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Dear Members

Cabinet

A meeting of the Cabinet will be held in the **Craddock Room, Civic Centre, Riverside, Stafford on Thursday 17 January 2019 at 6.30pm** to deal with the business as set out on the agenda.

Please note that this meeting will be recorded

Members are reminded that contact officers are shown at the top of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

A.R. Well

Head of Law and Administration

CABINET - 17 JANUARY 2019

Chairman Councillor P M M Farrington

AGENDA

- 1 Minutes of 3 January 2019 as published in Digest No 250 on 4 January 2019
- 2 Apologies
- 3 Councillors' Question Time (if any)
- 4 Proposals of the Cabinet Members (as follows):-

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(a) **RESOURCES PORTFOLIO**

- (i) General Fund Revenue Budget 2019-20 to 2021-22 and Capital Programme 2018-19 to 2021-22 3 - 49

(b) **ENVIRONMENT AND HEALTH PORTFOLIO**

- (i) Application for Voluntary Early Retirement - **PART CONFIDENTIAL** 50 - 53

This Report is confidential due to the inclusion of information relating to an individual, information which is likely to reveal the identity of an individual and information relating to the financial or business affairs of any particular person (including the authority holding the information). No representations have been received in respect of this matter.

Membership

Chairman Councillor P M M Farrington

- P M M Farrington - Leader
R M Smith - Deputy Leader and Leisure Portfolio
J M Pert - Community Portfolio
F A Finlay - Environment and Health Portfolio
F Beatty - Economic Development and Planning Portfolio
K S Williamson - Resources Portfolio

ITEM NO 4(a)(i)

ITEM NO 4(a)(i)

Contact Officer:	Bob Kean
Telephone No:	01785 619241
Ward Interest:	Nil
Report Track:	Cabinet 17/01/19 (Only)
Key Decision:	Yes

**SUBMISSION BY COUNCILLOR K S WILLIAMSON
RESOURCES PORTFOLIO**

**CABINET
17 JANUARY 2019
General Fund Revenue Budget 2019-20 to 2021-22 and
Capital Programme 2018-19 to 2021-22**

1 Purpose of Report

- 1.1 To propose to the Council the General Fund Revenue Budget for 2019-20 to 2021-22 and the updated Capital Programme 2018-19 to 2021-22.

2 Proposal of Cabinet Member

- 2.1 That the following be recommended to the Council:-
- (a) the Budget Requirement for the General Fund Revenue Budget for 2019-20 be set at £14.004 million (with indicative requirements for 2020-21 and 2021-22 of £12.458 million and £13.482 million respectively);
 - (b) that the detailed portfolio budgets as set out in **APPENDIX 2** be approved;
 - (c) the detailed capital programme as set out in **APPENDIX 3**; be approved;
 - (d) that the Council Tax for 2019-20 be increased by 1.9% to £156.30;
 - (e) the Council's Tax Base be set at 47,491.54 (as determined by the Head of Finance);
 - (f) that no changes are made to the current Local Council Tax Support Scheme
 - (g) that the premium for long term empty properties be increased to 100% from April 2019

3 Key Issues and Reasons for Recommendation

- 3.1 This report sets out the current position on the General Fund Revenue Budget for 2019-20 as well as indicative budgets for 2020-21 and 2021-22. It also sets out the position on the Local Government Finance Settlement 2019-20, New Homes Bonus Grant allocation, the position on the Council's Collection Fund, the Council's Tax Base for 2019-20 and the consequential Council Tax for 2019-20.
- 3.2 Indicative budgets have been set out for 2020-21 and 2021-22, however it should be noted that a new funding regime for local government will apply from the 1 April 2020 and no indicative figures can be provided by the Government with the Fair Funding and 75% Business Rates Retention scheme still at design/ outline consultation stage.

4 Relationship to Corporate Priorities

- 4.1 The revenue budget and the capital programme have been based on the Council's priorities.

5 Report Detail

- 5.1 Individual draft portfolio budgets for each of the Council's five portfolios together with a capital programme including details of new capital schemes were proposed by the Cabinet at its meeting on 6 December 2018. The Community, Environment, Leisure and Culture and Planning and Regeneration Portfolio budgets were submitted to the Economic Development and Planning Scrutiny Committee on 11 December 2018 and the Community Wellbeing Scrutiny Committee on the 8 January 2019 as part of the budget consultation process. The Resources Portfolio budget is to be considered by the Resources Scrutiny Committee on 15 January 2019, again as part of the Budget consultation process.
- 5.2 The results of the consultation with Economic Development and Planning Scrutiny Committee are attached as **APPENDIX 1**. A verbal update on the results of the consultation with Community Wellbeing Scrutiny Committee and Resources Scrutiny Committee will be provided at the meeting.
- 5.3 Local Government Finance Settlement 2019-20**
- 5.3.1 The Provisional Local Government Finance Settlement for 2019-20 was received by the Council on 13 December 2018. The settlement only relates to 2019-20, pending the introduction of 75% Business Rates and a Fair Funding review to determine both core funding and Business Rate Baselines for future years.
- 5.3.2 The Draft General Fund Revenue Budget as considered by Cabinet on the 6 December 2018 reflected 2019-20 being the final year of the four year local government agreement. Government support over the period 2016-17 to 2019-20 was effectively fixed following the approval of an Efficiency Statement by the Council. However, following the publication of the Technical Consultation on the 2019-20 Settlement by MHCLG, one change

was made in the draft budget relating to the exclusion of Negative Revenue Support Grant for 2019-20. This proposal has now been reaffirmed as part of the Provisional Local Government Finance Settlement and hence no changes are required to the Revenue Support Grant, as included in the Financing element of the Budget

- 5.3.3 Additional resources have been received in relation to Rural Services Grant reflecting an increase in the amount allocated for 2019-20 however this only amounts to £0.005 million for Stafford Borough
- 5.3.4 The 2019-20 Settlement is only a one year settlement and, in light of a new funding regime coming into place from 2020-21, will shed no light on the level of government support (core and incentive based) for future years.

5.4 New Homes Bonus

- 5.4.1 Provisional allocations for the New Homes Bonus Grant (NHB) scheme for 2019-20 were announced by the Ministry of Housing Communities and Local Government (MHCLG) on the 13 December 2018.
- 5.4.2 The Technical Consultation on the 2019-20 Settlement stated that as part of the annual review of NHB the “deadweight allowance is likely to increase for 2019-20 and details will be published as part of the Provisional Settlement”.
- 5.4.3 The Draft Budget assumed that the Deadweight allowance would increase from 0.4% to 0.6% for 2019-20. This effectively reduced the anticipated increase for new growth by £108,000 per annum. Nevertheless the allocation for growth achieved for the 2018-19 NHB year was estimated to be £746,000 (and has been revised by the determination of Affordable Housing units to £785,000). The table below compares the Provisional Allocations with the assumptions as contained in the Draft Budget.

Table 1: New Homes Bonus Comparison						
	Numbers			Allocation		
	Original	Budget	Prov. Sett	Original £'000	Budget £'000	Prov. £'000
New Properties	893	893	893	1,149	1,149	1,204
Long Term Empty	(10)	(10)	(10)	(37)	(37)	(13)
Sub Total	883	883	883	1,112	1,112	1,191
Deadweight Reductn	(223)	(325)	(223)	(287)	(395)	(298)
Net	660	558	660	825	717	893
Affordable Housing	104	104	243	29	29	68
Total 2019-20				854	746	961
B/fwd.				2,304	2,304	2,304
Cumulative				3,158	3,050	3,265

- 5.4.4 The provisional allocations show an increase in funding resources of £0.215 million for New Homes Bonus for 2019-20 with NHB now amounting to £3.265 million as compared to a Draft Budget allocation of £3.050 million. The increase in allocation consisting of the proposed increase in deadweight changes not being implemented (£0.097 million) ; affordable housing delivery being higher than anticipated (£0.039 million) and the funding stream per unit for net new properties increasing by 5% compared to the 2% budgeted.
- 5.4.5 The Technical Consultation on the Local Government Settlement indicated that the government also intended to amend the New Homes Bonus Scheme post 2019-20. The consultation stated that the scheme would be amended to be more effective in incentivizing housing growth with as an example using the Housing Delivery Test results to reward delivery or incentivizing plans that meet or exceed local housing need.
- 5.4.6 The Council awaits consultation on the changes and in particular how the payments of the current four year entitlement to NHB generated in a particular year (legacy payments) are to be dealt with.

5.5 **Business Rates Retention**

Redistribution of Levy Surplus

- 5.5.1 As part of the operation of the Business Rates Retention system, some authorities pay a levy on the growth in their business rates. The levy, other than for authorities in a Business Rates pool, is paid to Central Government. This levy is designed to meet the cost of safety net payments for those authorities that have seen a decline in their income below 92.5% of their individual baseline funding level in a single financial year.
- 5.5.2 In previous years, if it appeared that the levy on high-earning authorities would be insufficient to fund the safety net, an additional amount was top-sliced from Revenue Support Grant. However, there is a surplus of £195 million in the 2018-19 levy account.
- 5.5.3 The Government intends to distribute the majority of the surplus, £180million, to all local authorities on the basis of the 2013-14 settlement funding assessment – the sum of each authority's Revenue Support Grant and Baseline Funding Level allocations. The allocation to this authority is £0.043 million.

Business Rates Pilot 2018/19

- 5.5.4 The Secretary of State, as part of the Provisional Settlement, announced the outcome of the 75% Business Rates Pilot Applications with the Staffordshire & Stoke-on-Trent bid being successful.

- 5.5.5 A pilot involves certain government grants being financed directly from business rates rather than a separate grant allocation. The two proposed grants for the Staffordshire and Stoke-on-Trent Pilot are Revenue Support Grant (RSG) and Rural Services Grant. However this authority is no longer in receipt of RSG and hence only one adjustment is required. The transfer of grant funding into the scheme is financially neutral as shown in Table 2.

Table 2: Business Rates Pilot Core Funding		
	50% Scheme	75% Pilot
	£'000	£'000
Baseline	17,278	17,278
Tariff	(14,499)	(14,474)
Core Funding	2,779	2,804
Rural Services grant	25	
Total Government Funding	2,804	2,804

- 5.5.6 All pilots are deemed to be fiscally neutral in terms of core funding, with the 2013-14 baselines being utilised and transferred in grants being offset in the adjustment to arrive at core funding. A pilot however benefits by retaining 75% of any new growth and a windfall if the actual amount of business rates generated to date is in excess of the Baseline .
- 5.5.7 The windfall equates to the tier share of the 25 % additional business rates retained. Under the 50% scheme the government receive 50% of any growth however under a 75% scheme (pilot) only 25% is paid to the Government.
- 5.5.8 In accordance with the Memorandum of Understanding for the Staffordshire & Stoke-on-Trent Pilot Districts /Boroughs will receive 40% of this windfall, subject to each authority being guaranteed a minimum £0.2 million. After taking into account the requirements of the Fire Authority and Police Commissioner it is estimated that Stafford Borough Council will benefit by approximately £1.0 million.
- 5.5.9 This windfall is one off, not only reflecting the duration of the pilot but also the fact that existing growth would be subject to a Reset from 2020-21 (as detailed below in the "Proposed Changes to Existing Regime". The exact amount of this one-off windfall is however dependant upon the actual business rates generated in 2019-20.

Proposed Changes to existing Regime

- 5.5.10 2020-21 will see the introduction of 75% Business Rates Retention with core funding determined as part of the Fair Funding Review. Both schemes are still in design stage and MHCLG, at the same time as the 2019-20 Provisional Local Government Settlement published two further consultations, entitled "Review of local authorities ' relative needs and resources" and "Business Rates Reform " .Further consultations are due during 2019-20 however it is likely to be the Autumn of 2019 before any indicative figures are available from the Government in relation to Core Funding and Business Rates Baselines from 2020-21.

- 5.5.11 The Fair Funding Review represents a re-assessment of core funding provided to local authorities to address concerns “ that the current formula used is unfair, out of date and overly complex”. The review is intended to identify an up to date assessment of relative needs and relative resources to determine new baseline funding allocations for councils .
- 5.5.12 In relation to Relative Needs the Government is minded to deploy a per capita Foundation Formula for upper and lower tier authorities, alongside seven service – specific funding formulas. With the exception of Flood Defence and Coastal Protection (Districts) and Legacy Capital Finance (All authorities) all the other five funding formulas relate to upper Tier /County Councils. In addition to the basic formula , Area cost adjustments taking into account accessibility and remoteness of each authority ,together with their relative ability to raise resources will also be utilised in determining core funding requirements,
- 5.5.13 Details of the weightings of funding between services is still awaited nevertheless it is evident this review will undoubtedly see a movement in resources towards Adult Social Care & Children's and Young Peoples services that will impact upon the Core Funding Baseline and the Business Rates Retained by the County Council and the Borough.
- 5.5.14 The new funding regime will see local government retaining 75% of Business Rates however the tier split between Counties and Districts is yet to be determined. The establishment of new core funding levels and Business Rates Baselines will also involve a Reset of growth achieved to date.
- 5.5.15 The forecast growth above baseline for the Borough for 2019-20 amounts to £12.0 million and in accordance with a 50% scheme £6 million is retained within Staffordshire. Stafford Borough retains £3.36 million (or 28% of overall growth) and the balance is distributed to the County Council and Fire and Rescue Service (based upon tier splits) with a balance being allocated to the Business Rates Pool. Although Pilot Status exists for 2019-20 this does not impact on the Reset position with the outputs from the 50% scheme , rather than the pilot, being used to determine resets and any transitional funding requirements.
- 5.5.16 The Reset is effectively about how much of this £3.36 million growth generated between resets (in this case 2013-14 to 2019-20) is retained by the local authority and how much is redistributed in the sector. Three potential options exist in relation to the basis of the reset, notably No Reset (All growth retained); Full Reset (No growth retained) or Partial Reset (Proportion of growth retained) with the growth not retained being redistributed across the local government sector.

- 5.5.17 The latest consultation documents indicate that a phased reset is favoured by Government . Under a phased reset: authorities retain each year's growth (or loss) in rates for a set number of years and thereafter that growth (or loss) is redistributed. This scheme is similar to the New Homes Bonus rolling programme although the number of years growth would be retained is yet to be determined. The illustrative model in the consultation document uses a five year timeframe and under this timeframe each year, a new year's growth is added to the amount retained by the authority up to a maximum of five years' worth of growth. In the sixth year, the first year's growth is redistributed amongst all local authorities according to Baseline Funding Levels. Thereafter, each year sees the current year's growth added to the amount retained and an historic year's growth redistributed. Under this option it would not matter when growth came 'on stream' as all growth would count
- 5.5.18 A partial/ proportional reset is still being considered by Government and forms part of the Consultation. Under this option Business Rates Baselines and Baseline Funding Levels are held constant for a set number of years and at a reset a percentage of the growth achieved over the previous period is redistributed, with the remaining percentage retained by individual local authorities. This percentage of this option is yet to be determined and the Government is seeking views on this as part of the consultation questions
- 5.5.19 It is not expected that authorities experiencing decline in their rates would retain this entering a new reset period. Whereas the retention of some growth into a new reset period smooths 'cliff edges' and supports longer term planning, equally, regardless of timing.
- 5.5.20 As stated earlier it is considered that the determination of how Resets will be applied will have a material impact on this authority, with over £3 million of growth currently retained. In addition the design of the other key elements of a Business Rates Retention Scheme including the Levy on new growth ; Safety Net levels; treatment of Appeals and Valuation Changes; determination of Central and Local Rating lists and the benefits of Pooling will all influence the actual business rates retained by this council.
- 5.5.21 In summary details of how the new scheme will operate and specific assessments of relative need and resources for this authority are some way off being determined and hence the funding assumptions for future years needs to be treated with a great deal of caution. **APPENDIX 4** provides an analysis of the Retained Business Rates Income for the Council.

6 Revenue Budget 2018-19 to 2021-22

- 6.1 The Portfolio Budget position set out overleaf reflects the detailed budgets that were presented to the Cabinet on 6 December 2018, and subsequently subject to consultation with the relevant Scrutiny Committees, as updated for expenditure and financing changes.

- 6.2 Net Expenditure changes include an additional growth item in relation to the implementation of a Workforce Development Strategy for Bereavement Services and provision for the increased costs of enforcement at off street car parks following the recent tender exercise. In addition recharges have been revised to reflect the finalisation of shared services costs between Cannock Chase and Stafford Borough
- 6.3 Provisional funding allocations for Housing Benefit Administration Subsidy and Local Council Tax Support were received on the 18 December 2018. The subsidy allocation sees a reduction of £0.038 million (13.5%) as compared to the 2018-19 allocation and although this is partly offset by transitional funding for 2019-20 the reduction is still higher than anticipated.
- 6.4 The impact in the short term can be addressed from the Localisation of Council Tax Reserve however the continuation of the Efficiency element of the grant Reduction but more importantly the progressive reduction to Universal Credits in the Admin Subsidy will require the service to downsize as part of (or in advance of) the 2021-22 budget process.

Table 3 : Revenue Budget Recommended to Council			
	Budget 2019-20	Budget 2020-21	Budget 2021-22
	£000	£000	£000
Net Expenditure			
Portfolio budgets	14,509	14,618	15,181
Investment income & technical financing adjustments	2,938	684	526
Net Spending	17,447	15,302	15,707
Less: Government Grants			
Levy Account Surplus	(43)		
Rural Services Grant			
NNDR Multiplier – Section. 31	(135)		
New Homes Bonus	(3,265)	(2,844)	(2,225)
Budget Requirement	14,004	12,458	13,482
Financing			
Business Rates	(7,352)	(4,838)	(4,935)
Revenue Support Grant			
Collection Fund surplus	(25)		
Council Tax Income	(7,423)	(7,677)	(7,902)
Transfer from Balances			(645)
Total Financing	(14,800)	(12,515)	(13,482)
Transfer to Working Balances	796	57	-

- 6.5 No amendments have been made to the assumptions as contained in the Approved Financial Plan in relation to the new funding regime. The Business Rates Scheme in particular carries the greatest uncertainty with a 75% Retention Scheme to be designed; core funding as per the Fair Funding review determined and a reset of baselines all due. In light of the uncertainty as reflected in various sections of this report it is difficult to identify the true overall position going forward.
- 6.6 Table 4 incorporates the changes as identified above together with the changes in funding arising from the provisional allocations. In relation to 2020-21 and future years Government Grants other than New Homes Bonus have been consolidated into Business Rates Retention reflecting how a 75% scheme will operate.

Table 4: Revenue Budget Surplus/Deficit Reconciliation			
	Budget 2019-20	Budget 2020-21	Budget 2021-22
	£000	£000	£000
Draft Budget Original Deficit/ (Surplus)	(769)	(78)	609
Portfolio Budgets			
Bereavement Services – workforce	35	35	9
Car Park Contract	15	15	15
Housing Benefit Grant	16		
LCTS Reserves	(16)		
Shared Services	6	6	21
Financing			
New Homes Bonus	(215)	(39)	(39)
Levy Account Surplus	(43)		
Rural Services Grant	(5)		
Business Rates Pilot	(1,047)		
Reserves			
Financing Reserves	180	4	30
Business Rates Pilot	1,047		
Use of Balances			
Transfer from Working Balances			(645)
Revised Surplus	(796)	(57)	-

- 6.7 The Table shows that a balanced budget exists throughout the 2019-20 to 2021-22 Medium Term Financial Plan, although a transfer from Working Balances could be required in 2021-22, subject to the caveats that exist in relation to the funding levels for New Homes Bonus and Business Rates Retention.

7 Reserves and Balances

- 7.1 Reserves and balances comprise general reserves, the Working Balance and Earmarked Reserves. They help the Council to cope with unpredictable financial pressures and plan for future spending commitments and are an essential part of good financial management.
- 7.2 **The Working Balance** - the current policy has for a number of years been to maintain the level of the General Fund balance at a minimum of £1 million. In accordance with the Risk Analysis for Invest to Save initiatives it is now felt prudent to increase this level to £1.188 million for 2020-21. The General Fund balance at 1 April 2018 was £1.313 million. £1.188million of that figure is set aside for the Working Balance resulting in £0.125 million remaining to support the revenue Budget.
- 7.3 Table 4 identifies a further transfer of £0.853 million to Working Balances to 2020-21, with the current year forecast showing a further transfer of £0.704 million.
- 7.4 In total a surplus of £1.682 million is envisaged as at 31 March 2021 and this has been provisionally used to offset the deficit that could arise in 2021-22 (funding changes) of £0.645 million and also to offset the balance of £0.876 million contribution to capital to fully mitigate the £2.648 million Capital Borrowing Requirement as identified as part of the 2018-19 Budget.
- 7.5 A revised surplus on Working Balances of £0.161 million is now forecast as at 31 March 2022 as follows:-

Table 5 : Movement on Working Balances				
	2018-19	2019-20	2020-21	2021-22
	£'000	£'000	£'000	£'000
B/fwd.	1,313	829	749	806
Minimum Requirement	(1,188)			
Generated in Year	704	796	57	(645)
Offset Borrowing Requirement		(876)		
Balance c/fwd.	829	749	806	161

- 7.6 The Council holds a number of earmarked reserves for specific purposes. A summary of earmarked reserves and capital funds incorporating their planned use over the next four years formed part of the report to Cabinet in December.
- 7.7 Movements since that date include the New Homes Bonus Equalisation Reserve increasing by £0.214 million, with an allocation to Earmarked Reserves - Business Rates Pilot of £1.046 million.
- 7.8 **APPENDIX 5** sets out the required report on the robustness of the budget estimates and the adequacy of the Council's reserves.

8 Capital Programme 2018-19 to 2021-22

8.1 The proposed Capital Programme for 2018-19 to 2021-22 formed part of the budgets referred to the relevant Scrutiny Committees for consultation.

9 Council Tax Base and Collection Fund

9.1 The final part of the consideration of the Budget is the Council Tax Base. This is the number of properties in the borough expressed in terms of Band D equivalents.

9.2 The Council's Tax Base is now estimated to be 47,491.54 an increase of 1.9% on 2018-19 reflecting new properties being built in the borough combined with a reduced cost of the LCTR scheme.

9.3 The Tax Base has been calculated as follows:-

Council Tax base for budget setting purposes	50,544.50
Less: impact of Local Council Tax Reduction Scheme	<u>(3,052.96)</u>
	<u>47,491.54</u>

9.4 Details of the tax base, broken down over parishes are set out in **APPENDIX 6**. In order to ensure parish council's are not disadvantaged by the local scheme, a grant allocation is credited to Parish Councils to ensure that in setting their precepts no additional charge is required due to the implementation of the LCTR scheme. No reductions have been made in the 2019-20 allocation to parishes.

9.5 In accordance with the Local Government Act 2012 the Council currently has levied a premium of 50% on long term empty properties. Long term empty properties relate to properties which have been unoccupied and unfurnished for longer than two years.

9.6 A period of occupation of over six weeks qualifies as a break in the empty period, 'resetting the clock' for the purposes of the empty homes premium. Whereas empty homes premium cannot apply to homes that are empty due to the occupant living in armed forces accommodation for job-related purposes, or to annexes being used as part of a main property.

9.7 In order to address the increasing gap between demand and supply for properties and the rising level of unoccupied properties the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act received royal assent on the 1st November 2018.

9.8 The Act enables local authorities to

- charge a premium of 100% from 1 April 2019
- from 1 April 2020 increase the premium to 200% for properties that have been vacant for five years or more .
- set a premium of 300% from 2021/22 for properties that have been vacant for ten years or more

- 9.9 At present 205 properties are subject to the Empty Homes Premium and Cabinet is recommended to increase the premium to 100% for 2019-20.
- 9.10 It is proposed that a detailed report on the impact of this change is submitted as part of the 2020-21 budget process enabling Cabinet to determine whether further increases in the premium are to be adopted.
- 9.11 The current Council Tax Base calculation includes provision for the 50% premium however no account has been made in the Tax Base for the increase to 100% since the change is intended to bring empty properties back into use.
- 9.12 The Council's Collection Fund has been reviewed as part of the budget process and is expected to break even in 2019-20.

10. Council Tax 2019-20

- 10.1 In determining the level of Council Tax for 2019-20 Cabinet will need to take into account the medium term financial position and the Council Tax Referendum Thresholds.
- 10.2 The Localism Act 2011 contains provisions to veto excessive Council Tax increases by means of a referendum. The Council Tax Referendum threshold principles for 2019-20 remain the same as for 2018-19 with an increase of 3% or more (or up to and including £5) whichever is the higher requiring a referendum.
- 10.3 Cabinet at its meeting of the 8 December 2016 in considering the Medium Term Financial Plan of the Council resolved
- that in order to ensure as a minimum the maintenance of the existing level of service provision and also to generate additional capital resources to invest in the Borough that council tax is recommended to increase by 1.9% (to £150.53) for 2017-18; with similar indicative increases for 2018-19 and 2019-20 respectively;*
- 10.4 Cabinet at its meeting on the 6 December 2018 reaffirmed this and hence the Council Tax for 2019-20 is recommended to be £156.30 reflecting a 1.9% increase. The final level of Council Tax levied is to be recommended by Cabinet to Council for final determination by Council on 26 February 2019. The figures set out in this report may require minor amendment if any further information emerges before then.
- 10.5 The total Council Tax for the Borough will reflect the spending decision made by the County Council, the Office of the Police and Crime Commissioner and the Fire Authority. In addition, in certain areas, parish council precepts are also added to the overall bill.

11 Implications

11.1 Financial	Contained within the report
Legal	Nil
Human Resources	Nil
Human Rights Act	Nil
Data Protection	Nil
Risk Management	Set out in full in APPENDIX 5 of the report to Cabinet on 6 December 2018

11.2 Community Impact Assessment Recommendations	<p>The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:- Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.</p> <p>The Proposed Budget in particular maintains all services at their existing levels with no service reductions included.</p>
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Previous Consideration - Cabinet - 6 December 2018 - Minute No CAB36/18
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Background Papers - File available in Financial Services

CABINET

17 JANUARY 2019

**General Fund Revenue Budget 2019-20 to 2021-22 and
Capital Programme 2018-19 to 2021-22**

**EDP25 Economic Development and Planning Portfolio - General Fund
Revenue Budget 2018/2019 - 2021/2022 and Capital Programme
2018/2019 - 2021/2022**

This matter had been considered by Cabinet on 6 December 2018 and was submitted to this Committee for consultation.

Considered the report of the Head of Finance regarding the draft detailed Economic Development and Planning Portfolio revenue budget for 2018/2019 - 2021/2022 and the draft Economic Development and Planning Portfolio Capital Programme for 2018/2019 - 2021/2022 (V2 9/11/18).

The report related to the following:-

- The detailed portfolio revenue budget;
- The variations between the indicative budgets for 2019/2020 and 2020/2021, as set out last year, and the proposed budget for 2019/2020 and the draft budget for the following years to 2021/2022;
- The proposed Capital programme 2018/2019 - 2021/2022.

The Committee discussed the following aspects of the report with the Deputy Chief Accountant, the Customer Services Group Manager and the Economic Development Manager:-

- Employee Expenses during 2020-2021
- Third Party Payments for Building Control
- Premises related expenditure for Off-Street Parking Services
- Borough Markets Net Expenditure
- Planning Fee Income
- Land Charges budget split
- Markets Reduced Operational Costs
- Removal of Sainsbury's income from budget offset by Fairway additional income
- Growth Point Capital
- New Gypsy and Traveller Site

RESOLVED:- that in exercise of the powers delegated to the Committee, the decision of the Cabinet, as set out in Minute No CAB36(iii)/18, regarding the draft detailed Economic Development and Planning Portfolio revenue budget for 2018/2019 - 2021/2022 and the draft Economic Development and Planning Portfolio Capital Programme for 2018/2019 - 2021/2022, be noted.

Community

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
1 Private Sector Housing (Standards)				
Employee Expenses	107,050	127,500	132,120	119,610
Transport Related Expenditure	4,240	4,320	4,320	4,320
Supplies & Services	10,670	10,170	10,170	10,170
Total Expenditure	121,960	141,990	146,610	134,100
Income	(3,340)	(2,390)	(2,440)	(2,490)
Total Income	(3,340)	(2,390)	(2,440)	(2,490)
Private Sector Housing (Standards) Net Expenditure	118,620	139,600	144,170	131,610
2 Housing Act Sewerage Works				
Premises Related Expenditure	2,000	2,110	2,150	2,190
Total Expenditure	2,000	2,110	2,150	2,190
Housing Act Sewerage Works Net Expenditure	2,000	2,110	2,150	2,190
3 Private Sector Hsg (Loans & Mortgages)				
Premises Related Expenditure	5,450	5,560	5,670	5,780
Total Expenditure	5,450	5,560	5,670	5,780
Income	(11,210)	(11,420)	(11,640)	(11,870)
Total Income	(11,210)	(11,420)	(11,640)	(11,870)
Private Sector Hsg (Loans & Mortgages) Net Expenditure	(5,760)	(5,860)	(5,970)	(6,090)
4 Partnerships				
Supplies & Services	139,500	25,290	25,290	25,290
Third Party Payments	16,970	-	-	-
Total Expenditure	156,470	25,290	25,290	25,290
Income	(131,180)	-	-	-
Total Income	(131,180)	-	-	-
Partnerships Net Expenditure	25,290	25,290	25,290	25,290
5 Homelessness & Housing Advice				
Employee Expenses	413,440	402,100	412,050	421,900
Premises Related Expenditure	30,590	31,210	31,840	32,490
Transport Related Expenditure	11,980	12,170	12,170	12,170
Supplies & Services	306,500	90,310	90,310	91,650
Total Expenditure	762,510	535,790	546,370	558,210
Income	(258,750)	(37,000)	(37,000)	(37,000)
Total Income	(258,750)	(37,000)	(37,000)	(37,000)
Homelessness & Housing Advice Net Expenditure	503,760	498,790	509,370	521,210
6 Glover Street				
Premises Related Expenditure	(7,170)	10,040	10,250	10,460
Supplies & Services	650	650	650	650
Total Expenditure	(6,520)	10,690	10,900	11,110
Income	(18,200)	(24,680)	(25,170)	(25,670)
Total Income	(18,200)	(24,680)	(25,170)	(25,670)
Glover Street Net Expenditure	(24,720)	(13,990)	(14,270)	(14,560)

Community

	Outturn 2018-2019	Budget 2019-2020	Budget 2020-2021	Budget 2021-2022
	£	£	£	£
7 Grants & Contributions				
Supplies & Services	128,960	128,960	128,960	128,960
Total Expenditure	128,960	128,960	128,960	128,960
Grants & Contributions Net Expenditure	128,960	128,960	128,960	128,960
8 CCTV				
Premises Related Expenditure	3,440	3,510	3,580	3,650
Supplies & Services	16,480	16,480	16,480	16,480
Third Party Payments	85,410	87,520	89,120	90,900
Total Expenditure	105,330	107,510	109,180	111,030
CCTV Net Expenditure	105,330	107,510	109,180	111,030
Community Net Expenditure	853,480	882,410	898,880	899,640

Community Portfolio

Variation Statement 2019/2020 to 2021/2022

	2019/2020 Indicative	Real Terms / Efficiency Variations	2019/2020 Budget	2020/21 Indicative	Real Terms / Efficiency Variations	2020/2021 Budget	Inflation	Real Terms / Efficiency Variations	2021/2022 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	521	9	530	533	11	544	10	- 12	542
Premises Related Costs	63	- 11	52	64	- 10	54	1	-	55
Transport Related Costs	16	-	16	16	-	16	-	-	16
Supplies and Services	230	42	272	230	42	272	1	-	273
Third Party Payments	80	8	88	81	8	89	2	-	91
Total Expenditure	910	48	958	924	51	975	14	- 12	977
Income	- 59	- 17	- 76	- 59	- 17	- 76	- 1	-	- 77
Net Expenditure	851	31	882	865	34	899	13	- 12	900

Community Portfolio**Proposed Real Terms / Efficiency Variations****2019/20 Change**

	£'000	£'000
<u>Real Term Variations</u>		
Housing and health restructure		19
Empty Homes Officer reduced hours		-10
Homelessness		
Additional bed and breakfast costs	42	
Additional costs recovered through housing benefit	-17	25
Glover Street rates no longer payable on empty caravans		-10
CCTV - contract living wage increase		7
		<u>31</u>

2020/21 Change

	£'000	£'000
<u>Real Term Variations</u>		
Housing and health restructure		25
Empty Homes Officer reduced hours		-13
Homelessness		
Additional bed and breakfast costs	42	
Additional costs recovered through housing benefit	-17	25
Glover Street rates no longer payable on empty caravans		-10
CCTV - contract living wage increase		7
		-
		<u>34</u>

2021/22 Change

	£'000	£'000
<u>Real Term Variations</u>		
Increase in Superannuation		7
Empty homes officer post falling out		-17
minor variations		-2
		<u>-12</u>

Environment

	Outturn 2018-2019	Budget 2019-2020	Budget 2020-2021	Budget 2021-2022
	£	£	£	£
1 Management & Support				
Employee Expenses	294,690	300,830	310,030	321,380
Transport Related Expenditure	10,720	10,780	10,780	10,780
Supplies & Services	70,180	30,180	30,180	30,180
Total Expenditure	375,590	341,790	350,990	362,340
Income	(42,600)	(2,650)	(2,700)	(2,750)
Total Income	(42,600)	(2,650)	(2,700)	(2,750)
Management & Support Net Expenditure	332,990	339,140	348,290	359,590
2 Regulatory Services				
Employee Expenses	484,790	494,470	508,570	525,000
Premises Related Expenditure	5,950	3,800	3,880	3,960
Transport Related Expenditure	34,730	36,110	36,240	36,240
Supplies & Services	88,140	67,840	67,840	67,840
Total Expenditure	613,610	602,220	616,530	633,040
Income	(273,060)	(260,870)	(262,270)	(262,770)
Total Income	(273,060)	(260,870)	(262,270)	(262,770)
Regulatory Services Net Expenditure	340,550	341,350	354,260	370,270
3 Strategic Health Delivery				
Employee Expenses	83,540	83,520	80,100	51,850
Transport Related Expenditure	4,020	4,100	4,100	4,100
Supplies & Services	32,300	-	-	-
Total Expenditure	119,860	87,620	84,200	55,950
Income	(68,860)	(35,290)	(30,190)	-
Total Income	(68,860)	(35,290)	(30,190)	-
Strategic Health Delivery Net Expenditure	51,000	52,330	54,010	55,950
4 Partnerships Environmental Management				
Employee Expenses	38,830	39,590	40,400	41,230
Premises Related Expenditure	90	90	90	90
Transport Related Expenditure	190	190	190	190
Supplies & Services	24,210	24,210	24,210	24,210
Total Expenditure	63,320	64,080	64,890	65,720
Income	(9,500)	(9,500)	(9,500)	(9,690)
Total Income	(9,500)	(9,500)	(9,500)	(9,690)
Partnerships Environmental Management Net Expenditure	53,820	54,580	55,390	56,030

Environment

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
5 Waste & Recycling				
Employee Expenses	92,400	123,830	129,980	135,050
Transport Related Expenditure	4,980	5,080	5,080	5,080
Supplies & Services	103,380	103,790	125,370	126,210
Third Party Payments	4,179,750	4,322,480	4,442,280	4,577,620
Total Expenditure	4,380,510	4,555,180	4,702,710	4,843,960
Income	(1,778,540)	(1,713,320)	(1,646,640)	(1,580,910)
Total Income	(1,778,540)	(1,713,320)	(1,646,640)	(1,580,910)
Waste & Recycling Net Expenditure	2,601,970	2,841,860	3,056,070	3,263,050
6 Bereavement Services				
Employee Expenses	251,110	295,100	301,490	282,530
Premises Related Expenditure	167,650	157,870	160,450	163,660
Transport Related Expenditure	6,830	6,960	6,960	6,960
Supplies & Services	300,200	244,430	245,250	246,090
Total Expenditure	725,790	704,360	714,150	699,240
Income	(1,994,350)	(1,945,440)	(1,979,520)	(2,016,770)
Total Income	(1,994,350)	(1,945,440)	(1,979,520)	(2,016,770)
Bereavement Services Net Expenditure	(1,268,560)	(1,241,080)	(1,265,370)	(1,317,530)
7 Misc Highways Functions (ex Planning)				
Premises Related Expenditure	36,060	37,900	38,650	39,430
Supplies & Services	630	630	630	630
Total Expenditure	36,690	38,530	39,280	40,060
Income	(5,000)	(5,000)	(5,000)	(5,100)
Total Income	(5,000)	(5,000)	(5,000)	(5,100)
Misc Highways Functions (ex Planning) Net Expenditure	31,690	33,530	34,280	34,960
8 Drainage Services				
Premises Related Expenditure	4,200	4,200	4,280	4,370
Supplies & Services	101,710	103,710	106,100	108,500
Total Expenditure	105,910	107,910	110,380	112,870
Drainage Services Net Expenditure	105,910	107,910	110,380	112,870
9 Street Scene				
Employee Expenses	1,724,250	1,720,560	1,773,580	1,826,840
Premises Related Expenditure	39,430	109,980	40,810	41,580
Transport Related Expenditure	314,400	298,750	304,320	310,030
Supplies & Services	499,760	469,360	469,260	470,800
Third Party Payments	10	-	-	-
Total Expenditure	2,577,850	2,598,650	2,587,970	2,649,250
Income	(822,670)	(722,160)	(734,940)	(748,370)
Total Income	(822,670)	(722,160)	(734,940)	(748,370)
Street Scene Net Expenditure	1,755,180	1,876,490	1,853,030	1,900,880

Environment

	Outturn 2018-2019	Budget 2019-2020	Budget 2020-2021	Budget 2021-2022
	£	£	£	£
10 Cleansing Services				
Premises Related Expenditure	44,760	43,010	43,870	44,750
Supplies & Services	18,750	18,770	18,790	18,810
Total Expenditure	63,510	61,780	62,660	63,560
Income	(310)	(320)	(330)	(340)
Total Income	(310)	(320)	(330)	(340)
Cleansing Services Net Expenditure	63,200	61,460	62,330	63,220
11 Pest Control				
Employee Expenses	111,390	153,920	162,740	171,840
Transport Related Expenditure	9,250	9,440	9,630	9,820
Supplies & Services	41,170	44,070	44,070	44,070
Total Expenditure	161,810	207,430	216,440	225,730
Income	(162,210)	(166,480)	(169,810)	(172,560)
Total Income	(162,210)	(166,480)	(169,810)	(172,560)
Pest Control Net Expenditure	(400)	40,950	46,630	53,170
12 Dog Warden Service				
Supplies & Services	10,750	10,750	10,750	10,750
Third Party Payments	20,050	22,830	23,420	23,890
Total Expenditure	30,800	33,580	34,170	34,640
Income	(11,170)	(11,180)	(11,190)	(11,200)
Total Income	(11,170)	(11,180)	(11,190)	(11,200)
Dog Warden Service Net Expenditure	19,630	22,400	22,980	23,440
Environment Net Expenditure	4,086,980	4,530,920	4,732,280	4,975,900

Environment PortfolioVariation Statement 2019/2020 to 2021/2022

	2019/2020 Indicative	Real Terms / Efficiency Variations	2019/2020 Budget	2020/21 Indicative	Real Terms / Efficiency Variations	2020/2021 Budget	Inflation	Real Terms / Efficiency Variations	2021/2022 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	3,156	56	3,212	3,215	92	3,307	56	- 7	3,356
Premises Related Costs	290	67	357	296	- 4	292	6	-	298
Transport Related Costs	392	- 21	371	397	- 20	377	6	-	383
Supplies and Services	1,093	25	1,118	1,096	46	1,142	5	1	1,148
Third Party Payments	4,034	311	4,345	4,159	307	4,466	68	67	4,601
Total Expenditure	8,965	438	9,403	9,163	421	9,584	141	61	9,786
Income	- 4,712	- 160	- 4,872	- 4,781	- 71	- 4,852	- 81	123	- 4,810
Net Expenditure	4,253	278	4,531	4,382	350	4,732	60	184	4,976

Environment Portfolio
Proposed Real Terms / Efficiency Variations

2019/20 Change

	£'000	£'000
<u>Real Term Variations</u>		
Strategic health delivery		
Health and Wellbeing Support Officer	23	
Reserve funding for Health and Wellbeing Support Officer	-23	-
Streetscene (budget realignment)		
Transport	-20	
Supplies	40	
Income	-20	-
Waste (budget realignment)		
Supplies	34	
Third Party	104	
Income	-138	-
Waste Schedule 2 trade waste		
Third Party	120	
Income	-121	-1
Waste		
Additional system costs	10	
Reduced leaflet costs	-20	
Increased dry recycling gate fees	80	
Additional second bin income	-11	
Reduce income recycling credits reflecting tonnage	20	
Reduced income recycling credits reflecting agreed value per tonne	79	158
Bereavement Cremator maintenance falling out		
Supplies	-40	
Income (reserves)	40	-
Increased Sow and Penk drainage levy		6
Reduced licensing income		8
Revenue Bid - Tree maintenance		70
Revenue Bid - Bereavement staffing		35
minor variations		2
		<u>278</u>

<u>2020/21 Change</u>		£'000	£'000
<u>Real Term Variations</u>			
Strategic health delivery			
Health and Wellbeing Support Officer		23	
Reserve funding for Health and Wellbeing Support Officer		-23	-
Additional 1% pay award			36
Streetscene (budget realignment)			
Transport		-20	
Supplies		40	
Income		-20	-
Waste (budget realignment)			
Supplies		34	
Third Party		104	
Income		-138	-
Waste Schedule 2 trade waste			
Third Party		122	
Income		-123	-1
Waste			
Additional system costs		10	
Increased dry recycling gate fees		80	
Reduced green recycling gate fees		-15	
Additional second bin income		-11	
Reduce income recycling credits reflecting tonnage		20	
Reduced income recycling credits reflecting agreed value per tonne		177	261
Bereavement Cremator maintenance falling out			
Supplies		-40	
Income (reserves)		40	-
Increased Sow and Penk drainage levy			6
Revenue Bid - Bereavement staffing			35
Reduced licensing income			8
minor variations			5
			<u>350</u>

<u>2021/22 Change</u>		£'000	£'000
<u>Real Term Variations</u>			
Increase in pensions costs			42
Strategic health delivery			
Health and Wellbeing Support Officer		-30	
Reserve funding for Health and Wellbeing Support Officer		30	-
Waste			
Property growth		50	
Increased dry recycling gate fees		25	
Reduced income recycling credits reflecting agreed value per tonne		98	173
Revenue bid - Bereavement staffing			-25
minor variations			-6
			<u>184</u>

Leisure and Culture

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
1 Leisure Section				
Employee Expenses	76,130	91,550	95,060	98,620
Transport Related Expenditure	3,120	3,180	3,180	3,180
Supplies & Services	12,310	12,310	12,310	12,310
Total Expenditure	91,560	107,040	110,550	114,110
Income	(33,560)	(33,680)	(33,720)	(33,720)
Total Income	(33,560)	(33,680)	(33,720)	(33,720)
Leisure Section Net Expenditure	58,000	73,360	76,830	80,390
2 Allotments				
Premises Related Expenditure	3,440	3,520	3,590	3,660
Supplies & Services	12,750	13,080	13,420	13,760
Total Expenditure	16,190	16,600	17,010	17,420
Income	(1,140)	(1,160)	(1,180)	(1,200)
Total Income	(1,140)	(1,160)	(1,180)	(1,200)
Allotments Net Expenditure	15,050	15,440	15,830	16,220
3 Stafford Gatehouse Theatre				
Supplies & Services	15,900	7,240	7,590	-
Total Expenditure	15,900	7,240	7,590	-
Income	(6,900)	(7,240)	(7,590)	-
Total Income	(6,900)	(7,240)	(7,590)	-
Stafford Gatehouse Theatre Net Expenditure	9,000	-	-	-
4 Ancient High House				
Premises Related Expenditure	36,940	9,840	10,040	10,440
Total Expenditure	36,940	9,840	10,040	10,440
Income	(27,100)	-	-	-
Total Income	(27,100)	-	-	-
Ancient High House Net Expenditure	9,840	9,840	10,040	10,440
5 Broadeye Windmill				
Premises Related Expenditure	1,790	1,920	1,950	1,980
Supplies & Services	70	70	70	70
Total Expenditure	1,860	1,990	2,020	2,050
Broadeye Windmill Net Expenditure	1,860	1,990	2,020	2,050
6 Alleynes Sports Centre				
Premises Related Expenditure	20,000	-	-	-
Supplies & Services	(10,000)	-	-	-
Total Expenditure	10,000	-	-	-
Income	(20,000)	-	-	-
Total Income	(20,000)	-	-	-
Alleynes Sports Centre Net Expenditure	(10,000)	-	-	-

Leisure and Culture

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
7 Izaak Walton Cottage				
Premises Related Expenditure	8,230	8,230	8,230	8,400
Total Expenditure	8,230	8,230	8,230	8,400
Izaak Walton Cottage Net Expenditure	8,230	8,230	8,230	8,400
8 Stafford Castle				
Premises Related Expenditure	12,340	12,340	12,340	12,840
Total Expenditure	12,340	12,340	12,340	12,840
Stafford Castle Net Expenditure	12,340	12,340	12,340	12,840
9 Tourism				
Supplies & Services	18,520	18,520	16,640	16,640
Total Expenditure	18,520	18,520	16,640	16,640
Tourism Net Expenditure	18,520	18,520	16,640	16,640
10 Leisure Management Contract				
Supplies & Services	105,620	102,860	70,380	92,950
Third Party Payments	1,550,770	942,190	811,740	641,000
Total Expenditure	1,656,390	1,045,050	882,120	733,950
Income	(523,800)	(305,330)	(207,920)	(54,690)
Total Income	(523,800)	(305,330)	(207,920)	(54,690)
Leisure Management Contract Net Expenditure	1,132,590	739,720	674,200	679,260
11 Leisure Strategy				
Employee Expenses	296,730	340,460	383,550	426,840
Premises Related Expenditure	-	5,000	5,000	5,000
Transport Related Expenditure	1,500	1,500	1,500	1,500
Supplies & Services	77,280	96,510	98,230	90,230
Total Expenditure	375,510	443,470	488,280	523,570
Leisure Strategy Net Expenditure	375,510	443,470	488,280	523,570
12 Parks & Open Spaces				
Employee Expenses	283,280	285,640	280,690	289,060
Premises Related Expenditure	363,360	417,360	377,190	433,840
Transport Related Expenditure	4,950	4,980	5,070	5,160
Supplies & Services	207,560	182,720	158,750	160,050
Total Expenditure	859,150	890,700	821,700	888,110
Income	(265,300)	(246,420)	(215,630)	(218,880)
Total Income	(265,300)	(246,420)	(215,630)	(218,880)
Parks & Open Spaces Net Expenditure	593,850	644,280	606,070	669,230
Leisure and Culture Net Expenditure	2,224,790	1,967,190	1,910,480	2,019,040

Leisure PortfolioVariation Statement 2019/2020 to 2021/2022

	2019/2020 Indicative	Real Terms / Efficiency Variations	2019/2020 Budget	2020/21 Indicative	Real Terms / Efficiency Variations	2020/2021 Budget	Inflation	Real Terms / Efficiency Variations	2021/2022 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	711	6	717	749	10	759	7	48	814
Premises Related Costs	370	88	458	378	40	418	8	50	476
Transport Related Costs	10	-	10	10	-	10	-	-	10
Supplies and Services	390	43	433	360	17	377	-	9	386
Third Party Payments	938	4	942	805	6	811	17	- 187	641
Total Expenditure	2,419	141	2,560	2,302	73	2,375	32	- 80	2,327
Income	- 571	- 22	- 593	- 468	3	- 465	- 4	161	- 308
Net Expenditure	1,848	119	1,967	1,834	76	1,910	28	81	2,019

Leisure Portfolio**Proposed Real Terms / Efficiency Variations**

	<u>2019/20 Change</u>	
	£'000	£'000
<u>Real Term Variations</u>		
Staffing variations		20
HLF Victoria Park (rephased)		
Employees	-14	
Supplies	28	
Income	<u>-16</u>	-2
Transfer from Items to be allocated (Resources) Repairs and maintenance of sites		41
Additional contract inflation		5
Revenue Bids		
Victoria Park - renewal of safety surfacing	30	
Riverway bowling greens - renew batter boards	16	46
minor variations		9
		<u>119</u>
	<u>2020/21 Change</u>	
	£'000	£'000
<u>Real Term Variations</u>		
Staffing variations		20
Additional 1% pay award		3
HLF Victoria Park (rephased)		
Employees	-14	
Supplies	3	
Income	<u>10</u>	-1
Transfer from Items to be allocated (Resources) Repairs and maintenance of sites		41
Additional contract inflation		5
minor variations		8
		<u>76</u>
	<u>2021/22 Change</u>	
	£'000	£'000
<u>Real Term Variations</u>		
Increase in pension costs		48
Leisure management contract		
Base contract change	-187	
Equalisation reserve	<u>177</u>	-10
Revenue bid - Victoria Park renewal of safety surfacing		50
minor variations		-7
		<u>81</u>

Planning and Regeneration

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
1 Management and Support				
Employee Expenses	375,170	447,600	437,830	452,370
Transport Related Expenditure	8,160	8,320	8,320	8,320
Supplies & Services	73,790	72,290	72,290	72,290
Total Expenditure	457,120	528,210	518,440	532,980
Income	(25,540)	(27,270)	(27,710)	(28,160)
Total Income	(25,540)	(27,270)	(27,710)	(28,160)
Management and Support Net Expenditure	431,580	500,940	490,730	504,820
2 Building Control				
Supplies & Services	2,180	2,180	2,180	2,180
Third Party Payments	128,250	135,720	142,180	148,810
Total Expenditure	130,430	137,900	144,360	150,990
Building Control Net Expenditure	130,430	137,900	144,360	150,990
3 Development Management				
Employee Expenses	724,520	754,790	780,910	808,580
Transport Related Expenditure	40,070	40,640	40,640	40,640
Supplies & Services	195,890	185,390	185,390	185,390
Total Expenditure	960,480	980,820	1,006,940	1,034,610
Income	(831,070)	(836,660)	(837,060)	(837,060)
Total Income	(831,070)	(836,660)	(837,060)	(837,060)
Development Management Net Expenditure	129,410	144,160	169,880	197,550
4 Forward Planning				
Employee Expenses	228,060	265,880	264,360	258,390
Transport Related Expenditure	11,450	11,560	11,560	11,560
Supplies & Services	190,360	267,820	162,820	127,820
Total Expenditure	429,870	545,260	438,740	397,770
Income	(128,930)	(117,000)	(68,170)	(80,000)
Total Income	(128,930)	(117,000)	(68,170)	(80,000)
Forward Planning Net Expenditure	300,940	428,260	370,570	317,770
5 Land Charges - Local Searches				
Employee Expenses	40,100	41,750	43,170	44,610
Supplies & Services	82,220	82,220	82,220	82,220
Total Expenditure	122,320	123,970	125,390	126,830
Income	(166,020)	(134,020)	(120,020)	(120,020)
Total Income	(166,020)	(134,020)	(120,020)	(120,020)
Land Charges - Local Searches Net Expenditure	(43,700)	(10,050)	5,370	6,810

Planning and Regeneration

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
6 Off Street Parking Services				
Employee Expenses	34,080	34,940	36,100	37,310
Premises Related Expenditure	735,510	833,050	785,130	800,850
Transport Related Expenditure	2,780	2,830	2,860	2,890
Supplies & Services	388,350	384,890	384,900	385,320
Third Party Payments	36,800	44,980	45,870	46,790
Total Expenditure	1,197,520	1,300,690	1,254,860	1,273,160
Income	(2,297,700)	(2,330,200)	(2,330,200)	(2,330,200)
Total Income	(2,297,700)	(2,330,200)	(2,330,200)	(2,330,200)
Off Street Parking Services Net Expenditure	(1,100,180)	(1,029,510)	(1,075,340)	(1,057,040)
7 Land & Properties				
Premises Related Expenditure	57,810	58,950	60,120	61,320
Supplies & Services	16,070	2,010	2,010	2,010
Total Expenditure	73,880	60,960	62,130	63,330
Income	(68,920)	(52,990)	(53,140)	(53,290)
Total Income	(68,920)	(52,990)	(53,140)	(53,290)
Land & Properties Net Expenditure	4,960	7,970	8,990	10,040
8 Economic Development				
Employee Expenses	161,090	173,740	179,470	185,310
Premises Related Expenditure	32,740	32,760	33,420	34,090
Transport Related Expenditure	2,450	2,500	2,500	2,500
Supplies & Services	99,850	84,190	34,190	34,190
Total Expenditure	296,130	293,190	249,580	256,090
Income	(69,160)	-	-	-
Total Income	(69,160)	-	-	-
Economic Development Net Expenditure	226,970	293,190	249,580	256,090
9 Borough Markets				
Employee Expenses	111,170	115,050	119,050	122,930
Premises Related Expenditure	135,750	133,540	136,120	138,860
Transport Related Expenditure	830	850	850	850
Supplies & Services	78,660	79,230	79,770	80,190
Total Expenditure	326,410	328,670	335,790	342,830
Income	(300,000)	(309,250)	(310,540)	(311,860)
Total Income	(300,000)	(309,250)	(310,540)	(311,860)
Borough Markets Net Expenditure	26,410	19,420	25,250	30,970
Planning and Regeneration Net Expenditure	106,820	492,280	389,390	418,000

Planning and Regeneration Portfolio

Variation Statement 2019/2020 to 2021/2022

	2019/2020 Indicative	Real Terms / Efficiency Variations	2019/2020 Budget	2020/21 Indicative	Real Terms / Efficiency Variations	2020/2021 Budget	Inflation	Real Terms / Efficiency Variations	2021/2022 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	1,787	47	1,834	1,814	47	1,861	35	14	1,910
Premises Related Costs	985	73	1,058	1,001	14	1,015	20	-	1,035
Transport Related Costs	67	- 1	66	67	-	67	-	-	67
Supplies and Services	1,233	- 73	1,160	1,164	- 159	1,005	1	- 35	971
Third Party Payments	180	1	181	185	3	188	4	4	196
Total Expenditure	4,252	47	4,299	4,231	- 95	4,136	60	- 17	4,179
Income	- 3,944	137	- 3,807	- 3,926	179	- 3,747	- 2	- 12	- 3,761
Net Expenditure	308	184	492	305	84	389	58	- 29	418

Planning and Regeneration Portfolio

Proposed Real Terms / Efficiency Variations

2019/20 Change

	£'000	£'000
<u>Real Term Variations</u>		
Staffing variations		22
Parking		
Additional rates	16	
Supplies	18	
New contract cost	15	
Additional income Fairway	-30	19
Remove sainsburys repayment from core budget		
Supplies	-370	
Income	370	-
Local Plan Expenditure & Rephasing		
Supplies	42	
Income	-42	-
Land charges (budget realignment)		
Supplies	43	
Income	-43	-
Planning fee income reflecting 20% increase in fees		
Supplies	130	
Income	-130	-
Markets		
Reduced operational costs	-7	
Income	12	5
Revenue Bids		
Stafford Town Centre strategic framework	50	
Development Data Improvement	24	
Development Data Intelligence	4	
Tenterbanks Car Park improvements	60	138
		<u>184</u>

2020/21 Change

	£'000	£'000
<u>Real Term Variations</u>		
Staffing variations		22
Additional 1% pay award		16
Parking		
Additional rates	16	
Supplies	18	
New contract cost	15	
Additional income Fairway	-30	19
Remove sainsburys repayment from core budget		
Supplies	-370	
Income	370	-
Local Plan Expenditure & Rephasing		
Supplies	7	
Income	-7	-
Land charges (budget realignment and break even budget)		
Supplies	43	
Income	-29	14
Planning fee income reflecting 20% increase in fees		
Supplies	130	
Income	-130	-
Markets		
Reduced operational costs	-7	
Income	12	5
Revenue Bid - Development Data Intelligence		4
minor variations		4
		<u>84</u>

2021/22 Change

	£'000	£'000
<u>Real Term Variations</u>		
Increase in pension costs		25
Staffing variations		6
Local Plan Expenditure & Rephasing		
Supplies	-35	
Income	-28	-63
Forward Planning		
Planning assistant post falling out	-16	
Use of reserve for Planning assitant post falling out	16	-
minor variations		3
		<u>-29</u>

Resources

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
1 Public Buildings				
Employee Expenses	57,440	60,530	62,150	63,780
Premises Related Expenditure	1,173,610	1,189,030	1,213,340	1,237,610
Transport Related Expenditure	30	30	30	30
Supplies & Services	119,990	121,870	123,840	125,990
Total Expenditure	1,351,070	1,371,460	1,399,360	1,427,410
Income	(662,140)	(642,610)	(772,090)	(772,090)
Total Income	(662,140)	(642,610)	(772,090)	(772,090)
Public Buildings Net Expenditure	688,930	728,850	627,270	655,320
2 Facilities Management				
Employee Expenses	182,950	189,340	195,310	201,380
Transport Related Expenditure	7,240	7,380	7,380	7,380
Supplies & Services	3,840	3,840	3,840	3,840
Total Expenditure	194,030	200,560	206,530	212,600
Facilities Management Net Expenditure	194,030	200,560	206,530	212,600
3 Executive Management				
Employee Expenses	164,240	168,370	173,870	179,470
Transport Related Expenditure	2,500	2,550	2,600	2,600
Supplies & Services	94,170	39,170	39,170	39,170
Total Expenditure	260,910	210,090	215,640	221,240
Executive Management Net Expenditure	260,910	210,090	215,640	221,240
4 Corporate Business and Partnerships				
Employee Expenses	242,220	255,890	267,280	278,260
Transport Related Expenditure	2,190	2,240	2,280	2,280
Supplies & Services	46,350	45,590	46,000	46,000
Total Expenditure	290,760	303,720	315,560	326,540
Corporate Business and Partnerships Net Expenditure	290,760	303,720	315,560	326,540
5 Communications				
Employee Expenses	124,170	124,450	128,580	132,790
Transport Related Expenditure	80	80	80	80
Supplies & Services	14,970	25,140	25,140	25,140
Total Expenditure	139,220	149,670	153,800	158,010
Communications Net Expenditure	139,220	149,670	153,800	158,010
6 Customer Services				
Employee Expenses	284,260	308,910	318,120	329,660
Supplies & Services	8,810	8,810	8,810	8,810
Total Expenditure	293,070	317,720	326,930	338,470
Income	(5,200)	-	-	-
Total Income	(5,200)	-	-	-
Customer Services Net Expenditure	287,870	317,720	326,930	338,470

Resources

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
7 Out of Hours Service				
Supplies & Services	6,710	6,840	6,980	6,980
Total Expenditure	6,710	6,840	6,980	6,980
Out of Hours Service Net Expenditure	6,710	6,840	6,980	6,980
8 Law and Administration				
Employee Expenses	1,099,530	1,161,910	1,200,480	1,241,300
Premises Related Expenditure	2,230	2,280	2,330	2,380
Transport Related Expenditure	12,090	12,140	12,140	12,140
Supplies & Services	144,710	137,260	137,660	137,970
Third Party Payments	16,460	36,790	37,280	37,710
Total Expenditure	1,275,020	1,350,380	1,389,890	1,431,500
Income	(368,950)	(373,920)	(384,760)	(396,340)
Total Income	(368,950)	(373,920)	(384,760)	(396,340)
Law and Administration Net Expenditure	906,070	976,460	1,005,130	1,035,160
9 Finance				
Employee Expenses	3,000	-	-	-
Supplies & Services	1,560	1,560	1,560	1,560
Third Party Payments	533,210	554,730	573,340	591,710
Total Expenditure	537,770	556,290	574,900	593,270
Finance Net Expenditure	537,770	556,290	574,900	593,270
10 Human Resources Services				
Employee Expenses	536,110	559,760	578,710	602,260
Transport Related Expenditure	11,860	11,950	11,950	11,950
Supplies & Services	126,990	172,430	152,880	152,880
Total Expenditure	674,960	744,140	743,540	767,090
Income	(294,980)	(306,020)	(314,000)	(325,170)
Total Income	(294,980)	(306,020)	(314,000)	(325,170)
Human Resources Services Net Expenditure	379,980	438,120	429,540	441,920
11 Technology				
Employee Expenses	908,330	949,930	983,600	1,017,850
Transport Related Expenditure	14,810	17,660	17,660	17,660
Supplies & Services	647,190	639,150	640,300	641,140
Total Expenditure	1,570,330	1,606,740	1,641,560	1,676,650
Income	(748,550)	(766,820)	(782,970)	(799,380)
Total Income	(748,550)	(766,820)	(782,970)	(799,380)
Technology Net Expenditure	821,780	839,920	858,590	877,270
12 Members Services				
Employee Expenses	-	4,000	4,000	4,000
Transport Related Expenditure	11,730	10,000	10,000	10,000
Supplies & Services	276,810	279,830	284,990	290,250
Total Expenditure	288,540	293,830	298,990	304,250
Members Services Net Expenditure	288,540	293,830	298,990	304,250

Resources

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
13 Revenues & Benefits				
Supplies & Services	147,370	106,050	106,050	106,050
Third Party Payments	1,461,410	1,309,670	1,350,980	1,378,110
Total Expenditure	1,608,780	1,415,720	1,457,030	1,484,160
Income	(1,125,840)	(830,700)	(830,920)	(813,140)
Total Income	(1,125,840)	(830,700)	(830,920)	(813,140)
Revenues & Benefits Net Expenditure	482,940	585,020	626,110	671,020
14 Housing Benefit Payments				
Supplies & Services	10,000	10,000	10,000	10,000
Transfer Payments	24,020,800	22,055,200	20,250,770	18,594,310
Total Expenditure	24,030,800	22,065,200	20,260,770	18,604,310
Income	(24,030,800)	(22,065,200)	(20,260,770)	(18,604,310)
Total Income	(24,030,800)	(22,065,200)	(20,260,770)	(18,604,310)
Housing Benefit Payments Net Expenditure	-	-	-	-
15 Parish Councils				
Supplies & Services	51,000	51,000	51,000	51,000
Total Expenditure	51,000	51,000	51,000	51,000
Parish Councils Net Expenditure	51,000	51,000	51,000	51,000
16 Corporate and Democratic Core				
Supplies & Services	125,900	126,770	126,770	126,770
Total Expenditure	125,900	126,770	126,770	126,770
Corporate and Democratic Core Net Expenditure	125,900	126,770	126,770	126,770
17 Non-Distributed Costs				
Employee Expenses	247,710	247,710	252,660	257,710
Third Party Payments	40,000	40,000	40,000	40,800
Total Expenditure	287,710	287,710	292,660	298,510
Non-Distributed Costs Net Expenditure	287,710	287,710	292,660	298,510
18 Asset Management/Energy Conservation				
Supplies & Services	32,560	32,560	32,560	32,560
Total Expenditure	32,560	32,560	32,560	32,560
Asset Management/Energy Conservation Net Expenditure	32,560	32,560	32,560	32,560
19 Electoral Registration				
Employee Expenses	2,150	2,150	2,150	2,150
Supplies & Services	67,950	41,050	41,050	41,050
Total Expenditure	70,100	43,200	43,200	43,200
Income	(26,900)	-	-	-
Total Income	(26,900)	-	-	-
Electoral Registration Net Expenditure	43,200	43,200	43,200	43,200

Resources

	Outturn 2018-2019 £	Budget 2019-2020 £	Budget 2020-2021 £	Budget 2021-2022 £
20 Elections				
Employee Expenses	-	100,000	-	-
Premises Related Expenditure	-	30,000	-	-
Supplies & Services	39,500	65,000	39,500	39,500
Total Expenditure	39,500	195,000	39,500	39,500
Income	-	(155,500)	-	-
Total Income	-	(155,500)	-	-
Elections Net Expenditure	39,500	39,500	39,500	39,500
21 Items to be Allocated				
Employee Expenses	(16,000)	(63,000)	(63,000)	(93,000)
Supplies & Services	136,090	106,500	106,500	106,500
Total Expenditure	120,090	43,500	43,500	13,500
Items to be Allocated Net Expenditure	120,090	43,500	43,500	13,500
22 Audit, Risk, Resilience and Procurement				
Supplies & Services	150	150	150	150
Third Party Payments	221,970	229,200	235,670	241,460
Total Expenditure	222,120	229,350	235,820	241,610
Audit, Risk, Resilience and Procurement Net Expenditure	222,120	229,350	235,820	241,610
23 Insurance Premiums				
Third Party Payments	171,010	175,490	175,900	179,420
Total Expenditure	171,010	175,490	175,900	179,420
Insurance Premiums Net Expenditure	171,010	175,490	175,900	179,420
Resources Net Expenditure	6,378,600	6,636,170	6,686,880	6,868,120

Resources Portfolio**Variation Statement 2019/2020 to 2021/2022**

	2019/2020 Indicative	Real Terms / Efficiency Variations	2019/2020 Budget	2020/21 Indicative	Real Terms / Efficiency Variations	2020/2021 Budget	Inflation	Real Terms / Efficiency Variations	2021/2022 Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Employee Costs	4,023	47	4,070	4,017	87	4,104	76	38	4,218
Premises Related Costs	1,223	- 2	1,221	1,216	-	1,216	24	-	1,240
Transport Related Costs	64	-	64	64	-	64		-	64
Supplies and Services	2,033	- 12	2,021	2,043	- 58	1,985	9	- 1	1,993
Third Party Payments	2,503	- 157	2,346	2,535	- 122	2,413	47	9	2,469
Transfer Payments	24,500	- 2,445	22,055	24,989	- 4,738	20,251		- 1,657	18,594
Total Expenditure	34,346	- 2,569	31,777	34,864	- 4,831	30,033	156	- 1,611	28,578
Income	- 27,784	2,643	- 25,141	- 28,145	4,799	- 23,346	- 31	1,667	- 21,710
Net Expenditure	6,562	74	6,636	6,719	- 32	6,687	125	56	6,868

Resources Portfolio
Proposed Real Terms / Efficiency Variations

	<u>2019/20 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Items to be allocated - Apprenticeship Levy / Repairs & Mtce reclassification and saving			
Employees		37	
Supplies and services		-50	-13
Welfare benefits service transferred back to Staffordshire County Council			
Third Party		-164	
Income		164	-
Housing benefits review of spend following implementation of Universal Credit			
Expenditure		- 2,445	
Income		2,445	-
Civic Centre			
Increased rates costs		7	
Reduced utility costs		-9	
Increased contract cleaning costs		8	
Lease income		30	36
Shared services			
Revenues and Benefits		7	
Insurances		-1	6
Revenue bids			
Member Development training		5	
Employee Survey Outcomes additional training		20	
Organisational Development plan		20	45
		<u>74</u>	<u>74</u>

	<u>2020/21 Change</u>	
	£'000	£'000
<u>Real Term Variations</u>		
Items to be allocated - Apprenticeship Levy / Repairs & Mtce reclassification and saving		
Employees	37	
Supplies and services	<u>-50</u>	-13
Additional 1% pay award		36
Welfare benefits service transferred back to Staffordshire County Council		
Third Party	-164	
Income	<u>164</u>	-
Housing benefits review of spend following implementation of Universal Credit		
Expenditure	- 4,738	
Income	<u>4,738</u>	-
Civic Centre		
Increased rates costs	7	
Reduced utility costs	-9	
Increased contract cleaning costs	8	
Lease income	<u>88</u>	94
Shared service additional costs in relation to 1% pay award change		15
Shared service additional income in relation to 1% pay award change		-8
Shared services		
Revenues and Benefits	7	
Insurances	<u>-1</u>	6
Revenue bids		
Member Development training	5	
Organisational Development plan	<u>20</u>	25
Additional Civic Centre income following capital bid		-188
minor variations		1
		<u><u>- 32</u></u>

	<u>2021/22 Change</u>	
	£'000	£'000
<u>Real Term Variations</u>		
Increments		11
Items to be allocated - increased turnover provision (increments)		-30
Housing benefits review of spend following implementation of Universal Credit		
Expenditure	- 1,656	
Income	<u>1,656</u>	-
Reduced housing benefit administration grant, offset by a shared service saving requirement		
Expenditure	- 18	
Income	<u>18</u>	-
Shared services additional cost		30
Shared service additional income		-10
Increase in pension costs		58
minor variations		-3
		<u><u>56</u></u>

CABINET
17 JANUARY 2019
General Fund Revenue Budget 2019-20 to 2021-22 and
Capital Programme 2018-19 to 2021-22

APPENDIX 3					
DRAFT GENERAL FUND CAPITAL PROGRAMME 2018/19 TO 2021/22					
	Planned Delivery				Programme but not allocated £000
	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	
ENVIRONMENT					
Streetscene equipment	200	80	-	-	101
Waste Contract - replacement wheeled bins	225	150	150	150	-
Riverway Site Improved Depot Facilities	-	-	-	-	101
Total	425	230	150	150	202
COMMUNITY					
Disabled Facilities Grants	800	1037	1037	1037	1,441
Private Sector Housing Assistance	20	143	-	-	-
Improvements at Glover St caravan site	170	-	-	-	-
CCTV upgrade	55	-	-	-	-
Empty Homes	-	-	-	-	210
Total	1,045	1,180	1,037	1,037	1,651
LEISURE					
Stone Leisure Strategy	7,338	577	-	-	-
Stone Leisure Strategy Phase 2	*	-	-	-	1,212
Stafford Castle - H&S Works	5	-	-	-	-
Stafford Castle Motte	21	-	-	-	-
Victoria Park Refurbishment	250	1,828	-	-	-
Victoria Park Pedestrian Bridge	8	90	-	-	-
Charnley Road Destination Park (s106)	58	335	-	-	-
Gatehouse - MET rigging	5	75	-	-	-
Holmcroft	9	-	-	-	389
Castle - South Wall	-	-	-	-	16
Jubilee Fields	-	104	-	-	-
Leisure Facilities at Gnosall	-	47	-	-	-
Total	7,694	3,056	-	-	1,617
PLANNING AND REGENERATION					
Waterscape	63	-	-	-	-
Growth Point capital	171	50	-	-	-
Stafford Town Centre Enhancement	41	-	-	-	-
Pearl Brook Path Improvements	-	75	-	-	-
Stafford Western Access Route	-	-	2,500	-	-
Land at Fairway, Stafford	6	53	-	-	-
New Gypsy & Traveller Site	-	-	-	-	150
Total	281	178	2,500	-	150
RESOURCES					
Corporate IT equipment	50	50	50	-	-
Contact Centre Phone System	-	-	-	-	30
Provision to Commute Car Park Sharing Arrangement	750	-	-	-	-
Civic Centre Generator	-	-	-	-	50
Accommodation Transformation & rationalisation	*	-	-	-	752
Total	800	50	50	-	832
TOTAL CAPITAL PROGRAMME	10,245	4,694	3,737	1,187	4,452
* New scheme					

CABINET
17 JANUARY 2019
General Fund Revenue Budget 2019-20 to 2021-22 and
Capital Programme 2018-19 to 2021-22

Business Rates Retention

	2019-20		2020-21	2021-22
	50% Scheme	Pilot	75% Scheme	
	£		£	£
A. Business Rates Collection Fund				
Gross Rates	-62,068,300	-62,068,300	-63,309,670	-64,575,860
Less Reliefs etc.				
Mandatory Relief	6,163,360	6,163,360	6,286,630	6,412,360
Discretionary relief	347,520	347,520	354,470	361,560
Exemptions	1,909,230	1,909,230	1,757,140	1,792,280
Cost Of Collection	170,250	170,250	173,660	177,130
Losses on collection	1,614,120	1,614,120	1,789,400	1,825,190
Business Rates Collectable	-51,863,820	-51,863,820	-52,948,370	-54,007,340
Less amount due to				
Government	25,931,910	12,965,950	13,237,090	13,501,840
County	4,667,740	17,633,700	18,002,450	18,362,500
Fire	518,640	518,640	529,480	540,070
Net Business attributable to SBC	-20,745,530	-20,745,530	-21,179,350	-21,602,930
B. General Fund determination of retained Business Rates				
Net Business Rates attributable to SBC	-20,745,530	-20,745,530	-21,179,350	-21,602,930
less Tariff	14,498,800	14,473,650	14,788,780	15,084,560
Reset			1,456,000	1,485,120
Core Funding	2,779,140	2,804,290	2,834,720	2,891,410
Growth	-3,467,590	-3,467,590	-2,099,850	-2,141,840
Plus New Burdens funding subject to Levy				
Small Business Rates Relief	-1,338,280	-1,338,280	-1,365,050	-1,392,350
Amount subject to Pool levy	-4,805,870	-4,805,870	-3,464,900	-3,534,190
Pool Levy	2,402,930	2,402,930		
Business Rates Growth	-2,402,940	-2,402,940	-3,464,900	-3,534,190
S&SOT Redistribution of Levy	-961,180	-961,180		
Adj re inflation & guarantees etc		-117,791		
Windfall		-1,065,679		
Redistribution Growth pre 20/21			-1,372,960	-1,400,680
	-961,180	-2,144,650	-1,372,960	-1,400,680
Retained Business Rates				
Core Funding	-2,779,140	-2,779,140	-2,834,720	-2,891,410
Rural Services Grant		-25,150		
Growth	-2,402,930	-2,402,930	-630,180	-642,780
S&SOT Redistribution	-961,180	-2,144,650	-1,372,960	-1,400,680
	-6,143,250	-7,351,870	-4,837,860	-4,934,870

CABINET

17 JANUARY 2019

**General Fund Revenue Budget 2019-20 to 2021-22 and
Capital Programme 2017-19 to 2021-22**

**Report of the Chief Finance Officer on the Robustness of the Budget Estimates
and the Adequacy of the Council's Reserves**

Introduction

Section 25 of the Local Government Act 2003 places a duty on the Chief Financial Officer (Head of Finance) to make a report to the Council on the robustness of budget estimates and the adequacy of the Council's reserves. The Council must have regard to this report when making its decisions about budgets and council tax for the forthcoming year. This is because the Council is setting the council tax before the commencement of the year and cannot increase it during the year. An understanding of the risks of increased expenditure during the year in terms of likelihood and impact is therefore important.

Robustness of Budget Estimates

The Council's budget estimates for 2019-20 to 2021-22, including the forecast outturn for 2018-19, have been prepared by appropriately qualified and experienced staff in consultation with service managers. Budgets have been discussed and fully managed by the Leadership Team. The budgets are considered to accurately reflect likely expenditure in 2019-20, being based on historic information, experience of expenditure in previous years and latest projections where appropriate. The indicative budgets for 2020-21 and 2021-22 are similarly based upon the best information available at this moment in time.

A full risk assessment of the Council's Budget 2019-20 has been carried out and it was reported to Cabinet on 6 December 2018 (See Item 4(a) (i) General Fund Revenue Budget 2018-19 to 2021-22 and Capital Programme 2018-19 to 2021-22 - APPENDIX 1).

Provision for Pay Award Inflation has been made in accordance with the 2 year offer made offer made by the National Employers, who negotiate pay on behalf of 350 local authorities in England. The impact of the National Living Wage has been incorporated into the budget. Sufficient provision has been built in for current employer pension contributions, in line with the 2016 revaluation. Different vacancy rates have been assumed for Council services based on past experience.

Inflation on contractor costs has been allowed based on the projected retail/consumer prices index increases and on energy budgets based on anticipated tariff increases. However, no other inflation has been provided for other expenditure budgets.

Some fees and charges have been increased from January 2019. Given the demand led nature of some of the more significant income budgets, such as for parking, development control and land charges, prudent but realistic assumptions have been made about estimated income. Major sources of income will continue to be closely monitored throughout the year with a view to protecting overall income to the Council as far as possible.

Investment income of £275,000 has been included within 2019-20 budgets. This has been based on current projections of bank rate increasing to 1% during 2019-20 from its current rate of 0.75%. Investment income also includes the saving arising from the prepayment of the fixed cash lump sum element of the 2019-20 Employers Superannuation Contribution. Prudent assumptions about cash flow have been made and the advice of the Council's treasury management consultants has been taken into account in determining the average rate of return.

No specific contingency budget is provided in 2019-20 as it is considered that the Council's overall revenue balances are sufficient to act as an overall contingency (see below). However, robust budget monitoring arrangements, including Business Rates Monitoring and New Homes Bonus forecasts are in place and will continue throughout the year. In addition to budget monitoring by officers, all Cabinet members will continue to receive a monthly update and there will be quarterly reports to the Cabinet and Scrutiny Committees via "Performance Reports".

Significant expenditure and income budgets will be monitored closely during the year. Any projected variances will be addressed in a timely manner.

The Council has a Risk Management Strategy and has identified its key corporate risks. Significant financial risks will be managed appropriately. In addition, some financial risks will be mitigated by the Council's insurance arrangements.

I can therefore confirm that the budget estimates as presented are robust.

Adequacy of the Council's Reserves

The Chartered Institute of Public Finance and Accountancy (CIPFA) has issued guidance on local authority reserves and balances. It sets out three main purposes for which reserves are held:-

- A working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing;
- A contingency to cushion the impact of unexpected events or emergencies;
- A means of building up funds to meet known or predicted liabilities, known as earmarked reserves.

The Council held General Fund revenue balances of £1.313 million at 31 March 2018. In addition to this, earmarked revenue reserves amounting to £5.860 million are forecast to be held at 31 March 2019.

The Council also has a planned four year capital programme which is financially sustainable based on current capital resources and a prudent assessment of future capital resources. The financial strategy includes the use of unallocated reserves and a Revenue Contribution to Capital Outlay to supplement capital resources and mitigate any borrowing requirement; nevertheless Prudential Borrowing to finance the Council's capital programme will be used where there is a robust business case.

The Council has set a policy of a minimum level of general reserves of £1.188 million. The Budget for 2019-20 has been constructed on the basis that there will be a level of general reserves at 31 March 2018 in excess of £1.188 million.

I can therefore confirm that the Council's reserves are adequate.

Bob Kean
Head of Finance
9 January 2019

CABINET**17 JANUARY 2019****General Fund Revenue Budget 2019-20 to 2021-22 and
Capital Programme 2018-19 to 2021-22**

Parish	2019-20 Tax Base
ADBASTON	232.88
BARLASTON	1,004.90
BERKSWICH	783.47
BRADLEY	216.62
BROCTON	548.17
CHEBSEY	244.45
CHURCH EATON	282.45
COLWICH	1,812.53
CRESWELL	363.99
DOXEY	885.95
ECCLESHALL	2,037.88
ELLENHALL	61.34
FORTON	144.41
FRADSWELL	90.19
FULFORD	2,273.38
GAYTON	75.61
GNOSALL	2015.73
HAUGHTON	459.28
HIGH OFFLEY	383.25
HILDERSTONE	277.82
HIXON	733.70
HOPTON AND COTON	747.89
HYDE LEA	186.82
INGESTRE	83.22
MARSTON	77.92
MILWICH	189.15
NORBURY	188.35
RANTON	180.13
SALT AND ENSON	192.46
SANDON AND BURSTON	165.32
SEIGHFORD	764.69
STAFFORD	19,189.89
STANDON	318.81
STONE	5,945.30
STONE RURAL	756.29
STOWE-BY-CHARTLEY	189.67
SWYNNERTON	1,385.93
TIXALL	119.00
WESTON	480.30
WHITGREAVE	86.59
YARNFIELD & COLD MEECE	803.41
MOD	512.40
	47,491.54

ITEM NO 4(b)(i)

ITEM NO 4(b)(i)

Contact Officer:	Phil Gammon
Telephone No:	01785 619108
Ward Interest:	Nil
Report Track:	Cabinet 17/01/19 (Only)
Key Decision:	No

**SUBMISSION BY COUNCILLOR F A FINLAY
ENVIRONMENT AND HEALTH PORTFOLIO**

<p>CABINET 17 JANUARY 2019 Application for Voluntary Early Retirement</p>
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1 Purpose of Report

- 1.1 To approve a request for Voluntary Early Retirement on the Grounds of the Efficient Exercise of the Authority's functions as set out in the **CONFIDENTIAL APPENDIX**. This **APPENDIX** contains exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and is **NOT FOR PUBLICATION**.

2 Proposal of Cabinet Member

- 2.1 That the request for voluntary early retirement on the Grounds of the Efficient Exercise of the Authority's functions without enhancement be approved.
- 2.2 That the Head of Human Resources in conjunction with the Group Manager Neighbourhood Services implement the early retirement in line with the wishes of the employee and the exigencies of the service.

3 Key Issues and Reasons for Recommendation

- 3.1 The request is being considered in line with the Council's policy statement outlining how it will apply areas of discretion arising from the Local Government Pension Scheme Regulations 2014.

4 Relationship to Corporate Priorities

- 4.1 Priority 3 - To be a well-run, financially sustainable and ambitious organisation, responsive to the needs of our customers and communities and focussed on delivering our objectives.

5 Report Detail

- 5.1 The Council has for many years taken advantage of opportunities to gain efficiencies and/or to reduce the overall cost of delivering services as and when opportunities arise. One element of the Council's strategy to achieve envisaged savings is to consider early retirement on the grounds of the efficiency of the service where an appropriate business case is demonstrated.
- 5.2 Where the Council will incur a cost in allowing an employee to retire (what is referred to as 'Actuarial Strain') the process agreed right from the outset is to ensure that costs incurred are recouped by either restructuring or provision of services in a different way.

6 Implications

6.1 Financial	As set out in the CONFIDENTIAL APPENDIX
Legal	None
Human Resources	As set out in the CONFIDENTIAL APPENDIX
Human Rights Act	The early retirement proposed is in line with the Council's policy on Early Retirement and Redundancy which is non-discriminatory
Data Protection	None
Risk Management	None

6.2 Community Impact Assessment Recommendations	<p>The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:-</p> <p>Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.</p>
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Previous Consideration - Nil

Background Papers - File available in Human Resources
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