintenance LA maintained*	634
3.	LCVAP for VA Schools*	224
4.	DFC LA maintained*	50
5.	DFC for VA Schools*	51
	Housing	
6.	Disabled Facility Grants*	343
	Transport	
7.	Local Transport Plan	2,319
8.	TVBNI	1,215
9.	LSTF	155
	Other capital programmes	
10.	Adults' Personal Social Services	269
	Total	6,631

* denotes indicative figures

42. **Appendix 5** 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

Basic Needs Funding

43. The Local Authority was allocated £2,417,374 Basic Need funding in 2011-12 to support the need for additional school places across the authority. Cabinet agreed the release of £27,800 of this funding in July 11 to enable feasibility work to be undertaken in considering the most appropriate schools in which to provide additional places. The feasibility work identified Mowden Infant and Junior School Federation for expansion and this was agreed by Cabinet in February 12. Work has recently commenced on site and the project will be complete in 2014.
44. For the 2012/13 period the local authority was allocated £1,371,000 to deliver further additional places. Officers have developed a School Organisation Plan to review the need for further places. The plan will be presented to Cabinet in March 2013.

Capital Maintenance funding

45. There has been a dramatic reduction in Capital Maintenance funding following the end of the Primary Capital Programme (PCP) and the number of schools converting to Academy status. This funding is for remaining Community Schools only and will be spent in line with key priorities identified through the locally agreed asset management planning (LAMP) process. Unlike PCP there are no strict spend deadlines. Small scale condition related projects are prioritised and completed as funding becomes available. Devolved formula capital (DFC) is a formula based grant provided to all maintained schools to help support the capital needs of their buildings. It is initially allocated to the LA on a formulaic basis, the LA then allocates the funding directly to schools. As a rule this funding should be invested in the priorities identified through the LAMP process.

LCVAP

46. Locally Co-Ordinated Voluntary Aided Programme (LCVAP) is coordinated by the LA in consultation with the Diocese of Hexham and Newcastle and the Dioceses of Durham and Newcastle. In Darlington any priorities generated from the LAMP process are shared with the Dioceses. The outline list of projects are submitted for the Department for Education's approval by the end of May each year. Once a project is approved the funding goes direct to the Diocese to be spent in the year it is allocated. Devolved Formula Capital funding for VA schools is paid directly to each Diocese, unlike LCVAP there is no requirement to seek approval from Department for Education. The LA is kept informed of works so that asset management plan information can be kept up to date.

Housing

47. The priorities identified through the Housing Business Plan to be funded from the estimated capital resources for 2013/14 include:-

- (a) Adaptations - the adaptations budget is to deliver adaptations within the Council's housing stock to enable tenants with a disability to remain in their own home and live independently across the Borough.
- (b) Heating Replacement - new condensing boiler and central heating upgrades will be completed. This work will predominantly be completed in: Cockerton East, Cockerton West, Haughton East, Heighington, Hurworth and Lingfield. There will also be some miscellaneous properties which will be included in the programme and we will be running a "just in time" programme of replacement for those boilers that fail before their due replacement date within the financial year.
- (c) Internal planned maintenance – to include replacement kitchens and bathrooms, rewiring of electrical systems and heating system upgrades where required. This work will predominantly be completed in:-Cockerton West, Haughton West, Heighington and Coniscliffe, Hurworth, Middleton St George, Park East, Sadberge and Whessoe. There will also be some miscellaneous properties which will be included in the programme and we will incorporate additions to the programme when void properties which have been omitted from previous year's programmes become available.
- (d) Energy Efficiency - £570,000 has been set aside to invest in a 2 year programme of energy efficiency programme that will focus on improving the efficiency of homes and reducing tenants' energy costs. The work will include replacement PVCu windows and the installation of composite doors to properties identified as the hardest to treat in relation to other basic retro fit measures. Priority will be given to properties in the Hundens area followed by Harrowgate Hill. Also included in work carried forward from 2012/13 in respect of wall insulation at Lascelles Park.
- (e) Structural Repairs - a small budget of £50,000 has been set aside to address any structural issues that may be identified within the year.
- (f) Smoke Detectors - £50,000 is required to replace existing hard wired smoke and heat detectors where systems are now 10 years old and reached the end of their recommended lifespan.
- (g) Roof Work - £400,000 is required commence a programme to replace aging and defective roofs. Properties will be selected based on current asset management data relating to their age, the material lifespan, condition surveys and the analysis of current disrepair and maintenance costs.
- (h) Lifeline Services - £80,000 is set aside to continue to provide upgrades to Lifeline equipment. There will also be investment to replace the existing telecommunications equipment to improve the level of service that can be provided to residents.
- (i) Garage Improvements - £75,000 will be invested in improvements to the Council's garage blocks in areas to be determined.
- (j) Repairs before Painting - £100,000 will be invested in joinery repair works in anticipation of the cyclical external painting programme in areas throughout the Borough.

- (k) External Works - £500,000 has been set aside for External Works including fencing replacement and external footpath improvements in areas to be confirmed throughout the Borough. The funds will also pay for the just in time replacement of rotten and defective external doors with new composite doors on a Borough wide basis.
- (l) Pavement Crossings - £25,000 has been identified to fund pavement crossings across the Borough.
- (m) Door Entry Systems - failing door entry systems to communal blocks will be replaced and upgraded at a cost of £30,000.
- (n) Communal Works - £50,000 will be spent on the upgrade and improvement of flooring and electrical systems to communal blocks of flats across the Borough.
- (o) DFG grants - will continue to be offered according to the mandatory limit of £30,000 plus the additional optional "Top up" Financial Assistance Loan of up to £10,000 as agreed by Cabinet in 2005. The total budget for mandatory DFG grants is yet to be confirmed by the Department of Communities and Local Government (CLG) but announcements have confirmed that the allocation for 2013/14 will be no less than the allocation in 2012/13.

Transport and Highways

48. The following works are proposed for delivery in 2013/14 subject to agreement by Cabinet in February 2013 on proposals for the Tees Valley Bus Network Improvement scheme, the Third Local Transport Plan and the Local Sustainable Transport Fund.

Major Scheme Bid

49. The TVBNI scheme proposals aim to tackle traffic congestion and improve reliability of bus services. The programme is now more than half way to completion, with two more years left to run. The scheme planned for implementation subject to Cabinet approval in February 2013 is for the delivery of a new junction between Parkgate, St. Cuthbert's Way and Stonebridge. This junction forms part of the work to facilitate the sustainable development of employment and housing land in the Town Centre Fringe. These schemes will be supported by measures to promote bus travel, for example the construction of raised bus platforms and dropped kerbs helping accessibility and the installation of bus shelters along core routes.

Local Transport Plan

50. 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 February 2013. 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 phase 2 A68 West Auckland Rd (A1m to Swanhouse), phase 2 A167 Croft Rd, deep patch repairs for phase 2 C34a Lime Lane and also the carriageway reconstruction of phase 3 in Firthmoor. The bridge maintenance schemes are also identified from condition survey and a priority list will be put together. A programme of replacement street lights over 40 years old will continue with approximately 400 units replaced.

51. The funding for the Integrated Block has stayed the same as 2012/13 allocation and subject to Cabinet approval in February 2013 the main focus will primarily be on managing the network. Possible schemes could include the implementation of the network management plan and advanced design of the Town Centre regeneration. A constant review of road safety will take place. It is also proposed to carry out actions arising from the parking strategy. Out of the allocated funds a contribution towards the TVBNI scheme is required for a further three years.

Local Sustainable Transport Fund

52. One of the specific projects within the Council's successful Local Sustainable Transport Fund (LSTF) bid is to encourage more walking and cycling and improve access to education. It is therefore proposed to implement some actions which will arise from the community audits, these works could included a series of dropped kerbs or extension to existing footpaths to enable better access for all. These works would draw upon the experience and knowledge of the Council from the Local Motion and Cycling Demonstration Town projects.

Council Funded Schemes

53. The Council can and has supplemented Government Capital Funding from its own resources such as capital receipts and prudential borrowing; however, in such challenging financial times the ability to fund from the Council's resources is limited. The Council owns many buildings and assets that continue to need investment so provisions for such costs need to be made within the Council's overall financial strategy.

54. Set out in the table below are details of the available capital resources after allowing for the capitalisation of highways expenditure highlighted earlier in this report.

	2013/14 £m's	2014/15 £m's	2015/16 £m's	2016/17 £m's	Total £m's
Guaranteed Resources	1.385	1.000	1.000	1.000	4.385
Potential Capital Receipts	1.000	4.000	0.600	-	5.600
	2.385	5.000	1.600	1.000	9.985

55. The above shows the Council potentially has between £4.385m and £9.985m resources available over the MTFP, at this stage only the 2013/14 potential capital receipts can be reasonably assumed due to the uncertainty around land sales, it would therefore only be prudent to include the utilise guaranteed resources from 2014/15 onwards in the capital MTFP. Included in the current MTFP was a proposal to repay debt with £4m of capital receipts, but due to the uncertainty around sales at the moment this has been deferred and the proposed saving included as a pressure.

56. There will be many competing priorities against the available resources including asset refurbishment and regeneration and the schemes will emerge in the coming months and years however at this stage Members are requested to make capital provisions available for two schemes which will be subject to full reports to Cabinet in due course there are :-

- (a) Central Park - £1.1m to facilitate the completion of projects.
- (b) Town Hall Customer Centre and ground floor redesign and refurbishment - £0.750m - The Customer Centre was originally opened in 2005 now needs extending due to increased demand and in particular to deal with increased volumes associated with the impacts of the welfare reforms and the localisation of the social fund. The extension will mean remodelling large parts of the ground floor therefore it is recommended that appropriate refurbishment works are undertaken. This approach has been taken already in three parts of the town hall over the past few years when converting the old nursery and print room to office accommodation and the changes to the second floor required to accommodate additional staff as part of the accommodation review. The accommodation review has achieved annual ongoing revenue savings of approximately £0.500m per annum.
- (c) This report has been prepared on the assumption that Cabinet agree to the sale of Stressholme Golf Course at its meeting on 19 February 2013 and the purchase of land at Blackwell Grange Golf Club (BGGC) and the surrender of a lease for land held by BGGC. The deal agreed requires the upfront payment of £1m by the Council and this capital expenditure will be funded by the removal of the deficit funding for Stressholme. The MTFP presented for approval includes revenue provision to cover the borrowing of £1m to fund the payment to BGGC

Consultation

- 57. The Efficiency and Resources Committee met on the 17 January 2013 to consider the draft MTFP. The draft minutes of the Efficiency and Resources Committee are shown in **Appendix 9** and are due to be considered by that committee on the 3 March. In summary all the draft recommendations were supported.
- 58. The Financial position has also been publicised in Darlington Together and on the Council's Website, however, there have been no challenges to the draft proposals.

Comments of the Director of Resources

- 59. As the Council's Statutory Chief Financial Officer I must advise Council on the robustness of the budget and adequacy of reserves. The budget presented to Members in this report has been based on the most accurate information available therefore I can be confident that they are an accurate reflection of the Council's financial position. General Reserves are adequate however the Council is carrying a very significant risk in terms of the need to reduce expenditure by 1 April 2014, it is essential that savings are delivered on time otherwise reserves will very quickly become inadequate next financial year.

Conclusion

- 60. The Council continues to face a very significant challenge, the extent of which is now clear following the finance settlement for 2013/14 (and 2014/15). The Council must respond quickly and develop plans to reduce spending to the level of predicted income.

MEDIUM TERM FINANCIAL PLAN 2013/14 TO 2016/17

List of Appendices

1	Estimate Preparation Assumptions
2	Budget Pressure Details
3	Schedule of Charges 2013/14
4	Council Tax Comparison with North East Councils
5	Capital MTFP
6	Detailed Estimates
7	MTFP Overall Summary
8	Risk Assessment – Revenue Balances
9	Efficiency and Resources Scrutiny consultation feedback.

**KEY ASSUMPTIONS USED IN PROJECTED
RESOURCES, EXPENDITURE AND INCOME 2013-17**

	Assumption
Resources	
Council Tax base	No growth in Council Tax base; Uses the Council Tax Support Scheme as approved by Cabinet after consultation; Uses Council Tax Discount scheme as approved by Cabinet after consultation.
Council Tax	2.0% increase in each year
Council Tax collection	97.5% collected
Government Grants	Government grants for 2013-14 as indicated in settlement, confirmed December 2012.
	Increase in Business Rates Scheme and Top Up Grant of 3% per year (projected RPI) from 2013-14.
	Reduction in Revenue Support Grant of 17% in 2014-15, 12% in 2015-16 and 7% in 2016-17.
	Identified Council Tax Support Grant of approx £12k passported to Parishes to reduce Precept.
Expenditure	
Pay inflation	2013-14 and 2014-15 1%; 2015-16 & 2016-17 2.0%.
Price inflation	Only contractual inflation on running costs
Local Government Pension Scheme	Employers contributions 18.5% of pensionable pay – the current rate
Financing Costs	
Interest rates payable	Average rate on existing debt 2013-14, 4.00%; 2014-15, 4.37%, 2015-16, 4.20% & 2016-17, 4.15%.
Interest rates payable	2013-14, 4.03%, 2014-15, 4.28%, 2015-16, 4.90% & 2016-17, 5.00%.
Interest rates receivable	2013-14, 0.70%, 2014-15, 0.90%, 2015-16, 1.71% & 2016-17, 2.41%.
New Borrowing	£1M per capital expenditure financed by prudential borrowing for 2013-14, 2014-15, 2015-16 & 2016-17.
Income	
Inflationary increases	Various based on individual service considerations
Capital Receipts	£1m used to fund relevant revenue expenditure in 2013-14 & 2014-15. 2013/14 anticipated capital receipts used in the Capital MTFP, no future receipts to be committed to financing capital expenditure
General	
Stressholme	The Sale of Stressholme and purchase of freehold interest of Blackwell golf club land is approved.

Pressures included in the draft budget	2013/14 £m	2014/15 £m	2015/16 £m	2016/17 £m
Service Demand				
Looked after children	1.831	1.833	1.836	1.839
Adults increased service demand	0.580	0.884	1.035	1.186
Children with learning disabilities	0.130	0.130	0.130	0.130
Democracy - Additional election costs	0.000	0.000	0.058	0.000
Customer services and access points	0.120	0.040	0.040	0.040
Other service demand	0.075	0.075	0.075	0.075
	2.736	2.962	3.174	3.270
Reduction in Income				
Car parking income	0.098	0.098	0.098	0.098
Reduction in schools and DSG income	0.455	0.453	0.450	0.448
General Licencing	0.031	0.031	0.031	0.031
Dolphin Centre - income reduction	0.050	0.050	0.050	0.050
Reduction in income from falling taxi licences	0.005	0.005	0.005	0.005
Cemeteries and Crematorium	0.025	0.025	0.025	0.025
Building Services turnover	0.000	0.255	0.367	0.367
Xentrall trading income	0.080	0.094	0.094	0.094
Adults reduction in PCT income	0.018	0.018	0.018	0.018
Secretarial - Ending of income from scanning	0.030	0.030	0.030	0.030
Insurance fund	0.050	0.050	0.050	0.050
	0.842	1.109	1.218	1.216
Contract Inflation				
Energy and fuel inflation	0.026	0.026	0.027	0.027
Increased NNDR charges	0.063	0.085	0.114	0.152
Concessionary Fares (incl. Inflation @ 6%)	0.278	0.295	0.313	0.429
Parking - increase in licence fees	0.004	0.004	0.004	0.004
Flood & Water Act Inflation	0.003	0.003	0.003	0.004
Cremators Relining Sinking Fund	0.008	0.008	0.008	0.008
HELS contract increase	0.018	0.018	0.018	0.018
EA Levy increase	0.003	0.003	0.003	0.003
Archives rate increase	0.010	0.010	0.010	0.010
	0.413	0.452	0.500	0.655

Pressures included in the draft budget	2013/14 £m	2014/15 £m	2015/16 £m	2016/17 £m
Other				
Reducing investment income	0.174	0.265	0.364	0.256
Equal Pay costs	0.250	0.200	0.200	0.200
Street Scene - Sweeper	0.024	0.000	0.000	0.000
Tendered Bus Services	0.011	0.011	0.011	0.011
Flexi Care	0.062	0.020	0.009	0.000
Coleridge Centre	0.032	0.000	0.000	0.000
Property - Arts Centre maintenance	0.060	0.000	0.000	0.000
	0.613	0.496	0.584	0.467
Efficiencies Not Achieved				
Balance of Terms & Conditions	0.260	0.711	0.711	0.711
Collaboration Savings not achieved at present	0.000	1.300	1.300	1.300
Borough wide events	0.056	0.056	0.056	0.056
Debt Repayment	0.000	0.320	0.320	0.320
Shortfall on Voluntary sector savings	0.017	0.017	0.017	0.017
	0.333	2.404	2.404	2.404
Contingencies (new in 13/14)				
Adults packages	0.235	0.235	0.235	0.235
Car Parking – fall in patronage	0.158	0.158	0.158	0.158
	0.393	0.393	0.393	0.393
Total Pressures (including contingencies)	5.330	7.816	8.273	8.405

Contingencies (from 12/13)				
ICT Architecture	0.300	0.400	0.400	0.400
Employers pension cost increase	0.400	0.400	0.400	0.400
Planning fees	0.100	0.100	0.100	0.100
Total Contingencies	0.800	0.900	0.900	0.900

SCHEDULE OF CHARGES 2013/14

SERVICES FOR PEOPLE - SCHEDULE OF CHARGES 2013/14			
Description	Existing Charge £	New Charge £	Financial Effect £
NURSERY			
Full-time place – All Users, charges per week			
Children aged under 2	181.50	181.50	
Children aged 2-4	166.25	166.25	
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)	1.50	1.50	
Provision of mid-day meal for staff	1.50	1.50	
Provision of mid-day dessert for staff	0.50	0.50	
Flexi Childcare (per hour)	17.10	17.10	
Total financial effect for Nursery			NIL

LIFELONG LEARNING	Existing Charge £	New Charge £	Financial Effect £
Adult and Community Learning (Incl. NVQ's)			
Adult per hour	2.50	2.50	
OAP per hour	2.50	2.50	<u>NIL</u>
Differential rates if you are in receipt of the following applies:			
<p>Reduced Fees:</p> <p>£10.00 administration fee only if any of the following apply:</p> <ul style="list-style-type: none"> • In receipt of Job Seekers Allowance (JSA Income Based) including the partner where the claim is joint Evidence: Letter of entitlement from the Job Centre indicating date & claim • In receipt of Employment and Support Allowance in the Work Related Activity Group (WRAG) Evidence: Letter of entitlement from the Job Centre indicating date & claim • Aged 16 – 18 years of age on the 31st August 2011 (Accredited programmes only). 16 – 18 year olds do not pay the £10 administration fee. • Aged 19 – 24 years of age on the 31st August 2011 and studying first full level 3 qualification without having a full level 2 • Studying first level 2 qualification identified on the Learning Aim Database • Learners studying full Level 3 (without a full Level 2) • Certain learners participating in Skills Funding Agency –funded projects where identified in project specifications 			
Room Hire – per hour	15.00	15.00	
			<u>NIL</u>
Total financial effect for Lifelong Learning			

REGISTRATION OF BIRTHS, DEATHS, MARRIAGES AND CIVIL PARTNERSHIPS

Description	Existing Charge £	New charge £	Financial Effect £
<p>The following fees do not incur VAT</p> <p>Marriages Entering a Notice of Marriage or Civil Partnership For a Registrar to attend a Marriage at the Register Office Civil Partnership Registration Incumbents for every Entry Contained in Quarterly Certified Copies of Entries of Marriage Registrars fee for attending a marriage at a registered building or for the housebound or detained Superintendents Registrar fee for attesting a notice of marriage away from his office for housebound or detained Superintendents Registrar fee for attending the marriage of the housebound or detained</p> <p>Certification for Worship and Registration for Marriages Place of Meeting for Religious Worship Registration of Building for Solemnisation of Marriage</p> <p>Certificates issued from Local Offices Standard Certificate (SR) Standard Certificate (RBD) (at time of Registration) Standard Certificate (RBD) (after Registration) Short Certificate of Birth (SR) Short Certificate of Birth (RBD) Certificates of Civil Partnership (at time of Ceremony) Certificates of Civil Partnership (at later date) General Search fee Each Verification</p>		<p>These charges set nationally by Statute and will be charged at the advised rate for 2013/14</p> <p>These Charges set nationally by Statute and will be charged at the advised rate for 2013/14</p>	

Description	Existing Charge £	New Charge £	Financial Effect £
Civil Funerals			
All Ceremonies – Backhouse Hall			
Monday to Thursday	100.00	150.00	Minimal
Friday	150.00	150.00	
Saturday	200.00	200.00	
Sunday and Bank Holidays	250.00	250.00	
All Ceremonies – Approved Premises			
Application Fee (3 years)	1,700.00	1,700.00	
Fee for Attendance Monday to Friday	300.00	300.00	
Fee for Attendance Saturday	400.00	400.00	
Fee for Attendance Sunday	500.00	500.00	
Fee for Attendance Bank Holidays	500.00	500.00	
Certificates			
Walk in Certificates	15.00	15.00	
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	
Register – Data Form	20.00	20.00	
Per 1,000 Names – Data	1.50	1.50	

RESOURCES – SCHEDULE OF CHARGES 2013/14			
Description	Existing Charge £	New Charge £	Financial Effect £
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	24.00	24.00	
Emergency Planning	16.92	16.92	

LAND CHARGES	Existing Charge £	New Charge £	Financial Effect £
The following fees do not incur VAT			
Search Fees			
Standard Search - Residential Property (post or DX)	71.00	79.00	
Standard Search – Residential Property (electronic)	69.00	77.00	
Standard Search – Commercial Property (post or DX)	NIL	119.00	
Standard Search – Commercial Property (electronic)	NIL	117.00	
Con 29 Required			
Residential Property			
One Parcel of Land	59.00	64.00	
Several Parcels of Land – Each Additional Parcel	20.00	20.00	
Commercial Property			
One Parcel of Land	NIL	104.00	
Several Parcels of Land – Each Additional Parcel	20.00	20.00	
Con 29 Optional			
Each Printed Enquiry	5.00	5.00	
Own Questions	5.00	5.00	
Official Search – LLCI	12.00	15.00	
Official Search – NLIS (National Land Information Service) or email	10.00	13.00	
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	
Review of Land Charges – Additional Income Overall			13,500

Notes

Differential charges for commercial property are new.
Proposing to revise charges in year, from 28.1.13

FINANCIAL PROTECTION SERVICES				
Category	Description	Existing Charge £	New Charge £	Financial Effect £
I	Work up to and including the date upon which the court makes an order appointing a deputy for property and affairs	670.00	670.00	
II	Annual management fee where the court appoints a local authority deputy for property and affairs, payable on the anniversary of the court order: - for the first year - for the second and subsequent years where the net assets are below £16,000, the local authority deputy for property and affairs will take an annual management fee not exceeding 3% of the net assets on the anniversary of the court order appointing the local authority as deputy Where the court appoints a local authority deputy for health and welfare, the local authority will take an annual management fee not exceeding 2.5% of the net assets on the anniversary of the court order appointing the local authority as deputy for health and welfare up to a maximum of £500.	700.00 585.00	700.00 585.00	
III	Annual property management fee to include work involved in preparing property for sale, instructing agents, conveyancers, etc or the ongoing maintenance of property including management and letting of a rental property	270.00	270.00	
IV	Preparation and lodgement of an annual report or account to the Public Guardian	195.00	195.00	
V	Conveyancing Costs Where a deputy or other person authorised by the court is selling or purchasing a property on behalf of P, the following fixed rates will apply except where the sale or purchase is by trustees in which case, the costs should be agreed with the trustees: A value element of 0.15% of the consideration with a minimum sum of £350 and a maximum sum of £1,500, plus disbursements	See Description	See Description	
				NIL

SERVICES FOR PLACE - SCHEDULE OF CHARGES 2013/14

Description	Existing Charge £	New Charge £	Financial Effect £
LIBRARIES			
Fines On Overdue Items			
Adults – per day	0.15	0.15	
Maximum charge per book	5.10	5.10	
Senior Citizens – per day	0.10	0.10	
Maximum charge per book	3.10	3.10	
Children – per day	No charge	No charge	
Loan Charges for Audio Materials (1 week)			
CD's	1.00	1.00	
DVD's	1.50	1.50	
Reservation Fees for books and Audio Materials			
Adults	0.85	0.50	
Senior Citizens	0.45	0.25	
Children/Unemployed	0.45	0.25	
Reservation Fees for Books Obtained from Outside the Authority			
Single charge for all books obtained from other libraries	5.00	5.00	
Repeat Fee for Renewal of Books from Outside the Authority			
Single Charge for all books obtained from other local authorities	2.50	2.50	
Replacement Tickets			
Adults	1.20	1.20	
Senior Citizens	1.20	1.20	
Children/Unemployed	0.60	0.60	

Description	Existing Charge £	New Charge £	Financial Effect £
Spoken Word			
Cassettes & CDs (3 Week Loan)			
Adults (<i>who are not exempt</i>) each	1.50	1.50	
Children each	No charge	No charge	
Language Courses (per element)			
Subscription for whole course to be paid in advance	1.35	1.35	
Local History Research			
Standard charge	5.00	5.00	
Specialist Research – per hour (<i>new service</i>)	30.00	30.00	
Photocopies			
A4 B&W	0.15	0.15	
A3 B&W	0.55	0.55	
A4 colour	Not available	Not available	
A3 colour	Not available	Not available	
Printing			
Text Printouts			
A4 B&W	0.15	0.15	
A3 B&W	0.55	0.55	
A4 colour	Not available	Not available	
A3 colour	Not available	Not available	
Image Printouts			
A4 B&W	0.80	0.80	
A3 B&W	Not available	Not available	
A4 colour	1.60	1.60	

Description	Existing Charge £	New Charge £	Financial Effect £
Reproduction of Images from Stock			
Digital copies for Private/Study purposes - per photo	5.50	5.50	
Digital copies for small local commercial use – per photo	5.50 + 2 copies of publications	5.50 + 2 copies of publications	
Digital copies for local commercial use - per photo	10.50 + 2 copies of book	10.50 + 2 copies of book	
Digital copies for national/international commercial	110.00	110.00	
Scan and e-mail Service			
First sheet	1.00	1.00	
Each subsequent sheet	0.50	0.50	
Hire of Locker	0.50	0.50	
Internet Use			
First half hour free within one day – per hour	2.00	2.00	
Computer Consumables			
CD	Current price	Current price	
CD RW	Current price	Current price	
Memory sticks	Current price	Current price	

Description	Existing Charge £	New Charge £	Financial Effect £
Lost & Damaged Items	Full current Replacement Cost (non-refundable)	Full current Replacement Cost (non-refundable)	
Fax			
Outgoing Transmission			
United Kingdom – per sheet	1.45	1.45	
Europe – per sheet	2.30	2.30	
USA/Canada – per sheet	2.80	2.80	
Rest of the World – per sheet	3.80	3.80	
Incoming Transmission – per sheet	0.45	0.45	
Fax by Satellite			
Atlantic Ocean/Indian Ocean/Pacific Ocean – per sheet	12.50	12.50	
			NIL
PLANNING FEES			
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.			
PLANNING- PRE APPLICATION ADVICE			
Seek agreement for the introduction of a charging policy for pre- application planning.			
PLANNING – SUPPLEMENTARY ITEMS			
Items inclusive of VAT at 20%			
Weekly list - yearly	N/A	N/A	
Decision*/Approval Notice -Building Control	0.10	0.10	
Letter confirming exemption	25.00	25.00	
Letter confirming completion	25.00	25.00	
Letter confirming enforcement action will not be taken	25.00	25.00	
Site inspection to determine info.	25.00	25.00	
A4 Photocopy (ex plans) – first page	0.10	0.10	
Subsequent pages	1.10	1.10	
A3 Photocopy (ex plans) – first page	0.20	0.20	
Subsequent pages	0.20	0.20	
A2 Photocopy (ex plans) – first page	1.50	1.50	
A1 Photocopy (ex plans)	2.00	2.00	
A0 Photocopy (ex plans)	3.00	3.00	
O.S. Sheets – up to 6 copies			
	15.00	15.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Items outside the scope of VAT			
Local plan	18.00	18.00	
Local plan – postage	4.00	4.00	
Local plan – alterations	2.00	2.00	
Invoicing	9.00	9.00	
** Excluding postage			NIL
LICENSING <i>The following fees do not incur VAT</i>			
General Licensing			
Pavement Café Licence	190.00	190.00	
Pavement Display Licence	155.00	155.00	
Pet Shops	120.00	120.00	
Animal Boarding	120.00	120.00	
Dog Breeding	120.00	120.00	
Riding Establishments	230.00	230.00	
Sex Shop Grant	3,700.00	3,700.00	
Sex Shop Renewal	1,200.00	1,200.00	
Sex Shop Transfer	1,200.00	1,200.00	
Sexual Entertainment Venue (SEV) Grant	3,700.00	3,700.00	
SEV Variation	3,700.00	3,700.00	
SEV Renewal	1,200.00	1,200.00	
SEV Grant / Variation / Renewal – Club Premises Certificates	750.00	750.00	
Skin Piercing (Premises) Grant	280.00	280.00	
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	975.00	975.00
	- Week	385.00	385.00
	- Day (minimum 4)	85.00	85.00
January / October	- Full Calendar Month	660.00	660.00
	- Week	270.00	270.00
	- Day (minimum 4)		
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			
		60.00	60.00
Annual Consent		7,000.00	7,000.00
If Paying Monthly		620.00	620.00
If Paying Weekly		170.00	170.00
Buskers selling CD's – Half Day		25.00	25.00
Full Day		45.00	45.00
Mobile vehicles (moving or lay-by)		260.00	260.00
New Vendor Permits		35.00	35.00
			NIL

Description	Existing Charge £	New Charge £	Financial Effect £
Duplicate licenses	15.00	15.00	
Administration Charge per hour or part there of	35.00	35.00	
Skip Hire Licence	15.00	15.00	
Hoarding/Scaffold Licence	50.00	50.00	
Statutory Fees- The following gambling fees are set within statutory bands and will be revised as changed nationally.			
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	

Description	Existing Charge £	New Charge £	Financial Effect £
<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	
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	
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	
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	
Initial fee	40.00	40.00	
Annual fee	20.00	20.00	
Temporary use notice	500.00	500.00	
Copy/replacement/endorsed copy of notice	25.00	25.00	
< 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	
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	

Description	Existing Charge £	New Charge £	Financial Effect £
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	
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	
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	
- 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	
			NIL

Description	Existing Charge £	New Charge £	Financial Effect £
HACKNEY CARRIAGES			
The following fees do not incur VAT			
Taxi Licencing			
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	
<i>Additional Charges</i>			
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 applicants)	35.00	35.00	
Refer to drawer	15.00	15.00	
			NIL

Description	Existing Charge £	New Charge £	Financial Effect £
ENVIRONMENTAL HEALTH			
Pest Treatment Charges – All charges shown exclusive of VAT. Charges will be made plus the appropriate VAT rate			
Insects – per Treatment	58.50	58.50	
Rodents in Industrial Premises – per Treatment	68.00	68.00	
Rodents in Private Premises	No charge	No charge	
Prosecution Costs			
Hourly Rate for Preparation of Case Reports	37.50	39.50	
			NIL
TRADING STANDARDS			
Measures			
Linear measures not exceeding 3m or 10ft each scale	13.50	13.50	
Not exceeding 15kg or 34lb	38.00	38.00	
Exceeding 15kg (34lb) but not exceeding 100kg (224lb)	58.00	58.00	
Exceeding 100kg (224lb) but not exceeding 250kg (650lb)	80.00	80.00	
Exceeding 250kg (650lb) but not exceeding 1 tonne (2,240lb)	139.00	139.00	
Exceeding 1 tonne (2,240lb) but not exceeding 10 tonnes (22,400lb)	223.00	223.00	
Exceeding 10 tonnes (22,400lb) but not exceeding 30 tonnes (67,200lb)	468.00	468.00	
Exceeding 30 tonnes (67,200lb) but not exceeding 60 tonnes (134,400lb)	696.00	696.00	
Charge to cover any additional costs involved in testing instruments Calibrated to weigh in both metric and imperial units or incorporating remote display	101.00	101.00	
Measuring Instruments for Intoxicating Liquor			
Not exceeding 5fl oz or 150ml	22.00	22.00	
Other	25.00	25.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Measuring Instruments for Liquid Fuels and Lubricants			
Container Type (un-subdivided)			
Multi-grade (with price computing device):			
Single Outlets	96.00	96.00	
Solely Price Adjustment	132.00	132.00	
Otherwise	241.50	241.50	
Other Types – Single Outlets			
Solely Price Adjustment	106.00	106.00	
Otherwise	144.00	144.00	
Other Types – Multi Outlets:			
1 Meter Tested	154.00	154.00	
2 Meters Tested	253.00	253.00	
3 Meters Tested	345.50	345.50	
4 Meters Tested	440.00	440.00	
5 Meters Tested	532.50	532.50	
6 Meters Tested	625.00	625.00	
7 Meters Tested	706.00	706.00	
8 Meters Tested	816.50	816.50	
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 1/2 hour)	106.00	106.00	
Special Weighing and Measuring Equipment			
For all specialist work undertaken by the department which is not included above a charge per man per hour on site (minimum charge 1/2 hour) plus cost of provision of testing equipment	106.00	106.00	
Licensing – VAT not applicable			
Poisons Act			
Initial Registration	41.50	41.50	
Re-registration	22.00	22.00	
Change in Details of Registration	12.00	12.00	

Description	Existing Charge £	New Charge £	Financial Effect £
<p>Explosive Act (Statutory Fee) Registration of Premises Licencing of Explosive Stores Sale of Fireworks – Licensing</p> <p>Prosecution Costs Hourly rate for Preparation of Case Reports ** these are statutory rates that are set centrally in April</p> <p><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</p>	<p>**See Note **See Note **See Note</p> <p>39.50</p>	<p>**See Note **See Note **See Note</p> <p>39.50</p>	<p></p>
			NIL

Description	Existing Charge £	New Charge £	Financial Effect £
PARKING – all charges inclusive of VAT at 20%			
Chesnut Street Lorry Park			
Per day	2.00	2.00	
Per week	7.50	7.50	
Overnight	4.00	4.00	
Car Parks – Premium Rate			
Abbotts Yard up to one hour	1.00	1.00	
Abbotts Yard each additional hour	1.50	1.50	
Car Parks (Short Stay) – Per Hour			
Barnard Street / Winston Street	1.00	1.00	
Beaumont Street	1.00	1.00	
Commercial Street	1.00	1.00	
Town Hall	1.00	1.00	
Covered Market (30 minutes only)	0.50	0.50	
Car Parks- Mixed Charges			
Archer Street			
per hour	1.00	1.00	
per day	4.00	4.00	
per week	16.00	16.00	
Garden Street			
per hour	1.00	1.00	
per day	4.00	4.00	
per week	16.00	16.00	
Kendrew Street East			
per hour	1.00	1.00	
per day	4.00	4.00	
per week	16.00	16.00	
Kendrew Street West			
per hour	1.00	1.00	
per day	4.00	4.00	
per week	16.00	16.00	
Car Parks – Long Stay			
Park Place East / West			
Per hour	1.00	1.00	
Per day	4.00	4.00	
Per week	16.00	16.00	
Hird Street			
Per hour	1.00	1.00	
Per day	4.00	4.00	
Per week	16.00	16.00	
St Hildas			
Per hour	1.00	1.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Per day	4.00	4.00	
Per week	16.00	16.00	
Park Lane			
Per day	5.00	5.00	
Central House (Saturday and Bank Holidays)			
Per day	4.00	4.00	
Car Parking – On Street			
Per half hour	0.50	0.50	
Car Parks – Contract Car Parking			
Four Riggs per Calendar Month	60.00	60.00	
Beaumont Street West per year one space	950.00	950.00	
Per year two space	900.00	900.00	
Per year three spaces	860.00	860.00	
Per year four spaces	830.00	830.00	
Per year 5 or more spaces	800.00	800.00	
Car parks- Staff and Members Passes per year	173.00	173.00	
All Car Parks parking bays Sundays- flat rate charge per day	1.00	1.00	
			NIL
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 from electronic databases (letter response)	5.20	5.20	
Responding to request for historical information from manually recorded data (email response)	12.50	12.50	
Expediting search for historical information	10.00	10.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Copy Documents - Monochrome			
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	
Copy Documents - Colour			
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	
The Building (Local Authority Charges) Regulations 2010 Plus VAT at 20%			
Officer hourly rate (new charge for 2012/13)	52.00	55.00	
			11,650
DOLPHIN CENTRE			
Swimming			
Adult Swim	3.40	3.40	
Concession	2.55	2.55	
Junior Swim	2.40	2.40	
Concession	1.80	1.80	
Family Swim (up to 4 children accompanying 1 adult)	1.80	1.80	
Under 5 years	1.00	1.00	
Under 12 months	Free of Charge	Free of charge	

Description	Existing Charge £	New Charge £	Financial Effect £
Fitness Areas			
Pulse Suite	3.95	4.10	
Concession	3.00	3.10	
Junior Pulse Suite	3.15	3.25	
Concession	2.35	2.50	
Health & Fitness Classes			
Health & Fitness Classes	3.75	3.75	
Concession	2.80	2.80	
Multi Activity Sessions			
Badminton Daytime Session	3.55	3.55	
Concession	2.65	2.65	
Half Main Hall			
Adult	42.00	42.00	
Junior (1 hour courts only)	28.50	28.50	
Weekday lunchtime	35.10	35.10	
Badminton/ Short - Tennis Court			
Adult	7.35	7.35	
Concession	5.55	5.50	
Junior (1 hour courts only)	3.75	3.75	
Concession (1 hour courts only)	2.80	2.80	
Squash Courts			
Adult	6.60	6.60	
Concession	4.95	4.95	
Junior (up to 5.00pm on weekdays only)	3.55	3.55	
Concession (up to 5.00pm on weekdays only)	2.65	2.65	
Equipment Hire			
Footballs	Free	Free	
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	

Description	Existing Charge £	New Charge £	Financial Effect £
Children's Activities			
Crèche	2.60	2.80	
Soft play admissions Monday to Friday	3.45	3.45	
Soft play admissions Weekends	3.45	3.45	
Sensory Room Monday to Friday	3.45	3.45	
Sensory Room Weekends	3.45	3.45	
Parent/toddler (Soft play)	3.45	3.45	
Other Activities			
Climbing Wall	4.25	4.25	
Concession	3.20	3.20	
Junior Climbing Wall	3.45	3.45	
Concession	2.60	2.60	
Showers	1.50	1.50	
Fit 4 Life Packages			
12 month Full Membership	299.40	299.40	
12 month Gym Only	Nil	264.00	
12 month Seniors	Nil	228.00	
12 month Student	Nil	180.00	
6 Month gym only	Nil	175.00	
6 Month Full	Nil	195.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Swimming Pools			
Main Pool - per hour	76.75	76.75	
Diving Pool - per hour	43.50	43.50	
Teaching Pool - per hour	43.50	43.50	
Gala - per hour			
Swimming Galas - whole complex			
Normal opening hours - per hour	248.65	248.65	
Outside normal opening hours - per hour	130.50	130.50	
Swimming Galas - Schools, Junior Clubs and Organisations			
Main Pool - Peak	177.50	177.50	
Main Pool - Off Peak	120.50	120.50	
Main Pool and Teaching Pool - Peak	144.60	144.60	
Main Pool and Teaching Pool - Off Peak	153.40	153.40	
Electronic Timing	68.00	68.00	
Dry Sports Hall			
Main Sports Hall - per hour	84.90	84.90	
Special Events - per hour Weekends	268.40	268.40	
Preparation - per hour Weekends	144.60	144.60	
Special Events - Schools - per hour off peak	39.50	39.50	
Meeting Room	20.00	20.00	
Seminar Room/Stephenson Suite	28.50	28.50	
Central Hall			
All Events (except commercial, exhibitions and local societies)	88.00	88.00	
Exhibitions - commercial - per hour	115.00	115.00	
Local Societies event - per hour	60.00	60.00	
			NIL

Description	Existing Charge £	New Charge £	Financial Effect £
PARKS			
Bowls Season Ticket	37.00	37.00	
Concession	28.00	28.00	
Football - Hire of Hundens Park Pitch Seniors' Match	35.80	35.80	
Juniors Match	20.00	20.00	
			NIL
EASTBOURNE SPORTS COMPLEX			
Adult Track	3.25	3.25	
Concession	2.45	2.45	
Junior Track	1.95	1.95	
Concession	1.50	1.50	
Adult Artificial Pitch 1/3 (45 mins)	39.70	39.70	
Junior Artificial Pitch 1/3 (45 mins)	23.60	23.60	
Adult Full Artificial Pitch	70.80	70.80	
Junior Full Artificial Pitch	39.70	39.70	
Pulse 3	3.95	3.95	
Concession	3.00	3.00	
Junior Pulse Suite	3.15	3.15	
Concession	2.35	2.35	
Function Room/Community Pavilion - per hour	18.50	18.50	
			NIL

Description	Existing Charge £	New Charge £	Financial Effect £
STRESSHOLME GOLF CENTRE			
Green Fees			
Monday - Friday	16.50	16.50	
Concession	12.40	12.40	
Junior (up to 18 years)	12.40	12.40	
Concession	9.30	9.30	
Twilight	9.10	9.10	
Twilight Junior	9.10	9.10	
Weekends & Bank Holidays			
Adult	18.50	18.50	
Concession	13.90	13.90	
Junior	13.90	13.90	
Twilight	10.00	10.00	
Twilight Junior	10.00	10.00	
Day Tickets			
Monday - Friday	26.00	26.00	
Concession	19.50	19.50	
Junior	19.50	19.50	
Weekends and Bank Holidays	32.00	32.00	
Concession	24.00	24.00	
Junior	24.00	24.00	
Driving Range			
Large Basket (75 balls)	4.00	4.00	
Medium Basket (50 balls)	3.30	3.30	
Small Basket (25 balls)	1.90	1.90	
Annual Season Tickets			
7 Days	449.00	499.00	
7 Days Youths (18-21 years)	199.00	199.00	
7 Days Juniors (under 18 years)	109.00	109.00	
5 Days (Monday- Friday)	319.00	369.00	
Couples	841.00	941.00	
Social subject to approval by Durham	32.60	32.60	
Stressholme Board Room – per hour	13.90	13.90	
N.B. only part year increased income assumed			3,000
A £5.00 administration fee will be charged in addition to the Green Fees for non-payment.			

Description	Existing Charge £	New Charge £	Financial Effect £
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 -	Three -	
	Five year	Five year	
	leases	leases	
Trade Refuse Removal (per week including VAT)	15.00	15.00	
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			
Per 3m x 4.5m Gazebo January - March (13 weeks)	21.00	21.00	
Per 3m x 4.5m Gazebo April - December (39 weeks)	33.00	33.00	
Per 3m x 3m Gazebo January - March (13 weeks)	14.00	14.00	
Per 3m x 3m Gazebo April - December (39 weeks)	22.00	22.00	
Horsemarket- Per 3m x 4.5m Gazebo January - March (13 weeks)	17.50	17.50	
Horsemarket- Per 3m x 4.5m Gazebo April - December (39 weeks)	27.50	27.50	
All the above to include lighting when supplied			
Car Boot Licence (for more than 30 stalls) Per stall	5.00	5.00	
Council operated Car Boot Sale - vehicle entrance fee	10.00	10.00	
Council operated Car Boot Sale - pedestrian entrance fee (10 years & over)	1.00	1.00	
Charitable per day (or part day) (charge per market) - subject to a maximum of 30 stalls -	55.00	55.00	
Non Charitable			
1 - 10 stalls (minimum charge)	90.00	90.00	

Description	Existing Charge £	New Charge £	Financial Effect £
11 - 30 stalls (per stall) - subject to a maximum of 30 stalls	9.00	9.00	
Large scale market events i.e. Summer Spectacular. Subject to negotiation with the Operator(s)			
Craft Market – Per 3m x 3m Gazebo	25.00	25.00	
Farmers Market – Per 3m x 3m Gazebo	25.00	25.00	
Food Fayre – per 3m x 3m Gazebo	25.00	25.00	
N.B. Craft, Food and Farmers Market charges include lighting when supplied + tables			
			NIL
HEAD OF STEAM			
Entrance Fees			
Adults	5.10	4.95	
Concessions	3.85	3.75	
Children (6-16 years old)	3.10	3.00	
Children (under 6)	No charge	No charge	
Single Membership per annum	10.25	10.00	
Family Day Pass (2 adults, 2 children)	10.25	10.00	
Family Membership per annum (2 adults, 4 children)	15.35	15.00	
Organised School Visits	No charge	No charge	
Lectures per person	2.55	2.55	
Live Darlington			
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)			

Description	Existing Charge £	New Charge £	Financial Effect £
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. Personal Visits to the Ken Hoole Study Centre are at no charge	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 hour) 30.00 per additional hour	30.00 (first hour) 30.00 per additional hour	
Historical Research			
Current Affairs and Documentaries - per hour	60.00	60.00	
TV Dramas and Films - per hour	122.55	122.55	
Photocopying			
A4	0.20	0.20	
A3	0.45	0.45	
Personal photographic reproduction			
Photographic reproduction: max size A4 - per hard copy image (excluding postage)	4.60	4.60	
- digital copy (excluding postage)	6.65	6.65	
Plan Copies - per metre	6.15	6.15	
Commercial photographic reproduction			
Regional newspapers	Free	Free	
National newspapers - per image	35.75	35.75	
Specialist Journals, Newsletters and Magazines - per image	15.35	15.35	
Magazines per image, nationals, journals, newsletters and magazines – per image	25.55	25.55	
Television and film productions – per image	51.10	51.10	

Description	Existing Charge £	New Charge £	Financial Effect £
Photographic reproduction in Books			
Less than 6,000 runs - per image	20.45	20.45	
Less than 6,000 runs (cover image) - per image	25.55	25.55	
Over 6,000 runs - per image	40.85	40.85	
Over 6,000 runs (cover image) - per image	61.30	61.30	
Discount for 10 images or more	0.10	0.10	
Filming Fees			
Student Productions (interiors/exterior)	Free but donation welcome	Free but donation welcome	
Small Productions (interiors/exterior) e.g. TV shows and Documentaries - per day (including setting up and de-rigging days)	306.40	306.40	
Large Productions (interiors/exterior) e.g. Films - per day (including setting up and de-rigging days)	510.65	510.65	
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	7.70	7.70	
Educational Use	No charge	No charge	
	Negotiated on an individual basis	Negotiated on an individual basis	
Corporate Events			

Description	Existing Charge £	New Charge £	Financial Effect £
Paranormal Investigation Groups			
Non-commercial organisations	200.00	200.00	
Commercial organisations	510.65	510.65	
			NIL
REFUSE COLLECTION AND DISPOSAL			
Refuse sacks (per 25) (Exclusive of VAT)	81.55	82.40	
Garden waste sacks (Non-Vatable)	7.75	7.85	
			NIL
CEMETERIES			
Burial fees without exclusive right of burial (these fees will be tripled where the deceased is a non-resident of Darlington at 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	186.00	190.00	
Person over 18 years	569.00	586.00	
Burial fees with exclusive right of burial (these fees will be doubled where the deceased is a non-resident of Darlington at time of death)			
Individual foetal remains	No Charge	No Charge	
Child not exceeding 12 months	No Charge	No Charge	
Person over 12 months up to 18 years	186.00	190.00	
Person over 18 years	569.00	588.00	
Cremated remains	113.00	116.00	
Exclusive rights of burial (these fees will be doubled if the purchaser is a non-resident of Darlington if not purchased at time of first interment).			
Exclusive burial rights (50 years)	579.00	600.00	
Exclusive burial rights for a bricked grave	1,158.00	1,200.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Other charges			
Scattering of cremated remains	42.00	43.00	
Indemnity form (to produce duplicate grant)	42.00	43.00	
Use of Cemetery Chapel	74.00	80.00	
After post mortem remains	106.00	116.00	
Evergreens (including grass mats)	64.00	65.00	
Exhumation of a body (excl. re-interment)	955.00	985.00	
Exhumation of cremated remains (excl. re-interment)	202.00	210.00	
Grave Maintenance (inclusive of 20% VAT)			
Initial payment	43.00	44.00	
Annual Maintenance	33.00	34.00	
Memorials (fees will be doubled where the deceased to whom the memorial/inscription refers was non-resident of Darlington at time of death)			
Memorial rights including first inscription (30 years)	180.00	185.00	
Provision of kerbs – traditional sites only)	84.00	90.00	
Vases not exceeding 300mm	69.00	70.00	
Additional inscription	69.00	70.00	
Total financial effect for Cemeteries			5,300

Description	Existing Charge £	New Charge £	Financial Effect £
CREMATORIUM			
Crematorium fees (inclusive of certificate of cremation, medical referee fees, use of organ and scattering of remains in Gardens of Remembrance at an unreserved time)			
Individual foetal remains	No charge	No charge	
Hospital arrangement – foetal remains	96.00	100.00	
Stillborn or child not exceeding 12 months	No charge	No charge	
Person over 12 months up to 18 years	186.00	190.00	
Person over 18 years	569.00	588.00	
After post mortem remains	113.00	116.00	
Other charges			
Environmental Surcharge	50.00	50.00	
Postal Carton	12.00	12.50	
Metal Urn	32.00	34.00	
Wooden Casket	42.00	45.00	
Baby Urn	10.00	10.00	
Crematorium Chapel	74.00	80.00	
Scattering of remains at reserved time	42.00	43.00	
Medical Referee Fee	20.00	20.00	
Book of Remembrance (inclusive of 20% VAT)			
Single Entry (2 lines)	60.00	62.00	
Double Entry (3 or 4 lines)	108.00	110.00	
Additional lines	22.00	23.00	
Crest or floral emblem	108.00	110.00	
Memorial Cards (inclusive of 20% VAT)			
Single entry card (2 lines)	17.00	18.00	
Double entry card (3 or 4 lines)	24.00	25.00	
Additional lines	5.00	5.00	
Crest of floral emblem	38.00	40.00	
Personal photographs – set up	22.00	23.00	
Additional photographs – after set up	11.00	12.00	
Memorial Books (inclusive of 20% VAT)			
Single entry book (2 lines)	43.00	44.00	
Double entry card (3 or 4 lines)	51.00	52.00	
Additional lines	5.00	5.00	
Crest of floral emblem	38.00	40.00	
Personal photographs – set up	22.00	23.00	
Additional photographs – after set up	11.00	12.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Triptych (inclusive of 20% VAT)			
Single entry card (2 lines)	27.00	28.00	
Double entry (3 or 4 lines)	35.00	36.00	
Additional lines	5.00	5.00	
Crest or floral emblem	38.00	40.00	
Personal Photographs – set up	22.00	23.00	
Additional Photographs – after set up	11.00	12.00	
Other Memorial Schemes			
Replacement kerb vase plaque	221.	228.00	
Replacement flower holder	5.00	5.00	
Wall plaques from £190	221.00	228.00	
Planter plaques from £285	330.00	340.00	
Lease of space for memorial plaques (per annum)	22.00	23.00	
Total financial effect for Crematorium			32,114
ALLOTMENTS			
Rent per year	47.65	50.05	
Rent per year for Leisuresavers	23.85	25.05	
			NIL
SOUTH PARK RESOURCE CENTRE			
Educational Events (£/child for a full day)	4.00	4.00	
Educational Events (£/child for half day)	2.50	2.50	
			NIL
HIGHWAYS			
Private apparatus in the Highway (new installations)	300.00	300.00	
Private Road Openings (repair existing)	77.50	77.50	
Vehicle Crossings (plus actual construction costs)	77.50	77.50	
Vehicle Crossings if planning permission required on a classified road (plus actual construction costs)	150.00	150.00	
Temporary Road Closure Notices	100.00	100.00	
Temporary Road Closure Orders (plus advertising)	200.00	200.00	
Emergency Road Closures	100.00	100.00	
Street Naming Royal Mail Income (per address, Nationally agreed price LGIH)	1.00	1.00	
Street Naming & Numbering of Properties:			
• Developments with new roads			
- Per road name +	0.00	150.00	
- Per plot	0.00	10.00	

Description	Existing Charge £	New Charge £	Financial Effect £
Street Naming & Numbering of Properties: <ul style="list-style-type: none"> • Developments with existing roads <ul style="list-style-type: none"> - Per plot or renaming of a property 	0.00	30.00	
Rechargeable Works	Actual cost + 10%	Actual cost + 10%	
Temporary Traffic Light Applications	Actual staff costs	Actual staff costs	
Section 116 Stopping Up of the Highway	Actual Costs	Actual Costs	
NRSWA Defect Charges	Nationally set scale of charges	Nationally set scale of charges	
NRSWA Road Opening Inspection Charges (sample)	Nationally set scale of charges	Nationally set scale of charges	
Section 74 – charges for overstay	Nationally set scale of charges	Nationally set scale of charges	
Section 38 Road Adoption agreement	6% of works + legal if delivered by developer	6% of works + legal if delivered by developer	
Section 278 Highway works agreement	6% of works + legal if delivered by developer	6% of works + legal if delivered by developer	
Access protection markings	No charge	No charge	
Tourist Sign (plus actual cost of sign)	£75.00 + VAT	£75.00 + VAT	
Accident Data Requests	£75.00 + VAT	£75.00 + VAT	
Traffic Count Data	75.00	75.00	
Street Lighting Design Service	Individually priced based on charge out rate	Individually priced based on charge out rate	
Oversailing Licence	No charge	No charge	
Banner Licence	No charge	No charge	

Description	Existing Charge £	New Charge £	Financial Effect £
Placing Goods on the Highway	155.00	155.00	
Deposits upon the Highway	No charge	No charge	
Temporary Development Signs – Admin Fee	200.00	200.00	
Temporary Development Signs – DBC undertake work on behalf of developer	Actual costs	Actual costs	
Switch off / on traffic signal / pelican crossings – per visit	150.00	150.00	
Unauthorised marks or affixing of signs to street furniture	No charge	No charge	
			NIL

COST OF REVENUE COLLECTION

Council Tax – All Charges do not incur VAT

Description	Existing Charge £	New Charge £	Financial Effect £
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
Business Rates (NNDR) – All Charges do not incur VAT			
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

APPENDIX 4

Council Tax Comparison with All North East Councils for 2012-13

Council	£
Darlington	1,191.28
Sunderland	1,185.96
Stockton	1,264.16
Durham	1,282.86
South Tyneside	1,291.53
Middlesbrough	1,305.17
North Tyneside	1,328.06
Redcar & Cleveland	1,336.90
Newcastle	1,354.42
Northumberland	1,373.40
Hartlepool	1,418.65
Gateshead	1,443.21
North East Average	1,311.81

	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Total
Resources					
Capital Grants	6,631	6,429	5,377	5,377	23,814
HRA Revenue Contributions	5,648	5,643	6,096	6,223	23,610
Corporate Resources	1,385	1,000	1,000	1,000	4,385
HRA Capital Receipts	164	184	192	194	734
Capital receipts	1,000	0	0	0	1,000
Total Resources	14,828	13,256	12,665	12,794	53,543
Commitments - see below	14,713	12,281	11,690	11,794	50,478
Resources Available for Investment	115	975	975	1,000	3,065
Children, Families & Learning					
Basic Needs	1,371	1,371	1,371	1,371	5,484
Capital Maintenance funding for LA maintained schools	634	634	634	634	2,536
LCVAP funding for VA	224	224	224	224	896
DFC for LA maintained (Provisional Allocation)	50	50	50	50	200
DFC funding for VA (Provisional Allocation)	51	51	51	51	204
	2,330	2,330	2,330	2,330	9,320
Housing					
Adaptations	300	330	330	330	1,290
Heating replacement programme	1,060	1,035	1,051	1,170	4,316
Structural works	50	120	120	120	410
Lifeline Services	80	80	80	80	320
Repairs before painting	100	100	150	150	500
Roofing	400	400	400	400	1,600
Garages	75	75	75	75	300
External Works (footpaths, fencing, etc.)	500	500	500	500	2,000
External doors	-	-	160	160	320
Smoke detection	50	50	50	50	200
Fees	250	250	250	250	1,000
Pavement Crossing	25	25	-	-	50
Energy efficiency	572	572	-	-	1,144
Door entry	30	30	30	30	120
IPM works	2,270	2,210	2,220	2,230	8,930
Communal Works	50	50	50	50	200
Windows	-	-	440	440	880
Wall/Canopies	-	-	359	359	718
Lifts	-	-	23	23	46
Disabled Facilities Grants	343	343	343	343	1,372
	6,155	6,170	6,631	6,760	25,716
Transport					
Highway Maintenance	1,590	1,404	1,404	1,404	5,802
Integrated Transport	729	1,025	1,025	1,025	3,804
Tees Valley Bus Network Improvement	1,215	1,022	-	-	2,237
Local Sustainable Transport Fund	155	30	-	-	185
	3,689	3,481	2,429	2,429	12,028
Other Capital Programmes					
Adults' Personal Social Services	269	275	275	275	1,094
	269	275	275	275	1,094
Council funded Schemes					
Central Park	1,100	-	-	-	1,100
Town Hall Customer Centre	750	-	-	-	750
Schemes b/fwd from 12/13	420	25	25	-	470
	2,270	25	25	-	2,320
Total Spending Plans	14,713	12,281	11,690	11,794	50,478

Figures shown in italics are estimates, awaiting confirmation of funding streams.

REVENUE ESTIMATES 2013/14 - Summary

	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
People	43,845	146,974	(14,361)	(77,933)	54,680
Place	19,080	84,389	(16,648)	(49,488)	18,253
Resources	13,684	17,163	(3,815)	0	13,348
Public Health	0	6,989	0	(6,989)	0
Group Totals	76,609	255,515	(34,824)	(134,410)	86,281
Financing Costs	3,410	3,899	0	0	3,899
Council Wide Pressures / Savings	1,336	212	0	0	212
Contingencies	(827)	1,193	0	0	1,193
Grand Total	80,528	260,819	(34,824)	(134,410)	91,585

Revenue Estimates 2013/14

People

	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Childrens					
Director & Departmental	687	886	0	(197)	689
Children & Family Social Care - Management & Social Work	1,442	1,593	0	0	1,593
Children & Family Social Care - LAC	7,594	9,394	(42)	0	9,352
Children & Family Social Care - YOS	285	1,099	(439)	(72)	588
Children & Family Social Care - Other C&F	239	209	0	0	209
Educational Services	1,168	12,627	(1,599)	(9,395)	1,633
Family Support	139	6,435	(568)	(1,972)	3,895
Review Development & Safeguarding	284	473	(105)	0	368
Grant Income	(1,132)	539	0	(1,470)	(931)
Schools	(20)	64,799	(17)	(64,799)	(17)
Development and Commissioning					
Assistant Director Development & Commissioning	107	113	0	0	113
Public Health	10	10	0	0	10
Strategic Commissioning & Health Partnerships	4,025	4,405	(148)	0	4,257
People & Strategy Improvement	1,306	1,924	(133)	(28)	1,763
Darlington Together - Communities & Voluntary Sector	749	671	(34)	0	637
Darlington Together - Welfare Rights	55	48	0	0	48
Darlington Together - Community Safety	191	317	(123)	0	194
Darlington Partnership	12	74	(62)	0	12
Adults					
External Purchase of Care	19,359	32,092	(9,576)	0	22,516
Intake and Reablement	1,259	2,474	(1,148)	0	1,326
Older People Long Term Condition	1,982	1,988	(34)	0	1,954
Physical Disability Long Term Condition	327	445	(119)	0	326
Learning Disability Long Term Condition	2,194	2,379	(139)	0	2,240
Mental Health Long Term Condition	730	845	(70)	0	775
Disabled Children	362	608	(5)	0	603
Service Development and Integration	491	527	0	0	527
Total People	43,845	146,974	(14,361)	(77,933)	54,680

Place	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Director of Place					
Directorate & PA Support	160	164	0	0	164
Policy & Regeneration					
AD & PA Policy & Regeneration	153	154	0	0	154
Building Control	154	359	(202)	0	157
CCTV	134	487	(368)	0	119
Commercial & Licensing	(59)	139	(162)	0	(23)
Concessionary Fares	2,707	3,147	0	0	3,147
Development Management	(83)	501	(598)	(27)	(124)
Economic Regeneration	327	278	0	0	278
Emergency Planning	92	90	0	0	90
Environmental Health	520	564	(39)	0	525
Flood & Water Act	61	131	0	0	131
HOS & Admin Support	164	170	0	0	170
LSTF	0	506	0	(506)	0
Parking	(1,664)	1,227	(2,770)	0	(1,543)
Private Sector Housing	153	176	(8)	0	168
Programme & Projects	496	851	(159)	(261)	431
Strategy & Commissioning	634	852	(1)	(97)	754
Supported Bus Services	186	0	0	0	0
Taxi Licensing	0	112	(112)	0	0
Trading Standards	269	275	(2)	0	273

Place	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Community Services					
AD Community Services	108	111	0	0	111
Arts Centre	94	0	0	0	0
Cemeteries & Crematorium	(744)	522	(1,260)	0	(738)
Christmas Lights	31	32	0	0	32
Civic Theatre	14	2,885	(2,935)	0	(50)
Community Grants	4	3	0	0	3
Countryside	147	176	(38)	0	138
Dolphin Centre	1,290	2,844	(1,634)	0	1,210
Eastbourne Complex	69	123	(108)	0	15
Head of Steam	191	243	(48)	0	195
Indoor Bowling Centre	14	24	(24)	0	0
Libraries	849	914	(74)	0	840
Markets	(250)	368	(590)	0	(222)
Outdoor Events	35	116	0	0	116
Public Conveniences	20	0	0	0	0
Sports Development	62	170	(78)	(30)	62
Strategic Development of Arts	144	118	0	0	118
Stray Dogs	55	61	0	0	61
Street Scene	4,731	6,686	(1,835)	0	4,851
Stressholme Golf Course	36	457	(352)	0	105
Transport Unit - Fleet Management	(4)	0	0	0	0
Transport Unit - Passenger Transport	0	0	0	0	0
Waste Disposal	3,331	3,433	0	0	3,433
Winter Maintenance	442	455	0	0	455
Highways, Design & Projects					
AD Highways, Design & Projects	88	95	0	0	95
Building Design Services	(63)	427	(553)	0	(126)
Capital Projects	103	169	(63)	0	106
Highways	3,911	3,194	(532)	0	2,662
General Support Services					
Property & Premises Support	15	71	(9)	0	62
Works Property & Other	110	111	0	0	111
Joint Levies & Boards					
Coroners	158	162	0	0	162
EA Levy	86	91	0	0	91
Outside Contributions	347	356	0	0	356

Place	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Corporate Landlord					
DLO Profits	(60)	0	(50)	0	(50)
Depot Cost Recharge	(204)	0	(212)	0	(212)
Building Cleaning	(109)	0	(77)	0	(77)
DLO Profits					
DLO	(855)	0	(1,111)	0	(1,111)
Housing General Fund					
Housing benefits / Council Tax	(100)	46,909	0	(46,996)	(87)
Improvement Grants	22	52	(30)	0	22
Housing benefit administration	(17)	1,012	(72)	(869)	71
Community Housing services	214	216	0	0	216
Housing Options	179	296	(54)	(60)	182
Welfare Services	165	160	0	0	160
Northumbrian Water Commission	(139)	0	(141)	0	(141)
Service, Strategy & Regulation	82	84	0	0	84
Key Point of Access	(2)	62	(63)	0	(1)
Council Tax and NNDR collection	76	505	(284)	(149)	72
Social Fund Admin	-	86	0	(86)	0
Social Fund Programme	-	407	0	(407)	0
Total - Place	19,080	84,389	(16,648)	(49,488)	18,253

Revenue Estimates 2013/14

Resources

	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Chief Executive Officer	230	231	0	0	231
Director of Resources	202	200	0	0	200
AD Resources	104	112	(8)	0	104
Information & Insight	230	233	0	0	233
Customer Services	384	596	(227)	0	369
Web Team	147	213	(30)	0	183
Legal Services	674	1,040	(126)	0	914
Democratic	1,702	1,710	(13)	0	1,697
Registrars of births, deaths and marriages	(15)	193	(209)	0	(16)
Secretarial	319	337	0	0	337
Communications	604	608	0	0	608
Town Hall	568	692	(87)	0	605
Complaints & Freedom of Information	146	141	0	0	141
Financial Services & Governance	1,466	2,709	(1,228)	0	1,481
Xentrall Services (D & S Partnership)	2,138	2,833	(732)	0	2,101
Parish Grants	35	0	0	0	0
ICT Infrastructure	232	253	(10)	0	243
AD Transformation	120	113	0	0	113
Property Management	342	430	(67)	0	363
Corporate landlord	2,300	2,378	(495)	0	1,883
Procurement	169	170	0	0	170
Business Transformation	674	740	(50)	0	690
Human Resources	535	1,052	(474)	0	578
Health & Safety	142	179	(59)	0	120
Equal Pay	236	0	0	0	0
Total Resources	13,684	17,163	(3,815)	0	13,348

Revenue Estimates 2013/14

Public Health

	2012/13	2013/14			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Public Health	0	6,989	0	(6,989)	0
Total Public Health	0	6,989	0	(6,989)	0

MEDIUM TERM FINANCIAL PLAN 2013 TO 2017

	2013/14	2014/15	2015/16	2016/17
	£m	£m	£m	£m
People	54.680	55.712	56.667	57.831
Place	18.253	18.871	20.861	21.541
Resources	13.348	13.324	13.563	13.722
Public Health	0.000	0.000	0.000	0.000
Financing Costs	3.899	4.051	4.071	3.963
Council Wide Pressures/(savings)	0.212	0.118	0.117	0.117
Contingencies	1.193	1.293	1.293	1.293
Provisionally Identified HOW Savings	(1.500)	(3.000)	(3.000)	(3.000)
Total Expenditure	90.085	90.369	93.572	95.467
Contribution from Revenue Balances	(2.914)	0.000	0.000	0.000
Future Efficiency and Savings Programme	0.000	(6.858)	(12.648)	(14.671)
Total Net Expenditure	87.171	83.511	80.924	80.796
Resources - Projected and Assumed				
Council Tax	36.061	36.782	37.518	38.268
Revenue Support Grant	30.080	24.988	21.471	19.968
Top Up	3.830	3.948	4.066	4.188
Business Rates Scheme	16.181	16.677	16.753	17.256
New Homes Bonus	0.869	1.116	1.116	1.116
Additional New Homes Bonus	0.150	0.000	0.000	0.000
Total Resources	87.171	83.511	80.924	80.796

Balances (after risk assessment)				
Opening Balance	8.562	4.148	4.148	4.148
Redundancy reserve	(1.500)	0.000	0.000	0.000
Contribution from Balances	(2.914)	0.000	0.000	0.000
Closing Balance	4.148	4.148	4.148	4.148

RISK RESERVE

	Risk	Consequence	Scale	Financial Loss £m	Likelihood %	Annual Risk £m	Period (Years)	Reserve Required £m
ECONOMIC	Economic Downturn	Lower Council Tax base-see - Appendix 1	£0.4M per 1% reduction	0.4	15	0.060	2	0.120
		Lower collection of Council Tax	£0.4M per 1% reduction	0.4	50	0.200	2	0.400
		Reduced Revenue Income - e.g. Leisure, Parking, Planning	£0.075M per 1% - assess risk of further 5%	0.4	15	0.060	2	0.120
		Failure of significant service provider contractors	£20M pa 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 £120M - 1% = £1.2M	1.2	10	0.120	1	0.120
	Break Insurance Long Term Agreement	Increase in Revenue Costs			10	0.025	2	0.050
	Energy Costs Significant Increases	Higher Annual Revenue Costs			20	0.080	2	0.160
	General Price Inflation	Higher Annual Revenue Costs	£30M – assess risk of 3%	0.9	25	0.225	2	0.450
EMPLOY	Higher Pay Settlements	Higher costs across all services	General fund exc - Schools £0.5M per 1%	0.5	20	0.100	3	0.300

	Risk	Consequence	Scale	Financial Loss £m	Likelihood %	Annual Risk £m	Period (Years)	Reserve Required £m
	Single Status Potential Claims	One-off costs	£10M	10.0	20	2.000	1	2.000
	Pandemic or Similar Event	Increased employee absence requiring cover at extra cost	£0.5M per 1% of employee costs	0.5	20	0.100	1	0.100
SERVICES	New Children's Care Packages	Higher Costs	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	0.040	2	0.080
	Social Care Increasing Demand	Higher annual Revenue Costs			20	0.100	2	0.200
	Variations in Demand for Other Services	Higher annual Revenue Costs			20	0.100	2	0.200
	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	£12M - assess risk of 25% shortfall	3.0	25	0.750	2	1.500
	Corporate Manslaughter	Unlimited Fine	Assess risk of £10M fine	10.0	1	0.100	1	0.100
TOTAL GENERAL FUND RISK RESERVE REQUIREMENT								6.820

MEDIUM-TERM FINANCIAL PLAN TASK AND FINISH REVIEW GROUP

15th January, 2013

PRESENT – Councillor Haszeldine (in the Chair); Councillors Carson, Curry, Francis, Johnson, and C. Taylor (6)

OFFICER IN ATTENDANCE – Elizabeth Davison, Assistant Director – Finance.

1. – DRAFT MEDIUM-TERM FINANCIAL PLAN – The Group met to consider a response to Cabinet, following its decision at its meeting held on 15 January 2013, to consult on the following proposals :-

- (i) a Council Tax increase of two per cent for 2013/14;
- (ii) the schedule of charges, as detailed in Appendix 3 of the Cabinet report;
- (iii) the use of £3.991 million of revenue balances;
- (iv) no changes to the agreed policy and service levels
- (v) the transfer of £1.5 million from revenue balances to the redundancy reserve; and
- (vi) the capitalisation of £1 million of expenditure currently included in the revenue budget for 2013/14 and 2014/15.

The Cabinet report which was available to Members, gave further information on the current financial position, the significant challenges faced and the approach and timescale to address the budget gap in future years. Discussion ensued on the schedule of charges and the level of subsidy for certain services and the need for this Group to undertake some further work into this and any changes to future policy and service levels.

IT WAS AGREED – (a) That the following views of this Task and Finish Review Group be forwarded to the special meeting of Cabinet to be held on 19th February, 2013 :-

(i) in relation to the proposed Council Tax increase, in light of the Council's current financial situation, this Group does not object to the proposed increase of two per cent for 2013/14;

(ii) in relation to the proposed schedule of charges, this Group does not object to the proposals for 2013/14, but will undertake some further work in relation to charges, particularly in relation to the subsidised services, when appropriate;

(iii) in relation to the proposed use of £3.991 million of revenue reserves, this Group reluctantly agrees to support this proposal;

(iv) in relation to the proposal to roll forward the current policy and service levels for 2013/14, this Group accepts the proposal, but will undertake some further work in

relation to any future proposed changes when appropriate;

(v) in relation the proposal to transfer of £1.5 million from revenue balances to the redundancy reserve, this Group reluctantly supports to the proposal; and

(v) in relation to the proposed capitalisation of £1 million of expenditure currently included in the revenue budget for 2013/14 and 2014/15, this Group supports the proposal.

(b) That the Efficiency and Resources Scrutiny Committee be requested to retrospectively approve the above views.

Section 1.2

General Fund Revenue and Capital Budget

1.2 Setting the Council Tax for 2013-14

- report to Council 28 February 2013

SETTING THE COUNCIL TAX FOR 2013/14

**Responsible Cabinet Member – Councillor Steve Harker,
Efficiency & Resources Portfolio**

Responsible Director – Paul Wildsmith, Director of Corporate Services

SUMMARY REPORT

Purpose of the Report

1. The Local Government Finance Act 1992, as amended (referred to as “the Act” in this report) requires the Council to calculate and set its council tax for 2013/14 before 11 March 2013.

Summary

2. The Localism Act 2011 made significant changes to the Act and requires the billing authority to calculate a Council Tax requirement for the year.
3. The budget recommended to Council by Cabinet on 19 February 2013 will result in Band D council tax of £1,215.08 (a 2% increase), if approved by Council. Durham Police Authority has set its Band D council tax for 2013/14 at £156.47 (a 2 % increase). County Durham and Darlington Fire and Rescue Service has set its Band D council tax for 2013/14 at £90.45 (a 0% increase). Therefore the recommended council tax for a Band D property will be £1,462.00. There will also be an additional council tax in any parish where a precept has been issued.
4. The increase for 2013/14 for the Council is within the limit set by Government.
5. The Council has calculated that the Council Tax requirement is £36,164,755 which includes Parish Precepts of £102,876. The Council Tax requirement for the Council’s own purposes for 2013/14 (excluding Parish Precepts) is therefore £36,061,879.

Recommendation

6. It is recommended that
 - (a) the following amounts be calculated by the Council for 2013/14 in accordance with sections 31 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 31A(2) of the Act taking into account all precepts issued to it by Parish Councils, which is its expenditure	£260,921,876
(ii)	the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act, which is its income	£224,757,121
(iii)	the amount by which (i) exceeds (ii) calculated by the Council for the year in accordance with Section 31A(4) of the Act as its Council Tax Requirement	£36,164,755
(iv)	The amount at item 5(iii) above, divided by the council tax base in paragraph 14 below, calculated by the Council in accordance with Section 31B of the Act as the basic amount of its Council Tax for the year (including Parish Precepts)	£1,218.55
(v)	the aggregate of all special items (Parish Precepts) referred to in Section 34(1) of the Act as in the attached Appendix 1	£102,876
(vi)	the amount at 5(iv) above less the result given by dividing the amount at 5(v) above by the amount at paragraph 14 below, calculated by the Council in accordance with Section 34(2) of the Act as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept relates	£1,215.08
(vii)	That the basic council tax for 2013/14 calculated for dwellings in those areas that have parish precepts be as set out in Appendix 1, column 5.	
(viii)	That the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in Appendix 2 as the amount of Council Tax for 2013/14 for each part of its area and for each of the categories of dwellings	

(b) It be noted that for the year 2013/14 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	104.31	121.70	139.08	156.47	191.25	226.02	260.79	312.95

(c) It be noted that for the year 2013/14 County Durham and Darlington Fire and Rescue Service 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	60.30	70.35	80.40	90.45	110.55	130.65	150.75	180.90

(d) The Council, in accordance with Section 30(2) of the Act hereby sets the amounts set out in **Appendix 3** as the amounts of council tax for 2013/14 for each of the categories of dwellings.

Reasons

- 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

- Local Government Finance Settlement 2013/14
- Police Authority Precept notification.
- Fire Authority Precept notification.
- Parish Council Precept notifications.

Elizabeth Davison : Extension 2601

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

7. The Act, as amended by the Localism Act 2011, requires authorities to calculate their Council Tax requirement for the year. The Council tax requirement is equal to the Council's net budget requirement less Formula Grant (Revenue Support Grant, Business Rates Scheme Grant and Top Up Grant) less any contribution to the Collection Fund in respect of any prior year's deficit. The details of these calculations are set out in paragraph 3(i) to (iii) above.
8. The recommended basic council tax including Fire and Police Precepts for a Band D property is £1,462.00. There will also be an additional council tax in any parish where a precept has been issued.
9. Cabinet considered the draft Medium Term Financial Plan (MTFP) on 15 January 2013 and approved it for consultation. After review by the relevant Scrutiny Committees, Cabinet considered the MTFP again on 19 February 2013.
10. The Government has announced the level of grant support for 2013/14 and notified the authority that the Formula Grant will be £50,090,524.
11. The Council also has to determine the estimated surplus or deficit on its Collection Fund at 31st March 2013. The estimated surplus/deficit for the council tax is shared between this Council, the Police Authority and the Fire Authority in proportion to the 2012/13 demands/precepts. It is estimated that there will be no surplus or deficit on the Collection Fund at 31st March 2013.
12. The Council has determined that its basic amount of Council Tax for 2013/14, excluding Precepts and Special Expenses, is not excessive in accordance with principles approved under Section 52ZB of the Act.
13. The Council's Council Tax Requirement (including Parish Precepts) for council tax purposes for 2013/14, as calculated in accordance with Section 31A(4) of the Act, is £36,164,755.

The Council Tax Calculations

Basic Council Tax

14. The Council set its tax base at 29,678.5 at the meeting on 31 January 2013 along with the tax bases for various parish councils and meetings. These are shown in **Appendix 1** (column 4).
15. The basic council tax must first be calculated by dividing the Council Tax requirement by the approved tax base as follows:-

$$\frac{£36,164,755}{29,678.5} = £1,218.55$$

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

$$\frac{£102,876}{29,678.5} = £3.47$$

17. The basic council tax for those areas of the Borough Council where there are no special items is, therefore, £1,215.08 (£1,218.55 - £3.47). This also excludes the Police Authority and Fire Service precepts. It represents a 2% increase compared with the council tax in 2012/13.

Parish Council Taxes

18. 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 31 January 2013. The Parish Council Precepts for 2013/14 are detailed in Appendix 1 and total £115,279.
19. As part of the 2013/14 settlement, the Government identified part of the Council Tax Benefit Support Grant as being for Parishes. The Council has decided to passport the relevant amount of £12,403 (Appendix 1 column 2) on to the Parishes to reduce the amount levied on the Parish Council Taxpayer.
20. The council tax in relation to the parish precepts is shown in Appendix 1 (column 5). When added to the basic council tax, as calculated in paragraph 15, this provides the Billing Authority's basic council tax for each parish area (Appendix 1, column 7).
21. The increase in the average Band D Council Tax for Parish Councils is 28.26% and results in an average Band D Council Tax figure of £3.47 for 2013/14.

Billing Authority Council Tax

22. 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

23. 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.
24. The Billing Authority's council taxes for each band of property are shown in **Appendix 2**.

Police and Fire Authority Council Taxes

25. The Durham Police Authority is a separate body responsible for its own financial affairs. The Authority met on 4 February 2013 and set their precept at £4,643,790. This results in a Band D Council Tax of £156.47, a 2% increase from 2012/13 as shown below:-

	A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Police Authority	104.31	121.71	139.09	156.47	191.25	226.02	260.79	312.96

26. County Durham and Darlington Fire and Rescue Service met on 15 Feb 2013 and set their precept at £2,684,418. This results in a Band D Council Tax of £90.45, unchanged from 2012/13.

	A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Fire Authority	60.30	70.35	80.40	90.45	110.55	130.65	150.75	180.90

Overall Council Tax

27. 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 Police Authority and the Fire and Rescue Service. 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 3**. There is a 2% increase in the Billing Authority Council Tax next year, with changes in the amounts of some parish precepts. The Police Authority has increased its Council tax by 2% and the Fire and Rescue Service has maintained its Council Tax at 2012/13 levels.

Consultation

28. 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 Corporate Plan and Medium Term Financial Plan. The outcomes of consultation are included in those plans.

COUNCIL TAX FOR PARISH AUTHORITIES 2013/14

	Precept payable to Parish Council	Council Tax Support Grant	Precept levied upon Council Taxpayers	Parish Tax Base	Parish Council Tax	Basic Council Tax	Billing Authority's Council Tax
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	£	£	£		£ p	£ p	£ p
Archdeacon Newton	1,400	(351)	1,049	362.22	2.90	1,215.08	1,217.98
Bishopton	6,400	(447)	5,953	156.53	38.03	1,215.08	1,253.11
Heighington	14,642	(1,645)	12,997	861.81	15.08	1,215.08	1,230.16
High Coniscliffe	500	(261)	239	103.42	2.31	1,215.08	1,217.39
Hurworth	38,285	(3,678)	34,607	1,217.40	28.43	1,215.08	1,243.51
Low Coniscliffe / Merrybent	5,050	(200)	4,850	280.25	17.31	1,215.08	1,232.39
Low Dinsdale	4,955	(986)	3,969	267.63	14.83	1,215.08	1,229.91
Middleton St. George	32,682	(2,516)	30,166	1,344.32	22.44	1,215.08	1,237.52
Neasham	1,300	(299)	1,001	151.39	6.61	1,215.08	1,221.69
Piercebridge	1,565	(213)	1,352	58.43	23.14	1,215.08	1,238.22
Sadberge	4,100	(767)	3,333	278.56	11.97	1,215.08	1,227.05
Walworth	-	0	0	47.37	0.00	1,215.08	1,215.08
Whessoe	4,400	(1,040)	3,360	522.92	6.43	1,215.08	1,221.51
	115,279	(12,403)	102,876				

APPENDIX 2

BILLING AUTHORITY'S COUNCIL TAXES FOR EACH PROPERTY BAND 2013/14

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Archdeacon Newton	811.99	947.32	1,082.65	1,217.98	1,488.64	1,759.30	2,029.97	2,435.96
Bishopton	835.41	974.64	1,113.88	1,253.11	1,531.58	1,810.05	2,088.52	2,506.22
Heighington	820.11	956.79	1,093.48	1,230.16	1,503.53	1,776.90	2,050.27	2,460.32
High Coniscliffe	811.59	946.86	1,082.12	1,217.39	1,487.92	1,758.45	2,028.98	2,434.78
Hurworth	829.01	967.17	1,105.34	1,243.51	1,519.85	1,796.18	2,072.52	2,487.02
Low Coniscliffe /								
Merrybent	821.59	958.53	1,095.46	1,232.39	1,506.25	1,780.12	2,053.98	2,464.78
Low Dinsdale	819.94	956.60	1,093.25	1,229.91	1,503.22	1,776.54	2,049.85	2,459.82
Middleton St. George	825.01	962.52	1,100.02	1,237.52	1,512.52	1,787.53	2,062.53	2,475.04
Neasham	814.46	950.20	1,085.95	1,221.69	1,493.18	1,764.66	2,036.15	2,443.38
Piercebridge	825.48	963.06	1,100.64	1,238.22	1,513.38	1,788.54	2,063.70	2,476.44
Sadberge	818.03	954.37	1,090.71	1,227.05	1,499.73	1,772.41	2,045.08	2,454.10
Walworth	810.05	945.06	1,080.07	1,215.08	1,485.10	1,755.12	2,025.13	2,430.16
Whesoe	814.34	950.06	1,085.79	1,221.51	1,492.96	1,764.40	2,035.85	2,443.02
All other parts of the Council's area	810.05	945.06	1,080.07	1,215.08	1,485.10	1,755.12	2,025.13	2,430.16

APPENDIX 3

OVERALL COUNCIL TAX FOR EACH PROPERTY BAND 2013/14

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Archdeacon Newton	976.60	1,139.36	1,302.13	1,464.90	1,790.44	2,115.97	2,441.50	2,929.80
Bishopton	1,000.02	1,166.69	1,333.36	1,500.03	1,833.38	2,166.72	2,500.06	3,000.07
Heighington	984.72	1,148.84	1,312.96	1,477.08	1,805.33	2,133.57	2,461.81	2,954.17
High Coniscliffe	976.21	1,138.91	1,301.61	1,464.31	1,789.72	2,115.13	2,440.53	2,928.63
Hurworth	993.62	1,159.22	1,324.82	1,490.43	1,821.64	2,152.85	2,484.05	2,980.86
Low Coniscliffe /								
Merrybent	986.20	1,150.57	1,314.94	1,479.31	1,808.05	2,136.79	2,465.52	2,958.62
Low Dinsdale	984.55	1,148.65	1,312.74	1,476.83	1,805.02	2,133.21	2,461.39	2,953.67
Middleton St. George	989.63	1,154.56	1,319.50	1,484.44	1,814.33	2,144.20	2,474.08	2,968.89
Neasham	979.07	1,142.25	1,305.43	1,468.61	1,794.98	2,121.34	2,447.70	2,937.23
Piercebridge	990.09	1,155.11	1,320.12	1,485.14	1,815.18	2,145.21	2,475.24	2,970.29
Sadberge	982.64	1,146.42	1,310.19	1,473.97	1,801.52	2,129.07	2,456.62	2,947.94
Walworth	974.67	1,137.11	1,299.56	1,462.00	1,786.90	2,111.79	2,436.68	2,924.01
Whesoe	978.95	1,142.11	1,305.27	1,468.43	1,794.75	2,121.07	2,447.39	2,936.86
All other parts of the Council's area	974.67	1,137.11	1,299.56	1,462.00	1,786.90	2,111.79	2,436.68	2,924.01

Section 2

Housing Revenue Account

- 2 Housing Revenue Account – Revenue Budget 2013-14
 - report to Cabinet 19 February and Council 28 February 2013

HOUSING REVENUE ACCOUNT – REVENUE BUDGET 2013/14

**Responsible Cabinet Member - Councillor Veronica Copeland,
Adult Social Care and Housing Portfolio**

Responsible Director – Richard Alty, Director of Place

SUMMARY REPORT

Purpose of the Report

1. To consider proposals for the revenue budget, rent levels and service charges for the Council's Housing Revenue Account (HRA) for the financial year 2013/14.

Summary

2. The report considers in particular the impact of the Government's Rent Restructuring Policy and the proposed increase in rent and service charges. This report was considered at the Special meeting of Cabinet held on 19 February 2013 and the recommendations listed below were endorsed.

Recommendation

3. It is recommended that :-
 - (i) An average weekly rent increase of 4.4% (£2.85) is implemented in line with the Government rent restructuring model.
 - (ii) The £160K General Fund contribution towards the cost of Sheltered and Extra Care accommodation ceases.
 - (iii) Garage rents and service charges are increased as shown in Table 1.
 - (iv) The budget at **Appendix 1** is approved.

Reason

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

**Richard Alty
Director of Place**

Background Papers
CLG Rent Restructuring Guidance

Pauline Mitchell: Extension 2505

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 and the report will be presented to Council on 28 February 2013.
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	This is not an urgent decision.
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

5. From April 2012, the system of Local Authority Housing Finance (known as the Housing Revenue Account, or HRA) was devolved to local authorities to manage themselves, this is known as Self-Financing of Council Housing Services.
6. The reform of the Housing Revenue Account means that Councils are now able to make local decisions on how to manage or improve their existing stock, pay back debt owed to central Government, build new homes in the future, or a combination of all of these. Setting rent level is also a Council decision, though with guidance from Government.

Information and Analysis

7. The proposed Housing Revenue Account budget for 2013/14 is shown at **Appendix 1**. The principal factors and key elements taken into account in the draft budget are:-
 - (i) The impact of the Government's Rent Restructuring Policy
 - (ii) Self Financing of Council Housing
 - (iii) A review of garage rents and service charges
 - (iv) Amendment to the funding and operation of the sheltered and extra care accommodation.
 - (v) The programme of repairs and maintenance detailed in the Housing Business Plan.

Rent Restructuring

8. 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.
9. 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 achieved 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. The rent convergence date is now fixed at 2015/16 as per the self-financing settlement.

10. Using the guideline increase in weekly rents in accordance with the rent convergence policy the proposed increase for 2013/14 is an average weekly rent increase by 4.4% (or £2.85) from £64.39 in 2012/13 to £67.24 in 2013/14. 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 2013/14 are shown at **Appendix 2**.
11. Under 'self financing' the Council's income stream will be mainly receipts from tenants' rents so increasing rental income and maximising investment in existing and new homes is important. Councils are free however to set rents at lower or higher levels than the Government guideline rent increases, subject to certain constraints. In valuing the amount of debt we needed to take on to buy ourselves out of the subsidy system CLG based the model on assumptions about rental income and expenditure required to maintain the Council's housing stock over 30 years, and have assumed that we would adhere to the rent policy. These rent assumptions have been built into our 30 year business model. Tenants through their Tenants Board have consistently been keen to support effective investment in their homes, neighbourhoods and services and a hit on the business plan would undermine this. It should be noted that the proposed guideline rent increase would still offer our tenants' good value for money compared to the much higher rents charged by Registered Social Landlords or private sector landlords and over 73% of our tenants are in receipt of Housing Benefits which will cover the additional costs.
12. In view of the difficult current economic climate and the impact of the Welfare Reforms on our tenants, Members may wish to consider other options than the guideline rent increase of 4.4%. Details are therefore shown in tables 1 and 2 below of the implications of two other potential options.

Table 1 : No Inflationary Uplift

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Current Proposal Working Balance	8,979	11,321	12,989	12,278	10,951	10,443	10,405
No inflationary increase in 2013.	8,195	9,853	10,917	9,686	7,844	6,826	6,281
Cumulative Difference	784	1,468	2,072	2,592	3,107	3,617	4,124

13. This option would reduce income by £500k each year which would have a significant detrimental impact on the 30 year Business Plan amounting to a loss of £14.7m. Subsequent increases would reflect the rent restructuring formula set each year by the Department for Communities and Local Government which is

based on September's RPI Plus 0.5%.

Table 2 : Delayed Convergence by 5 Years

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Current Proposal Working Balance	8,979	11,321	12,989	12,278	10,951	10,443	10,405
Delayed Rent convergence by 5 years	8,836	11,013	12,489	11,563	10,066	9,432	9,310
Cumulative Difference	143	308	500	715	885	1,011	1,095

14. Current formula is to converge by 2015/16 and we are on average £1.69 away from converging. If this is delayed by 5 years for example, rent would increase in 2013/14 by 3.59%. This would reduce income by £142k in 2013/14 and the impact on the 30 year Business Plan would be £1.1m in total. This is due to the losses being in first 5 years, and then convergence continues. The subsequent increases would need to reflect the rent restructuring formula set each year by the Department for Communities and Local Government which is based on September's RPI Plus 0.5%.

15. A summary of the three rent increase options is provided at Table 3 below.

Table 3 : Rent Analysis of the three options

	Average Rent for 2013/14	% Increase	£ Increase
	£	%	£
Current Proposal	67.24	4.4	2.85
No Inflationary Uplift	64.39	0	0
Delayed Convergence	66.70	3.6	2.31

16. Pro's and Cons of the three options:

(i) Rent increase of 4.4%

Pro's

- The self-financing buy out settlement was based on local authorities continuing with rent restructuring and the current Business Plan assumes rent income at this level.

- Reduced income will require us to renegotiate with Council tenants on the timescales and levels of improvements to their home.
- Reduced capital investments could lead to an increase in day-to-day repairs which is a less cost-effective way of maintaining properties.
- Even at the point of convergence average rents will still be lower than private sector rents.
- Over 73% of tenants are in receipt of Housing Benefit and more tenants are likely to become eligible for support with their housing costs as rents rise.
- Most social housing providers are investing in preparing for the Welfare Reform charges with the average amount being £50k to increase staffing levels and awareness-raising. This is in addition to staffing restructures to provide greater support to tenants around financial planning, debt management, benefit take up etc. By increasing the overall rent level we are in a stronger position to target those in greatest need of support.

Cons

- The current economic climate is particularly challenging for low income households, which includes many of our Council tenants.
- Welfare Reforms are continuing to have a negative impact on Council tenants who are non-pensioners.
- The level of rent arrears may increase.
- May encourage tenants to be more benefit dependant.

(ii) No Inflationary Uplift

Pros

- For those tenants not in receipt of Housing Benefit they will have more disposable income.
- A recent IPSOS-MORI survey found Registered Providers anticipated rent arrears to increase by an average of 51% as a result of the Welfare Reforms. Rent increases may exacerbate this problem.
- May encourage some tenants to be less benefit dependent although we have some benefit claimants with up to three jobs.

Cons

- The 30 year Housing Business Plan is already at risk due to the following:-

- Increased bad debt provision needed in order to respond to a range of Welfare Reforms but particularly the Bedroom Tax, Benefit Cap and future requirements for tenants on benefits to pay their own rents instead of the current direct payment arrangements.
- Enhanced right to buy arrangements have led to an increase in sales. For every property sold the HRA loses £1,800 income each year, which is £54,000 per property over the 30 year business model.
- Increase in legislative requirements for example, this year, changes to gas safety regulations requiring us to inspect all joints on a boiler flue have meant that on one estate where the flues are boxed in remedial work is costing around £200k.
- If interest rates increase from the current level of 4.35% to 5%, for example, in 2014/15 this would have a negative impact of £300k per year, which is £10.7 m over the 30 year Business Model.

(iii) Delayed Convergence by 5 Years

- With this option the pros and cons are very similar to Option (ii), i.e. no inflationary uplift. However, the impact on the 30-year Business Plan is less severe as the rental income is much higher with an average weekly rent increase of £2.31 compared to an increase of only £0.85 if no inflationary uplift was applied.

17. Clearly the best option in terms of the 30 years Housing Business Plan and stock investment is Option (i), whereby rent is increased by 4.4% in accordance with the self-financing buy out arrangements which were based on local authorities continuing with rent restructuring. This is the option traditionally supported by tenants who want continued high level investment in their stock and understand that this is only possible if rents increase.
18. The HRA has traditionally been in a healthy position because of prudent management and the flexibility to respond to change. The Welfare Reforms are going to be particularly challenging for the social rented sector and for our tenants and we are better able to support them if we have the funding available to prioritise support where it is needed the most. For those on very low incomes, Housing Benefit will be available and will increase in proportion to the rent increase.
19. Option (iii) and (ii) would be the options which reduced pressures on household budgets for those 27% of tenants who do not have rents covered by Housing Benefit, and in the current economic context is a factor Members may wish to consider. 41% of our tenants are over 62 years of age and are unaffected by the Welfare Reforms. Of those most are in receipt of Housing Benefit to cover any rent increase, leaving less than 500 to pay the full increase. 18% of tenants (961) are under 62 years of age and not in receipt of Housing Benefit to cover any rent increase. Of the remaining 41% of tenants under the age of 62 years and in receipt of Housing Benefit to cover the rent increase, over 470 have been identified as having one surplus bedroom and over 130 have two surplus bedrooms. In addition to the bedroom tax of 11% and 14 % of their rent respectively, they will also on

average be required to pay around £3 per week towards their Council Tax for the first time.

20. However, on balance, in the past tenants collectively have favoured protecting the long-term investment in the housing stock and that is why option (i) is recommended.
21. Any increase in rent levels above the guideline level would be subject to the 'Limit Rent' imposed by the Department of Works and Pensions which is the amount of rent eligible for Housing Benefit.
22. For 2013/14 our limit rent has been set by the DWP at £67.54 and this will increase each year in line with the government's model for rent convergence.

Self- Financing of Council Housing

23. Although the Housing Revenue Account is now Self Financing it is still a ring fenced account but the previous subsidy arrangements have been substituted with a one-off debt settlement
24. At **Appendix 1** there has been a substantial movement of £1.5m on the capital financing costs between original budget and projected out-turn, this is due to lower than budgeted interest rates as a result of moving to one debt pool and a decision not to repay existing subsidy debt because of the low interest rates described in paragraph 23.
25. As Council housing borrowing counts as public sector borrowing, Councils are not free to borrow above their borrowing cap, thus restricting the amount of money that the Council will be able to borrow. If the borrowing cap is higher than the actual amount of debt, then the difference between these two figures is called 'borrowing headroom'.
26. The additional borrowing for the debt settlement has been negotiated at a discount rate with the Public Works Loan Board, and therefore it is not beneficial to the Council to repay debt in the early years but instead use this to invest in its Council housing. The interest charges and repayment of the debt will be funded from the HRA.
27. The government still requires the payment to them of 75% of the net receipt from Right-to-buy sales. Local authorities keep 25% of the receipt and 100% of the receipt from other sales provided it is spent on new social housing, regeneration projects or paying off debt.

Garage Rents and Service Charges

28. 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. The role of the warden's services has now changed to focus on housing related support where historically there was a care element to the role and the General Fund has made a contribution to the HRA towards these

costs. Due to these changes it is proposed to cease this contribution which amounts to £160K per annum. In order to achieve full cost recovery the weekly charge would need to increase from £11.74 to £15.71. Previously we have chosen to phase in such increases and it is proposed therefore that the charges are increased over a two year period, meaning the charge for 2013/14 would be £13.85 and the shortfall pooled within the HRA. Details are shown at Table 1 overleaf.

Table 1: Garage Rents and Service Charges

Description	Current Weekly Charge (12/13)	Proposed Weekly Charge (13/14)
	£	£
Garage Rents	6.34	6.48
Building Cleaning – Flats	1.56	1.57
Building Cleaning – Sheltered Schemes	3.07	3.11
Building Cleaning – Extra Care	9.64	9.78
Grounds Maintenance – General Housing	1.41	1.43
Grounds Maintenance – Blocks of Flats	1.41	1.43
Heating – Comprehensive schemes	11.46	11.46
Heating - Blocks of flats	1.08	1.10
Administration – Leaseholders	76.93	78.62
Furnishings and Fittings – Comprehensive Schemes	1.59	1.62
Furnishings and Fittings – Good Neighbour Schemes	0.71	0.73
Lifeline Response	5.06	5.09
Lifeline - Sheltered and Extra Care Housing	11.74	13.85
Pavement Crossings and Hard standings	3.40	3.46
Mid-day Meal – Extra Care (Residents only)	30.31	30.89
Mid-day Meal – Extra Care (Non-Residents only)	36.40	37.07
Furnished Tenancies - 1 bed flat	27.16	27.76
Furnished Tenancies - 2 bed flat	28.25	28.87
Furnished Tenancies - 2 Bed House	43.80	44.76
Furnished Tenancies - 3 Bed House	45.83	46.84
Furnished Tenancies - White Goods	5.91	5.98
Guest Rooms in Sheltered Schemes	73.50	75.25
Door Entry Systems	0.55	0.56
TV Aerials	0.16	0.16

29. The additional costs will be covered by Housing Benefits and where appropriate Supporting People grant for the 73% of tenants who are eligible.

Value for Money

30. We provide excellent value for money in respect of our management and maintenance costs. When benchmarked against our Comparators Group, data provided by CIPFA shows our management costs are £563 per property compared to the average of £735 and our repairs and maintenance spend is £680 compared

to the average of £826 per property. We continue to perform well on a number of value for money related indicators, for example we increased our rent collection performance this year from 97% to 98%. 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 new heating systems has been altered so that we now renew boilers every 15 years but pipe-work is only replaced every 30 years, resulting in an overall saving of £300k. Building Services are now completing more jobs in one visit and Lifeline Services have implemented a 24 hour shift working pattern for similar costs to the previous call out arrangements.

Budget Pressures

31. The Housing Revenue Account for 2013/14 will be under pressure from the impacts of the Welfare Reforms. Bad debt provision has therefore been increased from £150k previously to £250K but this will need to be carefully monitored.

Consultation

32. The Tenants Board continue to be proactive and have had a significant workload during the year in terms of reviewing and improving service delivery within the Housing Revenue Account. Major areas of work include:-
- (i) Board members on the Repairs and Maintenance task and finish group continue to contribute to the action plan to identify improvements needed to the repairs and maintenance service. They have also agreed a new standard for void properties this year.
 - (ii) The Sheltered Housing Group assisted in the development of the Supported Housing Strategy.
 - (iii) The Streetscene Group continue to review the Council's performance and regularly provide feedback from estate inspections. They have been particularly involved in the introduction of wheeled bins.
 - (iv) The Readers Panel have met regularly to approve various publications and letters to ensure they are easy to read and in plain English
 - (v) Board members have visited Customer Services and shadowed staff to gain a better understanding of the services provided. Mystery Shopping has also been carried out in respect of the Housing Options Service and bulky household waste.
 - (vi) Following the introduction of the Localism Act, Board Members have agreed a more in-depth scrutiny process to ensure services are high quality with good customer satisfaction levels and provide value for money
33. This report was considered by the Tenant's Board on the 11 February 2013. Board Members were very supportive of the proposed rent increases. They want to have similar or better standards than high performing housing associations who charge higher rents but in turn use the additional income to invest in their stock. They are

also keen that we pay off debt where possible.

Financial Implications

34. Under Part 2 of the Local Government Act 2003 the Director of Resources 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.
35. 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 2013/14, 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.
36. He is also satisfied that the level of revenue balances in the Housing Revenue Account projected at 31 March 2013 (£2,038k) 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. This is higher than previously due to the HRA now having to create a capital replacement reserve for future development and improvement works.

Conclusion

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

HRA Estimates

Appendix 1

	2012/13		2013/14
	Budget	Projection	Budget
	£000	£000	£000
<u>INCOME</u>			
Rent of HRA Dwellings (Gross)	(17,773)	(17,852)	(18,722)
Sundry Rents (including Garages & Shops)	(377)	(374)	(379)
Charges for Services & Facilities	(2,180)	(2,235)	(2,297)
Contribution towards Expenditure	(460)	(449)	(455)
Interest Receivable	(10)	(25)	(25)
Total Income	(20,800)	(20,935)	(21,878)
<u>EXPENDITURE</u>			
Management	5,344	5,104	5,250
Maintenance - Revenue Repairs	3,738	3,701	3,745
Revenue Contribution to Capital	5,550	7,192	5,648
Capital Financing Costs	4,896	3,344	3,669
Increase in Bad Debt Provision	150	150	250
Future years capital programme contribution ⁽¹⁾	0	3,700	3,300
Contribution to/(from) balance	1,122	(2,256)	16
Total Expenditure	20,800	20,935	21,878
(Surplus) / Deficit	0	0	0
Opening Balance	1,391	4,294	2,038
Contribution to / (from) balance	1,122	(2,256)	16
Closing Balance	2,513	2,038	2,054
Estimated Closing Dwelling Numbers	5,383	5,369	5,328
Closing Balance per Dwelling	466.84	379.51	385.44

Note 1: This will be particularly beneficial in enabling us to finance major capital works such as the regeneration of Redhall

Examples of Weekly Rent Increases for 2013/14

Appendix 2

Area	Property Type	Approved Rent 2012/13	Proposed Rent 2013/14	Increase between 12/13 & £	Increase between 12/13 & 13/14 %
<u>Middleton St George</u>					
	1 Bedroom Bungalow	63.62	66.14	2.52	3.96%
	2 Bedroom House	69.06	71.92	2.86	4.14%
	3 Bedroom House	77.45	81.12	3.67	4.74%
<u>Cockerton</u>					
	1 Bedroom Flat	57.48	59.70	2.22	3.86%
	2 Bedroom House	66.93	69.64	2.71	4.05%
	3 Bedroom House	71.14	74.37	3.23	4.54%
<u>Haughton</u>					
	1 Bedroom Flat	57.86	60.13	2.27	3.92%
	2 Bedroom Flat	65.20	67.87	2.67	4.10%
	1 Bedroom Bungalow	63.72	66.22	2.50	3.92%
	2 Bedroom House	68.88	71.61	2.73	3.96%
	3 Bedroom House	75.21	78.82	3.61	4.80%
<u>Branksome</u>					
	1 Bedroom Flat	57.53	59.76	2.23	3.88%
	1 Bedroom Bungalow	63.57	66.06	2.49	3.92%
	2 Bedroom House	66.04	68.59	2.55	3.86%
	3 Bedroom House	73.95	77.19	3.24	4.38%
	4 Bedroom House	77.55	81.16	3.61	4.66%
<u>Lascalles</u>					
	1 Bedroom Flat	56.17	58.59	2.42	4.31%
	2 Bedroom Flat	61.94	64.86	2.92	4.71%
	2 Bedroom House	63.97	66.85	2.88	4.50%
	3 Bedroom House	69.70	73.23	3.53	5.06%
<u>Bank Top</u>					
	1 Bedroom Flat	57.86	60.12	2.26	3.91%
	3 Bedroom House	73.46	76.57	3.11	4.23%
<u>Redhall</u>					
	1 Bedroom Flat	54.91	57.26	2.35	4.28%
	2 Bedroom Flat	60.16	62.82	2.66	4.42%
	1 Bedroom Bungalow	58.19	60.69	2.50	4.30%
	2 Bedroom House	62.15	64.66	2.51	4.04%
	3 Bedroom House	67.41	70.36	2.95	4.38%
<u>Eastbourne</u>					
	1 Bedroom Flat	53.64	56.04	2.40	4.47%
	2 Bedroom Flat	59.86	62.51	2.65	4.43%
	2 Bedroom House	62.28	65.05	2.77	4.45%
	3 Bedroom House	66.38	69.70	3.32	5.00%
<u>Skerne Park</u>					
	2 Bed House	62.37	65.36	2.99	4.79%
	3 Bed House	66.85	70.25	3.40	5.09%
<u>Parkside</u>					
	1 Bedroom Flat	56.75	59.38	2.63	4.63%
	2 Bedroom House	65.42	68.33	2.91	4.45%
	3 Bedroom House	71.81	75.19	3.38	4.71%