The Corporate Plan and Budget Report 2006/07

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CORPORATE PLAN AND BUDGET 2006/07

REPORT OF: Head of Finance and Head of Corporate Improvement

Contact Officer: Peter Stuart/Richard Hodson

Email: PeterS@midsussex.gov.ukTel: 01444 477315

RichardH@midsussex.gov.uk Tel: 01444 477015

Wards Affected: All Key Decision Yes

EXECUTIVE SUMMARY AND RECOMMENDATIONS

1. Purpose Of Report

The purpose of this report is to

- Present the Corporate Plan for 2006/07
- Propose a detailed revenue and capital budget for 2006/07
- Provide Members with a contextual background relating to the review of council priorities and consultation with the public.

2. **Summary**

- 2.1 The draft budget has been prepared to enable the delivery of the Corporate Plan within the framework of the Council's priorities. It has been driven by the Council's integrated business planning process, focusing on the need to increase the efficiency of the Council's services while at the same time avoiding across-the-board increases in charges.
- 2.2 The proposals in this draft budget result in a council tax increase of 4.8%. This means that the Mid Sussex element of the council tax would rise from the current band D of £124.92 by £6.03 a year to £130.95, or, in other words, 12p per week.
- 2.3 Included within these proposals are savings arising from:
 - a) £200,000 from restructuring Outdoor Business services;
 - b) £100,000 from efficiencies within the Indoor Leisure service;
 - c) £100,000 from reviewing the Environment Division
 - d) £60,000 from the Census partnership
 - e) £90,000 arising from a Local Authority Business Growth Incentive (LABGI) scheme.
- 2.4 Other key points include the second year benefits of the Better Mid Sussex partnership of £300,000, and a contribution to the Repairs and Renewals reserve of £280,000.
- 2.5 This report also proposes allocations for new Capital spending totalling £2.272m:
 - a) £320,000 for major capital renewals;
 - b) £1,002,000 for other non housing projects;

- c) £450,000 for housing renewal assistance; and
- d) £500,000 for affordable housing.
- 2.6 The average council tax for the Mid Sussex area will be :

| Average | Council Tax | |
|-----------------------------|-------------|---------------------|
| | £ | Change from 2005/06 |
| Mid Sussex District Council | 130.95 | +4.8% |
| Parish/Town Councils | 46.66 | +4.7% |
| | 177.61 | +4.8% |
| West Sussex County Council | 1,001.34 | +4.9% |
| Sussex Police Authority | 115.74 | +5.0% |
| - | 1,294.69 | +4.9% |

- 3. RECOMMENDATIONS TO COUNCIL
- 3.1 Corporate Plan
- 1) That the proposed Corporate Plan 2006/07 be endorsed;
- 2) That the Chief Executive be authorised to approve any final minor changes to the Plan prior to it being published;
- 3.2 Mid Sussex District Council budget 2006/07
- 1) Revenue Budget and MSDC council tax 2006/07:
 - (a) to approve the Budget Requirement as follows (see appendix 2 for details):

| | £'000 |
|--|--------|
| Service Net Expenditure | 13,545 |
| Balance Unallocated | 102 |
| Council Net Expenditure | 13,647 |
| Procurement savings | (100) |
| LABGI | (90) |
| Additional Planning Delivery grant | (50) |
| Better Mid Sussex benefit | (300) |
| Revenue Spending | 13,107 |
| Payback to Reserves (re Dolphin) | 200 |
| Contribution to Repairs & Renewals Reserve | 280 |
| Budget Requirement before use of interest | 13,587 |
| Use of interest to meet contributions to Repairs and | |
| Renewals Reserve | (280) |
| Budget Requirement after use of interest | 13,307 |
| - | |

- (b) With respect to pensions, that the employer's contribution rate should be 15.0% for 2006/07
- (c) to approve the transfer of £280,000 to the Repairs and Renewals Reserve;
- (d) to approve an increase in band D Council tax of 4.8%.
- 2) Capital Programme 2006/07 (see appendix 3 for details):
 - (a) To approve the allocations for new Capital Spending in 2006/07 as follows:

| Title | Project Cost | Project Cost |
|---|-----------------|-----------------|
| | £'000 | £'000 |
| Town Centre Revitalisation Major Capital Renewals: | | 300 |
| Ashurstwood Recreation Pavilion | 21 | |
| Berryland Farm Pavilion | 23 | |
| Cuckfield Recreation Pavilion | 10 | |
| Whitemans Green Pavilion | 25 | |
| East Court Pavilion | 15 | |
| London Road Recreation Pavilion | 48 | |
| Mount Noddy Centre | 18 | |
| Trinity Road Car Park | 18 | |
| Dolphin Leisure Centre | 32 | |
| Kings Leisure Centre | 10 | |
| Martlets Hall | 20 | |
| Streams & Watercourses | 10 | |
| Triangle Leisure Centre | 70 | |
| | | 320 |
| Other Projects | | |
| Central Server Replacement | | 65 |
| Desktop Upgrade to Common | | |
| Platform | | 170 |
| Lindfield Play Area Refurbishment | | 73 |
| Leylands Park Car Park Link Road Rural Community Provision & | | 44 |
| Capital Grants | | 100 |
| Triangle Flumes and refurbishment | | 250 |
| Sidney West Site | | tbd |
| Housing: | | |
| Housing Renewal Assistance Unallocated Funding - Affordable | | 450 |
| Housing | | 500 |
| | | 2,272 |

- (b) To note the inclusion in the finalised Capital Programme of a capital project amounting to £300,000, in connection with the Town Centres Revitalisation scheme staff costs capitalisation.
- (c) The totals for Capital Spending for 2006/10 be approved at £5.436m for Environmental, Protective and Cultural Services and £4.919m for Housing Services.
- (d) the amounts estimated for financing be noted.
- 3) Reserves and other balances and Treasury Management :
 - (a) To note the estimates for cash balances (see appendix 4 for details).
 - (b) To endorse the Treasury Management Strategy for 2006/07 (see appendix 8 for details).
 - (c) To approve the following borrowing limits for 2006/07 as calculated under Section 3(1) of the Local Government Act 2003:

Overall borrowing limit ... £5m.
Short term borrowing limit ... £5m.
Borrowing at variable interest rates ... £5m.

4) Medium Term Financial Plan:

To note the summary Medium Term Financial Plan to 2009/10 (appendix 5).

5) Collection Fund (see appendix 6 for details):

To note the estimated deficit on the Collection Fund totalling £931,000 for the year ended 31st March 2006, of which the Mid Sussex District Council share is £127,920.

6) Movement of non-domestic rates and council tax creditor balances

To approve the transfer of pre-1999 Non Domestic Rate and council tax creditor balances in the sum of £1,008,000 into the General Reserve and

To approve the subsequent transfer to specific reserve the sum of £70,000 to be earmarked to cover the possible repayment of Non Domestic Rate and council tax creditors

3.3 Council taxes for the Mid Sussex area:

- 7) It be noted that at its meeting held on 14th December 2005 the Council calculated the following amounts for the year 2006/07:
 - (a) 55,658.3 being the amount calculated, in accordance with the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003, as its council tax base for the year;

(b) Part of the Council's area

Parish area of:

| Albourne | 280.0 |
|--------------------------------|---------|
| Ardingly | 716.3 |
| Ashurst Wood | 756.3 |
| Balcombe | 812.7 |
| Bolney | 606.0 |
| Burgess Hill | 11,348. |
| | 8 |
| Cuckfield | 1,525.0 |
| Cuckfield Rural | 746.8 |
| East Grinstead | 10,543. |
| | 4 |
| Fulking | 139.2 |
| Hassocks | 3,083.9 |
| Haywards Heath | 10,535. |
| | 8 |
| Horsted Keynes | 706.4 |
| Hurstpierpoint & Sayers Common | 2,773.3 |
| Lindfield | 2,720.7 |
| Lindfield Rural | 1,182.3 |
| Newtimber | 41.6 |
| Poynings | 130.8 |
| Pyecombe | 99.5 |
| Slaugham | 955.3 |
| Turners Hill | 936.8 |
| Twineham | 131.4 |
| West Hoathly | 925.0 |
| Worth | 4,261.0 |
| | |

being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which special items relate.

8) That any expenses incurred by the Council in 2006/07 in performing in part of its area a function performed elsewhere in its area by a Parish or Community Council or the Chairman of a Parish Meeting shall not

be treated as special expenses for the purposes of Section 35 of the Local Government Finance Act 1992.

- 9) That the following amounts be now calculated by the Council for the year 2006/07 in accordance with Section 32 to 36 of the Local Government Finance Act 1992:
 - (a) £53,816,310 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act:
 - (b) £37,911,929 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act;
 - (c) £15,904,381 being the amount by which the aggregate at 8)(a) above exceeds the aggregate at 8)(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year;
 - (d) £6,019,010 being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed non-domestic rate and revenue support grant, increased by the amount of the sums which the Council estimates will be transferred in the year from its **Collection Fund to its General Fund in accordance with Section** 97(3) of the Local Government Finance Act 1988, increased by the amount of any sum which the Council estimates will be transferred from its Collection Fund to its General Fund pursuant to the directions under Section 98(4) of the Local Government Finance Act 1988 made on 7th February 1994 and reduced by the amount of any sum which the Council estimates will be transferred from its General Fund to its Collection Fund pursuant to the directions under Section 98(5) of the Local Government Finance Act 1988 made on 7th February 1994;
 - (e) £177.61 being the amount at 8)(c) above less the amount at 8)(d) above, all divided by the amount at 6)(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year;
 - (f) £2,596,915 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
 - (g) £130.95 being the amount at 8)(e) above less the result given by dividing the amount at 8)(f) above by the amount at 6)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for-dwellings in those parts of its area to which no special item relates:

(h) Part of the Council's area

| Parish area of: | £ |
|--------------------------------|--------|
| Albourne | 180.95 |
| Ardingly | 217.65 |
| Ashurst Wood | 174.58 |
| Balcombe | 170.32 |
| Bolney | 153.72 |
| Burgess Hill | 189.00 |
| Cuckfield | 187.57 |
| Cuckfield Rural | 174.34 |
| East Grinstead | 186.32 |
| Fulking | 163.28 |
| Hassocks | 185.30 |
| Haywards Heath | 167.66 |
| Horsted Keynes | 166.05 |
| Hurstpierpoint & Sayers Common | 188.35 |
| Lindfield | 162.19 |
| Lindfield Rural | 162.56 |
| Newtimber | 136.60 |
| Poynings | 148.27 |
| Pyecombe | 170.57 |
| Slaugham | 165.49 |
| Turners Hill | 197.70 |
| Twineham | 149.67 |
| West Hoathly | 148.31 |
| Worth | 157.94 |

being the amounts given by adding to the amount at 8)(g) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 6)(b) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which special items relate;

(i) Part of the Council's area

| Parish area | band A | band B | band C | band D | band E | band F | band G | band H |
|------------------------|--------|--------|--------|--------|--------|--------|--------|--------|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Albourne | 120.63 | 140.74 | 160.84 | 180.95 | 221.16 | 261.37 | 301.58 | 361.90 |
| Ardingly | 145.10 | 169.29 | 193.47 | 217.65 | 266.02 | 314.39 | 362.76 | 435.31 |
| Ashurst Wood | 116.39 | 135.79 | 155.19 | 174.58 | 213.38 | 252.18 | 290.97 | 349.17 |
| Balcombe | 113.55 | 132.47 | 151.40 | 170.32 | 208.17 | 246.02 | 283.87 | 340.65 |
| Bolney | 102.48 | 119.56 | 136.64 | 153.72 | 187.88 | 222.04 | 256.20 | 307.44 |
| Burgess Hill | 126.00 | 147.00 | 168.00 | 189.00 | 231.00 | 273.00 | 315.00 | 378.00 |
| Cuckfield | 125.04 | 145.88 | 166.72 | 187.57 | 229.25 | 270.93 | 312.61 | 375.13 |
| Cuckfield Rural | 116.22 | 135.59 | 154.96 | 174.34 | 213.08 | 251.82 | 290.56 | 348.67 |
| East Grinstead | 124.21 | 144.92 | 165.62 | 186.32 | 227.73 | 269.13 | 310.54 | 372.64 |
| Fulking | 108.85 | 126.99 | 145.14 | 163.28 | 199.56 | 235.85 | 272.13 | 326.56 |
| Hassocks | 123.53 | 144.12 | 164.71 | 185.30 | 226.48 | 267.65 | 308.83 | 370.60 |
| Haywards Heath | 111.77 | 130.40 | 149.03 | 167.66 | 204.92 | 242.17 | 279.43 | 335.32 |
| Horsted Keynes | 110.70 | 129.15 | 147.60 | 166.05 | 202.95 | 239.85 | 276.75 | 332.10 |
| Hurstpierpoint & | | | | | | | | |
| Sayers Common | 125.57 | 146.50 | 167.43 | 188.35 | 230.21 | 272.07 | 313.92 | 376.71 |
| Lindfield | 108.13 | 126.15 | 144.17 | 162.19 | 198.23 | 234.28 | 270.32 | 324.38 |
| Lindfield Rural | 108.37 | 126.44 | 144.50 | 162.56 | 198.69 | 234.81 | 270.94 | 325.12 |
| Newtimber | 91.07 | 106.24 | 121.42 | 136.60 | 166.95 | 197.31 | 227.67 | 273.20 |
| Poynings | 98.85 | 115.32 | 131.80 | 148.27 | 181.22 | 214.17 | 247.12 | 296.55 |
| Pyecombe | 113.71 | 132.66 | 151.62 | 170.57 | 208.47 | 246.38 | 284.28 | 341.14 |
| Slaugham | 110.33 | 128.72 | 147.11 | 165.49 | 202.27 | 239.05 | 275.82 | 330.99 |
| Turners Hill | 131.80 | 153.77 | 175.73 | 197.70 | 241.63 | 285.56 | 329.50 | 395.40 |
| Twineham | 99.78 | 116.41 | 133.04 | 149.67 | 182.93 | 216.19 | 249.45 | 299.34 |
| West Hoathly | 98.87 | 115.35 | 131.83 | 148.31 | 181.26 | 214.22 | 247.18 | 296.61 |
| Worth | 105.29 | 122.84 | 140.39 | 157.94 | 193.04 | 228.13 | 263.23 | 315.88 |

being the amounts given by multiplying the amounts at 8)(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

10) That it be noted that for the year 2006/07 the West Sussex County Council have stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwelling shown below:

| Valuation band | £ | Valuation band | £ |
|----------------|----------|----------------|---------|
| band A | 667.56 | band E | 1,223.8 |
| | | | 6 |
| band B | 778.82 | band F | 1,446.3 |
| | | | 8 |
| band C | 890.08 | band G | 1,668.9 |
| | | | O |
| band D | 1,001.34 | band H | 2,002.6 |
| | , | | 8 |

11) That it be noted that for the year 2006/07 the Sussex Police Authority have stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

| Valuation band | £ | Valuation band | £ |
|----------------|--------|----------------|--------|
| band A | 77.16 | band E | 141.46 |
| band B | 90.02 | band F | 167.18 |
| band C | 102.88 | band G | 192.90 |
| band D | 115.74 | band H | 231.48 |

12) That, having calculated the aggregate in each case of the amounts as at 8)(i), 9) and 10) above, the Council in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2006/07 for each of the categories of dwellings shown below:

| Parish area | band A | band B | band C | band D | band E | band F | band G | band H |
|------------------------|--------|----------|----------|----------|----------|----------|----------|----------|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Albourne | 865.35 | 1,009.58 | 1,153.80 | 1,298.03 | 1,586.48 | 1,874.93 | 2,163.38 | 2,596.06 |
| Ardingly | 889.82 | 1,038.13 | 1,186.43 | 1,334.73 | 1,631.34 | 1,927.95 | 2,224.56 | 2,669.47 |
| Ashurst Wood | 861.11 | 1,004.63 | 1,148.15 | 1,291.66 | 1,578.70 | 1,865.74 | 2,152.77 | 2,583.33 |
| Balcombe | 858.27 | 1,001.31 | 1,144.36 | 1,287.40 | 1,573.49 | 1,859.58 | 2,145.67 | 2,574.81 |
| Bolney | 847.20 | 988.40 | 1,129.60 | 1,270.80 | 1,553.20 | 1,835.60 | 2,118.00 | 2,541.60 |
| Burgess Hill | 870.72 | 1,015.84 | 1,160.96 | 1,306.08 | 1,596.32 | 1,886.56 | 2,176.80 | 2,612.16 |
| Cuckfield | 869.76 | 1,014.72 | 1,159.68 | 1,304.65 | 1,594.57 | 1,884.49 | 2,174.41 | 2,609.29 |
| Cuckfield Rural | 860.94 | 1,004.43 | 1,147.92 | 1,291.42 | 1,578.40 | 1,865.38 | 2,152.36 | 2,582.83 |
| East Grinstead | 868.93 | 1,013.76 | 1,158.58 | 1,303.40 | 1,593.05 | 1,882.69 | 2,172.34 | 2,606.80 |
| Fulking | 853.57 | 995.83 | 1,138.10 | 1,280.36 | 1,564.88 | 1,849.41 | 2,133.93 | 2,560.72 |
| Hassocks | 868.25 | 1,012.96 | 1,157.67 | 1,302.38 | 1,591.80 | 1,881.21 | 2,170.63 | 2,604.76 |
| Haywards Heath | 856.49 | 999.24 | 1,141.99 | 1,284.74 | 1,570.24 | 1,855.73 | 2,141.23 | 2,569.48 |
| Horsted Keynes | 855.42 | 997.99 | 1,140.56 | 1,283.13 | 1,568.27 | 1,853.41 | 2,138.55 | 2,566.26 |
| Hurstpierpoint & | | | | | | | | |
| Sayers Common | 870.29 | 1,015.34 | 1,160.39 | 1,305.43 | 1,595.53 | 1,885.63 | 2,175.72 | 2,610.87 |
| Lindfield | 852.85 | 994.99 | 1,137.13 | 1,279.27 | 1,563.55 | 1,847.84 | 2,132.12 | 2,558.54 |
| Lindfield Rural | 853.09 | 995.28 | 1,137.46 | 1,279.64 | 1,564.01 | 1,848.37 | 2,132.74 | 2,559.28 |
| Newtimber | 835.79 | 975.08 | 1,114.38 | 1,253.68 | 1,532.27 | 1,810.87 | 2,089.47 | 2,507.36 |
| Poynings | 843.57 | 984.16 | 1,124.76 | 1,265.35 | 1,546.54 | 1,827.73 | 2,108.92 | 2,530.71 |
| Pyecombe | 858.43 | 1,001.50 | 1,144.58 | 1,287.65 | 1,573.79 | 1,859.94 | 2,146.08 | 2,575.30 |
| Slaugham | 855.05 | 997.56 | 1,140.07 | 1,282.57 | 1,567.59 | 1,852.61 | 2,137.62 | 2,565.15 |
| Turners Hill | 876.52 | 1,022.61 | 1,168.69 | 1,314.78 | 1,606.95 | 1,899.12 | 2,191.30 | 2,629.56 |
| Twineham | 844.50 | 985.25 | 1,126.00 | 1,266.75 | 1,548.25 | 1,829.75 | 2,111.25 | 2,533.50 |
| West Hoathly | 843.59 | 984.19 | 1,124.79 | 1,265.39 | 1,546.58 | 1,827.78 | 2,108.98 | 2,530.77 |
| Worth | 850.01 | 991.68 | 1,133.35 | 1,275.02 | 1,558.36 | 1,841.69 | 2,125.03 | 2,550.04 |
| | | | | | | | | |

CORPORATE PLAN AND BUDGET 2006/07

1. INTRODUCTION

- 1.1 The purpose of this report is to present the revised Corporate Plan for 2006/07 and the budget which has been prepared to enable its delivery. The report explains:
 - through the budget, the financial resources necessary to deliver the corporate objectives and Council services, and
 - how, through the service plans, each service will be delivered including how this delivery will be measured.

2. PUBLIC COMMUNITY ENGAGEMENT

- 2.1 Prior to refreshing the Corporate Plan and preparing the budget for 2006/07, a process of community engagement was undertaken. A number of public events were held during the Autumn of 2005. These included:-
 - Displays in town centres on Saturday mornings, entitled "Your Choice for Change", with questionnaires given out for public feedback and Council staff available to answer questions
 - Presentations at Area Forums
 - Participation in a series of Older People road-shows
 - a workshop at the Young Citizen's Day
- 2.2 The purpose of these events was to gain public opinion regarding the Council's proposed updated priorities. Details of the views expressed at these events are set out in the Introductory section of the Corporate Plan (Appendix 1). Overall, the updated priorities were endorsed. These are as follows:-

Better Lives

- Healthy Lifestyles
- Opportunities and quality of life for all
- Strong, safe communities

Better Environment

- Quality and Sustainable Environment
- Distinctive and sustainable towns and villages

Better Services

- Efficient and effective services
- Strong community leadership
- 2.3 Following the community engagement, the Corporate Plan has been revised in line with these slightly updated priorities and the budget prepared to support that Plan.

3. THE CORPORATE PLAN

- 3.1 The Corporate Plan is a pivotal part of the Council's performance management system, setting out in one document the Council's objectives for 2006/07 and how they are going to be achieved. It pulls together the service plans prepared for each Division, which were considered in summary form as part of the budget deliberations of Performance and Scrutiny Committee. The budget set out in this report has been constructed to resource the actions included in the Corporate Plan. The recommendations at the start of this report requests that Council endorse the proposed new Plan and authorise the Chief Executive to approve any minor changes to the Plan prior to it being published.
- 3.2 The previous Corporate Plan was adopted in March 2005 and was judged by the Audit Commission to be clear and well laid out, so this year's version has been drafted to a similar structure. The new Corporate Plan is included as appendix 1 to this report. The main features of the Plan are as follows:-
 - It is constructed around a slightly updated set of Council priorities, which have been the subject of public consultation and endorsement by the Better Advisory Groups.
 - It retains the format of an introduction, Part 2 Action Plan and Part 3 Summary Service Plans for each Division (like last year).
 - Part 2 of the Corporate Plan reflects the main actions from the service plans. For each action, milestones and/or performance indicator targets have been set which enables progress to be monitored through our performance management system.
- The Corporate Plan also now acts as the Council's Best Value Performance Plan (BVPP) too. BVPP's are statutorily required but do overlap considerably with our Corporate Plan and therefore to support work to rationalise the number of Plans produced by the Council, officers have secured Audit Commission approval to merge the two plans. To comply with BVPP statutory requirements, a part 4 appendix will be issued at the end of June setting out our out turn performance to the 2005/06 Best Value Indicators and future year targets
- 3.4 Over the past year there has been a drive within the authority to refine the business planning process. One of the key outcomes from this has been a far closer alignment between corporate planning, service planning and budget planning. In reflection of this, when the corporate plan is published, it is intended that it will include, for the first time, a fifth section the Council's budget. This will enable readers to clearly see how the council's plans are financed and, conversely, how budgets are translated into services.
- 3.5. It is planned to publish the Corporate Plan in hard copy in an attractive format and on the Website at the end of March.
- Progress against targets in part 2 of the Corporate Plan will be reported quarterly to Members in the usual way.

4. OUTCOMES FROM THE PERFORMANCE AND SCRUTINY COMMITTEE

4.1 Performance and Scrutiny Committee examined the draft budget and service plans on 17th January 2006 and whilst commenting on many aspects, recommended only that the rats element of the pest control service continued to be provided at no charge. Comment was made on the proposal to increase council tax by 5% but this was agreed in order to increase the Council's financial capacity. The actual recommended increase in the Mid Sussex element of the council tax is now 4.8%.

5. **REVENUE BUDGET**

5.1 **Introduction**

- 5.1.1 This section of the report describes the calculation of the budget to support day to day spending and Cabinet's recommendation for council tax for 2006/07.
- 5.1.2 The 'Strategy for Revenue Spending' is the context for the revenue budget. Whilst the whole of this part of the Financial Strategy is relevant (as detailed in appendix 5), the key elements in recommending the level of Revenue Spending and council tax are:
 - 2. All expenditure decisions to be led by the Council's priorities, in particular, the Corporate Plan.
 - 6. The Council will continue to adopt a prudent approach to financing the Budget Requirement which will, in the main, be financed by the council tax and Formula Grant, but will be supported from other sources as necessary to maintain a level of council tax considered, at the time of setting, to be in the best interests of the community as a whole.
- 5.1.3 The next sections of the report describe the key issues in constructing the budget for 2006/07.

5.2 **Draft Budget**

5.2.1 A draft budget was published for consultation during December 2005 which set out the forecast budget position for 2006/07. The key features of the draft are as described below.

5.3 **Net general inflation**

5.3.1 Inflation is the extent to which the base budget should be increased to account for normal price increases in both expenditure and income. A detailed examination of inflation estimated to be required for 2006/07 amounts to £719,000. The inflation calculation is shown in appendix 2d.

5.4 Efficiency Reviews

5.4.1 In line with the national efficiency agenda and consistent with the local financial pressures, the budget assumes that efficiency savings are made within the financial year amounting to £460,000 plus further savings arising from better procurement. These are to be found from the areas identified below:

- £200,000 arising from restructuring Outdoor Business services. £100,000 from efficiencies within the Indoor Leisure service. These savings are planned to come from a combination of improved output for similar inputs and, in other areas, reducing the resource input to the service.
- £100,000 from reviewing the Environment Division to ensure that the Council's planning and other regulatory functions provide a less resource-intensive service where appropriate to do so.
- £60,000 from the Census partnership. This will be achieved from a variety of staffing efficiencies within the areas of joint working with Horsham and Adur DCs.
- £100,000 will be found from better procurement in the areas of: printing, telecoms, casual staffing, catering, cleaning and a reduced number of manual transactions (such as purchasing).
- 5.4.2 All these savings have plans for their achievement together with alternative options as fail-safes and will be specifically monitored as discrete items through Budget Management reports during 2006/07.

5.5 **Budget Pressures**

Service managers are aware of issues the Council will face in the next financial year that require a resource adjustment, and these are summarised in the table below.

| Summary of Budget Pressures 2006/07 | |
|--|-----------------|
| | 2006/07 |
| Description | £'000 |
| | |
| Community Services | |
| Concessionary Fares – change in legislation | 335 |
| | 335 |
| Corporate Improvement | |
| BVPI satisfaction surveys | 19 |
| E forms software | 5 |
| | |
| | 24 |
| Environment | |
| Development Control - staffing costs (formerly covered by PDG) | 62 |
| Development Control - Copy Plan Permission | 2 |
| Bevelopment Control Copy Flan Fermiosion | |
| | 64 |
| Finance, Corporate Systems and Revenues & Benefits | |
| External Audit Fees | 22 |
| WSASP Partnership | 10 |
| TV and queue management facility | 1 |
| Benefits Admin – software licence and maintenance | 5 |
| Revenue Collection– software licence and | _ |
| maintenance | 5 |
| | 43 |
| Legal & Property Services | |
| Increase in insurance premiums following re-tendering | 84 |
| | 84 |
| Leisure & Wellbeing | |
| Clair Hall – car park income | 13 |
| Kings Centre - cleaning | 2 |
| Kings Centre - catering income | 10 |
| Kings Centre - income | 24 |
| Triangle - cleaning | 20 |
| Triangle - catering income | 24 |
| Triangle - income | 36 |
| Non-inflation of leisure centres/halls charges | 73 |
| | · - |
| | 202 |

| Summary of Budget Pressures 2006/07 co | ntinued |
|---|---------|
| Organisational Development | |
| raining – middle management Press & Communications – increase of annual payment | 10 |
| o help points | 3 |
| | 13 |
| Dutdoor Business | |
| Outdoor Facilities - fixed plant | 5 |
| Council Offices - NNDR | 11 |
| Refuse Collection -bulky household waste collection | 10 |
| Refuse Collection - fridge collection | 5 |
| | 31 |
| Planning Policy | |
| Sales of local plans | 3 |
| Planning Policy – staffing two posts re preparation of | 00 |
| ocal development documents | 69 |
| | 72 |
| - otal | 868 |

5.6 **Budget Savings**

Revenue Budget Management in 2005/06 and the budget preparation process for 2006/07 have highlighted opportunities to make savings and enhance income. These are summarised in the table below and are also shown in the service budget tables, together with explanatory notes.

| Summary of Budget Savings 2006/07 | | | | | | |
|---|---------|--|--|--|--|--|
| | 2006/07 | | | | | |
| Description | £'000 | | | | | |
| Corporate Improvement | | | | | | |
| Members – Basic allowance | (10) | | | | | |
| Members – SRA allowance | (10) | | | | | |
| | (20) | | | | | |
| Environment | | | | | | |
| Development Control - planning applications | (99) | | | | | |
| Building Control – consultants fees | (20) | | | | | |
| Licence fees | (6) | | | | | |
| Housing Standards – licence fee | (3) | | | | | |
| Immigration inspection | (1) | | | | | |
| | | | | | | |

| Summary of Budget Savings 2006/07 conti | inued |
|---|-------|
| Environment cont. | |
| Gaming permits | (2) |
| Consultants | (4) |
| Fraining | (2) |
| Land Charges Fees increase on Commercial Sites | (4) |
| | (141) |
| Finance, Corporate Systems and Revenues & Benefits | |
| Revenues & Benefits - Admin grant new formula | (29) |
| Revenues & Benefits - sanction income | (25) |
| Revenues & Benefits - W I B (weekly income benefit) | (25) |
| | (79) |
| Housing Services | |
| Reduction in use of temporary accommodation costs | (20) |
| | (20) |
| Legal & Property Services | |
| Stationery saving | (2) |
| Reduction in use of 1 st class post | (5) |
| Property – consultants fees | (2) |
| Property – additional rent income | (10) |
| Property – building maintenance | (3) |
| | (22) |
| Leisure & Wellbeing | |
| Dolphin LC corresponding increase in income due to | |
| new 10-minute gym programme | (15) |
| | (15) |
| Planning Policy | |
| Additional PDG allocation | (52) |
| | (52) |
| | |
| | (349) |
| | () |

5.7 **Pensions**

Financial Strategy and Current Policy

- 5.7.1 The Council's current policy on meeting pension fund commitments is to attempt to minimise the effect on the revenue budget and to contribute to reducing the deficit on the fund. This has been achieved by earmarking part of our reserves to pay for:
 - a) costs of added years and pre 1974 pensioners;
 - b) additional lump sum payments to offset revenue contributions
- 5.7.2 No change is envisaged to this strategy, that was set out in the 2005/06 budget report; the effects of which are shown below.

| Financial Year | Employer % | Increase on 2005/06 | Sum met from Revenue £000 Increase |
|----------------|------------|------------------------|--|
| 2005/06 | 12.7% | - | |
| 2006/07 | 15.0% | + 2.3% | 434 |
| 2007/08 | 17.2% | + 4.5% | 626 |
| 2008/09 | 21.9% | + 9.2% | 1,065 |

5.8 **Planning Delivery Grant**

- 5.8.1 The Office of the Deputy Prime Minister has awarded Planning Delivery Grant (PDG) to Mid Sussex totalling £293,000. A proportion of this has been assumed to be received within the budget (i.e. it has been built in to the budget already) together with a further £50,000 from any additional allocation expected to be made during March.
- 5.8.2 Any balance remaining from PDG awarded will be applied to increasing the efficiency of the planning service and funding pressures that will arise from this authority's Local Plan and Local Development Framework work streams. A full assessment of the situation will be presented as part of Budget Management reporting in the first quarter of 2006/07.

5.9 'Better Mid Sussex' benefit

5.9.1 The budget includes an amount of £300,000 arising from the Town Centre revitalisation project. Whilst this is treated as a capital receipt, the benefit to the revenue account comes from the capitalisation of Officer's salaries who work on project-related business; thereby reducing revenue expenditure. This capital sum is treated as a cost by Thornfield plc and will be recovered from a property transaction at a later date.

5.10 Contribution to Repairs and Renewals Reserve

5.10.1 An amount of £280,000 as the annual contribution to the Repairs and Renewals Reserve was recommended by Cabinet as a previous result of reviewing the Medium Term Financial Plan. This annual contribution allows the Council to meet its requirements for achieving the Asset Management Plan backlog repairs and Disabled Discrimination Act works over a period of approximately 2 years. This is the second year of such sums being provided.

5.11 Local authority finance settlement 2006/07

- 5.11.1 The Final Settlement was announced on 30th January 2006, for debate in Parliament on 6th February 2006, and resulted in a loss of some £9,000 compared with the provisional figure
- 5.11.2 An analysis of the settlement is included in the annex to this report.

5.12 Budget Requirement and council tax

Cabinet considered the overall position for 2006/07 on 20th February 2006 and recommended a council tax increase of 4.8%, a band D of £130.95.

5.13 **Summary of Revenue Spending 2006/07**

This position is summarised in table 1 below and detailed in appendix 2.

| Table 1 : Summary of Revenue Spending 2006/0 | 7 |
|--|---------|
| | £'000 |
| Base Revenue Spending (excl Capital Charges and Specific Items*) | 14,005 |
| Efficiency savings to be identified | (460) |
| Balance Unallocated | 102 |
| Council net expenditure | 13,647 |
| Procurement Savings | (100) |
| Local Authority Business Growth Improvement (LABGI) | (90) |
| Estimated additional Planning Delivery Grant | (50) |
| Better Mid Sussex Benefit | (300) |
| Revenue Spending | 13,107 |
| Payback to reserves (re Dolphin) | 200 |
| Contribution to Repairs & Renewals Reserve | 280 |
| Budget Requirement before use of interest Use of interest to meet contribution to Repairs and Renewals | 13,587 |
| Reserve | (280) |
| Budget Requirement after use of interest Formula Grant : | 13,307 |
| Business Rates (from the Pool) | (5,152) |
| Revenue Support Grant | (995) |
| Collection Fund deficit | 128 |
| Income from council tax | (7,288) |

^{*} Refer to glossary for definitions

6. **CAPITAL SPENDING**

6.1 Cabinet agreed on 20th February to adopt a capital programme consisting of a limited number of schemes, all of which further the Council's corporate priorities, and that these be financed from reserves with no recourse to borrowing. These are set out below:

| Table 2 : Allocations for Capital Spending 2006/07 | | | | | | | |
|--|-------|-------|--|--|--|--|--|
| | £'000 | £'000 | | | | | |
| Environmental Protective and Cultural Services | ; | | | | | | |
| Allocated for major Capital Renewals | 320 | | | | | | |
| Other new projects | 1,002 | | | | | | |
| Housing | | 1,322 | | | | | |
| Housing Renewal Assistance | 450 | | | | | | |
| Unallocated Funding – Affordable Housing | 500 | | | | | | |
| | | 950 | | | | | |
| Total programme for 2006/07 | | 2,272 | | | | | |

Table 3 below shows how the proposed programme will be financed.

| Table 3 : Financing Capital Spending 2006/07 Description | | | | | |
|---|-------|---|--|--|--|
| , | £'000 | | | | |
| Capital Grants (re. Housing renewal assistance- 50% financed from central govt) | 225 | | | | |
| Capital Receipts | 1,014 | | | | |
| Section 106 agreements | 8 | | | | |
| Revenue reserves | 1,025 | _ | | | |
| Total Capital Spending 2006/07 | 2,272 | = | | | |

6.3 The current Capital Programme is shown in appendix 3 and includes the items above.

7. INDICATORS UNDER THE PRUDENTIAL CODE

- 7.1 A fundamental principle of the Prudential Regime is that it is for the Council itself to decide the best means for undertaking capital investment and the investment of its cash assets. To assist local authorities in this and to ensure transparency and accountability to the wider community, the Code requires the calculation and publication of indicators. These indicators show that the Council has remained within its own boundaries of prudence in undertaking capital investment and its treasury management. The indicators are not for comparison between local authorities.
- 7.2 The code requires a calculation of the indicators for the next financial year and at least the two following years, based on reasonable estimates. After the year-end, the actual figures need to be shown. All indicators are to be monitored throughout the year.
- 7.3 The categories for indicators are:

a) Capital Expenditure

The Council, when preparing its future capital investment plans, is required to consider how the expenditure is to be financed, and whether that finance is sustainable and affordable.

b) Treasury Management

The Council has adopted the key recommendations of CIPFA's Treasury Management in the Public Services. In accordance with the Treasury Management Policy document, the Council's authorised overall borrowing limit is £5m, and applies to periods of less than one year. This is to cover temporary cash flow shortages arising from day to day operations. The authorised borrowing limit is reviewed each year (see Treasury Management – appendix 8).

The Prudential Code indicators for Treasury Management relate to the key risk areas in respect of changes to fixed and variable rates. The Treasury Management Practice (TMP1) - Treasury Risk Management refers to 'Interest rate risk management', and states that 'where considered appropriate, deposits will be placed on the basis of a fixed interest rate throughout the term. Interest earnings on such deposits will, therefore, not be subject to fluctuations in interest rates.' It is proposed that the indicator is set so that a maximum of 95% of lending is at fixed rates and a maximum of 25% is at variable rates.

The Council has also opted to invest for terms in excess of 364 days. Again, this is in accordance with existing practice. At any one time, the maximum level of this investment is not expected to exceed 20% of the average sum available in any year.

7.4 The indicators are shown in appendix 9.

8. RESERVES & OTHER BALANCES AND TREASURY MANAGEMENT

8.1 Estimated reserves and other balances for the current year (2005/06) and 2006/07 are summarised in table 4 below and are detailed more fully in appendix 4.

| Table 4: Reserves and Other Balances | | | | | | | | |
|--|---------|---------|---------|---------|--|--|--|--|
| | 2008 | 5/06 | 2006 | 6/07 | | | | |
| | Revenue | Capital | Revenue | Capital | | | | |
| | £'000 | £'000 | £'000 | £'000 | | | | |
| Balances at 1st April | 6,884 | 1,352 | 7,205 | 518 | | | | |
| Additions during the year | 3,905 | 864 | 3,304 | 870 | | | | |
| Less proposed utilisation | (3,584) | (1,698) | (3,830) | (1,014) | | | | |
| Estimated balances at 31 st March | 7,205 | 518 | 6,679 | 374 | | | | |

8.2 During 2005/06 there has been one new issue that has impacted on reserves which will affect 2006/07 and future years, and this issue has been included in the table in appendix 4 and is explained below.

8.3 Non Domestic Rate and Council Tax creditor balances

8.3.1 At the culmination of the 2004/05 accounts process, a 'SAS610' report was presented to Council that dealt with certain items that were in need of attention but were not so serious as to merit the qualification of the accounts. One of these was the treatment of £1.4m in Non Domestic Rates and Council Tax creditors that date back to 1991.

- 8.3.2 In line with the Auditor's recommendations at that time and subsequently confimed by practice at other authorities (and one authorities Counsels' opinion), it is proposed to move all sums over six years old, amounting to £1,008,000 into the general reserve. In addition, it is proposed to then earmark £70,000 of this total in Specific Reserve, as an allowance to cover the possible repayment of some of these sums, (which is increasingly unlikely). With regard to the remainder, the Council will benefit from its non-earmarked categorisation and subsequent use.
- The management of the Council's cash balances (which include the effect of cash flow and Collection Fund transactions) is carried out within the framework of the Treasury Management Policy which adheres to the CIPFA Code of Practice. This Code requires the Head of Finance to report on the strategy for the coming year. The proposed strategy is detailed in appendix 8 together with the borrowing limits required to be approved by the Prudential Code under the Local Government Act 2003.

9. MEDIUM TERM FINANCIAL PLAN

- 9.1 The Medium Term Financial Plan supports the Financial Strategy and projects spending and income for the period to 2009/10 based on current assumptions. The Plan also indicates the Council's cash balances at the end of each year. A summary is shown at appendix 5. The plan is important in understanding the future effects of current decisions and included in the statement are projected council tax levels. Whilst it has been the practice for a number of years to include projected council tax increases, this practice now also enables compliance with the Prudential Regime.
- 9.2 The expenditure and income projections in the Medium Term Financial Plan are based on likely commitments apparent at the present time. It is important to note that they do not dictate the estimate for any particular year. Their purpose is to provide a view of the Council's likely financial position for the period of the plan. The figures making up the plan will need to be analysed further and approved when the annual budget for each year is prepared.
- 9.3 Similarly the council tax figures are purely **indications** of increases for each year. They are not intended to show the amounts that will be approved. That will be for the Council to decide in relation to the circumstances and budget decisions for the particular year.

10. COUNCIL TAX AND COLLECTION FUND

The Council, as billing authority, collects council tax and business rates in the district, accounting for these transactions through the Collection Fund. The estimated balance on the Collection Fund for the year 2005/06 which must be taken into account in calculating council taxes for the district for 2006/07 is £931,000 (deficit) which is shared between Mid Sussex and the other precepting authorities. The Mid Sussex share is £128,000 and this amount has been taken into account in the recommendation to Council to increase council tax by 4.8%.

Notification has now been received of the increases by the other precepting authorities and the average band D council tax for Mid Sussex is shown in table 5 below.

| Table 5 : Average Council Tax | | | | | | |
|-------------------------------|----------|---------------------|--|--|--|--|
| | £ | Change from 2005/06 | | | | |
| Mid Sussex District Council | 130.95 | +4.8% | | | | |
| Parish/Town Councils | 46.66 | +4.7% | | | | |
| | 177.61 | +4.8% | | | | |
| West Sussex County Council | 1,001.34 | +4.9% | | | | |
| Sussex Police Authority | 115.74 | +5.0% | | | | |
| | 1,294.69 | +4.9% | | | | |

- The actual band D council taxes range from £1,253.68 to £1,334.73 depending on the parish, which translate into increases between 4.5% and 6.4%.
- The Collection Fund estimate and details of the council tax calculations are contained in appendices 6 and 7.

11. S25 LOCAL GOVERNMENT ACT 2003 AND RISK ANALYSIS

11.1 S25 Local Government Act 2003

11.1.1 Section 25 of the Local Government Act 2003 requires that :

"the chief finance officer of the authority must report to it on the following matters-

- (a) the robustness of the estimates made for the purposes of the calculations, and
- (b) the adequacy of the proposed financial reserves."
- 11.1.2 The annual budget is compiled in the context of the Corporate Plan, the Financial Strategy and the Medium Term Financial Plan. It provides the means whereby each service plan can be adequately financed to achieve the relevant part of the Corporate Plan. The recommendations for the budget for 2006/07 ensure that the net budget can be financed from council tax income, Formula Grant and limited and defined use of reserves. This budget has been compiled in close consultation and agreement with the Chief Executive, the Corporate Strategic Directors and the Heads of Service. The estimates have been evidenced in detailed working papers which were compiled jointly between the staff of the Accountancy Services Section and each Head of Service. The Head of Finance has also met with each Head of Service to ensure their detailed budget is well understood. This process has ensured that the implications of the estimates included in the budget are owned and are considered realistic and achievable by each Head of Service.

- 11.1.3 There are risks associated with any estimate and the main risks are explained below. The budget monitoring process updates both officers and Members on the current and forecast position at frequent intervals. If this process exposes areas of concern, action will be taken to minimise the possibility of a significant variation. This process has been evidenced during 2005/06 where Budget Management reports have continually adjusted the budget to ensure spending remains broadly on target.
- 11.1.4 The total of the council's reserves and cash balances at 1st April 2006 are estimated to be £7,723,000 and at 1st April 2007 £7,053,000. Included is the general fund balance of £907,000 held to assist in normal day to day cash flow, avoiding the need for unnecessary temporary borrowing, and for any need for financing in an emergency e.g. a disaster. The financial strategy includes that the target for the minimum level of total reserves is £1,500,000. The estimated positions at the start and end of the year demonstrate that this minimum level will be maintained. The projections for reserves also include capital expenditure commitments and other commitments (included in the specific reserve). This level of reserves is considered adequate for managing the council's existing commitments but it does not allow the council the scope to invest substantially in new capital projects.

11.2 Risk analysis

11.2.1 The annual budget is the plan of how the Council will manage its finances in the next year. Approving the budget is the first step in managing the financial risks in the following year. However, in approving the budget there are a number of key high level risks that need to be acknowledged.

Inflation

11.2.2 It is necessary to reflect in a budget the realistic probability that prices will increase. This clearly cannot be calculated accurately in advance. There is therefore a risk that prices will vary from the estimate. However, inflation in recent years has been relatively stable. Additionally, the single largest element of the Council's budget is staffing costs. The latest round of pay bargaining in 2004, resulted in a two year pay deal from April 2004. The increase from 1st April 2006 is 2.95%. This therefore introduces a significant element of certainty into the expenditure budget, reducing any tendency to overspend or place pressure on other budgets. There will be no increases in car park charges and indoor leisure charges will only be increased on a restricted basis.

Service savings and enhanced income

11.2.3 These are net savings arising from the budget preparation process. Some are budget reductions whilst some relate to increased income. These latter carry similar risks to those outlined below in relation to income. Assumptions have been made at the point the budget was prepared based on information currently to hand and there is always a risk that these assumptions do not hold true. However, again, senior management accept that these projections need to be managed in-year. Every effort will be made to identify opportunities to make further net savings in the year to accommodate any shortfall and to be used to offset further budget pressures that may arise.

Efficiency savings

11.2.4 A significant proportion of the savings within the 2006/07 budget relate to these items. As part of the budget process, each delivery plan has been tested and is the subject of a step by step action plan with alternative options for making the savings. Senior Management are therefore satisfied that the risks of not delivering the savings are minimal.

Planning Delivery Grant

11.2.5 The base budget is partially reliant on PDG. Currently we have received notification of grant to be received in 2006/07 of £293,000. A further announcement is due to be made in early March, which should cover the remaining commitments. Since previous awards of PDG have been in excess of this sum, it is not felt that there is any significant material risk in relation to this item.

Estimated benefit of Better Mid Sussex project

11.2.6 There are no new risks associated with this transaction beyond those described in the 2005/06 budget report. The greatest risk remains that of over-estimating the Officer time spent on the project and thereby undercapitalising the costs from revenue to capital. In the event that actual employee costs incurred in the year do not amount to the payment from Thornfield, the difference will need to be met from elsewhere in the revenue budget or by a transfer from the General Reserve

Other expenditure budgets

11.2.7 Most expenditure budgets can be effectively controlled by management. The experience of controlling the 2005/06 budget is that it is most effective when the budget is considered as a whole, rather than a series of independent service budgets, where the Chief Executive, the Corporate Strategic Directors and the Heads of Service as a group own the need to aim for a nil overspend. This approach will be used and further developed in 2006/07, in which a proactive and robust finance function can be expected to ensure delivery of financial targets.

11.2.8 The more difficult areas are those that are demand led and a particular ongoing concern is Benefits. There can be no certainty as to the level of take up in the year. However, the risk of an adverse variation is minimised by basing projections on trends, and in that regard, it is not felt that there are any significant risks to the authority inherent in the budget forecast and the budget has been prepared to show a neutral effect; i.e no significant variation from the 2005/06 estimates.

Income budgets

11.2.9 The budget requirement includes income from fees and charges which are inherently demand led. There is a risk, therefore, that budgeted income levels will not be achieved; conversely, they could be exceeded. The budget monitoring process during the year aims to continuously track variations to ensure compensatory adjustments are made elsewhere. In addition, the risk of major variations has been reduced by amending base budgets in the light of the experience in previous years.

Capital Programme

11.2.10 All the existing projects in the Programme are supported by existing or projected funding in reserves.

12. **LEGAL IMPLICATIONS**

The Local Government Finance Act 1992 provides that for each financial year a local authority should set the amount of Council Tax before 11th March in the financial year preceding that for which it is set. The Act makes provisions regarding the calculations necessary in setting the council tax and the budget requirement. This report is instrumental in achieving this requirement.

13. EXPLANATION OF BUDGET RECOMMENDATIONS

- 13.1 Under the constitution, only full Council can approve the budget. This report, therefore, is Cabinet's recommendation.
- 13.2 The budget recommendations are in three parts :
 - Those that refer to the approval of the Corporate Plan (recommendations contained in 3.1 of the Executive Summary);
 - Those that refer to the approval of the Council's expenditure (recommendations contained in 3.2 of the Executive Summary); and
 - Those that refer to the Council's responsibilities for calculating council taxes for the Mid Sussex area.

The latter are set out according to proper practice.

13.3 Recommendations 1-6 are relatively self-explanatory. Recommendations 7-12 are explained below:

- 7: the taxbase for each parish area;
- 8: whether any part of the Council's expenditure is classed as Special Expenses and should be attributed to a particular parish (this Council does not class any of its expenditure as Special);
- 9: this recommendation calculates the council taxes for the District and parish councils:
 - (a) gross expenditure of the Mid Sussex District Council plus parish precepts;
 - (b) gross income for Mid Sussex District Council;
 - (c) net expenditure i.e. the difference between (a) and (b) which is the Budget Requirement including parish precepts;
 - (d) Formula Grant plus the effect of the balance on the Collection Fund:
 - (e) the average band D council tax for Mid Sussex District Council plus the parishes i.e. (c) (d) divided by the taxbase;
 - (f) the total of parish precepts;
 - (g) the band D council tax after subtracting parish precepts i.e. the Mid Sussex District Council band D;
 - (h) the band D council taxes for each parish area for Mid Sussex District Council and the parishes;
 - (i) the actual council taxes for all bands for Mid Sussex District Council and the parishes;
- 10: the West Sussex County Council council taxes for all bands;
- 11: the Sussex Police Authority council taxes for all bands:
- the full council taxes for all bands for all parishes i.e. Mid Sussex District Council plus parishes plus West Sussex County Council plus Sussex Police Authority.

BACKGROUND PAPERS:

Report to Cabinet 12th July 2004:

Reviewing the Council's finances to achieve the Corporate Plan

Report to Performance and Scrutiny Committee 17th December 2005 :

Draft Budget 2006/07

Report to Cabinet 20th February 2006:

Budget and Corporate Plan 2006/07 – Update and recommendation for Council Tax

West Sussex County Council, Sussex Police Authority and Parish/Town Council precepts.

Papers from the ODPM: "Local Authority Finance (England) Revenue Support Grant for 2006/07 and related matters"

Letter from Department for Environment Food and Rural Affairs (defra) December 2005 : Managing Waste Sustainably

Local authority finance settlement 2006/07

The Final Settlement was announced on 31st January 2006. There were several structural changes to the formula relating to:

Equality for Disabled people £6,000
Freedom of information £6,000
Electoral Administration £39,000
Concessionary fares £361,000

| Settlement 2006/07 | | | | | | | | |
|--|------------------|------------------------|---------------------------------|---------------------------|--|--|--|--|
| | 2005/06 £'000 | Adjusted 2005/06 £'000 | Provisional 2006/07 £'000 | Final 2006/07 £'000 | | | | |
| Formula Spending Share | 15,391 | N/a | N/a | N/a | | | | |
| Formula Grant : Business Rates Revenue Support Grant | 3,687 1,851 | 3,687 2,281 | 5,165 991 | 5,152 995 | | | | |
| Total Formula Grant | 5,538 | 5,968 | 6,156 | 6,147 | | | | |

From 2006/07 the government has introduced a new system to distribute Formula Grant, this does not involve the use of notional figures for spending (formerly Formula Spending Shares of FSS's) or Council Tax yield (formerly Assumed National Council Tax or ANCT). Under the new system the distribution of Formula Grant is determined wholly by the result of four blocks: a Relative Needs Formulae, a Relative Resource Amount, a Central Allocation and a Scheme for Floor Damping. These elements retain many of the features of the old FSS system. These elements taken together determine the level of grant receivable.

The first element, Relative Needs formula, takes into account the population, social structure and other characteristics of each authority. The formulae are designed to reflect the relative needs of individual authorities and the factors that affect local costs, for example, deprivation and area costs, in the same way as the FSS system did. This is not intended to measure the actual amount needed to provide local services.

The second part – Relative Resource Amount, takes account of the ability to raise income locally through the taxbase in the council's area. Councils that can raise more income require less support from the Government.

The third part – a Central Allocation, is shared out on a per head basis.

The final element – Floor damping remains the same as in the previous grant distribution system. The Government ensures that each council has a reasonable grant increase year-on—year. For 2006/07 shire districts were guaranteed an increase of 3% over the adjusted settlement for the previous year.

When these elements are added together, they are compared against the population of a group of councils who provide similar services. A minimum amount is agreed for these councils, then the amount over the minimum is shared out in proportion to the total amount that the Secretary of State has agreed to distribute.

The Formula Grant Council for 2006/07 is £6,146,930.

An analysis of how the Formula Grant is determined is included in the annex to this report.

Non-Domestic Rates

The proposed Non-Domestic rate poundage is:

Small properties: 42.6p an increase of 2.7% from 41.5p in

2005/06

Standard properties: 43.3p an increase of 2.6% from 42.2p in

2005/06

Note: More detailed information is available on the Office of the Deputy Prime Minister website:

http://www.local.odpm.gov.uk/finance/0607/grant.htm

Mid Sussex District Council Annex

Calculation of Formula Grant 2006-07 - Final

| | Amount/Formula | Factor/ Value | Value or Top-Up | Population | Base | ACA | Sub total | Scaling adjustment | Total |
|---|------------------------|------------------|--------------------------|------------|-----------|--------|-----------|--------------------|----------------------|
| Resident Population | | 11.5424 | £1,477,104 | | 1,477,104 | 9,453 | 1,486,557 | 15 | 1,486,573 |
| Population Density (2001 census) | 3.2304 | £0.8756 | £2.828573264 | 127,972 | 361,978 | 2,317 | 364,295 | 4 | 364,299 |
| Population Sparsity | 0.2145 | £6.2512 | £1.34088240 | 127,972 | 171,595 | 1,098 | 172,694 | 2_ | 172,695 |
| | | | | | 2,010,678 | 12,868 | 2,023,546 | 21 | 2,023,567 |
| | | | | | | | | | |
| Net In-Commuters | 0 | £4.66 | £0.0000 | | | | | | |
| Day Visitors | 4,630.136986 | £3.95 | £18,302.9315 | • | 18,303_ | 117 | 18,420 | 0 | 18,420 |
| <u>Deprivation -</u> | | | | | | | | | |
| Incapacity Benefits & Severe Disablement | 2,597 | £37.42 | £97,191.9459 | | | | | | |
| Income Support/Income-based Job Seeker's Allowance Claimants | 4,330 | £25.30 | £109,551.5980 | | | | | | |
| Elderly on Income Support/Income-based Job Seeker's Allowance | 2,230 | £37.42 | £83,457.0810 | | | | | | |
| Unemployment Related Benefit Claimants | 621 | £25.30 | £15,711.6726 | | | | | | |
| Country of Birth residents | 4,917 | £3.41 | £16,773.5407 | - | 322,686 | 2,065 | 324,751 | 3_ | 324,754 |
| Total Basic EPCS | | | | | 2,351,666 | 15,051 | 2,366,717 | 24 | 2,366,741 |
| Fixed Costs | | | | | 325,000 | | 325,000 | 0.156 | 50,639 |
| Flood defence | 136,731 | | 136,731 | | 136,731 | | 136,731 | 0 | 19,173 |
| Total EPCS | | | | - | 2,813,397 | 15,051 | 2,828,448 | 25 | 2,436,553 |
| Capital Financing | | | | | | | | | |
| <u>Debt Charges</u> Debt I | 8,637,469 | 0.020 | -172,749.37 | | | | | | |
| | 8,637,469 8,464,719 | 0.040 0.060 | 345,498.74 507,883.15 | | 853,382 | | 853,382 | 0 | 153,902 |
| Total Capital Financing | | | | - | 853,382 | | 853,382 | 0 | 153,902 |
| Total | | | | | 3,666,779 | 15,051 | 3,681,830 | 25 | 2,590,455 |
| Reduction | | | | | | | | | -777,984 |
| MSDC Share of total ODPM Formula Gra | ant correlated to | the mea | sure of relative | need | | | | _ | 1,812,471 |
| Relative Resource Amount Based on the ability to raise income, as ref | lected by the tax | base and | population. | | | | | | -4,479,158 |
| Central Allocation | | | | | | | | | 8,240,756 |
| Floor Damping | | | | | | | | | 572,861 |
| Total Formula Grant for 2006/07 | | | | | | | | = | 6,146,930 |
| | | | | | | | | | |
| RSG for 2006/07 NNDR for 2006/07 | | | | | | | | | 994,586 5,152,344 |