

Adur
District
Council



COUNCIL MEETING
25th FEBRUARY, 2016
AGENDA ITEM NO: 11

Draft Revenue Budget 2016/2017

If Members have any questions regarding the detail behind the Revenue budget, please contact **Jo-Anne Chang-Rogers (01903 221232)** or **Sarah Gobey (01903 221221)** prior to the meeting.

C O N T E N T S

1. **REPORT TO THE EXECUTIVE**
Estimates 2016/17 and setting of 2016/17 Council Tax.

2. **APPENDIX 1**
Revenue Budget Summary Statement 2015/16 – 2020/21.

3. **APPENDIX 2**
Non-Committed Growth

4. **APPENDIX 3**
Schedule of Earmarked Reserves

5. **APPENDIX 4**
Property Analysis – Calculation of Tax Base

6. **RECOMMENDATION FROM THE EXECUTIVE 8 FEBRUARY 2016**

7. **APPENDIX 5 SUMMARY OF EXECUTIVE MEMBER REQUIREMENTS AND PORTFOLIO BUDGETS**
(including Summary of Variations)
 - Environment
 - Health and Wellbeing
 - Customer Services
 - Leader
 - Regeneration
 - Resources

8. **COUNCIL TAX RESOLUTION 2016/17 – To follow**

FURTHER DETAIL ON THE BUDGET IS AVAILABLE ON ADUR-WORTHING INTRANET.

ADUR DISTRICT COUNCIL OVERALL BUDGET ESTIMATES 2016/17 AND SETTING OF 2016/17 COUNCIL TAX

REPORT BY: DIRECTOR OF DIGITAL AND RESOURCES

1.0 SUMMARY

1.1 This report represents the culmination of the annual budget exercise and asks members to consider the following:

- The final revenue estimates for 2016/17;
- An updated outline 5-year forecast; and
- The provisional level of Council Tax for 2016/17, prior to its submission to the Council for approval on the 23rd February 2016. This will be subject to any proposals to change the draft revenue budget following the consideration of the budget proposals by Executive.

1.2 These budgets reflect the decisions taken by Members to date in relation to agreed savings proposals. The report also updates members about the impact of the draft 2016/17 settlement.

1.3 The major points raised within the report include:

- A full update on the impact of settlement. The Council should prepare itself for a difficult few years following the accelerated removal of revenue support grant (see section 3.6) ;
- The Executive will need to consider whether to increase Council Tax by maximum level possible below 2% (1.99%) or by a lower amount (paragraph 5.10); and, finally
- The Executive needs to consider the new growth items outlined in Appendix 2.

1.4 The budget is analysed by Executive Member portfolio. In addition, the draft estimates for 2016/17 have been prepared, as always, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities 2016/17 (except in relation to pension costs adjustments that do not impact either on the Budget Requirement or the Council Tax Requirement).

1.5 The Police and Crime Commissioner has consulted on an increase to the Council Tax for 2016/17 of 3.44% (as one of the lowest precepts in the country they are permitted to increase by £5) and the proposed 2016/17 budget is due to be considered by the Sussex Police and Crime Panel (PCP) on 22nd January 2016. If the proposals are vetoed by the PCP, revised proposals will be considered by the Panel on the 18th February 2016 at which point the Commissioner will be in a position to confirm the Council Tax for 2016/17 in time for Council on the 25th February 2016.

1.0 SUMMARY

1.6 The Chancellor's Autumn Statement in November 2015 announced that:

'... in future those local authorities who are responsible for social care will be able to levy a new social care precept of up to 2% on council tax.'

The Right Honorable George Osborne, Chancellor of the Exchequer

With this policy change, the Government has recognised the major financial strain caused by an ageing population.

1.7 The draft Local Government Settlement confirmed that a 2% council tax increase specifically to support adult social care services is permissible. This is over and above the existing "referendum limit" of 2% permitted for general council tax increases, thereby permitting a maximum council tax increase of 4% for Councils with social care responsibilities.

1.8 The precept for West Sussex County Council has not yet been finalised and will not be confirmed until 19th February 2016. However, it is likely to be just below the permitted 4% at 3.95%. The formal detailed resolution setting the overall Council Tax for next year will be presented direct to the Council Meeting on 25th February 2016.

1.9 The following appendices have been attached to this report:

- (i) **Appendix 1** Revenue Budget Summary Statement 2015/16 – 2020/21
- (ii) **Appendix 2** Non-Committed Growth
- (iii) **Appendix 3** Schedule of Earmarked Reserves
- (iv) **Appendix 4** Property Analysis & Calculation of Tax Base
- (v) **Appendix 5** Adur Budget 2016/17 – Summary of Executive Member Portfolios
- (vi) **Appendix 6** Glossary of technical terms used in Local Government Settlement

2.0 BACKGROUND

2.1 The report covering the "Outline 5-year forecast for 2016/17 to 2019/20 and the Budget Strategy" was considered on 7th July, 2015. This report outlined the Financial Context, the Key Budget Pressures, the Options for Addressing the Budget Gap and the Budget Strategy for Adur and Worthing Councils. The 7th July report proposed a new strategy whose key feature was that the Councils would become self-sufficient by 2020 reliant, by then, only on income from trading and commercial activities, council tax income and business rate income.

2.0 BACKGROUND

2.2 In line with this new strategy, the Councils have set-up several strategic boards, which are responsible for taking forward key initiatives aimed at delivering savings for the future. These boards are:

- The Major Projects Board will lead on delivering projects to increase employment space and additional housing.
- The Digital Programme Board will lead on the delivery of the Digital Strategy and ensure that the benefits are realised from this programme of work.
- The Strategic Asset Management Board will lead on delivering the income growth associated with the Strategic Property Fund; and
- The Customer and Commercial Programme Board will lead on the delivery of the income growth from commercial services and seek to improve the customer experience.

Both the Digital Programme Board and the Customer and Commercial Programme were set explicit targets for 2016/17.

2.3 In addition to the work of the Strategic Boards, the other strands which contributed to the savings targets for 2016/17 include:

- Efficiency reviews
- Procurement reviews
- Base budget reviews

2.4 The subsequent report to the Joint Strategic Committee, on 3rd December 2015 updated Members as to the latest budgetary information and the forecast shortfall, before savings or growth, was revised as follows:

Adur District Council	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000
Overall shortfall - July forecast	1,219	1,807	2,500	3,197	3,924
Overall shortfall – December forecast (including net approved growth)	1,142	1,728	2,419	3,115	3,840
Increase / (Decrease) in shortfall	-77	-79	-81	-82	-84
Savings identified in December 2015 report	-1,090	-1,315	-1,565	-1,815	-2,065
Revised budget shortfall as at December 2015	52	413	854	1,300	1,775

2.0 BACKGROUND

2.5 The 2016/17 savings proposals identified within the report for the Council amounted to £1,090,000.

2.6 Since the meeting on 3rd December 2015, the Adur District Council budget has been finalised and the last adjustments have been included subject to the final considerations about the level of Council Tax and any non-committed growth items. Overall, therefore, the current financial position of the Council for 2016/17 can be summarised as:

ADUR	£'000
Original shortfall as identified in July	1,219
Changes identified in December 2015:	
(a) Improvements to the income from Council Tax	-87
(b) Updated capital financing costs based on 2014/15 outturn	-46
(c) Net committed growth items identified by budget holders	156
(d) Removal of contingency budget	-100
Budget shortfall as at 3rd December 2015	1,142
Main changes to the revenue budget:	
Business Rate Retention Scheme	
2015/16 share of surplus business rates.	-381
Lower business rate multiplier than expected offset by Improving business rate income	-23
Council Tax	
Surplus on collection fund	-8
Settlement	
Provisional New Homes Bonus allocation	-115
Reduction in Baseline funding from Business Rates	27
Change in tariff (amount of business rates paid to government)	-43
Additional reduction in Revenue Support Grant	304
Treasury Management	
NWoW - Delay in the sale of the Civic Centre resulting in a fall in investment income.	191
Adjustment for final items identified	
Implementation of 0.5% levy	31
Reduction in Housing benefit administration grant	40
Changes to the capital programme	
New car park at Lancing Manor Park	4
Final adjustment to allocations between the two Councils	-45
Revised budget shortfall – carried forward	1,124

2.0 BACKGROUND

	£'000
Revised budget shortfall – carried forward	1,124
Less: Net savings agreed in December	-940
Impact of new car park strategy	-150
Adjustment to final savings arising from Housing restructure	-49
Budget surplus to be placed in reserves (before any further action is agreed)	-15

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.1 Combined Spending Review & Autumn Statement 2015

3.1.1 The Chancellor presented a joint Spending Review and Autumn Statement on 25th November 2015, which covered the Government's spending plans for the next four years. The Chancellor announced £12 billion in savings to government departments. Within these spending plans the picture for local government is complex and mixed.

3.1.2 However, whilst The Chancellor highlighted a cash-terms increase in spending for Local Government between now and 2019/20, Revenue Support Grant was to be phased out in its entirety.

'Because the amount we raise in business rates is in total much greater than the amount we give to local councils through the local government grant, we will phase that grant out entirely over this Parliament.'

The Right Honorable George Osborne, Chancellor of the Exchequer

The Chancellor's assertion that there would be a cash-terms increase is based on the assumption that substantial local government funding cuts will be offset by increases in council tax, the new social care levy and business rates receipts.

Local Government – Departmental Expenditure Limit (DEL)					
Departmental Expenditure Limit	£Billion				
	2015/16	2016/17	2017/18	2018/19	2019/20
Funding for Local Government	11.5	9.6	7.4	6.1	5.4
Locally financed expenditure*	28.8	29.0	31.5	33.6	35.1
Total Local Government Spending	40.3	38.6	38.9	39.7	40.5
Annual percentage reduction in funding for Local Government		16.52%	22.92%	17.57%	11.48%
Overall reduction in funding for Local Government					53.04%

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.1 Combined Spending Review & Autumn Statement 2015

* Treasury's own forecasts of the income to be raised from Council Tax, the New Social Care levy and Business rates.

3.1.3 The combined Spending Review and Autumn Statement 2015 announced additional funding for social care, but most of this funding was to come from other parts of local government. The Statement indicated a potential shift in funding from districts to social care and upper tier authorities.

3.1.4 The Summer Budget had announced that 3 million new apprenticeships would be created by 2020, funded by a levy on large employers. The Chancellor announced that, with effect from April 2017, he would introduce a new apprenticeship levy of 0.5% of an employer's pay bill. Every employer will receive a £15,000 allowance to offset against the levy – which means over 98% of all employers - and all businesses with pay bills of less than £3 million - will pay no levy at all. From April 2017, this is expected to cost the General Fund £31,000 a year.

3.2 2016/17 Local Government Finance Settlement

3.2.1 The Secretary of State for the Department for Communities and Local Government (DCLG) Greg Clark delivered the provisional Local Government Finance Settlement on the 17th December 2015. Consultation on the provisional settlement closed on the 15th January 2016. The provisional settlement elaborated on announcements already made in the Chancellor's combined Spending Review and Autumn Statement. In his speech, the Secretary of State Greg Clark confirmed the continuation of the austerity programme

“... More savings need to be made as we finish the job of eliminating the remaining deficit...”

3.2.2 The objectives of the 2016/17 provisional settlement were outlined in the speech as:

- *“the right to spend locally what they raise locally*
- *help with adult social care*
- *expenditure savings which recognise what has already been achieved*
- *recognition of the higher costs of providing services to sparsely populated rural areas*
- *encouragement for cost-saving innovation*
- *rewards for new homes*
- *complete transparency with regard to resource allocation*
- *a move beyond one-year-at-a-time budgeting.”*

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.2 2016/17 Local Government Finance Settlement

The impact on this authority of the combined Spending Review and Autumn Statement and the 2016/17 Local Government Finance Settlement is summarised in the following sections.

3.3 Four Year Settlements – An offer to all councils

3.3.1 In his speech, the Secretary of State announced

“So in this settlement I do something else that local leaders have yearned for. For the first time ever, I offer a guaranteed budget to every council which desires one and which can demonstrate efficiency savings – for next year, and for every year of this Parliament. A 4-year budget to give certainty and confidence.”

The Secretary of State for Communities and Local Government - Greg Clark

The government offers “any council that wishes to take it up a four-year funding settlement to 2019-20.” However, this is dependent of the publication of an efficiency plan. The Government intends to publish further details on the nature of the efficiency plan after final settlement.

3.4 Council Tax Referendum

3.4.1 As part of settlement, the Secretary of State confirmed the referendum criteria:

‘So while this settlement maintains the core referendum threshold at 2%, the threshold for the lowest cost district councils will be £5 a year, so they aren’t punished for being economical while those who have spent more in the past are allowed to spend more now’

The Secretary of State for Communities and Local Government - Greg Clark

3.4.2 The options for the Council Tax increase are discussed in detail later in the report.

3.5 Revenue Support Grant

3.5.1 Revenue grant will be withdrawn from the Councils at a far greater rate than originally expected. The annual fall in Revenue Support Grant for 2016/17 is nearly £0.6m. The Councils had originally expected the grant to be withdrawn in a more measured way (over 4 years) with annual reductions of £270,000 (20% per year).

The grant will be withdrawn over two years with the following impacts:

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.5 Revenue Support Grant

Adur District Council	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000
Original assumption	1,348	1,078	809	539	270	0
Draft settlement	1,348	774	271	0	0	0
Additional withdrawal of grant		-304	-538	-539	-270	0
Decrease year on year (£)		574				
Decrease year on year (%)		42.6%				

This will put greater pressure on the budgets in the first few years of this Parliament.

- 3.5.2 It should also be noted that the 2015-16 Council Tax Freeze Grant has been rolled into Revenue Support Grant (paid only to those authorities which qualified for the council tax freeze scheme in 2015-16), in the same way as the grant has in previous years. In effect the Freeze Grant will be subject to the same cut in funding as Revenue Support Grant

3.6 New Homes Bonus (NHB)

- 3.6.1 Following the 2015/16 Settlement, the future of The New Homes Bonus was uncertain. As part of the provisional 2016/17 settlement speech, Greg Clark confirmed the continuation of New Homes Bonus, but with changes in the future.

'The New Homes Bonus provides valuable funding, and, as importantly, encourages house building.

So I can announce today that I will extend the Bonus indefinitely, but with some changes, on which I am consulting'

- 3.6.2 The provisional local government settlement proposed that the NHB scheme is modified with the following major features:

- (a) Previously NHB had been paid in 6 instalments. This is to be reduced to 4 instalments over 2 years.
- (b) NHB may be withheld if no Local Plan is submitted
- (c) Bonus may be reduced by between 50% and 100% if the scheme goes to appeal
- (d) Only growth over a certain limit will be included in the calculation (currently proposed at 0.25%)

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.6 New Homes Bonus (NHB)

This is the subject of a separate consultation 'New Homes Bonus: sharpening the incentive' which is due to end on the 10th March 2016.

3.6.3 The retention of the New Homes Bonus will benefit those Councils who have capacity to build. This is a particular problem for Adur where there is a shortage of land for housing and what land exists is problematic to develop (e.g on a flood plain). Whilst Adur may well benefit from New Homes Bonus, there will be insufficient housing growth and associated NHB to offset the loss of Revenue Support Grant in the early years.

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000
Original assumption	652	652	590	437	193	86
Draft settlement						
Historic allocations	657	657	437	86		
2016/17 allocation		115	115	115	115	
Potential future allocations			100	250	400	550
Total New Homes Bonus	657	767	652	451	515	550
Increase in grant from previous assumptions		115	62	14	322	464

3.6.4 The New Homes Bonus has been an important source of funding. The 2016/17 allocation for this council is £766,641. It should be noted that the future allocations are indicative at this stage as the final details of the new scheme are dependent on the outcome of the consultation.

3.7 Business Rates – Baseline funding

3.7.1 Retained business rate (baseline funding) is marginally more than expected in the early years. In later years, the Councils will be expected to pay a greater share over to the Government as part of a national exercise to equalise resources. Overall the impact is likely to be:

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000
Adur District Council						
Original assumption	1,604	1,644	1,685	1,727	1,770	1,815
Draft settlement						
Baseline funding	1,604	1,617	1,649	1,698	1,752	1,787
Changes to 'tariff'		43	58	32	-153	-158
Total Business Rates	1,604	1,660	1,707	1,730	1,599	1,629
Increase / decrease (-) from previous assumptions		16	22	3	-171	-186

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.8 Summary

3.8.1 In total the impact on the Councils planning assumptions are as follows (excludes changes to other grants):

	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000
Adur District Council					
Revenue Support Grant	-304	-538	-539	-270	0
New Homes Bonus	115	62	14	322	464
Business Rates	16	22	3	-171	-186
Total increase / decrease (-) in funding	-173	-454	-522	-119	278

3.8.2 In overall terms, the 2016/17 settlement revealed that District and Borough Councils were the second most heavily affected class of authority by an overall cut in funding of 16.96%, only marginally less than the most affected Shire County Councils without fire (17.13% drop). For districts, this is even greater than last year's drop of 15.34%.

YEAR-ON-YEAR CHANGE FOR THE 2016/17 SETTLEMENT			
Class of Local Authority	2015-16 Adjusted settlement Funding Assessment	2016-17 Settlement Funding Assessment	Overall Reduction in funding
	£million	£million	%
England	21,249.94	18,601.46	-12.46%
London Area	4,996.89	4,555.10	-8.84%
Metropolitan Areas	5,597.71	4,999.32	-10.69%
Shire Areas	10,652.06	9,043.75	-15.10%
London Area			
London Boroughs	3,833.40	3,398.55	-11.34%
GLA	1,163.49	1,156.56	-0.60%
Metropolitan Areas			
Metropolitan Districts	5,335.24	4,751.58	-10.94%
Metropolitan Fire Authorities	262.46	247.75	-5.61%
Shire Areas			
Shire unitaries with fire	372.76	321.61	-13.72%
Shire unitaries without fire	3,993.16	3,459.31	-13.37%
Shire counties with fire	2,009.19	1,677.09	-16.53%
Shire counties without fire	2,905.97	2,408.24	-17.13%
Shire districts	951.09	789.80	-16.96%
Combined fire authorities	419.88	387.71	-7.66%

3.8.3 Members should be aware that the settlement figures quoted above are provisional only. The consultation period ended on Friday 15th January 2016 with final settlement expected by the 11th February 2016.

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.8 Summary

3.8.4 In previous years, there were few significant change at this late stage. However the late and unexpected amendments to the settlement methodology increase the likelihood of changes. If there are any significant changes arising from the final information members will be briefed before Council.

3.8.5 In addition to the local government finance settlement which is discussed fully above, the final matter than needs to be explored is the full forecast for Business Rates for the next five years.

3.9 Business Rate Retention Scheme

3.9.1 The business rate retention scheme has now been in place for some time.

There are two key features which members are reminded of

- There is a 'safety net' in place for any Council whose actual business rates income falls short of the target income for business rates. The safety net arrangements ensure that no Council loses income of more than 7.5% of Baseline Funding which is equivalent to £121,795.
- A 'levy' is in place for any Council whose business rates exceed the target set. The levy will mean that the Council can only keep 50p of every additional £1 generated over it's share of the business rate target.

For each additional £100,000 raised the Council will keep the following amounts:

	Share of additional income	Additional Levy paid to Treasury	Kept locally
	£'000	£'000	£'000
HM Treasury	50		
County Council	10	5	5
Borough Council	40	20	20
	100	25	25

3.9.2 The forecast for business rates has now been revised for the latest information on appeals, reliefs and changes to rateable values. Overall there has been an increase in the level of expected income due to new hereditaments and increasing rateable values:

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.9 Business Rate Retention Scheme –

Adur District Council	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000
Total business rate income	21,724	22,259	22,876	23,458	24,174
Less: Business rate reliefs awarded	-3,094	-3,171	-3,250	-3,332	-3,415
Net business rate income	18,630	19,088	19,626	20,126	20,759
Less:					
Write offs	-93	-95	-98	-101	-104
Appeals	-258	-264	-269	-274	-280
Net income	18,279	18,729	19,259	19,751	20,375
Less: Share of income paid to Council for administration costs	-89	-91	-93	-96	-98
Net income for purpose of income share calculation	18,190	18,638	19,166	19,655	20,277
Council share of income (40%)	7,276	7,455	7,666	7,862	8,111
Less: Tariff	-5,203	-5,305	-5,492	-6,003	-6,123
Retained business rates	2,073	2,150	2,174	1,859	1,988
Add : S151 grants paid directly to the General Fund	420	431	442	453	465
Total income eligible for levy / safety net calculation	2,493	2,581	2,616	2,312	2,453
Baseline funding	-1,617	-1,650	-1,683	-1,716	-1,751
Surplus / (deficit) business rates	876	931	933	596	702
Less: Levy @ 50%*	-438	-466	-467	-297	-350
Additional retained business rates	438	465	466	299	352
Share of estimated 2015/16 surplus	381	0	0	0	0
Estimated surplus / deficit (-)	819	465	466	299	352
Previous forecast	372	378	390	401	408
Improvement / deterioration (-)	447	87	76	-102	-56

*The levy is now retained by the business rate pool rather than paid over to the County Council.

3.9.3 The Council will fully provide for any known backdated business rates appeals at the 2015/16 year end. From 1st April 2015 appeals against rating assessments could no longer be backdated. As a result, the Council saw a considerable increase in appeals towards the end of 2014/15 as local business sought to submit appeals before the right to have claims backdated was removed. Consequently the level of provision for new and outstanding appeals should reduce from 2016/17 onwards.

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.9 Business Rate Retention Scheme

3.9.4 In 2015/16, there have been two significant developments which have favourably impacted upon the rating income. Firstly, Parker Steel's valuation has increased by £467,000 and the Council has finally received the valuation for the new football academy (£775,000). These changes have resulted in significant additional income in the current year which will benefit the Council in 2016/17.

3.9.5 The forecast for 2016/17 is currently being finalised. The 2016/17 NNDR return which underpins this forecast is due to be submitted by the 31st January and any substantial changes resulting from the final assessment of the business rate income will be reported verbally to members at the meeting.

3.9.6 Looking further ahead, the generation of additional business rates is one of the solutions to the Council's ongoing financial pressures especially in light of the Government's commitment to return all of business rates to Local Government. Members will be aware that there are several schemes progressing within the Council which will create employment space. Examples include: the Parcellforce site and the potential biomass plant at Shoreham Port.

3.9.7 The Council is now participating in a County based business rates pool. The business rates pool has been approved by DCLG. Participating in the pool will enable the participating Councils to retain any 'levy' paid which will be set aside to fund economic regeneration initiatives within the County area. The equates to an estimated additional business rate income of £1.2m retained locally to benefit the residents of West Sussex.

3.9.8 Finally, it should be appreciated that there are a number of risks associated with the business rate forecast:

- It is difficult to establish the number of appeals which are likely to come forward in any given year. There is no time limit on when an appeal might be lodged.
- There is a specific risk associated with schools becoming academies. If a school assumes academy status then it will become eligible of mandatory rate relief which will reduce the Council's business rate income.
- The Councils have recently received mandatory rate relief claims from the local NHS trusts. Whilst the Council believes the trusts are not eligible for such financial support, until the legal position is clarified, there is a risk that the Council could lose 80% of its income from the NHS Trust sites.

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.9 Business Rate Retention Scheme

- Major redevelopments will temporarily reduce business rate income whilst the site is being redeveloped.

3.9.9 Consequently there could be significant swings in the amount of business rate income in any one year. However, any shortfall in income will be recovered in the following financial year.

3.10 Long term implications of current government policy

3.10.1 The financing of local government has fundamentally changed. We are moving from a grant based on need (Revenue Support Grant) to funding based on performance in the delivery of homes (Council Tax and New Homes Bonus) and the creation of employment space (Business Rate Retention Scheme). Consequently, the income from Council Tax forms a more significant proportion of the Council's overall income and the decision regarding the annual increase has an increasing strategic importance.

3.10.2 Breakdown of general income to the Council:

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000
Council Tax *	5,628	5,691	5,811	5,942	6,075	6,212
Business Rates *	1,874	2,468	2,141	2,195	2,076	2,115
Revenue Support Grant **	1,411	774	271	0	0	0
New Homes Bonus	652	767	652	451	515	550
	9,589	9,546	9,415	9,393	9,318	9,176

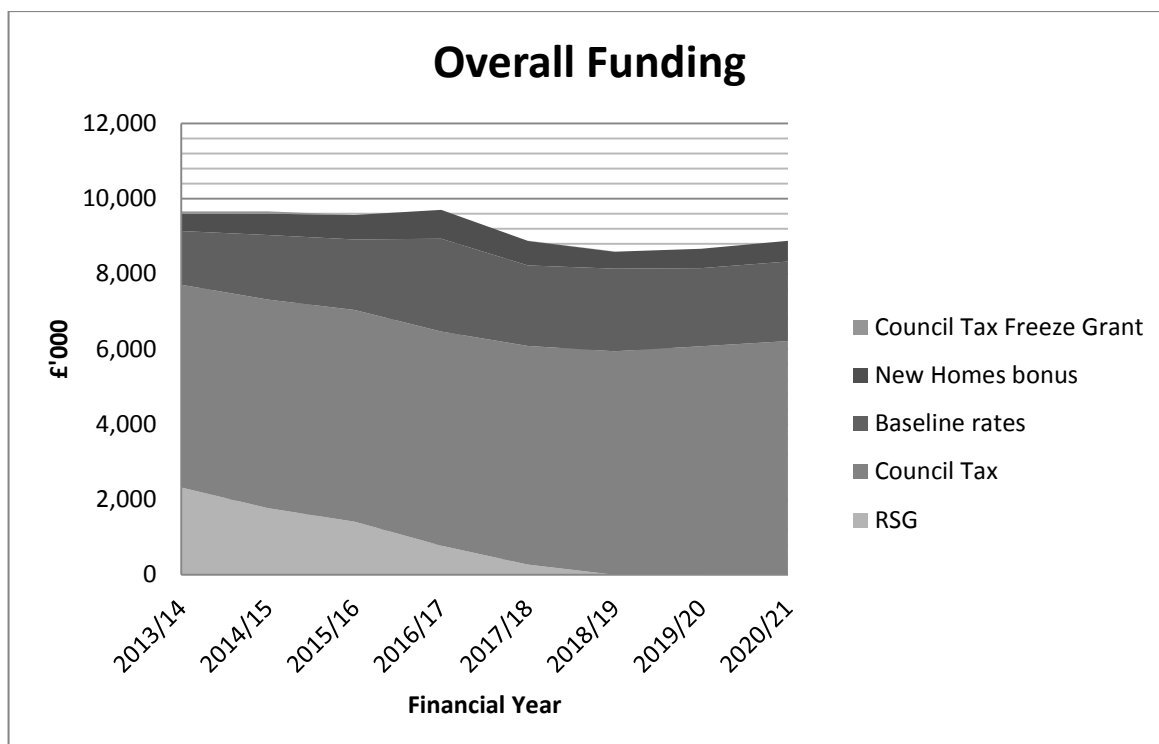
* Includes any surplus or deficit on the collection fund

** Includes the Council Tax Freeze Grant

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Council Tax	58.84%	58.67%	65.48%	69.19%	70.10%	69.97%
Business Rates	19.59%	25.44%	24.12%	25.56%	23.96%	23.83%
Revenue Support Grant	14.75%	7.98%	3.05%	0.00%	0.00%	0.00%
New Homes Bonus	6.82%	7.91%	7.35%	5.25%	5.94%	6.20%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

3.0 COMBINED SPENDING REVIEW & AUTUMN STATEMENT 2015 AND 2016/17 LOCAL GOVERNMENT FINANCE SETTLEMENT

3.10.3 Breakdown of general income to the Council:



4.0 2015/16 BUDGET – CURRENT POSITION

4.1 The revenue monitoring report to the Joint Strategic Committee on 3rd December 2015 projected an overspend for the year of £123,000

	Forecast Over/(Under) spend
	£'000
Building Services Net overspend on parts & labour only partially offset by increased income.	265
Recycling Increase in garden bin & green sack take up.	(44)
Investment Properties Projected shortfall in rental income for recharge to Commerce Way.	65
Housing Services Underspends in Housing Services management & Lettings team	(13)
Vacancies Staff vacancies throughout council being held for future restructures	(150)
Projected Overspend as at 3rd December 2015	123

4.0 2015/16 BUDGET – CURRENT POSITION

- 4.2 As at the end of the 2nd quarter, the anticipated overspend in Adur is due mainly to Building Services.. During 2015/16 more rigorous budget monitoring, involving the respective Executive Members of Resources, has taken place for Building Services. The trends identified as part of the monitoring during 2015/16 have been incorporated into the 2016/17 budgets.
- 4.3 On past evidence, spending patterns between the 2nd quarter budget monitoring and the end of the financial year have shown that it is likely that the position may improve as the year progresses. The final outturn for 2015/16 will be reported when the outturn report comes before the Joint Strategic Committee in July 2016. Any overspends will have to be funded from the Council's reserves. Any final recommendations must be deferred until the outturn results are known.

5.0 DRAFT REVENUE ESTIMATES 2016/17

- 5.1 Detailed budgetary work is now complete and the estimate of the budget requirement (net of any proposed transfers to reserves) is £9,739,740. This includes the savings agreed at Joint Strategic Committee in December.
- 5.2 The final budget will be dependent on Members consideration of the non-committed growth proposals, and the Council Tax increase that Members are prepared to support.
- 5.3 The key question of how the net budget requirement of £9.74m translates into the Council Tax charge can now be determined as the proposed details of the Local Government Finance Settlement have been received. Any final changes arising from settlement will be dealt with through the reserves. However, if there is a significant reduction in government resources, in-year action will be needed to reduce the final impact on the reserves.
- 5.4 Details of all of the main changes in the base budget from 2015/16 to 2016/17 are at Appendix 1. A breakdown of each Executive Member's summary budget is attached in Appendix 5. The changes can be summarised briefly as follows:

	£'000	£'000
2015/16 Original Estimate		9,525
Add: General Pay and Price Increases		314
Add: Committed and Unavoidable Growth:		
Increased Expenditure as per 3 year forecast (net of any proposed use of reserves)	667	
Reduced Income as per 3 year forecast	191	
Impact of Capital Investment Programme	153	1,011
Balance carried forward		10,850

5.0 DRAFT REVENUE ESTIMATES 2016/17

	£'000	£'000
Balance bought forward		10,850
Less: Compensatory savings/Additional Income:		
Compensatory savings	-	
Additional income	-13	-13
2016/17 budget prior to agreed savings		10,837
Less: Savings agreed by members		
Approved in December	-1,090	
Final adjustment to saving arising from the Housing restructure	-49	
Final adjustment to the allocation of costs between the Councils	-45	
		-1,184
Executive Member requirements		9,543
Potential contribution to reserves*		15
Potential budget requirement before external support		9,668
Collection fund surplus		-8
2016/17 BUDGET REQUIREMENT		9,660
*The planned contributions to and from the reserves are analysed in Appendix 3. The final amount will depend on the decisions made about the non-committed growth items and the Council Tax increase.		

5.5 The estimates reflect the Council's share of the Joint Strategic Committee budget. The allocation of the costs of joint services under the remit of the JSC has been the subject of an annual review this year.

5.6 As part of the review of the allocation of support services there have been some changes for individual services which are reflected in the detailed budgets. It is important to note that this does not change the overall cost of the support services to each Council, but that it does influence the size of the share that each service takes, the proportion allocated to the HRA, and the proportion borne by the General Fund and the Capital Investment Programme.

Further details can be provided by request from Jo-Anne Chang-Rogers (Finance Manager) or Sarah Gobey (Chief Financial Officer).

5.7 The current net estimated 2016/17 spend is more than previously predicted and is mainly due to the following factors:

5.0 DRAFT REVENUE ESTIMATES 2016/17

	£'000
Delay in the sale of the Civic Centre - Lost investment income	191
Reduction in Housing Benefit Administration Grant	40
Introduction of the 0.5% apprenticeship levy	31

5.8 In addition to the above, the projected surplus on the Collection Fund is now estimated to be £45,910, of which £7,900 is the District Council share. This is a minor surplus in light of the overall income due which exceeds £32.1m, and is due to an improved level of income to the collection fund and a reduction in the cost of the Council Tax support scheme.

5.9 Members are now faced with two questions:

- What level of Council Tax to set?
- Which of the growth items in Appendix 2 to accept?

The decisions made today will be reflected in the budget papers presented to Council.

5.10 The Council Tax increase:

5.10.1 The budget forecast currently assumes that Council Tax will increase by just under 2.0% in 2016/17.

5.10.2 In the recent consultation the responses to increasing council tax were as follows.

Responses to 2016/17 potential Council Tax increase	%
A small increase which will help the Councils to protect priority services	63.2
To continue to freeze Council Tax and potentially reduce services	36.3
Not answered	0.5
	100.0

The consultation responses are similar to previous years which also indicated public support for a small increase.

5.10.3 An average annual 1.99% uplift in Council Tax would be a modest increase in the District Council share of the bill for 2016/17 as follows:

5.0 DRAFT REVENUE ESTIMATES 2016/17

5.10 The Council Tax increase:

Adur District Council	£
Average Band D Council Tax in 2015/16	271.53
Annual impact of 1.99% increase	5.42
Amount per week	0.10

5.10.4 Members should also be aware that the Police and Crime Commissioner has been consulting on a 3.44% increase for the Police Authority share of the overall bill. There are indications that the County Council will set a 3.95% increase, just under their permitted 4%. Consequently, the total overall increase in the Council Tax bill for an average band D property would be just over 3.5%:

	2015/16	2016/17 (Indicative)	%
	£	£	
Adur District Council	271.51	276.93	1.99%
West Sussex District Council	1,161.99	1,207.89	3.95%
Sussex Police and Crime Commissioner	143.91	148.86	3.44%
	1,577.41	1,633.68	3.57%

5.10.5 There are long term consequences to continuing to setting a Council Tax increase much lower than the maximum permitted 2%. This is particularly significant at the moment, given the scale of the reduction in Government funding that the Council will experience over the next 3 years.

Adur District Council	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000
Council Tax income if Council Tax is increased by just under 2.0% every year	5,683	5,811	5,942	6,075	6,212
Council Tax income if Council Tax is frozen every year	5,572	5,585	5,599	5,613	5,626
Fall in income per annum if Council Tax is frozen	111	226	343	462	586

5.10.6 Members are asked to consider which level of Council Tax increase that they support. Each 1% of increase in Council Tax is worth £56,000 and increasing Council Tax by an average of 1.99% will protect the longer term financial interests of the Council.

5.0 DRAFT REVENUE ESTIMATES 2016/17

5.11 Uncommitted Growth Items:

5.11.1 Attached in Appendix 2 is a listing of the new uncommitted growth items which total £107,700. The current draft budget includes an allowance of £60,000 for such items. Members are asked to consider which of the items should be included within the revenue estimates for 2016/17.

5.12 Depending on the choices made regarding the Council Tax increase and the new growth items; the overall budget position will be:

	£'000	£'000
Net budget requirement		9,693
Less: Government grant	774	
Baseline Funding	1,617	
Share of additional Business Rate income	819	
Council Tax (1.99% increase)	5,683	
New Homes Bonus	767	
Council Tax Support Scheme	40	
Administration Grant		
Collection Fund surplus	8	-9,708
Estimated budget surplus based on 1.99% Council Tax increase brought forward		-15
Net maximum impact of accepting the growth items (Appendix 2)		48
		33
Maximum contribution from reserves		-33
		-

6.0 IMPACT ON FUTURE YEARS

6.1 The impact of the proposed changes on the overall revenue budget for the next 5 years is shown in Appendix 1 (which includes an assumed 1.99% tax increase for 2016/17 which is to be considered as part of this report). The difficult settlement, together with the other agreed changes to the budget means that the Council is likely to face a minimum shortfall of:

6.0 IMPACT ON FUTURE YEARS

	Expected shortfall (Cumulative)				
	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000
Cumulative budget shortfall	1,169	2,435	3,179	3,274	3,551
Less:					
Net savings agreed in December	-1,184	-1,184	-1,184	-1,184	-1,184
Net Impact of accepting all the growth items at appendix 2	48	56	-	-	-
Potential contribution from reserves to be agreed	-33	-	-	-	-
Adjusted cumulative budget shortfall	-	1,307	1,995	2,090	2,367
Savings required each year	-	1,307	688	95	277

6.2 The continuation of the 'austerity measures' has had significant consequences for the Council. Looking ahead, the stimulation of the local economy and provision of additional housing will be two of the measures which will help protect the Council's services. There are potentially three benefits which flow from an improving economy and which will directly improve the council's financial position:

- Increased income from business rates which is discussed fully in section 3 above;
- Reduced cost of Council Tax benefits from any new jobs created;
- Additional Council Tax income from each new home;

The creation of the major projects team last year is part of the strategy to further stimulate the local economy.

6.3 However, these measures are unlikely to be enough. The Council has already embarked on a strategy to generate additional income and to seek new investment opportunities. However, there will inevitably need to be a continuing emphasis on efficiency and value for money in the annual savings exercise. In addition, the Council will need to continue to focus its scarce resources on key priorities.

7.0 RESERVES

- 7.1 Sections 26 and 27 of The Local Government Act 2003 require the Council's Chief Financial Officer to comment on the adequacy of the Council's reserves. The reserves have therefore been reviewed in accordance with best practice as advised by the Chartered Institute of Public Finance and Accountancy (CIPFA) in LAAP 77 'Local Authority Reserves and Balances'.
- 7.2 To enable a view to be taken on the adequacy of reserves, Members need to be aware that, broadly speaking, there are two categories of revenue reserves relevant to the Council. The **General Fund Working Balance** which primarily is available to cushion the impact of uncertain cash flows and act as a (6%) contingency to meet unforeseen costs arising during a budget year (e.g. supplementary estimates); and **Earmarked Reserves** which are sums held for specific defined purposes and to meet known or predicted liabilities. Both categories of reserves can be used on a planned prudent basis to underpin the annual budget.
- 7.3 The Council's established policy is to maintain the General Fund Working Balance at between 6 – 10% of net revenue expenditure. This is even more important in the current economic climate when there are so many uncertainties. The balance as at 31st March 2015 was £540,000 which was 5.6% of net revenue expenditure – just below the range of 6%-10% set by the Council.

The year-end level on the General Fund Working Balance for the foreseeable future, therefore, is estimated as follows:

		£'000	%
31.03.2016	Balance carried forward – per Final Accounts	540	5.6
31.03.2017	No planned drawdown or contribution expected	540	6.1
31.03.2018	No planned drawdown or contribution expected	540	6.3
31.03.2019	No planned drawdown or contribution expected	540	6.2

The reduction in revenue support grant and the resultant decrease in the Council's net spend means that the same level of working balance equates to a higher percentage of net revenue expenditure.

- 7.4 On the basis of the year-end figures above, and taking into account past performance and the acknowledged track record of sound financial management in this Council, I believe the working balance is adequate for its purpose. In forming this view I have considered the following potential impacts upon the Council's finances:

1. A further fall in interest rates of 0.5% would cost the Council in a region of £100,000 in 2016/17.

7.0 RESERVES

2. A pay award of 1% more than currently allowed for within the budget would cost the General Fund approximately £108,000.
3. Further adverse falls in income from such sources as development control income, car parks and land charges.
4. Demand is increasing for services such as homelessness and housing benefit which may well lead to increased (and unbudgeted) costs.
5. Other unforeseen circumstances such as the failure of a major contract
6. Any use of the working balance would be difficult to recoup in the short term. Consequently, the reserve needs to be sufficient enough to cope with at least two years of adverse impacts.

Against this background, and especially given the current economic climate, it is important that the Council has minimum reserves in 2016/17 of £530,000 or 6% of net revenue spend as laid out in the current policy. However, it is unlikely that the Council will need in excess of £885,000 in the working balance which is roughly equivalent to 10% of net revenue spend. Consequently, the current policy of holding balances of between 6% and 10% is valid and the forecast level falls within these parameters.

- 7.5 The estimated balance of general fund earmarked reserves as at 31st March, 2016 is £874,000, although this reduces to £626,000 if any Section 106 sums held for future environmental improvements, grants, and any specific capital resources are excluded. A detailed schedule of the earmarked reserves is attached at Appendix 4. The significant risks to the overall budget and the Council's reserves are detailed below.
- 7.6 With a lower level of reserves, it is now critical that these reserves be used only as a funding resource of last resort until such time as the reserve level has recovered to some extent.
- 7.7 In all probability, the Council will continue to have occasional opportunities to put money into earmarked reserves rather than solely to drawdown on a planned basis. Even without this, I believe the earmarked revenue reserves are adequate for their particular purposes provided that they are used sparingly. The size and nature of the risks to the overall budget leaves the Council with no room for using these reserves for new on-going spending initiatives. The Council should maintain its current policy of spending its scarce earmarked reserves on:
 - supporting one-off rather than recurring revenue expenditure;
 - dealing with short-term pressures in the revenue budget; and
 - managing risk to the Council's budget.

8.0 SIGNIFICANT RISKS

8.1 Members will be aware that there are several risks to the Council's overall budget. These can be summarised as follows:-

- (i) **Income** - The Council receives income from a number of services which will be affected by demand. These include land charges, development control and now business rates. Whilst known reductions in income have been built into the proposed budgets for 2016/17, income may fall further than expected.
- (ii) **Withdrawal of funding by partners** - All budgets within the public sector are under scrutiny which may lead to partners reassessing priorities and withdrawing funding for partnership schemes. Consequently, the council may lose funding for key priorities and be left with unfunded expenditure together with the dilemma about whether to replace the funding from internal resources.
- (iii) **Inflation** - A provision for 1% inflation has been built into non-pay budgets. Pay budgets have a 2% inflationary increase allowed for. Whilst the Bank of England inflation forecasts expect that inflation will gradually return to 2% in 2016/17, there is a risk that inflation will run at a higher rate than allowed for within the budget. Each 1% increase in inflation is equivalent to the following amount:

	1% increase
	£'000
Pay	108
Non-pay	20

8.2 To help manage these risks, the council has a working balance of £540,000 and other earmarked reserves are also available to the Council to help mitigate these risks.

9.0 CONSULTATION

9.1 The Council has undertaken a light touch consultation exercise this year. The consultation has taken the form of an on-line survey and leaflets placed in the main buildings.

9.2 The focus of this year's consultation was around the potential changes to Council Tax Reduction Scheme, and the level of Council Tax increase that the public would support. The results regarding the Council Tax increase are detailed in section 5.10 of the report.

10.0 UPDATE TO PRUDENTIAL INDICATORS

- 10.1 The Council's budget fully reflects the cost of financing the capital programme. Members have previously approved sufficient growth to accommodate the proposed capital programme.
- 10.2 Under the Prudential Code of Practice and the capital finance system introduced in April 2004, the capital programme is based on the Council's assessment of affordability. This includes any new borrowing which the Council wishes to undertake. The Council has considered the revenue consequences of any proposed capital programme in agreeing the budget strategy for 2016/17. The Council has a fully funded capital programme and the associated revenue costs are built into the budget for 2016/17 and future years.
- 10.3 The Prudential Code of Practice requires the Council to set a series of indicators to show that the capital programme has due regard to affordability, sustainability and prudence. These will be considered in detail in the report entitled 'Joint Treasury Management Strategy Statement and Annual Investment Strategy 2016/17 to 2018/19 for Adur District Council and Worthing Borough Council', which is to be discussed at the Joint Strategic Committee on the 2nd February 2016.

11.0 COMMENTS BY THE CHIEF FINANCIAL OFFICER

- 11.1 Section 25 of the Local Government Act 2003 requires an authority's Chief Financial Officer to make a report to the authority when it is considering its budget and Council Tax. The report must deal with the robustness of the estimates and the adequacy of the reserves allowed for in the budget proposals, so Members will have authoritative advice available to them when they make their decisions. The Section requires Members to have regard to the report in making their decisions.
- 11.2 As Members are aware, local authorities decide every year how much they are going to raise from Council Tax. They base their decision on a budget that sets out estimates of what they plan to spend on each of their services. Because they decide on the Council Tax in advance of the financial year in question, and are unable to increase it during the year, they have to consider risks and uncertainties that might force them to spend more on their services than they planned. Allowance is made for these risks by:
- making prudent allowance in the estimates for each of the services, and in addition;
 - ensuring that there are adequate reserves to draw on if the service estimates turn out to be insufficient.

11.3 Overall view on the robustness of the estimates:

Subject to the important reservations below, a reasonable degree of assurance can be given about the robustness of the estimates and the adequacy of reserves. The exceptions relate to:

11.0 COMMENTS BY THE CHIEF FINANCIAL OFFICER

- (1) The provision of estimates for items outside of the direct control of the Council:
 - Income from fees and charges in volatile markets, e.g. car parks and development control fees.
 - External competition and declining markets, particularly during a recession. E.g. Local land charges and building control fees.
 - Changes to business rate income due to revaluations, redevelopments and increases in mandatory rate relief.
- (2) Cost pressures not identified at the time of setting the budget. This would include items such as excess inflation.
- (3) Initiatives and risks not specifically budgeted for.

It will therefore be important for members to maintain a diligent budget monitoring regime during 2016/17.

- 11.4 The Chief Financial Officer's overall view of the robustness of the estimates is, therefore, as follows:

The processes followed are sound and well established and identical to those that produced robust estimates in the past. The Council has also demonstrated that it has a sound system of financial management in place.

12.0 COUNCIL TAX SETTING

- 12.1 The Council is obliged to raise the balance of its resources after grant to finance the General Fund Revenue Budget from its local Council Taxpayers. The Adur District Council Tax will be added to the Precepts from West Sussex County Council and the Sussex Police and Crime Commissioner to form a combined Council Tax to levy on the taxpayers of Adur District.
- 12.2 Once the Executive has reached a decision on the Total Budget Requirement it wishes to recommend to the Council for the 2016/17 Budget, the resulting Council Tax for the District can be set. This takes into account the Total Aggregate External Finance (Revenue Support Grant and Business Rates contributions) and any contribution to or from the local Collection Fund.
- (a) The following table shows the net sum to be raised from local Council Taxpayers in 2016/17 prior to the consideration of the budget proposals. This is based on an average 1.99% Council Tax increase:

12.0 COUNCIL TAX SETTING

	£	£
Net 2016/17 Budget *		9,707,560
Less:		
Aggregate External Finance:		
Revenue Support Grant	-773,930	
Baseline Funding	-1,617,270	
Additional retained business Rate income	-818,820	
New Homes Bonus	-766,640	
Council Tax Reduction Scheme Administration Grant (tbc)	-40,000	
Contribution from the Collection Fund surplus (as per paragraph 5.8)	-7,900	
		-4,024,560
Balance to be raised from Council Tax		5,683,000

* 2016/17 budget requirement after any contribution to or from reserves required to balance the budget.

Within section 5 of the report, members are given the options for the Council Tax and approving the non-committed growth items. Any reduction in income resulting from a lower Council Tax increase would be funded from the reserves.

(b) Council Tax Base

The Council's Tax base for 2016/17 is 20,520.6 Band D equivalent properties. There is an increase to the current year base of 20,155.60 which is due to an increasing number of homes and the falling cost of Council Tax benefits. The full calculation of the tax base is shown in Appendix 4.

	2015/16 Tax Base	2016/17 Tax Base
Lancing	6,017.60	6,096.50
Sompting	2,677.90	2,719.40
Unparished	11,460.10	11,704.70
TOTAL	20,155.60	20,520.60

12.0 COUNCIL TAX SETTING

12.3 Adur District Council:

(c) Special expenses

At the extraordinary meeting of Council held on 10th January 1995, Maintenance of recreation grounds and provision of community buildings were agreed as special expenses not chargeable in the Lancing area under the terms of Section 35 of the Local Government Finance Act 1992. In 2016/17 expenditure of £257,210 (£252,710 in 2015/16) falls under the resolution and will need to be financed by a Band D Council Tax of £17.82, to be charged in all areas of the District except Lancing, which is the same as the previous year's.

(d) Adur District Council Band D Council Tax

Members are now asked to consider which level of Council Tax to set for 2016/17. An average Council Tax increase of 1.99% will ensure that the Council has a balanced budget. The Council tax will vary in the different areas of the District due to the impact of both special expenses and the Parish Council precepts

Area	2015/16	2016/17 (Average 1% increase)	2016/17 (Average 1.99% increase)
	£	£	£
Lancing	259.02	261.63	264.33
Percentage increase		1%	2.05%
Annual increase (Band D)		2.61	5.31
Weekly increase (Band D)		0.05	0.10
Shoreham, Southwick, Sompting and Coombes			
Basic Council Tax	259.02	261.63	264.33
Special Expenses	17.82	17.82	17.82
TOTAL in Shoreham, Southwick, Sompting and Coombes	276.84	279.45	282.15
Percentage increase		0.9%	1.92%
Annual increase (Band D)		2.61	5.31
Weekly increase (Band D)		0.05	0.10

12.0 COUNCIL TAX SETTING

12.4 West Sussex County Council and Sussex Police Authority

- (a) The County Council requirements are expected to be confirmed on 19th February, 2016. The Police and Crime Commissioner's proposed increase of around 3.44% is due to be considered by the Police and Crime Panel on 22nd January. The latest date that any increase by the Police and Crime Commission will be confirmed is the 18th February 2016.

	2015/16 £	2016/17 £
West Sussex County Council	1,161.99	t.b.a.
Sussex Police Authority	143.91	t.b.a.
TOTAL	1,305.90	t.b.a.

12.5 Lancing and Sompting Parish Precepts

- (a) Lancing Parish Council precept has been set at £282,170 at its meeting on 7th October 2015 which is at the same level as 2015/16.
- (b) Sompting Parish Council precept has remained at £82,700 approved at the meeting of the Council on 9th December 2015 which is at the same level as 2015/16.

12.6 Overall Council Tax

The final figures for all authorities will be incorporated into the formal Council Tax setting resolution to be presented to the District Council at its meeting on 25th February 2016.

13.0 CONCLUSION

- 13.1 This has been a very difficult settlement. The Council has seen the withdrawal of a significant amount of Revenue Support Grant. However, to meet this challenge the Council has identified over £1m of savings and is now in the position to set a balanced budget.
- 13.2 Looking further ahead, 2017-18 will be even more difficult as the Council expects another significant reduction in grant and has only limited opportunities to lever in New Homes Bonus. Consequently, the strategy of delivering income growth and efficiencies through the digital agenda assume a greater importance.

13.0 CONCLUSION

- 13.3 However, provided we meet this challenge, the Council will become increasingly financially resilient over the next 5 years as Revenue Support Grant disappears and we become largely funded by our community through Council Tax and Business Rates.
- 13.4 The aims of Surf's Up are critical to our success. Developing the local economy to increase employment space and local jobs together with the provision of new homes is one of the strategic measures that the Council can take to protect its longer term financial interests, however there will be inevitably be some difficult days ahead as the Council seeks to address the remaining budget shortfall.
- 13.5 There will need to be a sharp focus on financial health over the next couple of years whilst we balance the budget and rebuild the reserves. However, we must not forget that the Council has a good track record in dealing with such challenges
- 13.6 Finally, in preparing the strategy and forecast for 2016/17 an assessment was carried out of the significant risks and opportunities which may have an impact on the Council's budget. Where quantifiable, the budget has been adjusted accordingly but it is important to acknowledge that there are still some risks to the overall position which may have to be funded from reserves. Members will continue to receive regular budget monitoring reports and updates to the Council's 5-year Medium Term Financial Plan, to ensure that the financial challenges ahead are effectively met.

14.0 RECOMMENDATIONS

14.1 The Executive is recommended to:

- (a) Approve the non-committed growth items detailed at appendix 2;**
- (b) Agree to recommend to Council the draft budgets for 2016/17 at Appendix 7 as submitted in Executive Member Portfolio order, and the transfer to Reserves leading to a net budget requirement of £9,739,740 , subject to any amendments above;**
- (c) Consider which band D Council Tax to recommend to Council for Adur District Council's requirements in 2016/17 as set out in paragraph 12.3; and**
- (d) Agree to recommend to Council the special expenses of £17.82 per band D equivalent charged in all areas of the District except Lancing;**

Local Government Act 1972

Background Papers :

Report to the Joint Strategic Committee 7th July 2015 Outline forecast 2016/17 to 2020/21 and Budget Strategy

Report to the Joint Strategic Committee 3rd December 2015 Outline 5 year forecast and savings proposals.

Local Authority Finance (England) Settlement Revenue Support Grant for 2016/17 and Related Matters: DCLG Letters and associated papers of 17th December 2015.

Spending Review and Autumn Statement 2015. HM Treasury

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/479749/52229_Blue_Book_PU1865_Web_Accessible.pdf

Local Government Act 2003 and Explanatory Note
“Guidance Note on Local Authority Reserves and Balances” – LAAP Bulletin No. 77 - CIPFA -published in November 2008

Statement of Accounts 2014/15

Report to Joint Strategic Committee 3rd December 2015 – “2nd Revenue Budget Monitoring 2015/16

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ADUR DISTRICT COUNCIL						
Revenue Budget Summary Statement 2015/16 - 2020/21						
	2015/16 Base	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000
Net Spending to be Financed from Taxation						
Base budget	9,525	9,525	9,525	9,525	9,525	9,525
Annual Inflation						
Estimated inflation		314	658	1,013	1,369	1,746
One -off / non-recurring items						
Local Elections (held every other year)		42	-	44	-	46
Committed Growth						
Changes to National Insurance Contributions		252	257	262	267	272
Impact of Pension contribution increase		70	72	73	74	75
Impact of employment levy		31	31	31	31	31
Loss of Housing Benefit Administration Grant		40	40	40	40	40
Growth items identified by Heads of Service		156	156	156	156	156
Impact of capital programme						
Financing costs		133	260	370	484	593
Financing costs - Refuse and Recycling vehicles		16	72	72	72	72
Financing costs - Car Park at Lancing Manor Leisure Centre		4	20	20	20	20
Additional income						
Investment income		(13)	(75)	(137)	(199)	(201)
Delay in selling Civic Centre		191	191	191	-	-
Approved Savings						
Approved Growth items						
Major Projects Team		16	16	16	16	16
Provision for new growth items		60	60	60	60	60
Total Cabinet Member Requirements	9,525	10,837	11,283	11,736	11,915	12,451
Total Cabinet Member Requirements B/fwd	9,525	10,837	11,283	11,736	11,915	12,451
Baseline funding	1,604	1,617	1,649	1,698	1,752	1,787
Less: Safety net pay't / business rate shortfall		-	-	-	-	-
Add: Retained additional business rates	270	438	467	471	306	361
Add: Share of 2015/16 surplus		381				
Adjusted Baseline funding	1,874	2,436	2,116	2,169	2,058	2,148
Revenue Support Grant	1,348	774	271	-	-	-
Council Tax						
Adjusted Council Tax income	5,472	5,683	5,811	5,942	6,075	6,212
Other grants						
Council Tax Freeze grant	63	-	-	-	-	-
New homes bonus (2011/12 - 2016/17)	62	62	-	-	-	-
New homes bonus (2012/13 - 2017/18)	153	153	-	-	-	-
New homes bonus (2013/14 - 2018/19)	244	244	244	-	-	-
New homes bonus (2014/15 - 2019/20)	107	107	107	-	-	-
New homes bonus (2015/16 - 2020/21)	86	86	86	86	-	-

ADUR DISTRICT COUNCIL Revenue Budget Summary Statement 2015/16 - 2020/21						
	2015/16 Base	2016/17	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000
Net Spending to be Financed from Taxation						
New homes bonus (2016/17 -2019/20)	-	115	115	115	115	-
New homes bonus (2017/18 - 2020/21)	-	-	100	100	100	100
New homes bonus (2018/19- 2021/22)	-	-	-	150	150	150
New homes bonus (2019/20 - 2022/23)	-	-	-	-	150	150
New homes bonus (2020/21 - 2023/24)	-	-	-	-	-	150
Total NHB	652	767	652	451	515	550
Collection fund surplus/deficit (-)	156	8	-	-	-	-
Total other grants and contributions	871	775	652	451	515	550
Total Income from Grants and Taxation	9,565	9,668	8,850	8,562	8,648	8,910
(Surplus) / Shortfall in Resources	(40)	1,169	2,433	3,174	3,267	3,542
Contribution to (-) / Use of Reserves to						
Capacity issues reserve	(40)	-	-	-	-	-
Total Income from Reserves	(40)	-	-	-	-	-
AMOUNT REQUIRED TO BALANCE BUDGET	-	1,169	2,433	3,174	3,267	3,542
Savings identified to date:						
Commercial activities and commissioning						
Commercial and Property Board						
Approved December 2015		140	140	140	140	140
Proposed new car park strategy		150	150	150	150	150
Efficiency Measures						
Digital strategy - approved in December 2015		71	71	71	71	71
Restructures and service plan savings not included above approved in December 2015						
Final adjustment to saving arising from the restructure of the Housing Department		49	49	49	49	49
Final adjustment to the allocations between the two Councils						
		45	45	45	45	45
Total future initiatives identified		1,184	1,184	1,184	1,184	1,184
Savings still to be found/ (surplus)		(15)	1,249	1,990	2,083	2,358
Council Tax increase		2.00%	2.00%	2.00%	2.00%	2.00%
Average annual increase (Band D property)		£5.42	£5.53	£5.64	£5.75	£5.87
Average weekly increase (Band D property)		£0.10	£0.11	£0.11	£0.11	£0.11

Non-Committed growth	When / Value?			2016/17			
	2016/17	2017/18	Beyond	Adur - GF	Adur - HRA	Worthing	Total
DIGITAL AND RESOURCES DIRECTORATE	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Digital & Design:</u>							
Provision for new digital strategy to move systems to the cloud	100.0	100.0	0.0	36.0	10.0	54.0	100.0
<i>Benefit/deliverables (outputs, impact on financial savings)</i>							
i) Take advantage of economies of scale from Cloud providers. Improved business continuity and system accessability for users							
<i>Implication of unsuccessful bid</i>							
Continue to be reliant on own servers, continue with existing business continuity issues. Unable to lever in the potential financial benefits arising from the move.							
<u>Finance</u>							
Business Development Fund	75.0	75.0	75.0	30.0		45.0	75.0
<i>Benefit/deliverables (outputs, impact on financial savings)</i>							
i) Resources to provide capacity for funding business case for potential income generating or cost savings schemes							
<i>Implication of unsuccessful bid</i>							
As reserves become more depleted it is becoming more difficult to fund new initiatives. Potential income generating schemes will not be initiated or developed.							

Non-Committed growth	When / Value?			2016/17			
	2016/17	2017/18	Beyond	Adur - GF	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>ECONOMY DIRECTORATE</u>							
<u>Place & Investment:</u>							
Funding for condition surveys on proposed investments acquired by the Strategic Property Investment Fund	25.0	25.0	25.0	10.0		15.0	25.0
<i>Benefit/deliverables (outputs, impact on financial savings)</i>							
i) Ensure that investment in property & potential for income generation is sound							
<i>Implication of unsuccessful bid</i>							
Unable to purchase property to deliver income streams or at miscalculate income potential due to less thorough survey							
<u>CUSTOMER SERVICES</u>							
Creation of additional posts within Customer Services	54.0	65.0	0.0	19.4	5.0	29.6	54.0
The Customer Contact team is currently over-stretched. Benchmarking has been undertaken which reveals that the team is not sufficiently resourced to meet the demands currently placed upon it. It is proposed to build capacity in the team for the next 2 years whilst the team stabilised and undergoes transformational activity.							
<i>Benefit/deliverables (outputs, impact on financial savings)</i>							
Improved capacity within the Customer Service Directorate teams							
<i>Implication of unsuccessful bid</i>							
Insufficient staff to deal with customer demand							

Non-Committed growth	When / Value?			2016/17			
	2016/17	2017/18	Beyond	Adur - GF	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>CHIEF EXECUTIVE</u>							
<p>Policy Officer Support to the Chief Executive to respond to new Government initiatives. For example, the new Devolution Deals</p> <p><i>Benefit/deliverables (outputs, impact on financial savings)</i> The Council will be better placed to respond to new Government Policy initiatives and will be able to lobby more effectively.</p> <p><i>Implication of unsuccessful bid</i> Council misses opportunities presented by new Government initiatives.</p>	34.1	45.5	45.5	12.3	3.4	18.4	34.1
	288.1	310.5	145.5	107.7	18.4	162.0	288.1
less - Current allowance for committed growth items	150.0	150.0	150.0	60.0		90.0	150.0
Additional resources required over that already allowed for within the budgets	138.1	160.5	-4.5	47.7	18.4	72.0	138.1

SCHEDULE OF EARMARKED RESERVES

Reserve	Balance as at 01.04.15 per note 8 of 14/15 SoA	Planned Contributions	Planned Withdrawals	Forecast Balance as at 01.04.16	Planned Contributions	Planned Withdrawals	Forecast Balance as at 31.03.17
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
1. CAPACITY ISSUES FUND Purpose: To enable the Council to fund one-off initiatives. Now includes Carry Forward Reserve.	613	41	(624)	30	15	-	45
2. INSURANCE FUND Purpose: To offset the costs of insurance excesses and fund insurance risk management initiatives.	186	-	(10) *see below	176	-	-	176
3. INVESTMENT PROPERTY MAINTENANCE FUND Purpose: To offset future maintenance costs of investment properties.	68	-	(30)	38	-	-	38

* To be confirmed at year end.

C – Withdrawal to support the Capital Programme, R – Withdrawal to support the Revenue Budget

SCHEDULE OF EARMARKED RESERVES

Reserve	Balance as at 01.04.15 per note 8 of 14/15 SoA	Planned Contributions	Planned Withdrawals	Forecast Balance as at 01.04.16	Planned Contributions	Planned Withdrawals	Forecast Balance as at 31.03.17
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
4. NEW TECHNOLOGY FUND Purpose: To fund additional IT equipment.	22	-	-	22	-	-	22
5. HEALTH AND SAFETY FUND Purpose: To offset unexpected costs arising from health and safety issues.	33	-	-	33	-	-	33
6. LOCAL PLAN RESERVE To fund consultation and preparation of Adur Local Plan	71	-	(39)	32	-	-	32
7. SPECIAL & OTHER EMERGENCY RESERVE	287	-	-	287	-	-	287
8. ELECTION RESERVE	8	-	-	8	-	-	8
C – Withdrawal to support the Capital Programme, R – Withdrawal to support the Revenue Budget							

SCHEDULE OF EARMARKED RESERVES

Reserve	Balance as at 01.04.15 per note 8 of 14/15 SoA	Planned Contributions	Planned Withdrawals	Forecast Balance as at 01.04.16	Planned Contributions	Planned Withdrawals	Forecast Balance as at 31.03.17
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
9. GRANTS & CONTRIBUTIONS HELD IN RESERVES *	248	-	-	248	-	-	248
10. RESIDUAL PROJECTED UNDERSPEND Reserves to be identified at outturn.	-	- *see below	-	-	-	-	-
11. GENERAL FUND WORKING BALANCE	536	-	-	536	-	-	536
TOTAL	2,072	41	(703)	1,410	15	-	1,425
<p>*contributions to be confirmed at year end C – Withdrawal to support the Capital Programme, R – Withdrawal to support the Revenue Budget</p>							

PROPERTY ANALYSIS AND CALCULATION OF TAX BASE										
Properties	Band A -	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Ratio to Band D	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
Number of Dwellings	0.0	2,715.0	4,997.0	11,337.0	6,105.0	1,918.0	716.0	300.0	10.0	28,098.0
Less: Exemptions	0.0	-63.0	-50.0	-84.0	-52.0	-15.0	-3.0	-3.0	0.0	-270.0
	0.0	2,652.0	4,947.0	11,253.0	6,053.0	1,903.0	713.0	297.0	10.0	27,828.0
Disabled Relief Adjustment (net)	8.0	9.0	32.0	-4.0	-25.0	-10.0	-1.0	-3.0	-6.0	0.0
Chargeable Dwellings	8.0	2,661.0	4,979.0	11,249.0	6,028.0	1,893.0	712.0	294.0	4.0	27,828.0
Broken down as follows:										
Full Charge	1.0	907.0	2,674.0	7,650.0	4,396.0	1,508.0	584.0	252.0	1.0	17,973.0
25% Discount (including adj for SP Dis)	7.0	1,747.0	2,299.0	3,583.0	1,620.0	382.0	120.0	34.0	1.0	9,793.0
50% Discount	0.0	19.0	35.0	72.0	38.0	19.0	14.0	10.0	1.0	208.0
0% Discount (Long Term Empty Homes)	0.0	46.0	47.0	84.0	43.0	21.0	6.0	3.0	1.0	251.0
Total Equivalent Number of Dwellings	6.3	2,222.3	4,401.3	10,344.3	5,618.5	1,795.5	677.5	281.5	3.8	25,350.8
Reduction in tax base due to Council Tax Support	3.1	726.9	1,054.1	1,261.9	312.7	51.1	14.2	3.1	0.0	3,427.0
Adjusted equivalent total dwellings	3.2	1,495.3	3,347.2	9,082.4	5,305.8	1,744.4	663.3	278.4	3.8	21,923.8
Band D Equivalents										
Revenue Support Settlement	1.7	985.6	2,586.6	8,050.7	5,299.7	2,130.9	957.7	463.9	7.5	20,484.3
Add: Forecast new homes	0.0	3.0	9.2	25.3	19.2	8.5	4.0	2.0	0.0	71.3
Less: Adjustments for Losses on Collection, and Void Properties	0.0	0.0	0.0	0.0	35.0	0.0	0.0	0.0	0.0	35.0
COUNCIL TAX BASE	1.7	988.6	2,595.8	8,076.0	5,283.9	2,139.4	961.7	465.9	7.5	20,520.6
										20,520.6

DECISION

The following appendices have been updated to reflect the recommendations from Executive as laid out in the Record of Decisions.

DECISION THE EXECUTIVE

- (a) Approve the non-committed growth items detailed at appendix 2;
- (b) Agree to recommend to Council the draft budgets for 2016/17 at Appendix 7 as submitted in Executive Member Portfolio order, and the transfer to Reserves leading to a net budget requirement of £9,739,740 , subject to any amendments above;
- (c) Consider which band D Council Tax to recommend to Council for Adur District Council's requirements in 2016/17 as set out in paragraph 12.3; and
- (d) Agree to recommend to Council the special expenses of £17.82 per band D equivalent charged in all areas of the District except Lancing;

Subsequent to the Executive meeting, final settlement has been received:

The Council will receive a transition Grant of £72,980, which will remove the need to fund an element of the growth items from reserves (£47,700). The residual amount of £25,280 will be placed in the Business Development Fund to resource one-off projects during 2016/17

APPENDIX 5
CIVIC BUDGET TABLE 2016/17
Summary of Executive Member Requirements

INDIVIDUAL MEMBER PORTFOLIOS
Summary and Variance Pages

ADUR BUDGET 2016/2017
Summary of Executive Member Portfolios



APPENDIX 5

EXECUTIVE PORTFOLIO	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
Environment	3,176,270	2,656,010
Health and Wellbeing	1,155,320	1,211,980
Customer Services	1,094,360	1,122,540
Leader	666,010	707,780
Regeneration	1,766,380	1,998,780
Resources	1,954,140	2,396,440
Support Services Depreciation Not Charged To Services	460,930	253,300
NET SERVICE EXPENDITURE	10,273,410	10,346,830
Credit Back Depreciation / Impairments	(1,403,250)	(1,776,510)
Minimum Revenue Provision	995,830	1,181,290
	9,865,990	9,751,610
Transfer to / from Reserves	(301,000)	14,000
Balance Available to Transfer To / (From) Reserves	40,870	14,700
TOTAL BUDGET REQUIREMENT BEFORE EXTERNAL SUPPORT FROM GOVERNMENT	9,605,860	9,780,310
Baseline Funding	(1,603,900)	(1,617,270)
Additional business rate income	(270,730)	(818,820)
Revenue Support Grant	(1,347,920)	(773,930)
Transition Grant	-	(72,980)
Council Tax Reduction Scheme Grant	(40,000)	(40,000)
Council Tax Freeze Grant	(62,550)	-
Other unfenced grants (New homes bonus)	(652,190)	(766,640)
Contribution to/ (from) Collection Fund	(155,720)	(7,900)
AMOUNT REQUIRED FROM COUNCIL TAX	5,472,850	5,682,770
COUNCIL TAX BASE	20,155.6	20,520.6
Average Band D Council Tax - Adur District	271.53	276.93
% increase		1.99%

SERVICE	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
DIRECTOR FOR DIGITAL AND RESOURCES		
Business and Technical Services		
Engineering	115,340	124,730
Surveying & Design	206,890	192,480
	322,230	317,210
DIRECTOR FOR COMMUNITIES		
Environment		
Allotments	55,200	59,990
Cemeteries	247,560	286,530
Parks	798,310	719,900
Dog Warden	50,340	50,380
	1,151,410	1,116,800
Housing		
Public Health Burials	11,250	2,770
	11,250	2,770
Wellbeing		
Environmental Health - Commercial	105,530	85,800
Environmental Health - Domestic	268,620	168,370
	374,150	254,170
DIRECTOR OF ECONOMY		
Growth		
Street Scene	59,010	71,740
	59,010	71,740
DIRECTOR OF CUSTOMER SERVICES		
Waste and Cleansing		
Abandoned Vehicles	24,310	25,730
Car Parking	(106,050)	(266,240)
Clinical Waste	18,160	17,360
Graffiti	15,480	3,680
Pest Control	47,860	18,350
Recycling	(50,300)	(155,090)
Refuse	850,130	823,040
Street Cleansing	572,420	579,010
Trade Refuse	(113,790)	(152,520)
	1,258,220	893,320
TOTAL ENVIRONMENT PORTFOLIO	3,176,270	2,656,010

ADUR - ENVIRONMENT PORTFOLIO - 2016/2017 - SUBJECTIVE ANALYSIS



SERVICE / ACTIVITY	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Capital Charges	TOTAL BUDGET
	£		£	£	£	£	£	£	£	£	£
DIRECTOR FOR DIGITAL & RESOURCES											
Business and Technical Services											
Engineering	-	49,610	40,510	-	15,320	-	(7,840)	97,600	2,340	24,790	124,730
Surveying & Design	-	27,800	144,090	-	120	-	(330)	171,680	2,760	18,040	192,480
DIRECTOR FOR COMMUNITIES											
Environment											
Allotments	-	14,060	40,620	-	-	-	(41,110)	13,570	43,930	2,490	59,990
Cemeteries	-	146,380	254,180	-	-	-	(177,100)	223,460	47,260	15,810	286,530
Parks	-	217,420	242,440	-	52,330	-	(147,820)	364,370	231,190	124,340	719,900
Dog Warden	-	39,190	-	-	-	-	-	39,190	9,720	1,470	50,380
Housing											
Public Health Burials	-	-	-	-	2,770	-	-	2,770	-	-	2,770
Wellbeing											
Environmental Health - Commercial	-	65,560	-	-	1,600	-	(670)	66,490	17,070	2,240	85,800
Environmental Health - Domestic	-	1,980	-	-	15,680	4,650	(11,380)	10,930	157,440	-	168,370
DIRECTOR OF ECONOMY											
Growth											
Street Scene	-	9,090	50	340	39,690	-	(28,480)	20,690	2,490	48,560	71,740
DIRECTOR OF CUSTOMER SERVICES											
Waste and Cleansing											
Abandoned Vehicles	-	-	-	1,100	-	4,690	-	5,790	19,940	-	25,730
Car Parking	-	74,130	105,320	-	126,680	57,800	(655,610)	(291,680)	18,660	6,780	(266,240)
Clinical Waste	-	(2,140)	-	-	-	-	-	(2,140)	19,500	-	17,360
Graffiti	-	(2,290)	-	-	-	-	-	(2,290)	4,220	1,750	3,680
Pest Control	-	13,970	-	-	-	-	-	13,970	3,310	1,070	18,350
Recycling	-	(367,240)	-	-	-	-	-	(367,240)	129,750	82,400	(155,090)
Refuse	-	596,920	-	-	-	-	-	596,920	104,890	121,230	823,040
Street Cleansing	-	593,460	-	-	-	-	(125,360)	468,100	74,200	36,710	579,010
Trade Refuse	-	134,940	-	-	207,870	-	(545,660)	(202,850)	31,260	19,070	(152,520)
	0	1,612,840	827,210	1,440	462,060	67,140	(1,741,360)	1,229,330	919,930	506,750	2,656,010
Percentage Direct Cost	0%	54%	28%	0%	16%	2%					

ENVIRONMENT SERVICES - SUMMARY OF CHANGES SINCE THE ORIGINAL BUDGET - 2016/2017

SERVICE / ACTIVITY	Original Estimate 2015/2016	Inflation	One off - items	Committed Growth	Compensatory savings	Reduction in Income	Impact of Capital programme	Additional Income	Savings	Non-MTFP Other Changes	TOTAL BUDGET
	£	£	£	£	£	£	£		£	£	£
DIRECTOR FOR DIGITAL & RESOURCES											
Business and Technical Services											
Engineering	115,340	1,050	-	-	-	-	-	-	(5,490)	13,830	124,730
Surveying & Design	206,890	2,190	-	-	-	-	-	-	(8,500)	(8,100)	192,480
DIRECTOR FOR COMMUNITIES											
Environment											
Allotments	55,200	(10)	-	-	-	-	-	-	-	4,800	59,990
Cemeteries	247,560	(240)	-	-	-	-	-	-	(12,260)	51,470	286,530
Parks	798,310	1,250	-	15,000	-	-	-	-	(3,450)	(91,210)	719,900
Dog warden	50,340	-	-	-	-	-	-	-	-	40	50,380
Housing											
Public Health Burials	11,250	50	-	-	-	-	-	-	-	(8,530)	2,770
Wellbeing											
Environmental Health - Commercial	105,530	20	-	-	-	-	-	-	-	(19,750)	85,800
Environmental Health - Domestic	268,620	160	-	-	-	-	-	-	-	(100,410)	168,370
DIRECTOR OF ECONOMY											
Growth											
Street Scene	59,010	220	-	-	-	-	-	-	-	12,510	71,740
DIRECTOR OF CUSTOMER SERVICES											
Waste and Cleansing											
Abandoned Vehicles	24,310	20	-	-	-	-	-	-	-	1,400	25,730
Car Parking	(106,050)	(5,890)	-	-	-	-	-	-	(150,000)	(4,300)	(266,240)
Clinical Waste	18,160	-	-	-	-	-	-	-	-	(800)	17,360
Graffiti	15,480	-	-	-	-	-	-	-	-	(11,800)	3,680
Pest Control	47,860	-	-	-	-	-	-	-	-	(29,510)	18,350
Recycling	(50,300)	-	-	-	-	-	-	-	-	(104,790)	(155,090)
Refuse	850,130	-	-	-	-	-	-	-	-	(27,090)	823,040
Street Cleansing	572,420	(2,460)	-	-	-	-	-	-	-	9,050	579,010
Trade Refuse	(113,790)	(8,110)	-	-	-	-	-	-	(15,480)	(15,140)	(152,520)
TOTAL COST	3,176,270	(11,750)	0	15,000	0	0	0	0	(195,180)	(328,330)	2,656,010

HEALTH AND WELLBEING PORTFOLIO

SERVICE	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
DIRECTOR OF COMMUNITIES		
Environment		
Foreshores	(18,310)	7,700
	(18,310)	7,700
Housing		
Adur Homes	(30,680)	7,610
	(30,680)	7,610
Wellbeing		
Community Wellbeing	544,350	553,320
Community Safety	166,260	170,020
Environment Health - Commercial	139,110	139,070
Environment Health - Licensing	95,290	77,120
	945,010	939,530
Business and Technical Services		
Business Services□	46,220	42,150
Engineering	163,760	162,450
Energy & Sustainability□	49,320	52,540
	259,300	257,140
TOTAL FOR HEALTH AND WELLBEING	1,155,320	1,211,980

ADUR - HEALTH AND WELLBEING PORTFOLIO - 2016/2017 - SUBJECTIVE ANALYSIS



SERVICE / ACTIVITY	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Capital Charges	TOTAL BUDGET
	£		£	£	£	£	£	£	£	£	£
DIRECTOR OF COMMUNITIES											
Environment											
Foreshores	-	-	12,260	-	8,600	-	(90,090)	(69,230)	23,200	53,730	7,700
Housing											
Adur Homes	101,700	1,790	-	6,370	40,650	39,650	(269,870)	(79,710)	71,880	15,440	7,610
Wellbeing											
Community Wellbeing	24,850	254,710	1,200	-	222,540	-	(6,400)	496,900	56,420	-	553,320
Community Safety	-	126,020	1,300	-	25,750	-	-	153,070	16,950	-	170,020
Environment Health - Commercial	-	122,370	-	-	8,640	-	-	131,010	8,060	-	139,070
Environment Health - Licensing	-	143,920	-	-	12,960	-	(106,360)	50,520	26,600	-	77,120
DIRECTOR OF DIGITAL & RESOURCES											
Business and Technical Services											
Business Services	-	39,990	-	-	-	-	-	39,990	2,160	-	42,150
Engineering	-	61,190	4,100	-	5,700	-	-	70,990	8,860	82,600	162,450
Energy & Sustainability	-	52,540	-	-	-	-	-	52,540	-	-	52,540
TOTAL COST	126,550	802,530	18,860	6,370	324,840	39,650	(472,720)	846,080	214,130	151,770	1,211,980
Percentage Direct Cost	10%	61%	1%	0%	25%	3%					

HEALTH AND WELLBEING SERVICES - SUMMARY OF CHANGES SINCE THE ORIGINAL BUDGET - 2016/2017

SERVICE / ACTIVITY	Original Estimate 2015/2016	Inflation	One off - items	Committed Growth	Compensatory savings	Reduction In Income	Impact of Capital programme	Additional Income	Savings	Non-MTFP Other Changes	TOTAL BUDGET
	£	£	£	£	£	£	£		£	£	£
DIRECTOR OF COMMUNITIES											
Environment											
Foreshores	(18,310)	(1,300)	-	-	-	-	-	-	(4,290)	31,600	7,700
Housing											
Adur Homes	(30,680)	(3,590)	-	-	-	-	-	-	-	41,880	7,610
Wellbeing											
Community Wellbeing	544,350	20	-	-	-	-	-	-	-	8,950	553,320
Community Safety	166,260	540	-	-	-	-	-	-	-	3,220	170,020
Environment Health - Commercial	139,110	170	-	-	-	-	-	-	-	(210)	139,070
Environment Health - Licensing	95,290	(1,140)	-	-	-	-	-	-	-	(17,030)	77,120
DIRECTOR OF DIGITAL & RESOURCES											
Business and Technical Services											
Business Services	46,220	-	-	-	-	-	-	-	-	(4,070)	42,150
Engineering	163,760	330	-	-	-	-	-	-	(6,770)	5,130	162,450
Energy & Sustainability	49,320	-	-	-	-	-	-	-	-	3,220	52,540
TOTAL COST	1,155,320	(4,970)	0	0	0	0	0	0	(11,060)	72,690	1,211,980

CUSTOMER SERVICES PORTFOLIO



SERVICE	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
DIRECTOR OF COMMUNITIES		
Leisure		
Leisure Strategic Support	544,490	560,200
	544,490	560,200
DIRECTOR OF CUSTOMER SERVICES		
Revenues and Benefits		
Revenues	393,560	395,220
Benefits	156,310	167,120
	549,870	562,340
TOTAL FOR CUSTOMER SERVICES	1,094,360	1,122,540

ADUR - CUSTOMER SERVICES PORTFOLIO - 2016/2017 - SUBJECTIVE ANALYSIS



SERVICE / ACTIVITY	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Capital Charges	TOTAL BUDGET
	£		£	£	£	£	£	£	£	£	£
DIRECTOR OF COMMUNITIES											
Leisure											
Leisure Strategic Support	-	17,380	48,920	-	4,370	170,000	(9,120)	231,550	5,500	323,150	560,200
DIRECTOR OF CUSTOMER SERVICES											
Revenues and Benefits											
Revenues	-	4,100	-	-	-	501,960	(249,850)	256,210	139,010	-	395,220
Benefits	-	4,100	-	-	13,000	21,389,350	(21,415,910)	(9,460)	174,520	2,060	167,120
TOTAL COST	0	25,580	48,920	0	17,370	22,061,310	(21,674,880)	478,300	319,030	325,210	1,122,540
Percentage Direct Cost	0%	0%	0%	0%	0%	100%					

ADUR CUSTOMER SERVICES - SUMMARY OF CHANGES SINCE THE ORIGINAL BUDGET - 2015/2016



SERVICE / ACTIVITY	Original Estimate 2015/2016	Inflation	One off - items	Committed Growth	Compensatory savings	Reduction in Income	Impact of Capital programme	Additional Income	Savings	Non-MTFP Other Changes	TOTAL BUDGET
	£	£	£	£	£	£	£		£	£	£
DIRECTOR OF COMMUNITIES											
Leisure											
Leisure Strategic Support	544,490	540	-	-	-	-	-	-	(15,000)	30,170	560,200
DIRECTOR OF CUSTOMER SERVICES											
Revenues and Benefits	-	-	-	-	-	-	-	-	-	-	0
Revenues	393,560	1,960	-	-	-	-	-	-	(11,050)	10,750	395,220
Benefits	156,310	(4,660)	-	40,000	-	-	-	-	(11,050)	(13,480)	167,120
TOTAL COST	1,094,360	(2,160)	0	40,000	0	0	0	0	(37,100)	27,440	1,122,540

SERVICE	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
CHIEF EXECUTIVE Communications Performance and Scrutiny	15,750	9,870
	15,750	9,870
DIRECTOR OF COMMUNITIES Wellbeing Democratic Services	509,980	520,640
	509,980	520,640
DIRECTOR OF CUSTOMER SERVICES Elections Elections	140,280	177,270
	140,280	177,270
TOTAL for LEADER	666,010	707,780

ADUR - THE LEADER PORTFOLIO - 2016/2017 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Capital Charges	TOTAL BUDGET
	£		£	£	£	£	£	£	£	£	£
CHIEF EXECUTIVE Communications Performance and Scrutiny	-	3,980	-	-	-	-	-	3,980	5,890	-	9,870
DIRECTOR OF COMMUNITIES Wellbeing Democratic Services	205,010	78,020	-	-	18,720	-	(15,600)	286,150	234,490	-	520,640
DIRECTOR OF CUSTOMER SERVICES Elections Elections	42,660	81,750	-	-	41,900	-	(3,200)	163,110	10,060	4,100	177,270
TOTAL COST	247,670	163,750	0	0	60,620	0	(18,800)	453,240	250,440	4,100	707,780
Percentage Direct Cost	52%	35%	0%	0%	13%	0%					

THE LEADER - SUMMARY OF CHANGES SINCE THE ORIGINAL BUDGET - 2016/2017

SERVICE / ACTIVITY	Original Estimate 2015/2016	Inflation	One off - items	Committed Growth	Compensatory savings	Impact of Capital programme	Additional Income	Savings	Non-MTFP Other Changes	TOTAL BUDGET
	£	£	£	£	£	£		£	£	£
CHIEF EXECUTIVE										
Communications										
Performance and Scrutiny	15,750	-	-	-	-	-	-	-	(5,880)	9,870
DIRECTOR OF COMMUNITIES										
Wellbeing										
Democratic Services	509,980	3,790	-	27,000	-	-	-	(4,000)	(16,130)	520,640
DIRECTOR OF CUSTOMER SERVICES										
Elections										
Elections	140,280	810	42,000	-	-	-	-	-	(5,820)	177,270
TOTAL COST	666,010	4,600	42,000	27,000	0	0	0	(4,000)	(27,830)	707,780

SERVICE	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
DIRECTOR FOR COMMUNITIES		
Housing		
Adur Homes	68,310	87,350
Home Improvement Assistance	87,270	65,620
Housing	559,270	632,820
Housing Strategy	29,900	55,560
	744,750	841,350
DIRECTOR OF ECONOMY		
Grants		
Grants	38,340	105,830
	38,340	105,830
Growth		
Planning Policy	258,860	194,680
Major Projects	27,500	59,230
Development Control	384,970	415,340
Regeneration	187,400	256,680
	858,730	925,930
DIRECTOR OF CUSTOMER SERVICES		
Building Control & Land Charges		
Building Control	124,560	125,670
	124,560	125,670
TOTAL FOR REGENERATION	1,766,380	1,998,780

ADUR - REGENERATION PORTFOLIO - 2016/2017 - SUBJECTIVE ANALYSIS



SERVICE / ACTIVITY	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Capital Charges	TOTAL BUDGET
	£		£	£	£	£	£	£	£	£	£
DIRECTOR FOR COMMUNITIES											
Housing											
Adur Homes	34,890	1,080	473,400	430	530	-	(485,400)	24,930	62,420	-	87,350
Home Improvement Assistance	-	91,260	-	-	-	-	(33,110)	58,150	7,470	-	65,620
Housing	-	315,020	-	-	317,750	16,360	(122,480)	526,650	105,770	400	632,820
Housing Strategy	-	31,440	-	-	-	-	-	31,440	24,120	-	55,560
DIRECTOR OF ECONOMY											
Grants											
Grants	143,690	11,090	-	-	-	-	(143,100)	11,680	94,150	-	105,830
Growth											
Planning Policy	-	23,420	-	-	17,190	-	-	40,610	154,070	-	194,680
Major Projects	-	4,000	-	-	-	-	-	4,000	55,230	-	59,230
Development Control	-	541,680	-	-	8,330	5,200	(218,040)	337,170	78,170	-	415,340
Regeneration	-	180,110	-	-	42,430	-	-	222,540	34,140	-	256,680
DIRECTOR OF CUSTOMER SERVICES											
Building Control & Land Charges											
Building Control	-	285,460	-	-	-	-	(185,350)	100,110	25,560	-	125,670
TOTAL COST	178,580	1,484,560	473,400	430	386,230	21,560	(1,187,480)	1,357,280	641,100	400	1,998,780
Percentage Direct Cost	7%	58%	19%	0%	15%	1%					

REGENERATION SERVICES - SUMMARY OF CHANGES SINCE THE ORIGINAL BUDGET - 2016/2017



SERVICE / ACTIVITY	Original Estimate 2015/2016	Inflation	One off - items	Committed Growth	Compensatory savings	Impact of Capital programme	Additional Income	Savings	Non-MTFP Other Changes	TOTAL BUDGET
	£	£	£	£	£	£		£	£	£
DIRECTOR FOR COMMUNITIES										
Housing										
Adur Homes	68,310	(4,550)	-	-	-	-	-	-	23,590	87,350
Home Improvement Assistance	87,270	(650)	-	-	-	-	-	-	(21,000)	65,620
Housing	559,270	1,720	-	-	-	-	-	-	71,830	632,820
Housing Strategy	29,900	-	-	-	-	-	-	-	25,660	55,560
DIRECTOR OF ECONOMY										
Grants										
Grants	38,340	-	-	-	-	-	-	-	67,490	105,830
Growth										
Planning Policy	258,860	340	-	-	-	-	-	-	(64,520)	194,680
Major Projects	27,500	-	-	-	-	-	-	-	31,730	59,230
Development Control	384,970	(4,020)	-	-	-	-	-	-	34,390	415,340
Regeneration	187,400	170	-	6,100	-	-	-	-	63,010	256,680
DIRECTOR OF CUSTOMER SERVICES										
Building Control & Land Charges										
Building Control	124,560	(3,360)	-	-	-	-	-	(14,000)	18,470	125,670
TOTAL COST	1,766,380	(10,350)	0	6,100	0	0	0	(14,000)	250,650	1,998,780

SERVICE	ESTIMATE 2015/2016	ESTIMATE 2016/2017
	£	£
DIRECTOR FOR DIGITAL AND RESOURCES		
Business and Technical Services		
Other Buildings	227,890	239,300
	227,890	239,300
Finance		
Corporate Management	1,346,090	1,462,730
Treasury Management	590,330	647,800
	1,936,420	2,110,530
DIRECTOR FOR COMMUNITIES		
Housing		
Adur Homes	(254,700)	-
	(254,700)	-
DIRECTOR OF ECONOMY		
Growth		
Estates	(241,890)	58,990
	(241,890)	58,990
DIRECTOR OF CUSTOMER SERVICES		
Building Control & Land Charges		
Land Charges	(4,610)	(12,380)
	(4,610)	(12,380)
TOTAL FOR RESOURCES	1,663,110	2,396,440

ADUR - RESOURCES PORTFOLIO - 2016/2017 - SUBJECTIVE ANALYSIS



SERVICE / ACTIVITY	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Transfer to/from Reserves	Capital Charges	TOTAL BUDGET
	£		£	£	£	£	£	£	£		£	£
DIRECTOR FOR DIGITAL & Business and Technical Services												
Other Buildings	-	37,880	40,570	-	4,090	-	-	82,540	3,630	-	153,130	239,300
Finance												
Corporate Management	1,225,550	333,480	121,610	-	(14,310)	28,920	(508,580)	1,186,670	352,800	(62,420)	(14,320)	1,462,730
Treasury Management	-	-	-	-	-	-	(241,560)	(241,560)	62,480	-	826,880	647,800
DIRECTOR FOR COMMUNITIES												
Housing												
Adur Homes	-	-	-	-	-	-	-	0	-	-	-	0
DIRECTOR OF ECONOMY												
Estates												
Estates	-	70,180	126,570	-	14,720	-	(511,380)	(299,910)	170,130	-	188,770	58,990
DIRECTOR OF CUSTOMER SERVICES												
Building Control & Land Charges												
Land Charges	-	49,810	-	-	19,510	-	(92,050)	(22,730)	10,350	-	-	(12,380)
TOTAL COST	1,225,550	491,350	288,750	0	24,010	28,920	(1,353,570)	705,010	599,390	(62,420)	1,154,460	2,396,440
Percentage Direct Cost	60%	24%	14%	0%	1%	1%						

RESOURCES SERVICES - SUMMARY OF CHANGES SINCE THE ORIGINAL BUDGET - 2016/2017



SERVICE / ACTIVITY	Original Estimate 2015/2016	Inflation	One off - items	Committed Growth	Compensatory savings	Impact of Capital programme	Non Committed Growth	Additional Income	Savings	Non-MTFP Other Changes	TOTAL BUDGET
	£	£	£	£	£	£	£		£	£	£
DIRECTOR FOR DIGITAL & RESOURCES											
Business and Technical Services											
Other Buildings	227,890	770	-	-	-	-	-	-	(7,440)	18,080	239,300
Finance											
Corporate Management	1,346,090	32,690	-	31,000	-	-	132,980	-	(24,150)	(55,880)	1,462,730
Finance - others	-	-	-	-	-	-	-	-	-	-	0
Treasury Management	590,330	-	-	-	-	(32,160)	-	(13,000)	-	102,630	647,800
DIRECTOR FOR COMMUNITIES											
Housing											
Adur Homes	(254,700)	-	-	-	-	-	-	-	-	254,700	0
DIRECTOR OF ECONOMY											
Estates											
Estates	(241,890)	(8,260)	-	-	-	-	-	-	(30,000)	339,140	58,990
DIRECTOR OF CUSTOMER SERVICES											
Building Control & Land Charges											
Land Charges	(4,610)	(1,430)	-	-	-	-	-	-	-	(6,340)	(12,380)
TOTAL COST	1,663,110	23,770	0	31,000	0	(32,160)	132,980	(13,000)	(61,590)	652,330	2,396,440

**PROVISIONAL LOCAL GOVERNMENT SETTLEMENT
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Baseline funding level

The amount of an individual council's Start-up Funding Assessment for 2013-14 provided through the local share of the Estimated Business Rates Aggregate, uprated in line with the small business rates multiplier (set at the September forecast of the Retail Price Index, unless otherwise decided).

Billing authorities

A unitary council, or a lower tier council in a two-tier area, which collects the council tax for its own activities, and for those of the precepting authorities in its area. The billing authority passes on the precept receipts to each precepting authority in its area. These are the 326 billing authorities that collect council tax and business rates: district councils, London boroughs, and unitary councils. Before 1 April 2009 there were 354.

Business Rates

These rates, formally called national non-domestic rates, are the means by which local businesses contribute to the cost of providing local council services.

Business rates baseline

Determined for individual councils at the outset of the business rates retention scheme by dividing the local share of the Estimated Business Rates Aggregate (England) between billing authorities on the basis of their proportionate shares, before the payment of any major precepting authority share.

Business Rates Retention Scheme

The name given to the current system of funding local authorities through the local government finance settlement, set out in the Local Government Finance Act 2013. The local government sector retains 50% of the business rates they collect. In addition they also receive Revenue Support Grant to help support their services.

Control totals

These are the national totals for each of the individual elements within the local spending control total. They are determined as part of the Spending Review. It is also the name given to the size of each of the different elements within the Settlement Funding Assessment.

Council Tax

A local tax on domestic property, set by councils – calculated by deducting any funding from reserves, income it expects to raise and general funding it will receive from the Government – in order to meet its planned spending. 31

Council Tax Base

This is the number of Band D equivalent dwellings in a council area. To calculate the tax base for an area, the number of dwellings in each council tax band is reduced to take account of discounts and exemptions. The resulting figure for each band is then multiplied by its proportion relative to Band D (from 6/9 for Band A to 18/9 for Band H) and the total across all eight bands is calculated. An adjustment is then made for the collection rate.

**PROVISIONAL LOCAL GOVERNMENT SETTLEMENT
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Council Tax Bands

There are eight council tax bands. How much council tax each household pays depends on the value of the homes. The bands are set out below.

Value of home estimated at 1 April 1991			Proportion of the tax due April 1991 for a band D property
Band A	Under	£40,000	66.7%
Band B	£40,001 -	£52,000	77.8%
Band C	£52,001 -	£68,000	88.9%
Band D	£68,001 -	£88,000	100%
Band E	£88,001 -	£120,000	122.2%
Band F	£120,001-	£160,000	144.4%
Band G	£160,001-	£320,000	166.7%
Band H	Over	£320,001	200%

Estimated Business Rates Aggregate

The total business rates forecast at the outset of the business rate retention scheme to be collected by all billing authorities in England in 2013-14. The Estimated Business Rates Aggregate is updated year on year in line with the change in the small business multiplier (usually the September Retail Price Index).

Floor damping

A method by which stability in funding is protected through limiting the effect of wide variations in grant. A floor guarantees a lower limit to a year-on-year change in grant. The grant amounts of councils who receive changes above the floor are scaled back by a fixed proportion to help pay for the floor.

Levy

Mechanism to limit disproportionate benefit from business rates. The levy is applied proportionally on a 1:1 basis (i.e. a 1% increase in business rates income results in an council getting a 1% increase in revenue from the rates retention scheme) but with a limit on the maximum levy rate that is imposed, at 50p in the pound. Levy payments are used to fund the safety net.

Local government finance settlement

The local government finance settlement is the annual determination of funding distribution as made by the Government and debated by Parliament. 32

Local government spending control total

The total amount of expenditure for Revenue Support Grant in the Department for Communities and Local Government's Local Government Departmental Expenditure Limit plus the local share of the Estimated Business Rates Aggregate that is allocated to the local government sector by Government for each year of a Spending Review.

**PROVISIONAL LOCAL GOVERNMENT SETTLEMENT
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Local share

The percentage share of locally collected business rates that is retained by local government. This is set at 50%.

Lower tier councils

Councils that carry out the functions which in shire areas with two tiers of local government are carried out by shire districts. They are the same councils as billing authorities.

Multiplier

The business rates multiplier which, when multiplied by the rateable value of a property, determines a ratepayer's business rate bill. There are two multipliers – one for small businesses and one for larger businesses. These are set nationally. The small business multiplier is updated annually by the Retail Price Index, unless the Government decides otherwise and the other multiplier adjusted accordingly, to fund rate relief for small businesses.

Precept

This is the amount of council tax income all billing and precepting authorities need to provide their services. The amounts for all authorities providing services in an area appear on one council tax bill, which is administered by the billing authority.

Precepting authority

An authority or body that does not collect council tax or business rates but is part of the business rates retention scheme. This is an authority which sets a precept to be collected by billing authorities. County councils, police authorities, the Greater London Authority, single purpose fire and rescue authorities and parish councils are all precepting authorities.

Proportionate share

This is the percentage of the national business rates yield which a council has collected on the basis of the average rates collected by councils over the two years to 2011-12. This percentage was applied to the local share of the 2013-14 Estimated Business Rates Aggregate to determine the billing authority business rates baseline.

Receiving authorities

These are the 421 authorities that are eligible to receive Revenue Support Grant (billing authorities plus county councils and fire and rescue authorities). 33

Reserves

This is a council's accumulated surplus income (in excess of expenditure) which can be used to finance future spending.

Revenue Support Grant

A Government grant which can be used to finance revenue expenditure on any service.

**PROVISIONAL LOCAL GOVERNMENT SETTLEMENT
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Ringfenced grant

A grant paid to councils which has conditions attached to it, which restrict the purposes for which it may be spent.

Safety net

Mechanism to protect any council which sees its business rates income drop, in any year, by more than 7.5% below its baseline funding level (with baseline funding levels being updated by the small business rates multiplier for the purposes of assessing eligibility for support).

Sets of services

There are four sets of services, corresponding to the services supplied by the four types of local authorities (although some councils may provide more than one tier of service). These are:

- upper-tier services – those services, other than fire, supplied by county councils in two-tier areas, and described in this consultation as relating to ‘social care councils’
 - police services
 - fire and rescue services
- lower-tier services – those services supplied by district councils (‘non-social care councils’ in the consultation) in two-tier areas.

Settlement core funding

The definition of settlement core funding for this purpose takes into account the main resources available to councils, which for this purpose comprise:

- Council Tax income from 2015-16 (including any Council Tax Freeze Grant)
- the Settlement Funding Assessment, comprising:
 - estimated business rates income (baseline funding level under the rates retention scheme)
 - Revenue Support Grant.

Settlement Funding Assessment

Previously referred to as Start-Up Funding Assessment. It comprises at a national level the total Revenue Support Grant and the local share of Estimated Business Rates Aggregate for the year in question. On an individual council level it comprises each council’s Revenue Support Grant for the year in question and its baseline funding level, updated year-on-year in line with the September forecast of the Retail Price Index, unless otherwise decided. 34

Specific grants

Grants paid under various specific powers, but excluding Revenue Support Grant or area-based grant. Some specific grants are ringfenced.

**PROVISIONAL LOCAL GOVERNMENT SETTLEMENT
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Specified body

This is the term used for a body or bodies which are directly funded from Revenue Support Grant, and which provide services centrally for local government as a whole.

Tariffs and top ups

Calculated by comparing at the outset of the business rate retention scheme an individual council's business rates baseline against its baseline funding level. Tariffs and top ups are self-funding, fixed at the start of the scheme and updated year-on-year in line with the September forecast of the Retail Price Index, unless otherwise decided.