



PORTFOLIO AREA: FINANCE AND RESOURCES

Date of Meeting: 05 November 2001

Public

Key Decision: Yes

Recorded in Forward Plan: Yes

Inside Policy Framework

Title: ENVIRONMENT AND DEVELOPMENT SERVICES - REVENUE ESTIMATES 2002/03

Report of: The City Treasurer

Report reference: Financial Memo 2001/02 No 106

Summary:

This report considers the revised revenue estimates for 2001/02 together with the estimates for 2002/03 for Environment and Development Services. The report is compiled in the light of the City Council's agreed budget strategy for 2002/03.

Recommendations:

The Executive is requested to approve the estimates for the purposes of formulating a recommended budget to Council.

Contact Officer: Maureen Williamson

Ext: 7291

CITY OF CARLISLE

To: The Chairman and Members of
The Executive
05 November 2001

Financial Memo
2001/02 No 106

ENVIRONMENT AND DEVELOPMENT SERVICES –
REVENUE ESTIMATES 2002/03

1. BACKGROUND INFORMATION AND OPTIONS

- 1.1 This report summarises the revenue estimates for the Environment and Development Services. The net budget requirement for each service area is summarised below with more detail being shown in the Appendices.

<u>2000/01</u> <u>Actual</u> £		<u>App</u>	<u>2001/02</u> <u>Original</u> £	<u>2001/02</u> <u>Revised</u> £	<u>2002/03</u> <u>Estimate</u> £
-2,175	Department of Environment & Development (General)	A	-43,630	0	0
441,497	Design Services	B	749,100	873,320	927,200
2,782,723	Environmental Services	C	2,933,270	3,050,630	3,053,080
660,279	Planning Services	D	748,300	988,540	780,790
3,882,324	Total Net Budget Requirement		4,387,040	4,912,490	4,761,070

- 1.2 These estimates have been compiled in accordance with the City Council's agreed budget strategy for 2002/03. They have been prepared on an outturn basis with assumptions built in regarding price changes for all goods and services; in particular the pay award due in April 2002 has been assumed at 3 %. The estimates are cash limited at these amounts, which means that, once approved, Budget Holders must operate within this budget.
- 1.3 Where estimates have not been contained within agreed cash limits then this is indicated in the relevant section of this report.

- 1.4 The estimates are presented to the Executive in a summarised format. A set of papers containing all the detailed estimate provisions is available from the City Treasurer's Department on request.
- 1.5 Members should note that while these estimates have generally been finalised, some budgets might be subject to change before the estimate cycle is completed. This principally relates to the "Central Administration" recharges, which have still to be finally agreed between service departments.
- 1.6 Environment and Development Services fall under the responsibility of three separate portfolios i.e. Infrastructure Environment and Transport (IET), Health and Well Being (HW), Community Activities (CA) and Corporate Resources (CR), as indicated within the attached appendices.

2. DEPARTMENT OF ENVIRONMENT AND DEVELOPMENT (GENERAL)

- 2.1 This section comprises the Management and Support of the Department. The total cost of this service is fully recharged to the other services within the department.
- 2.2 The Gross Cost and Net Requirement is attached at **Appendix A**. A detailed analysis of the changes between Original and Revised Estimate 2001/02 and the Estimate for 2002/03 can be found at **Appendix A1**.

3. DESIGN SERVICES

- 3.1 The services that have been included within this section are:
 - Car Parks
 - CCTV
 - Land Drainage
 - Pedestrianisation
 - Public Lighting
 - Miscellaneous Environment Expenses
 - Highways Claimed Rights
 - NWW Agency agreement
 - Concessionary Fares
 - Licensing
 - Print Room
- 3.2 The Net Requirement is summarised at **Appendix B**. An analysis detailing the variation between Original and Revised Estimate 2001/02 and the Estimate for 2002/03 can be found at **Appendix B1**.

- 3.3 Members should note that although the Licensing income has been increased in line with the target set by the Corporate Charging Policy for 2002/03, it is a legal requirement for the charges to be approved by the Licensing Panel, who will consider the proposals on 7 November 2001.
- 3.4 A reduction in budget of £3,000 in relation to taxi inspection fees has been incorporated into the Licensing estimates for 2002/03 as a direct result of the 2000/01 outturn. Council agreed this policy on 17 July 2001. However as the level of expenditure is wholly dependent upon demand it is possible that demand will exceed the budget provision made in 2002/03. Members may, therefore, wish to review this decision in respect of the taxi inspection fees.

4. ENVIRONMENTAL SERVICES

- 4.1 The services included within this section are Environmental Protection, Food, Housing and Waste Management functions.
- 4.2 The Net Requirement is summarised at **Appendix C**. An analysis detailing the variation between Original and Revised Estimate 2001/02 and the Estimate for 2002/03 can be found at **Appendix C1**.

5. PLANNING SERVICES

- 5.1 The services included within this section are Development Control, Building Control, Shopmobility, Local Plans and Conservation functions.
- 5.2 The Net Requirement is summarised at **Appendix D**. An analysis detailing the variation between Original and Revised Estimate 2001/02 and the Estimate for 2002/03 can be found at **Appendix D1**.

5. CONSULTATION

This report will be referred to the relevant Overview and Scrutiny Committee to give them an opportunity to comment on any aspect of the estimates presented within this report, as part of the budget process.

6. STAFFING/RESOURCES COMMENTS

Not applicable.

7. CITY TREASURER'S COMMENTS

Included within the report.

8. LEGAL COMMENTS

Not applicable.

9. CORPORATE COMMENTS

The Director of Environment and Development and relevant Heads of Service have been fully involved in the compilation of these estimates and in the preparation of this report.

10. ENVIRONMENTAL IMPLICATIONS

Not applicable.

11. RECOMMENDATIONS

The Executive is requested to approve the estimates for the purposes of formulating a recommended budget to Council.

D THOMAS
City Treasurer

Contact Officer: Maureen Williamson

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APPENDIX A

ENVIRONMENT AND DEVELOPMENT SERVICES ESTIMATES 2002/03

OUTTURN 2000/01 £		ORIGINAL ESTIMATE 2001/02 £	REVISED ESTIMATE 2001/02 £	ESTIMATE 2002/03 £
	DEPARTMENT OF ENVIRONMENT & DEVELOPMENT (GENERAL)			
181,855	MANAGEMENT & SUPPORT	197,440	247,090	197,980
	COSTS RECHARGED TO OTHER SERVICES			
-71,460	DEPT MANAGEMENT & SUPPORT	-125,760	-124,580	-104,440
-61,020	DEMOCRATIC PROCESS	-62,850	-65,550	-44,880
-47,850	CORPORATE MANAGEMENT	-48,660	-48,660	-32,320
-3,700	DSO	-3,800	-8,300	-16,100
0	ECONOMIC DEVELOPMENT SERVICES	0	0	-240
<u>-2,175</u>	NET REQUIREMENT	<u>-43,630</u>	<u>0</u>	<u>0</u>

ENVIRONMENT AND DEVELOPMENT SERVICES - GENERAL
ANALYSIS OF CHANGES FROM BASE ESTIMATE

	£	£
ORIGINAL BASE ESTIMATE 2001/02		<u>197,440</u>
1. Adjustments Approved by Committee/Officers To Date		
Salary Savings budgets vired to Central Overheads		43,630
2. Expenditure Adjustments		
Allowed Changes		
- Leased Car Recharges	340	
- Salary Related adjustments	350	
- Other	<u>(270)</u>	420
3. Internal Recharge Adjustments		
Increase /(decrease) in Central Accommodation charges		5,100
ADJUSTED BASE ESTIMATE 2001/02		246,590
4. Non Recurring Items		
Budgets b/fwd from 2000/01 (per Council 17 July 2001)		500
REVISED ESTIMATE 2001/02		<u>247,090</u>
ADJUSTED BASE ESTIMATE 2001/02		246,590
5. Expenditure Adjustments		
Allowed Changes		
- Leased Car Recharges	(220)	
- Salary Related adjustments	<u>720</u>	500
Inflation Provision		
- General	110	
- Salary related	<u>3,230</u>	3,340
6. Internal Recharge Adjustments		
Increase /(decrease) in Central Accommodation charges	(1,130)	
Increase /(decrease) in Central Administration charges	<u>(50,820)</u>	(51,950)
7. Savings Incorporated into Estimates		
Savings identified as a result of 2000/01 outturn		(500)
BASE ESTIMATE 2002/03		<u>197,980</u>

APPENDIX B

ENVIRONMENT AND DEVELOPMENT SERVICES ESTIMATES 2002/03

OUTTURN 2000/01 £		ORIGINAL ESTIMATE 2001/02 £	REVISED ESTIMATE 2001/02 £	ESTIMATE 2002/03 £
	DESIGN SERVICES			
-664,564	CAR PARKS (IET)	-645,140	-615,780	-617,770
202,622	CCTV (CA)	212,120	217,430	256,230
48,951	LAND DRAINAGE (IET)	31,340	31,340	35,000
58,743	PEDESTRIANISATION (IET)	59,590	59,660	60,610
150,351	PUBLIC LIGHTING (IET)	168,510	172,320	157,050
176,365	MISC ENVIRONMENTAL EXPENSES (IET)	186,080	192,800	188,640
-713	HIGHWAYS CLAIMED RIGHTS (IET)	162,500	205,720	229,600
-28	NWW AGENCY CONTRACT (IET)	0	4,460	15,180
520,237	CONCESSIONARY FARES (IET)	640,580	660,020	663,060
-14,540	LICENSING (IET)	-29,580	-26,010	-31,040
122,134	PRINT ROOM (CR)	117,300	118,820	119,960
<u>599,558</u>	TOTAL GROSS COST	<u>903,300</u>	<u>1,020,780</u>	<u>1,076,520</u>
-158,061	RECHARGES	-154,200	-147,460	-149,320
<u>-158,061</u>	TOTAL RECHARGED	<u>-154,200</u>	<u>-147,460</u>	<u>-149,320</u>
<u>441,497</u>	TOTAL NET COST	<u>749,100</u>	<u>873,320</u>	<u>927,200</u>

ENVIRONMENT AND DEVELOPMENT SERVICES - DESIGN SERVICES
ANALYSIS OF CHANGES FROM BASE ESTIMATE

	£	£
ORIGINAL BASE ESTIMATE 2001/02		749,100
1. Adjustments Approved by Committee/Officers To Date		
Recurring Supplementary Estimates (Highways Claimed Rights)		61,500
2. Expenditure Adjustments		
Allowed Changes		
- Energy costs	3,660	
- NNDR	15,350	
- Salary related adjustments	(1,020)	
- Other	700	18,690
3. Internal Recharge Adjustments		
Increase /(decrease) in Central Administration charges	(4,610)	
Increase /(decrease) in Central Accommodation charges	3,900	
Increase /(decrease) in DSO Contract charges (Car Parks)	17,240	16,530
ADJUSTED BASE ESTIMATE 2001/02		845,820
4. Non Recurring Items		
Budgets b/fwd from 2000/01(per Council 17 July 2001)		27,500
REVISED ESTIMATE 2001/02		873,320
ADJUSTED BASE ESTIMATE 2001/02		845,820
5. Adjustments approved by Committee/Officers To Date		
Recurring Supplementary Estimate (CCTV per Council 11 Sept 2001)	29,000	
Non Recurring New Policy Initiative (Footway Lighting)	(18,000)	11,000
6. Expenditure Adjustments		
Allowed Changes		
- Salary related changes	780	
- Water/Sewerage costs	(1,130)	(350)
Inflation Provision		
- General	40,630	
- Salary related	2,170	42,800
7. Internal Recharge Adjustments		
Increase /(decrease) in Central Administration charges	106,710	
Increase /(decrease) in Central Accommodation	(1,110)	105,600
8. Income Adjustments		
- Volume Change (Residents Parking)	(3,280)	
- Corporate Charging target(3.5%)	(43,750)	(47,030)
9. Savings Incorporated into Estimates		
Savings identified as a result of 2000/01 outturn		(30,640)
BASE ESTIMATE 2002/03		927,200

APPENDIX C

ENVIRONMENT AND DEVELOPMENT SERVICES ESTIMATES 2002/03

OUTTURN 2000/01 £		ORIGINAL ESTIMATE 2001/02 £	REVISED ESTIMATE 2001/02 £	ESTIMATE 2002/03 £
	ENVIRONMENTAL SERVICES			
276,554	MANAGEMENT & SUPPORT (HW)	313,260	330,150	308,740
179,811	ENVIRONMENT PROTECTION (HW)	216,490	217,540	230,050
-21,902	ENVIRONMENTAL PROTECTION ACT (HW)	-16,510	-15,350	-16,920
74,985	DOG POLICY (HW)	92,000	128,590	107,210
6,543	GYPSY SITE MANAGEMENT (HW)	5,040	5,070	5,230
42,025	PEST CONTROL (HW)	36,500	34,170	45,880
196,164	FOOD (HW)	244,470	237,510	253,470
98,457	HOUSING & ENERGY EFFICIENCY (HW)	102,770	136,780	109,360
29,592	ENVIRONMENTAL EDUCATION (HW)	30,110	30,760	31,890
82,578	RECYCLING (IET)	63,160	67,730	68,760
183,553	PUBLIC CONVENIENCES (HW)	184,390	230,100	216,440
346,692	BUILDING CLEANING (IET)	355,010	356,470	363,510
868,104	REFUSE COLLECTION (IET)	872,190	874,070	912,610
855,129	STREET CLEANSING (IET)	865,650	845,400	865,300
<u>3,218,285</u>	TOTAL GROSS COST	<u>3,364,530</u>	<u>3,478,990</u>	<u>3,501,530</u>
-428,022	RECHARGES	-423,490	-420,590	-440,460
-7,540	DEMOCRATIC PROCESS & CORP MANAGEMENT	-7,770	-7,770	-7,990
<u>-435,562</u>	TOTAL RECHARGED	<u>-431,260</u>	<u>-428,360</u>	<u>-448,450</u>
<u>2,782,723</u>	TOTAL NET COST	<u>2,933,270</u>	<u>3,050,630</u>	<u>3,053,080</u>

ENVIRONMENT AND DEVELOPMENT SERVICES - ENVIRONMENTAL SERVICES
ANALYSIS OF CHANGES FROM BASE ESTIMATE

	£	£
ORIGINAL BASE ESTIMATE 2001/02		<u>2,933,270</u>
1. Expenditure Adjustments		
Allowed Changes		
- Leased Car Recharges	240	
- Salary Related adjustments	4,990	
- Capital Charges	35,920	
- Other	660	41,810
2. Internal Recharge Adjustments		
Increase /(decrease) in Central Accommodation charges	20,440	
Increase /(decrease) in Central Administration charges	(70,500)	
Increase /(decrease) in Central Training Charges	6,670	
Increase / (decrease) in DSO Contract Charges	43,300	(90)
ADJUSTED BASE ESTIMATE 2001/02		2,974,990
3. Non Recurring Items		
Budgets b/fwd from 2000/01(per Council 17 July 2001)		87,030
Other non recurring items		(11,390)
REVISED ESTIMATE 2001/02		<u>3,050,630</u>
ADJUSTED BASE ESTIMATE 2001/02		2,974,990
4. Expenditure Adjustments		
Allowed Changes		
- Energy costs	(2,850)	
- Salary Related adjustments	11,140	
- Other	(890)	7,400
Inflation Provision		
- General	37,200	
- Salary related	22,130	59,330
5. Income Adjustments		
Corporate Charging Target		(560)
6. Internal Recharge Adjustments		
Increase /(decrease) in Central Accommodation charges	(4,440)	
Increase /(decrease) in Central Administration charges	2,830	
Increase /(decrease) in Democratic Process charges	220	(1,390)
7. Savings Incorporated into Estimates		
Costs identified as a result of 2000/01 outturn		13,310
BASE ESTIMATE 2002/03		<u>3,053,080</u>

APPENDIX D

ENVIRONMENT AND DEVELOPMENT SERVICES ESTIMATES 2002/03

OUTTURN 2000/01 £		ORIGINAL ESTIMATE 2001/02 £	REVISED ESTIMATE 2001/02 £	ESTIMATE 2002/03 £
PLANNING SERVICES				
243,038	HEAD OF PLANNING SERVICES (IET)	230,900	237,550	225,990
-39,891	BUILDING CONTROL - OPERATIONS (IET)	-34,610	-13,730	-13,020
127,770	BUILDING CONTROL - CLIENT (IET)	123,930	126,410	133,770
64,984	DEVELOPMENT CONTROL (IET)	123,830	124,940	110,390
213,728	LOCAL PLANS (IET)	209,380	221,880	222,970
95,081	CONSERVATION (IET)	143,240	331,330	145,500
17,117	SHOP MOBILITY (CA)	15,010	23,540	17,890
<u>721,827</u>	TOTAL GROSS COST	<u>811,680</u>	<u>1,051,920</u>	<u>843,490</u>
-21,408	RECHARGES	-22,040	-22,040	-22,710
-40,140	DEMOCRATIC PROCESS & CORP MANAGEMENT	-41,340	-41,340	-39,990
<u>-61,548</u>	TOTAL RECHARGED	<u>-63,380</u>	<u>-63,380</u>	<u>-62,700</u>
<u>660,279</u>	TOTAL NET COST	<u>748,300</u>	<u>988,540</u>	<u>780,790</u>

ENVIRONMENT AND DEVELOPMENT SERVICES - PLANNING SERVICES
ANALYSIS OF CHANGES FROM BASE ESTIMATE

	£	£
ORIGINAL BASE ESTIMATE 2001/02		748,300
1. Adjustments Approved by Committee/Officers To Date		
Supplementary Estimate Building Control Officer		19,870
2. Expenditure Adjustments		
Allowed Changes		
- Leased Car Recharges	1,920	
- Salary Related adjustments	4,060	
- Other	250	6,230
3. Internal Recharge Adjustments		
Increase /(decrease) in Central Accommodation charges	11,720	
Increase /(decrease) in Central Administration charges	(1,220)	10,500
ADJUSTED BASE ESTIMATE 2001/02		784,900
4. Non Recurring Items		
Budgets b/fwd from 2000/01 (per Council 17 July 2001)		205,860
Other non recurring items		(2,220)
REVISED ESTIMATE 2001/02		988,540
ADJUSTED BASE ESTIMATE 2001/02		784,900
5. Adjustments Approved by Committee/Officers To Date		
Full year effect of 2001/02 supplementary estimates		4,110
6. Expenditure Adjustments		
Allowed Changes		
- Leased Car recharges	(960)	
- Salary Related adjustments	18,340	
- Other	1,090	18,470
Inflation Provision		
- General	4,040	
- Salary related	26,270	30,310
7. Income Adjustments		
Corporate Charging Target		(14,290)
8. Internal Recharge Adjustments		
Increase /(decrease) in Central Accommodation charges	(3,660)	
Increase /(decrease) in Central Administration charges	(8,340)	
Increase /(decrease) in Democratic Process charges	(1,350)	(13,350)
9. Savings Incorporated into Estimates		
Savings identified as a result of 2000/01 outturn		(29,360)
BASE ESTIMATE 2002/03		780,790

