

# Borough of Pendle

## 2010/11 BUDGETS

Dean Langton  
Chief Finance Officer

Putting people first



---

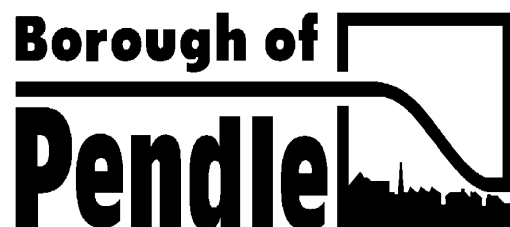
## CONTENTS

---

	Page
<b>Introduction</b>	
Budget Overview	1
<b>General Revenue Account</b>	
Revenue Budget Report	4
General Fund Revenue Budget	68
General Fund Summary	69
Directorate	71
Chief Executive's Policy Unit	73
Financial Services	78
Democratic & Legal Services	109
Planning & Building Control	118
Operational Services	124
Environmental Health Services	139
Parks & Recreation Services	145
Housing Regeneration Services	155
Economic Development & Tourism	161
Engineering & Special Projects	168
<b>Externally Funded Schemes</b>	
Estimates	182
<b>Capital Fund</b>	
Capital Programme 2009/12	189
<b>Other Notes</b>	
Collection Fund	193
Council Tax for Each Area	194
Service Area Statement	195
Operational Services Statement	197
<b>Index</b>	199

# **INTRODUCTION**

## **BUDGET OVERVIEW**



## **Budget Overview 2010/11**

### **1. Introduction**

- 1.1 On 25<sup>th</sup> February 2010 the Council approved a Budget Requirement for 2010/11 of £17.526m (compared to £17.418m for the previous year).
- 1.2 To fund this Budget Requirement, the Council set the Band D Council Tax rate for 2010/11 for the District at £240.38 (£240.38 in 2009/10), being no change from the previous financial year.
- 1.3 The total Band D Council Tax for 2010/11 (i.e. inclusive of the precepts for Lancashire County Council, the Lancashire Police Authority, the Lancashire Combined Fire & Rescue Authority and the average precept for parish/town councils) is £1,573.35 an increase of £6.73 or 0.43% compared to 2009/10. The actual rate will vary according to the precept issued for each Town and Parish Council area.

### **2 General Fund Revenue Budget 2010/11**

- 2.1 The Council's Budget Requirement of £17.526m was set within the context of the Council's Medium Term Financial Plan. This provided for:
  - pay inflation of 0.75%;
  - staff increments payable as per current grades/contracts;
  - non pay inflation of 1.0% (although some budgets were cash limited);
  - pension contributions of 22.6%;
  - contract inflation as per amounts agreed in contracts;
  - fees and charges determined following the Income Review undertaken in October 2009.
- 2.2 Other key features of the budget include:
  - an increase in the budget requirement of £108k (or 0.62%);
  - additional Government Funding through the Formula Grant of £107k (or 0.97%)
  - an agreed contribution from the Budget Support Reserves of £1,271k in accordance with the Council's Balances and Reserves Strategy;
  - an agreed use of other specific reserves totalling £517k; and
  - service efficiencies, savings and income generation proposals estimated to reduce the overall budget by c£406k in 2010/11;
- 2.3 A full summary of the Council's General Fund Revenue Budget is provided on page 68 of the Budget Book.

- 2.4 Also provided is a full copy of the report on the Council's General Fund Revenue Budget, that was presented to the meeting of the Council's Executive on 9<sup>th</sup> February 2010. This formed the basis of the budget presented to Council on 25<sup>th</sup> February 2010 which ultimately decided both the General Fund Revenue Budget, Capital Programme and Council Tax for 2010/11. The minutes of the Council Meeting can be found on pages 4 to 67.

### 3 Council Tax 2010/11

- 3.1 The table below illustrates how the Council Tax for 2010/11 has been calculated:

		£	Band D £
<b>Budget Requirement</b>		<b>17,525,840</b>	668.59
<i>Less</i>			
Revenue Support Grant		(2,086,760)	(79.61)
Re-distributed Business Rates		(9,037,950)	(344.79)
Collection Fund Surplus		(100,000)	(3.81)
<b>Balance from Council Taxpayers</b>	A	<b>6,301,130</b>	<b>240.38</b>
Council Tax base (number of properties)	B	26,213	
<b>Council Tax for District Services</b>	(A/B)	<b>240.38</b>	
<i>Add</i>			
Lancashire County Council		1,108.30	
North Yorkshire Police Authority		63.65	
North Yorkshire Fire & Rescue Authority		146.27	
Average Parish/Town Council		14.75	*1
<b>TOTAL COUNCIL TAX (at Band D)</b>		<b>1,573.35</b>	*1

\*1 – Rates will vary according to Town/Parish Council area

- 3.2 Pendle Borough Council has not increased its share of the Council Tax for 2010/11.

### 4. Capital Programme 2010/11

- 4.1 The Council's Capital Programme for 2010/11 totals £16.719m (excluding slippage from 2009/10) made up as follows:-

	Programme 2010/11 £000
Elevate	10,795
Private Sector Housing	2,699
Asset Renewal	291
Parks and Recreation	955
Resource Procurement	503
Others	
- Area Committee	300
- IT Strategy	100
- Other Miscellaneous Works	1,076
<b>TOTAL</b>	<b>16,719</b>

- 4.2 A full analysis of the Capital Programme, together with the means of financing, is provided on pages 190 to 192.

## **5. Key Features of the Presentation of the Budget Book**

- 5.1 As in previous years, to ensure greater accountability for financial performance, the presentation of the budget has a number of features:
- a list of Budget Managers is provided on pages 69 to 70;
  - for each budget head, the relevant Budget Manager has been included within the heading;
  - For each scheme within the Capital Programme, the Lead Officer has been included;
- 5.2 It is expected that Service Managers will delegate greater responsibility for budget management to certain nominated Officers where this arrangement does not already exist within Service Units. Not only should this bring about a greater degree of 'ownership' of budgets but also will ensure that those Officers closest to the point of service provision contribute fully to budget preparation and budgetary control.
- 5.3 Improvements in presentation continue to be sought and any comments and feedback in this regard are welcomed.

**Dean Langton, CPFA**  
**Chief Finance Officer**  
**March 2010**

**GENERAL FUND  
REVENUE ACCOUNT**

**REVENUE BUDGET  
REPORT**

**REPORT OF: MANAGEMENT TEAM**

**TO: THE EXECUTIVE**

**DATES: 9<sup>th</sup> FEBRUARY 2010**

**Contact Details:** Dean Langton  
**Tel. No:** 01282 661866  
**E-mail:** dean.langton@pendle.gov.uk

## **GENERAL FUND REVENUE BUDGET 2010/11**

### **PURPOSE OF REPORT**

1. The purpose of this report is to:-
  - a) inform the Executive of the details of the Local Government Finance Settlement (LGFS) for 2010/11 and the implications for the Council;
  - b) consider the proposed General Fund Revenue budget for 2010/11;
  - c) provide details of the Council's Medium Term Financial Plan for the period 2010/13 and, in broad terms, to set out a proposed Financial Strategy for that period;
  - d) enable the Executive to make a recommendation to Council at its meeting on 25<sup>th</sup> February 2010 on the level of Council Tax to be set for the financial year 2010/11.

### **RECOMMENDATIONS**

2. The Executive is recommended to:-
  - a) have regard to [Appendix M](#) to this report in respect of the robustness of Council's budget estimates and adequacy of reserves when considering recommendations (d) to (k) below;
  - b) note the outcome of the Local Government Finance Settlement for 2010/11;
  - c) note the projected outturn position in the current financial year;

d) in relation to Pendle Leisure Trust, agree to:-

- i) provide a grant to the Leisure Trust of £2,169,400 for 2010/11 (and in doing so, permit the Trust to increase admission prices for facilities by 5% from 1<sup>st</sup> April 2010);
  - ii) for 2010/11 only, provide a further grant of £146,000 to pay for the continuation of free swimming for those aged 60 and over and 15 and under
  - iii) note that a further payment of £137,000 will be made in 2009/10 to meet the estimated net operating cost of the ACE Centre;
- e) note the proposal to maintain the General Fund Minimum Working Balance at £1.250m;
- f) request the Colne and District Area Committee fund the proposed additional investment in Highways related matters (as referred to in the report) from within its own Area Committee budget allocation;
- g) make recommendations to the full Council on 25<sup>th</sup> February 2010 on the General Fund Budget Requirement for 2010/11 having regard to the recommended budget as set out in this report (and detailed at [Appendix H](#));
- h) require each Service to operate within its budget for 2010/11, once approved, and that these budgets be cash limited and subject to regular monitoring and control;
- i) subject to the Executive's consideration of the budget proposals in this report, to recommend to Council on 25<sup>th</sup> February 2010, an increase in the Band D Council Tax for 2010/11 of 3.50% (an increase of £8.41 for the year) from £240.38 to £248.79;
- j) in view of the estimate of savings required for 2011/12 onwards, request Management Team to develop options for consideration by the Executive as part of the development of future years budgets;
- k) that a further report be brought back to a future meeting of the Executive updating the Financial Strategy and Medium Term Financial Plan for 2010/13.

## **REASONS FOR RECOMMENDATION**

3. To comply with statutory requirements to determine a balanced budget and council tax for the forthcoming year.

## **ISSUE**

4. The budget process is a key element of the Council's strategic planning process and, as part of the service and financial planning approach adopted by the Council, is a means of ensuring that resources are best placed to enable the Council to meet its objectives as set out in the Strategic Plan.
5. This report follows on from the First Budget Report (distributed to all Councillors and submitted to the Executive on 17th December 2009) which explained the main issues in the current budget round. Amongst other things, that report provided details of:-

- the provisional local government finance settlement for 2010/11. As explained in the first Budget Report, this will be the final year of the 3-year financial settlement provided by the Government in November 2007 as part of the provision of multi-year settlement data to provide stability and predictability in government grant to help local authorities to plan more effectively;
  - the development of the Council's Base Budget for 2010/11;
  - the requirement to develop a plan for a sustainable budget for future years, consistent with the Council's objectives and priorities.
6. The resolutions of the first budget meeting are shown at [Appendix A](#).
  7. This report seeks to provide an update of the most recent information in relation to the development of the budget and proposes a budget strategy for 2010/11 to enable the Executive to make a recommendation to Council on both the budget requirement and Council Tax for forthcoming financial year.

## Local Government Finance Settlement 2010/11

8. Details of the provisional Local Government Finance Settlement (LGFS) for this Council were received in late November 2009 and reported to the Executive on 17th December 2009. Following consideration of the First Budget Report, the Executive resolved, amongst other things, to give delegated authority to the Chief Finance Officer, in consultation with the Executive Councillor for Revenue and Personnel, to respond to the Government's consultation on the provisional settlement. A copy of the response is provided at [Appendix B](#) as is the reply from Department for Communities and Local Government (DCLG).
9. On 20<sup>th</sup> January 2010, following the conclusion of the consultation period on the LGFS, the Government announced details of the final settlement. Details of the Council's Formula Grant Allocation for 2010/11:-

**Table 1: Formula Grant Allocation 2008/09, 2009/10 and 2010/11**

	Actual 2008/09 £000	Actual 2009/10 £000	Actual 2010/11 £000
Formula Grant Allocation	10,868	11,017	11,125
Change from Previous Year (£)	+264	+149	+108
Change from Previous Year (%)	2.49%	1.37%	0.98%

10. As expected, the final settlement remains unchanged from the figures provided in November 2009 and, for 2010/11, reflects the amount of grant payable to the Council. As Table 1 indicates, the indicative year-on-year change in funding reflects the continued tightening of financial settlements. Whilst in cash terms, there will be an increase in funding, in real terms, taking into account the effect of inflation – the Consumer Price Index (CPI) at the time of writing is at 2.9% (to December 2009) – the proposed settlement represent an overall year-on-year reduction in resources available of 1.9% if inflation is maintained at the current level.

11. It is worthwhile reiterating that, as in previous years, the Government has chosen to continue using the 'floors' methodology as part of the mechanism to ensure that all local authorities receive a minimum increase in grant funding. This means that the Council's grant allocation for 2010/11 has been reduced by a further c£71k to contribute towards the allocations for those authorities whose formula grant, without adjustment, would be below the minimum annual increase afforded to all authorities; the general assertion is, however, that the Government should adequately fund local authorities as a whole rather than any shortfall in funding being taken from other local authorities. Table 2 below shows the cumulative effect of the reductions in Formula Grant since 2003/04:-

**Table 2: Formula Grant Allocation Withheld to pay for floor increase**

	Actual 2003/04 to 2009/10 £000	Actual 2010/11 £000	Total to 2010/11 £000
Formula Grant Allocation	71,035	11,195	82,230
Cash Grant Withheld	(3,042)	(71)	(3,113)
<b>Actual Cash Grant Received</b>	<b>67,993</b>	<b>11,124</b>	<b>79,117</b>

12. As indicated in the First Report to the Executive, the financial year 2010/11 is the final year of the 3-year financial settlement from Government; there is no certainty about the level of Government grant funding from 2011/12 and, indeed, there is a strong possibility that the Formula Grant may be reduced. This matter is considered in more detail elsewhere in this report.

*Other Revenue Grant Funding 2010/11*

13. In the report to the Executive on 17<sup>th</sup> December 2009, details were provided of additional amounts of revenue grant funding that will be payable to the Council in 2010/11. There has been little change in the amount of other revenue grant funding we will receive next year. Details are again provided below:-

**Table 3: Other Revenue Grant Funding 2010/11**

	Actual 2008/09 £000	Actual 2009/10 £000	Actual 2010/11 £000
Area Based Grant			
- Working Neighbourhoods Fund	1,240	1,764	1,744
- Community Cohesion Fund	116	214	330
- Preventing Violent Extremism	125	168	226
- Climate Change (Planning Policy)	23	23	23
Housing and Council Tax Benefit Admin Subsidy *1	924	933	980
Local Authority Business Incentive	88	21	-
Concessionary Fares – Special Grant	268	274	112
Housing and Planning Delivery Grant	88	138	66

\*1 – Excluding the additional grant from DWP for volume increase on Housing and Council Tax Benefit which is £107k in 2010/11.

14. The only changes since the last report to the Executive are that we have received confirmation of the:-
- Housing and Council Tax Benefit Admin Subsidy for 2010/11. We had originally budgeted for Admin Subsidy of £933k – no change from 2009/10 – but, following notification from the Department for Work and Pensions in late December 2009 actual Admin Subsidy for 2010/11 will be £980k, an additional £47k; and
  - revised amount of Special Grant for Concessionary Fares. In November 2009, the Department for Transport (DfT) opened a consultation on a change to the distribution of the Special Grant payable to meet the cost of the national free concessionary fares scheme for those aged over 60. As Councillors may recall, the Council has received a grant of c£270k in each year for the last two years to meet the additional costs of the Scheme. However, following a review of costs incurred by each Council, the DfT indicated that for 2010/11, the distribution of the Special Grant would be changed to reflect the incidence of actual additional costs within each authority in England. In the initial consultation, the Council's grant was reduced by 50% (by £140k) and this was factored into the budget figures presented to the Executive in December 2009. Despite lobbying against this change, the DfT have confirmed the reduction in grant and in doing so have indicated that the Council's grant will reduce by a further £28k.
15. At the time of writing, the Government has yet to release allocations for a number of other specific and special grants e.g. the Local Authority Business Growth Incentive and the Housing and Planning Delivery Grant. Should details of any other specific or special grants payable to the Council become available before the meeting of the Executive, a verbal update will be provided at the meeting.

#### Forecast General Fund Outturn 2009/10

16. At the meeting of the Executive on 17<sup>th</sup> December 2009, Members approved the Revised Estimates for 2009/10. At that time, it was estimated that the outturn position on the General Fund Revenue Budget would be c£226k less than the original estimate for the year, a position that would result in an equivalent reduction in the contribution from the Budget Support Reserve in order to balance the budget.
17. Monitoring of the Council's budget for the year has continued since the Revised Budget was agreed and Table 4 provides a summary of the position as at the end of December 2009. This indicates that, in comparison to the approved budget, further savings of £157k are expected for the year:-

**Table 4: Forecast Outturn 2009/10**

	Approved Budget 2009/10 £000	Forecast Outturn 2009/10 £000	Variance £000
Net Cost of Services	19,416	19,259	(157)
Corporate Income and Expenditure	(674)	(674)	-
<b>Net Expenditure</b>	<b>18,742</b>	<b>18,585</b>	<b>(157)</b>
Budget Requirement	17,418	17,418	-
<b>Net Contribution to/(from) Reserves</b>	<b>(1,324)</b>	<b>(1,167)</b>	<b>157</b>

18. The main variances since the Executive last considered the budget for 2009/10 in December 2009 include:-
- i) an underspend on Service Areas of £137k due primarily to vacant posts which we do not now expect to be filled before the year end;
  - ii) additional income in Development Control. During December 2009, the Council received c£48k income from Planning Fees and we are now forecasting that total fees for the year will be c£208k (compared to the revised budget of £180k).
19. Councillors may recall that as part of the budget proposals for 2009/10, it was agreed to undertake a range of service reviews. Included with the review programme was a review of Advice Services. This review has recently been undertaken and a report on this matter is provided at [Appendix C](#).
20. The Forecast Outturn as shown in Table 4 above reflects the best estimate of the likely outturn position for 2009/10. The approved budget assumed a drawdown from the Budget Support Reserves of £1.324m to balance the budget for 2009/10. In view of the estimated outturn shown in Table 4 above, it is now likely that there will be a drawdown from the Budget Strategy Reserve of £1.167m, a reduction of £157k.
21. Work will continue on the monitoring of the budget in the remainder of the financial year and any further variations will be reported as part of the regular Corporate Monitoring reports.

### **Balances and Reserves**

22. The position with Balances and Reserves is largely unchanged from that set out in the First Budget Report.
23. The development of the Council's budget must take into consideration what available balances and reserves the Council has and the policy and strategy that has been adopted in relation to how they are used. The most recent detailed report on this matter was presented to the Executive at its meeting on 15<sup>th</sup> July 2008. In accordance with statutory requirements, a report on the adequacy of reserves and balances was also presented to the meeting of Council that considered the budget in the current financial year; a similar report will be presented in February 2010.
24. A summary of the Council's Balances and Reserves is provided at [Appendix D](#). The key issues to note are:-
- It is assumed at this stage that the minimum working balance (the General Fund Balance) will remain unchanged at £1.250m;
  - at the 31<sup>st</sup> March 2009, the Budget Support Reserve was £3.903m. On the basis of the Forecast Outturn position referred to above, an amount of £1.167m will be used to support the budget in 2009/10. It is estimated that the Council will receive £500k as a result of the VAT Shelter Agreement with Housing Pendle in 2009/10 which will be added to the Budget Support Reserve. Also, it is estimated that an amount of £274k will be transferred to the Budget Support Reserve from other reserves that are no longer required. As a result of these changes, the balance of the Budget Support Reserve at 31<sup>st</sup> March 2009 is estimated to be of £3.510m;

- Certain specific reserves (eg Pendle Leisure Trust Reserve, VAT Partial Exemption Reserve and the Change Management Reserve) are being held as part of the Council's management of risks associated with the related areas of activity. In 2010/11, it is expected that a total of £517k will be required to meet expenditure during year. These include, primarily, the Climate Change Reserve (£100k) which is being used to fund the operating costs of the Kitchen Waste Collection Scheme, the Empty Property Reserve (£40k) to meet the cost of the Empty Homes Officer and the LABGI Reserve which will be used to meet the operating cost of the Discover Pendle Centre.

25. Overall, therefore, on the basis of recommended budget, it is assumed that a total of c£1.392m (see [Appendix H](#)) will be used from the Council's Reserves to support the General Fund Revenue Budget in 2010/11. Given the Council's present aim of achieving a balanced budget with a prudent use of reserves, as set out in the current Financial Strategy, and recognising the significant degree of uncertainty with future funding levels requiring a need to preserve reserve levels at this stage pending greater certainty, this level of support from reserves is considered to be prudent and is equally in line with the current strategy for the use of these reserves.

## Base Budget 2010/11

### Development of Budget Estimates 2010/11

26. As outlined in the report to the Executive on 17<sup>th</sup> December 2009, the Base Budget for 2010/11 has been prepared on the basis of the Council's existing policies, strategic objectives and related priorities. The main assumptions used in the development of the Budget Estimates were set out in the First Report and these remain unchanged.
27. Since the last report, work has continued to 'firm up' the Base Budget for 2010/11 (and future years). This is reflected in Table 5 below:-

**Table 5: Revised Net Expenditure 2010/13**

	Base Budget 2010/11 £000	Base Budget 2011/12 £000	Base Budget 2012/13 £000
Net Expenditure as at 17 <sup>th</sup> December 2009 (Excl. Reserves)	19,679	20,682	21,471
'Firming Up' Adjustments (see <a href="#">Appendix E</a> )	(18)	-	-
<b>Revised Net Expenditure</b>	<b>19,661</b>	<b>20,682</b>	<b>21,471</b>

28. The main changes to the estimates for 2010/11 relates to the additional Housing and Council Tax Benefit Subsidy of £47k and the further reduction Special Grant for Concessionary Fares both referred to earlier in this report and both relating only to 2010/11.

### Leisure Trust

29. During January 2010, the Leisure Trust submitted its request for grant funding for the next financial year. Subject to further discussions with the Trust in the w/c 1<sup>st</sup> February 2009, it is proposed to provide the Trust with a grant of £2.169m for 2010/11 (an increase of £63k when compared to the original grant allocation for 2009/10).
30. It should be noted that this excludes the additional budget provision being made available by the Council for the ACE Centre which has previously been agreed. For information, it is proposed to provide the Trust with a further payment of £137k for the ACE Centre for 2010/11.

31. In addition, the Council will also pay the Trust a further £146k to meet the additional cost of providing free swimming to those aged 15 and under and 60 and over. This will be provided in 2010/11 to top-up the grant provided by the Department for Culture, Media and Sport.

### **Service Development, Savings and Income Generation Proposals**

32. Excluded from the Revised Net Expenditure figures provided in Table 5 above is any budget growth from service development proposals or any proposed efficiency savings. In the First Budget Report to the Executive, no budget growth was proposed and this position remains unchanged.
33. In respect of budget savings, the proposals provided in the First Report remain unchanged with the exception of the proposed saving in respect Town and Parish Council Revenue Grants. At the meeting of Council on 11<sup>th</sup> December 2009, Councillors resolved that the amount of grant funding for Town and Parish Councils should remain unchanged from 2009/10 (although it was agreed to change the method of distributing grants). The proposed savings are shown at [Appendix F\(i\)](#) with supporting narrative provided at [Appendix F\(ii\)](#).

### **Strategic Plan 2010/11**

34. At the last meeting of the Executive, Councillors approved the Strategic Plan. The Strategic Plan is based around three corporate objectives:-
- successfully engaging and leading our community
  - achieving successful regeneration and sustainable development
  - delivering accessible services of good value and quality
35. As indicated above, the Base Budget for 2010/11 has been developed on the basis of current Council priorities which stem from the corporate objectives above. However, as acknowledged at the meeting of the Executive in October 2009, in view of the challenging medium term financial position for the Council, there is a need to review priorities to inform consideration of the budget both for 2010/11 and in future years.
36. Therefore, the Executive is requested to review the list of priorities provided at [Appendix G](#) and indicate any changes to the categorisation of priorities.

### **The Financial Strategy 2010/13**

37. At the meeting of the Executive in October 2009, a review of the Financial Strategy was undertaken and it was agreed that, in view of the medium term financial position of the Council, Management Team should explore options as a means of identifying net additional savings of £1m in each year over the next 3-years (ie £3m reduction in net revenue expenditure) to achieve a balanced budget over the medium term financial planning period. Targets savings at this level would both reduce the dependency on reserves – we would still use c£3.4m even if these savings were found – to balance the budget as well as deal with the underlying budget deficit.
38. **It was explained at the time that the extent to which the savings required might change will depend on a number of factors not least the amount of available Government funding and decisions on Council Tax (which is considered in more detail later).**

#### Change in the Assumption on Government Grant

39. Since October 2009, the Government has issued the Pre-Budget Report for 2009 which has provided additional information on the state of the public finances and some information on the areas the current Government would seek to protect when considering future years

budgets. This included some broad information on areas in which they would make efficiencies but, as with future spending plans, there was no detail on specific Departmental spending budgets (and therefore budget reductions required).

40. From the high level analysis in the Pre-Budget Report 2009, the Government intends protecting areas such as the Health Service and Schools (at least to the extent that they may not be subject to real terms reductions in budget). Given these Departments have relatively large budgets, the impact of this is that other spending departments (including the Department of Communities and Local Government) would be required to reduce their spending by, on average, 6.4% in real terms in each year in 2011/12 and 2012/13. Given estimates for inflation, this would be a cash reduction of c5% in 2011/12 and 6% in 2012/13.
41. To date, the assumption on Government funding (Formula Grant) has been a cash freeze, ie we will continue to receive the same amount of grant from 2011/12 as in 2010/11 although we have provided scenarios which have illustrated the effect of various reductions in grant. In view of the potential scale of reduction in Formula Grant, it is worthwhile revisiting these scenarios to understand the implications for the Council to determine whether the target savings of £1m each year remains robust.
42. The scenarios are summarised below. All scenarios assume that the 2010/11 budget is balanced – this is discussed in more detail below – and each assumes the same forward projections in relation to the use of reserves:-

***Current Position – No change in Government funding***

	2011/12 £m	2012/13 £m	2013/14 £m	Total £m
<b>Savings Required</b>	1.0	1.0	1.0	3.0

***This is the current position which requires savings of £3.0m over the next 3 years.***

***Scenario 1 – A reduction in Government funding of 3% in each year***

	2011/12 £m	2012/13 £m	2013/14 £m	Total £m
<b>Savings Required</b>	1.3	1.3	1.1	3.7

***This would require savings of £3.7m over the next 3 years.***

***Scenario 2 – A reduction in Government funding of 4%***

	2011/12 £m	2012/13 £m	2013/14 £m	Total £m
<b>Savings Required</b>	1.4	1.4	1.2	4.0

***This would require savings of £4.0m over the next 3 years.***

***Scenario 3 – A reduction in Government funding of 5%***

	2011/12 £m	2012/13 £m	2013/14 £m	Total £m
<b>Savings Required</b>	1.5	1.5	1.3	4.3

***This would require savings of £4.3m over the next 3 years.***

43. Councillors will recognise the pattern here – for every 1% reduction in Government funding, we will lose £100k (or £300k over the 3 year period). It appears inevitable that there will be some reduction in Government funding. To be prudent, and in line with the likely levels of reductions inferred by the Government's own figures, we should plan on the basis that this

will be c5% in each year from 2011/12. As Scenario 3 indicates, this requires savings of £1.5m in both 2011/12 and 2012/13 and £1.3m in 2013/14.

44. Incidentally, the analysis above has focused on Formula Grant. As indicated earlier in the report, we receive a substantial amount of additional funding from other Government initiatives (ie Working Neighbourhoods Fund, Community Cohesion, etc) which help fund some core services provided by the Council (e.g Environmental Action Group, Pendle Intermediary Project etc). As with the Formula Grant, it is uncertain whether these funding streams will continue and at what level.

#### The Outline Financial Strategy 2010/13

45. On the basis of the assumptions of Government funding set out above, the basic Financial Strategy for the Council for the period 2010/13 is, therefore, threefold:-
- a) the continued prudent use of reserves over the medium term (which should allow the Council to continue providing the current high quality services);
  - b) increase Council Tax by 3.5% in each year from 2010/11 (subject to any direction from the Government which would mean this is not possible); and
  - c) identify savings of £1.5m in each financial year 2011/12 and 2012/13 and £1.3m in 2013/14.
46. The use of reserves will continue to be determined by our Balances and Reserves Policy and Strategy but equally will need to be contingent upon our ability to identify and implement the savings referred to above. The Policy and Strategy were approved by the Executive in March 2007 and has been reviewed regularly by the Executive and Council in reports produced as part of the statutory requirement for the Chief Finance Officer to undertake an annual review of the adequacy of reserves and balances. It is proposed to undertake a review of the Council's Strategy on the use of reserves following the conclusion of the present budget process and as part of the Council's continuous review of the Financial Strategy. The outcome of this review will be reported to the Executive in due course.
47. The savings targets set out above (irrespective of whichever scenario ultimately happens) represent a significant challenge to the future delivery of Council services. Our net revenue budget is c£17.5m so identifying and implementing savings of £4.3m (c25%) will involve some difficult decisions for Councillors.
48. It is important that the work to identify options for savings is started early so that it is possible to properly engage Councillors in this process. Admittedly, this is unlikely to begin in earnest before the Local Elections in May 2010. For this reason it is not possible at this stage to provide any indication of how savings will be allocated across services of the Council. Saying that, the Executive will appreciate that the scale of savings necessary may require a strategic review of priorities – the review of priorities referred to above should provide some direction for this – and may inevitably require a review of the Council's Strategic Plan to ensure that our resources are directed towards those areas of greatest priority. Indeed, any such review may mean that the delivery of priority actions will require more innovative solutions beyond what the Council can afford.

49. The development of options for the purpose of this Strategy will, however, continue to be based around the following themes (with information provided on some of the actions we have implemented or are already starting to consider) are as follows:-
- a) adopting a cash limited budget allowing budget growth only where it is matched by equivalent savings proposals. The key objective here is to ensure that resources are directed towards our major priorities at the expense of lower priorities. ***A key part of the current Service Planning process is growth proposals from services have been matched by equivalent savings (so there is no net growth);***
  - b) extending spending reviews to a wider range of services and, indeed, facilitating base budget reviews with a clear commitment to reduce service expenditure where possible. ***As part of the budget proposals for 2010/11, we have identified an amount of savings (c£100k) to be found from a range of service reviews including Social Community Centre, Luncheon Clubs, Park Keepers, Tourist Information Centres;***
  - c) exploring the scope to increase charges by more than inflation or even introducing new charges for services. ***The regular report on the Income Review was presented to the Executive in October 2009 and fee increases agreed where we consider it possible. We have also revisited the scope for generating new income from services and there is a proposal to introduce charges for pre-application planning advice and a contribution towards the collection of bulky household waste;***
  - d) generating additional cashable efficiencies from further outsourcing of services, eg Waste Management, Grounds Maintenance. ***Consideration is being given to the future delivery options for the Trade Waste Service and there is a proposal to introduce scanning and workflow technology to improve the flow of documents around the organisation;***
  - e) reviewing the scope for Shared Service provision as a means of sharing/reducing costs; ***Some areas are being explored, eg Legal Services and Local Land Charges. However, whilst the Council has indicated a willingness to consider sharing services, there has been limited progress in this area. In the current economic climate, and given the outlook for government grant, it is clear that we will, therefore, need to revisit this to establish what, if any, opportunities to share services can be exploited;***
  - f) cessation of low priority services (combined with some 'shifting' of resources to higher priorities where this is feasible) or discretionary services. ***As part of the development of the future budgets, we will again ask the Executive to consider prioritising services as the start of an approach to considering which services should be prioritised as the Council's financial position comes under more pressure;***
  - g) establishing whether any further cashable efficiencies can be obtained from procurement initiatives or re-letting of contracts. ***During 2009/10 we re-tendered the Council's Insurance contract which has resulted in a saving of c£80k. Further work is necessary to review our other service or contractual arrangements to determine what, if any, scope for savings may be possible either by re-tendering or outsourcing services;***
  - h) focusing on reducing the cost of services that are shown to have high costs in comparison to, say, the Council's family group of 'like' authorities. Examples include Highways and Waste Management. ***Since the initial work on the cost of the Council's services was undertaken, we have continued to do an annual Value for Money (VfM) Position Statement. This informs the work we do on VfM Reviews. The Scrutiny Management***

***Team has conducted Value for Money Reviews of Residual Highways, Development Control, Environmental Health and Licensing function as part of the regular review programme. The provision of Public Conveniences is currently under review;;***

- i) exploiting the use of new technology such as the Customer Relationship Management (CRM) System to bring about cashable efficiencies in service provision. ***Implementation of the CRM is progressing as is integration with other systems across the Council. The ICT Strategy is reviewed on a regular basis by the ICT Steering Group with the next key issue likely to be the virtualisation of servers which may result in some efficiency savings for the Council;***
  - j) ***reviewing current Service Areas*** as previously agreed by the Executive;
  - k) transfer of responsibility for assets to the voluntary sector (aka the 'Quirk Review – Making Assets Work'). ***Whilst there have been no significant asset transfers to date, the Council is working closely with various organisations, including Parish Councils, on proposals for asset transfers;***
  - l) disposal of capital assets resulting in capital receipts that can be used to reduce the Council's underlying debt and/or need to borrow for capital investment. ***The Disposals Register is continuously reviewed to identify assets which can be disposed of. Recent examples include 75 Every Street and 2 Duke Street. However, apart from there being a limited number of assets for disposals, the Executive will appreciate that in the current economic climate, it is increasingly difficult to dispose of assets generally.***
50. As indicated previously, the options set out above are not intended to be exhaustive and comprise some operational issues with more strategic proposals, some which may take time to develop and implement. Again, we will need to review these options and any other options and determine what further action should be taken as part of the process of achieving a balanced budget.

#### **Draft Budget Strategy for 2010/11 - Management Team Recommendation**

51. In the First Report to the Executive in December 2009, we set out three options to achieve a balanced budget based around differing levels of Council Tax; the lower the level of Council Tax increase, the greater the savings required. These options are again shown in Table 6 below but have been updated to reflect the change in the budget estimates for 2010/11 as set out above:-

**Table 6: Balancing the Budget 2010/11 – Revised Options**

	Option 1	Option 2	Option 3
<b>Council Tax Increase</b>	<b>3.50%</b>	<b>1.50%</b>	<b>-</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Revised Net Expenditure</b> (per Table 5 above)	<b>19,661</b>	<b>19,661</b>	<b>19,661</b>
<b><i>Funding</i></b>			
Government Grant	(11,125)	(11,125)	(11,125)
Collection Fund Surplus	(100)	(100)	(100)
Council Tax Income	(6,522)	(6,395)	(6,301)
<b>Local Funding Deficit</b>	<b>1,914</b>	<b>2,041</b>	<b>2,135</b>
Use of Reserves	(1,767)	(1,767)	(1,767)
<b>Savings Required</b>	<b>147</b>	<b>274</b>	<b>368</b>

52. The Executive will appreciate that any decisions on the budget for 2010/11 should be taken within the context of the Strategy referred to above. In view of this, it is recommended to the Executive that there should be a Council Tax increase of 3.5% – which should avoid the threat of Government intervention (see below) – along with the implementation in full of all the savings and income generation proposals shown at [Appendix F\(i\)](#). As [Appendix H](#) shows, and as summarised in Table 7 below, this will mean that the amount of reserves required to balance the budget is £1.392m:-

**Table 7: Recommended Budget 2010/11**

	<b>Base Budget 2010/11 £000</b>
Revised Net Expenditure 2010/11 (per Table 5 above)	19,661
Proposed Efficiency Savings (see <a href="#">Appendix F(i)</a> )	(523)
<b>Net Revenue Expenditure</b>	<b>19,138</b>
Use of Reserves	(1,392)
<b>Recommended Budget Requirement</b>	<b>17,746</b>

### **Capital Programme 2010/11**

53. A report elsewhere on the Agenda for this meeting provides more details of the proposed Capital Programme for 2010/11.

### **Estimated Collection Fund Surplus 2009/10**

54. The Collection Fund Account is required to account for precepts and the income collected from council tax and business ratepayers by the Council acting as the Billing Authority. As budgets and associated precepts represent estimates at a point in time variations can occur which result in either actual surpluses or deficits. These must be shared between the major precepting bodies (County, District, Police and Fire Authority).
55. Overall, the Collection Fund for 2009/10 is estimated to make a surplus £617,210 of which £100,000 is attributable to Pendle Borough Council and can be used in the Council's budget calculations.

### **Council Tax Base 2010/11**

56. The Council Tax Base for the 2010/11 financial year has been calculated in accordance with the relevant regulations at 26,213 Band D equivalent dwellings (26,084 in 2009/10) and the Executive approved this at its meeting on 17th December 2009.

### **Council Tax 2010/11**

57. As in recent years, the Government is continuing to allow each Council the discretion to determine its own Council Tax increase although it does retain reserve-capping powers to designate those Councils it considers approve excessive tax increases.
58. As part of the announcement on the provisional Local Government Finance Settlement for 2010/11, the Government indicated that they '*expect to see the lowest increase in the average Council Tax for 16 years*'. Again, as in previous years, there is no specific guidance

in support of this statement. For information, the average Council Tax increase in 2009/10 was 2.6%.

59. Acknowledging that the level of Council Tax increase is for Councillors to decide, the advice to the Executive is that the Council Tax increase for 2010/11 should be no more than 3.5% representing a balance between affordability for the Council and residents alike. Up to now, for financial planning purposes, it has been assumed that Council Tax will increase by 3.5%pa in each year of the plan.
60. To put the proposed increase in the context of the overall change in Council Tax for the Pendle area using estimates of the changes in the Council Tax rates of the other major preceptors, Table 8 shows what the overall increase in Council Tax for residents of Pendle (excluding Town and Parish Precepts) would be on the basis of Options 1 to 3:-

**Table 8: Effect on Overall Council Tax of Pendle's Council Tax**

	Option 1	Option 2	Option 3
<b>Pendle's Increase in Council Tax</b>	<b>3.50%</b>	<b>1.50%</b>	<b>-</b>
Overall Change in Council Tax in 2010/11	1.20%	0.89%	0.65%

\*1 – It is assumed Lancashire County Council's Council Tax will not increase and that the Police and Fire Authority Council Tax increase will be 4.95% (although this may differ once those Authorities take decisions for 2010/11);

61. As the table indicates, even if Pendle was to increase its Council Tax by 3.5%, it is likely that, on average, Pendle Council Taxpayers will see an increase of just over 1%, well below the national average in 2009/10. Saying that, there is a risk that each Council's change in Council Tax will be considered on its own merits but putting our proposed increase in the context of the financial settlement and previous year's Council Tax changes:-
  - the cash grant settlement for Pendle is a 0.97% increase for 2010/11, significantly below the average increase in funding for local authorities of 4%;
  - our proposed Budget Requirement for 2010/11 will only increase by £328k (or 1.9%) when compared to the Budget Requirement for 2009/10;
  - in two out of the last four years, Pendle has not increased its Council Tax.
62. Should the Council agree to increase the Council Tax by 3.5% it is considered unlikely that the Council will be 'capped'. In view of this, the recommended Council Tax for 2010/11 is 3.50% which, if approved, will result in a Band D Council Tax for Pendle's services of £248.79 (Band A will be £165.86). This represents an increase of £8.41 for the year or 16p per week (or for Band A properties, it represents an increase of £5.61 or 11p per week).
63. However, the level of Council Tax is a matter for Councillors to determine and it is acknowledged that the Executive may wish to consider an alternative level of Council Tax. To assist Councillors in their deliberations on this matter, [Appendix I](#) shows a range of budget requirements and associated Council Tax levels, combined with the impact on the budget, at different tax levels.
64. **For information, a 1% change in Council Tax equates to a change in income of c£63k and it should be recognised that any variation in the percentage change in Council Tax will have a cumulative effect on the Medium Term Financial Plan. For example, a change of 1% in year 1 (2010/11) of the plan, will result in a change in income of c£195k over the life of the MTFP. No increase in Council Tax in 2010/11 would, on the basis of current estimates, result in an additional cost over the life of the MTFP of c£685k.**

65. In relation to other District Council's within Lancashire and both the Combined Fire Authority and the Police Authority, there is a mixed picture on proposed Council Tax increases. The range is between no increase and 5% (the average is c3%) although, it should be stressed, these are indicative estimates. As indicated above the County Council will have no increase in Council Tax in 2010/11. In all cases, however, these are subject to approval by the respective Authorities and are therefore subject to change.

### **Group Proposals**

66. On 9<sup>th</sup> February the Executive will make recommendations to the Council on budgets and council tax for 2010/11. Each other Group will also have an opportunity to present alternative budget proposals for consideration by Council.
67. It should be noted that each Group has been reminded of the Chief Finance Officer's statutory obligation to make a statement on the robustness of the Council's budget calculations in support of the proposed budget. In view of this, Groups have been encouraged to discuss, in confidence, budget proposals with the Chief Finance Officer prior to the meeting of Council on 25<sup>th</sup> February 2010.

### **Consultation**

68. A range of consultation has been undertaken on the Council's budget proposals. The conclusions of other Committees on issues arising from the First Report are shown in [Appendix J](#). This is with the exception of both Brierfield and Reedley Area Committee and West Craven Area Committee where the meetings were cancelled due to the severe weather in early January. These Committees will consider the budget submissions on 2<sup>nd</sup> February 2009 and should there be any changes proposed, a verbal update will be provided at the Executive meeting.
69. In relation to the other Area Committees, they noted the proposed budgets with no amendments. This is with the exception of Colne and District Area Committee which recommended that the Executive consider an inflationary increase in a range of budgets (see [Appendix J](#))
70. The Executive should note this proposal is not factored into the options referred to above and if approved, without any compensating budget reductions would result in an additional cost of £5,950pa. It is recommended, therefore, that the Executive request the Area Committee to fund the additional cost from within its own budget allocations.
71. In relation to the Business Community, budget papers were sent to the East Lancashire Chamber of Commerce (ELCC) following the December meeting of the Executive. At the time of writing this report, no response had been received from the ELCC but should there be any feedback prior to the meeting, a verbal update will be provided to Councillors when the report is considered.
72. Finally in this section, discussions have been held with Union Representatives on the proposed budget and their response is provided at [Appendix K](#).

### **Precepts, Printing Council Tax Bills etc**

73. The Police and Fire Authorities meet on 11<sup>th</sup> and 15<sup>th</sup> February respectively to set their budget and Council Tax whilst the County Council meets on 18<sup>th</sup> February. This Council's meeting is fixed for 25<sup>th</sup> February. Where available, Parish and Town Councils have submitted details of their precepts for 2010/11 (to be added to the council tax in their area) and these are provided for information provided at [Appendix L](#).

74. The scheduled date for bills and accompanying leaflets to be printed is the w/c 27<sup>th</sup> February 2010 to enable bills to be issued by in early March 2010. Should it not be possible for the main billing process to start in early March, it would not be possible to issue bill in sufficient time to ensure the first Direct Debit payments of Council Tax are collected on 1<sup>st</sup> April. Hence, it is important that Council Tax is set at the meeting of Council on 25<sup>th</sup> February 2010.

### ***Statement on the Robustness of the Council's Budget Calculations and the Adequacy of Financial Reserves***

75. As indicated in the Legal Implications below, section 25 of the Local Government Act 2003 requires the Chief Finance Officer, as the officer having responsibility for the administration of the Council's financial affairs, to report to the Council on the robustness of the budget estimates and the adequacy of proposed financial reserves when determining its budget requirement under the LGFA 1992.
76. A draft copy of the statement that will be reported to Council on 25<sup>th</sup> February is provided at [Appendix M](#) and the Executive is requested to consider this when making proposals in relation to the budget. The statement has been produced on the basis of the proposals set out in this report. It should be noted that, subject to the Councillors deliberations on the budget at Council on 25<sup>th</sup> February, it may be necessary for the Chief Finance Officer to revise the statement to take into consideration the implications for any decisions taken at the Council meeting.
77. As part of the preparatory work in relation to the statement on the adequacy of the Council's financial reserves, work has been undertaken to review the level of the Council's General Fund Working Balance. The outcome of this work is that it is proposed to maintain the Minimum Working Balance at £1.250m. The rationale for the Minimum Working Balance is provided at [Appendix N](#).

## **IMPLICATIONS**

### **Policy**

78. The Council's Strategic Plan is consistent with the priorities identified by the Council and Pendle Partnership in Pendle's Community Strategy. Details of the Strategic Plan, with its primary aim of "putting people first in Pendle", were given in the First Budget Report and a revised Strategic Plan for 2010/11 was presented to the last meeting of the Executive. Also provided was an explanation of how the Strategic Plan has been developed around the following three corporate objectives :
- successfully engaging and leading our community
  - achieving successful regeneration and sustainable development
  - delivering accessible services of good value and quality
79. In accordance with the Council's Corporate Planning and Performance Framework, detailed Service Plans have been updated and are consistent with the Council's Strategic Plan, setting out both achievements and key developments. Key priorities include:-
- creating a strong housing market
  - reducing crime and anti social behaviour
  - providing cleaner streets, an improved environment and more recycling
  - improving town centres and the local economy, and celebrating Pendle's heritage, character and local culture
  - improved customer and citizen access

80. The Council's General Fund Revenue Budget for 2010/11 (and Medium Term Financial Plan 2010/13) have been developed in conjunction with the corporate planning process recognising that a key element of the process is to ensure resources are allocated in a such a way that will lead to the achievement of the Council's objectives, both in relation to the forthcoming year and preparing for following years. The process therefore affects all services and the work being undertaken by the Council, all partnerships, and takes into account various best value reviews, the CAA and Organisational Assessment process, and performance management issues. The aim is for adequate resources to be available to achieve the strategic objectives so that there is continuous improvement, high quality and sustainable service provision.

## **Financial**

81. The financial implications are as given in the report.

## **Legal**

82. In accordance with s32 and s43 of the Local Government Finance Act 1992 (LGFA 1992), annually the Council must calculate and approve its budget requirement for the forthcoming financial year.
83. Section 25 of the Local Government Act 2003 also requires the Chief Finance Officer, as the officer having responsibility for the administration of the Council's financial affairs, to report to the Council on the robustness of the budget estimates and adequacy of financial reserves when determining its budget requirement under the LGFA 1992. This is considered in [Appendix M](#) and will be reported to Council on 25<sup>th</sup> February 2010 when the budget is considered for approval.

## **Risk Management**

84. When considering the risks and risk management measured associated with the budget for next year, Councillors should note the draft statement on the robust of the budget estimates and the adequacy of financial reserves shown at [Appendix M](#).
85. The development of the Council's budget is a complex task and is based on estimates of future income and expenditure. Councillors will appreciate that these estimates are made on the basis of the best information known when undertaking the work. It is necessary, for example, to assume a certain level of increase in pay (albeit the pay award is determined nationally), to estimate the likely interest rates and make forecasts of demand for, and therefore income from, the use of Council services.
86. Whilst every effort is made to ensure these estimates are robust, Councillors should be aware there is a risk that both internal and, particularly given the current economic climate, external factors may have an impact on budgetary performance. To minimise and control the impact of this, the Council has in place various mechanisms including for example, financial and contract procedure rules, budgetary control and monitoring arrangements to ensure that it can take pro-active action should it be necessary.
87. The budget for 2010/11 includes a range of proposals for service efficiencies. These proposals have been identified through the Council's Service and Financial Planning process and represent areas where it is considered possible to reduce the Council's budget whilst maintaining service delivery at a level capable of achieving the Council's corporate priorities. The risk of not approving these service efficiencies is, subject to compensating savings not being identified, the increased reliance on reserves which, as indicated in the report, are already assumed to be used at a rate of £1.4m pa. Equally, in approving service efficiency

proposals, there needs to be action to ensure they are implemented on time and in full and this will need to be monitored throughout the coming year.

88. Details of the impact on the proposed budget for 2010/11 on the Council's Medium Term Position are provided elsewhere in the report. Councillors should be aware that, whilst the budget proposed for 2010/11 is balanced, the Medium Term position continues to show a deficit. In addition to the budget strategy for 2010/11 presented in this report, work is currently underway to update the detailed Financial Strategy that was approved by the Executive in March 2008. The outline themes of the Strategy are provided in the report but further work will be required to develop this Strategy into a realistic set of options for the Council to pursue, in conjunction with the corporate planning process, to ensure that the objective of the Strategy, the achievement of a balanced budget over the medium term, is achieved.
89. Finally in this section, the Council has both a Strategic and Operational Risk Register. Where appropriate, the risks associated with the delivery of services and the Council's overall financial position are reflected in the relevant risk registers.

### **Health and Safety**

90. There are no Health and Safety implications arising directly from the contents of this report. The budget does, however, include provision for ensuring the Council can meet its health and safety obligations as required.

### **Climate Change**

91. As with health and safety implications, there are no climate change or sustainability implications arising directly from this report but the proposed budget includes provision, where necessary, to progress issues of sustainability for the Council. Equally, Councillors will be aware the Council has a Climate Change Action Plan and work has been undertaken to ensure that this is adequately resourced.

### **Community Safety**

92. There are no community safety issues arising directly from the contents of this report.

### **Equality and Diversity**

93. The Council is currently considered to be at Level 4 of the Equality Standard. However, with the introduction of the new Equality Standard for Local Government, there is a new assessment framework in place. On the basis of the performance levels set out in the new framework, we are considered to be 'moving towards excellent'. As part of the approach to equalities and diversity, Equality Impact Assessments have been undertaken across the Council and where these have resulted in a requirement for investment, these have been considered as part of the budget process.

## **APPENDICES**

- Appendix A – First Budget Report - Resolutions of the Executive on 17<sup>th</sup> December 2009
- Appendix B – Response to Consultation on the Local Government Finance Settlement 2010/11
- Appendix C – Report on the outcome of the review of Advice Services
- Appendix D – Analysis of the Council's Balances and Reserves
- Appendix E – 'Firming Up' Adjustments
- Appendix F(i) – Revenue Budget Service Efficiency Proposals 2010/11
- Appendix F(ii) – Narrative Supporting Revenue Budget Service Efficiency Proposals 2010/11
- Appendix G – Review of Service Priorities
- Appendix H – General Fund Revenue Budget 2010/11 – Management Team Recommendation
- Appendix I – Council Tax Exemplifications
- Appendix J – Responses to Area Committee Consultation
- Appendix K – Union Response to Proposed Budget
- Appendix L – Town and Parish Council Precepts
- Appendix M – Draft Statement from the Chief Finance Officer on the Robustness of Estimates and Adequacy of the Council's Reserves and Balances
- Appendix N – Review of the Council's Minimum Working Balance

## **LIST OF BACKGROUND PAPERS**

First Budget Report – Presented to the Executive on 17<sup>th</sup> December 2009

Local Government Finance Settlement 2010/11

# Appendix A

## EXTRACT FROM THE DRAFT MINUTES OF A MEETING OF THE EXECUTIVE HELD AT THE TOWN HALL, NELSON ON 17<sup>th</sup> DECEMBER 2008

### 13. GENERAL FUND REVENUE BUDGET 20010/11

The Chief Finance Officer submitted a report which set out details of the Provisional Local Government Finance Settlement for 2010/11 together with a revised budget for 2009/10. The report also presented a draft base budget for 2010/11 for initial consideration and set out present options (including savings proposals) to balance the budget in 2010/11.

#### RESOLVED

- (1) That delegated authority be granted to the Chief Finance Officer, in consultation with the Executive Councillor for Revenue and Personnel, to prepare and submit a response to the consultation on the Local Government Finance Settlement 2010/11 on behalf of the Council.
- (2) That the revised budget for 2009/10 be approved.
- (3) That the draft base budget for 2010/11 be noted together with the forecast medium term financial plan and the assumptions underpinning both.
- (4) That, as part of the development of the Executive's budget Strategy for 2010/11 –
  - (a) the options set out in the report to achieve a balanced budget for 2010/11 be noted.
  - (b) that the potential additional funding required by the Pendle Leisure Trust for 2010/11 be noted.
  - (c) the savings proposals set out in the report be reviewed.
  - (d) a review of the draft base budget for 2010/11 be undertaken to identify any other areas where further savings proposals could be brought forward for consideration as part of the budget process.
- (5) That in looking to the medium term, and in relation to the implementation of the financial strategy, the decision to instruct the Management Team to explore options to deliver savings of £1M in each of the next three years as a means of implementing the financial strategy objective of achieving a balanced budget over the medium term financial planning period be re-affirmed.

## Appendix A

- (6) That the budget consultation set out in the report be carried out as part of the development of the budget strategy for 2010/11 be noted.
- (7) That the outline timetable for the remainder of the budget process as set out in the report be noted.

### **REASON**

***To continue with the implementation of the Council's financial strategy and to inform the development of the Council's budget for 2010/11.***



### FINANCIAL SERVICES

Elliot House, 9 Market Square, Nelson, Pendle, Lancashire  
BB9 0LX

Dept for Communities and Local Government  
Zone 5/J2  
Eland House  
Bressenden Place  
London  
SW1E 5DU  
FAO Mr Andrew Lock  
**BY E-MAIL**

Date: 4<sup>th</sup> January 2010  
Our Ref:  
Ask for: Dean Langton  
Direct Line: (01282) 661866  
E-Mail: dean.langton@pendle.gov.uk  
Service Manager: Dean Langton

Dear Mr Lock,

#### **REVENUE SUPPORT GRANT FOR 2010/11 RESPONSE TO CONSULTATION**

I am writing in response to your consultation on the Local Government Finance Settlement for 2010/11.

#### *The Three-Year Settlement*

The Council welcomed the decision two years ago to provide a three year settlement. Given the present balance of funding, predictability and stability in government funding are the cornerstones of good financial planning and a multi-year settlement goes some way to achieving this.

It remains our view, however, that the economic climate at the time the three year settlement was announced was considerably different to the current situation. In particular, we believe the funding to be provided to local government next year does not take into consideration the significant pressures that local authorities such as Pendle are presently facing and which, in the medium term, look unlikely to improve. Examples of areas of Council activity that continue to be directly affected by the downturn in the economy, and which Council would be willing to provide more details, include:-

- a downturn in income from activity such as local land charges, planning, building control, investment properties;
- a significant reduction in investment income as interest rates have reduced;
- increasing cost pressures in areas such as, for example, benefit administration, recycling and utility charges;

## Appendix B

- a reduction in income from capital receipts as the market for the sale of assets has collapsed.

As the impact recession has taken hold, we have seen some significant increases in the demand for services, particularly from vulnerable residents. As an example, the number of residents applying for Council Tax and Housing Benefit has increased by more than 25%, putting a greater strain on the Council's ability to deal with claims quickly.

As in 2009/10, the Government has indicated that any changes to the provisional settlement for 2010/11 will only be made in **'entirely exceptional circumstances'**. Both the Chancellor of the Exchequer<sup>1</sup> and the Minister for Local Government<sup>2</sup> have in recent previously commented that, as a result of the turbulence in the global economy, these are indeed exceptional times. ***It is our view that the Government should acknowledge this in the funding for local government.*** It should not stick rigidly to a three year settlement that does not reflect the impact on local authorities of the economic downturn but should revisit the control totals for Formula Grant with a view to increasing the amount of funding for local government in recognition of the significant effects of the current recession.

There are a further two specific issues we would like to comment on:-

- as we come to the end of the 3-year settlement period and without knowledge of settlements beyond 2010/11, you will appreciate that the benefits of the multi-year settlement diminish to the extent that in the coming financial year, local authorities will be in no better position for financial planning than they were before the introduction of the current three year settlement. It is our view that, notwithstanding the requirements of the Comprehensive Spending Reviews, the Government should consider introducing a rolling three year settlement as a further enhancement to the provision of multi-year data;
- whilst details of the Formula Grant and other specific revenue grants have, in most cases, been made available, there are certain grants, mainly for capital expenditure, where no local authority specific information has been released. Of particular concern to Pendle Borough Council is the absence of confirmation of the Regional Housing Pot. The latest indication from Government Office for the North West is that the allocations for 2010/11 are unlikely to be available until the New Year (although admittedly we do have a provisional allocation). Given the relationship between revenue and capital budget planning, we would appreciate information on our allocation of grant as soon as possible so that the Council is able to complete its budget planning.

---

<sup>1</sup> Speech on 4<sup>th</sup> December 2008 to Edinburgh Chamber of Commerce

<sup>2</sup> Speech on 26<sup>th</sup> November 2008 to House of Commons on the Local Government Finance Settlement 2009/10

# Appendix B

## The Provisional Revenue Support Grant Settlement 2010/11

As indicated last year, overall the proposed changes in the formula grant for Pendle are extremely disappointing, particularly given the continued expectation to develop and improve services. This position applies equally to District Councils in general which continue to fare worse than any other class of authority with regard to Formula Grant.

In her speech on the Settlement for 2009/10 on 26<sup>th</sup> November 2009, the Minister for Local Government commented on an average cash increase in Formula Grant of 2.6%. **This is not the case for Pendle Borough Council.** As the table below shows, whilst on a cash basis there is a year on year increase in funding, in real terms there is a year on year reduction:-

	Actual 2008/09 £000	Actual 2009/10 £000	Provisional 2010/11 £000
Grant Payable	10,868	11,017	11,124
Change from Previous Year (£)	+264	+149	+107
Cash Change from Previous Year (%)	2.49%	1.37%	0.97%
Real Terms Change from Previous Year (%) *1	-0.35%	-1.34%	-1.73%

\*1 – Assuming a GDP Deflator of 2.75%

It should be noted that for consistency the real terms change in grant has been calculated using the GDP Inflater of 2.75%. However, you will appreciate that inflation in 2008/09 was significantly above the GDP inflater, the result being additional cost pressures during that year that are not reflected in the level of Formula Grant provided to the Council. **It goes without saying that funding at the proposed level is likely to have a serious impact on the continued delivery of some Council services.**

We would also like to reiterate a point raised in previous year's responses to the consultation on the Revenue Support Grant. The Council's formula grant will again be reduced as a result of the damping arrangements. For 2010/11, the Council's Formula Grant should actually be £11.195m; however, this has been reduced by a further £71,000 as a consequence of the damping arrangements. Looking back over previous years, our Council has suffered significantly as a result of this mechanism being applied and, on the basis of the proposed grant figures up to 2010/11, grant of at least £3.1m will have been withheld from the Council. There is no doubt that, had the Government provided the amount of grant funding to Pendle Borough Council at the level determined by the formula grant methodology (and its predecessors), the quality of services provided by the Council to local residents would have improved at a greater rate than has already been achieved. Alternatively, Council Tax could be substantially lower than at present.

**The Council would, therefore, like to reaffirm the view made previously to the Department that local authorities should receive adequate funding to deliver services locally and the burden of providing a minimum increase in grant should be funded directly by the Government and not arbitrary reductions in grant for authorities like Pendle.**

Again, it is noticeable that the grant allocation for fixed costs of £325,000 also remains unchanged over the remaining life of the three year settlement. This amount has not changed since 2006/07. Notwithstanding the arguments about the adequacy of this amount, given the increasing burdens being placed on local authorities by Government, we would have expected there to be at least an inflationary increase in the amount for 2010/11 and each year thereafter.

### Other Grant Funding Streams

In addition to a poor grant settlement, we are also concerned about the level of funding from other grant streams. In particular:-

- the amount of income from the new Local Authority Business Growth Incentive (LABGI) Scheme is likely to be substantially less for Pendle Borough Council than was the case previously. For the three years the Scheme operated up to 2007/08, this Council received c£1m; our actual income for 2009/10 is £21,000 and is therefore significantly below what we believe we should be receiving;
- likewise, despite our significant improvements in Planning administration, funding from the new Housing and Planning Delivery Grant (with the new scheme appearing to weight the allocation of grant towards those authorities that are housing growth areas whereas housing development in Pendle has been subject to a moratorium imposed by the Government) is significantly lower than the amounts received from the former Planning Delivery Grant, a situation that could undo the improvements in Planning;
- Whilst we welcome the additional Housing and Council Tax Benefit Administration Grant for Pendle of £107,291 for 2010/11 to deal with the increasing number of residents claiming benefit, it is not enough. As indicated above, we have already experienced an increase of more than 25% in the number of claimants and it is our view that the number of claimants will continue to rise in the coming months.
- In relation to the main Housing and Council Tax Benefit Administration Grant, according to the Department for Work and Pensions (DWP) own calculations, our Administration Grant for 2010/11 should be £1,121,527. However, our actual Administration Grant for next year will be £979,512, a reduction of some £142,015. It would appear, therefore, that whilst the Government appears to be providing additional funding to meet increased demand, it is in fact doing so by reducing the main Administration Grant (and in the case of Pendle, we are suffering a net reduction in grant);

## Appendix B

- In 2010/11, our special grant for concessionary fares has been reduced by 50%, a loss of £140,000. This is of particular concern given that this allocation was announced as part of the move to 3-year financial allocations which were to provide predictability and stability of funding for local authorities. You will appreciate that a reduction in grant of this magnitude has a significant effect on our budget planning;
- Last year, we welcomed the Government's initiative to provide free swimming to eligible residents. However, we believe the Government should acknowledge that the funding it has made available is not sufficient for local authorities to offer this service without incurring additional costs from the loss of revenue. For Pendle, it has cost c£140k to implement the schemes yet the Government has made available grant of only £84k, some £56k less than the cost to the Council;
- Finally, in relation to capital grants, we note the significant reduction in the Regional Housing Pot allocations over the last 3 years. In 2007/08, Pendle received over £3m in capital grant. The provisional allocation for 2010/11 has reduced to just over £1m and there is no certainty of funding from 2011/12.

Other than prudential borrowing, which is subject to the constraints placed on our revenue budget, there does not appear to be any financial support for new capital investment. Whilst Pendle is involved in innovative regeneration-led arrangements such as a joint venture with the private sector, there is still a need for sustained capital investment to complement the investment from the private sector.

### Council Tax

Over the last year, the Minister for Local Government has encouraged local government to be innovative in its approach to charging for services as a further means of funding the delivery of much needed services. At Pendle, we have embraced this approach by undertaking regular reviews of our charging policies and, using the guidance provided by the Audit Commission in their publication 'Positively Charged', considering ways in which we can exploit new methods of generating income from fees and charges.

However, we believe that the Government should recognise that, in the current economic climate, it is not always possible to continually increase income from fees and charges, particularly when there is clear evidence that the demand for Council services where charges are made is falling. Examples of this include Local Land Charges, Environmental Health Services and Leisure Services.

## Appendix B

Indeed, it seems incongruous to us that on the one hand the Government seeks to encourage local authorities to increase its own fees and charges for services as a means of generating additional funding yet on the other hand places limitations on the extent to which local authorities can increase their main source of income, the Council Tax. **Fundamentally, as indicated above, the Government should provide local authorities with adequate funding to deliver local services and should allow decisions on Council Tax to be taken locally, based on local circumstances, without the threat of designation.**

### Population Estimates

We have previously commented on the veracity of the population estimates used in the derivation of Formula Grant. It is still our view that the estimates do not properly reflect a significant inward migration of people into the District in recent years. As indicated last year, the Council's population has increased year on year and whilst the Council accepts its responsibility to provide services to these migrants, we do not believe that the population estimate, and therefore the formula grant, reflects accurately the District's population and this only serves to exacerbate the inadequacy of funding referred to above.

### Efficiencies

Pendle Borough Council has been extremely successful in identifying and implementing efficiencies and is recognised as a top performing authority. We have risen to the challenge set by the Government. Indeed, the Council has made significant progress towards the Government's model of a Council that commissions services, rather than continuing to deliver services direct. This has resulted in the development of a leisure trust, disposal of our housing stock to a Registered Social Landlord and a public private partnership that delivers a range of services and is recognised nationally as a beacon of best practice.

A consequence of the strategy pursued by the Council is, however, that the cost base on which it is possible to make further efficiencies has reduced. **In view of this, and the real terms reduction in Formula Grant, it is much more difficult to achieve any further substantial gains without impacting on service delivery.** In essence, the Council is potentially being penalised for its own success.

On this same issue, we note the continuation of the Government's decision requiring local authorities to include efficiency information both on the face of the Council Tax bill and in the supporting leaflet. We are still of the view that this is not necessary and, on the basis evidence from last year, provides misleading information that only serves to confuse the public. We already publicise details of our success in achieving efficiency gains and at a time when resources are tight, in our opinion spending on this initiative is not an efficient use of resources.

## Appendix B

I trust that you will take these comments into consideration before finalising the grant allocations for 2010/11.

Yours sincerely

---

**Dean Langton**  
**Chief Finance Officer**

---

**Councillor Graham Roach**  
**Executive Councillor**  
**for Revenue and Personnel**

# Appendix B



[www.communities.gov.uk](http://www.communities.gov.uk)  
community, opportunity, prosperity

13 January 2010

Dean Langton  
Chief Finance Officer  
Elliot House  
9 Market Square  
Nelson  
Pendle  
Lancashire BB9 0LX

Our Ref: 022 Pendle  
Your Ref:

Dear Mr Langton,

## **Provisional Local Government Finance Settlement 2010-11**

Thank you for your letter of 4 January 2010 about the provisional local government finance settlement for 2010-11. Ministers are grateful for your views on this.

I can assure you that your comments, along with all others received during the consultation period, will be carefully considered when making final decisions on the provisional settlement.

Yours sincerely,

**Andrew Lock**



2006-2007  
Transforming the Delivery of  
Services Through Partnerships



## INTERIM REPORT of SOCIAL WELFARE ADVICE SERVICES REVIEW GROUP

### INTRODUCTION

1. The Council called for a review of social welfare advice services when setting the 2009/10 budget. It set a target saving of £25,000 and this has been reflected in the base budget for 2010/11.
2. A Review Group of the Executive with members from the 3 main political groups on the Council has been established to do this. The membership is Councillors Greaves, Roach, Thomas, Beckett, Blomeley and Iqbal, with Councillor Greaves in the chair. Support is provided by the Executive Director (Citizen and Community Services), the Chief Executive's Policy Unit Manager and the Accountancy Services Manager.
3. At the outset we agreed that our role was to explore all options and not necessarily be tied to the target saving in the current financial year. We accepted the need to look closely at achieving savings but these could be achieved over a period of time and would depend on the Council's medium term financial projection.
4. The Group also accepted there is a need to develop a clear Council strategy for social welfare advice services, the overall aim of which should be improved and coordinated access to advice for all those who need it, whether this be through direct provision, commissioned service or good signposting to other agencies. We recognised that work on this may extend well into 2010/11.
5. The recent background to the provision of social welfare advice services in Pendle is as follows.
6. In 2004 the Council employed consultants to develop a way forward for the service. In summary their report recommended service level agreements with the direct recipients of Council funding, namely, Citizens Advice Bureau (CAB), Pendle Pakistan Welfare Association (PPWA) and Ithaad; the cessation of secondment of staff to PPWA and Ithaad; and future funding to be dependent on the attainment of quality standards.
7. The report emphasised the need for the Council to develop a strategic approach to social welfare advice provision in the Borough. The service had grown in an ad hoc way over the years. It also highlighted the fact that no service area of the Council truly had responsibility for the provision of social welfare advice services.
8. The report also saw the need for the three organisations funded by the Council and the County Council's Welfare Rights Service (Welfare Rights) to work in closer partnership (possibly in the same premises) but felt it was too early for a single provider to be considered.
9. No progress has yet been made on the recommendations in the report and the three organisations have continued to receive funding at the same level

## Appendix C

from the Council as shown in the following table. (NB the figures do **not** take account of the £25,000 targetted saving).

	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
	£	£	£	£	£	£	£
Pendle Citizens Advice Bureaux							
Running Expenses	34,670	34,880	35,150	35,430	30,710	31,990	32,120
Staff	75,300	77,530	79,800	81,960	84,230	86,500	85,310
	109,970	112,410	114,950	117,390	114,910	118,490	117,430
PPWA							
Accommodation	4,170	4,170	4,170	4,170	4,170	4,170	4,170
Detached Worker	19,220	19,800	20,410	21,000	21,720	19,460	23,590
	23,390	23,970	24,580	25,170	25,890	23,630	27,760
ITHAAD							
Accommodation	2,400	2,400	2,400	2,400	2,400	2,400	2,400
Detached Worker	19,220	19,800	20,410	21,000	18,700	19,130	18,880
	21,620	22,200	22,810	23,400	21,100	21,530	21,280
Overall Total	154,980	158,580	162,340	165,960	161,900	163,650	166,470

10. No service level agreements have been concluded with any of the three organisations.
11. The two detached workers with PPWA and Ithaad have continued in post. Both are in fact employees of the Council within Democratic and Legal Services.
12. The organisations continue to occupy their separate premises. The figure for accommodation for PPWA and Ithaad is effectively a grant for the rent for their premises. In the case of PPWA this is a Council owned building to which PPWA have made improvements.
13. The social welfare advice landscape has changed since the 2004 review, especially in the last two years. The recession and credit crunch have overall increased demands for advice and the Council (and other agencies) have responded to this.
14. For example the Council now has an improved benefits service through its partnership with Liberata and far better customer provision at the Contact Centre at Number One Market Street. Age Concern has developed its Information and Advice Service for older residents from its Nelson office and the Pendle Credit Union is expanding its work. The Council (with government funding) supports an advice facility run by CAB at the local County Court for those having mortgage difficulties.

# Appendix C

## THE REVIEW

15. To take the review forward we obtained financial and statistical information from PPWA, Ithaad, CAB and Welfare Rights. We then met with and questioned representatives of those organisations and we thank them for cooperation and help in this.
16. We also met with and questioned Liberata's Client Director about the Housing Benefits/ Council Tax service and Customer Services as we wished to see how this related to the advice provision by the advice agencies.
17. In summary our main findings from this work are as follows:
  - there is an increasing demand for advice with all the agencies reporting significant increase in caseloads since the start of the recession and this is also reflected in the number of benefits claims
  - the main offices of all the organisations are in Nelson; Welfare Rights do sessions in Burnley and CAB have offices in Colne and Barnoldswick; PPWA do sessions in Brierfield
  - CAB, PPWA and Ithaad provide advice on a range of subjects; Welfare Rights is confined to entitlement to benefits
  - about 70% of CAB and Welfare Rights clients are of Pakistani heritage; the percentage is higher for PPWA and Ithaad
  - there is a strong demand for face to face advice especially in Nelson and particularly among the older section of the Pakistani heritage community who have language difficulties; all the agencies aim to meet this demand
  - telephone advice is also provided though to a lesser degree and in appropriate cases home appointments are arranged
  - all the agencies have advice workers who can speak Urdu and/or Punjabi
  - the organisations do not compete with each other for clients; there is a certain amount of loyalty and word of mouth recommendation for each; at the same time there is anecdotal evidence of potential clients visiting more than one agency trying to find "the answer they want"
  - the services provided by all four agencies appear to be well received and valued by their clients who have a good degree of confidence in them
  - CAB, PPWA and Ithaad depend on volunteers to support their paid workers; in the case of CAB all the Council's funding goes on recruiting, training and managing their volunteers
  - CAB, PPWA and Ithaad are prepared to enter into service level agreements with the Council
  - CAB, PPWA and Ithaad say they would struggle to provide their services if Council funding was reduced or taken away
  - CAB, PPWA and Ithaad are all unenthusiastic about any kind of merger between themselves
  - the management of the Welfare Rights' Nelson and Accrington offices may be amalgamated in the near future but it seems that the Nelson office and the number of advisers will remain

## Appendix C

- the future of the Mortgage Advice Service is uncertain with the imminent closure of Nelson County Court
- there is scope for more structured joint working and liaison between the Council Tax/Benefits service and the four advice agencies
- there may be scope for improving the signposting of clients between Customer Services and the advice agencies
- Pennine Lancashire Chief Executives have just established a working group to work with the Legal Services Commission to explore the possibility of setting up a Pennine Lancashire wide community legal advice network probably from 2012/13.

### CONCLUSIONS and RECOMMENDATIONS

18. In our meetings with them, we have explained to the representatives of CAB, PPWA and Ithaad the severe pressure on public finances in the next few years. We have impressed upon them the strong likelihood of the Council having to make cuts in a range of services, including funding for social welfare advice services, at some stage in the near to mid future depending on the approach of the Government to local government finance.
19. We have asked all the agencies to provide us with further detailed information about their services including breakdown of types of enquiries, d breakdown of clients by ward etc. for further analysis.
20. We will then have further discussions with them but in the meantime we make the following recommendations to the Executive and Council;
  1. That the need to develop a clear Council strategy for social welfare advice services, the overall aim of which should be improved and coordinated access to advice for all those who need it whether this be through direct provision, commissioned service or good signposting to other agencies, be acknowledged.
  2. That £25,000 of Working Neighbourhoods Funding be used for funding advice services in 2010/11.
  3. That the position regarding the future of the County Court Mortgage Advice Service and the relevant funding be clarified.
  4. That service level agreements be negotiated with CAB, PPWA and Ithaad and arrangements be put in place for monitoring the performance of the agencies under these.
  5. That Liberata's Council Tax/Benefits Service be asked to set up more structured contact and liaison arrangements with the four organisations especially on benefits take up and direct debit take up.
  6. That the possibility of a Pennine Lancashire wide Community Legal Advice Network be noted at this stage, pending further information.
  7. That the Review Group continue to meet in particular to monitor the proposed service level agreements and the contact and liaison arrangements between Liberata and the advice agencies, to receive further information on the possible Pennine Lancashire community legal advice network, to hold further discussions with the advice agencies, and to make further recommendations as appropriate.

# Appendix D

## Pendle Borough Council General Fund - Forecast Amounts of Specific Reserves and Balances

		2008/09	2009/10					2010/11				2011/12				2012/13				2013/14		
Line No		ACTUAL Balance 31/03/2009 £	Estimate Utilised £	Estimate Utilised Not Budgeted £	Estimate Contribution £	Re-classify £	Estimated Balance 31/03/2010 £	Estimate Utilised Budgeted £	Estimate Utilised Not Budgeted £	Estimate Contribution £	Estimated Balance 31/03/2011 £	Estimate Utilised Budgeted £	Estimate Utilised Not Budgeted £	Estimate Contribution £	Estimated Balance 31/03/2012 £	Estimate Utilised Budgeted £	Estimate Utilised Not Budgeted £	Estimate Contribution £	Estimated Balance 31/03/2013 £	Estimate Utilised £	Estimate Contribution £	Estimated Balance 31/03/2014 £
	<u>General Fund Specific Reserves</u>																					
1	Repairs and Renewals Reserve	693,427					693,427		(150,000)		543,427		(150,000)		393,427		(150,000)		243,427	(150,000)		93,427
2	ABG - Working Neighbourhoods Fund	305,383	(103,250)	(202,133)	103,250		103,250	(103,250)			-				-				-			-
3	ABG - Community Cohesion	32,644		(32,644)			-				-				-				-			-
4	ABG - Preventing Violent Extremism	39,029		(39,029)			-				-				-				-			-
5	ABG - Climate Change	22,500		(22,500)			-				-				-				-			-
6	VAT Partial Exemption Reserve	187,500					187,500				187,500				187,500				187,500			187,500
7	Death in Service Reserve	86,839					86,839				86,839				86,839				86,839			86,839
8	Local Development Framework Reserve	346,100	(91,400)				254,700	(85,000)			169,700	(85,800)			83,900	(83,300)			600			600
9	Pensions Reserve	800,000					800,000				800,000	(90,000)			710,000	(60,000)			650,000	(60,000)		590,000
10	Pendle Leisure Trust Reserve	500,000	(123,000)				377,000	(52,000)			325,000	(1,000)			324,000				324,000			324,000
11	DLO/DSO Reserve	200,000					200,000				200,000				200,000				200,000			200,000
12	Concessionary Fares Reserve	550,000					550,000				550,000		(550,000)		-				-			-
13	Conservation Reserve	37,240					37,240				37,240				37,240				37,240			37,240
14	Performance Reserve	110,000	64,000				174,000				174,000				174,000				174,000			174,000
15	LABGI Reserve	245,950	(50,000)			74,280	270,230	(75,000)			195,230	(75,000)			120,230	(45,950)			74,280			74,280
16	Revenue Expenditure Reserve	1,040,762	56,060			(248,913)	847,909	(61,810)			786,099	(20,580)			765,519				765,519			765,519
17	Change Management Reserve	600,000					600,000		(100,000)		500,000		(150,000)		350,000		(150,000)		200,000	(150,000)		50,000
18	Building Control Reserve	-					-				-				-				-			-
19	Insurance and Risk Management Reserve	100,000					100,000				100,000				100,000				100,000			100,000
20	Parkwise Reserve	100,000				(100,000)	-				-				-				-			-
21	Empty Property Strategy Reserve	200,000	(38,000)				162,000	(40,000)			122,000	(28,000)			94,000				94,000			94,000
22	Events Reserve	70,000					70,000		(70,000)		-				-				-			-
23	Climate Change Reserve	303,900	(10,000)				293,900	(100,000)			193,900	(100,000)			93,900	(93,900)			-			-
24	Bond Reserve	500,000					500,000				500,000				500,000				500,000			500,000
		7,071,274	(295,590)	(296,306)	103,250	(274,633)	6,307,995	(517,060)	(320,000)	-	5,470,935	(400,380)	(850,000)	-	4,220,555	(283,150)	(300,000)	-	3,637,405	(360,000)	-	3,277,405
25	Budget Support Reserves	3,903,215	(1,167,227)	-	500,000	274,633	3,510,620	(874,890)	-	500,000	3,135,730	(1,250,000)	-	500,000	2,385,730	(1,253,030)	-	500,000	1,632,700	(1,250,000)	500,000	882,700
26	Total General Fund Specific Reserves	10,974,489	(1,462,817)	(296,306)	603,250	-	9,818,616	(1,391,950)	(320,000)	500,000	8,606,665	(1,650,380)	(850,000)	500,000	6,606,285	(1,536,180)	(300,000)	500,000	5,270,105	(1,610,000)	500,000	4,160,105
	<u>Working Balances</u>																					
27	General Fund	1,250,252					1,250,252				1,250,252				1,250,252				1,250,252			1,250,252
28	TOTAL RESERVES AND BALANCES	12,224,741	(1,462,817)	(296,306)	603,250	-	11,068,868	(1,391,950)	(320,000)	500,000	9,856,917	(1,650,380)	(850,000)	500,000	7,856,537	(1,536,180)	(300,000)	500,000	6,520,357	(1,610,000)	500,000	5,410,357

# Appendix E

## Pendle Borough Council General Fund Revenue Budget 2009/10 - 'Firming Up' Adjustments v.4

Line No		Base Budget 2010/11 £	Base Budget 2011/12 £	Base Budget 2012/13 £
1	Net Expenditure as reported to Executive in December 2009 (Excluding Reserves)	19,679,170	20,681,580	21,470,070
	<b><u>Firming Up Adjustments</u></b>			
2	Change in Housing and Council Tax Admin Subsidy 2010/11	(46,650)	-	-
3	Reduction in LGA Subscription	(2,300)	(2,000)	(1,700)
4	Adjustment in Waste Management Disposal arrangements	1,430	1,460	1,500
5	Extra Professional Fees for Legal Executives	630	630	640
6	Further Reduction in Special Grant for Concessionary Fares	28,730	-	-
<b>7</b>	<b>Revised Net Budget Requirement (post 'Firming Up Adjustments')</b>	<b>19,661,010</b>	<b>20,681,670</b>	<b>21,470,510</b>

**Pendle Borough Council****Service and Financial Planning****Indicative Service Savings Efficiency Proposals - 2010/13**

	Revenue		
	2010/11	2011/12	2012/13
	£	£	£
<b>INDICATIVE BUDGET SAVINGS</b>			
1 North West Arts	5,960	5,960	5,960
2 Mid Pennine Arts Association	7,500	7,500	7,500
3 Review of Subscriptions, Donations and Voluntary Grants	7,500	15,000	15,000
<b>4 TOTAL FINANCIAL SERVICES</b>	<b>20,960</b>	<b>28,460</b>	<b>28,460</b>
5 Review of Printing Services	10,000	20,000	20,000
<b>6 TOTAL DEMOCRATIC AND LEGAL SERVICES</b>	<b>10,000</b>	<b>20,000</b>	<b>20,000</b>
7 Charges for Pre-Application Advice	6,000	6,000	6,000
<b>8 TOTAL DEMOCRATIC AND LEGAL SERVICES</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
7 Contribution of £5 towards Bulky Household Waste Collection	52,500	52,500	52,500
8 Contribution of £10 (50% of costs) towards replacement wheeled bins	-	55,000	55,000
<b>9 TOTAL OPERATIONAL SERVICES</b>	<b>52,500</b>	<b>107,500</b>	<b>107,500</b>
10 Reduction in Events Budget	50,000	75,000	75,000
<b>11 TOTAL ECONOMIC DEVELOPMENT AND TOURISM</b>	<b>50,000</b>	<b>75,000</b>	<b>75,000</b>
12 Passenger Shelter RM reduction	5,200	5,200	5,200
13 Decorations for Christmas and EID	25,000	25,000	25,000
14 Car Parks RM reduction	3,110	3,110	3,110
<b>15 TOTAL ENGINEERING AND SPECIAL PROJECTS</b>	<b>33,310</b>	<b>33,310</b>	<b>33,310</b>
<b>Corporate Savings</b>			
16 Reduction in Area Committee Revenue Budget	20,000	20,000	20,000
17 Service Area Productivity Efficiencies 2010/11	130,000	260,000	280,000
18 Other Service Reviews - <b>see *1 below</b>	100,000	200,000	200,000
19 Revenue Contribution to Capital	100,000	100,000	100,000
<b>20 TOTAL CORPORATE SAVINGS</b>	<b>350,000</b>	<b>580,000</b>	<b>600,000</b>
<b>21 TOTAL SAVINGS PROPOSALS</b>	<b>522,770</b>	<b>850,270</b>	<b>870,270</b>

**\*1 Proposed Service Reviews 2010/11**

Tourist Information Provision  
 Community Halls  
 Luncheon Clubs  
 Communications/Promotions  
 Council Enforcement Activities

Public Conveniences  
 Leisure Services delivered by the Pendle Leisure Trust  
 Waste Management Service  
 Park Keeper Service  
 Community Bus Scheme

### **Proposed Budget Savings 2010/11**

#### **Review of Financial Support for Arts**

##### ***Proposed Savings £13,460***

As part of the Council's approach to redirecting resources to its core priorities, it is proposed to withdraw the Council's support for both North West Arts (£5,960) and Mid Pennine Arts (£7,500).

#### **Review of Subscriptions, Donations and Voluntary Grants**

##### ***Proposed Savings £7,500***

It is proposed to undertake a review of subscriptions, donation and grants to voluntary organisations and bring forward proposals for the Council to reduce the financial support to organisations. Areas of financial support that will be under consideration will include grants to:-

- Grants to Sporting Organisation
- Grants to Cultural Organisations
- Heritage Grants such as those to the Heritage Centres and Museums

#### **Review of Printing Services**

##### ***Proposed Savings in 2010/11 - £10,000***

As Councillors will be aware, consideration is currently being given to the future delivery of printing services to the Council. Although no decision have yet been taken in relation to the delivery of the service, this proposals seeks to put in place a target level of savings which would be expected from the review of printing services.

#### **Charge for Pre-Application Advice**

##### ***Proposed Additional Income in 2010/11 - £6,000***

This proposal seeks to introduce charges for the provision of pre-application advice to Developers who are seeking planning consent for large scale developments in the Borough. A report on this matter was presented to the Executive in December 2009.

#### **Contribution towards the cost of removing Bulky Household Waste**

##### ***Proposed Additional Income in 2010/11 - £52,500***

It is proposed to introduce a requirement for residents to contribute to the cost of removing bulky household waste. Initially, it is proposed that the contribution will be £5 per collection.

#### **Events Budget**

##### ***Proposed Savings in 2010/11 - £50,000***

In view of the current and forecast budget deficit, it is proposed to reduce the Events Budget from the present level of £75,000 to £25,000 with effect from 2010/11.

### **Passenger Shelter Repairs and Maintenance** ***Proposed Savings in 2010/11 - £5,200***

The budget for 2010/11 is £35,200 but it is proposed to reduce this to £30,000 for 2010/11. On average, expenditure in recent years has not exceeded £30,000pa and with a forward programme of repairs, it is expected that the present level of service provision can be maintained within the proposed budget.

### **Decorations for Christmas and EID** ***Proposed Savings in 2010/11 - £25,000***

The overall revenue budget for Christmas and EID decorations c£100,000 of which £74,000 is spent annually on the purchase and maintenance of decorations. This is supplemented with expenditure by both Area Committees Capital Programmes and, in some cases, by Town and Parish Councils. The proposal is to reduce the revenue budget by £25,000 requiring expenditure to be maintained within a budget of £50,000.

### **Reduction in Car Parks Repairs and Maintenance** ***Proposed Savings in 2010/11 - £3,110***

The budget for Car Park repairs and maintenance is £16,110. As actual expenditure on Car Parks Repair and Maintenance has in recent years been, on average, around £10,000, it is proposed to reduce the budget accordingly. The reduction proposed is £3,110 with the remaining budget of £13,000 being considered sufficient to both deal with repair and maintenance needs in 2010/11 as well as providing a contingent sum for emergency repairs as required.

### **Reduction in Area Committee Revenue Budget** ***Proposed Savings in 2010/11 - £20,000***

The present level of revenue budget support for Area Committees is £70,000. It is proposed to reduce this to £50,000 in 2010/11 as start of a phased reduction in the support for Area Committees. Combined with the proposed capital allocation for Area Committees of £150,000 – which is considered in a report elsewhere on the Agenda for this meeting – the overall level of funding for Area Committees would be £200,000

### **Service Area Productivity Efficiencies** ***Proposed Savings in 2010/11 - £130,000***

The Executive has previously given authority for the Chief Executive to undertake a review of the structure of existing service areas. This proposal establishes a target level of savings for this review which is expected to start early in the next financial year and will have a particular focus on areas where it is possible to improve productivity. These savings are expected to be over and above normal turnover of employees.

### **Service Reviews**

#### ***Proposed Savings in 2010/11 - £100,000***

As in previous years, it is proposed to undertake a range of service reviews. Areas to be reviewed include:-

- Tourist Information Provision
- Community Halls
- Luncheon Clubs
- Communications/Promotions
- Council Enforcement Activities
- Public Conveniences
- Leisure Services
- Waste Management Services
- Park Keeper Service
- Community Bus Scheme

### **Revenue Contribution to Capital Expenditure**

#### ***Proposed Savings in 2010/11 - £100,000***

Despite the shortfall in funding on the Council's Capital Programme, as it is proposed to incur borrowing of £1m in support of the Capital Programme for 2010/11 which will have an ongoing (full year) revenue cost of c£80k (subject to future interest rates), it is proposed not to make any revenue contribution to the Capital Programme in 2010/11.

# Appendix G

## **BUDGET LINKS WITH THE COUNCIL'S STRATEGIC PLAN, SERVICE PLANS, PRIORITIES and SERVICE REVIEWS**

The Council, with its primary aim of “Putting People First in Pendle”, is a major service provider in Pendle. Service Plans for each of the Council's service areas set out the achievements of the last year and key developments expected in the current year.

Whilst the direct services of the Council are individually important, the Strategic Plan brings together key themes of service provision and development, embraces new legislation and the Council's community leadership role, to play a part in the wider economic, social and environmental life of Pendle.

The Council's three strategic objectives are:-

- ***successfully engaging and leading our community***
  - celebrating and building on the Borough's diversity; demonstrating its leadership role by working with partners to create safe and cohesive communities; operating decision-making structures that are open, accountable and built on listening and taking into account what people say
- ***achieving successful regeneration and sustainable development***
  - working with partners to regenerate the Borough in a responsible way that secures its long-term economic, environmental and social wellbeing and takes account of the effects on future generations
- ***delivering accessible services of good value and quality***
  - ensuring it provides and procures continuously improving good quality and good value services tailored to meet the needs of residents, visitors, business and commercial interests

These strategic objectives are supported by detailed operational objectives and action plans and form the basis of detailed service plans.

# Appendix G

In working together to create a Better Pendle, there are the following major priorities which will transform opportunities for our citizens and significantly improve conditions on the ground.

- ***successfully engaging and leading our community***
  - Strengthening Community Cohesion
  - Reducing health inequalities
  - Improving satisfaction with Pendle as a place to live, work, do business and visit
- ***achieving successful regeneration and sustainable development***
  - Improving the housing offer
  - Delivering the climate change agenda
  - Strengthening the economy and ensure recovery from the recession

## ***delivering accessible services of good value and quality***

- Improve street cleanliness including litter/detritus and dog fouling
- Increase recycling rates
- Developing community sports and recreation services
- Improve customer services and increase customer satisfaction.

In previous budget cycles, the Council has reviewed its priorities for resource allocation and confirmed its judgements in relation to those priorities. The service priorities shown below for reflect these judgements but Councillors are asked to review them:-

<b><i>Successfully Involving and Leading our Community</i></b>
<b><i>High Priority</i></b>
Development of Local Strategic Partnership Equality issues (race/disability/gender) and community cohesion Communication and consultation with residents and stakeholders Community leadership role Customer care review and initiatives (including development of Contact Centre) Corporate governance arrangements
<b><i>Medium Priority</i></b>
Council image building Political structures review Increasing voter turnout Mayoralty and Member Services Council Elections Registration of Electors
<b><i>Low Priority</i></b>
Support to parish and town councils

# Appendix G

<b><i>Achieving Successful Regeneration and Sustainable Development</i></b>	
<b><i>High Priority</i></b>	
	Community Safety CCTV Housing and Urban Renewal Economic Development, Town Centres, Markets Tourism Housing Market Restructuring and Pathfinder Partnership Climate Change
<b><i>Medium Priority</i></b>	
	Planning and Building Control Industrial Estates Estates and Property
<b><i>Low Priority</i></b>	
	Allotments Cycleways Countryside Access Xmas & Eid Decorations

<b><i>Delivering Accessible Services of Good Value and Quality</i></b>	
<b><i>High Priority</i></b>	
	Recycling and waste management strategy Waste Collection Street Cleansing Parks and Open Spaces Dog Warden Service Food Safety and Environmental Health Benefits Homelessness Women's Refuge Performance management
<b><i>Medium Priority</i></b>	
	Concessionary Fares/Route Subsidies Bus Stations Car Parks, Community Bus, Land Drainage Parks and Cemeteries Leisure Council Tax, , Grants & Donations

## Appendix G

<b><i>Low Priority</i></b>
Conveniences Highways (top up) Trade Waste Social and Community Centres Licensing Passenger Shelters Land Charges Luncheon Clubs (strategic review required), Events for the Elderly Arts and Entertainment

**Pendle Borough Council  
General Fund Revenue Budget 2010/11**

**Management Team Proposal v.4**

Line No		Base Budget 2010/11 £	Base Budget 2011/12 £	Base Budget 2012/13 £
1	<b>Budget Requirement Post 'Firming Up' Adjustments</b>	<b>19,661,010</b>	<b>20,681,670</b>	<b>21,470,510</b>
	<b>Funding</b>			
2	Formula Grant	(11,124,710)	(11,124,710)	(11,124,710)
3	Collection Fund Surplus	(100,000)	(100,000)	(100,000)
4	Council Tax (3.5% Increase)	(6,521,580)	(6,749,850)	(6,986,030)
5	<b>Revised Deficit/(Surplus)</b>	<b>1,914,720</b>	<b>2,707,110</b>	<b>3,259,770</b>
6	Additional Funding Pendle Leisure Trust	-	-	-
7	<b>Revised Deficit/(Surplus)</b>	<b>1,914,720</b>	<b>2,707,110</b>	<b>3,259,770</b>
	<b>Funded by:-</b>			
	<b>Savings Proposals</b>			
8	North West Arts	(5,960)	(5,960)	(5,960)
9	Mid Pennine Arts Association	(7,500)	(7,500)	(7,500)
10	Review of Subscriptions, Donations and Voluntary Grants	(7,500)	(15,000)	(15,000)
11	Review of Printing Services	(10,000)	(20,000)	(20,000)
12	Charges for Pre-Application Advice	(6,000)	(6,000)	(6,000)
13	Contribution of £5 towards Bulky Household Waste Collection	(52,500)	(52,500)	(52,500)
14	Reduction in Events Budget	(50,000)	(75,000)	(75,000)
15	Passenger Shelter RM reduction	(5,200)	(5,200)	(5,200)
16	Decorations for Christmas and EID	(25,000)	(25,000)	(25,000)
17	Reduction in Car Parks Maintenance	(3,110)	(3,110)	(3,110)
18	Reduction in Area Committee Revenue Budget	(20,000)	(20,000)	(20,000)
19	Service Area Productivity Efficiencies 2010/11	(130,000)	(260,000)	(280,000)
20	Other Service Reviews - <b>see *1 below</b>	(100,000)	(200,000)	(200,000)
21	Revenue Contribution to Capital	(100,000)	(100,000)	(100,000)
22	<b>Total Savings Proposals</b>	<b>(522,770)</b>	<b>(795,270)</b>	<b>(815,270)</b>
	<b>Use of Reserves</b>			
23	Specific Reserves	(517,060)	(400,380)	(283,150)
24	Budget Support Reserve	(874,890)	(1,250,000)	(1,250,000)
25	<b>Total Use of Reserves</b>	<b>(1,391,950)</b>	<b>(1,650,380)</b>	<b>(1,533,150)</b>
26	<b>TOTAL</b>	<b>-</b>	<b>261,460</b>	<b>911,350</b>
27	<b>Cumulative Position</b>	<b>-</b>	<b>261,460</b>	<b>1,172,810</b>

\*1 Proposed Service Reviews for 2010/11 include:-

Tourist Information Provision  
Community Halls  
Luncheon Clubs  
Communications/Promotions  
Council Enforcement Activities

Public Conveniences  
Leisure Services delivered by the Pendle Leisure Trust  
Waste Management Service  
Park Keeper Service  
Community Bus Scheme

## Pendle Borough Council Exemplifications of Council Tax Increases

The following table shows the effect of different spending levels on the Council Tax - both the Borough's share and the overall Band D Council Tax inclusive of the major preceptors. Column 9 - Budget Requirement Variance - shows the change in budget requirement arising if the Borough's Council Tax increase is more or less than 3.50% as recommended

Column Ref:	Budget Requirement 1	Borough Council Tax %age Increase 2	Borough Council Tax 3	Estimated Band D Council Tax Lancashire County Council *1 4	Lancashire Police Authority *1 5	Lancashire Fire Authority *1 6	Total 7	Overall %age Increase 8	Effect of Change in Council Tax 9	Overall Band D Increase pw 10	Overall Band A Increase pw 11	Pendle Band D Increase pw 12	Pendle Band A Increase pw 13
2009/10	17,417,570	0.00%	240.38	1,108.30	142.08	62.41	1553.17		£	p	p	p	p
2010/11	17,525,840	0.00%	240.38	1,108.30	144.92	63.66	1,557.26	0.26%	(220,450)	0.08	0.05	0.00	0.00
	17,557,290	0.50%	241.58	1,108.30	144.92	63.66	1,558.46	0.34%	(189,000)	0.10	0.07	0.02	0.02
	17,588,750	1.00%	242.78	1,108.30	144.92	63.66	1,559.66	0.42%	(157,540)	0.12	0.08	0.05	0.03
	17,620,470	1.50%	243.99	1,108.30	144.92	63.66	1,560.87	0.50%	(125,820)	0.15	0.10	0.07	0.05
	17,651,920	2.00%	245.19	1,108.30	144.92	63.66	1,562.07	0.57%	(94,370)	0.17	0.11	0.09	0.06
	17,683,380	2.50%	246.39	1,108.30	144.92	63.66	1,563.27	0.65%	(62,910)	0.19	0.13	0.12	0.08
	17,702,250	2.80%	247.11	1,108.30	144.92	63.66	1,563.99	0.70%	(44,040)	0.21	0.14	0.13	0.09
	17,708,550	2.90%	247.35	1,108.30	144.92	63.66	1,564.23	0.71%	(37,740)	0.21	0.14	0.13	0.09
	17,714,840	3.00%	247.59	1,108.30	144.92	63.66	1,564.47	0.73%	(31,450)	0.22	0.14	0.14	0.09
	17,721,130	3.10%	247.83	1,108.30	144.92	63.66	1,564.71	0.74%	(25,160)	0.22	0.15	0.14	0.10
	17,727,420	3.20%	248.07	1,108.30	144.92	63.66	1,564.95	0.76%	(18,870)	0.23	0.15	0.15	0.10
	17,733,710	3.30%	248.31	1,108.30	144.92	63.66	1,565.19	0.77%	(12,580)	0.23	0.15	0.15	0.10
	17,740,000	3.40%	248.55	1,108.30	144.92	63.66	1,565.43	0.79%	(6,290)	0.24	0.16	0.16	0.10
	<b>17,746,290</b>	<b>3.50%</b>	<b>248.79</b>	<b>1,108.30</b>	<b>144.92</b>	<b>63.66</b>	<b>1,565.67</b>	<b>0.80%</b>	-	<b>0.24</b>	<b>0.16</b>	<b>0.16</b>	<b>0.11</b>
	17,752,580	3.60%	249.03	1,108.30	144.92	63.66	1,565.91	0.82%	6,290	0.25	0.16	0.17	0.11
	17,758,870	3.70%	249.27	1,108.30	144.92	63.66	1,566.15	0.84%	12,580	0.25	0.17	0.17	0.11
	17,765,170	3.80%	249.51	1,108.30	144.92	63.66	1,566.39	0.85%	18,880	0.25	0.17	0.18	0.12
	17,771,460	3.90%	249.75	1,108.30	144.92	63.66	1,566.63	0.87%	25,170	0.26	0.17	0.18	0.12
	17,778,010	4.00%	250.00	1,108.30	144.92	63.66	1,566.88	0.88%	31,720	0.26	0.18	0.19	0.12
	17,809,470	4.50%	251.20	1,108.30	144.92	63.66	1,568.08	0.96%	63,180	0.29	0.19	0.21	0.14
	17,825,190	4.75%	251.80	1,108.30	144.92	63.66	1,568.68	1.00%	78,900	0.30	0.20	0.22	0.15
	17,837,780	4.95%	252.28	1,108.30	144.92	63.66	1,569.16	1.03%	91,490	0.31	0.21	0.23	0.15
	17,840,920	5.00%	252.40	1,108.30	144.92	63.66	1,569.28	1.04%	94,630	0.31	0.21	0.23	0.15

Tax Base 26,213.20 0.00% 2.00% 2.00%  
 \*1 Lancashire County Council precept estimated to increase by .0%, Lancashire Police Authority by 2.0% and Lancashire Combined Fire Authority by 2.0%

# Appendix J

## Area Committee Resolutions on Budget 2010/11

(Councillors should note that the meetings of Brierfield and Reedley Area Committee and West Craven Area Committee on 5<sup>th</sup> January 2010 were cancelled due to severe weather. These Committees will consider the budget proposals at meetings planned for 2<sup>nd</sup> February 2010)

### **Colne and District Area Committee (7th January 2010)**

#### **GENERAL FUND REVENUE BUDGET 2010/11**

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2010/11 with a request that options be identified regarding service efficiencies for consideration by the Executive.

#### ***RESOLVED***

That the Executive be advised of this Committee's objection to the reduction in the budgets listed below and requests an inflation increase in these and similar items, such as street nameplates.

#### ***ACE02 Planning and Development: General Environmental Enhancement***

Tree Maintenance

Urban Tree Planting

#### ***ACE06 Town Centre Redevelopment***

Grounds: Repair and Maintenance

#### ***ACE08 District Highways***

Roadside Seats

#### ***ACE12 Transport: Passenger Shelters***

Buildings: Repair and Maintenance

### **Barrowford and Western Area Committee (7<sup>th</sup> January 2010)**

#### **GENERAL FUND REVENUE BUDGET 2010/11**

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2010/11 with a request that options be identified regarding service efficiencies for consideration by the Executive.

#### ***RESOLVED***

That the Committee's Revenue Budget be noted.

**Nelson Area Committee (4<sup>th</sup> January 2010)**

**GENERAL FUND REVENUE BUDGET 2010/11**

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2010/11 with a request that options be identified regarding service efficiencies for consideration by the Executive.

**RESOLVED**

That the Committee's Revenue Budget be noted.

## Appendix K



Pendle Branch Unison

Secretary: David Lambert  
Tel: (01282) 661728  
Fax: (01282) 661720  
E Mail:  
David.Lambert@pendle.gov.uk

19<sup>th</sup> January 2010

**To Dean Langton  
Chief Finance Officer**

**Dear Sir,**

### **Budget Response 2010/2013**

We note with some concern the massive savings which Pendle Council have to make over the next three years and for the first time ever, the Council is unable to rule out compulsory redundancies amongst the staff, however we are assured that these will be as a last resort.

This is not good for morale, but I am sure the Public of Pendle will not want to see levels of service reducing any further as the staff prides themselves in giving good value services,

It is only when services are delivered away from Pendle that you notice a big difference and most people appreciate a local hands on service which is contactable and accountable.

When extreme weather conditions hit us, it is generally the Public Services that are asked to respond and we do our best.

So, we call upon our local Councillors to set a realistic budget increase for 2010/11 which will pay for improved services, which I believe is generally what local people want.

Yours sincerely,

Pendle Unison Branch Secretary

## Pendle Borough Council Town and Parish Council Precepts 2010/11

	Parish	Precept 2009/10 £	Precept 2010/11 £	Change £	Change %	2010/11 Tax Base (@ 97.5%)	Band D Council Tax 2009/10 £	Band D Council Tax 2010/11 £	%
1	Barnoldswick	85,000.00	80,000.00	(5,000.00)	(6.25)	3,156.3	26.80	25.35	(5.72)
2	Barrowford	59,800.00	65,738.00	5,938.00	+9.03	2,242.2	26.78	29.32	+8.66
3	Blacko	2,382.39	2,382.39	-	+0.00	288.5	8.39	8.26	(1.57)
4	Brierfield	40,755.00	40,755.00	-	+0.00	2,325.8	17.17	17.52	+2.00
5	Colne	41,320.00	41,196.00	(124.00)	(0.30)	5,149.5	8.00	8.00	+0.00
6	Earby	20,370.00	26,683.00	6,313.00	+23.66	1,326.4	15.38	20.12	+23.56
7	Foulridge	7,885.00	7,885.00	-	+0.00	575.4	13.74	13.70	(0.29)
8	Goldshaw Booth	3,150.00	2,500.00	(650.00)	(26.00)	114.5	27.32	21.83	(25.15)
9	Higham with West Close Booth	7,455.00	7,645.00	190.00	+2.49	342.7	21.60	22.31	+3.18
10	Laneshaw Bridge	930.00		(930.00)	+0.00	314.0	3.00	0.00	+0.00
11	Nelson	69,713.00	55,801.60	(13,911.40)	(24.93)	7,179.3	10.00	7.77	(28.70)
12	Old Laund Booth	4,000.00	4,262.00	262.00	+6.15	625.6	6.38	6.81	+6.31
13	Reedley Hallows	1,500.00	2,500.00	1,000.00	+40.00	695.8	2.12	3.59	+40.95
14	Roughlee Booth	4,170.00	3,733.00	(437.00)	(11.71)	154.8	26.11	24.11	(8.30)
15	Salterforth	2,225.00		(2,225.00)	+0.00	247.5	8.98	0.00	+0.00
16	<b>TOTAL</b>	<b>350,655.39</b>	<b>341,080.99</b>	<b>(9,574.40)</b>	<b>12.14</b>	<b>24,738.30</b>	<b>13.44</b>	<b>13.79</b>	<b>+2.51</b>

### **Draft Statement on Robustness of Estimates and Adequacy of Reserves**

1. In accordance with Section 25 of the Local Government Act 2003, the Chief Finance Officer has produced the following statements in respect of the proposed budget requirement for 2010/11. Council is asked to consider these statements when considering the budget for 2010/11.

### **Statement on the Robustness of the Council's Budget Calculations**

2. In respect of the proposed General Fund Revenue Budget for 2010/11 and Capital Programme 2010/11, Council is asked to consider the following statement from the Council's Chief Finance Officer when considering the budgets for 2010/11:-

*"This statement is given in respect of the 2010/11 Budget Setting Process for Pendle Borough Council. I acknowledge my responsibility for ensuring the robustness of the budget calculations and the adequacy of reserves as part of this process.*

*As in previous year, a range of factors has been considered in this assessment of the robustness of the budget calculations for both the General Fund Revenue Budget and the Capital Programme for 2010/11. Whilst the narrative below explains some of these in more detail, [Appendix A](#) summarises other factors that have been considered.*

*The estimates of income and expenditure forming the Council's General Fund Revenue Budget for 2010/11 have been prepared on the basis of existing plans, known current and future commitments and the financial implications of the proposals for service development, improvement and efficiencies. The budget for 2010/11 is consistent with the delivery of current and proposed levels of service required to achieve the Council's strategic objectives.*

*Where it has been necessary to do so, in the case of certain budgets (e.g. pay, investment income and income from fees and charges), assumptions have been used for inflation, interest rates and service take-up that, on the basis of current and predicted levels of activity, are considered to be reasonable and prudent.*

*Members will appreciate, however, that the Council's operations continue to be affected by the recession. Some budgets are more sensitive and responsive to changes in demand for services. For example, state of the housing market has impacted on services such as Housing, Planning, Building Control and Local Land Charges. The budgets relating to these areas of income have been adjusted to reflect this but the very nature of these service activities means that it is difficult to be precise about service levels.*

*As a consequence, it may be necessary to take corrective action during the year to ensure that the Council's budget remains in balance. The effectiveness of this action relies on good systems of budgetary control, monitoring and risk management.*

*Equally, there are certain areas of expenditure where limited information is available on which to base budget estimates. These include, for example:-*

- the extent to which there will be continued growth in benefit claimants resulting a requirement for additional capacity to process claims;
- the cost of Concessionary Fares which is subject to both negotiations with Bus Operators and, potentially, the way in which the Lancashire pooling arrangement will operate;
- the achievement of vacancy savings which have been built into the budget, particularly given the relevant stagnation

Alongside these issues will be the success, or otherwise, of implementing those savings proposals which Councillors agree to accept as part of the current budget process. It is important that the necessary measures to achieve these savings are implemented sufficiently early the financial year to ensure that the full amount of savings is realised.

It is important, therefore, to review actual performance against budget on a regular basis in order to ensure budgets remain on track, including the implementation of savings/efficiency proposals as well as being proactive in identifying emerging risks and responding accordingly, taking remedial action where this is appropriate.

**Acknowledging that, set within this wider control framework and the adequacy of the Authority's financial arrangements generally, I considers the Council's budget estimates for 2010/11 to be robust.**

Although I am not required at this stage to comment on the robustness of estimates for future years budgets, it is my view that when considering the budget calculations for 2010/11, Councillors should be aware of the medium term financial position of the Council so that they can take this into account when deciding the budget and Council Tax for next year.

The medium term position facing the Council remains extremely challenging not least because of the fragility of the national economic position and the significant degree of uncertainty on a range of matters.

As outlined in the report attached, and as set out in previous reports, Councillors will be aware of the medium term funding deficit on the General Fund Revenue Budget. This is significant in the context of the Council's overall net expenditure and is despite a substantial year on year use of reserves which is not sustainable over the medium term.

Of particular concern is the position with government funding for local authorities from 2011/12 (and potentially in 2010/11 should there be a change in Government following the General Election 2010). Even in the absence of detailed information on future levels of public expenditure, estimates of the likely reduction in funding for Government Departments other than the Health Service and Schools range from 6% to 12% in real terms over 2011/12 and 2012/13. For a Council like Pendle, this equates to a reduction in grant of over £500k in each year and would represent a significant challenge.

Apart from the possibility of reductions in government funding received by the Council, whether that relates to general grant or the specific grants (Working Neighbourhoods Fund, Community Cohesion Funding, Housing and Planning

*Delivery Grant etc), there are also a number of potential cost pressures facing the Council (e.g. changes in pension contribution rates, implementation of the Local Development Framework, continued focus on waste minimization and increased recycling and delivery of the private sector housing policy) as well as major projects such as Housing Market Renewal, and maintaining the Council's own asset base.*

*These issues need to be considered in the context of the national framework being applied to local government, which, amongst other things, requires increasing efficiencies and restrictions on council tax increases. Against this backdrop and in the knowledge of future estimates of government grant, future years budgets will come under increasing pressure with a growing emphasis on prioritisation, efficiency, innovation and collaboration in service delivery. Councillors may therefore face difficult decisions in later years in order to sustain a balanced budget over the medium term in line with the outline Financial Strategy.*

***Therefore, despite having a robust Financial Strategy and approach to medium term financial planning, in view of the significant degree of uncertainty with government funding and in relation to a range of issues , I cannot at this stage comment on the robustness of estimates with effect from 2011/12.***

#### **Statement on the Adequacy of Financial Reserves**

*"Having conducted a review of the Council's requirement for the minimum working balance, taking into consideration various matters including:-*

- the Council's spending plans for 20010/11 and the medium term financial position;*
- adequacy of estimates of inflation, interest rates;*
- treatment of demand led pressures;*
- impact of external partnerships;*
- the need to respond to emergencies.*
- Capital programme variations.*

*I can confirm that an amount of £1.250m is considered adequate for this purpose.*

*In relation to other financial reserves, a review has also been conducted to determine their adequacy. The review concluded that the level of such reserves is adequate based on current information in relation to anticipated risk, existing commitments and known future plans.*

***However, the extent to which reserves are being used to support the General Fund Revenue Budget is not sustainable over the medium term without a need to align expenditure more closely with ongoing resources.***

*In particular, the significant degree of uncertainty with funding for local authorities with effect from 2011/12 (and potentially in 2010/11 should there be a change in Government following the General Election in 2010) along with additional spending pressures arising due to, amongst other things, the local development framework, recycling and waste minimisation will mean that the*

*use of reserves to support the budget will need to be maintained under review to ensure sufficient resources are available to complete the necessary work whilst maintaining a balanced budget.*

*This statement is made on the understanding that any use of reserves and balances is undertaken in accordance with the Council's existing Financial Procedure Rules and that a further review of reserves and balances will be undertaken following the closure of the Council's accounts in June 2010"*

## Appendix A

### Factors Considered in the Determining the Robustness of Estimates and Adequacy of Reserves

Factors	Commentary
<p><b>The Council's Aims and Priorities</b></p>	<p>Where it is considered affordable to do so, the budget estimates reflect the amounts required to achieve service objectives related to the key priorities for 2010/11 agreed by the Council as part of the Strategic Plan 2008/12.</p> <p>Councillors will be aware that the most up-to-date Strategic Plan was presented to the Executive for consideration in January 2010. This reiterated the Council's strategic objectives along with a number of key priorities.</p> <p>It should be acknowledged that, in the context of the financial pressures within local government, the Council may need to revisit its strategic objectives to establish whether they remain affordable.</p>
<p><b>Financial Strategy (and Medium Term Financial Planning)</b></p>	<p>In preparing the Council's budget estimate for 2010/11, due regard has been given to the impact of decisions made by the Council on matters which might impact on the Medium Term Financial Plan (MTFP). Details of the revised MTFP were reported to the Executive on 9<sup>th</sup> February 2010 so that decisions on the budget for 2010/11 could be taken in the context of the longer term impact for the Council. Equally, this is reflected in the development of a Financial Strategy which seeks to combine prudent use of reserves with efforts to align the Council's ongoing expenditure with ongoing resource levels.</p> <p>Whilst acknowledging that the Financial Strategy is predicated on a range of assumptions which have contributed to the development of the Medium Term Financial Plan (MTFP), to the extent that the Council takes decisions that changes those assumptions, it should be acknowledged that the position on the MTFP will change.</p> <p>With this in mind, the budget estimates shown in</p>

Factors	Commentary
	<p>the Medium Term Financial Plan for 2011/12 are, on the basis of known information, reasonably robust <b>but are not affordable</b> given forecast income. The Strategy proposed for future years is threefold:-</p> <ul style="list-style-type: none"> <li>a) the continued prudent use of reserves over the medium term (which should allow the Council to continue providing the current high quality services);</li> <li>b) increase Council Tax by 3.5% in each year from 2010/11 (subject to any direction from the Government which would mean this is not possible); and</li> <li>c) identify savings of £1.5m in each financial year 2011/12 and 2012/13 and £1.3m in 2013/14.</li> </ul>
<p><b>The level of funding likely from Central Government towards the cost of local services</b></p>	<p>For 2010/11, the Council will receive a cash grant increase of 0.97% and these estimates have been factored into the Council's Medium Term Financial Plan.</p> <p>It is not possible to say with any certainty what level of government grant will be available to the Council from 2011/12 onwards will be and therefore what impact any change in grant might have on the Council's ability to deliver services at the present level.</p> <p>Indicative estimates suggest a reduction in grant of up to 12% in real terms over the two year period to 2012/13. This would mean a reduction in grant of over £1m.</p> <p>Also, given the transfer of responsibility for the administration of concessionary fares (and the reimbursement of Bus Operators) from District Councils to the County Council with effect from 2011/12, there will also be a transfer of funding to the County Council. The County Council will have a responsibility to meet the cost of reimbursements to Bus Operators but It is not known at this stage whether the funding transferred will be the same as the costs saved by Pendle.</p>
<p><b>Council Tax Base</b></p>	<p>The Executive agreed a Council Tax Base of 26,213.2 Band D Council Tax properties for 2010/11 on 18<sup>th</sup> December 2008.</p>

Factors	Commentary
	<p>The Tax Base reflects a rate of collection of Council Tax for 2010/11 of 97.5% which remains unchanged from 2009/10. Also reflected in the Tax Base are changes due to estimates for demolition and new build during the year.</p> <p>The Council has in place procedures to monitor rate of Council Tax collection during the financial year.</p>
<p><b>‘Capping’ Powers of the Secretary of State in respect of Council Tax Increases</b></p>	<p>Due regard has been taken of the Government’s intentions regarding the reserve powers it can use in the event it considers the Council Tax increase as excessive. In doing so, the following matters have been taken into account:-</p> <ul style="list-style-type: none"> <li>• the cash grant settlement for Pendle is a 0.97% increase for 2010/11, significantly below the average increase in funding for local authorities of 4%;</li> <li>• our proposed Budget Requirement for 2010/11 will only increase by £328k (or 1.9%) when compared to the Budget Requirement for 2009/10;</li> <li>• in two out of the last four years, Pendle has not increased its Council Tax.</li> </ul> <p>The advice to the Executive is that the Council Tax for 2010/11 should not exceed 3.50% for 2010/11.</p>
<p><b>The Prudential Code and its impact on capital planning (including the Corporate Capital Strategy)</b></p>	<p>The Council has a clear Corporate Capital Strategy which informs future projected capital expenditure and income. Arising out of consideration of the Corporate Capital Strategy, the Executive has recommended to Council a Capital Programme for 2010/11 which is considered by the Chief Finance Officer to be affordable, prudent and sustainable.</p>
<p><b>Financial Standing (including adequacy of reserves)</b></p>	<p>On the basis of the most recent budget monitoring statement to the end of December 2009, the General Fund Revenue Budget for 2009/10 is likely to be underspent by £157k.</p>

Factors	Commentary
	<p>Equally, notwithstanding the deliberations of Council, the budget for 2010/11 will, in accordance with statutory requirements, be balanced.</p> <p>The Medium Term Financial Plan for the period 2011/14 shows a forecast shortfall in resources of up to c£5.8m. This assumes no reduction in Government Grant which looks increasingly unlikely. Should there be a reduction in grant of, say, 5% in cash terms over this period, the budget shortfall would increase c£8m. Grant reductions of this magnitude, combined with the underlying deficit on the Medium Term Financial Plan, would require significant savings to be achieved. However, the Council has in place a robust strategy which combines a prudent use of reserves with plans to reduce the level of ongoing expenditure to the level of ongoing resources.</p> <p>A review of the Council's Minimum Working Balance indicates that it should be retained at £1.250m for the foreseeable future and should, as is presently the case, be the subject of at least an annual review. Equally, a review of specific reserves has been undertaken and these are considered to be adequate for the purpose for which they were created. Again, an annual review will be undertaken to ensure the reserves are adequate.</p>
<b>Financial Management</b>	<p>The Council's financial information and reporting arrangements are considered to be sound and, as confirmed by the External Auditor as part of the Use of Resources Assessment, the end of year procedures in relation to budget management and the closure of accounts are fit for purpose. In both cases, the Council has achieved a score of 3 – Consistently above minimum requirements – Performing Well.</p> <p>The Council's External Auditors gave an unqualified opinion on the Statement of Accounts for 2008/09 and the Annual Governance Statement was also considered to be sound.</p> <p>The management of the Council's asset base continues to be good with resources linked to capital planning in both the annual budget and the Medium Term Financial Plan.</p> <p>Following gradual improvements in Collection</p>

Factors	Commentary
	<p>rates for Council Tax and NNDR in recent years, and despite the effects of the economic downturn impacting on residents and businesses ability to pay both Council and NNDR, collection performance is expected to be slightly above forecast levels. Collection performance continues to be managed effectively through the Partnership Steering Group operated by the Council in partnership with Liberata.</p>
<p><b>Corporate Governance and Risk Management</b></p>	<p>The Council has adopted a Local Code of Corporate Governance based upon the most recent requirements of the CIPFA/SOLACE Corporate Governance Framework.</p> <p>The Council also has an up to date Risk Management Policy and Framework. These underpin the High Risk Register and the General Risk Register. The Council's Risk Management Arrangements have been assessed as 'exceeding minimum requirements - performing well' with a score of 3 in the most recent Use of Resources Assessment.</p> <p>The Corporate Governance Working Group meets at least on a quarterly basis to consider both corporate governance and risk management issues with regular reports to the Council's Executive.</p>
<p><b>The adequacy of the Council's Insurance Arrangements</b></p>	<p>The Council's insurance arrangements are reviewed annually as part of the review of premiums paid. The most recent review was in September 2009.</p> <p>There continue to be close links between the work to ensure adequate insurance arrangements, risk management and business continuity. This work is overseen by Financial Services.</p>
<p><b>Business Continuity Arrangements</b></p>	<p>A corporate Business Continuity Plan (BCP) has been prepared and subsidiary plans have been produced for major services and facilities operated by the Council. These Plans have been adopted by Management Team and, where necessary, training has been provided. Management Team has also previously</p>

Factors	Commentary
	<p>completed a Disaster Recovery exercise to test the resilience of the BCP and annual ICT Disaster Recovery exercises take place.</p>
<p><b>Arrangements to secure Value for Money</b></p>	<p>The Council's arrangements in relation to value for money have been scored as 'performing well' in the most recent review of the Council's Use of Resources reflecting the innovative and embedded approach to delivering value for money.</p> <p>This approach is reflected, for example, in partnership working with Liberata, Housing Pendle and the Pendle Leisure Trust which can already be seen as delivering demonstrable improvements in the Council's performance against strategic and financial objectives.</p> <p>There is also recognition nationally for value for money arrangements including the receipt of Beacon status for the Council's Public Private Partnership with Liberata.</p> <p>The Council also continues to perform highly in identifying and delivering efficiencies and there continue to be specific service reviews as part of the ongoing Financial Strategy.</p>
<p><b>Interest Rates</b></p>	<p>There has been a significant reduction in interest rates in recent months, impacting directly on the Council's financial position. The Bank Rate is currently 0.5% and is expected to remain unchanged in the short term.</p> <p>Interest returns have been set at 0.9% for 2010/11 and 2.00% and 3.00% for 2011/12 and 2012/13 respectively although these will need to be reviewed as part of the development of the Medium Term Financial Plan.</p> <p>Interest rates on long term debt are fixed at the rate at which the debt was taken. The Council's present debt has a consolidated rate of interest of 3.1%. Interest rates on short term debt are assumed to be on average between 0.5% and 1% depending on the duration of that debt.</p> <p>Annually the Council agrees a Treasury Management Strategy which sets out how both borrowing and investments will be managed throughout the year.</p> <p>To mitigate against fluctuations in interest rates, and therefore changes in investment returns, the General Fund Minimum Working Balance includes provision for loss of income in the short</p>

Factors	Commentary
	term.
<b>Pay and Price Inflation</b>	<p>The budget estimates for 2010/11 reflect a pay award contingency of 0.75%.</p> <p>Generally, other budgets are cash limited (i.e. not increased by general inflation) with the exception of certain costs, e.g. utilities, telephones, car allowances, where budgets have been increased to reflect anticipated inflationary increases.</p> <p>At the time of writing this report (January 2010), Consumer Price Inflation was 2.9% and the Retail Price Index was 0.9%.</p>
<b>Fees and Charges</b>	<p>Annually, the Council reviews its fees and charges. The outcome of the most recent review was reported to the Executive in October 2009.</p> <p>Equally, recognising the impact of the downturn in the economy, there have been reviews of specific fees and charges budgets to reflect expected reductions in volumes. These include, for example:-</p> <ul style="list-style-type: none"> <li>- Development Control</li> <li>- Building Control</li> <li>- Markets</li> <li>- Local Land Charges</li> </ul> <p>As in the current financial year, the Council need to closely monitor budgets for fees and charges to ensure they remain in line with expectations and, where necessary, be in a position to respond if budgets are being achieved.</p>
<b>Demand Led Pressures</b>	<p>Where possible, the forecasts of income and expenditure forming the Council's budget estimates for 2010/11 take into account anticipated changes in demand led pressures to the extent that they can be predicted. However, by their very nature, these can vary from year to year as service take-up in these areas is difficult to forecast.</p> <p>Again, given the state of the economy, there is</p>

Factors	Commentary
	<p>the potential for a continued increase in the number of service users in areas such as Benefits and Homelessness and the extent to which the Council maintains service provision will need to be monitored carefully.</p> <p>In recommending the budget for 2010/11 to Council, the Executive also resolved that budgets should be cash limited and as a consequence Service Managers are generally required to manage demand led pressures within their existing budget allocations.</p> <p>Notwithstanding this, the Council's General Fund Minimum Working Balance includes provision to deal with some level of unexpected and unforeseen costs arising from increases in demand for services.</p>
<p><b>Emerging Growth Pressures</b></p>	<p>The projections within the budget and the Medium Term Financial Plan include all known and quantified priorities and growth pressures that Service Managers are aware of at the time the budget is proposed.</p>

## The Level of General Fund Working Balance

### Introduction

1. In its most recent bulletin on Local Authority Reserves and Balances (LAAP Bulletin 77 – November 2008) CIPFA considers that a case for introducing a statutory minimum level of reserves, even in exceptional circumstances has not been made. The Institute believes that Local Authorities, on the advice of their Chief Finance Officers, should make their own judgements on such matters taking into account all the relevant local circumstances. Such circumstances vary and there is a broad range within which authorities might reasonably operate depending on their particular circumstances.
2. There is no definitive guidance as to the minimum level of balances or reserves, either as an absolute amount or as a proportion of expenditure, since each local authority is independent, operates in a unique local environment and the decision is one of a number of inter-related decisions taken as part of its financial strategy. Section 32 of the Local Government Act 1992 requires billing authorities (such as Pendle) to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. Budgets are based upon forecasts of pay and price inflation, changes in interest rates, and the demand for and levels of service to be provided.
3. The existence of balances provides for unexpected changes from these forecasts. Consequently the provision of an appropriate level of balances is a fundamental part of prudent financial management over the medium term.

### **What is an appropriate level of General Fund Minimum Working Balance for Pendle Borough Council ?**

4. The current Council policy for the General Fund Minimum Working Balance provides for an amount of £1.250m. This represents c6% of net expenditure and around 1% of gross expenditure.
5. When assessing what an appropriate level of General Fund Minimum Working Balance for the Council, consideration has been given to the the Council's policy on Balances and Reserves and in particular the 'Principles of Assessing the Adequacy of Balances and Reserves'. These principles underpin a risk based approach to determining what level of balance is adequate to meet costs arising from unforeseen, unexpected and emergency situations.
6. Using this risk based approach, an assessment of the appropriate level of General Fund Minimum Working Balance has been undertaken as follows:-

## Appendix N

- Adequacy of Inflation

Budgetary provision is made for inflation in respect of pay, prices (in relation to certain budgets, but not all) and contract expenditure. An adverse variance of, say, 1% in the assumptions made to these forms of expenditure would result in additional expenditure of **£150,000** in any one year.

- Adequacy of Interest Rate Assumptions

The Council is currently a net investor of funds, ie amounts held under investment generally exceeds the level of outstanding debt. In both cases, however, given the nature of the Council's cashflow and recognising the volatility in financial markets, there is scope for adverse variances in interest rates to affect both debt charges and interest income.

However, in recognition that our debt is mainly at fixed rates for durations longer than 1 year and our investments rates are at historically low levels, it is not considered necessary to reserve any amount at this stage.

- Treatment of Demand Led Pressures

Demand volatility can affect both expenditure (eg the take up of housing benefits) and income (eg the number of planning applications). Housing Benefits are a significant item of expenditure for the Council estimated at c£23.2m in 2010/11, the majority of which is met by government subsidy. The estimate of subsidy is complex and, therefore, could be considered relatively 'high risk'. There have been a number of regulatory changes in recent years aimed to encourage take up and it is considered prudent, therefore, to allow for some fluctuation in the net costs of benefit reflecting subsidy variations, demand changes and changes in regulations. A figure of **£300,000** (or c1.5%) is considered adequate.

With regard to income from fees and charges, the major income budgets are those relating to, for example, planning and building control, cemeteries, car parking (re Parkwise), Licensing and Markets. There is a risk that expected income will not materialise and a moderate fall in demand would lead to a reduction in income of **£200,000**.

- Responding to Emergencies

The Council has to be in a position to respond to unforeseen, unexpected and emergency situations circumstances and to have adequate resources do so quickly if necessary. As a local authority, the Council can in certain circumstances gain protection from the Government's Bellwin Scheme. However, this only reimburses eligible expenditure above a specified threshold. An amount of **£200,000** is considered adequate cover for emergencies.

## Appendix N

- External Funded Schemes

The Council has successfully obtained a range of external funding for the delivery of initiatives in the Pendle District. There are, however, risks inherent in any external funding stream and whilst the Council has in place robust arrangements to mitigate these risks, it is considered prudent to maintain a contingency against the loss of funding, at least in the short term. An amount of **£250,000** is considered sufficient although this will remain under review.

- Capital Programme Variations (including LSVT warranties)

The Council's Capital Programme has, in recent years, increased significantly, particularly as a consequence of the HMR capital works. In 2009/10 the programme is around £22m and in 2010/11 it is expected to be upwards of c£16m. Whilst the Council has robust monitoring and project management arrangements in place, the size, scale and complexities of some of the capital projects that the Council embarks on gives the potential for variations in costs arising from unforeseen and unexpected events. Equally, included within the transfer agreements for the disposal of the Council's housing stock to Housing Pendle were a range of warranties given by the Council in relation to the condition of the stock and the land upon which it is situated. In the unlikely event these warranties are called upon, the Council may need resources to deal with matters as they arise. An amount of **£150,000** is considered sufficient for these risks at this stage.

7. The table below summarises the individual components of the General Fund Working Balance:-

Item	Current £	Revised £
Price fluctuations	150,000	150,000
Interest rate fluctuations	100,000	-
Variations in demand led services		
- Variations in Expenditure Budgets	250,000	300,000
- Variation in Income Budgets	150,000	200,000
Capacity to respond to emergencies	200,000	200,000
External partnerships – funding risks	250,000	250,000
Capital Programme Variations	150,000	150,000
<b>Total Minimum Working Balance</b>	<b>1,250,000</b>	<b>1,250,000</b>

**GENERAL FUND  
REVENUE ACCOUNT**

**BUDGET 2010/11**

# GENERAL FUND REVENUE BUDGET 2010/11

Page No.		2009/10 Approved Estimate £	2009/10 Revised Estimate £	2010/11 Original Estimate £
	<b>Departmental Net Cost Of Services</b>			
71	Directorate	(77,600)	(87,270)	-
73	Chief Executive's Policy Unit	2,456,800	2,342,470	2,232,200
78	Financial Services	6,173,720	6,168,880	5,630,750
109	Democratic & Legal Services	1,387,270	1,457,260	1,475,740
118	Planning & Building Control	1,183,300	1,138,950	1,212,410
124	Operational Services	3,837,960	3,572,440	3,653,730
139	Environmental Health Service	985,290	957,930	1,027,380
145	Parks & Recreation Services	1,807,100	1,830,120	1,904,060
155	Housing Regeneration Services	506,710	575,720	714,370
161	Economic Development & Tourism	844,330	790,610	772,540
168	Engineering & Special Projects	632,540	670,480	747,900
	<b>TOTAL NET COST OF SERVICES</b>	<b>19,737,420</b>	<b>19,417,590</b>	<b>19,371,080</b>
	<b>Corporate Income and Expenditure</b>			
	Externally Funded Schemes (net)	-	-	-
	Contingencies	100,000	100,000	50,000
	Area Committees	67,000	67,000	70,000
	Performance Reward Grant	-	-	(120,000)
	Revenue Contribution to Capital	-	100,000	75,000
	Minimum Revenue Provision	489,010	320,000	546,170
	Transfer from AMRA			
	External Interest Payable	438,640	330,590	356,810
	Amortised Premiums and Discounts	13,840	1,180	1,180
	Depreciation	(906,060)	(912,800)	(912,800)
	Interest and Investment Income	(350,000)	(320,000)	(130,500)
	Repayments of Principal	7,980	12,060	6,920
	<b>NET REVENUE EXPENDITURE</b>	<b>19,597,830</b>	<b>19,115,620</b>	<b>19,313,860</b>
	<b>Contribution to (from) Reserves</b>			
	Budget Strategy Reserve	(762,710)	(536,760)	(520,960)
	LABGI Reserve (from)	(50,000)	(50,000)	(75,000)
	Local Development Framework (from)	(162,830)	(92,000)	(85,000)
	VAT Shelter Reserve	(750,000)	(750,000)	(750,000)
	Pendle Leisure Trust Reserve	(98,000)	(123,000)	(52,000)
	Revenue Expenditure Reserve	(269,470)	(116,480)	(61,810)
	Working Neighbourhoods Fund	(103,250)	(103,250)	(103,250)
	Empty Property Reserve	(38,000)	(38,000)	(40,000)
	Performance Reserve	64,000	121,440	-
	Climate Change Reserve	(10,000)	(10,000)	(100,000)
	<b>BUDGET REQUIREMENT</b>	<b>17,417,570</b>	<b>17,417,570</b>	<b>17,525,840</b>
	<b>Less Government Grants</b>			
	NNDR Pool	8,951,400	8,951,400	9,037,950
	Formula Grant Allocation	2,066,100	2,066,100	2,086,760
	<b>Government Grants</b>	<b>11,017,500</b>	<b>11,017,500</b>	<b>11,124,710</b>
	<b>Less Share of Surplus/Deficit on Collection Fund</b>	<b>130,000</b>	<b>130,000</b>	<b>100,000</b>
	<b>BOROUGH COUNCIL PRECEPT</b>	<b>6,270,070</b>	<b>6,270,070</b>	<b>6,301,130</b>

# **GENERAL FUND REVENUE ACCOUNT**

## **SUMMARY**

# GENERAL FUND SUMMARY 2010/11

Page No.	Cost Centre	Budget Holder	2009/10 Approved £	2009/10 Revised £	Estimate 2010/11 £
72	<b>S01</b> S01RD1	<b>S. Barnes</b> S. Barnes	<b>Directorate</b> Service Areas		
			(77,600)	(87,270)	-
74	<b>S10</b> S101	<b>P. Hussey</b> S. Barnes	<b>Chief Executive's Policy Unit</b> Corporate Management		
75	S103	P. Hussey	Development & Sustainability	1,996,980	1,984,090
75	S104	P. Mousdale	Contact Centre	44,800	44,800
76	S1051	G. Whitehead	CCTV	58,810	55,000
76	S1052	G. Whitehead	Community Safety Partnership	130,100	138,700
77	S10RD2	P. Hussey	Service Areas	248,360	245,360
			(22,250)	(125,480)	(2,320)
			<b>2,456,800</b>	<b>2,342,470</b>	<b>2,232,200</b>
79	<b>S11</b> S1101	<b>D. Langton</b> R. Latham	<b>Financial Services</b> Subscriptions		
80-81	S1102	R. Latham	Donations	75,920	73,750
82	S1103	C. Tyer	Financial Service Costs	339,250	362,740
83	S1104	B. Hindman	Additional Allowances	261,050	210,770
83	S1105	B. Hindman	Earby & Salterforth Drainage Board	375,000	363,340
84	S1106	B. Hindman	Parish Grants	3,900	3,800
85	S1107	B. Hindman	Concessionary Fares	144,430	148,940
86	S1109	B. Hindman	Insurances	884,620	884,620
87-88	S1110	K. Stansfield	Facilities operated by Pendle Leisure	(25,870)	-
89	S1111	H. Nuttall	Central Telephones	3,009,500	3,034,500
90	S11RG1	B. Hindman	Service Area Holding Account	(50,000)	-
91	S11RH1	D. Langton	Service Areas	190,520	138,950
			(31,380)	(2,440)	(251,450)
			<b>5,176,940</b>	<b>5,218,970</b>	<b>4,732,620</b>
			Liberata (Commissioned Services)		
92	<b>S21</b> S2111	<b>S. Tyer</b> S. Tyer	<b>Human Resources</b> Employment Schemes		
92	S2112	S. Tyer	Other Employee Issues	-	-
93	S211RL1	S. Tyer	Service Areas	115,240	81,320
			-	(4,070)	-
94	<b>S22</b> S222RL2	<b>M. Robinson</b> M. Robinson	<b>Information Technology</b> Service Areas		
			-	(14,820)	-
95-96	<b>S23</b> S2231	<b>S. Livesey</b> S. Livesey	<b>Property Services</b> Administrative Buildings		
97	S2232	S. Livesey	Allotments	(5,710)	2,070
98	S2233	S. Livesey	Estates & Properties	1,330	-
99-100	S2234	S. Livesey	Markets	104,140	117,490
101	S2235	S. Livesey	Industrial Estates	19,250	25,380
102	S223RL3	S. Livesey	Service Areas	(133,020)	(109,780)
			-	(4,970)	-
103-105	<b>S24</b> S2241	<b>A. Simm</b> S. Simm	<b>Revenue Services</b> NNDR Cost of Collection		
103-105	S2242	S. Simm	Council Tax	80,470	80,020
103-105	S2243	S. Simm	Benefits : Council Tax	505,960	505,960
106	S2244	A. Simm	Rent Allowances	116,260	88,320
107	S2246	A. Simm	Housing Advances	202,390	207,460
108	S224RL4	A. Simm	Service Areas	(9,530)	(830)
			-	(23,640)	-
			<b>996,780</b>	<b>949,910</b>	<b>898,130</b>
110	<b>S12</b> S1201	<b>R. Townson</b> G. Yates	<b>Democratic &amp; Legal Services</b> Mayoralty & Member Services		
111-112	S12021	G. Hartley	Registration of Electors	1,155,440	1,150,140
111-112	S12022	G. Hartley	Council Elections	118,680	114,960
113	S1203	G. Wilcock	Local Land Charges	78,640	82,190
114	S1204	J. Pate	Licensing (Exc Taxis)	(7,700)	5,190
115	S1205	G. Yates	Town Twinning & Civic Expenses	48,120	46,450
116	S1206	G. Yates	Print Unit	36,840	37,390
117	S12RH2	R. Townson	Service Areas	-	-
			(42,750)	20,940	(19,080)
			<b>1,387,270</b>	<b>1,457,260</b>	<b>1,475,740</b>
119	<b>S13</b> S1301	<b>N. Watson</b> J. Mannion	<b>Planning &amp; Building Control</b> Building Control		
120	S1302	P. Whittingham	Development Control	199,110	195,760
121-122	S1303	C. Douglas	Planning Policy	441,200	529,030
121-122	S1304	C. Binney	General Environmental Enhancement	368,610	268,410
123	S13RH3	N. Watson	Service Areas	234,170	234,170
			(59,790)	(88,420)	-
			<b>1,183,300</b>	<b>1,138,950</b>	<b>1,212,410</b>

# BOROUGH OF PENDLE

## GENERAL FUND SUMMARY

Page No.				2009/10 Approved £	2009/10 Revised £	Estimate 2010/11 £
	<b>S14</b>	<b>I. McNery</b>	<b>Operational Services</b>			
125-126	S1401	J. Lord	Street Cleansing	1,099,990	1,044,060	1,074,490
127	S14021	J. Lord	Domestic Waste Collection	1,149,290	1,140,730	1,148,250
128	S14022	J. Lord	Trade Waste	65,420	(4,360)	(136,030)
129	S14023	J. Lord	Recycling Initiatives	987,050	864,330	991,600
130	S1403	J. Lord	Dog Warden	107,700	107,620	152,200
131	S1404	J. Lord	Conveniences	156,860	154,040	133,350
132	S1405	S. Czapowski	Luncheon Clubs	65,440	67,300	71,100
133	S1406	S. Czapowski	Social/Community Centres	221,570	240,150	189,030
134	S1407	S. Czapowski	Christmas Events for the Elderly	6,630	6,630	6,700
135	S1408	I. McNery	Emergency Planning	26,000	26,000	20,000
136	S1409	A. Mort	Community Bus Scheme	49,730	8,760	3,040
137	S1410	I. McNery	Depot	-	-	-
138	S14RH4	I. McNery	Service Areas	(97,720)	(82,820)	-
				<b>3,837,960</b>	<b>3,572,440</b>	<b>3,653,730</b>
	<b>S15</b>	<b>P. Mousdale</b>	<b>Environmental Health Service</b>			
140	S1501	S. Arnott	Food Hygiene	172,570	172,570	167,890
141-143	S15021	L. Miller	Air Pollution	79,710	89,260	80,090
141-143	S15022	L. Miller	Noise Control	102,810	102,810	100,420
141-143	S15023	P. Foley	Occupational Health	83,680	83,680	80,450
141-143	S15024	P. Foley	Public Health	482,040	483,540	444,850
141-143	S15025	P. Foley	Pest Control	158,290	154,310	153,680
144	S15RH5	P. Mousdale	Service Areas	(93,810)	(128,240)	-
				<b>985,290</b>	<b>957,930</b>	<b>1,027,380</b>
	<b>S16</b>	<b>C. Patten</b>	<b>Parks &amp; Recreation Services</b>			
146-148	S16011	K. Roberts	Playing Fields	343,410	337,230	356,180
146-148	S16012	K. Roberts	Fisheries	13,290	14,810	11,190
146-148	S16013	K. Roberts	Parks Games	193,920	200,460	193,380
146-148	S16014	J. Hibbert	Sporting Events	2,000	6,510	6,960
149-151	S16021	K. Higson	Parks	731,250	767,570	780,150
149-151	S16022	K. Higson	Open Spaces	179,730	182,320	147,870
149-151	S16023	K. Higson	Playgrounds	143,060	132,310	146,370
149-151	S16024	K. Higson	Picnic Sites	21,420	21,990	22,640
152	S1603	F. Stewart	Cemeteries	198,000	216,030	254,410
153	S1604	C. Patten	Landscape Maintenance	(20,000)	(60,180)	(15,090)
154	S16RH6	C. Patten	Service Areas	1,020	11,070	-
				<b>1,807,100</b>	<b>1,830,120</b>	<b>1,904,060</b>
	<b>S17</b>	<b>J. Whittaker</b>	<b>Housing Regeneration Services</b>			
156	S1701	W. Forrest	Homelessness	259,890	248,320	211,020
157	S1702	C. Thomasson	Housing Strategy	141,290	141,890	292,950
158	S1703	J. Whittaker	Private Sector Housing	159,800	178,200	223,520
159	S1704	W. Forrest	Pendle Women's Refuge	760	1,140	8,370
160	S17RH7	J. Whittaker	Service Areas	(55,030)	6,170	(21,490)
				<b>506,710</b>	<b>575,720</b>	<b>714,370</b>
	<b>S18</b>	<b>D. Morris</b>	<b>Economic Development &amp; Tourism</b>			
162	S1801	V. Jones	Tourism	237,760	237,760	184,130
163	S1802	D. Morris	Reclamation	6,240	6,240	6,200
164	S1803	D. Morris	Development & Promotion	302,390	260,580	221,260
165	S1805	D. Morris	Information & Visitor Centre	75,000	75,000	75,800
166	S1806	D. Morris	Town Centres	230,640	230,640	241,340
167	S18RH8	D. Morris	Service Areas	(7,700)	(19,610)	43,810
				<b>844,330</b>	<b>790,610</b>	<b>772,540</b>
	<b>S19</b>	<b>P. Atkinson</b>	<b>Engineering &amp; Special Projects</b>			
169	S1901	A. McLeod	Private Street Works	15,380	15,380	18,890
170	S1903	P. Atkinson	District Highways	102,320	102,320	122,470
171	S1904	P. Atkinson	Residual Highways	68,100	79,810	76,100
172	S1905	T. Partridge	Countryside Access	68,330	66,480	74,270
173	S1906	S. Farnell	Car Parking	85,360	79,060	118,360
174	S1907	C. Wilding	Route Subsidies	8,740	9,260	7,960
175	S1908	C. Wilding	Passenger Shelters	53,010	53,010	48,900
176	S1909	C. Wilding	Bus Stations	32,350	39,980	54,950
177	S1910	P. Sellers	Land Drainage	75,620	87,680	94,760
178	S1912	S. Farnell	Taxi Licensing	11,780	26,270	23,940
179	S1913	S. Whalley	Decorations for Christmas & Eid	103,420	104,930	80,700
180	S1914	P. Atkinson	Cycleways	20,340	20,340	26,600
181	S19RH9	P. Atkinson	Service Areas	(12,210)	(14,040)	-
				<b>632,540</b>	<b>670,480</b>	<b>747,900</b>
			<b>TOTAL COST OF SERVICES</b>	<b>19,737,420</b>	<b>19,417,590</b>	<b>19,371,080</b>

**GENERAL FUND  
REVENUE ACCOUNT**

**DIRECTORATE**

# DIRECTORATE

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
72	Service Areas		(77,600)		(87,270)		-
			(77,600)		(87,270)		-

# BOROUGH OF PENDLE

## DIRECTORATE

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S01RD1</b>	<b><u>Service Areas</u></b>						
	<b><u>Expenditure</u></b>						
	Employee Expenses						
10**	Operational	422,070		421,280		427,530	
12**	Insurance	7,250		5,220		3,500	
12**	Other Employee Expenses	1,140		1,140		1,150	
			430,460		427,640		432,180
	Transport Related Expenses						
38**	Car Allowances	720		510		520	
38**	Car Leasing	22,340		21,340		23,790	
39**	Insurance	1,890		2,220		2,550	
			24,950		24,070		26,860
	Supplies & Services						
40**	Equipment, Furniture & Materials	760		650		650	
43**	Printing & Stationery	4,580		3,240		3,240	
45**	Postages	1,610		820		830	
45**	Telephones	4,830		3,940		2,870	
46**	Expenses	6,600		6,600		6,600	
47**	Misc Expenses : Other	510		500		500	
			18,890		15,750		14,690
	Central Support Services						
70**	Administrative Buildings Exps	19,920		17,090		17,300	
78**	Internal Market	63,830		63,830		-	
			83,750		80,920		17,300
	Total Expenditure		558,050		548,380		491,030
	<b><u>Income</u></b>						
	Customer & Client Receipts						
93**	Fees & Charges		64,000		64,000		-
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	123,330		123,330		114,400	
9A**	Internal Market : End Users	448,320		448,320		376,630	
			571,650		571,650		491,030
	Total Income		635,650		635,650		491,030
	<b>Net Expenditure carried to Summary</b>		<b>(77,600)</b>		<b>(87,270)</b>		<b>-</b>

**GENERAL FUND  
REVENUE ACCOUNT**

**CHIEF EXECUTIVE'S  
POLICY UNIT**

# CHIEF EXECUTIVE'S POLICY UNIT

Page No.	Detail	2009/10		Estimate	
		Approved	Revised	2010/11	
		£	£	£	
74	Corporate Management		1,996,980	1,984,090	1,738,550
75	Development & Sustainability		44,800	44,800	41,340
75	Contact Centre		58,810	55,000	55,550
76	CCTV		130,100	138,700	140,060
76	Community Safety Partnership		248,360	245,360	259,020
77	Service Areas		(22,250)	(125,480)	(2,320)
			2,456,800	2,342,470	2,232,200

# BOROUGH OF PENDLE

## CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S101</b>	<b><u>Corporate Management Expenditure</u></b>						
47**	Supplies & Services Liberata Bond Payment		12,890		-		12,890
71**	Central Support Services Internal Market		1,944,090		1,944,090		1,687,810
84**	Capital Financing Charges Debt Management Expenses	17,750		17,750		15,600	
87**	Depreciation (Intangible Assets)	22,250		22,250		22,250	
			40,000		40,000		37,850
	<b>Net Expenditure carried to Summary</b>		<b>1,996,980</b>		<b>1,984,090</b>		<b>1,738,550</b>

### Notes

Corporate management costs relate to those activities undertaken because the Council is an elected multipurpose authority. These costs are therefore over and above the costs which a series of independent, single purpose bodies would incur in managing the same services; and these costs are therefore not allocated directly to individual services.

This cost centre includes the cost of resources used in supporting housing renewal initiatives and a wide range of partnership working.

Examples of corporate management costs include the costs of servicing councillors and meetings, the corporate core of the authority, corporate policy making and management, complying with government and statutory requirements and pursuing resource procurement.

Internal Market is the term which describes the allocation of costs from the Council's central directorate and Service Areas to individual cost centres (budget heads).

All costs which can reasonably be attributed to specific Council services are charged out to those services and not included in corporate management costs.

For further information, contact  
Stephen Barnes : Chief Executive

(Telephone 01282 661602)

# BOROUGH OF PENDLE

## CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S103</b>	<b><u>Development &amp; Sustainability Expenditure</u></b>						
	Supplies & Services						
47**	Mainstreaming Sustainability	8,000		8,000		8,000	
47**	Funding Bids : Preparation Costs	4,000		4,000		-	
47**	Council Tax Second Homes	8,000		8,000		8,000	
			20,000		20,000		16,000
71**	Central Support Services						
	Internal Market		24,800		24,800		25,340
	<b>Net Expenditure carried to Summary</b>		<b>44,800</b>		<b>44,800</b>		<b>41,340</b>
<b>S104</b>	<b><u>Contact Centre Expenditure</u></b>						
	Supplies & Services						
47**	Contribution		58,810		55,000		55,550
	<b>Net Expenditure carried to Summary</b>		<b>58,810</b>		<b>55,000</b>		<b>55,550</b>

### Notes

#### Development & Sustainability

This budget supports initiatives and training on sustainability issues, and various initiatives to achieve the Council's Sustainability Action Plan.

For further information, contact

Paul Hussey : Chief Executive's Policy Unit Manager

(Telephone 01282 661667)

#### Contact Centre

The contact centre is being developed in partnership with Lancashire County Council and five other district councils in Lancashire. The contribution is to the County Council, as the borough's share of the scheme's annual running costs. Staff costs are included (as internal market) in the appropriate service cost centres.

For further information, contact

Philip Mousdale : Executive Director (Community and Citizen Engagement)

(Telephone 01282 661887)

# BOROUGH OF PENDLE

## CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S105</b>	<b><u>Community Safety</u></b>				
	<b><u>CCTV</u></b>				
<b>S1051</b>	<b>Expenditure</b>				
	Supplies & Services				
47**	Nelson CCTV	49,290		52,510	53,040
47**	Brierfield CCTV	23,870		25,330	25,580
47**	Barnoldswick CCTV	1,500		1,500	1,500
47**	Colne CCTV	54,440		58,360	58,940
47**	Earby CCTV	1,000		1,000	1,000
			130,100		140,060
				138,700	
	<b>Net Expenditure carried to Summary</b>		<b>130,100</b>	<b>138,700</b>	<b>140,060</b>
<b>S1052</b>	<b><u>Community Safety Partnership</u></b>				
	<b>Expenditure</b>				
	Supplies & Services				
47**	Community Safety Initiatives	11,000		8,000	8,000
47**	Alleygating Maintenance	3,000		3,000	3,000
47**	Drug Action Team	4,740		4,740	4,740
47**	Police Community Safety Officers	66,000		66,000	66,000
			84,740	81,740	81,740
71**	Central Support Services		163,620	163,620	177,280
	Internal Market				
	<b>Net Expenditure carried to Summary</b>		<b>248,360</b>	<b>245,360</b>	<b>259,020</b>

### Notes

#### CCTV

Closed circuit television (CCTV) is designed to take measures to prevent and detect street crime such as assault, vehicle theft, drugs offences etc. The council are responsible (often in consultation with local police) for the siting and monitoring of town centre CCTV cameras.

#### Community Safety Partnership

The Council's grant to the Community Safety Partnership is to support a variety of local community safety issues.

For further information, contact

Paul Hussey : Chief Executive's Policy Unit Manager

(Telephone 01282 661667)

# BOROUGH OF PENDLE

## CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S10RD2</b>	<b><u>Service Areas</u></b>						
	<b><u>Expenditure</u></b>						
	Employee Expenses						
10**	Operational	1,652,900		1,630,430		1,654,100	
12**	Insurance	28,620		21,440		14,860	
12**	Other Employee Expenses	410		430		430	
			1,681,930		1,652,300		1,669,390
	Transport Related Expenses						
38**	Car Allowances	15,040		12,910		13,030	
38**	Car Leasing	8,710		8,510		9,390	
39**	Insurance	1,260		1,480		1,700	
			25,010		22,900		24,120
	Supplies & Services						
40**	Equipment, Furniture & Materials	4,800		3,780		3,780	
43**	Printing & Stationery	31,530		30,600		25,580	
44**	Services	21,000		25,500		25,500	
45**	Postages	4,080		2,000		2,030	
45**	Telephones	7,100		6,560		4,440	
46**	Expenses	4,120		3,620		3,620	
47**	Misc Expenses : Advertising	8,870		7,500		7,500	
47**	Misc Expenses : Other	150		130		150	
			81,650		79,690		72,600
	Central Support Services						
70**	Administrative Buildings Exps	46,330		43,590		44,150	
78**	Internal Market	156,400		156,400		123,640	
			202,730		199,990		167,790
	Total Expenditure		1,991,320		1,954,880		1,933,900
	<b><u>Income</u></b>						
	Customer & Client Receipts						
93**	Fees & Charges	4,350		4,350		4,240	
93**	External Funding Receipts	783,110		849,900		881,310	
			787,460		854,250		885,550
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	212,460		212,460		209,050	
9A**	Internal Market : End Users	1,013,650		1,013,650		841,620	
			1,226,110		1,226,110		1,050,670
	Total Income		2,013,570		2,080,360		1,936,220
	<b>Net Expenditure carried to Summary</b>		<b>(22,250)</b>		<b>(125,480)</b>		<b>(2,320)</b>

**GENERAL FUND  
REVENUE ACCOUNT**

**FINANCIAL SERVICES**

# FINANCIAL SERVICES

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised		2010/11	
		£	£	£	£	£	£
79	Subscriptions	75,920		73,750		58,700	
80-81	Donations	339,250		362,740		282,930	
82	Financial Service Costs	261,050		210,770		180,860	
83	Additional Allowances	375,000		363,340		374,550	
83	Earby & Salterforth Drainage Board	3,900		3,800		3,840	
84	Parish Grants	144,430		148,940		143,710	
85	Concessionary Fares	884,620		884,620		904,910	
86	Insurances	(25,870)		-		7,920	
87-88	Facilities operated by Pendle Leisure	3,009,500		3,034,500		3,026,650	
89	Central Telephones	(50,000)		-		-	
90	Service Area Holding Acc	190,520		138,950		(251,450)	
91	Service Areas	(31,380)		(2,440)		-	
			5,176,940		5,218,970		4,732,620
	Liberata (Commissioned Services)						
	Human Resources						
92	Employment Schemes	-		-		-	
92	Other Employee Issues	115,240		81,320		84,230	
93	Service Areas	-		(4,070)		-	
			115,240		77,250		84,230
	Information Technology						
94	Service Areas		-	(14,820)		-	
	Property Services						
95-96	Administrative Buildings	(5,710)		2,070		2,020	
97	Allotments	1,330		-		-	
98	Estates & Properties	104,140		117,490		35,170	
99-100	Markets	19,250		25,380		30,450	
101	Industrial Estates	(133,020)		(109,780)		(110,420)	
102	Service Areas	-		(4,970)		-	
			(14,010)		30,190		(42,780)
	Treasury Services						
	Local Tax Collection						
103-105	NNDR Cost of Collection	80,470		80,020		82,000	
103-105	Council Tax	505,960		505,960		497,130	
103-105	Benefits : Council Tax	116,260		88,320		65,940	
	Housing Benefits						
106	Rent Allowances	202,390		207,460		212,340	
107	Housing Advances	(9,530)		(830)		(730)	
108	Service Areas	-		(23,640)		-	
			895,550		857,290		856,680
			996,780		949,910		898,130
			6,173,720		6,168,880		5,630,750

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1101</b>	<b><u>Subscriptions</u></b>						
	<b>Expenditure</b>						
	Subscriptions						
47**	North West Tourist Board	4,000		3,900		3,940	
47**	Local Government Association	13,840		12,490		11,340	
47**	Groundwork Foundation	12,000		12,000		12,000	
47**	North West Employers Org.	5,500		4,900		4,950	
47**	North West Regional Assembly	1,580		1,460		1,470	
47**	Lancashire Economic Partnership	21,000		21,000		7,000	
47**	East Lancashire e-Partnership	18,000		18,000		18,000	
			75,920		73,750		58,700
	<b>Net Expenditure carried to Summary</b>		<b>75,920</b>		<b>73,750</b>		<b>58,700</b>

### Notes

#### Subscriptions

This budget meets costs of Council membership of national and regional local government organisations.

For further information, contact  
 Dean Langton : Financial Manager (Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1102</b>	<b><u>Donations</u></b>						
	<b>Expenditure</b>						
47**	Multi-Racial Playbus Scheme	18,500		18,500		18,500	
47**	ELCHEX (East Lancs Chief Exec's)	12,000		12,000		12,000	
47**	Pendle Citizens Advice Bureaux	93,490		116,710		92,430	
47**	Fence Village Hall	14,560		14,560		14,710	
47**	Coldwell Inn	5,600		5,600		-	
47**	Grants to Other Organisations	27,420		27,420		19,920	
			171,570		194,790		157,560
	Arts Development & Support						
47**	North West Arts	6,050		6,050		-	
47**	Mid Pennine Arts Association	7,500		7,500		-	
47**	Grants to Cultural Organisations	23,050		23,330		23,330	
			36,600		36,880		23,330
	Sports Development						
47**	Grants to Sporting Organisations		14,500		14,500		14,500
	Heritage						
47**	Barnoldswick Heritage Exhibition	5,000		5,000		5,000	
47**	Colne Heritage Centre	5,000		5,000		5,000	
47**	Earby Mines	5,000		5,000		5,000	
47**	Heritage Trust for the North West	75,380		75,380		40,000	
			90,380		90,380		55,000
	Supplies & Services						
47**	Interest on Interest Free Loans		20		10		-
	Central Support Services						
71**	Int Market : Detached Workers		44,680		44,680		51,040
	Total Expenditure		357,750		381,240		301,430
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	<i>External Funding Receipts</i>		18,500		18,500		18,500
	Total Income		18,500		18,500		18,500
	<b>Net Expenditure carried to Summary</b>		<b>339,250</b>		<b>362,740</b>		<b>282,930</b>

### Notes

#### Donations

The Multi-Racial Playbus scheme uses a converted bus to offer seasonal play for children aged 2-4 years, at two sites, on Monday and Thursday. The service is targeted both on areas which lack play facilities and on children who have few opportunities for social play outside the home. Children with special needs are welcomed.

The Council supports the Pendle Citizens' Advice Bureau in providing "free, confidential, impartial advice to everyone, regardless of race, gender, ethnicity, sexual orientation and disability" through its offices in Barnoldswick, Colne and Nelson.

The budget for Sports Development is mainly to subsidise Nelson Swimming Club, also the three senior football clubs in the borough and individual grants.

Grants to Other Organisations are made to support the work of advice and welfare organisations such as Samaritans, Pendle Pakistan Welfare and ITHAAD and for one-off grants to other voluntary bodies.

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
S1102	Donations (continued)						

### Notes (continued)

#### Arts Development & Support

##### Grants to Cultural Organisations

Supporting the work of a number of musical and theatrical groups based in Pendle. The grants pay for the hire of halls for rehearsals and performances and for the cost of honoraria for musical directors, tutors and conductors. A grant is also made to the local musical and arts festival.

##### Sports Development

The budget for Sports Development is mainly to subsidise Nelson Swimming Club, also the three senior football clubs in the borough and individual grants.

##### Heritage

###### Barnoldswick and Colne Heritage Exhibition

Areas within the public libraries used for exhibitions relating to the heritage of the town. The exhibitions consist mainly of illustrative panels and artefacts. Subjects covered have included "Methodism" in Barnoldswick and "Living off the Land" at Colne. Most of the production is by the Heritage Trust for the North West.

###### Heritage Trust for the North West

This organisation is based at Park Hill in Barrowford and maintains the Pendle Heritage Centre which, comprises of a museum, gallery, an 18th Century walled garden, a cruck barn with animals, a tea room, parlour shop and tourist information centre.

For further information, contact

Dean Langton : Financial Manager

(Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1103</b>	<b><u>Financial Service Costs</u></b>						
	<b><u>Expenditure</u></b>						
	Supplies & Services						
47**	VAT Shelter Audit Charge	5,000		5,000		5,000	
47**	Bad Debts Write Offs	80,000		50,000		50,000	
			85,000		55,000		55,000
	Central Support Services						
72**	Bank Charges	12,290		14,840		14,960	
72**	Brokerage Fees	820		1,200		810	
72**	External Audit Fees (Including Inspections)	177,940		160,930		160,090	
			191,050		176,970		175,860
	Total Expenditure		276,050		231,970		230,860
	<b><u>Income</u></b>						
	Government Grants						
90**	Local Authority Business Grant Initiative		15,000		21,200		-
	Customer & Client Receipts						
93**	PPP Retainer		-		-		50,000
	Total Income		15,000		21,200		50,000
	<b>Net Expenditure carried to Summary</b>		<b>261,050</b>		<b>210,770</b>		<b>180,860</b>

### Notes

#### Bad Debts Write Offs

Whilst every effort is made to recover income due, some provision for bad debts is made, consistent with the external auditor's advice. This relates to income which is the subject of invoices sent out, and does not concern council tax, business rents or housing rents; write offs are the subject of periodic report to members.

#### External Audit Fees

There is a statutory requirement for the Council's accounts to be audited by an external auditor approved by the Audit Commission, which for 2007/08 and 2008/09 is PricewaterhouseCoopers LLP. The fees cover not only the Council's accounts but also governance and performance issues, inspections and the certification of grant claims.

For further information, contact  
Dean Langton : Financial Manager

(Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved	Revised		
		£            £	£            £	£            £	
<b>S1104</b>	<b><u>Additional Allowances</u></b>				
	<b>Expenditure</b>				
	Employee Expenses				
12**	Additional Allowances	315,000	303,340	284,550	
12**	Other Pensions	60,000	60,000	90,000	
		<u>                    </u>	<u>                    </u>	<u>                    </u>	
		375,000	363,340		374,550
	<b>Net Expenditure carried to Summary</b>	<b>375,000</b>	<b>363,340</b>		<b>374,550</b>
<b>S1105</b>	<b><u>Earby &amp; Salterforth Drainage Board</u></b>				
	<b>Expenditure</b>				
	Premises Related Expenses				
24**	Drainage Rates	3,900	3,800		3,840
	<b>Net Expenditure carried to Summary</b>	<b>3,900</b>	<b>3,800</b>		<b>3,840</b>

### Notes

#### Additional Allowances

This relates to the pension costs payable to Lancashire County Council on behalf of former Council employees, who left on early retirements agreed through staff restructures. The scheme requires such costs have been met from savings. Ongoing costs of these early retirements are the responsibility of the Council.

#### Earby & Salterforth Drainage Board

The budget under this area is solely for drainage rates payable on Council owned property within the Drainage Board Area.

For further information, contact  
Dean Langton : Financial Manager

(Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1106</b>	<b><u>Parish Councils Expenditure</u></b>				
	Transfer Payments				
23**	Contributions	89,890		94,400	89,890
23**	Nelson & Colne Parish Councils	50,000		50,000	50,000
			139,890		139,890
				144,400	
71**	Central Support Services				
	Internal Market		4,540	4,540	3,820
	<b>Net Expenditure carried to Summary</b>		<b>144,430</b>	<b>148,940</b>	<b>143,710</b>

### Notes

#### Parish Councils

This budget item covers basic grant paid to the parish and town councils in the Pendle areas along with the election expenses for the election of parish councillors.

Parish and town councils are independent bodies with the power to precept on dwellings in their area (levied as an addition to the council tax); they come to their own decisions on precepts, taking into account the basic grant offered by this Council, and advise the Council accordingly by mid-February each year.

Details of basic grant and precepts (based on band D valuation) for 2010/11 are shown below:

	Grant	Precept	Addition to council tax (band D) £.p
	£	£	
Barley	1,900	-	-
Barnoldswick	16,870	80,000	25.35
Barrowford	10,670	65,738	29.32
Blacko	2,740	2,382	8.26
Bracewell and Brogden	1,500	-	0.00
Brierfield	12,910	40,755	17.52
Colne	21,980	41,196	8.00
Earby	7,880	26,683	20.12
Foulridge	4,050	7,885	13.70
Goldshaw Booth	1,940	2,500	21.83
Higham with West Close Booth	3,230	7,645	22
Kelbrook and Sough	3,020	-	0.00
Laneshawbridge	3,060	1,116	3.55
Nelson	28,020	55,802	7.77
Old Laund Booth	3,990	4,262	6.81
Reedley Hallows	4,680	2,500	3.59
Roughlee Booth	2,380	3,733	24.11
Salterforth	3,370	2,225	8.99
Trawden Forest	4,700	-	0.00
	<u>138,890</u>	<u>344,422</u>	
Parish Council Elections	<u>1,000</u>		
	<u>139,890</u>		

For further information, contact  
Dean Langton : Financial Manager

(Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1107</b>	<b><u>Concessionary Fares</u></b>				
	<b>Expenditure</b>				
	Supplies & Services				
43**	Printing & Stationery		5,000	5,000	5,000
	Transfer Payments				
61**	Concessionary Fares	1,103,640		1,103,640	963,640
61**	Community Transport	26,740		26,740	26,740
61**	Administration Costs	18,990		18,990	18,990
			1,149,370	1,149,370	1,009,370
	Central Support Services				
71**	Internal Market		4,250	4,250	2,810
	Total Expenditure		1,158,620	1,158,620	1,017,180
	<b>Income</b>				
	Government Grants				
90**	Special Grant		274,000	274,000	112,270
	Total Income		274,000	274,000	112,270
	<b>Net Expenditure carried to Summary</b>		<b>884,620</b>	<b>884,620</b>	<b>904,910</b>

### Notes

The scheme is administered by Lancashire County Council.

From 1st April 2008, the scheme will be amended, through a new Government initiative to introduce free fare concessions for journeys on local buses throughout England. This means that from 2008/09 the new scheme provides free travel on journeys that take place starting within the borough council area, after 9:30 am weekdays and all day at weekends and bank holidays.

A new smartcard system was introduced on 1st September 2004 for concessionary fares. Passengers now show the new cards on entry; bus operators are not yet fully equipped with card readers, which are expected to be fully operational in 2008. The County's improved system of allocating costs between district authorities will then follow.

For further information, contact  
Dean Langton : Financial Manager

(Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1109</b>	<b><u>Insurances</u></b>				
	<b>Expenditure</b>				
47**	Supplies & Services Insurances		435,240	382,530	352,060
71**	Central Support Services Internal Market		6,710	6,710	14,970
	Total Expenditure		441,950	389,240	367,030
	<b><u>Income</u></b>				
98**	Recharges to Other Accounts Other Service Recharges		467,820	389,240	359,110
	Total Income		467,820	389,240	359,110
	<b>Net Expenditure carried to Summary</b>		<b>(25,870)</b>	<b>-</b>	<b>7,920</b>

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1110</b>	<b><u>Facilities operated by Pendle Leisure Expenditure</u></b>				
	Premises Related Expenses				
20**	Buildings : Repair & Maintenance	3,000		3,000	-
23**	ACE Centre Rent	97,000		97,000	115,000
			100,000		115,000
	Supplies & Services				
47**	Grant to Pendle Leisure	2,156,210		2,131,210	2,169,400
47**	Grant to PLT Free Swimming	146,000		146,000	146,000
47**	Contribution ACE Centre	198,000		198,000	137,000
			2,500,210	2,475,210	2,452,400
	Central Support Services				
71**	Internal Market		6,560	6,560	6,520
	Capital Financing Costs				
87**	Capital Charges		526,730	526,730	526,730
	<b>Total Expenditure</b>		3,133,500	3,108,500	3,100,650
	<b><u>Income</u></b>				
	Government Grants				
90**	Health Inequalities Grant	50,000		-	-
90**	DCLG : Free Swimming	74,000		74,000	74,000
			124,000	74,000	74,000
	<b>Total Income</b>		124,000	74,000	74,000
	<b>Net Expenditure carried to Summary</b>		3,009,500	3,034,500	3,026,650

### Notes

Pendle Leisure is a separate independent organisation, set up as an independent charitable provident society and run by its own board, which manages various leisure services on behalf of the Council (the services were transferred from the Council on 1st October 2000). The assets remain in the ownership of the Council, but the services are operated by Pendle Leisure with the help of grant from the Council. Listed below are the activities managed by Pendle Leisure :

#### Swimming Pool

Wavelengths Nelson - Opened in July 1989, a leisure pool with the option of traditional pool activities, 25 metre, six lane pool with side attached beach area, roof high water slide, multi pattern wave machine, sauna and sunbed suite, poolside diner and retail shop. In June 2007 a new spa and family fitness centre was opened. The statistics in 2007/2008:

- 252,873 total admissions; which includes
- 46,651 private lessons;
- 61,049 spectator/block bookings invoiced/schools/clubs;
- 11,498 health suite/facials/manicures.

#### Leisure Centres

Pendle Leisure Centre Colne - A two phased sports centre. The dry side opened in 1984, the wet side opened in 1992. It includes a four court hall, a new fitness facility opened in January 2003, all weather astro pitch, six lane 25 metre pool, learner pool, health suite and sun beds, retail shop and bar and poolside diner. The statistics in 2007/2008:

- 289,518 total admissions; which includes
- 48,713 private lessons;
- 58,465 spectator/block bookings invoiced/schools/clubs;
- 3,826 health suite and sunbed.

West Craven Sports Centre Barnoldswick - A two phased sports centre, the main pool opened in 1981 and the dry side and small pool opened in 1997. The facility offers a 25 metre, five lane pool, small pool, sunbed suite, retail shop, bar and catering, dual use multi purpose room, fitness suite, four court sports hall and a brand new high tech gym opened in January 2004. The statistics 2007/2008:

- 183,083 total admissions; which includes
- 44,847 private lessons;
- 49,552 spectator/block bookings invoiced/schools/clubs.

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11
		Approved		Revised		
		£	£	£	£	£
S1110	Facilities operated by Pendle Leisure (continued)					

### Notes (continued)

#### Athletic Ground

Seedhill athletics track and Fitness Centre Nelson - Opened in 1978 and contains 400 metre six lane (8 lane straight) tartan track, changing rooms, showers, sunbed, fitness room and equipment, spectator terrace and training floodlights.

The statistics in 2007/2008:

- 34,650 total admission; which includes
- 14,460 fitness room admissions;
- 445 sunbed.

#### Golf Course

Marsden Park Golf Club, Marsden Park Townhouse Rd Nelson; an 18 hole park containing a clubhouse, locker room, pro shop and practice nets and greens. During 2007/2008:

- sold 235 season tickets (paid in full);
- sold 23,382 rounds.

#### Arts, Culture and Enterprise (ACE) Centre, Nelson (Scheduled to open June 2009)

The ACE Centre will have a recording studio, dance /drama studio, art room, a performance area with 200 seats for cinema, live music and theatre, courtyard bistro, conference and meeting rooms for up to 300 delegates and space for art and sculpture displays.

#### Civic Halls

- Municipal Hall, Colne  
The main theatre venue for the entertainments programme, home of the Great British Rhythm and Blues Festival, top music comedy, drama and family shows. Also available for private events, includes 650 seating auditorium, lounge bar, theatre bar and kitchen.
- Civic Hall, Barrowford  
Available for private events and includes a ballroom with stage and licensed bar for 130 guests and lounge area with seating for 40 guests.

#### Arts and Entertainment

Approximately 180 events and performances per annum including the Great British Rhythm and Blues Festival, a pantomime and a classical music series.

For operational information, contact

Phil Storey : Chief Executive Pendle Leisure Trust (Telephone 01282 661224)

For contract management information, contact

Dean Langton : Financial Manager (Telephone 01282 661866)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£                  £	£                  £	£                  £
S1111	<b>Central Telephones</b>			
	<b>Expenditure</b>			
45**	Supplies & Services			
	Telephones	181,380	147,530	125,840
	Total Expenditure	181,380	147,530	125,840
	<b>Income</b>			
98**	Recharges to Other Accounts	231,380	147,530	125,840
	Other Service Recharges			
	Total Income	231,380	147,530	125,840
	Net Expenditure carried to Summary	(50,000)	-	-

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S11RG1</b>	<b><u>Service Area Holding Account</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational		-		-		(370,000)
	Supplies & Services						
40**	Equipment, Furniture & Materials	6,290		7,010		7,090	
43**	Printing & Stationery	500		500		490	
44**	Services	20,000		-		-	
45**	Telephones	28,840		22,420		1,950	
47**	Misc Expenses : Other	36,470		10,600		10,600	
			92,100		40,530		20,130
	Capital Financing Costs						
80**	Leasing Charges		98,420		98,420		98,420
	<b>Net Expenditure carried to Summary</b>		<b>190,520</b>		<b>138,950</b>		<b>(251,450)</b>

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S11RH1</b>	<b><u>Service Areas</u></b>						
	<b><u>Expenditure</u></b>						
	Employee Expenses						
10**	Operational	582,820		592,200		603,690	
12**	Insurance	10,830		7,760		5,240	
12**	Other Employee Expenses	1,380		1,430		1,440	
			595,030		601,390		610,370
	Transport Related Expenses						
38**	Car Allowances	700		450		450	
38**	Car Leasing	19,220		17,780		17,310	
39**	Insurance	3,150		3,700		4,250	
			23,070		21,930		22,010
	Supplies & Services						
40**	Equipment, Furniture & Materials	2,700		1,550		1,560	
43**	Printing & Stationery	9,440		14,440		14,440	
44**	Services	-		7,500		7,500	
45**	Postages	1,330		3,000		3,030	
45**	Telephones	4,870		2,550		1,900	
45**	Computer Charges	380		380		380	
46**	Expenses	2,490		11,000		11,000	
47**	Misc Expenses : Advertising	210		210		210	
47**	Misc Expenses : Other	17,520		20,350		20,550	
			38,940		60,980		60,570
	Central Support Services						
70**	Administrative Buildings Exps	26,040		26,500		26,830	
78**	Internal Market	314,390		314,390		316,520	
			340,430		340,890		343,350
	Total Expenditure		997,470		1,025,190		1,036,300
	<b><u>Income</u></b>						
	Customer & Client Receipts						
93**	Fees & Charges	7,000		7,000		8,400	
96**	External Funding Receipts	44,330		43,110		43,610	
			51,330		50,110		52,010
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	438,200		438,200		379,620	
9A**	Internal Market : End Users	539,320		539,320		604,670	
			977,520		977,520		984,290
	Total Income		1,028,850		1,027,630		1,036,300
	<b>Net Expenditure carried to Summary</b>		<b>(31,380)</b>		<b>(2,440)</b>		<b>-</b>

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£	£	£
	<b><u>Liberata - Human Resources</u></b>			
<b>S2111</b>	<b><u>Employment Schemes</u></b>			
	<b>Expenditure</b>			
10**	Employee Expenses			
	Modern Apprenticeship Scheme	80,250	80,250	80,250
	Total Expenditure	80,250	80,250	80,250
	<b>Income</b>			
93**	Other Grants & Contributions			
	External Funding Receipts	80,250	80,250	80,250
	Total Income	80,250	80,250	80,250
	<b>Net Expenditure carried to Summary</b>	-	-	-
<b>S2112</b>	<b><u>Other Employee Issues</u></b>			
	<b>Expenditure</b>			
	Employee Expenses			
12**	Disturbance Allowance	2,250	2,250	2,250
12**	Qualification Training	24,190	15,040	15,040
12**	Long Service Awards	5,780	1,220	4,130
12**	Medical Expenses	16,670	11,310	11,310
12**	Advertising & Interviews	30,000	30,000	30,000
		78,890	59,820	62,730
	Supplies & Services			
40**	Equipment	1,490	1,490	1,490
44**	Other Services	10,000	-	-
46**	Central Training Pool	23,860	19,010	19,010
47**	BIG Idea	1,000	1,000	1,000
		36,350	21,500	21,500
	<b>Net Expenditure carried to Summary</b>	<b>115,240</b>	<b>81,320</b>	<b>84,230</b>

### Notes

#### Employment Schemes

The Modern Apprenticeship Scheme continues to be a successful approach to recruiting and training local young people to prepare for careers in local government. In the last three years the Council has recruited forty-two young people and twenty one, including nine ethnic minority apprentices, have been placed in permanent jobs.

#### Other Employee Issues

Disturbance Allowance -

Paid to employees who have their place of work changed and incur additional travelling expenses as a result.

Qualification Training -

This budget pays for employees working towards a formal qualification, professional or NVQ.

Long Service Awards -

In recognition of 25 years continuous Local Government service (at least 10 of which has been served with Pendle).

Medical Expenses -

Pre-employment medical examinations, referrals where employees are absent from work through sickness, medicals for HGV drivers resitting their licence and any sight tests for PSV driving or operating screen equipment. Any health promotion events are also funded from this budget.

Advertising and Interviews -

This budget pays for the cost of advertisements, interview expenses, bulk photocopying of recruitment packs.

Central Training Pool -

The Council provides skill development for employees in line with business needs. There are a range of training initiatives, including health and safety etc. There are approximately 1000 training days per annum.

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact

Susan Tyer : Personnel Manager, Liberata

(Telephone 01282 661691)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Human Resources (continued)</u>						
S211RL1	<u>Service Areas</u>						
	<u>Expenditure</u>						
53**	Agency & Contracted Services Liberata		282,410		279,460		285,050
78**	Central Support Services Internal Market		20,250		20,250		10,940
	Total Expenditure		302,660		299,710		295,990
	<u>Income</u>						
93**	Customer & Client Receipts Fees & Charges		25,600		26,720		26,840
98**	Recharges to Other Accounts Internal Market : Service Areas	246,790		246,790		236,680	
9A**	Internal Market : End Users	30,270		30,270		32,470	
			277,060		277,060		269,150
	Total Income		302,660		303,780		295,990
	Net Expenditure carried to Summary		-		(4,070)		-

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
	<u>Liberata - Information Communicaton Technology</u>				
<b>S222RL2</b>	<b><u>Service Areas : General</u></b>				
	<b>Expenditure</b>				
	Agency & Contracted Services				
53**	Liberata		995,020	984,610	1,004,300
	Central Support Services				
70**	Administrative Buildings Exps	6,450		5,210	5,280
78**	Internal Market	28,720		28,720	17,960
			35,170	33,930	23,240
	Total Expenditure		1,030,190	1,018,540	1,027,540
	<b>Income</b>				
	Customer & Client Receipts				
93**	Fees & Charges		38,220	41,390	41,700
	Recharges to Other Accounts				
98**	Internal Market : Service Areas		991,970	991,970	973,090
	Total Income		1,030,190	1,033,360	1,027,540
	<b>Net Expenditure carried to Summary</b>		-	(14,820)	-

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services</u>						
<b>S2231</b>	<b><u>Administrative Buildings</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
12**	Indirect Employee Expenses		-		1,500		1,500
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	41,020		41,020		41,020	
26**	Cleaning & Domestic Supplies	5,380		5,900		5,960	
28**	Insurance	3,910		4,050		4,300	
			50,310		50,970		51,280
	Supplies & Services						
47**	Miscellaneous Expenses		2,180		1,590		1,510
	Agency & Contracted Services						
53**	Liberata		222,660		218,390		222,770
	Central Support Services						
71**	Internal Market		64,150		64,150		64,370
87**	Capital Charges		52,730		52,730		52,730
	Total Expenditure		392,030		389,330		394,160
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Rents		1,200		1,200		1,200
	<i>Recharges to Other Accounts</i>						
96**	Service Areas	340,310		331,240		335,430	
96**	Mayoralty & Member Expenses	45,750		44,610		45,170	
96**	Other Accounts	10,480		10,210		10,340	
			396,540		386,060		390,940
	Total Income		397,740		387,260		392,140
	<b>Net Expenditure carried to Summary</b>		<b>(5,710)</b>		<b>2,070</b>		<b>2,020</b>

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	Liberata - Property Services (continued)						

### Notes

#### Administrative Buildings

Administrative buildings provide facilities for:

- accommodation and training of the Council's employees;
- members of the public to meet with officers and Council members;
- public and committee meetings;
- civic functions.

They are located as follows:

	Annual Running Costs £
Nelson	
Town Hall	150,200
Elliott House	98,180
Business Centre	14,060
20 Scotland Road	5,810
Brierfield	
Town Hall	4,880
Barnoldswick	
Council Shop	22,120
Earby	
District Office	6,720
Unallocated Expenditure	27,820
Internal Market	<u>64,370</u>
 Total	 394,160

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact

Sharon Livesey : Estates and Property Services Manager, Liberata

(Telephone 01282 661887)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
	<b><u>Liberata - Property Services (continued)</u></b>				
<b>S2232</b>	<b><u>Allotments</u></b>				
	<b>Expenditure</b>				
	Premises Related Expenses				
21**	Grounds : Repair & Maintenance		2,670	-	-
	Agency & Contracted Services				
53**	Liberata		430	-	-
	Central Support Services				
71**	Internal Market		11,000	-	-
	Total Expenditure		14,100	-	-
	<b>Income</b>				
	<i>Customer &amp; Client Receipts</i>				
93**	Rents		12,770	-	-
	Total Income		12,770	-	-
	<b>Net Expenditure carried to Summary</b>		<b>1,330</b>	<b>-</b>	<b>-</b>

### Notes

Traditionally allotment areas have been provided for local residents. Responsibility for this function now transferred to the a town or parish council.

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<b><u>Liberata - Property Services (continued)</u></b>						
<b>S2233</b>	<b><u>Estates &amp; Properties</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	46,700		56,700		56,700	
21**	Grounds : Repair & Maintenance	9,350		9,350		9,350	
21**	Grot Spot Maintenance	5,510		5,510		5,510	
23**	Rents	-		14,250		6,310	
28**	Insurance	18,420		9,130		14,360	
			79,980		94,940		92,230
	Supplies & Services						
47**	Misc Expenses : Advertising	1,000		1,000		1,000	
47**	Misc Expenses : Building	60,000		60,000		-	
47**	Misc Expenses : Other	17,880		17,880		17,880	
			78,880		78,880		18,880
	Agency & Contracted Services						
53**	Liberata	55,570		57,580		58,140	
54**	Grounds Maintenance DSO	54,270		54,270		40,930	
			109,840		111,850		99,070
	Central Support Services						
71**	Internal Market		178,920		189,920		183,090
87**	Capital Charges		25,000		25,000		25,000
	<b>Total Expenditure</b>		472,620		500,590		418,270
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	<i>Fees &amp; Charges</i>	13,510		13,510		13,510	
93**	<i>Rents : Misc Properties</i>	354,970		369,590		369,590	
			368,480		383,100		383,100
	<b>Total Income</b>		368,480		383,100		383,100
	<b>Net Expenditure carried to Summary</b>		104,140		117,490		35,170

### Notes

Pendle Borough Council lets and maintains 66 commercial properties (shops and offices) and 3,000 miscellaneous properties for investment purposes thus, generating revenue of approximately £370,000 annually. The miscellaneous properties include garage sites, caravan sites and garden plots (but not allotments).

The aim of Estates and Property Services is to maximise revenue from the property holdings and encourage growth, retention and expansion of local small businesses within the town centres and throughout the Borough.

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact

Sharon Livesey : Estates and Property Services Manager, Liberata

(Telephone 01282 661887)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>						
<b>S2234</b>	<b><u>Markets</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	20,040		20,040		20,040	
28**	Insurance	<u>5,640</u>		<u>5,290</u>		<u>5,680</u>	
			25,680		25,330		25,720
	Supplies & Services						
47**	Miscellaneous Expenses		4,300		4,300		4,300
	Agency & Contracted Services						
53**	Liberata		168,750		166,980		170,320
	Central Support Services						
71**	Internal Market		132,230		132,230		133,720
87**	Capital Charges		19,200		19,200		19,200
	Total Expenditure		350,160		348,040		353,260
	<b>Income</b>						
	Customer & Client Receipts						
92**	Fees & Charges	57,150		48,900		48,900	
93**	Rents	<u>259,350</u>		<u>259,350</u>		<u>259,350</u>	
			316,500		308,250		308,250
	Recharges to Other Accounts						
96**	Conveniences etc		14,410		14,410		14,560
	Total Income		330,910		322,660		322,810
	<b>Net Expenditure carried to Summary</b>		<b>19,250</b>		<b>25,380</b>		<b>30,450</b>

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11
		Approved		Revised		
		£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>					
S2234	<u>Markets (continued)</u>					

### Notes

The Council manages two indoor market halls, two outdoor markets and a farmers market.

The markets provide retail space for existing and new retail traders, and provide attractive shopping facilities for the public, whilst also assisting in the regeneration of the town centres. In providing the service, the Council aims to optimise revenue income to give a realistic rate of return on the assets used. Locations as follows:

#### Nelson

- The Pendle Rise Market Place, Leeds Road  
Indoor Market Hall below Pendle Rise, with 65 stalls;  
open Monday-Saturday 9.00am to 5.15pm Tuesday 9.00am to 2.00pm.
- Street Market: Leeds Road  
25 Pitches available for general retail goods on Fridays and Saturdays.

#### Colne

- Colne Market Hall, Market Street  
58 Stalls;  
open Monday-Saturday 9.00am to 5.00pm (excluding Tuesday).
- Open Market, Adjacent to The Market Hall, Market Street  
45 Pitches available for general retail goods on Wednesday and Saturdays.
- Colne Farmers Market  
Held on the third Saturday of every month.

Area Committee function.

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact

Sharon Livesey : Estates and Property Services Manager, Liberata (Telephone 01282 661887)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S2235</b>	<b><u>Industrial Estates</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	5,450		5,450		5,450	
26**	Trade Refuse Charges	-		7,800		7,800	
28**	Insurance	130		110		90	
			5,580		13,360		13,340
	Agency & Contracted Services						
53**	Liberata	12,880		14,960		15,260	
54**	Grounds Maintenance DSO	1,070		1,070		1,070	
			13,950		16,030		16,330
	Central Support Services						
71**	Internal Market		49,790		49,790		50,180
	Capital Financing Costs						
82**	Leasing Charges	630		630		630	
87**	Capital Charges	14,190		14,190		14,190	
			14,820		14,820		14,820
	Total Expenditure		84,140		94,000		94,670
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Rents		217,160		203,780		205,090
	Total Income		217,160		203,780		205,090
	<b>Net Expenditure carried to Summary</b>		<b>(133,020)</b>		<b>(109,780)</b>		<b>(110,420)</b>

### Notes

To manage and maintain the overall appearance of the Borough's industrial estates at Lomeshaye and Clayton Street (Nelson), Whitewalls (Colne) and Crownest (Barnoldswick). This includes improvements to the common landscaped areas, general repairs and maintenance to roads and footpaths, the removal of litter and maintenance of the information board at the entrance to Lomeshaye.

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact  
Sharon Livesey : Estates and Property Services Manager, Liberata (Telephone 01282 661887)

For further information on other matters, contact  
The Council's Client Officer : Kevin Stansfield (Telephone 01282 661879)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
	<u>Liberata - Property Services (continued)</u>				
S223RL3	<u>Service Areas</u>				
	<b>Expenditure</b>				
53**	Agency & Contracted Services				
	Liberata		475,390	470,420	479,830
78**	Central Support Services				
	Internal Market		165,110	165,110	157,860
	Total Expenditure		640,500	635,530	637,690
	<b>Income</b>				
	<i>Recharges to Other Accounts</i>				
98**	Internal Market : Service Areas	109,330		109,330	47,980
9A**	Internal Market : End Users	<u>531,170</u>		<u>531,170</u>	<u>589,710</u>
			640,500	640,500	637,690
	Total Income		640,500	640,500	637,690
	<b>Net Expenditure carried to Summary</b>		-	(4,970)	-

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services</u>						
	<u>Local Tax Collection</u>						
<b>S2241</b>	<b><u>NNDR Cost of Collection</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
44**	Recovery Fees	5,000		5,000		5,000	
47**	Deferral Scheme	-		14,200		-	
			5,000		19,200		5,000
60**	Transfer Payments						
	Discretionary Relief		106,950		106,950		109,090
71**	Central Support Services						
	Internal Market		132,170		132,170		133,670
	Total Expenditure		244,120		258,320		247,760
	<b>Income</b>						
	Government Grants						
90**	Deferral Scheme Burden		-		14,200		-
91**	Recharges to Other Accounts						
	Collection Fund : Coll Allowance		135,390		135,840		135,840
93**	Customer & Client Receipts						
	Recovery of Court Costs		28,260		28,260		29,920
	Total Income		163,650		178,300		165,760
	<b>Net Expenditure carried to Summary</b>		<b>80,470</b>		<b>80,020</b>		<b>82,000</b>
<b>S2242</b>	<b><u>Council Tax</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
44**	Recovery Fees		18,000		18,000		18,000
71**	Central Support Services						
	Internal Market		772,000		772,000		780,920
	Total Expenditure		790,000		790,000		798,920
	<b>Income</b>						
93**	Customer & Client Receipts						
	Recovery of Court Costs		284,040		284,040		301,790
	Total Income		284,040		284,040		301,790
	<b>Net Expenditure carried to Summary</b>		<b>505,960</b>		<b>505,960</b>		<b>497,130</b>

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£	£	£
	<u>Liberata - Treasury Services (continued)</u>			
	<u>Local Tax Collection (continued)</u>			
<b>S2243</b>	<b><u>Benefits : Council Tax Expenditure</u></b>			
60**	Transfer Payments			
	Council Tax Benefits	7,799,460	8,207,170	8,617,530
71**	Central Support Services			
	Internal Market	697,190	697,190	705,250
	Total Expenditure	8,496,650	8,904,360	9,322,780
	<b><u>Income</u></b>			
	Government Grants			
90**	C Tax Benefit Subsidy	7,913,960	8,349,610	8,767,090
90**	C Tax Admin Subsidy	466,430	466,430	489,750
		8,380,390	8,816,040	9,256,840
	Total Income	8,380,390	8,816,040	9,256,840
	<b>Net Expenditure carried to Summary</b>	<b>116,260</b>	<b>88,320</b>	<b>65,940</b>

### Notes

#### NNDR Cost of Collection

Central government took over the responsibility for setting the non domestic rate on 1st April 1990. The National Non-Domestic Rate (NNDR), is set by Central Government but administered by local authorities. The proceeds are pooled by Central Government and redistributed to local authorities by reference to the resident population of each area and the services which the authority is responsible.

The above budget indicates the net cost of administering the scheme and the cost of the Council's discretionary relief (to charities and non-profit making organisations).

Charities receive mandatory relief of 80% of their rate bill (fully funded by Central Government). The Council has the power to top up the other 20% but must fund 75% of the amount granted. The Council can grant discretionary rate relief to non profit making organisations (the Council must fund 25% of the cost of discretionary relief). Certain business premises in designated rural areas (normally small villages) receive 50% mandatory relief (the Council top up this relief to 100% ; the Council has to meet 25% of the top up cost).

#### The Council:-

- collects £15M p.a. from NNDR (in the Collection Fund);
- administers NNDR in relation to 3,300 non domestic properties in Pendle.

This service is managed by Liberata, as part of the Council's public/private partnership.

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11
		Approved		Revised		
		£	£	£	£	£
	<a href="#">Liberata - Treasury Services (continued)</a>					
	<a href="#">Local Tax Collection (continued)</a>					

### Notes

#### Council Tax

This budget head concerns the costs of operating and administering the Council Tax (introduced by the Government from 1st April 1993). Actual Council Tax receipts and payment of precepts are accounted for in the Collection Fund (details elsewhere in this booklet).

The Council is responsible for billing, collecting and recovering council tax from over 39,300 dwellings in the Borough. Dwellings are charged on the basis of bands of capital value. The £40M p.a. collected through the Council Tax funds the precepts made by Lancashire County Council, Lancashire Police Authority, Lancashire Combined Fire Authority, Pendle Borough Council and a number of Parish and Town Councils for the services they provide.

Bills are issued to all households and payment is normally made by ten instalments. Administration of the Council Tax includes processing exemptions and discounts as well as changes in liability through the year, and taking steps to recover debts as appropriate.

This service is managed by Liberata, as part of the Council's public/private partnership.

#### Benefits : Council Tax

Occupiers can claim a rebate from their council tax based on their income. People whose income is at or below the income support level normally receive maximum benefit. Over 9,300 occupiers claim council tax benefit each year. Council tax benefit is credited to the taxpayers account and a net bill is sent.

The Government's funding arrangement are to fund about 100% of the benefit paid and pay an amount towards administration (equivalent to 60% of the Council's cost of administration in 2006/07).

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact

Angela Simm : Revenues and Benefits Manager, Liberata

(Telephone 01282 661835)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<b><u>Liberata - Treasury Services (continued)</u></b>						
	<b><u>Housing Benefits</u></b>						
<b>S2244</b>	<b><u>Rent Allowances</u></b>						
	<b>Expenditure</b>						
53**	Agency & Contracted Services Liberata		-		75,000		107,290
60**	Transfer Payments						
60**	Rent Allowances	19,351,680		22,107,520		23,212,900	
60**	Overpayments	687,290		519,370		545,340	
			20,038,970		22,626,890		23,758,240
71**	Central Support Services Internal Market		697,190		727,190		705,250
	<b>Total Expenditure</b>		20,736,160		23,429,080		24,570,780
	<b><u>Income</u></b>						
	<b>Government Grant</b>						
90**	Housing Benefit Subsidy	19,530,050		22,253,380		23,366,050	
90**	Housing Benefit Admin Subsidy	466,430		598,870		597,050	
			19,996,480		22,852,250		23,963,100
93**	Customer & Client Receipts Recovery Of Overpayments		537,290		369,370		395,340
	<b>Total Income</b>		20,533,770		23,221,620		24,358,440
	<b>Net Expenditure carried to Summary</b>		<b>202,390</b>		<b>207,460</b>		<b>212,340</b>

### Notes

Tenants of private sector dwellings may claim housing benefit depending on their circumstances. The claim process is operated under detailed rules set by the Government. Rent levels are controlled by the rent officer service, so in many cases the full rent is not met.

About 6,000 tenants claim rent allowance in Pendle and payment is normally made monthly in arrears (2,300 of which transferred from Pendle Council to Housing Pendle under Local stock Voluntary Transfer in October 2006).

The Government's funding arrangements are to fund about 100% of the benefit paid and pay an amount towards towards administration (equivalent to 60% of the Council's cost of administration in 2005/06).

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact  
Angela Simm : Revenues and Benefits Manager, Liberata

(Telephone 01282 661835)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>				
<b>S2246</b>	<b><u>Housing Advances</u></b>				
	<b>Expenditure</b>				
	Premises Related Expenses				
28**	Insurance		7,220	6,400	6,720
	Supplies & Services				
44**	Services		500	300	300
	Central Support Services				
71**	Internal Market		7,470	7,470	7,570
	Total Expenditure		15,190	14,170	14,590
	<b>Income</b>				
	Other Grants & Contributions				
91**	Repayments		24,720	15,000	15,320
	Total Income		24,720	15,000	15,320
	<b>Net Expenditure carried to Summary</b>		<b>(9,530)</b>	<b>(830)</b>	<b>(730)</b>

### Notes

The Council used to be a major provider of mortgages, but applicants in recent years have been encouraged to approach building societies and other financial institutions. The Council is now a lender of last resort and the few new loans granted now relate to defective dwellings previously owned by the Council.

This service is managed by Liberata, as part of the Council's public/private partnership.

For further information, contact  
Angela Simm : Revenues and Benefits Manager, Liberata

(Telephone 01282 661835)

# BOROUGH OF PENDLE

## FINANCIAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>						
<b>S224RL4</b>	<b><u>Service Areas</u></b>						
	<b><u>Expenditure</u></b>						
44**	Supplies & Services		19,480		21,000		21,210
	Services						
53**	Agency & Contracted Services						
	Liberata		2,382,620		2,387,700		2,404,850
70**	Central Support Services						
	Administrative Buildings Exps	9,420		9,180		9,300	
78**	Internal Market	<u>82,020</u>		<u>82,020</u>		<u>86,980</u>	
			91,440		91,200		96,280
	Total Expenditure		2,493,540		2,499,900		2,522,340
	<b><u>Income</u></b>						
	<i>Recharges to Other Accounts</i>						
98**	Internal Market : Service Areas	187,520		187,520		189,680	
9A**	Internal Market : End Users	<u>2,306,020</u>		<u>2,336,020</u>		<u>2,332,660</u>	
			2,493,540		2,523,540		2,522,340
	Total Income		2,493,540		2,523,540		2,522,340
	Net Expenditure carried to Summary		-		(23,640)		-

**GENERAL FUND  
REVENUE ACCOUNT**

**DEMOCRATIC & LEGAL  
SERVICES**

# DEMOCRATIC & LEGAL SERVICES

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
110	Mayoralty & Member Services		1,155,440		1,150,140		1,115,550
	Elections						
111-112	Representation of the People Acts		118,680		114,960		130,840
111-112	Council Elections		78,640		82,190		153,300
113	Local Land Charges		(7,700)		5,190		2,880
114	Licensing (Exc Taxis)		48,120		46,450		53,610
115	Town Twinning & Civic Expenses		36,840		37,390		38,640
116	Print Unit		-		-		-
117	Service Areas		(42,750)		20,940		(19,080)
			1,387,270		1,457,260		1,475,740

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1201</b>	<b><u>Mayoralty &amp; Member Services</u></b>						
	<b><u>Expenditure</u></b>						
	Transport Related Expenses						
34**	Pooled Transport Costs	9,080		9,130		9,170	
35**	Hire of Transport	1,040		600		600	
37**	Public Transport	760		1,750		1,750	
38**	Car Allowances	2,150		1,600		1,620	
			13,030		13,080		13,140
	Supplies & Services						
42**	Clothing & Uniforms	1,500		1,500		1,500	
43**	Printing & Stationery	3,250		3,250		3,250	
45**	Telephones	12,990		17,800		16,720	
45**	Computers	18,720		16,520		16,690	
46**	Members' Training	11,450		8,950		8,950	
46**	Members' Allowances	180,000		180,000		180,000	
46**	Mayor's Expenses	6,510		5,770		6,200	
46**	Mayor's Allowance	5,000		5,000		5,000	
46**	Expenses	14,610		10,380		7,290	
47**	Miscellaneous	4,590		5,240		5,100	
			258,620		254,410		250,700
	Central Support Services						
70**	Administrative Buildings Exps	45,750		44,610		45,170	
71**	Internal Market	838,040		838,040		806,540	
			883,790		882,650		851,710
	<b>Net Expenditure carried to Summary</b>		<b>1,155,440</b>		<b>1,150,140</b>		<b>1,115,550</b>

### Notes

Budget to provide a comprehensive support service for Councillors and the Mayor, including the costs of meetings, payments to members, and all civic events.

During 2007/08 the Council held 85 meetings of the Executive and Committees which were attended by about 1,315 members of the public.

Councillors (members) receive an annual allowance and travel expenses; in addition, members with specific responsibilities receive an additional amount.

For further information, contact

Richard Townson : Democratic and Legal Services Manager

(Telephone 01282 661650)

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1202</b>	<b><u>Elections</u></b>						
<b>S12021</b>	<b><u>Representation of the People Acts</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
43**	Printing & Stationery	7,180		7,000		7,070	
44**	Canvassers' Fees	32,010		30,000		30,230	
45**	Postage	11,510		11,510		11,630	
47**	Advertising	1,030		-		-	
			51,730		48,510		48,930
	Central Support Services						
71**	Internal Market		67,950		67,950		83,410
	Total Expenditure		<b>119,680</b>		<b>116,460</b>		<b>132,340</b>
	<b>Income</b>						
	Customer & Client Receipts						
93**	Sales		1,000		1,500		1,500
	Total Income		1,000		1,500		1,500
	<b>Net Expenditure carried to Summary</b>		<b>118,680</b>		<b>114,960</b>		<b>130,840</b>
<b>S12022</b>	<b><u>Council Elections</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
23**	Rents		3,150		2,000		7,070
	Transport Related Expenses						
35**	Hire of Transport		50		50		710
	Supplies & Services						
40**	Equipment, Furniture & Materials	2,500		7,700		9,600	
43**	Printing & Stationery	500		500		11,110	
44**	Officers Fees	2,500		2,500		26,260	
45**	Postage	2,000		1,500		15,150	
			7,500		12,200		62,120
	Central Support Services						
71**	Internal Market		67,940		67,940		83,400
	<b>Net Expenditure carried to Summary</b>		<b>78,640</b>		<b>82,190</b>		<b>153,300</b>

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
S1202	<u>Elections (continued)</u>						

### Notes

#### Registration of Electors

The Register of Electors is a list of names and addresses of people who are entitled to vote. It is compiled each year with a qualifying date of 15th October, is published on the 1st December and is in force for all elections which take place in the following twelve months.

The Borough of Pendle is currently split into 20 wards and the number of electors appearing on the 2009 Register of Electors is 66,977. The Register is available for public inspection under supervision and there are two versions of it. The full register contains the names and addresses of all those registered to vote and can only be used for certain purposes. The edited register leaves out the names and addresses of people who have specifically requested this and is available for general sale.

#### Council Elections

The Council currently comprises 49 members elected by thirds, whereby local elections for the Borough Council take place three years out of four, with elections for the County Council being held the fourth year.

Local turnout for the elections in May 2007 was 43.02%

For further information, contact

Richard Townson : Democratic and Legal Services Manager

(Telephone 01282 661650)

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1203</b>	<b><u>Local Land Charges</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
44**	Search Fees	11,280		10,000		10,100	
47**	Insurance	4,530		3,600		3,010	
47**	Other	2,000		2,000		2,000	
			17,810		15,600		15,110
	Central Support Services						
71**	Internal Market		104,490		89,590		87,770
	Total Expenditure		122,300		105,190		102,880
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Search Fees		130,000		100,000		100,000
	Total Income		130,000		100,000		100,000
	<b>Net Expenditure carried to Summary</b>		<b>(7,700)</b>		<b>5,190</b>		<b>2,880</b>

### Notes

The answering of searches of the local land charges register and related enquiries in connection with property transactions.

For further information, contact

Richard Townson : Democratic and Legal Services Manager

(Telephone 01282 661650)

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1204</b>	<b><u>Licensing (Exc Taxes)</u></b>						
	<b>Expenditure</b>						
40**	Supplies & Services						
	Equipment & Materials		8,000		8,000		8,000
71**	Central Support Services						
	Internal Market		96,620		96,620		103,990
	<b>Total Expenditure</b>		104,620		104,620		111,990
	<b>Income</b>						
93**	Customer & Client Receipts						
	Liquor Licences	52,500		52,500		52,500	
93**	Gambling Licences	4,000		5,670		5,880	
			56,500		58,170		58,380
	<b>Total Income</b>		56,500		58,170		58,380
	<b>Net Expenditure carried to Summary</b>		48,120		46,450		53,610

### Notes

#### Other Licences

The Council is responsible for the following licenses:

- liquor;
- public entertainments;
- cinemas;
- theatres;
- street collections;
- house to house collections;
- amusement with prizes;
- lotteries and related enforcement.

For further information, contact

Richard Townson : Democratic and Legal Services Manager

(Telephone 01282 661650)

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1205</b>	<b><u>Town Twinning &amp; Civic Expenses</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
47**	Town Twinning	4,760		4,760		4,760	
47**	Civic Expenses	3,390		3,390		3,430	
			8,150		8,150		8,190
	Central Support Services						
71**	Internal Market		29,240		29,240		30,450
	<b>Total Expenditure</b>		37,390		37,390		38,640
	<b>Income</b>						
	Customer & Client Receipts						
93**	Other Income		550		-		-
	<b>Total Income</b>		550		-		-
	<b>Net Expenditure carried to Summary</b>		36,840		37,390		38,640

### Notes

Town Twinning

Pendle Borough Council is twinned with Creil (France) and Marl (Germany); the budget covers the cost of civic and related exchanges.

Civic Expenses

Miscellaneous items including the costs of Remembrance Sunday, civic clocks and the members' diary.

For further information, contact

Richard Townson : Democratic and Legal Services Manager

(Telephone 01282 661650)

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1206</b>	<b><u>Print Unit</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
40**	Equipment, Furniture & Materials	40,500		40,500		40,490	
43**	Printing & Stationery	21,010		21,010		21,220	
			61,510		61,510		61,710
	Central Support Services						
70**	Administrative Buildings Exps	10,480		10,210		10,340	
71**	Internal Market	48,230		48,230		44,530	
			58,710		58,440		54,870
	Total Expenditure		120,220		119,950		116,580
	<b>Income</b>						
	Recharges to Other Accounts						
98**	Other Service Recharges		120,220		119,950		116,580
	Total Income		120,220		119,950		116,580
	Net Expenditure carried to Summary		-		-		-

# BOROUGH OF PENDLE

## DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S12RH2</b>	<b><u>Service Area</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	972,360		1,000,440		1,036,080	
12**	Insurance	20,010		14,760		9,030	
12**	Other Employee Expenses	4,990		5,430		6,110	
			997,360		1,020,630		1,051,220
	Transport Related Expenses						
35**	Hire of Transport	6,000		6,470		6,540	
38**	Car Allowances	3,270		2,920		2,930	
38**	Car Leasing	6,750		6,580		8,140	
39**	Insurance	1,260		1,480		1,700	
			17,280		17,450		19,310
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,760		1,970		1,970	
42**	Clothing & Uniforms	240		240		240	
43**	Printing & Stationery	52,150		57,070		57,070	
44**	Services	27,820		27,000		17,000	
45**	Postages	13,800		11,750		11,870	
45**	Telephones	9,350		6,790		4,840	
46**	Expenses	4,670		4,790		3,790	
47**	Misc Expenses : Advertising	3,150		3,150		3,150	
47**	Misc Expenses : Other	1,330		1,200		1,210	
			114,270		113,960		101,140
	Central Support Services						
70**	Administrative Buildings Exps	44,530		45,550		46,120	
71**	Internal Market	337,460		337,460		328,360	
			381,990		383,010		374,480
	Total Expenditure		1,510,900		1,535,050		1,546,150
	<b>Income</b>						
	Customer & Client Receipts						
93**	Fees & Charges	93,600		69,570		72,190	
96**	External Funding Receipts	36,100		35,490		37,870	
			129,700		105,060		110,060
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	405,640		405,640		415,270	
98**	Internal Market : End Users	1,018,310		1,003,410		1,039,900	
			1,423,950		1,409,050		1,455,170
	Total Income		1,553,650		1,514,110		1,565,230
	Net Expenditure carried to Summary		(42,750)		20,940		(19,080)

**GENERAL FUND  
REVENUE ACCOUNT**

**PLANNING & BUILDING  
CONTROL**

# PLANNING & BUILDING CONTROL

Page No.	Detail	2009/10				Estimate 20010/11	
		Approved		Revised			
		£	£	£	£	£	£
119	Building Control		199,110		195,760		190,380
120	Development Control		441,200		529,030		563,910
121-122	Planning Policy		368,610		268,410		233,230
121-122	General Environmental Enhancement		234,170		234,170		224,890
123	Service Areas		(59,790)		(88,420)		-
			1,183,300		1,138,950		1,212,410

# BOROUGH OF PENDLE

## PLANNING & BUILDING CONTROL

Code No.	Detail	2009/10				Estimate 20010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1301</b>	<b><u>Building Control</u></b>						
	<b>Expenditure</b>						
47**	Supplies & Services						
	Miscellaneous Expenses		6,350		3,000		3,000
71**	Central Support Services						
	Internal Market		333,010		333,010		327,630
	Total Expenditure		339,360		336,010		330,630
	<b>Income</b>						
92**	Customer & Client Receipts						
	Building Control Fees		140,250		140,250		140,250
	Total Income		140,250		140,250		140,250
	<b>Net Expenditure carried to Summary</b>		<b>199,110</b>		<b>195,760</b>		<b>190,380</b>
	Memorandum : Net Cost of Building Control						
	Fee Earning		65,910		62,560		59,332
	Non-Fee Earning		133,200		133,200		131,048
			<b>199,110</b>		<b>195,760</b>		<b>190,380</b>

### Notes

Building Control's main purpose is to provide a Building Regulations service to those people who carry out building work in Pendle. The service includes advice, support, plan checking and site inspections and is intended to help builders comply with the requirements of the Building Regulations.

Almost all building work requires approval under the Building regulations and the primary legislation is the Building Act 1984, under which building regulations are made. Fees are charged for most of the work carried out and we are in competition with private sector building control.

The service consists of:-

- a) building regulations applications and enforcement;
- b) dangerous buildings and demolitions;

During 2005/06 the Building Control Service carried out 4,500 individual inspections of work in progress and checked 3,079 applications valued at £40M.

Area Committee function.

For further information, contact  
Neil Watson : Planning Manager (Telephone 01282 661706)

# BOROUGH OF PENDLE

## PLANNING & BUILDING CONTROL

Code No.	Detail	2009/10		Estimate 20010/11	
		Approved		Revised	
		£	£	£	£
<b>S1302</b>	<b><u>Development Control &amp; Enforcement Expenditure</u></b>				
44**	Supplies & Services Appeals		37,170	37,170	20,000
71**	Central Support Services Internal Market		706,720	706,720	741,260
	Total Expenditure		743,890	743,890	761,260
	<b><u>Income</u></b>				
90**	Government Grant Planning Delivery Grant		22,690	34,860	11,350
93**	Customer & Client Receipts Planning Applications		280,000	180,000	186,000
	Total Income		302,690	214,860	197,350
	<b>Net Expenditure carried to Summary</b>		<b>441,200</b>	<b>529,030</b>	<b>563,910</b>

### Notes

Planning law requires that planning permission is required where development is involved. For some small scale developments, planning permission is granted by statute. Each year the Council considers about 1000 planning applications for development in addition to works to trees.

Planning Delivery Grant is shown partly on this page and partly on the next page (Planning Policy); associated expenditure is included partly in Planning Policy and partly in Service Areas.

Area Committee function.

For further information, contact  
Neil Watson : Planning Manager (Telephone 01282 661706)

# BOROUGH OF PENDLE

## PLANNING & BUILDING CONTROL

Code No.	Detail	2009/10				Estimate 20010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S13031</b>	<b><u>Planning Policy Expenditure</u></b>						
	Supplies & Services						
46**	Staff Training/Seminars	4,000		4,000		4,000	
47**	District Consortium : Census	500		500		500	
47**	Local Plan	149,900		85,000		85,000	
47**	Misc Expenses	400		400		400	
47**	Safety Audit	13,000		13,000		-	
			167,800		102,900		89,900
	Central Support Services						
71**	Internal Market		271,240		271,240		200,520
	Total Expenditure		439,040		374,140		290,420
	<b><u>Income</u></b>						
	Government Grant						
90**	Planning Delivery Grant		64,970		103,020		54,480
	Customer & Client Receipts						
92**	Fees & Charges		5,460		2,710		2,710
	Total Income		70,430		105,730		57,190
	Net Expenditure carried to Summary		368,610		268,410		233,230
<b>S13032</b>	<b><u>General Environmental Enhancement Expenditure</u></b>						
	Premises Related Expenses						
21**	Tree Maintenance		18,100		18,100		10,000
	Supplies & Services						
47**	Urban Tree Planting	5,650		5,650		5,150	
47**	Dutch Elm/Pathogen Threats	1,100		1,100		1,100	
47**	Forest Of Bowland	6,900		6,900		6,900	
			13,650		13,650		13,150
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		12,110		12,110		12,110
	Central Support Services						
71**	Internal Market		190,310		190,310		189,630
	Net Expenditure carried to Summary		234,170		234,170		224,890

# BOROUGH OF PENDLE

## PLANNING & BUILDING CONTROL

Code No.	Detail	2009/10				Estimate 20010/11	
		Approved		Revised			
		£	£	£	£	£	£

**S1303** Planning Policy Notes

Planning Policy

The Local Plan is prepared in the context of Lancashire County Council's Structure Plan and Regional Spatial Strategy. In 2004 a new Planning Act has significantly altered the way Plans will be prepared in future.

The purpose of the Plan is to:-

- a) provide detailed guidance for determining planning applications;
- b) co-ordinate development and provide a degree of certainty for development proposals;
- c) set out constraints to development and indicate those aspects of the environment which can be protected by land use policies;

The Replacement Pendle Local Plan (2001-2016) was formally adopted by the Full Council on Thursday 18th May 2006

Planning Delivery Grant is shown partly on this page and partly on the previous page (Development Control); associated expenditure is included partly in Planning Policy and partly in Service Areas.

General Environmental Enhancement

Grounds : Repair & Maintenance

This maintains the sites under the control of Planning and Building Control Services, located in the following areas:-

West Craven	Westgone Barnoldswick, 2 on Colne Road Sough;
Barrowford and Western Parishes	Pendle St Barrowford, Back White Bear Inn Barrowford, Gisburn Road Barrowford;
Brierfield and Reedley	Regent St Brierfield;
Nelson	Manchester Road, Leeds Road, Regent Street, Netherfield Road, Lomeshaye Road;
Colne	2 on Burnley Road, 2 on Primet Bridge, John Street, Greenfield Road, Craddock Road, Womerside Road, Windsor St / Skipton Road.

Tree Maintenance

Management and maintenance of Council Community and other Woodland where no site specific funds exist.

Urban Tree Planting

Budget for planting new or replacing trees for the enjoyment of public amenity.

Dutch Elm/Pathogen Threats

This provides the monies to prune or fell dangerous or diseased trees. This is to prevent disease spread and to maintain healthy tree stocks in Pendle.

Area Committee function.

For further information, contact

Neil Watson : Planning Manager (Telephone 01282 661706)

# BOROUGH OF PENDLE

## PLANNING & BUILDING CONTROL

Code No.	Detail	2009/10				Estimate 20010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S13RH3</b>	<b><u>Service Area</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	990,640		981,320		1,006,180	
12**	Insurance	18,750		12,960		9,300	
12**	Other Employee Expenses	3,360		4,120		4,170	
			1,012,750		998,400		1,019,650
	Transport Related Expenses						
38**	Car Allowances	17,740		17,190		17,370	
38**	Car Leasing	20,970		15,670		20,710	
39**	Insurance	3,780		3,700		5,100	
			42,490		36,560		43,180
	Supplies & Services						
40**	Equipment, Furniture & Materials	4,230		4,180		4,250	
42**	Clothing & Uniforms	600		600		600	
43**	Printing & Stationery	24,050		20,800		20,800	
44**	Services	10,000		10,000		10,000	
45**	Postages	7,380		7,000		7,070	
45**	Telephones	9,470		6,350		4,670	
46**	Expenses	3,000		3,000		3,000	
47**	Misc Expenses : Advertising	4,000		4,000		4,000	
47**	Misc Expenses : Other	3,650		2,300		2,300	
			66,380		58,230		56,690
	Central Support Services						
70**	Administrative Buildings Exps	40,650		39,640		40,140	
71**	Internal Market	348,060		348,060		374,170	
			388,710		387,700		414,310
	Total Expenditure		1,510,330		1,480,890		1,533,830
	<b>Income</b>						
	Customer & Client Receipts						
96**	External Funding Receipts		39,510		38,700		40,410
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	29,330		29,330		6,440	
98**	Internal Market : End Users	1,501,280		1,501,280		1,486,980	
			1,530,610		1,530,610		1,493,420
	Total Income		1,570,120		1,569,310		1,533,830
	Net Expenditure carried to Summary		(59,790)		(88,420)		-

**GENERAL FUND  
REVENUE ACCOUNT**

**OPERATIONAL SERVICES**

## OPERATIONAL SERVICES

Page No.	Detail	2009/10		Estimate
		2010/11		
		Approved	Revised	
		£	£	£
125-126	Street Cleansing	1,099,990	1,044,060	1,074,490
	Waste Collection			
127	Domestic Waste Collection	1,149,290	1,140,730	1,148,250
128	Trade Waste	65,420	(4,360)	(136,030)
129	Recycling Initiatives	987,050	864,330	991,600
130	Dog Warden	107,700	107,620	152,200
131	Conveniences	156,860	154,040	133,350
132	Luncheon Clubs	65,440	67,300	71,100
133	Social/Community Centres	221,570	240,150	189,030
134	Christmas Events for the Elderly	6,630	6,630	6,700
135	Emergency Planning	26,000	26,000	20,000
136	Community Bus Scheme	49,730	8,760	3,040
137	Depot	-	-	-
138	Service Areas	(97,720)	(82,820)	-
		3,837,960	3,572,440	3,653,730

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1401</b>	<b><u>Street Cleansing</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	550,280		496,210		542,230	
10**	Agency	58,430		57,740		43,320	
12**	Insurance	8,960		6,230		4,320	
12**	Other Employee Expenses	2,010		2,010		2,010	
			619,680		562,190		591,880
	Premises Related Expenses						
26**	Waste Management Licences	3,590		-		-	
27**	Operational Building Expenses	12,510		10,560		12,790	
			16,100		10,560		12,790
	Transport Related Expenses						
32**	HGV Licences	80		80		80	
34**	Pooled Transport	243,770		251,990		265,640	
			243,850		252,070		265,720
	Supplies & Services						
40**	Equipment	29,310		17,020		17,020	
40**	Materials	8,500		23,800		23,800	
40**	Subcontractors	9,500		9,500		9,500	
42**	Clothing & Uniforms	2,500		2,500		2,500	
45**	Telephones	2,700		2,700		2,700	
47**	Misc Expenses : Other	11,010		13,610		5,030	
50**	Cost of Street Cleansing	2,500		3,500		3,500	
			66,020		72,630		64,050
	Central Support Services						
71**	Internal Market		236,120		236,120		230,500
	Capital Financing Costs						
87**	Capital Charges		12,740		12,740		12,740
	<b>Total Expenditure</b>		1,194,510		1,146,310		1,177,680
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	<i>Fixed Penalty Notices</i>	15,400		8,100		8,100	
93**	<i>Lancashire County Council</i>	11,240		11,200		11,310	
			26,640		19,300		19,410
	<i>Recharged to other Accounts</i>						
96**	<i>Recharges</i>		67,880		82,950		83,780
	<b>Total Income</b>		94,520		102,250		103,190
	<b>Net Expenditure carried to Summary</b>		1,099,990		1,044,060		1,074,490

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£	£	£
S1401	<u>Street Cleansing (continued)</u>			

### Notes

This statutory function deals with:

- the problem of litter control through cyclical street cleansing;
- clean-up campaigns;
- leaf sweeping;
- fly-tipping;
- provision of litter / dog waste bins.

The Street Cleaning function:

- is responsible for cleaning 683 kilometres (427 miles) of roads;
- empties 1,381 litter bins on average 3 times per week;
- empties 714 dog bins twice per week;
- employs approximately 21 operatives; 9 town centre hand sweepers, 8 mechanical sweepers and 4 litter bin emptier / fliers for fly-tipping;
- has the following plant:
  - 6 Johnson Compact C40 pedestrian sweepers;
  - 1 main road sweeper;
  - 2 pedestrian sweeper (used on town centres);
- a gum buster machine is used on a frequent basis to remove chewing gum from town centres, cleaning back streets and the removal of graffiti.
- neighbourhood pride scheme is funded until March 2008 from the Neighbourhood Renewal Fund. It provides communities in the borough's 8 deprived wards with education and awareness of caring for their environment. The scheme also provides for the removal of waste from the back streets of these wards.

For further information, contact

Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S14021</b>	<b><u>Domestic Waste Collection</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	292,310		291,500		337,040	
10**	Agency	169,130		174,810		131,560	
12**	Insurance	5,430		4,150		2,880	
12**	Other Employee Expenses	1,250		1,250		1,250	
			468,120		471,710		472,730
	Premises Related Expenses						
27**	Operational Building Expenses		7,760		9,430		9,500
	Transport Related Expenses						
32**	HGV Licences	80		80		80	
34**	Pooled Transport	299,460		271,550		278,110	
			299,540		271,630		278,190
	Supplies & Services						
40**	Materials	25,000		32,000		32,000	
40**	Subcontractors	95,870		95,870		95,870	
42**	Clothing & Uniforms	1,500		1,500		1,500	
45**	Telephones	1,000		1,000		1,000	
47**	Misc Expenses : Other	6,840		6,840		6,840	
47**	Publicity	8,080		8,080		5,000	
47**	Delivery of bins	14,650		21,610		21,830	
47**	Collection Costs	5,500		5,310		5,310	
			158,440		172,210		169,350
	Central Support Services						
71**	Internal Market		232,930		232,930		256,280
	Capital Financing Costs						
82**	Leasing Charges	55,000		55,000		55,000	
87**	Capital Charges	7,900		7,900		7,900	
			62,900		62,900		62,900
	Total Expenditure		1,229,690		1,220,810		1,248,950
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
92**	<i>Charges for Services</i>		26,100		17,840		37,840
	<i>Recharged to other Accounts</i>						
96**	<i>Recharges</i>		54,300		62,240		62,860
	Total Income		80,400		80,080		100,700
	<b>Net Expenditure carried to Summary</b>		<b>1,149,290</b>		<b>1,140,730</b>		<b>1,148,250</b>

### Notes

The Environmental Protection Act 1990 requires local authorities to remove household waste (there is no power to charge for this service). The Council operates an alternative weekly collection of dry recyclable waste, garden waste and residual waste. Other services include removal of domestic bulky items from properties within the borough.

Three-streamed and residual waste collection rounds are made alternative weeks for two zones:

- Zones 1-5 West Craven, Colne, Laneshawbridge
- Zones 6-10 Nelson, Brierfield, Barrowford and Western Parishes

The collections are for:

- Dry recyclables in boxes and plastic sacks
- Garden waste in 240 or 140 litre green wheeled bins
- Residual waste in 240 or 140 litre grey wheeled bins or orange sacks up to 4 sacks per fortnight

The total waste collected is 34102 tonnes from 39382 properties of which 10856 tonnes is recycled or sent for composting.

- Employing 43 operatives
  - 12 operatives employed on residual waste collection including farm round
  - 31 operatives employed on recyclable collection round

For further information, contact

Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S14022</b>	<b><u>Trade Waste</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	118,040		62,850		38,780	
12**	Insurance	2,050		520		360	
12**	Other Employee Expenses	450		450		450	
			120,540		63,820		39,590
	Premises Related Expenses						
26**	Waste Disposal Costs	116,540		116,540		116,540	
27**	Operational Building Expenses	1,670		2,560		1,830	
			118,210		119,100		118,370
	Transport Related Expenses						
34**	Pooled Transport		125,280		86,140		56,420
	Supplies & Services						
40**	Equipment	17,600		23,000		15,000	
42**	Clothing & Uniforms	800		800		800	
45**	Telephones	300		300		300	
47**	Misc Expenses : Other	40		40		40	
50**	Land Fill Tax	126,200		126,200		126,200	
			144,940		150,340		142,340
	Central Support Services						
71**	Internal Market		173,360		173,360		116,700
	Capital Financing Costs						
87**	Capital Charges		20,980		20,980		20,980
	Total Expenditure		703,310		613,740		494,400
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
92**	<i>Charges for Services</i>		637,890		618,100		630,430
	Total Income		637,890		618,100		630,430
	<b>Net Expenditure carried to Summary</b>		<b>65,420</b>		<b>(4,360)</b>		<b>(136,030)</b>

### Notes

Service for commercial customers who generate either trade or medical waste.

Number of commercial properties where waste is collected. 884

During 2006 the Council trialled the introduction of recycling schemes to our trade waste customers and therefore helping our commitment to reduce the amount of waste being sent to landfill sites. This trial is continuing and developments for 2007 are planned.

For further information, contact  
Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S14023</b>	<b><u>Recycling Initiatives</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	598,390		597,200		618,610	
10**	Agency	183,240		145,000		121,450	
12**	Insurance	11,820		6,740		4,680	
12**	Other Employee Expenses	2,600		2,600		2,600	
			796,050		751,540		747,340
	Premises Related Expenses						
21**	Site Maintenance etc	4,000		4,000		4,000	
27**	Operational Building Expenses	13,090		14,030		14,260	
			17,090		18,030		18,260
	Transport Related Expenses						
32**	HGV Licences	130		130		130	
34**	Pooled Transport	393,430		369,540		471,770	
			393,560		369,670		471,900
	Supplies & Services						
40**	Materials	8,950		10,500		29,400	
42**	Clothing & Uniforms	3,200		3,200		3,200	
45**	Telephones	1,000		1,000		1,000	
47**	Misc Expenses : Other	3,500		3,500		3,500	
47**	Publicity	45,720		45,720		10,000	
47**	Collection Costs	29,150		24,480		23,780	
47**	Delivery of Bins/Boxes	16,800		18,370		18,550	
47**	Gate Fee	38,110		6,200		27,750	
47**	Haulage	12,350		59,800		52,000	
			158,780		172,770		169,180
	Central Support Services						
71**	Internal Market		273,060		273,060		280,610
	Capital Financing Costs						
82**	Leasing Charges	7,750		7,750		7,750	
87**	Capital Charges	61,700		61,700		61,700	
			69,450		69,450		69,450
	Total Expenditure		1,707,990		1,654,520		1,756,740
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Cost Sharing Payment	670,900		672,500		719,270	
93**	Sale of Materials	30,000		98,210		26,390	
			700,900		770,710		745,660
	<i>Recharges to Other Accounts</i>						
96**	Other Service Recharges		20,040		19,480		19,480
	Total Income		720,940		790,190		765,140
	<b>Net Expenditure carried to Summary</b>		<b>987,050</b>		<b>864,330</b>		<b>991,600</b>

### Notes

This service involves recycling paper, glass, cans, textiles, books and forms part of the Government's targets to reduce household waste. The targets are:

- Recycle 25% of household waste by year 2005.
- Recycle 30% of household waste by year 2010.
- Recycle 33% of household waste by year 2015.

During 2005, the Council introduced a three-stream segregated waste collection system for at least 90% of the Borough's households. This entailed the introduction of wheeled bins for domestic refuse, a garden waste collection service for each property with a garden and the collection of six "dry" recyclables, i.e. paper, card, glass, cans, textiles and plastic bottles.

For further information, contact

Ian McNery : Operational Services Manager

(Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1403</b>	<b><u>Dog Warden Service</u></b>						
	<b>Expenditure</b>						
	Transport Related Expenses						
34**	Pooled Transport Costs		10,840		10,610		10,730
	Supplies & Services						
42**	Clothing & Uniforms	400		400		400	
44**	Vets Fees	600		600		610	
47**	Kennelling Costs	8,490		9,490		9,490	
47**	Out of Hours Service	6,970		8,320		8,400	
			16,460		18,810		18,900
	Central Support Services						
71**	Internal Market		83,500		83,500		127,870
	Total Expenditure		110,800		112,920		157,500
	<b>Income</b>						
	Customer & Client Receipts						
93**	Fines & Kennelling Charges		3,100		5,300		5,300
	Total Income		3,100		5,300		5,300
	<b>Net Expenditure carried to Summary</b>		<b>107,700</b>		<b>107,620</b>		<b>152,200</b>

### Notes

#### Dog Warden Service

Providing a dog warden service throughout the Borough through animal welfare and retrieving strays and returning to owners or to kennels and finding new owner for the dogs.

For further information, contact

Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1404</b>	<b><u>Conveniences</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	17,750		17,450		17,450	
22**	Energy Costs	4,470		3,960		4,340	
24**	Rates	8,160		9,590		9,290	
25**	Water Services	17,240		16,620		16,780	
26**	Cleaning & Domestic Supplies	50,720		47,900		48,390	
			98,340		95,520		96,250
	Central Support Services						
71**	Internal Market		49,160		49,160		27,740
87**	Capital Charges		9,200		9,200		9,200
	<b>Net Expenditure carried to Summary</b>		<b>156,860</b>		<b>154,040</b>		<b>133,350</b>

### Notes

Conveniences

Public conveniences are provided by the authority in the following locations:

West Craven (7)

Barnoldswick Centre (Leo's car park), Letcliffe Park Barnoldswick, Victory Park Barnoldswick, Bus Station Earby, Sough Park Earby, Station Hotel Earby and Salterforth.

Barrowford and Western Parishes (3)

Fleece Barrowford, Newchurch and Picnic area Barley.

Brierfield and Reedley (1)

Town Hall Brierfield.

Nelson (3)

Bus Station, Market Street, Market Hall.

Colne (5)

Bus Station, Market Hall, Albert Rd, Ball Grove Cottontree, and Laneshawbridge.

Area Committee function. 15 of the conveniences contain facilities for the disabled.

For further information, contact

Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1405</b>	<b><u>Luncheon Clubs</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
23**	Rents		12,180		13,380		13,530
	Supplies & Services						
40**	Equipment, Furniture & Materials	700		700		700	
41**	Catering	21,060		21,060		21,280	
47**	Miscellaneous Expenses	1,300		1,300		1,300	
			23,060		23,060		23,280
	Central Support Services						
71**	Internal Market		72,070		72,070		76,180
	Total Expenditure		107,310		108,510		112,990
	<b>Income</b>						
	<i>Other Grants &amp; Contributions</i>						
91**	<i>Lancashire County Council</i>		7,050		7,380		7,450
	<i>Customer &amp; Client Receipts</i>						
92**	<i>Sales</i>		34,820		33,830		34,440
	Total Income		41,870		41,210		41,890
	<b>Net Expenditure carried to Summary</b>		<b>65,440</b>		<b>67,300</b>		<b>71,100</b>

### Notes

The Council provides luncheon clubs for the elderly and disabled residents of Pendle. These were originally provided during the 1970's and have grown in both number and stature from approximately 11 clubs in 1989 to 16 clubs to date. About 14,000 meals are provided per annum (270 per week), at a charge of £3.60 (from 1st January 2007). The clubs are held in the following locations:

Location	Days Held	Average Attendance per Session
West Craven		
Civic Hall, Barnoldswick	Wednesday & Friday	16
Church Hall, Kelbrook	Monday	18
Barrowford and Western Parishes		
Barrowford Civic	Tuesday	16
The Village Hall, Roughlee	Thursday	12
Brierfield and Reedley		
Town Hall	Monday & Friday	23
Nelson		
Railway St Social Centre	Tuesday, Wednesday & Friday	24
Hodge House, Off Regent St	Monday & Thursday	25
Colne & District		
Primet Hill, Colne	Friday	18
The Community Centre, Trawden	Wednesday	20
Byron Rd, Colne	Tuesday & Thursday	13

Area Committee function.

For further information, contact  
 Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1406</b>	<b><u>Social/Community Centres</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	20,350		20,350		20,350	
22**	Energy Costs	17,670		19,600		21,560	
24**	Rates	10,290		10,440		9,030	
25**	Water Services	6,850		6,850		6,920	
26**	Cleaning & Domestic Supplies	5,560		5,930		5,980	
28**	Insurance	2,490		2,600		2,630	
			63,210		65,770		66,470
	Transport Related Expenses						
34**	Pooled Transport		-		5,170		5,230
	Supplies & Services						
42**	Clothing, Uniforms & Laundry	1,730		1,530		1,530	
44**	Performing Rights Fees etc	3,750		3,750		3,750	
45**	Telephones	1,230		2,020		2,040	
47**	Misc Expenses : Advertising	100		100		100	
48**	Transfer to Fund	33,010		33,010		5,000	
			39,820		40,410		12,420
	Agency & Contracted Services						
54**	Grounds : Repair & Maintenance		1,980		1,980		1,980
	Central Support Services						
71**	Internal Market		185,960		185,960		163,630
87**	Capital Charges		25,770		25,770		25,770
	Total Expenditure		316,740		325,060		275,500
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Rents		91,890		81,630		83,130
	<i>Recharges to Other Accounts</i>						
96**	Admin Buildings		3,280		3,280		3,340
	Total Income		95,170		84,910		86,470
	<b>Net Expenditure carried to Summary</b>		<b>221,570</b>		<b>240,150</b>		<b>189,030</b>

### Notes

The management, maintenance and hiring of 7 halls throughout the Borough for social and community events. Facilities range in size and services and are balanced to meet individual requirements. They are located in the following areas:

West Craven

Barnoldswick Civic Hall Station Rd Barnoldswick.

Brierfield and Reedley

Brierfield Town Hall Colne Rd Brierfield, Brierfield Community Centre Colne Rd Brierfield.

Nelson

Whitefield Centre Manchester Rd Nelson, Walton Lane Leeds Rd Nelson,

Colne and District

Primet Centre Primet Bridge Colne, (Community Managed), Trawden Community Centre Church St Trawden.

Activities at the above centres include luncheon clubs, aerobics, yoga, playgroups, band rehearsals, youth clubs, meetings, area committees, parties, etc.

Area Committee function.

For further information, contact

Ian McNery : Operational Services Manager

(Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
S1407	<b><u>Christmas Events for the Elderly Expenditure</u></b>						
	Supplies & Services						
46**	Christmas Events for the Elderly		6,630		6,630		6,700
	<b>Net Expenditure carried to Summary</b>		<b>6,630</b>		<b>6,630</b>		<b>6,700</b>

### Notes

A series of events (prior to Christmas) in the Municipal Hall Colne, to which elderly Pendle residents are invited.

For further information, contact

Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
S1408  47**	<u>Emergency Planning Expenditure</u> Supplies & Services Emergency Planning	£	£	£	£	£	£
			26,000		26,000		20,000
	<b>Net Expenditure carried to Summary</b>		<b>26,000</b>		<b>26,000</b>		<b>20,000</b>

### Notes

This budget includes provision for not only emergency planning, but also the new arrangements (Business Continuity Planning) being planned in conjunction with the County Council as a result of the Civil Contingencies Act 2005.

For further information, contact

Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1409</b>	<b><u>Community 'Bus Scheme</u></b>						
	<b>Expenditure</b>						
12**	Training		360		360		360
	Transport Related Expenses						
31**	Repair and Maintenance	3,450		3,500		3,500	
32**	Transport Running Costs	6,780		10,670		10,840	
34**	Pooled Transport Costs	1,500		500		500	
39**	Transport Insurance	5,850		7,750		7,850	
			17,580		22,420		22,690
	Supplies & Services						
40**	Equipment, Furniture & Materials	160		160		160	
43**	Printing & Stationery	150		150		150	
45**	Telephones	50		50		50	
47**	Grants & Subscriptions	270		1,150		1,150	
			630		1,510		1,510
	Central Support Services						
70**	Operational Building	3,500		3,670		3,660	
71**	Internal Market	222,920		222,920		188,550	
			226,420		226,590		192,210
	Total Expenditure		244,990		250,880		216,770
	<b>Income</b>						
	<i>Other Grants &amp; Contributions</i>						
91**	Lancashire County Council	100,000		132,000		100,000	
91**	Burnley Borough Council	11,250		11,980		12,100	
91**	Community Accessible Transport	11,890		25,440		25,440	
			123,140		169,420		137,540
	<i>Customer &amp; Client Receipts</i>						
93**	Charges for Services		72,120		72,700		76,190
	Total Income		195,260		242,120		213,730
	<b>Net Expenditure carried to Summary</b>		<b>49,730</b>		<b>8,760</b>		<b>3,040</b>

### Notes

This community transport service is operated on behalf of LCC, in Pendle and Burnley to meet the needs of people with limited mobility, supplying a need not afforded by a conventional bus service. The scheme is mainly paid for by bus fares and a cash limited grant from County. Under SLA, new SLA from April 2007 for 3 years.

The service is available from 8am to 5pm on weekdays and 9am to 5pm on Saturday and is provided by two 12 seater buses and two 13 seater buses. 37,012 passenger journeys were completed in 2006/07.

When requested the Community Transport section supplies drivers and vehicles for Community Accessible Transport (CAT), a charity, which uses its own buses to provide a Group Travel service. Costs incurred by the Council are met by CAT.

Community Transport provides transport for Age Concern Day Care under a SLA and other agencies on an ad-hoc basis. Invoices for these services are produced monthly.

Pendle Wayfarer (a new rural transport project funded by DTR/LCC) was introduced April 2005 - funding secured until March 2008, serving Pendleside (timetabled service in addition to a demand responsive service). The day to day operations are handled by a local bus operator, with the demand response service bookings taken by Pendle Borough Council.

Burnley BEST, an urban transport project funded by DTR/LCC was introduced in May 2005, funding secured until March 2009. The day to day operations are handled by a local bus operator, with the demand response service bookings taken by Pendle Borough Council.

For further information, contact  
Ian McNery : Operational Services Manager (Telephone 01282 661752)

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1410</b>	<b><u>Depot</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
12**	Other Employee Expenses		8,000		8,000		8,000
	Premises Related Expenses						
20**	Building Repair & Maintenance	22,960		22,960		22,960	
22**	Energy Costs	14,100		14,100		15,510	
24**	Rates	24,310		29,150		33,630	
25**	Water Services	9,460		9,460		9,480	
26**	Cleaning & Domestic Supplies	16,300		16,300		16,300	
28**	Premises Insurance	1,210		1,210		1,210	
			88,340		93,180		99,090
	Central Support Services						
71**	Internal Market		20,080		22,260		22,480
	Capital Financing Costs						
87**	Capital Charges		9,690		9,690		9,690
	Total Expenditure		126,110		133,130		139,260
	<b>Income</b>						
	Other Grants & Contributions						
91**	Joint Financing Costs		9,410		11,240		11,350
	Recharges to Other Accounts						
96**	Recharges		116,700		121,890		127,910
	Total Income		126,110		133,130		139,260
	<b>Net Expenditure carried to Summary</b>		-		-		-

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S14RH4</b>	<b><u>Service Area</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	1,044,990		1,064,370		1,111,670	
12**	Insurance	20,720		13,830		9,320	
12**	Other Employee Expenses	21,520		23,660		24,000	
			1,087,230		1,101,860		1,144,990
	Transport Related Expenses						
35**	Hire of Transport	35,900		36,020		42,660	
38**	Car Allowances	5,220		5,760		5,820	
38**	Car Leasing	4,480		4,480		5,150	
39**	Insurance	630		740		850	
			46,230		47,000		54,480
	Supplies & Services						
40**	Equipment, Furniture & Materials	3,740		5,090		5,110	
42**	Clothing & Uniforms	2,020		1,230		1,230	
43**	Printing & Stationery	7,890		7,890		7,890	
44**	Services	800		-		-	
45**	Postages	-		3,000		3,030	
45**	Telephones	16,060		11,630		9,740	
46**	Expenses	12,680		9,000		9,000	
47**	Misc Expenses : Other	4,190		2,470		2,500	
			47,380		40,310		38,500
	Central Support Services						
70**	Administrative Buildings Exps	78,170		81,640		85,680	
71**	Internal Market	336,610		336,610		314,040	
			414,780		418,250		399,720
	Total Expenditure		1,595,620		1,607,420		1,637,690
	<b>Income</b>						
	Customer & Client Receipts						
96**	External Funding Receipts		22,580		19,480		19,530
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	23,190		23,190		28,090	
98**	Internal Market : End Users	1,647,570		1,647,570		1,590,070	
			1,670,760		1,670,760		1,618,160
	Total Income		1,693,340		1,690,240		1,637,690
	Net Expenditure carried to Summary		(97,720)		(82,820)		-

**GENERAL FUND  
REVENUE ACCOUNT**

**ENVIRONMENTAL HEALTH  
SERVICES**

# ENVIRONMENTAL HEALTH SERVICES

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
140	Food Hygiene		172,570		172,570		167,890
	Environmental Health Services						
141-143	Air Pollution		79,710		89,260		80,090
141-143	Noise Control		102,810		102,810		100,420
141-143	Occupational Health		83,680		83,680		80,450
141-143	Public Health		482,040		483,540		444,850
141-143	Pest Control		158,290		154,310		153,680
144	Service Areas		(93,810)		(128,240)		-
			985,290		957,930		1,027,380

## ENVIRONMENTAL HEALTH SERVICES

## Notes

This function includes:

- For further information, contact

- 140 -

# BOROUGH OF PENDLE

## ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1502</b>	<b><u>Environmental Health Services</u></b>						
<b>S15021</b>	<b><u>Air Pollution</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
40**	Equipment	1,000		1,000		1,000	
47**	Miscellaneous Expenses	<u>6,590</u>		<u>9,480</u>		<u>6,590</u>	
			7,590		10,480		7,590
	Central Support Services						
71**	Internal Market		92,030		92,030		85,880
	Total Expenditure		99,620		102,510		93,470
	<b>Income</b>						
	<i>Customer &amp; Client Receipts</i>						
93**	<i>Licensing</i>		19,910		13,250		13,380
	Total Income		19,910		13,250		13,380
	<b>Net Expenditure carried to Summary</b>		<b>79,710</b>		<b>89,260</b>		<b>80,090</b>
<b>S15022</b>	<b><u>Noise Control</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Officer Call Out		8,300		8,300		8,380
	Supplies & Services						
40**	Equipment	3,000		3,000		3,000	
47**	Miscellaneous Expenses	<u>8,740</u>		<u>8,740</u>		<u>9,880</u>	
			11,740		11,740		12,880
	Central Support Services						
71**	Internal Market		91,070		91,070		87,540
	Total Expenditure		111,110		111,110		108,800
	<b>Income</b>						
	<i>Other Grants &amp; Contributions</i>						
91**	<i>Claimed Funds</i>		8,300		8,300		8,380
	Total Income		8,300		8,300		8,380
	<b>Net Expenditure carried to Summary</b>		<b>102,810</b>		<b>102,810</b>		<b>100,420</b>
<b>S15023</b>	<b><u>Occupational Health</u></b>						
	<b>Expenditure</b>						
	Central Support Services						
71**	Internal Market		83,680		83,680		80,450
	<b>Net Expenditure carried to Summary</b>		<b>83,680</b>		<b>83,680</b>		<b>80,450</b>

# BOROUGH OF PENDLE

## ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1502</b>	<b><u>Environmental Health Services (continued)</u></b>						
<b>S15024</b>	<b><u>Public Health</u></b>						
	<b><u>Expenditure</u></b>						
	Miscellaneous Services						
20**	Repairs to Property	14,000		17,500		17,500	
47**	Miscellaneous Sampling	2,000		2,000		2,000	
47**	Contaminated Land	15,000		15,000		5,000	
47**	Other Health Functions	22,230		22,230		16,830	
47**	Smoke Free Alarms	-		1,500		-	
			53,230		58,230		41,330
	Central Support Services						
71**	Internal Market		457,510		457,510		435,960
	Total Expenditure		510,740		515,740		477,290
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Miscellaneous Sampling	600		600		600	
93**	Other Health Functions	14,100		14,100		14,340	
			14,700		14,700		14,940
	Miscellaneous Income						
92**	Repairs to Property		14,000		17,500		17,500
	Total Income		28,700		32,200		32,440
	<b>Net Expenditure carried to Summary</b>		<b>482,040</b>		<b>483,540</b>		<b>444,850</b>
<b>S15025</b>	<b><u>Pest Control</u></b>						
	<b><u>Expenditure</u></b>						
	Transport Related Expenses						
34**	Pooled Transport Costs		21,910		18,730		18,910
	Supplies & Services						
40**	Equipment & Materials	4,600		4,600		4,600	
42**	Clothing & Laundry	1,950		1,950		1,950	
47**	Miscellaneous	500		500		500	
			7,050		7,050		7,050
	Central Support Services						
71**	Internal Market		138,790		138,790		138,070
	Total Expenditure		167,750		164,570		164,030
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Charges for Services		9,460		10,260		10,350
	Total Income		9,460		10,260		10,350
	<b>Net Expenditure carried to Summary</b>		<b>158,290</b>		<b>154,310</b>		<b>153,680</b>

# BOROUGH OF PENDLE

## ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£

**S1502 Environmental Health Services (continued)**

### Notes (continued)

#### Air Pollution

Air pollution control includes:

- the authorisation of prescribed premises in accordance with Part I of the Environmental Protection Act 1990;
- control of industrial, commercial and domestic statutory nuisances;
- air quality management and monitoring responsibilities.

#### Noise Control

Investigation of domestic, commercial and industrial noise nuisances in accordance with the statutory nuisance provisions of the Environmental Protection Act 1990, Control of Pollution Act 1974 and other associated legislation.

#### Occupational Health

This function includes:

- routine inspection of premises in accordance with the Health and Safety at Work Act 1974;
- registration of relevant premises;
- investigation of occupational accidents, complaints etc.

#### Public Health

Wide range of statutory services associated with:

- the safety of water supplies;
- control of public health nuisances;
- smoke free premises
- communicable disease control etc.
- contaminated land

This budget also covers the cost of work carried out by the Council on private sector property under various Acts. The expenditure usually arises from a complaint by a member of the public about the state of a neighbouring building, relating to e.g. drains, gutters, accumulated rubbish or problems connected with an empty property. If the complaint is justified a notice will be served on the owner to carry out the works necessary to remove the problem. If the owner does not quickly comply the Council will arrange for the work to be done, the cost being recharged to the owner.

Area Committee function.

#### Pest Control

Wide range of pest control services within the Council's remit, including:

- rodent control;
- public health;
- insect pests;
- wasps nest etc.

Most of the work is demand led although a small proportion is programmed treatment.

For further information, contact

Trevor Mitton : Environmental Health Service Manager (Telephone 01282 662000)

# BOROUGH OF PENDLE

## ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S15RH5</b>	<b><u>Service Area</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	777,680		768,630		837,720	
12**	Insurance	15,370		10,040		7,280	
12**	Other Employee Expenses	1,880		1,260		1,420	
			794,930		779,930		846,420
	Transport Related Expenses						
38**	Car Allowances	22,450		18,250		18,430	
38**	Car Leasing	8,610		1,370		2,270	
39**	Insurance	1,260		740		850	
			32,320		20,360		21,550
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,520		1,670		1,720	
42**	Clothing & Uniforms	480		380		380	
43**	Printing & Stationery	3,530		2,170		2,170	
44**	Services	6,000		6,000		6,000	
45**	Postages	1,320		1,320		1,330	
45**	Telephones	11,240		6,870		5,280	
46**	Expenses	2,650		1,550		1,550	
47**	Misc Expenses : Other	490		640		680	
			27,230		20,600		19,110
	Central Support Services						
70**	Administrative Buildings Exps	33,760		32,920		33,330	
71**	Internal Market	136,590		136,590		147,720	
			170,350		169,510		181,050
	Total Expenditure		1,024,830		990,400		1,068,130
	<b>Income</b>						
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	37,380		37,380		35,960	
98**	Internal Market : End Users	1,081,260		1,081,260		1,032,170	
			1,118,640		1,118,640		1,068,130
	Total Income		1,118,640		1,118,640		1,068,130
	Net Expenditure carried to Summary		(93,810)		(128,240)		-

**GENERAL FUND  
REVENUE ACCOUNT**

**PARKS & RECREATION  
SERVICES**

# PARKS & RECREATION SERVICES

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	Outdoor Sports						
146-148	Playing Fields		343,410		337,230		356,180
146-148	Fisheries		13,290		14,810		11,190
146-148	Parks Games		193,920		200,460		193,380
146-148	Sporting Events		2,000		6,510		6,960
	Community Parks and Open Spaces						
149-151	Parks		731,250		767,570		780,150
149-151	Open Spaces		179,730		182,320		147,870
149-151	Playgrounds		143,060		132,310		146,370
149-151	Picnic Sites		21,420		21,990		22,640
152	Cemeteries		198,000		216,030		254,410
153	Landscape Maintenance		(20,000)		(60,180)		(15,090)
154	Service Areas		1,020		11,070		-
			1,807,100		1,830,120		1,904,060

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1601</b>	<b><u>Outdoor Sports</u></b>						
<b>S16011</b>	<b><u>Playing Fields</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	24,910		24,910		27,140	
21**	Grounds : Repair & Maintenance	54,560		28,230		28,510	
22**	Energy Costs	15,130		23,200		26,160	
24**	Rates	5,510		5,570		5,690	
25**	Water Services	4,990		5,850		6,960	
26**	Cleaning & Domestic Supplies	620		620		620	
28**	Insurance	1,500		1,440		1,530	
			107,220		89,820		96,610
	Supplies & Services						
40--	Equipment, Furniture & Materials	190		190		190	
43**	Printing & Stationery	50		50		50	
45**	Telephones	940		1,000		1,060	
47**	Miscellaneous Expenses	910		800		730	
			2,090		2,040		2,030
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		144,670		149,680		149,680
	Central Support Services						
71**	Internal Market		112,730		112,730		121,620
87**	Capital Charges		20,450		20,450		20,450
	Total Expenditure		387,160		374,720		390,390
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
92**	<i>Charges for Services</i>	33,080		27,090		23,810	
93**	<i>Rents</i>	10,670		10,400		10,400	
			43,750		37,490		34,210
	Total Income		43,750		37,490		34,210
	<b>Net Expenditure carried to Summary</b>		<b>343,410</b>		<b>337,230</b>		<b>356,180</b>
<b>S16012</b>	<b><u>Fisheries</u></b>						
	<b><u>Expenditure</u></b>						
	Agency & Contracted Services						
52**	Contract Payments	490		700		-	
54**	Grounds Maintenance DSO	1,380		1,570		1,580	
			1,870		2,270		1,580
	Central Support Services						
71**	Internal Market		13,420		13,240		9,610
	Total Expenditure		15,290		15,510		11,190
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
92**	<i>Other Charges</i>		2,000		700		-
	Total Income		2,000		700		-
	<b>Net Expenditure carried to Summary</b>		<b>13,290</b>		<b>14,810</b>		<b>11,190</b>

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1601</b>	<b><u>Outdoor Sports (Continued)</u></b>						
<b>S16013</b>	<b><u>Parks Games</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	23,070		23,070		23,280	
21**	Grounds : Repair & Maintenance	9,790		7,610		7,690	
22**	Energy Costs	4,620		4,940		5,440	
24**	Rates	2,980		3,050		2,550	
25**	Water Services	3,460		2,880		3,910	
26**	Cleaning & Domestic Supplies	180		180		180	
28**	Insurance	710		710		710	
			44,810		42,440		43,760
	Supplies & Services						
40**	Equipment, Furniture & Materials	300		300		300	
42**	Clothing, Uniforms & Laundry	160		160		160	
43**	Printing & Stationery	350		50		50	
45**	Telephones	1,070		1,070		1,070	
47**	Miscellaneous Expenses	250		250		250	
			2,130		1,830		1,830
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		95,730		105,020		105,020
	Central Support Services						
71**	Internal Market		42,690		42,690		34,240
87**	Capital Charges		10,060		10,060		10,060
	Total Expenditure		195,420		202,040		194,910
	<b><u>Income</u></b>						
	Customer & Client Receipts						
92**	Fees & Charges		1,500		1,580		1,530
	Total Income		1,500		1,580		1,530
	<b>Net Expenditure carried to Summary</b>		<b>193,920</b>		<b>200,460</b>		<b>193,380</b>
<b>S16014</b>	<b><u>Sporting Events</u></b>						
	<b><u>Expenditure</u></b>						
	Supplies & Services						
47**	Miscellaneous Expenses		4,000		3,600		4,000
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		-		5,000		5,000
	Total Expenditure		4,000		8,600		9,000
	<b><u>Income</u></b>						
	Customer & Client Receipts						
92**	Fees & Charges		2,000		2,090		2,040
	Total Income		2,000		2,090		2,040
	<b>Net Expenditure carried to Summary</b>		<b>2,000</b>		<b>6,510</b>		<b>6,960</b>

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£                      £	£                      £	£                      £
S1601	<u>Outdoor Sports (Continued)</u>			

### Notes

The majority of the budget for outdoor sports provides for the grounds maintenance (horticulture), infrastructure (i.e. footpaths, walls, fences, signage and information boards) park ranger service dog bins and litter bins in the following areas. In respect of park games, the repair and maintenance of the pavilions is funded from this budget.

- 11 Playing fields - Recreation Ground Trawden, Holt House Colne, Swinden Nelson, Hodge House Nelson, Ringstone Crescent Nelson, Little Wembley Nelson, Bullholme Barrowford, Parsons Clough Brierfield, Victory Park Barnoldswick, Sough Park Earby & Hill Top Earby.
- The above includes - 8 grass cricket squares, 2 synthetic cricket pitches, 6 hard standing wickets, 5 rugby union pitches, 31 football pitches 8 changing facilities and 8 car parks.
- 1 Fishery - Ball Grove Trawden  
(Waterways, Environment Agency, PBC and sailing club)
- Park games - 12 bowling greens, 19 tennis courts, 2 pitch and putt, 2 putting greens, 2 crazy golf, 2 skate parks, 1 paddling pool and 3 lakes.

For further information contact

Colin Patten : Services Manager Parks and Cemeteries

(Telephone 01282 661600)

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1602</b>	<b><u>Community Parks and Open Spaces</u></b>						
<b>S16021</b>	<b><u>Parks</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	7,790		7,790		7,870	
21**	Grounds : Repair & Maintenance	76,840		84,960		85,810	
22**	Energy Costs	13,530		12,580		13,840	
23**	Rents	1,240		2,120		3,410	
24**	Rates	1,420		1,480		1,270	
25**	Water Services	10,480		10,040		12,440	
26**	Cleaning & Domestic Supplies	8,300		8,300		8,460	
28**	Insurance	-		730		780	
			119,600		128,000		133,880
	<b>Supplies &amp; Services</b>						
40**	Equipment & Materials	8,200		8,200		8,200	
41**	Catering Provisions	3,740		3,740		3,740	
43**	Printing & Stationery	500		500		500	
45**	Telephones	440		620		620	
47**	Miscellaneous Expenses	910		910		910	
			13,790		13,970		13,970
	<b>Agency &amp; Contracted Services</b>						
54**	Grounds Maintenance DSO		386,090		413,120		413,120
	<b>Central Support Services</b>						
71**	Internal Market		210,070		210,070		216,770
	<b>Capital Financing Costs</b>						
87**	Capital Charges		4,780		4,780		4,780
	<b>Total Expenditure</b>		734,330		769,940		782,520
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
92**	Sales	170		-		-	
93**	Rents	2,910		2,370		2,370	
			3,080		2,370		2,370
	<b>Total Income</b>		3,080		2,370		2,370
	<b>Net Expenditure carried to Summary</b>		731,250		767,570		780,150

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1602</b>	<b><u>Community Parks and Open Spaces (Continued)</u></b>						
<b>S16022</b>	<b><u>Open Spaces</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
21**	Grounds : Repair & Maintenance	30,300		22,840		23,070	
21**	Amenity Seating	1,300		1,300		1,300	
22**	Energy costs	200		200		220	
23**	Rents	300		300		300	
			32,100		24,640		24,890
	Supplies & Services						
40**	Equipment & Materials		2,100		2,100		2,100
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		183,010		192,600		193,410
	Central Support Services						
71**	Internal Market		50,770		50,770		16,210
	Capital Financing Costs						
87**	Capital Charges		7,500		7,500		7,500
	Total Expenditure		275,480		277,610		244,110
	<b><u>Income</u></b>						
	<i>Other Grants &amp; Contributions</i>						
91**	<i>Agency Income</i>		95,660		95,200		96,150
	<i>Customer &amp; Client Receipts</i>						
93**	<i>Rents</i>		90		90		90
	Total Income		95,750		95,290		96,240
	<b>Net Expenditure carried to Summary</b>		<b>179,730</b>		<b>182,320</b>		<b>147,870</b>
<b>S16023</b>	<b><u>Playgrounds</u></b>						
	<b><u>Expenditure</u></b>						
	Premises Related Expenses						
21**	Grounds : Repair & Maintenance	41,130		19,310		30,670	
22**	Energy Costs	3,340		9,730		10,700	
			44,470		29,040		41,370
	Supplies & Services						
40**	Equipment & Materials		1,000		1,000		1,000
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		35,920		40,600		40,600
	Central Support Services						
71**	Internal Market		61,670		61,670		63,400
	<b>Net Expenditure carried to Summary</b>		<b>143,060</b>		<b>132,310</b>		<b>146,370</b>

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1602</b>	<b><u>Community Parks and Open Spaces (Continued)</u></b>				
<b>S16024</b>	<b><u>Picnic Sites</u></b>				
	<b>Expenditure</b>				
25**	Premises Related Expenses				
	Water Services		150	150	160
40**	Supplies & Services				
	Equipment & Materials		250	250	250
54**	Agency & Contracted Services				
	Grounds Maintenance DSO		5,580	6,150	6,150
71**	Central Support Services				
	Internal Market		17,040	17,040	17,680
	<b>Total Expenditure</b>		<b>23,020</b>	<b>23,590</b>	<b>24,240</b>
	<b>Income</b>				
93**	Customer & Client Receipts				
	Rents		1,600	1,600	1,600
	<b>Total Income</b>		<b>1,600</b>	<b>1,600</b>	<b>1,600</b>
	<b>Net Expenditure carried to Summary</b>		<b>21,420</b>	<b>21,990</b>	<b>22,640</b>

### Notes

The majority of the budget provides for the grounds maintenance (horticulture), infrastructure (i.e. footpaths, walls, fences, signage and information boards) park ranger service dog bins and litter bins in the following areas.

11 Parks - Heyhead Brierfield, Walverden Nelson, Marsden Nelson, Victoria Nelson/Barrowford, Barrowford, Alkincoates Colne, Sough, Victory Barnoldswick, Letcliffe Barnoldswick, Valley Gardens Barnoldswick, Ball Grove Trawden.

Open spaces - Various large grassed recreational areas situated around the borough.

5 Picnic sites - Barley, 2 at Red Lane Colne, Coolham Lane Earby and Ball Grove Trawden.

7 Closed graveyards - Laneshawbridge, Trawden, Colne, Nelson, Barrowford and Brierfield (2).

For further information, contact

Colin Patten : Services Manager Parks and Cemeteries (Telephone 01282 661600)

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1603</b>	<b><u>Cemeteries</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	37,010		37,010		37,390	
21**	Grounds : Repair & Maintenance	23,840		27,000		27,270	
22**	Energy Costs	3,320		2,730		3,730	
24**	Rates	4,630		8,870		8,040	
25**	Water Services	2,940		2,600		3,510	
28**	Insurance	800		790		830	
			72,540		79,000		80,770
	Supplies & Services						
40**	Equipment & Materials	900		900		900	
45**	Telephones	120		120		120	
47**	Miscellaneous Expenses	360		360		360	
			1,380		1,380		1,380
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		141,620		153,960		153,960
	Central Support Services						
71**	Internal Market		140,560		140,560		179,580
	Total Expenditure		356,100		374,900		415,690
	<b>Income</b>						
	Customer & Client Receipts						
93**	Charges for Services	152,130		152,890		155,170	
93**	Rents	5,970		5,980		6,110	
			158,100		158,870		161,280
	Total Income		158,100		158,870		161,280
	<b>Net Expenditure carried to Summary</b>		<b>198,000</b>		<b>216,030</b>		<b>254,410</b>

### Notes

#### Cemeteries

Pendle Borough Council provides six cemeteries throughout the Borough. All vary in size and can be found at the following locations

- Colne Cemetery, Colne
- Nelson Cemetery, Nelson
- Ghyll Cemetery, Barnoldswick
- Wheatlands Cemetery, Earby
- Barrowford Cemetery, Barrowford
- Salterforth Cemetery, Salterforth

All cemeteries offer the normal and conventional facilities such as earthen and brick graves, as well as specialist vaults, remembrance gardens, memorial walls. There is a chapel of rest at Nelson and Colne cemeteries.

Area Committee function.

For further information, contact

Colin Patten : Services Manager Parks and Cemeteries

(Telephone 01282 661600)

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1604</b>	<b><u>Landscape Maintenance</u></b>						
	<b>Expenditure</b>						
10**	Operational	567,780		559,580		630,550	
12**	Insurance	10,590		7,250		4,790	
12**	Other Employee Expenses	21,740		22,070		22,380	
			600,110		588,900		657,720
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	16,750		40,000		26,750	
22**	Energy Costs	22,370		18,350		20,190	
24**	Rates	7,980		8,140		10,430	
25**	Water Services	280		280		280	
26**	Cleaning & Domestic Supplies	6,380		6,380		6,510	
26**	Trade Refuse Charges	8,320		8,320		8,400	
28**	Insurance	2,120		2,100		2,070	
			64,200		83,570		74,630
	Transport Related Expenses						
31**	Repair & Maintenance	47,000		47,000		47,000	
32**	Transport Running Costs	55,700		54,980		55,100	
35**	Hire Of Transport	7,180		7,180		7,250	
36**	Internal Contract Hire	56,010		73,260		73,260	
39**	Insurance	46,420		29,440		54,450	
			212,310		211,860		237,060
	Supplies & Services						
40**	Equipment & Materials	3,690		3,690		3,690	
40a*	Materials	53,140		53,140		70,170	
42**	Clothing & Uniforms	1,540		1,540		1,540	
45**	Telephones	1,810		1,810		1,810	
47**	Insurance	30		210		240	
47**	Miscellaneous Expenses	200		200		200	
			60,410		60,590		77,650
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		83,910		83,910		-
	Central Support Services						
71**	Internal Market		136,660		136,660		124,760
	Capital Financing Costs						
82**	Leasing Charges	76,550		59,300		59,300	
87**	Capital Charges	6,740		6,740		6,740	
			83,290		66,040		66,040
	Total Expenditure		1,240,890		1,231,530		1,237,860
	<b>Income</b>						
	<i>Government Grants</i>						
90**	<i>Horticulturist Apprenticeship</i>		18,000		18,000		-
	<i>Customer &amp; Client Receipts</i>						
93**	<i>Charges for Services</i>		74,210		26,200		26,200
	<i>Recharges to Other Accounts</i>						
96**	<i>Other Accounts</i>	64,350		70,860		62,620	
PD**	<i>General Fund</i>	1,104,330		1,176,650		1,164,130	
			1,168,680		1,247,510		1,226,750
	Total Income		1,260,890		1,291,710		1,252,950
	<b>Net Expenditure carried to Summary</b>		<b>(20,000)</b>		<b>(60,180)</b>		<b>(15,090)</b>

### Notes

For further information, contact  
Colin Patten : Services Manager Parks and Cemeteries (Telephone 01282 661600)

# BOROUGH OF PENDLE

## PARKS & RECREATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S16RH6</b>	<b><u>Service Area</u></b>						
	<b><u>Expenditure</u></b>						
	Employee Expenses						
10**	Operational	598,150		606,990		620,480	
12**	Insurance	11,670		8,000		5,400	
12**	Other Employee Expenses	250		280		280	
			610,070		615,270		626,160
	Premises Related Expenses						
23**	Rents		32,400		37,950		28,430
	Transport Related Expenses						
35**	Hire of Transport	30,780		30,780		30,780	
38**	Car Leasing	3,810		3,640		4,530	
39**	Insurance	630		740		850	
			35,220		35,160		36,160
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,400		900		900	
42**	Clothing & Uniforms	510		850		850	
43**	Printing & Stationery	4,490		4,490		4,490	
45**	Postages	160		160		160	
45**	Telephones	7,350		7,080		5,510	
46**	Expenses	1,000		500		500	
47**	Misc Expenses : Advertising	390		-		-	
47**	Misc Expenses : Other	1,030		1,710		1,730	
			16,330		15,690		14,140
	Central Support Services						
71**	Internal Market		177,870		177,870		165,450
	Total Expenditure		871,890		881,940		870,340
	<b><u>Income</u></b>						
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	71,610		71,610		19,030	
98**	Internal Market : End Users	799,260		799,260		851,310	
			870,870		870,870		870,340
	Total Income		870,870		870,870		870,340
	Net Expenditure carried to Summary		1,020		11,070		-

**GENERAL FUND  
REVENUE ACCOUNT**

**HOUSING REGENERATION  
SERVICES**

# HOUSING REGENERATION SERVICES

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
156	Homelessness		259,890		248,320		211,020
157	Housing Strategy		141,290		141,890		292,950
158	Private Sector Housing		159,800		178,200		223,520
159	Pendle Women's Refuge		760		1,140		8,370
160	Service Areas		(55,030)		6,170		(21,490)
			506,710		575,720		714,370

# BOROUGH OF PENDLE

## HOUSING REGENERATION SERVICES

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1701</b>	<b><u>Homelessness</u></b>				
	<b>Expenditure</b>				
	Supplies & Services				
40**	Equipment, Furniture & Materials	300		300	
47**	New Initiatives	119,000		124,500	
47**	Pendle Domestic Violence Initiative	45,000		45,000	
			164,300	169,800	93,800
61**	Transfer Payments Homelessness		40,100	40,100	40,100
71**	Central Support Services Internal Market		158,470	158,470	152,870
	<b>Total Expenditure</b>		362,870	368,370	286,770
	<b>Income</b>				
90**	Government Grant Other		88,500	95,050	50,500
93**	Customer & Client Receipts Charges for Services		14,480	25,000	25,250
	<b>Total Income</b>		102,980	120,050	75,750
	<b>Net Expenditure carried to Summary</b>		<b>259,890</b>	<b>248,320</b>	<b>211,020</b>

### Notes

The Council has a statutory duty to provide temporary accommodation to those households who present as homeless or threatened with homelessness, pending investigation into their circumstances. The households must have a "priority need" in that they have children, are pregnant or are vulnerable in some way, for the Council to have this duty.

The Council have two properties which are both two bedroomed terraced houses which can accommodate a single family each. However, in order to meet need for temporary accommodation it is necessary to pay for temporary bed and breakfast accommodation in the private sector. The aim is to maximise housing benefit to reduce the cost to the Council.

In 2007/08 the Council paid for 1,543 nights of bed & breakfast accommodation. It is likely that this figure will be slightly reduced for 2008/09.

The budget also covers the removal and storage of furniture as the Council has a statutory duty to households in its care to prevent the loss of, or mitigate the damage to, their property. This budget also covers a small fund to help prevent homelessness where reasonable to do so, thus containing and hopefully reducing the spend on temporary accommodation.

For further information, contact  
Julie Whittaker : Housing Regeneration Manager (Telephone 01282 661038)

# BOROUGH OF PENDLE

## HOUSING REGENERATION SERVICES

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£                  £	£                  £	£                  £
<b>S1702</b>	<b><u>Housing Strategy</u></b>			
	<b>Expenditure</b>			
47**	Supplies & Services Housing Condition Survey	3,700	6,300	6,300
71**	Central Support Services Internal Market	137,590	137,590	288,650
	Total Expenditure	141,290	143,890	294,950
	<b>Income</b>			
91**	Other Grants & Contributions Energy Efficiency	-	2,000	2,000
	Total Income	-	2,000	2,000
	<b>Net Expenditure carried to Summary</b>	<b>141,290</b>	<b>141,890</b>	<b>292,950</b>

### Notes

This budget (based on officer staff time) concerns the Council's strategy and responsibilities in relation to housing in the borough - both private sector housing and public sector housing. Service strategy includes assessing and planning the Council's response to housing need, and includes (for example) submission to the Government on housing investment needs and liaison with housing associations. It represents the activities which would be required even if the Council had no direct management responsibilities for the housing service.

For further information, contact  
Julie Whittaker : Housing Regeneration Manager (Telephone 01282 661038)

# BOROUGH OF PENDLE

## HOUSING REGENERATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1703</b>	<b><u>Private Sector Housing Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	16,000		16,000		16,000	
21**	Grounds : Repair & Maintenance	6,200		6,200		6,200	
23**	Rents	-		30		30	
28**	Insurance	-		100		110	
			22,200		22,330		22,340
	Supplies & Services						
44**	Tests & Inspection Fees	3,000		3,000		3,000	
46**	Staff Training	10,000		10,000		-	
47**	Advertising	7,000		7,000		-	
47**	Energy Efficiency	7,730		6,000		6,000	
			27,730		26,000		9,000
	Agency & Contracted Services						
52**	Home Improvement Agency	32,040		32,040		32,040	
52**	Handy Person Services	12,000		14,200		14,200	
54**	Grounds Maintenance DSO	12,990		12,990		12,990	
			57,030		59,230		59,230
	Central Support Services						
71**	Internal Market		105,840		105,840		168,180
	Total Expenditure		212,800		213,400		258,750
	<b><u>Income</u></b>						
	Government Grant						
90**	Handy Person Grant		12,000		14,200		14,200
	Other Grants & Contributions						
91**	Energy Efficiency		6,000		6,000		6,000
	Customer & Client Receipts						
92**	Fee Income	2,000		2,000		2,000	
93**	Charges for Services	30,000		10,000		10,000	
93**	Rents	3,000		3,000		3,030	
			35,000		15,000		15,030
	Total Income		53,000		35,200		35,230
	<b>Net Expenditure carried to Summary</b>		<b>159,800</b>		<b>178,200</b>		<b>223,520</b>

### Notes

This budget includes costs associated with all the Council's private sector housing functions. It supports various area renewal initiatives, clearance activity and site maintenance of land acquired over a number of years for these purposes.

It includes enforcement of housing conditions in the private rented sector, landlord accreditation, work towards the introduction of selective licencing and activity related to the Council's strategies on energy efficiency and empty homes. It includes a direct contribution towards the running costs of the local Home Improvement Agency. Fee income relates to charges made through Private Sector Housing's in-house agency service for individual grant projects and block improvement schemes

Revenue resources are required to complement these activities by working with residents of the area looking at ways of tackling outstanding problems and considering ways to encourage ongoing maintenance and repair of property. To this end there is a requirement for Private Sector Housing Staff to publish notices, issue letters and advisory leaflets and hold meetings to advise residents across the Borough.

For further information, contact

Julie Whittaker : Housing Regeneration Manager (Telephone 01282 661038)

# BOROUGH OF PENDLE

## HOUSING REGENERATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1704</b>	<b><u>Pendle Women's Refuge</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	1,000		1,500		1,500	
22**	Energy Costs	4,300		4,000		4,400	
24**	Rates	1,550		1,560		1,580	
25**	Water Services	810		810		810	
26**	Cleaning	920		920		920	
28**	Insurance	190		260		280	
			8,770		9,050		9,490
	Supplies & Services						
40**	Equipment, Furniture & Materials	750		750		750	
44**	TV Licence	140		140		140	
45**	Telephones	750		850		860	
47**	Miscellaneous	-		4,000		-	
			1,640		5,740		1,750
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		420		420		420
	Central Support Services						
71**	Internal Market		114,810		114,810		122,050
87**	Capital Charges		2,030		2,030		2,030
	Total Expenditure		127,670		132,050		135,740
	<b>Income</b>						
	Government Grant						
90**	Supporting People Grant		81,000		81,000		81,000
	Other Grants & Contributions						
91**	Other Grant		-		4,000		-
	Customer & Client Receipts						
93**	Charges for Services		45,910		45,910		46,370
	Total Income		126,910		130,910		127,370
	<b>Net Expenditure carried to Summary</b>		<b>760</b>		<b>1,140</b>		<b>8,370</b>

### Notes

Accommodation and support for women fleeing domestic violence. The facility offers women a safe haven for both them and their children, offering counselling and support to rebuild their lives. Some work is purely of an outreach nature helping women resolve their situation without actually moving into the refuge.

The accommodation has undergone total renovation including having an extension built and reopened early in January 2006. This has meant the enlargement of the facility from six to nine rooms. The improved facility also now attracts increased rental income due to a rise in rents and greater usage of the facility. Budgets are expected to remain largely unchanged in 2008/09 from 2007/08

Area Committee function.

For further information, contact  
Julie Whittaker : Housing Regeneration Manager (Telephone 01282 661038)

# BOROUGH OF PENDLE

## HOUSING REGENERATION SERVICES

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S17RH7</b>	<b><u>Service Area</u></b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	1,496,170		1,434,730		1,433,790	
12**	Insurance	26,930		19,100		12,590	
12**	Other Employee Expenses	2,880		1,290		1,130	
			1,525,980		1,455,120		1,447,510
	Transport Related Expenses						
38**	Car Allowances	13,740		14,730		14,880	
38**	Car Leasing	3,970		3,910		5,010	
39**	Insurance	630		740		850	
			18,340		19,380		20,740
	Supplies & Services						
40**	Equipment, Furniture & Materials	7,330		6,700		6,710	
42**	Clothing & Uniforms	180		180		180	
43**	Printing & Stationery	6,230		3,100		3,100	
45**	Postages	1,390		1,800		1,820	
45**	Telephones	10,160		5,740		5,000	
46**	Expenses	1,540		1,540		1,540	
47**	Misc Expenses : Other	6,670		6,660		6,660	
			33,500		25,720		25,010
	Central Support Services						
70**	Administrative Buildings Exps	48,420		47,220		47,810	
71**	Internal Market	304,020		304,020		234,010	
			352,440		351,240		281,820
	Total Expenditure		1,930,260		1,851,460		1,775,080
	<b>Income</b>						
	Customer & Client Receipts						
96**	External Funding Receipts		1,013,520		873,520		872,460
	Recharges to Other Accounts						
98**	Internal Market : End Users		971,770		971,770		924,110
	Total Income		1,985,290		1,845,290		1,796,570
	Net Expenditure carried to Summary		(55,030)		6,170		(21,490)

**GENERAL FUND  
REVENUE ACCOUNT**

**ECONOMIC DEVELOPMENT  
& TOURISM**

# ECONOMIC DEVELOPMENT & TOURISM

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
162	Tourism		237,760		237,760		184,130
163	Reclamation		6,240		6,240		6,200
164	Development & Promotion		302,390		260,580		221,260
165	Information & Visitor Centre		75,000		75,000		75,800
166	Town Centres		230,640		230,640		241,340
167	Service Areas		(7,700)		(19,610)		43,810
			844,330		790,610		772,540

# BOROUGH OF PENDLE

## ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1801</b>	<b><u>Tourism</u></b>						
	<b>Expenditure</b>						
	Supplies & Services						
	Promotion of Tourism						
40**	Materials, Publications etc	23,500		23,500		23,500	
47**	Other Expenses	10,920		10,920		10,920	
	Development of Tourism						
47**	Other Expenses	3,000		3,000		3,000	
47**	Grant Assistance	12,000		12,000		12,000	
47**	Cohesion & Tourism Events Fund	75,000		75,000		25,000	
			124,420		124,420		74,420
71**	Internal Market		117,350		117,350		113,720
	Total Expenditure		241,770		241,770		188,140
	<b>Income</b>						
	Customer & Client Receipts						
92**	Fees & Charges		4,010		4,010		4,010
	Total Income		4,010		4,010		4,010
	<b>Net Expenditure carried to Summary</b>		<b>237,760</b>		<b>237,760</b>		<b>184,130</b>

### Notes

This budget supports the implementation of the Council's Tourism Strategy. The principal areas of expenditure include the placement of advertising in national tourism and leisure publications, to promote the Pendle area to a wider audience; publication of the annual Discovery Guide; costs associated with the circulation of publicity material to Tourist Information centres throughout the UK and the costs associated with attendance at exhibitions.

For further information, contact  
Dorothy Morris : Economic Development and Tourism Manager

(Telephone 01282 661681)

The budget also funds the tourist support provided at the Council's area offices in Nelson, Colne, Brierfield, Barnoldswick and Earby.

For further information, contact  
Angela Storey : Treasury and Customer Service Manager, Liberata

(Telephone 01282 661808)

# BOROUGH OF PENDLE

## ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£                  £	£                  £	£                  £
<b>S1802</b>	<b><u>Reclamation</u></b>			
	<b><u>Expenditure</u></b>			
54**	Agency & Contracted Services			
	Grounds Maintenance DSO	8,460	8,460	8,460
	Total Expenditure	8,460	8,460	8,460
	<b><u>Income</u></b>			
93**	Customer & Client Receipts			
	Rents	2,220	2,220	2,260
	Total Income	2,220	2,220	2,260
	<b>Net Expenditure carried to Summary</b>	<b>6,240</b>	<b>6,240</b>	<b>6,200</b>

### Notes

Expenditure associated with the reclaimed derelict land sites throughout the Borough.

Area Committee function.

For further information, contact

Dorothy Morris : Economic Development and Tourism Manager                  (Telephone 01282 661681)

# BOROUGH OF PENDLE

## ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1803</b>	<b><u>Economic Development &amp; Promotion Expenditure</u></b>				
47**	Supplies & Services Promotions		99,610	57,800	20,000
71**	Central Support Services Internal Market		202,780	202,780	201,260
	<b>Net Expenditure carried to Summary</b>		<b>302,390</b>	<b>260,580</b>	<b>221,260</b>

### Notes

To produce a wide range of publications that provide detailed information to both local and inward moving businesses, in order to help safeguard existing jobs and help to create new employment opportunities.

Expenditure is most often associated with the production of the monthly register of vacant industrial, commercial and retail property, the bi-annual Companies Register and intermittent advertising and direct mail campaigns on a variety of topics.

An annual contribution to the North West Aerospace Alliance also comes from this budget.

For further information, contact

Dorothy Morris : Economic Development and Tourism Manager

(Telephone 01282 661681)

# BOROUGH OF PENDLE

## ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1805</b>	<b><u>Information &amp; Visitor Centre</u></b>				
	<b>Expenditure</b>				
	Supplies & Services				
40**	Materials	10,000		13,000	
47**	Contribution	75,000		75,000	
			85,000		88,800
	Total Expenditure		85,000		88,800
	<b>Income</b>				
	<i>Customer &amp; Client Receipts</i>				
92**	Sales		10,000		13,000
	Total Income		10,000		13,000
	<b>Net Expenditure carried to Summary</b>		<b>75,000</b>		<b>75,800</b>

### Notes

The new Discover Pendle Centre, located directly in front of the new Boundary Mill Store, Colne opened its doors to the public in March 2009. It is open seven days a week, Monday - Friday 9am until 8pm, Saturday 10am until 6pm and Sunday 10am until 5pm.

The Discover Pendle Centre is officially designated a Gateway Centre by the Lancashire & Blackpool Tourist Board, and is also an Official Information Partner with Enjoy England (the English National Tourist Board). It aims to attract many of the two and a half million visitors to Boundary Mill each year and provides a range of information about what to see and do in Pendle.

The centre offers:

- Information on what to see and do in Pendle and beyond
- An accommodation booking service
- Information and a booking service for events at Colne Municipal Hall
- An interactive map display with information about the area
- Audio-visual displays about Pendle
- Brochures about all the local visitor attractions
- Information on local events
- Assistance in planning your trip to and around Pendle
- Souvenirs and local products
- Books, maps and guides

For further information, contact

Dorothy Morris : Economic Development and Tourism Manager

(Telephone 01282 661681)

**BOROUGH OF PENDLE**  
ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1806</b>	<b><u>Town Centres</u></b>				
	<b>Expenditure</b>				
	Premises Related Expenses (Pedestrian & Treated Areas)				
21**	Grounds : Repair & Maintenance		37,390	37,390	36,890
	Agency & Contracted Services				
54**	Grounds Maintenance DSO		6,780	6,780	6,780
	Central Support Services				
71**	Internal Market		133,310	133,310	144,510
87**	Capital Charges		53,160	53,160	53,160
	<b>Net Expenditure carried to Summary</b>		<b>230,640</b>	<b>230,640</b>	<b>241,340</b>

**Notes**

The works budget provides for the maintenance of pedestrianised areas in Nelson and the improved town centre areas of Barnoldswick, Colne, Earby and Brierfield. It includes:

- paved areas;
- landscaped areas;
- provision and maintenance of street furniture;
- shop canopies;
- lighting;
- special and raised features;
- benches;
- signage;
- match funding of town centre regeneration projects

The Internal Market costs include staffing for Economic Development and Tourism.

Area Committee function.

For further information, contact  
Dorothy Morris : Economic Development and Tourism Manager

(Telephone 01282 661681)

**BOROUGH OF PENDLE**  
ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S18RH8</b>	<b>Service Area Expenditure</b>						
	Employee Expenses						
10**	Operational	718,390		701,700		743,510	
12**	Insurance	12,360		9,470		6,630	
12**	Other Employee Expenses	80		80		80	
			730,830		711,250		750,220
	Transport Related Expenses						
38**	Car Allowances	5,650		4,340		4,370	
38**	Car Leasing	4,200		3,940		3,570	
39**	Insurance	630		740		850	
			10,480		9,020		8,790
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,540		1,160		1,160	
43**	Printing & Stationery	1,940		2,110		2,110	
45**	Postages	3,130		3,130		3,150	
45**	Telephones	3,700		1,690		1,170	
46**	Expenses	280		280		280	
			10,590		8,370		7,870
	Central Support Services						
70**	Administrative Buildings Exps	22,170		21,600		21,890	
71**	Internal Market	170,070		170,070		166,400	
			192,240		191,670		188,290
	Total Expenditure		944,140		920,310		955,170
	<b>Income</b>						
	Customer & Client Receipts						
96**	External Funding Receipts		498,460		486,540		460,900
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	6,050		6,050		-	
98**	Internal Market : End Users	447,330		447,330		450,460	
			453,380		453,380		450,460
	Total Income		951,840		939,920		911,360
	Net Expenditure carried to Summary		(7,700)		(19,610)		43,810

**GENERAL FUND  
REVENUE ACCOUNT**

**ENGINEERING & SPECIAL  
PROJECTS**

# ENGINEERING & SPECIAL PROJECTS

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
169	Private Street Works		15,380		15,380		18,890
170	District Highways		102,320		102,320		122,470
171	Residual Highways		68,100		79,810		76,100
172	Countryside Access		68,330		66,480		74,270
173	Car Parking		85,360		79,060		118,360
174	Route Subsidies		8,740		9,260		7,960
175	Passenger Shelters		53,010		53,010		48,900
176	Bus Stations		32,350		39,980		54,950
177	Land Drainage		75,620		87,680		94,760
178	Taxi Licensing		11,780		26,270		23,940
179	Decorations for Christmas & Eid		103,420		104,930		80,700
180	Cycleways		20,340		20,340		26,600
181	Service Areas		(12,210)		(14,040)		-
			632,540		670,480		747,900

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
S1901	<u>Private Street Works</u>						
	Expenditure						
	Central Support Services						
71**	Internal Market		15,380		15,380		18,890
	<b>Net Expenditure carried to Summary</b>		<b>15,380</b>		<b>15,380</b>		<b>18,890</b>

### Notes

This function (carried out under the new Street Services Agreement with the County Council which runs from 2009 -2012) provides design and supervision of works to streets which are currently unadopted but may be brought upto a standard whereby they are maintained at public expense. Private street works are undertaken if the majority of frontagers agree to adoption of the road by the Council and are willing to pay their proportion of the costs. The Council's involvement is in enabling improvements, not paying for works (unless on land where the Council is the frontager).

Area Committee function.

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager

(Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1903</b>	<b><u>District Highways Expenditure</u></b>						
	Supplies & Services						
47**	Misc Expenses : Advertising		1,800		1,800		1,800
	Miscellaneous Services						
68*01	Roadside Seats	3,500		3,500		3,000	
68*02	Street Nameplates	4,500		4,500		7,000	
68*03	Derelect Vehicles	4,000		4,000		4,000	
68*05	Boundary Signs	3,000		3,000		3,000	
68*09	Emergency Work	2,810		2,810		2,810	
			17,810		17,810		19,810
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		5,940		5,940		5,940
	Central Support Services						
71**	Internal Market		76,770		76,770		94,920
	<b>Net Expenditure carried to Summary</b>		<b>102,320</b>		<b>102,320</b>		<b>122,470</b>

### Notes

This budget provides for highway-related activities which are the responsibility of the district (not County) council e.g. roadside seats, boundary signs, street naming and numbering.

Area Committee function.

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager

(Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1904</b>	<b><u>Residual Highways</u></b>				
	<b>Expenditure</b>				
21**	Miscellaneous Services				
	Traffic Census		540	-	540
71**	Central Support Services				
	Internal Market		81,560	81,560	75,560
	<b>Total Expenditure</b>		82,100	81,560	76,100
	<b>Income</b>				
91**	<i>Other Grants &amp; Contributions</i>				
	<i>Residual Arrg Mgmt Fee</i>		-	1,750	-
93**	<i>Customer &amp; Client Receipts</i>				
	<i>Sponsorship</i>		14,000	-	-
	<b>Total Income</b>		14,000	1,750	-
	<b>Net Expenditure carried to Summary</b>		<b>68,100</b>	<b>79,810</b>	<b>76,100</b>

### Notes

Under the Street Services Agreement with LCC (following the dissolution of the LHP), Pendle continues to provide some functions for the highway authority.

Area Committee function.

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
	<b><u>Highways/Roads (Routine) (continued)</u></b>						
<b>S1905</b>	<b><u>Countryside Access</u></b>						
	<b>Expenditure</b>						
	Transport Related Expenses						
34**	Recharge from Transport Pool		6,690		6,690		6,690
	Miscellaneous Services						
68*11	Footpaths & Countryside Access to	35,150		26,930		16,730	
68*13	Footpaths & Countryside Access	15,000		15,000		15,000	
47**	Misc Expenses	8,470		8,470		-	
			58,620		50,400		31,730
	Central Support Services						
71**	Internal Market		85,450		85,450		102,080
	Total Expenditure		150,760		142,540		140,500
	<b>Income</b>						
	Other Grants & Contributions						
91**	LCC Contribution to Works	31,180		30,560		20,360	
91**	Management Fee	37,500		37,200		37,570	
			68,680		67,760		57,930
	Customer & Client Receipts						
93**	Diversions		13,750		8,300		8,300
	Total Income		82,430		76,060		66,230
	<b>Net Expenditure carried to Summary</b>		<b>68,330</b>		<b>66,480</b>		<b>74,270</b>

### Notes

Under the Street Services Agreement with LCC (following the dissolution of the LHP), Pendle continues to provide some functions for the highway authority.

Pendle allocates additional funding to that provided by LCC to provide an enhanced level of maintenance. (NB: The allocation from LCC per kilometre is greater than the 'standard' rate elsewhere in the County to replenish Pendle's contribution.

Additionally, Pendle promotes use of the network to encourage a healthy lifestyle and to promote tourism.

This budget is supplemented by the Corporate and Area Committee Capital Programme.

Area Committee function.

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

**BOROUGH OF PENDLE**  
ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1906</b>	<b><u>Car Parking Expenditure</u></b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	16,110		16,110		13,000	
20**	Grounds : Repair & Maintenance	1,870		1,870		1,870	
22**	Energy Costs	1,620		5,460		3,530	
23**	Rents	13,870		13,530		13,670	
24**	Rates	36,220		39,810		49,260	
25**	Water Services	4,650		4,890		6,310	
26**	Cleansing	7,820		8,400		8,480	
27**	Operational Buildings Expenses	3,000		3,000		3,000	
28**	Insurance	-		5,000		5,050	
			85,160		98,070		104,170
	Supplies & Services						
40**	Fixtures & Fittings	630		630		630	
47**	Disc Parking Costs	4,000		8,850		8,850	
52**	Management Fee	4,850		-		-	
			9,480		9,480		9,480
	Off Street Parking						
44**	Levy	24,530		15,260		7,230	
51**	Attendants	79,870		21,490		19,400	
			104,400		36,750		26,630
	Agency & Contracted Services						
53**	Liberata	-		3,000		3,060	
54**	Grounds Maintenance DSO	3,070		3,070		3,070	
			3,070		6,070		6,130
	Central Support Services						
70**	Administrative Building Expenses	1,970		1,920		1,940	
71**	Internal Market	68,410		68,410		70,240	
			70,380		70,330		72,180
	Total Expenditure		272,490		220,700		218,590
	<b><u>Income</u></b>						
	Other Grants & Contributions						
91**	LCC Contribution		19,050		17,580		5,480
	Customer & Client Receipts						
93**	Off Street parking	110,090		59,800		30,000	
93**	Permits	9,320		9,490		9,980	
93**	Rents	48,670		54,770		54,770	
			168,080		124,060		94,750
	Total Income		187,130		141,640		100,230
	<b>Net Expenditure carried to Summary</b>		<b>85,360</b>		<b>79,060</b>		<b>118,360</b>

**Notes**

Pendle operates 49 public car parks providing 1,597 spaces. All parking is free in Nelson, Colne and Brierfield. The short-stay (maximum 2 1/2 hours) car parks are managed using a disc parking system. With the decriminalisation of parking enforcement (introduced in Lancashire September 2004), new arrangements were developed (called Parkwise) in partnership with Lancashire County Council to improve on and off street enforcement. Parkwise ceased in September 2009 and as of 7th September 2009 off-street parking enforcement is now carried out by Legion Parking Services on behalf of Pendle Borough Council. The administration of parking enforcement is carried out by Chipside. Chipside are also working with 7 other Lancashire district councils to provide a back office support for off-street parking enforcement. Any penalty charge notice income received is used to meet costs relating to off street parking (any surplus arising is retained by Pendle). On street parking is now dealt with by Lancashire County Council under the name Lancashire Parking Services.

In addition, the Capital Programme (asset renewal) provides for a rolling programme of car park refurbishment.

For further information, contact  
Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1907</b>	<b><u>Route Subsidies</u></b>						
	<b>Expenditure</b>						
	Agency & Contracted Services						
51**	Other Local Authorities		5,500		6,020		6,080
	Central Support Services						
71**	Internal Market		3,240		3,240		1,880
	<b>Net Expenditure carried to Summary</b>		<b>8,740</b>		<b>9,260</b>		<b>7,960</b>

### Notes

In conjunction with the County Council, Pendle pays towards the cost of bus companies operating uneconomic (usually rural) routes in the interest of minimising social exclusion.

The council contributes to the following routes.

For further information, contact

Peter Atkinson : Highways, Engineering & Design Manager

(Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1908</b>	<b><u>Passenger Shelters</u></b>						
	<b>Expenditure</b>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	35,700		35,700		30,000	
26**	Cleaning	4,800		4,800		4,800	
			40,500		40,500		34,800
	Central Support Services						
71**	Internal Market		12,510		12,510		14,100
	<b>Net Expenditure carried to Summary</b>		<b>53,010</b>		<b>53,010</b>		<b>48,900</b>

### Notes

Since 2002, Pendle Council has been part of the Burnley and Pendle Quality Bus Partnership; this partnership with the County Council and Burnley and Pendle bus company has provided upgraded bus waiting facilities on the Burnley-Nelson-Colne mainline route. New bus shelters have been provided and Pendle is expected to maintain these to a good standard, including interior lighting.

The Capital Programme (asset management) also provides for a rolling programme of renewal.

Area Committee function.

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10		Estimate 2010/11	
		Approved		Revised	
		£	£	£	£
<b>S1909</b>	<b><u>Bus Stations</u></b>				
	<b>Expenditure</b>				
	Premises Related Expenses				
20**	Buildings : Repair & Maintenance	8,200		8,200	8,290
22**	Energy Costs	-		5,140	5,070
24**	Rates	20,950		20,960	37,500
25**	Water Services	650		2,800	2,830
26**	Cleaning & Domestic Supplies	5,200		5,200	5,260
28**	Insurance	60		70	70
			35,060	42,370	59,020
	Supplies & Services				
47**	Miscellaneous Expenses		70	70	70
	Agency & Contracted Services				
54**	Grounds Maintenance DSO		1,660	1,700	1,700
	Central Support Services				
71**	Internal Market		15,700	15,700	14,920
	Total Expenditure		52,490	59,840	75,710
	<b>Income</b>				
	<i>Customer &amp; Client Receipts</i>				
93**	Rents	20,140		17,360	18,230
93**	Other Charges	-		2,500	2,530
			20,140	19,860	20,760
	Total Income		20,140	19,860	20,760
	Net Expenditure carried to Summary		32,350	39,980	54,950

### Notes

Pendle operates bus stations in Nelson, Colne and Earby. Bus operators pay the Authority on a degree of usage basis, referred to as "departure charges".

A new Nelson Interchange opened in December 2008. Improvements to bus termini at Barnoldswick and Earby have been completed, largely using LTP (Local Transport Plan) funding.

Area Committee function.

For further information, contact  
 Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

**BOROUGH OF PENDLE**  
ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1910</b>	<b><u>Land Drainage</u></b>						
	<b><u>Land Drainage : Non Agency Expenditure</u></b>						
10**	Employee Related Expenses		-		12,350		15,600
	Standby Payments						
21**	Premises Related Expenses						
	Grounds : Repair & Maintenance		103,500		49,150		48,650
71**	Central Support Services						
	Internal Market		116,180		116,180		120,510
	Total Expenditure		219,680		177,680		184,760
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Env. Agency : Works	87,000		45,000		45,000	
93**	Env. Agency : Administration	57,060		45,000		45,000	
			144,060		90,000		90,000
	Total Income		144,060		90,000		90,000
	<b>Net Expenditure carried to Summary</b>		<b>75,620</b>		<b>87,680</b>		<b>94,760</b>

**Notes**

Land Drainage : Non Agency

This service deals with drainage problems which are situated off the highway. The Council has a statutory responsibility in relation to drainage problems on land owned by the Council, and discretionary powers in relation to other land off the highway (where on occasions advice and/or liaison with landowners is required).

From April 2008 the Council has a 3 year Framework Agreement (with the possibility of a 1 year extension) working with the Environment Agency for the maintenance and improvement of the watercourses in Pendle (i.e. ones subject to flooding properties), for which DEFRA has identified additional funding for works and staff.

Some additional funding is allocated via the Capital Programme.

Area Committee function.

For further information, contact  
Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1912</b>	<b><u>Taxi Licensing Expenditure</u></b>						
	Supplies & Services						
40**	Equipment & Materials	8,000		8,000		8,000	
47**	Miscellaneous Expenses	9,980		24,980		9,980	
			17,980		32,980		17,980
	Central Support Services						
71**	Internal Market		95,800		95,800		110,000
	Total Expenditure		113,780		128,780		127,980
	<b><u>Income</u></b>						
	Customer & Client Receipts						
93**	Taxi Licences		102,000		102,510		104,040
	Total Income		102,000		102,510		104,040
	<b>Net Expenditure carried to Summary</b>		<b>11,780</b>		<b>26,270</b>		<b>23,940</b>

### Notes

#### Taxi Licensing

All taxis in Pendle must be licensed vehicles driven by licensed drivers and, if appropriate, run by a licensed private hire operator. There are two types of licences private hire (these can only be used by people who have pre-booked) and hackney carriage (these can be 'flagged down' on the road or picked up from a taxi rank). Currently there are 175 private hire vehicles and 71 hackney carriage vehicles licensed, with overall 470 licensed drivers.

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S1913</b>	<b><u>Decorations for Christmas &amp; Eid Expenditure</u></b>						
	Premises Related Expenses						
22**	Energy Costs		2,200		2,200		2,200
	Transport Related Expenses						
34**	Pooled Transport Costs		240		240		240
	Supplies & Services						
40**	Purchase & Maint of Decorations	74,500		76,010		54,000	
47**	Miscellaneous Expenses	320		320		320	
			74,820		76,330		54,320
	Central Support Services						
71**	Internal Market		26,160		26,160		23,940
	<b>Net Expenditure carried to Summary</b>		<b>103,420</b>		<b>104,930</b>		<b>80,700</b>

### Notes

This budget seeks to contribute to the festive spirit and economic activity by providing various Christmas and Eid decorations in Nelson, Colne, Barnoldswick, Barrowford and Brierfield.

Area Committee function.

For further information, contact  
 Peter Atkinson : Engineering and Special Projects Manager (Telephone 01282 661063)

# BOROUGH OF PENDLE

## ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
S1914	<u>Cycleways</u>						
	Expenditure						
	Premises Related Expenses						
21**	Grounds : Repair & Maintenance		-		-		5,000
	Central Support Services						
71**	Internal Market		20,340		20,340		21,600
	<b>Net Expenditure carried to Summary</b>		<b>20,340</b>		<b>20,340</b>		<b>26,600</b>

### Notes

For further information, contact

Peter Atkinson : Engineering and Special Projects Manager

(Telephone 01282 661063)

**BOROUGH OF PENDLE**  
ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
<b>S19RH9</b>	<b><u>Service Area</u></b>						
	<b><u>Expenditure</u></b>						
	Employee Expenses						
10**	Operational	598,740		615,110		627,520	
12**	Insurance	19,050		24,490		17,690	
12**	Other Employee Expenses	610		450		450	
			618,400		640,050		645,660
	Transport Related Expenses						
38**	Car Allowances	10,990		10,170		10,260	
38**	Car Leasing	5,340		4,630		4,540	
39**	Insurance	630		740		850	
			16,960		15,540		15,650
	Supplies & Services						
40**	Equipment, Furniture & Materials	4,270		4,370		4,400	
42**	Clothing & Uniforms	690		690		690	
43**	Printing & Stationery	3,980		3,820		3,820	
44**	Services	5,500		5,500		5,500	
45**	Postages	440		2,500		2,530	
45**	Telephones	9,780		5,770		4,580	
46**	Expenses	2,200		2,200		2,200	
47**	Misc Expenses : Advertising	60		-		-	
47**	Misc Expenses : Other	710		500		450	
			27,630		25,350		24,170
	Central Support Services						
70**	Administrative Buildings Exps	37,840		40,820		41,340	
71**	Internal Market	274,350		274,350		245,030	
			312,190		315,170		286,370
	Total Expenditure		975,180		996,110		971,850
	<b><u>Income</u></b>						
	Customer & Client Receipts						
93**	Fees & Charges	41,040		63,800		73,700	
93**	External Funding Receipts	64,580		64,580		66,450	
			105,620		128,380		140,150
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	32,950		32,950		33,790	
98**	Internal Market : End Users	848,820		848,820		797,910	
			881,770		881,770		831,700
	Total Income		987,390		1,010,150		971,850
	Net Expenditure carried to Summary		(12,210)		(14,040)		-

# **EXTERNALLY FUNDED SCHEMES**

**2010/11 ESTIMATE**

# **EXTERNALLY FUNDED SCHEMES**

This section summarises both capital and revenue schemes which are externally funded (e.g. from European and Central Government funds).

# BOROUGH OF PENDLE

## EXTERNALLY FUNDED SCHEMES

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised			
		£	£	£	£	£	£
	<b>Schemes</b>						
	<b>Expenditure</b>						
	Community Development						
WA032	Programme Management	-		46,000		47,500	
WA033	Community Research project	-		66,020		107,570	
WA039	Principal Policy Officer	-		42,530		45,360	
WA040	Cohesion Action Plan	-		35,000		40,000	
WC052	LSP Community Cohesion	-		3,230		-	
WC070	Inspiring Communities	-		20,100		-	
WX020	Community Cohesion Fund	214,000		171,300		285,500	
			214,000		384,180		525,930
	Community Safety						
WB006	Single Pot	75,000		89,760		85,490	
WC066/7	LSP 2nd Homes Community Safety	-		26,750		48,120	
WX030	Preventing Violent Extremism	150,000		122,760		177,470	
			225,000		239,270		311,080
	Economic Development						
CAADB	Barnoldswick Steam & Stream	-		2,200		-	
RD241	Management & Administration	25,640		-		-	
RD242	Public Relations	12,250		43,740		-	
W5001	Pendle Intermediary Project	160,870		154,190		196,420	
W5015	SRB Evaluation	-		60,910		-	
W5021	ACE Centre	-		434,020		-	
W6008	LSP Policy Officer	-		62,750		-	
WA034	Apprentices/Graduates/Workstart	-		40,510		160,000	
WA035	Parks Apprentices Scheme	-		29,300		9,490	
WA036	Employer Engagement Support	-		37,200		43,960	
WA037	Tourism Post	-		275,000		50,000	
WA038	ACE/West Craven Together Support	-		-		90,000	
WC016	E Citizens Panel	133,580		155,690		131,820	
WC030	LEGI Finance for Growth	1,085,260		1,090,110		997,200	
WC031	LEGI Enterprise Haven	99,630		99,630		-	
WC038	Vision Board	117,660		59,930		85,560	
WC043	Team Lancs	199,720		248,080		248,080	
WC063	Pendle Outreach & Mentoring	-		46,000		-	
WC064	Network Co-ordinator	-		27,850		-	
WC068	Empty Shops Scheme	-		52,630		-	
WC069	Pendle Dispersal Foyer Scheme	-		-		160,000	
WC071	Future Jobs	-		74,880		-	
WC072	ACE centre	-		120,250		240,500	
WC501/10	Nelson Town Centre Public Realm	3,273,250		1,471,270		2,015,160	
WX002	Worklessness	-		700,640		678,000	
			5,107,860		5,286,780		5,106,190
	Environmental Initiatives						
W2002	Environment Team		191,600		203,120		149,800
	Other Environmental Health						
WC034	Communities for Health	-		244,410		-	
WC045/6	NHS Projects	90,000		194,680		-	
WC050/1	Supporting Health	-		1,690		-	
WC057	Community Lifecheck Programme	-		50,000		-	
WC073	Mental Health Housing Worker	-		8,990		34,370	
WX040	Climate Change	-		22,500		-	
			90,000		522,270		34,370
	Transport						
WC008	Pendle Central Loop Cycleway	6,380		-		-	
WC058	Barrowford Cyclepath Link	30,000		101,520		-	
WC018	West Craven Cyclepath	7,120		-		-	
WC028	Barnoldswick Towpath Improvements	1,330		-		-	
			44,830		101,520		-
	Waste Collection						
WA001	Neighbourhood Pride		87,550		88,000		91,000

# BOROUGH OF PENDLE

## EXTERNALLY FUNDED SCHEMES

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised			
		£	£	£	£	£	£
	<b><u>Schemes</u></b>						
	<b>Expenditure (Continued)</b>						
	Housing						
WC020	Whitefield Acquisitions	-		752,250		2,894,510	
WC021	Elevate Research Service	-		11,520		23,910	
WC027	Whitefield Partnership Grants	235,000		143,180		151,620	
WC039	Bradley Back Street Developments	-		9,900		-	
WC041/2	Choice Base Lettings	158,110		227,140		-	
WC055	Tackling Fuel Poverty	-		30,000		-	
WF007	ELAN- Enforcement	59,420		58,120		59,410	
WF194/208	Housing Market Renewal	934,750		849,120		883,960	
WF210/9	North Valley, Colne	1,219,000		1,303,120		395,000	
WF230/8	Brierfield Canal Corridor	616,000		1,689,000		1,895,000	
WF239	Environmental Scheme	500,000		-		-	
WF260/1	Neighbourhood Management	500,000		500,000		450,000	
WF280	Whitefield Development Partnership	100,000		89,950		97,230	
WF290/7	Railway St Brierfield Masterplan	890,000		269,460		730,190	
WF310/9	Bradley Priority Area	3,036,000		2,798,000		3,370,000	
WF320/2	Elevate Grotspots	250,000		250,000		200,000	
WF330/8	Improvement for Sale	400,000		900,000		520,000	
WF340/1	Gateways	579,000		770,000		186,000	
WF350/8	Elevate Whitefield	2,000,000		1,400,000		2,200,000	
WF360/3	Elevate Walton St	-		-		680,000	
WK001/10	Whitefield Townscape Heritage Initiative	1,557,720		88,650		2,127,130	
			13,035,000		12,139,410		16,863,960
	<b>Total Expenditure</b>		18,995,840		18,964,550		23,082,330
	<b>Income</b>						
	Grants		18,995,840		18,964,550		23,082,330
	<b>Net Expenditure</b>		-		-		-

**Footnotes:**

Pendle is part of the East Lancashire Market Renewal Pathfinder set up by the Government to tackle the problems of low demand and collapsing housing markets in the older urban areas of Nelson, Colne and Brierfield. Work on the programme across East Lancashire started in 2002/03 and is continuing this development will lead to further substantial resources over a 10-15 year period.

# BOROUGH OF PENDLE

## EXTERNALLY FUNDED SCHEMES

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised			
		£	£	£	£	£	£
	<b>Summary of Revenue Schemes</b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	1,554,320		1,823,370		1,878,600	
12**	Indirect Employee Expenses	51,730		80,920		66,280	
			1,606,050		1,904,290		1,944,880
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	1,500		1,850		2,000	
22**	Energy Costs	4,330		3,760		2,720	
23**	Rents	23,000		21,760		22,170	
24**	Rates	1,580		1,650		1,700	
25**	Water Services	220		290		280	
26**	Cleaning & Domestic Supplies	1,200		2,600		2,650	
28**	Premises Insurance	-		80		90	
			31,830		31,990		31,610
	Transport Related Expenses						
31**	Motor Lease & Repairs	2,650		2,560		1,250	
32**	Transport : Running Costs	6,930		4,970		6,290	
36**	Vehicle Lease	3,820		4,680		4,680	
38**	Car Allowances	22,800		26,700		29,680	
39**	Transport Insurance	3,300		3,700		3,800	
			39,500		42,610		45,700
	Supplies & Services						
40**	Equipment, Furniture & Materials	12,730		42,770		13,120	
42**	Protective Clothing	1,800		3,210		2,900	
43**	Printing & Stationery	33,770		38,290		34,010	
44**	Consultancy	4,860		61,350		17,350	
45**	Telephones	37,120		35,760		31,420	
46**	Expenses	30,650		49,060		66,750	
47**	Misc Expenses : Advertising	49,150		39,150		6,970	
47**	Misc Expenses : Other	798,820		2,483,150		1,794,280	
CD**	Grants	55,400		30,000		-	
			1,024,300		2,782,740		1,966,800
	Central Support Services						
70**	Administrative Buildings Expenses	44,480		36,580		34,680	
71**	Internal Market	68,470		83,090		83,450	
			112,950		119,670		118,130
	Capital Financing Costs						
82**	Leasing Charges		5,360		5,360		6,000
	Total Expenditure		2,819,990		4,886,660		4,113,120
	<b>Income</b>						
	SRB/PERP		9,480		62,400		-
	Department Communities & Local Government		437,820		72,730		-
	North West Development Agency		100,590		150,900		95,630
	ESF		20,870		7,190		42,420
	Other Local Authorities		214,340		464,440		348,000
	Lancashire County Council		1,404,100		1,277,410		1,268,550
	Bootstrap		6,600		12,060		10,800
	Pendle Borough Council		28,710		37,590		101,370
	Other Private Funding		62,720		86,890		15,000
	Other Public Funding		122,210		677,510		112,500
	Area Based Grant		412,550		2,037,540		2,118,850
	Total Income		2,819,990		4,886,660		4,113,120
	Net Expenditure carried to Summary		-		-		-

# BOROUGH OF PENDLE

## EXTERNALLY FUNDED SCHEMES

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised		2010/11	
		£	£	£	£	£	£
	<b>Summary of Capital Schemes Expenditure</b>						
	Employee Expenses						
C10*	Operational	553,540		594,340		631,370	
C12*	Indirect Employee Expenses	15,750		21,480		25,030	
			569,290		615,820		656,400
	Transport Related Expenses						
C38*	Car Allowances	9,140		7,660		8,500	
C39*	Transport Insurance	750		750		800	
			9,890		8,410		9,300
	Supplies & Services						
C40*	Equipment, Furniture & Materials	1,940		14,640		1,430	
C42*	Protective Clothing	150		350		100	
C43*	Printing & Stationery	5,960		5,750		7,020	
C44*	Consultancy	183,250		315,390		106,500	
C45*	Telephones	8,540		7,820		8,120	
C46*	Expenses	27,050		3,210		33,850	
C47*	Misc Expenses : Advertising	10,000		7,500		3,000	
C47*	Misc Expenses : Other	147,150		174,300		152,170	
CD**	Grant Payments	15,161,830		12,868,480		17,974,260	
			15,545,870		13,397,440		18,286,450
	Central Support Services						
C70*	Administrative Buildings Expenses	23,800		22,460		22,850	
C71*	Internal Market	27,000		33,760		35,260	
			50,800		56,220		58,110
C82*	Total Expenditure		16,175,850		14,077,890		19,010,260
	<b>Income</b>						
	Department Communities & Local Government		-		98,050		-
	North West Development Agency		3,779,650		1,380,300		3,145,530
	Home and Communities Agency		-		752,250		320,350
	English Heritage		117,500		75,560		67,790
	Lancashire County Council		10,504,060		9,959,520		10,929,480
	Other Local Authorities		1,085,260		1,564,260		997,200
	Lottery Fund		493,600		95,030		817,450
	Pendle Borough Council		165,780		119,940		149,840
	Other Private Funding		30,000		12,980		2,574,160
	Other Public Funding		-		20,000		8,460
	<b>Total Income</b>		16,175,850		14,077,890		19,010,260
	<b>Net Expenditure carried to Summary</b>		-		-		-

# BOROUGH OF PENDLE

## EXTERNALLY FUNDED SCHEMES

Code No.	Detail	SRB/PERP	ABG	Other LAs	LCC	Other	Total
		£	£	£	£	£	£
	<b>Summary of Funding - Revised Estimate 2009/10</b>						
CAADB	Barnoldswick Steam & Stream					2,200	2,200
RD242	Public Relations	12,400				31,340	43,740
W2002	Environment Team		147,800			55,320	203,120
W5001	Pendle Intermediary Project		147,000			7,190	154,190
W5015	SRB Evaluator	50,000				10,910	60,910
W5021	ACE Centre			434,020			434,020
WA001	Neighbourhood Pride		88,000				88,000
WA032	Programme Management		46,000				46,000
WA033	Community Research project		66,020				66,020
WA034	Apprentices/Graduates/Workstart		62,750				62,750
WA035	Parks Apprentices Scheme		40,510				40,510
WA036	Employer Engagement Support		29,300				29,300
WA037	Tourism Post		37,200				37,200
WA038	ACE/West Craven Together Support		275,000				275,000
WA039	Bradley Back Street Developments		42,530				42,530
WA040	Cohesion Action Plan		35,000				35,000
WB006	Single Pot				89,760		89,760
WC016	E Citizens Panel			92,510	15,000	48,180	155,690
WC020	Whitefield Acquisitions					752,250	752,250
WC021	Elevate Research Service					11,520	11,520
WC027	Whitefield Partnership Grants					143,180	143,180
WC030	LEGI Finance for Growth			1,090,110			1,090,110
WC031	LEGI Enterprise Haven			99,630			99,630
WC034	Communities for Health					244,410	244,410
WC038	Vision Board					59,930	59,930
WC039	Bradley Back Street Developments				9,900		9,900
WC041/2	Choice Base Lettings			40,130		187,010	227,140
WC043	Team Lancs				194,630	53,450	248,080
WC045/6	NHS Projects					194,680	194,680
WC050/1	Supporting Health					1,690	1,690
WC052	LSP Community Cohesion		3,230				3,230
WC055	Tackling Fuel Poverty					30,000	30,000
WC057	Community Lifecheck Programme					50,000	50,000
WC058	Barrowford Cyclepath Link				25,020	76,500	101,520
WC063	Pendle Outreach & Mentoring			46,000			46,000
WC064	Network Co-ordinator			27,850			27,850
WC066/7	LSP 2nd Homes Community Safety				20,930	5,820	26,750
WC068	Empty Shops Scheme					52,630	52,630
WC070	inspiring Communities					20,100	20,100
WC071	Future Jobs			74,880			74,880
WC072	ACE centre			120,250			120,250
WC073	Mental Health Housing Worker			3,320	4,920	750	8,990
WC501/10	Nelson Town Centre Public Realm					1,471,270	1,471,270
WF007	ELAN- Enforcement				58,120		58,120
WF194/208	Housing Market Renewal				849,120		849,120
WF210/9	North Valley, Colne				1,303,120		1,303,120
WF230/8	Brierfield Canal Corridor				1,689,000		1,689,000
WF260/1	Neighbourhood Management				500,000		500,000
WF280	Whitefield Development Partnership				89,950		89,950
WF290/7	Railway St Brierfield Masterplan				269,460		269,460
WF310/9	Bradley Priority Area				2,798,000		2,798,000
WF320/2	Elevate Grotspots				250,000		250,000
WF330/8	Improvement for Sale				900,000		900,000
WF340/1	Gateways				770,000		770,000
WF350/8	Elevate Whitefield				1,400,000		1,400,000
WK001/10	Whitefield Townscape Heritage Initiative					88,650	88,650
WX002	Worklessness		700,640				700,640
WX020	Community Cohesion Fund		171,300				171,300
WX030	Preventing Violent Extremism		122,760				122,760
WX040	Climate Change		22,500				22,500
	<b>Total Income</b>	62,400	2,037,540	2,028,700	11,236,930	3,598,980	18,964,550
	Analysis of Other Funding						
	Department of Communities & Local Government					170,780	
	Home and Communities Agency (HACA)					752,250	
	North West Development Agency					1,531,200	
	English Heritage					75,560	
	Lottery Fund					95,030	
	Pendle Borough Council					157,530	
	ESF					7,190	
	Bootstrap					12,060	
	Other Private Funding					99,870	
	Other Public Funding					697,510	
						<b>3,598,980</b>	

# BOROUGH OF PENDLE

## EXTERNALLY FUNDED SCHEMES

Code No.	Detail	NWDA	ABG	Other LAs	LCC	Other	Total
		£	£	£	£	£	£
	<b>Summary of Funding - Estimate 2010/11</b>						
W2002	Environment Team		180,050			10,800	190,850
W5001	Pendle Intermediary Project		154,000			42,420	196,420
WA001	Neighbourhood Pride		91,000				91,000
WA032	Programme Management		47,500				47,500
WA033	Community Research project		107,570				107,570
WA034	Apprentices/Graduates/Workstart		160,000				160,000
WA035	Parks Apprentices Scheme		9,490				9,490
WA036	Employer Engagement Support		43,960				43,960
WA037	Tourism Post		50,000				50,000
WA038	ACE/West Craven Together Support		90,000				90,000
WA039	Bradley Back Street Developments		45,360				45,360
WA040	Cohesion Action Plan		40,000				40,000
WB006	Single Pot				85,490		85,490
WC016	E Citizens Panel			95,820		36,000	131,820
WC020	Whitefield Acquisitions					2,894,510	2,894,510
WC021	Elevate Research Service					23,910	23,910
WC027	Whitefield Partnership Grants					151,620	151,620
WC030	LEGI Finance for Growth			997,200			997,200
WC038	Vision Board	10,000			10,000	65,560	85,560
WC043	Team Lancs				194,630	53,450	248,080
WC066/7	LSP 2nd Homes Community Safety				42,220	5,900	48,120
WC069	Pendle Dispersal Foyer Scheme				160,000		160,000
WC072	ACE centre			240,500			240,500
WC073	Mental Health Housing Worker			11,680	19,690	3,000	34,370
WC501/10	Nelson Town Centre Public Realm	2,015,160					2,015,160
WF007	ELAN- Enforcement				59,410		59,410
WF194/208	Housing Market Renewal				883,960		883,960
WF210/9	North Valley, Colne				395,000		395,000
WF230/8	Brierfield Canal Corridor				1,895,000		1,895,000
WF260/1	Neighbourhood Management				450,000		450,000
WF280	Whitefield Development Partnership				97,230		97,230
WF290/9	Railway St Brierfield Masterplan				730,190		730,190
WF310/9	Bradley Priority Area				3,370,000		3,370,000
WF320/2	Elevate Grotspots				200,000		200,000
WF330/8	Improvement for Sale				520,000		520,000
WF340/1	Gateways				186,000		186,000
WF350/8	Elevate Whitefield				2,200,000		2,200,000
WF360/3	Elevate Walton St				680,000		680,000
WK001/10	Whitefield Townscape Heritage Initiative	1,216,000			19,210	891,920	2,127,130
WX002	Worklessness		678,000				678,000
WX020	Community Cohesion Fund		285,500				285,500
WX030	Preventing Violent Extremism		177,470				177,470
	<b>Total Income</b>	3,241,160	2,159,900	1,345,200	12,198,030	4,179,090	23,123,380
	Analysis of Other Funding						
	SRB/PERP						
	ESF					42,420	
	Home and Communities Agency (HACA)					320,350	
	English Heritage					67,790	
	Lottery Fund					817,450	
	Pendle Borough Council					251,210	
	Bootstrap					10,800	
	Other Private Funding					2,589,160	
	Other Public Funding					79,910	
						<b>4,179,090</b>	

# **CAPITAL FUND**

**CAPITAL PROGRAMME  
2010/13**

# **CAPITAL PROGRAMME 2010-13**

This section details the Housing and Other Services capital programme.

The programmes depend not only on Government grant but also on a substantial level of capital receipts to be generated and achieved locally through the disposal of assets.

**Pendle Borough Council  
Capital Programme for 2010-13**

Ref. No.	Details	2010/11 Capital Programme £ (3)	2011/12 Capital Programme £ (4)	2012/13 Capital Programme £ (5)	Budget Holder (6)
(1)	(2)				
(A)	<b>Resources</b>				
	<b>Capital Receipts</b>				
	General Disposals Programme	100,000	100,000	100,000	
	<b>Revenue Contribution</b>				
	General Fund	75,000			
	RTB Receipts				
	<b>Capital Grant</b>				
	Allocation from Government Office for the North West's RHP	1,142,000			
	Disabled facility grants	330,000	330,000	330,000	
	Performance Reward Grant	130,000	250,000	20,000	
(B)	Regenerate Pennine Lancashire (formerly Elevate)	10,795,000			
	HCA (for Whitefield)	1,361,080			
	Whitefield THI	42,500			
	Funding for Edge End				
	- Changing Facilities	395,000			
	- Construction of Car Park	55,000			
	- MUGA	30,000			
	s106 Funding (in hand)	771,600			
	<b>Total Resources (Excluding Prudential Borrowing)</b>	15,227,180	680,000	450,000	
	<b>Proposed Programme</b>				
(C)	<b>Total Expenditure</b>	16,719,360	1,684,000	1,418,980	
	<b>Prudential Borrowing Required</b>	<b>1,492,180</b>	<b>1,004,000</b>	<b>968,980</b>	
	New Borrowing (Assumed in GF Revenue Budget)	1,075,000	1,000,000	1,000,000	
	Additional Borrowing Capacity b/fwd from 2009/10	420,000			
	<b>Amount of Over-programming</b>	<b>(2,820)</b>	<b>4,000</b>	<b>(31,020)</b>	

**Pendle Borough Council  
Capital Programme for 2010-13**

Ref. No.	Details	2010/11 Capital Programme £ (3)	2011/12 Capital Programme £ (4)	2012/13 Capital Programme £ (5)	Budget Holder (6)
(1)	(2)				
	<b>Private Sector Housing</b>				
	<b>Regenerate Pennine Lancashire Funded</b>				J Whittaker
1	Brierfield Canal Corridor				J Whittaker
2	North Valley/Churchfields				J Whittaker
3	Bradley				J Whittaker
4	Gateways				J Whittaker
5	Railway Street				J Whittaker
6	Whitefield Phase 1				J Whittaker
7	Whitefield Peninsula				J Whittaker
8	Improvement for Sale				J Whittaker
9	Grotspots				P Hussey
	<b>Total Regenerate Pennine Lancashire Funded</b>	10,795,000			
	<b>Pendle Funded</b>				
10	Remodelling (Renovation & Clearance) and Improvement for Sale	300,000			J Whittaker
11	Whitefield (Stanley St, Moseley St, Albert St)	1,361,080			J Whittaker
12	Whitefield Property Management	100,000	100,000	100,000	J Whittaker
13	Health and Safety/Energy Efficiency Grants (Funded by PRG)	100,000	100,000		J Whittaker
14	Disabled facilities grants – mandatory grants 60% supported by SCG	550,000	550,000	550,000	J Whittaker
15	Capital Fees				J Whittaker
16	- Housing Fees	188,340	90,000	90,000	J Whittaker
17	- Excess Elevate Related Fees	100,000	100,000		J Whittaker
18	<b>Total Pendle Funded</b>	2,699,420	940,000	740,000	
	<b>Total Housing</b>	13,494,420	940,000	740,000	
	<b>Environmental and Transport</b>				
19	Town Centre Improvements			10,000	P Atkinson
20	Flood Alleviation Work Across the Borough			27,500	P Atkinson
21	Pendle Cycleway			25,000	P Atkinson
	<b>Waste Collection</b>				
22	Replacement Wheeled Bins and Recycling Boxes	50,000	50,000	50,000	I McNery
23	Food Waste - Initial Pilot (09/10) and Expansion to whole Borough(10/11)	4,000	4,000	4,000	I McNery
	<b>General</b>				
24	Computer Equipment				
25	- IT Strategy	100,000	50,000	100,000	M Robinson
26	Schemes funded by s106 Agreements				
27	- Public Realm/Travel Plans	390,500			P Atkinson
28	- Environmental Improvements	21,500			P Atkinson
29	- Transport Schemes	187,470			P Atkinson
30	- Brownfield Sites Fund	53,940			D Morris
31	- Open Spaces and Play Areas	118,190			C Patten
	<b>Community Safety</b>				
32	CCTV Upgrade (Funded by PRG)	30,000	150,000	20,000	G Whitehead
	<b>Capital Fees</b>				
33	Capital Fees	220,870	100,000	50,000	Various
	<b>Resource Procurement Schemes (details page 3)</b>	502,500	40,000	40,000	Various
	<b>Asset Renewal (details this appendix page 4)</b>	1,245,970	250,000	252,480	Various
	<b>Area Committees</b>	300,000	100,000	100,000	Various
	<b>Total Other Services</b>	3,224,940	744,000	678,980	
	<b>Total Bids</b>	16,719,360	1,684,000	1,418,980	
	<b>Resource Procurement Schemes</b>				
34	Lottery Advice	40,000	40,000	40,000	P Hussey
35	Development Opportunities	420,000			D Morris
36	Earby & Barnoldswick R.D. Program (Delivery of LRRAP)				
37	Whitefield Townscape Heritage Initiative	42,500			N Watson
38	Links to the Pennine Bridleway				
		502,500	40,000	40,000	

**Pendle Borough Council  
Capital Programme for 2010-13**

Ref. No.	Details	2010/11 Capital Programme £ (3)	2011/12 Capital Programme £ (4)	2012/13 Capital Programme £ (5)	Budget Holder (6)
(1)	(2)				
	<b>Asset Renewal</b>				
	<b>Administrative Buildings</b>				
39	Asbestos Management Plan	11,200		11,200	S Livesey
40	Legionella Management	24,640		24,640	S Livesey
41	Disability Discrimination Adaptations (Various)	55,130		28,000	S Livesey
42	Energy Conservation (not including renewable technologies)			22,400	S Livesey
43	Energy Conservation (including renewable technologies)			44,800	S Livesey
	<b>Nelson Town Hall</b>				
44	Office refurb. Ph1 Directorate & Development, Ph2 Legal, Ph3 Members Rooms			16,800	S Livesey
	<b>Industrial Units</b>				
45	Clayton Street - Roof Refurbishment			13,440	S Livesey
	<b>Operational Services</b>				
46	Work to Community Halls			8,600	I McNery
	<b>Council Shops</b>				
47	Brierfield Town Hall - DDA Improvements	50,000			S Livesey
	<b>Leisure Trust</b>				
48	Contribution to sinking fund	150,000			K Stansfield
	<b>Public Conveniences</b>				
49	Refurbishment Capital Programme			12,600	I McNery
	<b>Car Parks</b>				
50	Rolling Programme to be Agreed by Asset Management group			60,000	P Atkinson
	<b>Passenger Shelters</b>				
51	Programmed Renewal			10,000	P Atkinson
	<b>Sports Fields</b>				
52	Edge End Changing Facilities				
53	- Changing Facilities	500,000	250,000		C Patten
54	- Construction of Car Park	55,000			C Patten
55	- MUGA	70,000			C Patten
56	Bullholme Changing Facilities	250,000			C Patten
	<b>Children and Youth Play Facilities</b>				
57	Children's Play Rolling Programme	80,000			C Patten
		1,245,970	250,000	252,480	

## **OTHER NOTES**

**COLLECTION FUND  
COUNCIL TAX  
SERVICE AREA STATEMENT  
OPERATIONAL SERVICES STATEMENT**

# COLLECTION FUND

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised			
		£	£	£	£	£	£
<b>CFQ4</b>	<b>Expenditure</b>						
	Precepts						
0301	Lancashire County Council	28,908,867		28,908,867		29,052,062	
0302	Borough of Pendle	6,270,070		6,270,070		6,301,130	
0304	Lancashire Police Authority	3,706,111		3,706,111		3,834,255	
0304	Lancashire Combined Fire Authority	1,627,902		1,627,902		1,668,470	
0303	Parish & Town Councils	350,655		350,655		344,422	
			40,863,605		40,863,605		41,200,339
	National Non Domestic Rate						
0311	Contribution to NNDR Pool	16,832,835		16,832,835		17,116,181	
0331	Collection Allowance	135,836		135,836		136,293	
			16,968,671		16,968,671		17,252,474
0340	Losses on Collection		1,047,552		270,000		1,056,410
	Surplus Paid Over						
0391	Lancashire County Council	561,516		561,516		436,642	
0391	Borough of Pendle	130,002		130,002		99,998	
0391	Lancashire Police Authority	70,882		70,882		55,976	
0391	Lancashire Combined Fire Authority	31,364		31,364		24,588	
			793,764		793,764		617,204
	Balance Carried Forward		-		617,204		-
	Total Expenditure		59,673,592		59,513,244		60,126,427
<b>CFQ4</b>	<b>Income</b>						
0391	Balance Brought Forward		793,764		436,943		617,204
0351	Council Tax		41,560,502		41,756,975		41,912,327
0361	NNDR Collected		16,968,671		16,968,671		17,252,474
0351	Parish & Town Councils		350,655		350,655		344,422
	Total Income		59,673,592		59,513,244		60,126,427

## Notes

The Collection Fund is the statutory account which handles:

- receipts from the council tax
- precepts from the major precepting authorities
- precepts from minor precepting authorities (parish and town councils)
- receipts from the national non-domestic rate and payments on to the Government

Pendle Borough Council is the council tax billing authority and the administering authority for the Collection Fund.

The council tax is based on precepts decided by the respective precepting authorities. Estimates for income from council tax for the year 2010/11 are based on a tax base of 26,885 band-D-equivalents and an overall collection rate of 97.5%

The national non-domestic rate (NNDR) is a Government scheme; receipts are passed on to the Government (who give an allowance to the billing authority for administrative costs). The NNDR is based on a nationally determined rate in the pound as applied to the rateable value of individual commercial and industrial properties. The two multipliers are: the standard multiplier at 41.4p and the small business multiplier at 40.7p (the standard multiplier is higher to pay for the small business rate relief).

Billing and major precepting authorities are required to share any surplus or make a contribution towards any Collection Fund deficit from previous years.

The Collection Fund is operated in line with detailed statutory requirements.

For further information, contact  
Dean Langton : Financial Manager (Telephone 01282 661866)

# COUNCIL TAX

## 2010/11

Valuation Bands	A £.p up to £40,000	B £.p £40,001 to £52,000	C £.p £52,001 to £68,000	D £.p £68,001 to £88,000	E £.p £88,001 to £120,000	F £.p £120,001 to £160,000	G £.p £160,001 to £320,000	H £.p over £320,000
Levying Authority								

### Council Tax

Services provided by :-

Lancashire County Council	738.87	862.01	985.16	<b>1,108.30</b>	1,354.59	1,600.88	1,847.17	2,216.60
Borough of Pendle	160.25	186.96	213.67	<b>240.38</b>	293.80	347.22	400.63	480.76
Lancashire Police Authority	97.51	113.77	130.02	<b>146.27</b>	178.77	211.28	243.78	292.54
Lancashire Combined Fire Authority	42.43	49.51	56.58	<b>63.65</b>	77.79	91.94	106.08	127.30

### Council Tax (excluding Parish & Town Council Precepts)

	1,039.06	1,212.25	1,385.43	<b>1,558.60</b>	1,904.95	2,251.32	2,597.66	3,117.20
--	----------	----------	----------	-----------------	----------	----------	----------	----------

### Council Tax charges in areas of the Borough where Parish & Town Council Precepts apply :-

	Precept £	A £.p	B £.p	C £.p	D £.p	E £.p	F £.p	G £.p	H £.p
Barley	0.00	1,039.06	1,212.25	1,385.43	1,558.60	1,904.95	2,251.32	2,597.66	3,117.20
Barnoldswick	80,000.00	1,055.96	1,231.97	1,407.96	1,583.95	1,935.93	2,287.93	2,639.91	3,167.90
Barrowford	65,738.00	1,058.61	1,235.06	1,411.49	1,587.92	1,940.78	2,293.67	2,646.53	3,175.84
Blacko	2,382.39	1,044.57	1,218.68	1,392.77	1,566.86	1,915.04	2,263.25	2,611.43	3,133.72
Brierfield	40,755.00	1,050.74	1,225.88	1,401.00	1,576.12	1,926.36	2,276.62	2,626.86	3,152.24
Colne	41,196.00	1,044.40	1,218.47	1,392.54	1,566.60	1,914.73	2,262.87	2,611.00	3,133.20
Earby	26,683.00	1,052.48	1,227.90	1,403.32	1,578.72	1,929.54	2,280.38	2,631.20	3,157.44
Foulridge	7,885.00	1,048.20	1,222.91	1,397.61	1,572.30	1,921.69	2,271.10	2,620.50	3,144.60
Goldshaw Booth	2,500.00	1,053.62	1,229.23	1,404.84	1,580.43	1,931.63	2,282.85	2,634.05	3,160.86
Higham with West Close Booth	7,645.00	1,053.94	1,229.60	1,405.26	1,580.91	1,932.22	2,283.54	2,634.85	3,161.82
Kelbrook and Sough	0.00	1,039.06	1,212.25	1,385.43	1,558.60	1,904.95	2,251.32	2,597.66	3,117.20
Laneshawbridge	1,116.00	1,041.43	1,215.01	1,388.59	1,562.15	1,909.29	2,256.44	2,603.58	3,124.30
Nelson	55,801.60	1,044.24	1,218.30	1,392.34	1,566.37	1,914.44	2,262.54	2,610.61	3,132.74
Old Laund Booth	4,262.00	1,043.60	1,217.55	1,391.48	1,565.41	1,913.27	2,261.15	2,609.01	3,130.82
Reedley Hallows	2,500.00	1,041.46	1,215.04	1,388.62	1,562.19	1,909.34	2,256.50	2,603.65	3,124.38
Roughlee Booth	3,733.00	1,055.14	1,231.00	1,406.86	1,582.71	1,934.42	2,286.14	2,637.85	3,165.42
Salterforth	2,225.00	1,045.06	1,219.24	1,393.42	1,567.59	1,915.94	2,264.30	2,612.65	3,135.18
Trawden Forest	0.00	1,039.06	1,212.25	1,385.43	1,558.60	1,904.95	2,251.32	2,597.66	3,117.20

Total 344,421.99

**Note :** Band A has a sub-division A- for disabled people

# SERVICE AREA STATEMENT

Page No.	Detail	2009/10				Estimate 2010/11	
		Approved		Revised			
		£	£	£	£	£	£
196	Service Areas		(308,700)		(418,690)		(250,530)
			(308,700)		(418,690)		(250,530)
	Allocation						
	Directorate		(77,600)		(87,270)		-
	Chief Executive's Policy Unit		(22,250)		(125,480)		(2,320)
	Liberata - Human Resources		-		(4,070)		-
	Liberata - Information Technology		-		(14,820)		-
	Liberata - Property Services		-		(4,970)		-
	Liberata - Treasury Services		-		(23,640)		-
	Holding Account		190,520		138,950		(251,450)
	Accountancy & Audit		(31,380)		(2,440)		-
	Democratic & Legal		(42,750)		20,940		(19,080)
	Planning & Building Control		(59,790)		(88,420)		-
	Operational Services		(97,720)		(82,820)		-
	Environmental Health Service		(93,810)		(128,240)		-
	Parks & Recreation Services		1,020		11,070		-
	Housing Regeneration Services		(55,030)		6,170		(21,490)
	Economic Development & Tourism		(7,700)		(19,610)		43,810
	Engineering & Special Projects		(12,210)		(14,040)		-
	Housing & Community Care		-		-		-
			(308,700)		(418,690)		(250,530)

# BOROUGH OF PENDLE

## SERVICE AREA STATEMENT

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised			
		£	£	£	£	£	£
<b>S11RH1</b>	<b><u>Service Areas</u></b>						
	<b><u>Expenditure</u></b>						
	Employee Expenses						
10**	Operational	9,854,910		9,817,200		9,732,270	
12**	Insurance	191,560		147,070		100,840	
12**	Other Employee Expenses	38,500		39,570		40,660	
			10,084,970		10,003,840		9,873,770
	Premises Related Expenses						
23**	Rents		32,400		37,950		28,430
	Transport Related Expenses						
35**	Hire of Transport	72,680		73,270		79,980	
38**	Car Allowances	95,520		87,230		88,060	
38**	Car Leasing	108,400		91,850		104,410	
39**	Insurance	15,750		17,020		20,400	
			292,350		269,370		292,850
	Supplies & Services						
40**	Equipment, Furniture & Materials	40,340		39,030		39,300	
42**	Clothing & Uniforms	4,720		4,170		4,170	
43**	Printing & Stationery	150,310		150,230		145,200	
44**	Services	110,600		102,500		92,710	
45**	Postages	34,640		36,480		36,850	
45**	Telephones	122,750		87,390		51,950	
45**	Computer Charges	380		380		380	
46**	Expenses	41,230		44,080		43,080	
47**	Misc Expenses : Advertising	16,680		14,860		14,860	
47**	Misc Expenses : Other	72,720		47,060		47,330	
			594,370		526,180		475,830
	Agency & Contracted Services						
53**	Liberata		4,135,440		4,122,190		4,174,030
	Central Support Services						
70**	Administrative Buildings Exps	413,700		410,960		419,170	
78**	Internal Market	2,915,750		2,915,750		2,689,080	
			3,329,450		3,326,710		3,108,250
	Capital Financing Costs						
80**	Leasing Charges		98,420		98,420		98,420
	Total Expenditure		18,567,400		18,384,660		18,051,580
	<b><u>Income</u></b>						
	<i>Customer &amp; Client Receipts</i>						
93**	Fees & Charges	273,810		276,830		227,070	
96**	External Funding Receipts	2,502,190		2,411,320		2,422,540	
			2,776,000		2,688,150		2,649,610
	<i>Recharges to Other Accounts</i>						
98**	Internal Market : Service Areas	2,915,750		2,915,750		2,689,080	
9A**	Internal Market : End Users	13,184,350		13,199,450		12,963,420	
			16,100,100		16,115,200		15,652,500
	Total Income		18,876,100		18,803,350		18,302,110
	<b>Net Expenditure carried to Summary</b>		<b>(308,700)</b>		<b>(418,690)</b>		<b>(250,530)</b>

# OPERATIONAL SERVICES STATEMENT

Page No.	Detail	2009/10		Estimate 2010/11
		Approved	Revised	
		£      £	£      £	£      £
198	Operational Costs	3,301,750	3,044,760	3,078,310
		3,301,750	3,044,760	3,078,310
	Allocation			
	Street Cleansing	1,099,990	1,044,060	1,074,490
	Domestic Waste Collection	1,149,290	1,140,730	1,148,250
	Trade Waste	65,420	(4,360)	(136,030)
	Recycling Initiatives	987,050	864,330	991,600
		3,301,750	3,044,760	3,078,310

# BOROUGH OF PENDLE

## OPERATIONAL SERVICES STATEMENT

Code No.	Detail	2009/10				Estimate 2010/11	
		Original		Revised			
		£	£	£	£	£	£
	<b>Operational Costs</b>						
	<b>Expenditure</b>						
	Employee Expenses						
10**	Operational	1,559,020		1,447,760		1,536,660	
10**	Agency	410,800		377,550		296,330	
12**	Insurance	28,260		17,640		12,240	
12**	Other Employee Expenses	6,310		6,310		6,310	
			2,004,390		1,849,260		1,851,540
	Premises Related Expenses						
21**	Site Maintenance etc	4,000		4,000		4,000	
26**	Waste Management Licences	3,590		-		-	
26**	Waste Disposal Costs	116,540		116,540		116,540	
27**	Operational Building Expenses	35,030		36,580		38,380	
			159,160		157,120		158,920
	Transport Related Expenses						
32**	HGV Licences	290		290		290	
34**	Pooled Transport	1,061,940		979,220		1,071,940	
			1,062,230		979,510		1,072,230
	Supplies & Services						
40**	Equipment	46,910		40,020		32,020	
40**	Materials	42,450		66,300		85,200	
40**	Subcontractors	105,370		105,370		105,370	
42**	Clothing & Uniforms	8,000		8,000		8,000	
45**	Telephones	5,000		5,000		5,000	
47**	Misc Expenses : Other	21,390		23,990		15,410	
47**	Publicity	53,800		53,800		15,000	
47**	Delivery of Bins/Boxes	31,450		39,980		40,380	
47**	Collection Costs	34,650		29,790		29,090	
47**	Gate Fee	38,110		6,200		27,750	
47**	Haulage	12,350		59,800		52,000	
50**	Flytipping	2,500		3,500		3,500	
50**	Land Fill Tax	126,200		126,200		126,200	
			528,180		567,950		544,920
	Central Support Services						
71**	Internal Market		915,470		915,470		884,090
	Capital Financing Costs						
82**	Leasing Charges	62,750		62,750		62,750	
87**	Capital Charges	103,320		103,320		103,320	
			166,070		166,070		166,070
	Total Expenditure		4,835,500		4,635,380		4,677,770
	<b>Income</b>						
	Customer & Client Receipts						
93**	Charges for Services	663,990		635,940		668,270	
93**	Fixed Penalty Notices	15,400		8,100		8,100	
93**	Lancashire County Council	11,240		11,200		11,310	
93**	Cost Sharing Payment	670,900		672,500		719,270	
93**	Sale of Materials	30,000		98,210		26,390	
			1,391,530		1,425,950		1,433,340
	Recharges to Other Accounts						
96**	Recharges		142,220		164,670		166,120
	Total Income		1,533,750		1,590,620		1,599,460
	Net Expenditure carried to Summary		3,301,750		3,044,760		3,078,310

# INDEX

# BOROUGH OF PENDLE

## INDEX

Cost Centre	Code No.	Page No.
<b>A</b>		
Administrative Buildings	S2231	95-96
Air Pollution	S15021	141-143
Allotments	S2232	97
Arts Development & Support	S1102	80-81
Audit Fees	S1103	82
<b>B</b>		
Bad Debts Write Offs	S1103	82
Benefits : Council Tax	S2243	103-105
Benefits : Rent Allowances	S2244	106
Building Control	S1301	119
Bus Stations	S1909	176
<b>C</b>		
Capital Programme		189-192
Car Parking	S1906	173
CCTV	S1051	76
Cemeteries	S1603	152
Chief Executive's Policy Unit	S10	74-77
Christmas Events for the Elderly	S1407	134
Christmas Decorations	S1913	179
Citizens Advice Bureaux	S1102	80-81
Civil Contingencies Act	S1408	135
Civic Expenses	S1205	115
Collection Fund	CFQ4	193
Community 'Bus Scheme	S1409	136
Community Centres	S1406	133
Community Safety Partnership	S1052	76
Contact Centre	S104	75
Concessionary Fares	S1107	85
Conveniences	S1404	131
Corporate Management	S101	74
Council Elections	S1202	111-112
Council Tax	S2242	103-105
Council Tax Benefits	S2243	103-105
Countryside Access	S1903	172
<b>D</b>		
Decorations for Christmas & Eid	S1913	179
Democratic & Legal Services	S12	110-117
Derelict Vehicles	S1903	170
Development Control	S1302	120
Detached Workers	S1102	80-81
Directorate	S01	71-72
District Highways	S1903	170
Dog Warden	S1403	130
Domestic Waste Collection	S14021	127
Donations	S1102	80-81
Dropped Kerb Crossings	S1903	170

# BOROUGH OF PENDLE

## INDEX

Cost Centre	Code No.	Page No.
<b>E</b>		
Earby & Salterforth Drainage Board	S1105	83
Economic Development & Tourism	S18	161-167
Eid Decorations	S1913	179
Economic Development	S1803	164
Emergency Planning	S1408	135
Emergency Work- District Highways	S1903	170
Employee Issues	S2112	92
Employment Schemes	S2111	92
Enforcement	S1302	120
Engineering & Special Projects	S19	169-181
Environmental Health Services	S15	141-143
Estates	S2233	98
External Auditor	S1103	82
Externally Funded Schemes		182-188
<b>F</b>		
Facilities operated by Pendle Leisure	S1110	87-88
Financial Services	S11	78-108
Fisheries	S16012	146-148
Food Hygiene	S1501	140
Footpaths	S1903	170
<b>G</b>		
General Environmental Enhancement	S13032	121-122
Grass Cutting	S1903	170
Grants	S1102	80-81
Groundwork Foundation	S1101	80-81
<b>H</b>		
Heritage Trust for the North West	S1102	80-81
Home Improvement Agency	S1703	158
Homelessness	S1701	156
Housing Advances	S2246	107
Housing Benefits	S2244	106
Housing Regeneration Services		155-160
Housing Strategy	S1702	157
<b>I</b>		
Industrial Estates	S2235	101
Information & Visitor Centre	S1805	165
Interest & Investment	RA9411	69
<b>L</b>		
Lancashire Economic Partnership	S1101	79
Land Charges	S1203	113
Land Drainage : Non Agency	S1910	177
Leisure Trust	S1110	87-88
Local Government Associations	S1101	79
Local Land Charges	S1203	113
Luncheon Clubs	S1405	132

# BOROUGH OF PENDLE

## INDEX

Cost Centre	Code No.	Page No.
<b>M</b>		
Mainstreaming Sustainability	S103	75
Markets	S2234	99-100
Mayoralty & Member Services	S1201	110
Members Allowances	S1201	110
Mid Pennine Arts Association	S1102	80-81
Miscellaneous Provisions	S1104	83
MODAPS (Modern Apprentices)	S2111	92
Multi-Racial Playbus Scheme	S1102	80-81
<b>N</b>		
Nelson CCTV	S1051	76
NNDR Cost of Collection	S2241	103-105
Noise Control	S15022	141-143
North West Arts	S1102	80-81
North West Employers Organisation	S1101	79
North West Regional Assembly	S1101	79
North West Tourist Board	S1101	79
<b>O</b>		
Occupational Health	S15023	141-143
Open Spaces	S16022	149-151
Operational Services	S14	124-138
Other Employee Issues	S2112	92
Outdoor Sports	S1601	146-148
<b>P</b>		
Parish Councils	S1106	84
Parking	S1906	173
Parks	S16021	149-151
Parks Games	S16013	146-148
Parkwise	S1906	173
Passenger Shelters	S1908	175
Pendle Enterprise Trust	S1102	80-81
Pendle Heritage Centre	S1102	80-81
Pendle Leisure Trust	S1110	87-88
Pendle Women's Refuge	S1704	159
Pest Control	S15025	141-143
Picnic Sites	S16024	149-151
Planning Policy	S13031	121-122
Planning Applications	S1302	120
Planning and Building Control	S13	118-123
Play Bus	S1102	80-81
Playgrounds	S16023	149-151
Playing Fields	S16011	146-148
Print Unit	S1206	116
Private Sector Housing	S1703	158
Private Street Works	S1901	169
Promotions	S1803	164
Properties	S2233	98
Public Health	S15024	141-143

# BOROUGH OF PENDLE

## INDEX

Cost Centre	Code No.	Page No.
<b>R</b>		
Rates	S2241	103-105
Reclamation	S1802	163
Recreation and Sport	S1601	146-148
Recycling Initiatives	S14023	129
Register of Electors	S1202	111-112
Rent Allowances	S2244	106
Residual Highways	S1904	171
Road Signs	S1903	170
Roadside Seats	S1903	170
Route Subsidies	S1907	174
<b>S</b>		
Service Areas	S11RH1	91
Service Strategy	S1702	157
Shop Mobility	S1102	80-81
Social/Community Centres	S1406	133
Sports Development	S1102	80-81
Street Cleansing	S1401	125-126
Street Nameplates	S1903	170
Subscriptions		79
<b>T</b>		
Tourism	S1801	162
Town Centres	S1806	166
Town Twinning	S1205	115
Trade Waste	S14022	128
Traffic Census	S1903	170
Transport Subsidies	S1907	174
<b>W</b>		
Waste Collection	S14021	127
Women's Refuge	S1704	159
Writing off Bad Debts	S1103	82