

Report to:	Environmental Services Scrutiny Committee				
Date:	9 th February 2011				
Report of:	Director of Environmental Services	Report No:	ESSC-76-11		
Contact Officer:	Janet Pollard, Policy Accountant	Tele No:	01204 336710		
Report Title:	Strategic Budget Report – Environm to 2015/2016	ental Servic	es – 2011/2012		
Non Confidential:	This report does not contain information consideration in the absence of the pre-				
Purpose:	To comment on the revenue budget for	2011/12.			
Recommendations:	The Environmental Services Scrutiny Committee is recommended to note and comment on:-				
	The proposed revenue budget of £31,088,000 prior to the adoption of strategic options.				
	The strategic redirection options outlined in Appendix C to this report, totaling £2,305,000. Following this, the Strategic Budget will amount to £28,783,000.				
Decision:					
Background Doc(s):					
(for use on Exec Rep) Signed:					
	Leader / Executive Member Monitoring Officer Page 1 of 18				



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An equality impact assessment has been undertaken and is attached to the report at Appendix G

Summary:

This report represents the final stage of the Corporate Business Planning Process for 2011/2012, and outlines the revenue budget for the Environmental Services Department.

In addition, the report includes the capital programme bid for the period 2011/12 to 2015/16 and information relating to the Department's staffing establishment.

This report is based upon the budget guidance issued by the Council as of November 2010. It therefore reflects the services savings options which were approved by the Executive in November but does not take account of any subsequent changes following the Government's Grant Settlement received on the 13th December 2010. Changes to budgets as a result of the Grant Settlement will be considered and agreed by the Executive/Council as part of their final consideration of the 2011/12 budget.

1 INTRODUCTION

This report represents the final stage of the Corporate Business Planning Process for 2011/2012, and outlines the revenue budget for the Environmental Services Department.

In addition, the report includes the capital programme bid for the period 2011/12 to 2015/16 and information relating to the Department's staffing establishment.

2 BACKGROUND

The Executive Member has considered a report on 26th and 27th July 2010 and 22nd and 23rd November 2010 regarding the savings and efficiency options, relating to the Environmental Services Department. The report identified demand led growth requirements and options available to meet corporate financial guidance.

Since that report was presented, the Authority has received its financial settlement, further corporate guidance will be issued that may mean that a further report is required.

3 REVENUE BUDGET

The proposed revenue budget for Environmental Services Department, prior to the implementation of strategic redirection options, amounts to £31,088,000.

Table One overleaf provides an objective analysis of the budget, with the information analysed by Standard Spending Accounts, Trading Accounts, Markets and unapportionable overheads.

The Director of Environmental Services considers that the budget as set out in this report is robust.

TABLE ONE – ENVIRONMENTAL SERVICES NET REVENUE BUDGET 2010/2011 AND 2011/2012, ANALYSED BY SERVICE

	2010/2011 £'000	2011/2012 £'000
Standard Spending Accounts		
Highways & Engineering	12,387	12,546
Parking Services	0	0
Neighbourhood Services	8,487	8,478
Waste Management	6,786	7,403
Civil Contingencies	308	276
Bereavement Services	-183	-176
	27,785	28,527
Trading Accounts		
Building Cleaning	-23	95
School Meals	670	978
Transport	-86	23
Supported Employment	183	178
Security Services	299	213
Vulnerable Persons Transport	7	-1
	1,050	1,486
Markets	-212	-109
Overhead Accounts		
Corporate & Democratic Core	150	80
Unapportionable Overheads	0	101
Deficit reserve repayment	600	800
Apportionable Overheads	292	203
	1,042	1,184
Total Environmental Services	29,665	31,088
Strategic Options as per Budget Night	-893	
Approved Environmental Services Budget	28,772	

3.2 VARIANCE ANALYSIS

Appendix A to this report outlines a detailed variance analysis of changes between the original budget for 2010/11 and the proposed budget for 2011/12. This section explains individual items in more detail.

3.2.1 Recharge Adjustments (£110,000)

The budget has been amended to reflect changes in recharges between various departments of the Council.

3.2.2 Depreciation Charges

Budget adjustments need to be made in relation to the depreciation of assets and are corporately funded.

3.2.3 Budget Virements (£280,000)

This represents budget transfers to / from Environmental Services, as a result of the transfer of functions to / from the Department. The details are below:

	£'000s
Finance Virement for Post	-26
Pay and Grading Overtime	147
0.5% Pay Deflation	-102
1% Pay Deflation	-205
Xmas Lights	33
IT Back to Corporate	-2
Contingency Repaid	-460
Couriers Controllable	206
Fuel Virement	578
P&G Protection (6 months)	-106
H&S / Legal Devolved	-14
Economic Downturn	231
Total Transfers	280

3.2.4 Corporately Funded Growth

Inflation (£491,000)

This represents anticipated increase in costs resulting from the increases in prices paid, less increased income from an expected increase in prices.

Superannuation Changes (£243,000)

The employer's contribution rates are to rise from April.

Pay and Grading (£471,000)

Additional budget is to be allocated as a result of the implementation of the pay and grading exercise. During the year the protection period for pay and grading ends and 3 months of salary will be returned back to corporate.

Pay and Grading Trading Account (-£49,000)

Budget to be transferred directly to services within the council to offset the impact of pay and grading.

Return of Contingency (£460,000)

During 2010/11 a one off contingency budget of 2% was returned to the corporate centre and released back for 2011/12.

Pay Award £250 (£330,000)

Nationally, a decision was made to freeze salaries for 2011/12 but employees who earn less than £21,000 would receive an additional £250.

3.2.5 Demand Led Changes (£200,000)

Demand led changes for the service total £200,000, and reflect the following unavoidable costs.

3.2.6 CBPP Budget 2011/12

The CBPP budget represents the controllable budget for the service and amounts to £27,884,000.

3.2.7 Strategic Budget 2011/12 (prior to redirections)

The proposed strategic budget figure for the department prior to the implementation of redirections amounts to £31,088,000.

Appendix B to the report provides a summary subjective analysis of the budget.

3.2.8 Strategic Budget Redirections (-£2,305,000)

Appendix C to the report provides an analysis of proposed redirections included within the Strategic Resource Bid report. Comments relating to each option are shown in Section 3.3.

Corporate Efficiency Target £ 2,105,000
 Redirections to fund demand led issues £ 200,000

Total £ 2,305,000

The Executive Member is asked to make a recommendation as to the options that should or should not be taken forward into the final budget process.

3.2.9 Strategic Budget 2011/12 (including redirections)

The proposed strategic budget for the Environmental Services Department, incorporating the redirection target identified above, amounts to £28,783,000.

3.3 STRATEGIC BUDGET REDIRECTIONS

Appendix C provides information relating to the strategic budget redirections included within the strategic resource bid. Explanations of the options are outlined below.

For each option, an assessment has been made of the long term costs and benefits (including environmental and social considerations). With regard to those options classed as efficiency savings, the long term benefits are the provision of the same service at a reduced cost. For other options, narrative on the outcomes of the assessment is shown.

3.3.1 EFFICIENCY SAVINGS

The efficiency savings identified below include savings that will result from saving and efficiency reviews that are currently being undertaken as will as those that will take place during 2011/12.

Waste & Fleet Management Division

Joint Transport and Authority Working - £90,000

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Joint transport working and joint authority working focuses on procurement savings by working with other divisions, departments and where possible working together with other local authorities.

Policy & Performance Division

Management of Cash Limited Budgets - £50,000

The main focus of 2011/12 will be around the management of Cash Limited Budgets to deliver £50k.

Community Services

Social Needs Transport Review - £25,000

The main focus of this option is to look process improvement and different ways of delivering the service.

3.3.2 INCREASE IN FEES AND CHARGES

Community Services

Income Optimisation - £75,000

A variety of options have been developed that will realise £75,000. These relate to the Security and Response service and Bereavements Service.

3.3.3 SERVICE REDIRECTIONS

Highways & Engineering

Service Review - £1,370,000, 68 FTE's

Highways and Engineering Savings and Efficiencies Review - £1,370k 68 FTE (of which a number are currently vacant).

This option is concerned with a full service review of the Highways and Engineering services which has led to a redesign of the service and a reduction in head count during 2010/11.

The review will deliver revenue savings of £2,523,000 over the period of 2011/12 to 2013/14 and also takes into account the forecast reduction in the Highways Capital Funding.

The savings of £1,370k in 2011/12 are net of anticipated capital costs. The staff impact figures relate to the period 2011/12 to 2013/14.

Neighbourhood Services

Service Review - £605,000, 80 FTE's

Neighbourhood Services Savings and Efficiencies Review - £605k 80 FTE (a number are currently vacant and there are 9 seasonal staff)

This option is concerned with a full service review of Neighbourhood Services leading to a redesign of the service and a reduction in head count during 2011/12.

The review will deliver revenue savings of £1,729,000 over the period of 2011/12 to 2013/14 and also takes into account the forecast reductions in the Capital Programme funding and other external funding.

The savings of £605k in 2011/12 are net of anticipated capital costs. The staff impact figures relate to the period 2011/12 to 2013/14.

Waste & Fleet Management Division

Suspension of Green Waste - £90,000, 9 FTE's (all are agency)

These options focus on the suspension of green waste from November through to March each year to reflect the low yield during this period.

4 CAPITAL PROGRAMME 6ID

Appendix D details the Department's capital programme bid, which amounts to £6,361,000 in the 2011/12 financial year.

5 PERSONNEL ESTABLISHMENT

Appendix E provides information relating to the current staffing establishment of the Department.

6 ASSESSMENT OF RISK

Assessments of the risks faced by the Environmental Department have been carried out on a regular basis and reported to members on a quarterly basis. Specific risks relating to individual reviews have been highlighted as part of the savings and efficiency process.

7 CONCLUSIONS

This Strategic Budget Report proposes a net budget for the Environmental Services Department of £31,088,000, before the adoption of strategic redirections and £28,783,000 following the implementation of strategic options totaling £2,305,000.

VARIATION ANALYSIS 2010/11 TO 2011/12

	£'000	£'000
APPROVED BUDGET 2010/11 EXCLUDING OPTIONS	<u> </u>	29,665
Strategic Options as per Budget Night		-893
TOTAL APPROVED BUDGET 2010/11		28,772
Add Recharges Made		185
Less Recharges Received		-3,499
Less Depreciation Budgets Less One Off Budgets		0
CBPP BUDGET 2010/11		25,458
OBIT BODGET 2010/11		20,400
Budget Virements		280
REVISED ENVIRONMENTAL SERVICES BUDGET 2010/11		25,738
Corporate Changes		
Contingency 2% back from Corporate	460	
Pay and Grading Increments and Protection Adjustment	471	
Pay and Grading Trading Accounts	-49	
Inflation	491	
Pay Award £250 under £21k	330	
Superannuation changes	243	1,946
Demand Led Changes (see Appendix B)		
Deficit Reserve Repayment Plan	200	200
CBPP BUDGET 2011/12		27,884
Add Depreciation	0	
Add Recharges Received	3,596	
Less Recharges Made	-392	3,204
STRATEGIC RUDGET 2011/12 (prior to redirections)		24 000
STRATEGIC BUDGET 2011/12 (prior to redirections)		31,088
Strategic Budget Redirections (see Appendices C & D)		-2,305
STRATEGIC BUDGET 2011/12 (including redirections)		28,783

SUBJECTIVE ANALYSIS

(prior to the adoption of strategic budget redirection options)

	2010/11 £0	2011/12 £0
Expenditure		
Employees Premises Transport Supplies and Services Third Party Payments Support Costs Capital Costs	32,510 9,259 13,009 12,211 5,076 12,019 5,745	33,126 10,790 11,753 14,469 4,191 11,605 5,450
Total Expenditure	89,829	91,384
Income		
Government Grants	957	752
Fees & Charges	21,214	24,915
Internal Charges	30,368	26,724
Other Income	2,162	2,455
Capital Finance Income	5,463	5,450
Total Income	60,164	60,296
Net Expenditure	29,665	31,088

STRATEGIC BUDGET REDIRECTIONS

Division	Description of Option	FTE Change	£'000
Efficiency Options Waste and Fleet Management	Joint Transport and Authority Working	0	90
waste and Fleet Management	Joint Transport and Authority Working	0	90
		J	
Policy and Performance	Management of Cash Limited Budgets	0	50
		0	50
Community Services	Social Needs Transport Review	0	25
Community Convices	Codd Nood Tanoport Noview	0	25
Total	Total Efficiency Options	0	165
Increase in Fees and Charges			
Community Services	Income Optimisation	0	75
		0	75
	Total Increase in Fees and Charges	0	75
Service Redirections			
Highways and Engineering	Full Service Review	-68	1,370
		-68	1,370
Neighbourhood Services	Full Service Review	-80	605
v	Tall Colvide Neview	-80	605
Maria and Elect Maria	0	0	00
Waste and Fleet Management	Suspension of Green Waste	<u>-9</u> -9	90 90
		-9	90
	Total Service Redirections	-157	2,065
	Total Strategic Redirections	-157	2,305
	rotal otrategic itealiections	-137	2,303

CAPITAL PROGRAMME BID

ANALYSED BY FUNDING

	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000
HIGHWAYS & ENGINEERING	£ 000	£ 000	£ 000	£ 000	£ 000
Street Lighting- Concrete Columns Renewal					
- Credit Approvals	90	600	660	710	770
Street Lighting Renewals (capacitor replacement)					
- Credit Approvals	40	80	80	80	80
Highway Drainage - Credit Approvals	50	150	150	150	150
A6 Blackrod Bypass Drainage - Credit Approvals	100	0	0	0	0
Capital Programme 2006/07 – Local Transport Plan					
- Credit Approvals (LTP)- External Funding	2,613 795	0 0	0 0	0 0	0
Public Rights of Way Improvement Plan					
- Credit Approvals	10	68	0	0	0
Street Lighting – Energy / Carbon Reduction					
- Prudential borrowing	150	250	250	250	250
Illuminated Bollards & Signs - Energy / Carbon Reduction					
- Credit Approvals	40	185	185	185	185
NEIGHBOURHOOD SERVICES					
Queens Park Refurbishment	100	000		2	
Credit ApprovalsNational Heritage Lottery Fund	100 1269	300 0	0	0	0 0
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	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000
Asset & Infrastructure Programme - Credit Approvals	70	90	90	90	90
Equipped Play Area Strategy - External	100	0	0	0	0
Access To Nature - Credit Approvals	19	0	0	0	0
BEREAVEMENT SERVICES					
Heaton Cemetery (extension) - Credit Approval	50	100	0	0	0
Heaton Cemetery Mercury emissions					
- Credit Approvals	300	300	0	0	0
MARKETS					
Ashburner Street Market - Roof Refurbishment					
- Credit Approvals	100	0	0	0	0
Ashburner Street Market - Electrical Installations					
- Credit Approvals	100	0	0	0	0
TRANSPORT					
Replacement of Fleet Vehicles - Prudential borrowing	80	0	0	0	0
Installation of Bunkered Fuel - Credit Approvals	50	0	0	0	0
WASTE					
Replacement of Waste & Recycling Bins					
- Credit Approvals	135	370	370	370	370

CROSS DEPARTMENTAL ICT - Credit Approvals	
Property - Credit Approvals	

Total Programme Bid

2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000
50	50	50	50	50
50	50	50	50	50
6,361	2,593	1,885	1,935	1,995

SUMMARY OF FUNDING
Credit Approval Bids
Prudential Borrowing
Grants / External Funding
LTP Credit Approvals
Total Funding

2010/11 £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000
1,354	2,343	1,635	1,685	1,745
230	250	250	250	250
2,164	0	0	0	0
2,613	0	0	0	0
6,361	2,593	1,885	1,935	1,995

Appendix E

Personnel Establishment

		Full Time Equivalents			People		
		As at 31/03/10	As At 31/12/10	Varianc e	As at 31/03/10	As At 31/12/10	Varianc e
	Highways & Engineering	221	198	-23	272	245	-27
	Parking Services	11	11	0	12	12	0
	Environmental Care	334	322	-12	342	330	-12
Standard Spending	Civil Contingencies	2	2	0	2	2	0
Accounts	Cemetaries & Crematoria	21	20	-1	22	21	-1
	Building Cleaning	207	184	-23	384	346	-38
	School Meals Service (Catering Services)	276	240	-36	477	407	-70
	Vehicle Fleet Management (Transport)	31	28	-3	31	28	-3
	Social Needs Transport (Vulnerable Persons Transport)	105	97	-8	207	194	-13
Trading Accounts	Supported Employment - Bolmoor & Heaton Fold	27	15	-12	28	16	-12
	Security & Response	38	35	-3	39	36	-3
Markets Division	Markets	16	13	-3	21	17	-4
Management and	Management and Admin	31	30	-1	32	31	-1
and Administration	Unapportionable Overheads	0	0	0	0	0	0
Grand Total		1320	1195	-125	1869	1685	-184