

**Policy Committee –
19th November 2013**



**REVENUE BUDGET MONITORING REPORT -
QUARTER 2 2013/2014**

Report of the Corporate Head of Financial Management

Ward(s) affected: All

1. Purpose of Report

- 1.1 To advise members of the revenue and capital budget position of the Council, based on the Quarter 2 review of income and expenditure to the end of September 2013.

2. Recommendations

- 2.1 Members note the revenue budget monitoring position as at 30 September 2013.
- 2.2 Members note the £127k of the savings expected to be achieved this year and identified as green in Appendix B and that these savings will be carried forward for support to the 2014/15 budget and beyond.
- 2.3 That the Councils Medium Term Financial Plan be amended to take account of the 'green' savings in 2014/15 and beyond where these are not currently allowed for in the budget.

3. Background Information

- 3.1 On 25 February 2013 the Council approved its Revenue Budget at £6,369k for 2013/14.
- 3.2 The budget included:
- A compensatory grant of £34k, equivalent to an increase of 1%, which is payable for two years only.
 - Contributions to Earmarked Reserves are as follows:
New Homes Bonus Reserve £553k
Enabling Efficiencies £30k
 - Growth pressures of £228k were included in the 2013/14 budget, of which £100k are ongoing, i.e. will impact on the base budget in future years.
 - A Corporate Contingency of £67k. This has been adjusted to £100k by utilising surpluses generated in 2012/13.

4. **Quarter 2 Financial Performance – Revenue Budget**

- 4.1 Based on the September budget monitoring exercise the Council's performance against budget is a projected underspend of £257k for the full financial year.
- 4.2 Projected financial performance at the end of Q2 is summarised in Table 1 below.

Table 1: Summary Of Q2 Forecasted Outturn Position As At 30 September 2013

	Revised Budget 2013/14 £	Expected Outturn 2013/14 £	(Under) / Overspend 2013/14 £
<u>Services</u>			
Chief Executive / Director of Services	1,870,434	1,819,357	(51,077)
Resources Department	1,800,582	1,775,775	(24,807)
Community Department	2,109,462	1,903,772	(205,940)
Total Service Related Costs	5,780,478	5,498,654	(281,824)
<u>Corporate Costs</u>			
Investment Income	(54,000)	(54,000)	0
Interest Payable	284,000	284,000	0
MRP for Capital Financing	316,480	316,480	0
Recharges to capital excluded from Net costs of Services	(25,000)	0	25,000
Corporate Contingency	100,372	100,000	(372)
Total Revenue Budget 2013/14	6,402,330	6,145,134	(257,196)

- 4.3 Service Related Costs
Services are currently showing a projected favourable variance of £282k, this includes the £127k identified green on the income and savings plan. Details of the variances are set out in Appendices A2 to A4. The main factors giving rise to the variances are:
- 4.4 Chief Executive / Director of Services
- ✓ Savings in employee costs of £61k across various services.
 - X Additional Microsoft computer licence costs recognised £25k relating to prior years following a compliance audit.
 - ✓ Additional recovery of housing benefit overpayments £16k.

- 4.5 Resources
X Additional employee costs of £4k across various services
✓ Savings in 2013/14 NNDR charge of £27k High St and £10k Coach Street Car Parks
✓ Additional rental income from properties/other £5k
X Additional premises running costs (cleaning, security, utilities) of £26k.
- 4.6 Community
✓ Waste Management Services are projecting an underspend of £61k. This includes net additional income of £71k from the introduction of the Garden Waste Subscription Scheme and commercial contracts £26k and a forecast overspend on employee, vehicle maintenance and other running costs of £53k
✓ Housing income and employees show a combined saving of £52k
✓ Planning Income targets are forecast to be £32k above estimate including £15k planning fees and £10k Land Charges. Employee savings amount to £40k
✓ Craven Pool & Fitness Centre is forecast to achieve a bottom line saving of £15k, a result of income growth in swimming and fitness, and employee savings.
✓ Bereavement Services are projecting a net increase in income £12k through increase in cremations £18k offset by a reduction in income for burial fees of £6k.
- 4.7 Corporate
At the end of the second quarter Corporate Costs are showing a projected adverse variance of £25k due to a reduced charge to Capital schemes.
- 4.8 Savings
The Council is facing financial pressure for its budgets from 2014/15 onwards. The estimate from the Medium Term Financial Strategy is that savings or additional income of £682k is required for 2014/15. Based on the latest government announcements this increases by a further £384k in 2016/17.
- 4.9 To date projects totalling £668k in 2014/15 have been identified and work is on-going to identify further projects. In addition work on some of these projects has commenced in 2013/14 and this is estimated to generate £153k. This information is summarised at Appendix B.
- 4.10 As detailed in Appendix B currently £127k of savings had been achieved by the end of September. This includes £65k on green waste subscriptions. This is an increase of £15k on the original forecast as an increased number of households have requested the service. It is intended that these savings are carried forward to support budget pressures in future years.
- 4.11 Main Risk Areas
The 2013/14 Revenue Budget report highlighted the main risk areas to the Council as sustaining income levels in the current economic climate, and implementing the savings that have been built into the budget. These risks will continue in to 2014/15 and beyond.

- 4.12 **Income Streams**
All income streams are monitored on a monthly basis and at the end of quarter 2 overall were 4.3% ahead of target.
- 4.13 Budget monitoring clinics are held with budget holders on a quarterly basis.
- 4.14 Statistics showing performance against income and salary budgets are also presented to CLT on a monthly basis.

5. Financial Position

- 5.1 The Council has a General Fund unallocated balance of £1,030k at 1 April 2013. It is expected that this balance will remain during 2013/14.
- 5.2 The Council's policy was to maintain the General Fund Balance at a prudent level. This is essential in order to mitigate against the risk of unplanned movements from budgeted net expenditure levels and to cover for day to day cash flow variances. Moreover, a robust level of reserves will help the Council mitigate against the risks of ongoing funding cuts. For 2013/14 this level was agreed as adequate.
- 5.3 The 2013/14 revenue budget is not without pressures, and as a consequence the contingency was set at £67k. The Council had a surplus on its 2012/13 revenue budget and it was agreed to utilise £33k for 2013/14 contingency thereby increasing the budget to £100k.

6. Summary

- 6.1 The impact of the economy on the Council's income streams and their volatility is a risk to the Council and will need to be managed closely going forward.
- 6.2 The General Fund Revenue Balance currently stands at £1,030k. This will assist in mitigating against the risk of unplanned movements from budgeted net expenditure levels, as well as the impact of changes in local government funding.
- 6.3 In addition the Council has £1,726k in earmarked reserves of which £779k is currently planned to be utilised in 2013/14 (this includes projects approved as part of the capital programme at the meeting of Policy Committee on 9th July 2013). Table 2 shows the details.

Table 2 - Earmarked Reserves

<u>Description</u>	<u>Opening Balance</u> 1 April 2013	<u>Contribution</u>	<u>Utilisation</u>	<u>Forecasted Closing Balance</u>
	£'000	£'000	£'000	£'000
New Homes Bonus	620	588	471	737
Enabling Efficiencies	424	30	170	284
Planning	385	0	0	385
Vehicles	50	0	0	50
IT Replacement	83	0	65	18
Buildings	50	0	40	10
Contingency	33	0	33	0
Other	81	0	0	81
Total	1,726	618	779	1,565

7. Implications

7.1 Financial and Value for Money Implications

All financial implications are contained in the body of the report.

7.2 Legal implications

None as a direct result of this report. The Council set a balanced budget for 2013/14, and going forward it is a further requirement that the budget is balanced.

7.3 Contribution to Council Priorities

The delivery of a balanced and managed budget is critical to the well being of the Authority.

7.4 Risk Management

Failure to achieve a balanced budget in the financial year would have had serious consequences for the Council.

7.5 Equality Impact Assessment

The Council's Equality Impact Assessment Procedure **has been** followed. An Equality Impact Assessment **has not** been completed on the proposals as completion of **Stage 1- Initial Screening** of the Procedure identified that the

proposed policy, strategy, procedure or function **does not have** the potential to cause negative impact or discriminate against different groups in the community based on •age • disability •gender • race/ethnicity • religion or religious belief (faith) •sexual orientation, or • rural isolation.

8. Consultations with Others

None

9. Access to Information : Background Documents

None

10. Author of the Report

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12. Appendices

Appendix A – Revenue Budget - analysis of projected outturn by Department / Cost Centre Group.
Appendix B – Income and savings plan.

APPENDIX A 1

Budget Monitoring Report 2013/14 at 30/09/2013 Quarter 2

Summary Report

Reference	Description	Original Budget 2013/14 £	Virements 2013/14 £	Revised Budget 2013/14 £	Sept Projected Outturn 2013/14 £	(Under)/Overspend 2013/14 £	June Projected Outturn 2013/14 £
A2	Chief Executive/Director of Services	1,873,941	(3,507)	1,870,434	1,819,357	(51,077)	1,863,123
A3	Resources Department	1,797,468	3,114	1,800,582	1,775,775	(24,807)	1,768,281
A4	Community Department	2,109,441	21	2,109,462	1,903,522	(205,940)	2,045,589
	Total Service Related Costs	5,780,850	(372)	5,780,478	5,498,654	(281,824)	5,676,993
	<u>Corporate Costs</u>						
	Investment Income	(54,000)		(54,000)	(54,000)	0	(54,000)
	Interest Payable	284,000		284,000	284,000	0	284,000
	MRP for Capital Financing	316,480		316,480	316,480	0	316,480
	Recharges to capital excl from Net costs of Services	(25,000)		(25,000)	0	25,000	0
	Corporate Contingency	66,850	33,522	100,372	100,000	(372)	100,000
	Total Revenue Budget 2013/14	6,369,180	33,150	6,402,330	6,145,134	(257,196)	6,323,473
							Forecast not rechargeable as per 12/13 actual - dependent on capital programme
							Ttfr From Earmarked Reserve

Chief Executive/Director of Services

Description	Original Budget 2013/14 £	Virements 2013/14 £	Revised Budget 2013/14 £	Sept Projected Outturn 2013/14 £	(Under)/Overspend 2013/14 £	June Projected Outturn 2013/14 £	Variance Analysis (Under)/Overspend
CLT	447,961	(101)	447,860	441,460	(6,400)	449,269	Savings in employee costs £(6)k
Business Support	176,139	(3,659)	172,480	144,689	(27,791)	164,300	Savings in employees £(26)k-Delay filling Vacancies/Maternity
Human Resources & Training	161,444	0	161,444	149,740	(11,704)	158,310	Nett savings in employees £(12)k
Communications & Partnerships	218,523	103	218,626	212,704	(5,922)	218,060	Additional Income Generated from Partners/Other sources £(6)k
Tour De France	0	0	0	0	0	0	Spend to date £34k funded from Reserves (hence nett spend zero)
Customer Services	335,494	(22,993)	312,501	309,292	(3,209)	308,362	Nett savings in employees £(2)k
Revenues & Benefits Services	125,877	22,856	148,733	127,000	(21,733)	131,578	Additional HB Overpayment Income £(16)k, Savings in Employees £(15)k, Additional postage & Stationery costs £8k
Information Services	408,503	287	408,790	434,472	25,682	433,244	Additional Operational (Applications) computer costs recognised £25k-(prior year issue regarding licences)
Total Chief Executive/Director of Services	1,873,941	(3,507)	1,870,434	1,819,357	(51,077)	1,863,123	

Resources Department

Description	Original Budget 2013/14 £	Virements 2013/14 £	Revised Budget 2013/14 £	Sept Projected Outturn 2013/14 £	(Under)/Overspend 2013/14 £	June Projected Outturn 2013/14 £	Variance Analysis (Under)/Overspend £
Democratic Services	52,782	0 *	52,782	134	(52,648)	29,930	Full year impact of vacancy not filled £(46)k ,Operating budgets not required £(6)k
Democratic Representation	249,722	(353) *	249,369	247,989	(1,380)	248,949	
Elections	25,759	(30) *	25,729	31,907	6178	28,069	Staff reallocated £7k From Elect Registration -see below
Electoral Registration	68,678	41 *	68,719	59,533	(9,186)	70,124	See elections cost centre above £(7)k
Legal Services	133,278	37 *	133,315	131,427	(1,888)	133,318	
Total Legal & Democratic Services	530,219	(305)	529,914	470,990	(58,924)	510,389	
Properties	375,581	9,427 *	385,008	406,672	21664	410,690	Additional Gas & NNDR costs Skipton TH -£10k,Additional Security costs (break in) Skipton Depot £5k,Additional operating costs (various) BVS £6K
Car Parks	(971,673)	(1,907) *	(973,580)	(1,026,071)	(52,491)	(1,030,670)	Nett saving in employee costs £(17)k,Saving of £38k in NNDR - High St-£(27)k , Coach St Refund £(10)k
Public Conveniences	76,790	6,500 *	83,290	88,770	5480	76,920	Additional Water &Sewerage costs Whitefriars PC £5k
Amenity Areas/Aireville Park	101,430	(5,760) *	95,670	97,370	1,700	101,430	
Asset & Projects Service Unit/Estates	120,296	(10,032) *	110,264	103,583	(6,681)	106,102	Additional rental income from properties £(5)k
Total Projects & Facilities	(297,576)	(1,772)	(299,348)	(329,676)	(30,328)	(335,528)	
Corporate Costs	1,107,780	5,244 *	1,113,024	1,157,701	44,677	1,120,350	Full year vacancy provision released -£.48k-see savings in employee costs other cost centres
Financial Services	457,045	(53) *	456,992	476,760	19,768	473,070	Nett Employee overspend £19k
Total Resources Department	1,797,468	3,114	1,800,582	1,775,775	(24,807)	1,768,281	

Community Department

Description	Original Budget 2013/14 £	Virements 2013/14 £	Revised Budget 2013/14 £	Sept Projected Outturn 2013/14 £	(Under)/ Overspend 2013/14 £	June Projected Outturn 2013/14 £	Variance Analysis (Under)/Overspend £
							Refuse Collection - Domestic
Refuse Collection - Commercial	(131,138)	(234)	(131,372)	(162,147)	(30,775)	(131,523)	Additional Commercial Contracts obtained qtr 2 £(26)k
Street Cleansing	267,315	2,492	269,807	282,333	12,526	282,894	Additional overtime costs £9k,additional disposal costs £4k
Recycling	(212,572)	17,596	(194,976)	(254,199)	(59,223)	(275,086)	Additional Income from Garden Waste Subscription Scheme £(91)k ,Additional Vehicle costs (Fuel & parts)-£11k,Lower than expected Local Authority reimbursement income £20k
Mechanics Workshop	(9,729)	1,690	(8,039)	4,323	12,362	3,706	Additional agency costs required £11k
Waste Management Service Unit	163,196	(32)	163,164	158,466	(4,698)	167,048	Additional One -off set up costs-License cards/postage (new garden waste scheme)-£11k, Savings in Employees £(7)k-maternity
Total Waste Management	789,144	(323)	788,821	727,310	(61,511)	763,624	
Environmental Health Services	379,102	4,045	383,147	388,471	5,324	380,812	Additional Car Allowns/Consumables costs £6k
Hackney Carriages	(18,551)	0	(18,551)	(21,219)	(2,668)	(18,551)	
Liquor Licencing	(32,656)	0	(32,656)	(31,289)	1,367	(32,656)	
Environmental Health Service Unit	56,090	(40)	56,050	58,796	2,746	56,600	
Total Environmental Health	383,985	4,005	387,990	394,759	6,769	386,205	
Street Signs & GIS	(300)	0	(300)	(7,000)	(6,700)	(300)	Additional nett income received from sale of St Signs £(7)k -new sites
Historic Buildings	4,000	0	4,000	4,000	0	4,000	
Building Control - Non Fee Earning	40,706	0	40,706	40,466	(240)	40,716	
Building Control - Fee Earning	(32,556)	39	(32,517)	(24,480)	8,037	(29,970)	Reduced income expected for the year £5k,Additional Employees £3k
Local Development Framework	179,842	46	179,888	164,481	(15,407)	170,915	Savings in employee costs £(15)k

Community Department

Description	Original Budget 2013/14 £	Virements 2013/14 £	Revised Budget 2013/14 £	Sept Projected Outturn 2013/14 £	(Under)/Overspend 2013/14 £	June Projected Outturn 2013/14 £	Variance Analysis (Under)/Overspend £
Local Land Charges	(58,599)	(3,921)	(62,520)	(70,185)	(7,665)	(61,085)	Additional income expected based on ytd performance £(10)k
Development Control	206,202	(24,506)	181,696	148,241	(33,455)	184,621	Additional income expected based on ytd performance £(15)k Savings in employee costs £(18)k
Planning (Service unit)	61,395	28,366	89,761	75,634	(14,127)	79,999	P/Time Vacant post not filled £(10)k, Other operating savings £(5)k
Total Planning Services	400,690	24	400,714	331,157	(69,557)	388,896	
Aireview House	17,192	(46)	17,146	16,492	(654)	16,532	
Homelessness	187,419	586	188,005	136,222	(51,783)	164,910	Unbudgeted Yorks Housing Admin/verification Grant £(23)k, Net savings in Employees £(26)k-leavers/maternity
Private Sector & Housing Enabling	25,900	0	25,900	25,680	(220)	25,825	
Housing Service Unit	72,123	0	72,123	72,725	602	74,115	
Total Housing Services	302,634	540	303,174	251,119	(52,055)	281,382	
Economic Development	286,501	162	286,663	287,089	426	286,849	
Craven Swimming Pool	2,456	(175)	2,281	(12,908)	(15,189)	(12,573)	Savings in employee On Costs £(14)k
Museum	163,657	(2,618)	161,039	155,785	(5,254)	163,895	Nett increase in Sales £(2)k, prior year refunds for electricity costs £(2)k
Bereavement Services	(219,626)	(1,594)	(221,220)	(230,789)	(9,569)	(212,689)	Reduction in forecasted Burial Income £6k, Additional Cremation/Mercury Abatement Fees Income £(18)k
Total Community Department	2,109,441	21	2,109,462	1,903,522	(205,940)	2,045,589	

Craven District Council Income & Savings Plan - Quarter 2

Income & Savings Action Plan 2013/14 - 2016/17 (v10) Update at 30 September 2013

Key:

Green	Income / Savings achieved - low risk
Amber	Income / Savings in progress- further work required - medium risk
Red	Income / Savings aspirational / require a change in council policy & member approval / not commenced - high risk

Ref Line No	Additional Income / Proposed Saving Service Area	Status	2013/14 £	2014/15 £	2015/16 £	2016/17 £	Progress / Comments	Lead Member
Income Generation								
I1	1 Garden Waste Contribution to Costs	Green	65,000	115,000	140,000	140,000	Project commenced -part year 2013/14 & 2014/15 as contribution covers both years - full year from 2015/16 Original target exceeded and projected income now £180k (£200k subscriptions minus £20k reduced recycling credits). Operational costs to be assessed at end of Quarter 3.	Carl Lis
I2	2 Crematorium - Income from Tenant	Green	2,000	4,500	4,500	4,500	Capital project completed - Tenant now occupying the lodge rental due from August 2013 - 15 year lease	Alan Sutcliffe
I3	3 Extension of Pay and Display	Red	0	40,000	40,000	40,000	Report to Policy Committee scheduled for January 2014. Will then require NYCC Area Committee Approval in March 2014.	Alan Sutcliffe
I4	4 Sports Development	Green	5,000	5,000	5,000	5,000	Additional £5k income forecast for 2013/14	Simon Myers
I5	5 Sports Development	Red		5,000	5,000	5,000	Projects currently being worked on	Simon Myers
I6	6 Elections & Electoral Registration	Red	0	400	400	400	Introduce charging for Certificates of Residence at £15.00 each.	Simon Myers
I7	7 Legal Services	Red	0	2,500	3,000	3,000	Income from agency work on behalf of other Council's. Awarded contract to carry out some legal work for YDNPA but no guarantee about volume. Conservative estimates added. (Impact on item P2)	Simon Myers
I8	8 Vending on Council Land	Red	0	10,000	10,000	10,000	Report to Policy January 2014	Alan Sutcliffe
I9	9 Building Homes to Rent	Red	0	0	20,000	20,000	Report to CLT November 2013. Income forecast of £20k now not achievable in 2014/15	Richard Foster
I10	10 Car Park Charging for Blue Badge Holders	Red	0	30,000	30,000	30,000	Report to Policy November 2013	Alan Sutcliffe
Procurement								
P1	11 Transfer Grants to Localism Reserve	Red	0	70,000	70,000	70,000	Way forward to be discussed at Admin Group in Oct with report to Policy to follow Nov 2013	Linda Brockbank

APPENDIX B

Ref No	Line No	Additional Income / Proposed Saving Service Area	Status	2013/14 £	2014/15 £	2015/16 £	2016/17 £	Progress / Comments	Lead Member
P2	12	Legal Services	Red	0	250	250	250	Utilisation of webinars for training. Now need to retain IKEN to deliver work for YDNPA. (Saving affected by award of contract at item 16 reduced by £1,940 15/16 onwards)	Simon Myers
P3	13	Procurement Savings to be Identified	Red	0	3,100	38,100	63,100	As savings are identified they will be itemised for monitoring. £10k transferred to P4, £1.9k transferred to P5.	Alan Sutcliffe
P4	14	Insurance Policy Savings	Green	10,000	10,000	10,000	10,000	Insurance policy savings, following renewal (part of procurement savings)	Alan Sutcliffe
P5	15	Telephone system	Green	1,900	1,900	1,900	1,900	Provision of landlines & voicemail service (part of procurement savings)	Alan Sutcliffe
<u>Efficiencies & Service Rationalisation</u>									
E1	16	Economic Development Review	Red	0	10,000	10,000	10,000	Review ongoing report due to CLT December 2013	Simon Myers
E2	17	Skipton Town Hall	Red	50,000	100,000	150,000	150,000	Report to Policy November 2013. Savings subject to capital approval, request for which contained within Policy Committee report	Alan Sutcliffe
E3	18	Bus Station Toilets	Amber	19,000	19,000	19,000	19,000	Notice on existing lease to be issued 2013/14. Three options then being explored - remove altogether, reprovide with cheaper facility or replace with kiosk shop. Final option will be implemented by March 2014	Alan Sutcliffe
E4	19	Environmental Health Review	Red	30,000	30,000	30,000	30,000	Consultation underway. To be completed and solution implemented by end March 2014	Carl Lis
E5	20	Planning Policy Review	Red	14,000	51,000	51,000	51,000	Resource required until end 2013 / early 2014	Richard Foster
E6	21	LLPG Review	Green	5,000	5,000	5,000	5,000	Completed	Richard Foster
E7	22	Housing Review	Green	7,000	7,000	7,000	7,000	Completed	Richard Foster
E8	23	Housing Review	Green	20,000	36,000	36,000	36,000	Additional Savings in 2013/14 - Draft review report presented to CLT	Richard Foster
E9	24	Housing Review	Red	0	0	0	36,000	Final element of saving to be delivered	Richard Foster
E10	25	Development Control Review	Red	0	17,000	17,000	17,000	Review completed. Part of fees & charges report to Policy Committee November 2013	Richard Foster
E11	26	Building Control Review	Red	37,000	37,000	37,000	37,000	Report due to CLT December 2013	Richard Foster
E12	27	Settle TIC Review	Red	0	26,000	26,000	26,000	Subject to Member support of 'savings package'	Simon Myers
E13	28	Pool Management Rationalisation	Red	10,000	20,000	20,000	20,000	Review commenced April 2013 - on-going	Carl Lis

APPENDIX B

Ref Line No	Additional Income / Proposed Saving Service Area	Status	2013/14 £	2014/15 £	2015/16 £	2016/17 £	Progress / Comments	Lead Member
E14	29 Crematorium - Running Costs	Red	5,000	10,000	10,000	10,000	Savings on running costs - utilities / repairs	Alan Sutcliffe
E15	30 HR Service Provision	Green	5,000	5,000	5,000	5,000	Savings to be generated from across HR Service provision (Recruitment, Training, H&S, etc)	Linda Brockbank
E16	31 HR Service Provision	Amber	0	5,000	10,000	15,000	Further savings to be generated from across HR Service provision (Recruitment, Training, H&S, etc)	Linda Brockbank
E17	32 Business Support service provision	Green	4,000	4,000	4,000	4,000	Savings from streamlining service provision	Linda Brockbank
E18	33 Business Support service provision	Amber	0	4,500	9,500	13,500	Further savings from streamlining service provision	Linda Brockbank
E19	34 Customer Services Review	Red	5,000	10,000	10,000	10,000	Service review to commence December 2013	Linda Brockbank
E20	35 Revenues and Benefits Review	Red	0	5,000	10,000	15,000	Savings dependent upon Government legislation	Alan Sutcliffe
E21	36 Democratic Services - service provision	Amber	2,500	5,500	8,500	11,500	Savings to be generated from across Democratic Service provision	Chris Knowles-Fitton
E22	37 Facilities Management Service Provision	Amber	3,000	6,500	10,000	13,500	Savings to be generated from across facilities management service provision.	Alan Sutcliffe
E23	38 Democratic Services - Member Allowances	Red	0	15,000	15,000	15,000	Completed Service review future years financial impact	Chris Knowles-Fitton
E24	39 Finance Review	Amber	0	4,000	9,700	9,700		Alan Sutcliffe
E25	40 CLT Review	Red	0	0	20,000	20,000	Paperless meetings through use of technology. Proof of Concept to be presented to Select Committee in Oct, final solution and business case to be developed with implementation March 2014. Confirmation of savings will form part of the business case development.	Chris Knowles-Fitton
E26	41 Technology for Members & CLT	Red	0	2,500	5,000	10,000	To be confirmed as part of fees and charges report to Policy November 2013	Carl Lis
E27	42 Pest Control	Red	0	5,000	5,000	5,000		Carl Lis
E28	43 CLT 2013/14 Cost of Living Salary Increase Allowance for	Green	4,000	4,000	4,000	4,000	Chief Officer grade staff not awarded cost of living increase on salaries in April pay settlement - rebase of budget	Chris Knowles-Fitton
Savings Inflation Adjustment			0	13,093	17,437	20,167		
Total Income / Savings			152,500	667,743	889,287	1,028,517		

APPENDIX B

Lead Member

Progress / Comments

Status 2013/14 2014/15 2015/16 2016/17
£ £ £ £

Ref Line Additional Income / Proposed Saving
No No Service Area

Total Income / Savings From Previous Page	152,500	667,743	889,287	1,028,517	
Savings Required As per MTFS	0	554,416	665,333	775,761	
Impact of Chancellor Budget Announcement March 2013		27,150	25,249	23,482	
Additional Revenue Budget Cost Pressures re Revenue Bids	0	100,000	100,000	100,000	
Reduction in Government Grant re latest intelligence May 2013			275,000	275,000	

Adjusted for budget announcement - 14/15 may have further adjustment & additional cost pressures
To increase allowance of £50k for Revenue Bids & £65k Contingency in MTFS.

Forecast is potential further 10% reduction in grant from 2015/16 onwards

Total Savings Target	0	681,566	1,065,582	1,174,243
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Headroom (+) / Deficit (-)	152,500	-13,823	-176,295	-145,726
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Total Income / Savings Analysis

Green	127,000	201,348	226,848	226,848
Amber	5,500	45,390	68,034	83,844
Red	20,000	421,005	594,405	717,825
Total	152,500	667,743	889,287	1,028,517

Total Income / Savings Analysis

Savings Target	0	681,566	1,065,582	1,174,243
Value of Savings Achieved	127,000	201,348	226,848	226,848
Value of Savings to Achieve / Find	-127,000	480,218	838,734	947,395

Total Savings Target
Green Savings
Amber & Red Savings and Deficit