

Borough of Pendle

2009/10 BUDGETS

Dean Langton
Chief Finance Officer

Putting people first

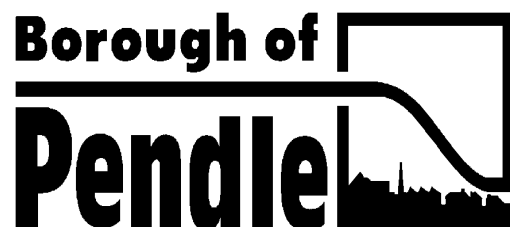


CONTENTS

	Page
Introduction	
Budget Overview	1
General Revenue Account	
Revenue Budget Report	4
General Fund Revenue Budget	69
General Fund Summary	70
Directorate	72
Chief Executive's Policy Unit	74
Financial Services	99
Democratic & Legal Services	110
Planning & Building Control	119
Operational Services	125
Environmental Health Services	140
Parks & Recreation Services	146
Housing Regeneration Services	155
Economic Development & Tourism	161
Engineering & Special Projects	168
Externally Funded Schemes	
Estimates	182
Capital Fund	
Capital Programme 2009/12	189
Other Notes	
Collection Fund	194
Council Tax for Each Area	195
Service Area Statement	196
Operational Services Statement	198
Index	200

INTRODUCTION

BUDGET OVERVIEW



Budget Overview 2009/10

1. Introduction

- 1.1 On 19th February 2009 the Council approved a Budget Requirement for 2009/10 of £17.418m (compared to £17.268m for the previous year).
- 1.2 In order to fund this Budget Requirement, the Council set the Band D Council Tax rate for 2009/10 for the District at £240.38 (£240.38 in 2008/09), being no change from the previous financial year.
- 1.3 The total Band D Council Tax for 2009/10 (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 £1,566.62 an increase of £44.07 or 2.89% compared to 2008/09. The actual rate will vary according to the precept issued for each Town and Parish Council area.

2 General Fund Revenue Budget 2009/10

- 2.1 The Council's Budget Requirement of £17.417m was set within the context of the Council's Medium Term Financial Plan. This provided for:
 - pay inflation of 2.75%;
 - staff increments payable as per current grades/contracts;
 - non pay inflation of 2.5% (although some budgets were cash limited);
 - pension contributions of 21.6%;
 - contract inflation as per amounts agreed in contracts;
 - fees and charges determined following the Income Review undertaken in October 2008.
- 2.2 Other key features of the budget include:
 - an increase in the budget requirement of £150k (or 0.86%);
 - additional Government Funding through the Formula Grant of £149k (or 1.38%)
 - an agreed contribution from the Budget Strategy Reserve of £750k in accordance with the Council's Balances and Reserves Strategy;
 - an agreed use of other specific reserves totalling £838k; and
 - service efficiencies, savings and income generation proposals estimated to reduce the overall budget by c£604k in 2008/09;
- 2.3 A full summary of the Council's General Fund Revenue Budget is provided on page 69 of the Budget Book while 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 10th February 2009, is provided at pages 4 to 68 with the recommendations of the Executive, to the Council meeting on 19th February 2009, provided on pages 4 to 5.

3 Council Tax 2009/10

3.1 The table below illustrates how the Council Tax for 2009/10 has been calculated:

		£	Band D £
Budget Requirement		17,417,570	667.75
<i>Less</i>			
Revenue Support Grant		(2,066,100)	(79.21)
Re-distributed Business Rates		(8,951,400)	(343.18)
Collection Fund Surplus		(130,000)	(4.98)
Balance from Council Taxpayers	A	6,270,070	240.38
Council Tax base (number of properties)	B	26,084	
Council Tax for District Services	(A/B)	240.38	
<i>Add</i>			
Lancashire County Council		1,108.30	
North Yorkshire Police Authority		62.41	
North Yorkshire Fire & Rescue Authority		142.08	
Average Parish/Town Council		13.44	*1
TOTAL COUNCIL TAX (at Band D)		1,566.62	*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 2009/10.

4. Capital Programme 2009/10

4.1 The Council's Capital Programme for 2009/10 totals £14.258m (excluding slippage from 2008/09) made up as follows:-

	Programme 2009/10 £000
Elevate	9,410
Private Sector Housing	1,638
Asset Renewal	1,152
Parks and Recreation	390
Resource Procurement	152
Others	0
- Area Committee	300
- IT Strategy	100
- Environmental Improvements	884
- Other Miscellaneous Works	232
TOTAL	14,258

4.2 A full analysis of the Capital Programme, together with the means of financing, is provided on pages 190 and 193.

6. Key Features of the Presentation of the Budget Book

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 70 to 71;
- 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;

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.

6.3 Improvements in presentation continue to be sought and any comments and feedback in this regard are welcomed.

**Dean Langton, CPFA
Chief Finance Officer
March 2009**

**GENERAL FUND
REVENUE ACCOUNT**

**REVENUE BUDGET
REPORT**

REPORT OF: MANAGEMENT TEAM

TO: THE EXECUTIVE

DATES: 10th FEBRUARY 2009

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GENERAL FUND REVENUE BUDGET 2009/10

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 2009/10 and 2010/11 and the implications for the Council;
 - b) consider the proposed General Fund Revenue budget for 2009/10;
 - c) provide details of the Council's Medium Term Financial Plan for the period 2009/12 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 19th February 2009 on the level of Council Tax to be set for the financial year 2009/10.

RECOMMENDATIONS

2. The Executive is recommended to:-
 - a) have regard to [Appendix O](#) to this report in respect of the robustness of Council's budget estimates and adequacy of reserves when considering recommendations (d) to (l) below;
 - b) note the outcome of the Local Government Finance Settlement for 2009/10 and the provisional settlement figures for 2010/11;
 - c) note the projected outturn position in the current financial year;

- d) subject to the Executive's consideration of the options proposed by the Leisure Trust as set out at [Appendix E](#) agree to:-
- i) pay additional grant of up to £80,000 to the Leisure Trust in 2008/09 and give delegated authority to the Chief Finance Officer to make the necessary adjustments to reflect this in the Council's budget in 2008/09 and to determine the amount and timing of any payments to the Trust;
 - ii) provide a grant to the Leisure Trust of £2,094,210 for 2009/10 (and in doing so, permit the Trust to increase admission prices for facilities by 10% from 1st April 2009);
 - iii) note that a further payment of £198,000 will be made in 2009/10 to meet the estimated net operating cost of the ACE Centre;
- e) in view of the anticipated funding shortfall, agree not to implement the free swimming scheme for those aged 16 and under;
- f) note the proposal to maintain the General Fund Minimum Working Balance at £1.250m;
- g) in relation to the Waste Management Services Review, agree that:-
- i) a further report on options for the Trade Waste function is presented to the Executive in due course.
 - ii) plastic bottles, cans and glass are collected for recycling co-mingled using a wheeled bin;
 - iii) the existing vehicle contract is extended until October 2010 and the fleet is replaced in June 2009 in line with the requirements for co-mingled collections;
- h) 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;
- i) make recommendations to the full Council on 19th February 2009 on the General Fund Budget Requirement for 2009/10 having regard to the recommended budget as set out in this report (and detailed at [Appendix I](#));
- j) require each Service to operate within its budget for 2009/10, once approved, and that these budgets be cash limited and subject to regular monitoring and control;
- k) subject to the Executive's consideration of the budget proposals in this report, to recommend to Council on 19th February 2009, an increase in the Band D Council Tax for 2009/10 of 3.50% (an increase of £8.41 for the year) from £240.38 to £248.79;
- l) request that a further report be brought back to a future meeting of the Executive updating the Financial Strategy and Medium Term Financial Plan for 2009/13.

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 Members and submitted to the Executive on 18th December 2008) 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 2009/10 with details also provided of the provisional financial settlement for 2010/11. As explained in the first Budget Report, this will be second 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 2009/10;
 - 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 2009/10 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 2009/10 (and 2010/11)

8. Details of the provisional Local Government Finance Settlement (LGFS) for this Council were received in late November 2008 and reported to the Executive on 18th December 2008. In addition to confirming details of the proposed 2009/10 settlement (as originally announced in November 2007), the Government also provided details of the provisional settlement for 2010/11, consistent with its intention of providing multi-year settlement data.
9. Following consideration of the First Budget Report on 18th December 2008, the Executive resolved, amongst other things, to give delegated authority to the Chief Finance Officer, in consultation with the Executive Member 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](#).
10. On 21st January 2009, 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 2009/10 along with indicative allocations for 2009/10 and 2010/11 are provided in Table 1 below:-

Table 1: Formula Grant Allocation 2009/10, 2010/11 and Forecast 2011/12

	Actual 2008/09 £000	Provisional 2009/10 £000	Indicative 2010/11 £000	Forecast 2011/12 £000
Formula Grant Allocation	10,868	11,017	11,124	11,124
Change from Previous Year (£)	+264	+149	+107	-
Change from Previous Year (%)	2.49%	1.37%	0.97%	-

11. As expected, the final settlement remains unchanged from the figures provided in November 2008 and, for 2009/10, reflects the amount of grant payable to the Council. The provisional grant figure for 2010/11 is equally expected to be the amount of grant payable to the Council for that year. As the 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 4.5% – the proposed settlements represent an overall year-on-year reduction in resources available of 2.99% (and a further real terms reduction in 2010/11 of 3.38% if inflation is maintained at the current level).
12. Although Table 1 above suggests the Formula Grant Allocation for 2011/12 will be frozen, it is too early to predict this with confidence. Given the current and forecast economic climate combined with ambitious targets for efficiency savings being established by the Government (a further £5bn efficiency savings will be required to balance the Government's own budget in 2011/12), there is a real possibility of a cash reduction in grant from 2011/12 which will be the first year following the current 3-year financial settlement.
13. 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 2009/10 has been reduced by a further c£158,000 in order 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:-

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

	Actual 2003/04 to 2007/08 £000	Actual 2008/09 £000	Indicative 2009/10 £000	Indicative 2010/11 £000	Total £000
Formula Grant Allocation	48,701	11,159	11,175	11,195	82,230
Cash Grant Withheld	(2,593)	(291)	(158)	(71)	(3,113)
Actual Cash Grant Received	46,108	10,868	11,017	11,124	79,117

14. As the table shows, the amount of grant withheld diminishes over the 3 year period beginning 2008/09 as the level of the 'floor' reduces; in 2008/09 the 'floor' was 1.0% whilst in 2009/10 and 2010/11 it is 0.5% in both years. Given the limited year-on-year increase in grant proposed, it is unlikely that the Council will recover the grant withheld even as the effects of the 'floor' mechanism unwind.

Other Grant Funding 2009/10 and 2010/11

15. In the report to the Executive on 18th December 2008, details were provided of additional grant funding that will be payable to the Council in 2008/09, 2009/11 and 2010/11. Where these are applicable to the Council, details are again provided below:-
- **Area Based Grant (ABG)** – Although currently subject to consultation, there has been no change to the proposed allocations of ABG for 2009/10 and 2010/11. For Pendle, ABG in 2009/10 should be £1.847m for 2009/10 and £2.073m for 2010/11. As Members will be aware, ABG comprises both Working Neighbourhoods Funds and Community Cohesion Funding;
 - **New Concessionary Fares Scheme 2008** – The Council will receive a further £274k in 2009/10 and £281k in 2010/11 to meet the additional cost of Concessionary Fares;
 - **Housing and Council Tax Benefit Administration Subsidy** – As previously reported, the amount of Housing and Council Tax Benefit Administration Subsidy was expected to be reduced reflecting the efficiency savings required by the Department of Work and Pensions. However, due to changes in methodology for the grant allocation, the Council has received a 1.1% (c£10k) increase in grant funding;
 - **Housing and Planning Delivery Grant** – the Government has confirmed that the Council will receive £129k of Housing and Planning Delivery Grant for 2008/09. This is split 68% revenue and 32% capital. It has been assumed that the Council will receive the same level of revenue grant in 2009/10 although details of the likely grant allocations for the next financial year have still yet to be released;
 - **Local Authority Business Growth Incentive** – The Government is again currently consulting on the new Local Authority Business Growth Incentive (LABGI) Scheme for 2009/10, having not operated the Scheme in 2008/09. Initial indications are that, given the amount available nationally (£150m), the Council's share will be considerably less than has been received in previous years, with recent figures suggesting c£15k for 2009/10.
16. At the time of writing, the Government has yet to release allocations for a number of other specific and special grants e.g. 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 2008/09

17. At the meeting of the Executive on 18th December 2008, Members approved the Revised Estimates for 2008/09. At that time, it was estimated that the outturn position on the General Fund Revenue Budget would be c£499k less than the original estimate for the year, a position that would result in an equivalent reduction in the contribution from the Budget Strategy Reserve in order to balance the budget.
18. Monitoring of the Council's budget for the year has continued since the Revised Budget was agreed and Table 3 provides a summary of the position as at the end of December 2008:-

Table 3: Forecast Outturn 2008/09

	Revised Budget 2008/09 £000	Forecast Outturn 2008/09 £000	Variance £000
Net Cost of Services	18,862	18,408	(454)
Corporate Income and Expenditure	(1,275)	(1,209)	66
Net Expenditure	17,587	17,199	(388)
Budget Requirement	17,268	17,268	-
Net Contribution to/(from) Reserves	(319)	69	388

19. The main variance since the Executive agreed the Revised Budget in December 2008 is a forecast underspend of £275k on Concessionary Fares. As Members will be aware, the Council has agreed to enter into a pooling arrangement for the cost of Concessionary Fares in Lancashire. Following much discussion about the structure of the pooling arrangement, which has affected how much each Council contributes to the pool, it is now estimated that the Council's contribution to the pool in 2008/09 will be £275k less than the Revised Budget.
20. At the meeting of the Executive on 20th November 2008, Members considered a report including a request from the Pendle Leisure Trust to increase admission fees at its various leisure facilities in the Borough. Following consideration of this matter, Members resolved that:-
- "...a 5% increase in fees and charges for core services offered by Pendle Leisure Trust be agreed and the Trust be requested to seek to achieve savings in order to balance the budget in both this and the next financial year."*
21. In submitting its grant request for 2009/10, more details of which are provided below, the Leisure Trust has provided options aimed at delivering savings in its budget. These options are set out at **Appendix E** for Members consideration. In view of the limited time available to implement actions for 2008/09, the options are limited and are unlikely to have a material impact on the Trust's financial position. As a consequence, the Executive is requested to give approval to an additional amount of grant totaling £78,000 which should allow the Trust to achieve a balanced budget.
22. The Forecast Outturn as shown in table 3 above reflects the best estimate of the likely outturn position for 2008/09. Members may recall that the original approved budget assumed a drawdown from the Budget Strategy Reserve of £818k to balance the budget for 2008/09. In view of the estimated outturn shown in Table 2 above, it is now likely that there will be a contribution to the Budget Strategy Reserve of £69k, a position which is demonstrable of the prudent management of the Council's finances whilst maintaining service delivery.
23. 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

24. The position with Balances and Reserves is largely unchanged from that set out in the First Budget Report.
25. 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 report on this matter was presented to the Executive at its meeting on 15th July 2008.

26. A summary of the Council's Balances and Reserves is provided at [Appendix C](#). 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 31st March 2008, the Budget Strategy Reserve was £2.290m. On the basis of the Revised Budget, there will be a contribution to the reserve of £69k in 2008/09 giving an estimated balance at 31st March 2009 of £2.359m. It is currently planned to use the reserve at a rate of £500k in each of the next three years starting in 2009/10;
 - As reported in the Medium Term Financial Plan, it is planned to use £750k from the VAT Shelter Reserve to support the budget in 2009/10. Estimates have been included in the analysis at [Appendix C](#) for the amounts expected to be received in relation to the VAT Shelter in future years and how these are planned to be used. However, it should be noted that the profile of this income over the life of the MTFP is subject to change depending on the rate at which Housing Pendle undertakes its Housing Repairs Programme;
 - 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 2009/10, it is expected that part of both the Empty Property Reserve and the LABGI Reserve will be utilised to meet the cost of an Environmental Health Officer (to deal with Empty Homes) and the operating cost of the Discover Pendle Centre respectively.
27. Overall, therefore, on the basis of current estimates, it is assumed that a total of c£1.463m (see [Appendix I](#)) will be used from the Council's Reserves to support the General Fund Revenue Budget in 2009/10. Given the Council's present aim of achieving a balanced budget with a prudent use of reserves, as set out in the Financial Strategy, 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 2009/10

Development of Budget Estimates 2009/10

28. As outlined in the report to the Executive on 18th December 2008, the Base Budget for 2009/10 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 are set out in the First Report. However, since the last report, work has continued to 'firm up' the Base Budget for 2009/10 (and future years). The results of this work are provided below.
29. A number of issues were raised in the previous report where information was not available or funding was subject to confirmation. An update on these issues as follows:-
- **Waste Collection Services Review** – Details of the outcome of the Waste Collection Services Review were provided in the report to the Executive on 18th December 2008. A reporting providing the findings and recommendations of the Review Group is provided at [Appendix D](#).

As indicated, further work is required in relation to the review of Trade Waste Services but it is recommended in this report to implement the changes to the method of recycling. In particular, it is proposed to implement a system of co-mingled collection which will permit the collection of recyclable such as plastic bottles, glass and cans in a wheeled bin. In doing so, it is also recommended that the current Fleet Vehicles contract is extended to October 2010.

The financial implications arising from the proposed changes to recycling indicate savings of c£112k from 2010/11 rising to £115k in 2011/12 whilst further work is required in relation to Trade Waste.

- **Net Operating Cost of the ACE Centre (and the ACE Centre Café)** – In the last report to the Executive, Members were informed that the original budget estimates for the ACE Centre were being reviewed in the light of progress made on the development of the Facility and also the state of the economy generally. As Table 4 below indicates, it is estimated that, due primarily to lower than expected income – when compared to the original estimates – it is estimated that it will be necessary to drawdown funding of c£152k from the Pendle Leisure Trust Reserve over the first three years of operation as the facility becomes established and patronage is developed;

Table 4: Net Operating Cost of the ACE Centre

	Base Budget 2009/10 £000	Base Budget 2010/11 £000	Base Budget 2011/12 £000
Estimated Net Operating Costs	198	137	81
Agreed Additional Grant payable by PBC *1	(99)	(85)	(80)
Use of PLT Reserve	99	52	1

*1 – The Council's Budget for 2009/10 includes an overall provision of £298k as an additional payment to the Leisure Trust over and above the normal revenue grant to meet the net operating cost of the ACE Centre.

- **Capital Programme 2009/10** – the proposed capital programme for 2009/10 is provided elsewhere on the Agenda for this meeting. The estimated revenue costs of the proposed programme for 2009/10 are factored into the budget estimates referred to in this report;
- **Robustness of Fees and Charges** – where it has been considered necessary, budgets for fees and charges in areas likely to be affected by the state of the economy (for example, Planning Fees, Building Regulation Fees, Land Charges, Market Rents etc) have been scaled back but will still require close monitoring as the new financial year progresses;
- **Parkwise** – As indicated in the First Budget Report, the budget for 2009/10 is based on the assumption that the Council will revert to having a single Enforcement Officer for off-street parking from October 2009. This is subject, however, to further work being undertaken by the Engineering and Special Projects Manager which is currently underway. A report on this matter will be presented to the Executive in due course;

- **Free Swimming for 16s and Under** – At the meeting of the Executive in October 2008, Members considered a report on the provision of free swimming to those aged 16 and under following confirmation of the grant funding being made available by the Government for the Scheme. The report indicated that the likely cost of implementing the scheme would exceed the available grant by at least c£72k. The Executive resolved:-

'That the Council participates in the Free Swimming Scheme for those aged 16 and under only if the Government provides appropriate funding to meet the additional estimated cost to the Council.'

Since confirming the Council's participation in the Scheme, subject to the Government providing appropriate funding, the Government has confirmed the Council's involvement but has not indicated that any further funding will be made available. In view of this, and the likely funding shortfall, it is recommended that the Executive agree not to implement the free swimming scheme for those aged 16 and under;

- **Investment Income** – The Council has investments already in place as a hedge against the continuing reduction in interest rates. Nevertheless, for cashflow reasons, it is not possible to fully protect the Council from the impact of falling interest rates. The budget for investment income has, therefore, been reduced to £350k for 2009/10 (forecast outturn in 2008/09 is c£830k) and, as with other income budgets, this will need to be closely monitored throughout the year given the prediction of further interest rate reductions.

Grounds Maintenance DSO

30. In the First Budget Report, details of the draft budget for the Grounds Maintenance DSO were provided. They indicated that the DSO budget showed a budget shortfall of £122k. Since then, the Review Group undertaking the Service Review of Grounds Maintenance has considered a range of options for efficiency savings. Although there is still some work to do on this matter, it is envisaged that sufficient efficiency savings can be achieved during the year to ensure that the budget shortfall can be met.

Leisure Trust

31. Following discussions between representatives of the Executive and the Trust's Board in December, the Leisure Trust submitted its request for grant funding for the next financial year in January 2009.
32. The Trust has indicated that a grant of £2.156m for 2009/10 (an increase of £325k when compared to the original grant allocation for 2008/09) is required to continue providing the present level of service. This excludes the additional budget provision being made available by the Council for the ACE Centre which is referred to elsewhere in this report. In addition to the 5% (or £92k) increase in grant assumed in the Council's Medium Term Financial Plan (MTFP), the Trust requires a further amount of £233k to achieve a balanced budget. Members should also note that this assumes a 5% increase in admission fees from 1st April 2009.
33. At the same time as submitting its grant request for 2009/10, the Trust has provided the Council with various options aimed at reducing the level of subsidy required. These comprise pricing and service delivery options and are shown at **Appendix E**. Management Team has considered these options in the context of the overall budget package presented in this report and, as indicated below, it is recommended that the Leisure Trust be permitted to increase admission prices by a further 5% (or 10% overall) from 1st April 2009. It is estimated that the Trust would generate a further £62k, reducing the overall grant for the Leisure Trust in 2009/10 to £2.094m, an increase in funding of £263k when compared to 2008/09.

Other 'Firming Up' Adjustments

34. In addition to the matters referred to above, there have been a number of other 'firming up' adjustments since the First Budget Report was produced. A summary of these adjustments is provided at [Appendix F](#).

Net Expenditure 2009/10

35. Table 5 below provides a summary of the proposed net expenditure for 2009/10 and takes into consideration any adjustments arising out the issues referred to above:-

Table 5: Revised Net Expenditure

	Base Budget 2009/10 £000	Base Budget 2010/11 £000	Base Budget 2011/12 £000
Net Expenditure as at 18 th December 2008 (Excl. Reserves)	19,878	20,839	21,640
'Firming Up' Adjustments (as per Appendix F)	(445)	(570)	(570)
Revised Net Expenditure	19,433	20,269	21,070

Source: Appendix F

Service Development, Savings and Income Generation Proposals

36. 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, details were provided for a number of service developments and initiatives where additional investment was sought along with a range of efficiency savings identified by Service Managers.
37. Further work has since been undertaken to refine these proposals. In relation to budget growth, [Appendix G](#) details the budget growth proposals submitted to the Executive in the First Budget Report and as discussed in more detail below, Management Team's recommendation is that, as part of the Budget Strategy for 2009/10, the following proposals are recommended for approval:-

Table 6: Proposed Revenue Budget Growth 2009/10

	Base Budget 2009/10 £	Base Budget 2010/11 £	Base Budget 2011/12 £
Budget provision for improving consultation	15,000	15,000	15,000
Additional budget provision for events:-			
- Increased Budget Provision for Events	50,000	50,000	50,000
- Establish the post of Events Officer	40,000	41,600	43,260
Total Proposed Budget Growth	105,000	106,600	108,260

Source: Appendix G

38. In respect of budget savings, the recommendation is that the savings proposals outlined at [Appendix H](#) should be implemented in full with the exception of the proposed sponsorship of the Mayoral Car and increase in fees and charges in Environmental Health.

The Financial Strategy 2009/12

39. The First Budget Report emphasised the need to have a sound Financial Strategy in order to achieve a balanced budget without impacting severely on the delivery of Council services. The issue here is the extent to which the Council is currently spending above its ongoing resource level, thereby utilising finite balances and reserves to balance the budget, and how sustainable this is over the medium term.
40. Also, as part of the annual Use of Resources Assessment, it is important that the Council can demonstrate that it has a robust Financial Strategy and that its spending plans are aligned to ongoing resources rather than being dependent on the use of reserves. This is not to suggest that reserves should not be used in order to smooth peaks of expenditure from year to year; it is about ensuring that ongoing expenditure commitments are not reliant on non recurring funding as is presently the case.
41. During March 2008, the Executive approved the Council's Financial Strategy for 2008/12. Both the Financial Strategy and the Medium Term Financial Plan will need reviewing in early 2009 to take into consideration the impact of the current economic downturn and the future prospects of the Council. Nevertheless, **the basic Financial Strategy currently being pursued by the Council is a prudent use of reserves as a means of supporting the Council's spending whilst continuously seeking efficiencies in the delivery of services ultimately aligning ongoing expenditure with ongoing resources.**
42. The three-year financial settlement does, as intended, provide the Council with a degree of predictability with Government funding, at least until 2010/11, although the benefits of this diminish as progress is made through the settlement period. Equally, the extent to which the Council can raise income through Council Tax is also known, subject to there being no relaxation of 'capping' where Council Tax increases exceed 5% and decisions by Members on the actual level of Council Tax.
43. So, notwithstanding the Council's ability to raise additional income from fees and charges, which to some degree is already factored into the Medium Term Financial Plan but will need to be reviewed in detail early in 2009, the Council has a relatively clear picture of its net revenue income for the next two years. Thereafter, the position is less clear; given current economic conditions, it is unlikely to be any better than at present and, more likely, will be worse with possible reductions in the cash grant from Government
44. In view of this, therefore, the key variables for the Council over the medium term are the current and predicted level of net expenditure required to deliver the level of service to meet the Council's strategic objectives and the extent to which reserves can be used in a way that will allow expenditure to be aligned with ongoing resources without impacting severely on service delivery.
45. The use of reserves is determined by the Council's Balances and Reserves Policy and Strategy. As indicated above, this was approved by the Executive in March 2007 and reviewed by the Executive in June 2008. Notwithstanding the statutory requirement for the Chief Finance Officer to undertake an annual review of the adequacy of reserves and balances, as set out at [Appendix O](#), 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.
46. In relation to reviewing ongoing net expenditure, various options for this were set out in the First Budget Report. These are repeated below and provide the basis of work that will need to start in earnest once the budget for 2009/10 has been approved.

- 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 the Council's resources are directed towards its major priorities at the expense of lower priorities. *A key part of the current Service Planning process is ensuring that, where possible, growth proposals from services are matched by equivalent savings;*
- b) **extending the Spending Reviews** to a wider range of services and, indeed, facilitating base budget reviews with a clear commitment to reduce service expenditure where possible. *Service spending reviews have been undertaken in areas such as Waste Management, Parks Games Service and Grounds Maintenance Service;*
- c) **exploring the scope to increase fees and charges** by more than inflation or even introducing new charges for services. *The Executive has considered a report on proposals to change fees and charges for 2009/10. Also, further work is being undertaken to determine to what extent the Council could introduce new fees and charges for services presently provided and this is also a matter considered by Scrutiny;*
- 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 a review of the Grounds Maintenance Service Review is currently underway;*
- e) reviewing the scope for **Shared Service provision** and partnership working as a means of sharing/reducing costs; *The Council is currently represented on the Team Lancashire Shared Services and Shared Agenda Board which are exploring options to extend areas of shared service provision (with current examples being Building Control and the Night Time Noise Service);*
- f) **cessation of low priority services** (combined with some 'shifting' of resources to higher priorities where this is feasible) or discretionary services; *Again, the Scrutiny Panel considering the Council's budget has looked at the discretionary services provided by the Council;*
- g) establishing whether any further cashable efficiencies can be obtained from **procurement initiatives or re-letting of contracts**. *As indicated above, reviews of both Waste Management (including the vehicle fleet contract) and Ground Maintenance are being undertaken;*
- h) undertaking **Value for Money Reviews** 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 earlier this year, the Scrutiny Management Team has conducted Value for Money (VfM) Reviews of Residual Highways, Development Control and Environmental Health, the outcome of which was reported to the last Executive. Further VfM reviews are expected to take place in the next financial year;*
- i) **exploiting the use of new technology** such as the Customer Relationship Management (CRM) System and the upgrade to the telephony system to bring about cashable efficiencies in service provision. *Work is continuing on the implementation of new systems with Phase 1 of the Network Upgrade now complete and Phase 2 expected to be complete before the end of March 2009. Implementation of the CRM is progressing as is integration with other systems across the Council. Likewise, the telephony project is likely to be concluded by March 2009;*

- j) **reviewing current Service Areas** as already agreed by the Executive at its meeting in December 2008;
- 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. Team Lancashire is also funding work on Asset Reviews across Lancashire;*
- 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, arising from the completion of the Accommodation Strategy, include the disposal of 42 Albert Street and Booth Street Offices. However, apart from there being a limited number of assets for disposals, Members will appreciate that in the current economic climate, it is increasingly difficult to dispose of assets generally.*
47. The options set above are not intended to be exhaustive and comprise some operational issues along with more strategic proposals, some which may take time to develop and implement.
48. To reiterate, therefore, the crux of the Financial Strategy for 2009/12 and beyond is combining a prudent use of reserves over the medium term, which should allow the Council to continue providing the current high quality services, whilst work continues on the alignment of the revenue budget to ongoing resources.

Management Team Recommendation

49. In the context of the Strategy referred to above, Management Team recommend that proposal as set out at [Appendix I](#), and summarised in Table 7 below, should be implemented for 2009/10:-

Table 7: Recommended Budget 2009/10

	Base Budget 2009/10 £000
Revised Net Expenditure 2009/10 (per Table 5 above)	19,433
Additional Budget Provision for Leisure Trust	171
Proposed Budget Growth (see Appendix G)	105
Proposed Efficiency Savings (see Appendix H)	(349)
Other Budget Variations:-	
- Waste Management Service efficiencies	(40)
- Reduction in Revenue Contribution to Capital (1 year only)	(100)
- Change in revenue budget support for Area Committees	(20)
- Efficiencies from Service Area Reviews in 2009/10	(100)
Net Revenue Expenditure	19,100
Use of Reserves	(1,463)
Recommended Budget Requirement	17,637

Source: Appendix I

50. As indicated below, the recommended budget as set out in the table above assumes an increase in Council Tax of 3.50%.

Prospects for Future Years

51. Notwithstanding the proposed strategy outlined above, Members will appreciate that any decision on the budget for 2009/10 should be taken within the context of the medium term financial position of the Council. Assuming Management Team's recommended budget is adopted, the impact on the Council's medium term financial position is as shown in Table 8 below:-

Table 8: Budget 2008/09 and Medium Term Financial Plan

	Base Budget 2009/10 £000	Forecast Budget 2010/11 £000	Forecast Budget 2011/12 £000	Forecast Budget 2012/13 £000
Budget Requirement (see Table 7)	17,637	18,560	19,521	20,450
Funding				
Formula Grant	(11,018)	(11,125)	(11,125)	(11,125)
Council Tax (incl Est Coll Fund Surplus)	(6,619)	(6,785)	(6,986)	(7,194)
Total Estimated Funding	(17,637)	(17,910)	(18,111)	(18,319)
Budget Shortfall	-	650	1,410	2,131

*1 – Assumes Management Team Recommendations are implemented

Cumulative Budget Shortfall	-	650	2,060	4,191
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Table 9: Council Tax Assumptions

Estimated Taxbase	26,084.00	26,214.42	26,345.49	26,477.22
Estimated Council Tax (Band D)	248.79	255.01	261.39	267.92
% Council Tax Increase	3.50%	2.50%	2.50%	2.50%

Band D Council Tax for 2008/09 is £240.38

52. As the table indicates, the Medium Term Financial Position to 2012/13 shows a cumulative deficit of £4.191m. The key assumptions supporting this position were set out in the First Budget Report but are worth reiterating here:-

- Government funding is as per the indicative figures released as part of the LGFS 2008/09, for the 3 year period to 2010/11. Thereafter, given the pressure on the affordability of current public spending, it is assumed that the Council's Formula Grant allocation will at least be frozen. However, this assumption will need to be reviewed as part of the development of the Financial Strategy. Fundamentally, the level of Government Grant does, present a real risk to the Councils ability to fund the present level of service provision;
- pay is assumed to increase by 2.75% in 2008/09 and by 2.5% thereafter and pension contributions are as per the most recent triennial valuation on the Lancashire Pension Fund;
- there is no specific service budget growth in either the General Fund Revenue Budget or the Capital Programme;
- there is a planned use of reserves assumed to be c£1.3m in each year of the plan;

e) As indicated in Table 9, Council Tax is assumed to increase by at least 2.5% over the next 3 years.

53. Given the medium term financial position outlined in Table 8 above, the Council will need to consider how it can align the budget to ongoing resources on a sustainable basis. The position set out above will further deteriorate if there are lower Council Tax increases than currently assumed or there is requirement for further investment in services, whether funded from revenue or capital.

54. The funding gap shown above has already been reduced through a contribution of c£1.3m from reserves each year; this is considered to be a prudent use of reserves bearing in mind that an unrestrained use of reserves at an early stage will inevitably make the task of balancing future years' budgets more difficult and does not solve the ongoing problem.

Capital Programme 2009/10

55. A report elsewhere on the Agenda for this meeting provides more details of the Council's Capital Programme for 2009/10.

Estimated Collection Fund Surplus 2008/09

56. 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).

57. Overall, the Collection Fund for 2008/09 is estimated to make a surplus £793,760 of which £130,000 is attributable to Pendle Borough Council and can be used in the Council's budget calculations.

Council Tax Base 2009/10

58. The Council Tax Base for the 2009/10 financial year has been calculated in accordance with the relevant regulations at 26,084 Band D equivalent dwellings (26,095 in 2008/09) and the Executive approved this at its meeting on 18th December 2008.

Council Tax 2009/10

59. 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.

60. The Minister for Local Government, as part of his announcement on the provisional LGFS for 2009/10 on 26th November 2008, reiterated previous statements on Council Tax levels saying that *'[The Government] again expects the average council tax increase in England [for the next year] to be substantially below 5 per cent. Again, we will not hesitate to use our capping powers as necessary to protect council tax payers from excessive increases'*. This follows on from a statement in October 2008 in which the Minister indicated that *'despite the tough economic climate, there is still no need for local authorities to set excessive increases in Council Tax'*. The expectation is, therefore, that despite the downturn in the economy and other budgetary pressures impacting on local authority expenditure, the Government will still expect Council Tax increases to be below 5 per cent.

61. In determining the level of Council Tax Members have to balance the demands from Government insofar as keeping increases in Council Tax to '*on average in England to substantially below 5%*' with the Council's Medium Term Financial position, which, as indicated in Table 8 above, is showing a deficit of £4.191m. In previous years, the Government has not hesitated to 'cap' the budgets of those local authorities that have increased their Council Tax by more than 5%. It is also worthwhile noting that:-
- a) no interpretation of '*substantially below 5% per cent*' has, as yet, been provided by the Government;
 - b) the grant settlement over the medium term shows, in real terms, a reduction in funding and to maintain service levels as a result, the Council has to maximise its own income streams where possible;
 - c) the Council's grant, as a consequence of being above a 'floor' level of grant determined by the Government, has been reduced to meet the cost of providing a minimum increase in grant to other local authorities. As indicated above, grant of c£3m will have been withheld from the Council in the seven years to 2010/11 which could otherwise have been used to either improve services or impact on Council Tax;
62. In view of this, the recommended Council Tax for 2009/10 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 Members to determine and the Executive may wish to consider an alternative level of Council Tax. To assist Members in their deliberations on this matter, [Appendix J](#) shows a range of budget requirements and associated Council Tax levels, combined with the impact on the budget, at different tax levels.
64. Also, for information, a 1% change in Council Tax equates to a change in income of c£62,600 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 (2009/10) 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 2009/10 would, on the basis of current estimates to 2012/13, result in an additional cost over the life of the MTFP of c£918k (increasing the forecast deficit to £5.110m without compensating savings).
65. In relation to other District Council's within Lancashire, there is a mixed picture on proposed Council Tax increases. The range is between an inflationary increase and 4.95% with the average around 3.00% although, it should be stressed, these are indicative estimates. Similarly, the County Council is considering options for increases of between 2% and 4% and both the Combined Fire Authority and the Police Authority are upwards of 5% increases although all of these are subject to approval by the respective Authorities and are therefore subject to change.

Scrutiny of the Budget

66. As the Executive will be aware, a Scrutiny Panel was established to undertake scrutiny of the Council's budget for 2009/10. Amongst the matters considered by the Panel were the following:-
- details of statutory and discretionary services provided by the Council;
 - Information on proposals for discretionary charges that the Council could consider;
 - details of the initial proposals on growth and savings made by Service Managers as part of the Service and Financial Planning process; and
 - details of the Council's balances and reserves.
67. The findings and recommendations of the Scrutiny Panel, which have been endorsed by the Scrutiny Management Team, are provided at [Appendix K](#).

Group Proposals

68. On 10th February the Executive will make recommendations to the Council on budgets and council tax for 2009/10. Each other Group will also have an opportunity to present alternative budget proposals for consideration by Council.
69. 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 19th February.

Consultation

70. 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 L](#). All Area Committees noted the proposed budgets with the exception of Colne and District Area Committee which recommended that the Executive consider a 5% increase in budgets

'That the Executive be recommended to agree a 5% increase on all items in General Environmental Enhancements, Decorations for Christmas and Eid, Town Centre Redevelopment, Land Drainage, District Highways and Passenger Shelters as detailed in Appendix A attached to the report'

71. 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 £3,320pa. It is recommended, therefore, that the Executive request the Area Committee to fund the additional cost from within its own budget allocations.
72. 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. The ELCC acknowledged receipt of the papers and has submitted no comments on the budget proposals.
73. Finally in this section, discussions have been held with Union Representatives on the proposed budget and their response is provided at [Appendix M](#).

Precepts, Printing Council Tax Bills etc

74. The Police and Fire Authorities meet on 13th and 16th February respectively to set their budget and Council Tax whilst the County Council meets on 12th February. This Council's meeting is fixed for 19th February. Parish and Town Councils have submitted details of their precepts for 2009/10 (to be added to the council tax in their area) and these are provided for information provided at [Appendix N](#).
75. The scheduled date for bills and accompanying leaflets to be printed is the w/c 23rd February 2009 to enable bills to be issued by in early March 2009. To achieve this, the suppliers of the Revenues software will be on-site to assist with producing the bills on the weekend of 21st/22nd February 2009. Should it not be possible for the main billing process to run on that weekend, it would be necessary the software suppliers to be on-site the following weekend resulting in an additional cost of the Council of c£2k.

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

76. 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.
77. A draft copy of the statement that will be reported to Council on 19th February is provided at [Appendix O](#) 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 Members deliberations on the budget at Council on 19th 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.
78. 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 P](#).

IMPLICATIONS

Policy

79. 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. 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***

80. 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*
81. The Council's General Fund Revenue Budget for 2009/10 (and Medium Term Financial Plan 2009/12) 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 CPA 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

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

Legal

83. 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.
84. 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 O](#) and will be reported to Council on 19th February 2009 when the budget is considered for approval.

Risk Management

85. When considering the risks and risk management measured associated with the budget for next year, Members should note the draft statement on the robust of the budget estimates and the adequacy of financial reserves shown at [Appendix O](#).
86. The development of the Council's budget is a complex task and is based on estimates of future income and expenditure. Members 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.

87. Whilst every effort is made to ensure these estimates are robust, Members 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.
88. The budget for 2009/10 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 £1.5m 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.
89. Details of the impact on the proposed budget for 2009/10 on the Council's Medium Term Position are provided elsewhere in the report. Members should be aware that, whilst the budget proposed for 2009/10 is balanced, the Medium Term position continues to show a deficit. In addition to the budget strategy for 2009/10 presented in this report, work is currently underway to update the Financial Strategy that was approved by the Executive in March 2008. 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, in order to ensure that the objective of the Strategy, the achievement of a balanced budget over the medium term, is achieved.
90. Finally in this section, the Council has both a Strategic and Operational Risk Register.

Health and Safety

91. 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.

Sustainability

92. As with health and safety implications, there are no sustainability implications arising directly from this report but the proposed budget includes provision, where necessary, to progress issues of sustainability for the Council.

Community Safety

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

Equality and Diversity

94. The Council is currently considered to be at Level 4 of the Equality Standard and has ambitions to achieve Level 5. Where it has been necessary to do so, the budget includes sufficient provision to ensure that the Council is making progress to achieve Level 5 during 2009/10. 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 18th December 2008
- Appendix B – Response to Consultation on the Local Government Finance Settlement 2009/10
- Appendix C – Analysis of the Council's Balances and Reserves
- Appendix D – Waste Collection Services Review – Findings and Recommendations
- Appendix E – Pendle Leisure Trust – Budget Options
- Appendix F – 'Firming Up' Adjustments
- Appendix G – Revenue Budget Growth Proposals 2009/10
- Appendix H – Revenue Budget Service Efficiency Proposals 2009/10
- Appendix I – General Fund Revenue Budget 2009/10 – Management Team Recommendation
- Appendix J – Council Tax Exemplifications
- Appendix K – Scrutiny Panel Report on the General Fund Revenue Budget 2009/10
- Appendix L – Responses to Area Committee Consultation
- Appendix M – Union Response to Proposed Budget 2009/10
- Appendix N – Town and Parish Council Precepts
- Appendix O – Draft Statement from the Financial Manager on the Robustness of Estimates and Adequacy of the Council's Reserves and Balances
- Appendix P – Review of the Council's Minimum Working Balance

LIST OF BACKGROUND PAPERS

First Budget Report – Presented to the Executive on 18th December 2008

Local Government Finance Settlement 2009/10

**EXTRACT FROM THE DRAFT MINUTES OF A MEETING OF THE
EXECUTIVE
HELD AT THE TOWN HALL, NELSON
ON 18th DECEMBER, 2008**

16. GENERAL FUND REVENUE BUDGET 2009/2010

The Chief Finance Officer submitted a report which detailed issues relating to the Council's General Fund Revenue Budget 2009/2010 which included budget implications following the Waste Management Service Review.

RESOLVED

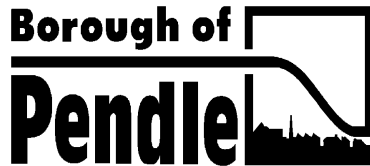
- (1) That, in consultation with the Executive Member for Revenue and Personnel, delegated authority be granted to the Chief Finance Officer to prepare and submit a response to the consultation on the Local Government Finance Settlement 2009/2010 on behalf of the Council.
- (2) That the Revised Estimates for 2008/2009, including the proposed contributions to specific reserves, as set out in the report, be approved.
- (3) That the Base Budget submissions for 2009/2010, the forecast Medium Term Financial Plan and the assumptions underpinning both be noted.
- (4) That Management Team's initial proposals to achieve a balanced budget for 2009/2010 (as shown at paragraph 65 of the report) be noted and that further work be undertaken to develop proposals to bridge the funding gap.
- (5) That, as part of the Council's Value for Money Strategy, the Chief Executive be granted delegated authority, in consultation with the Leader of the Council and Union Representatives, to conduct and implement a review of the Council's Service Areas as part of the Budget Strategy for 2009/2010.
- (6) That, looking to the medium term, and in relation to the implementation of the Financial Strategy, Management Team be instructed to explore options, including those set out in the report, as a means of implementing the financial strategy objective of achieving a balanced budget over the medium term financial planning period.
- (7) That the Scrutiny Panel be requested to consider the Council's General Fund Revenue Budget for 2009/2010 and provide an interim report on its findings (at that date) to the next meeting of the Executive, so that any relevant matters can form part of the development of the council's budget for 2009/2010.

Appendix A

- (8) That for the purpose of considering what, if any, form of budget consultation should take place, the Corporate Governance Working Group be requested to consider this matter with a view to formulating an approach to budget consultation.
- (9) That the outline timetable for the remainder of the budget process, as shown at paragraph 83 in the report, be noted.
- (10) That proposals set out in Appendices H and I be deferred and considered further at the budget meeting in February, 2009.

REASON

To continue with the implementation of the Council's Financial Strategy and to inform the development of the Council's budget for 2009/2010.



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 Locke

Date: 5th January 2009
Our Ref:
Ask for: Dean Langton
Direct Line: (01282) 661866
E-Mail: dean.langton@pendle.gov.uk
Service Manager: Dean Langton

BY E-MAIL

Dear Mr Locke,

REVENUE SUPPORT GRANT FOR 2009/10 RESPONSE TO CONSULTATION

I am writing in response to your consultation on the Local Government Finance Settlement for 2009/10.

The Three-Year Settlement

The Council welcomed the decision last year 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 is 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 over the next two years does not take into consideration the significant pressures that local authorities such as Pendle are presently facing and which look unlikely to improve, and could in fact deteriorate further, in the short to medium term. Examples of areas of Council activity that have been directly affected by the downturn in the economy, and which the Pendle Borough 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;
- the collapse of the markets for recyclable materials which, as a result, now requires the Council to pay for the disposal of recyclables rather than receiving income;
- a reduction in investment income as interest rates have reduced;
- increasing cost pressures in areas such as, for example, benefit administration, concessionary fares, 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 of the economic downturn deepens, and the expected recession takes hold, we expect to see the demand for services, particularly from vulnerable residents, to increase. We have already experienced increasing numbers of residents applying for Council Tax and Housing Benefit, putting a greater strain on the Council's ability to deal with claims quickly.

The Government has indicated that any changes to the provisional settlement for 2009/10 (and 2010/11) will only be made in '**entirely exceptional circumstances**'. Both the Chancellor of the Exchequer¹ and the Minister for Local Government² have in recent speeches 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 effect of the current recession.

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

- as we progress through the settlement period and without knowledge of settlements beyond the present three year period, you will appreciate that the benefits of the multi-year settlement diminish to the extent that for 2010/11, 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, given its involvement in the Housing Market Renewal (HMR) Pathfinder project, is the absence of information on HMR allocations for 2009/10 and also the Regional Housing Pot. The latest indication from Government Office for the North West is that the allocations for 2009/10 are unlikely to be available until February 2009. 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.

¹ Speech on 4th December 2008 to Edinburgh Chamber of Commerce

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

Appendix B

The Provisional Revenue Support Grant Settlement 2009/10

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 his speech on the Settlement for 2009/10 on 26th November 2008, the Minister for Local Government commented on an average cash increase in Formula Grant of 2.8%. 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	Provisional 2009/10 £000	Indicative 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 Inflation of 2.75%. However, you will appreciate that inflation in 2008/09 has been significantly above the GDP inflation, the result being additional cost pressures during the 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 2009/10, the Council's Formula Grant should actually be £11.175m; however, this has been reduced by £158,000 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.

Appendix B

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 2009/10 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 Scheme is likely to 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 estimate of income for 2009/10 is £15k;
- 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;
- Housing and Council Tax Benefit Administration Grant for Pendle has reduced in real terms by 1.6%. This is against a backdrop of increasing numbers of benefit claimants due to the economic downturn, more complexity to the benefit system with the introduction of the Local Housing Allowance and continued pressure from the Department for Work and Pensions to improve benefit processing times.

Fees and Charges

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.**

Funding for Concessionary Fares

In our response to last year's consultation, we commented on the adequacy of additional funding for Concessionary Fares. At that time, we suggested that the Government should commit to undertake a review of the Scheme after the first year of operation and, in the event it is proven insufficient funding has been provided, further funding allocations should be made. We retain this view; for Lancashire alone, we expect the cost of providing free travel to eligible residents will be some c£3m more than the additional grant provided by the Government and it is our understanding that this position is replicated in local authority regions across England.

Funding for Free Swimming

We welcome the Government's initiative to provide free swimming to eligible residents. Again, 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, we estimate that the loss of revenue from introducing the free swimming initiatives will be c£141k yet the Government has made available grant of only £84k, some £57k less than the cost to the Council.

Although not mandatory, we believe that this initiative is designed to contribute to the successful delivery of a number of national policy aims and therefore represents a new burden for local authorities. In view of this, given the Department's New Burdens Doctrine, the Council should not have to fund this additional cost; the Government should, again, provide adequate funding.

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. Particularly notable is the growth in the District's Eastern European population. As indicated last year, the Council's population is increasing year on year – which is reflected in actual census figures – 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

We would also like to take the opportunity to comment on the Government's proposals for the achievement of efficiencies in local government. 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.

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 its housing stock to a Registered Social Landlord and, more recently, 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 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 would like to reiterate our view, which is shared by almost all respondents to the Government's consultation on this matter, that it is not necessary to include efficiency information on the face of the Council Tax bill and that all such information, if it has to be published in this way, should be included in the supporting leaflet. We should add that, where possible, we already publicise details of our success in achieving efficiency gains and at a time when resources are tight, in our opinion spending upwards of £10m on this initiative is not an efficient use of resources.

I trust that you will take these comments into consideration before finalising the grant allocations for 2009/10 (and 2010/11).

Yours sincerely

Dean Langton
Chief Finance Officer

Councillor Graham Roach
Executive Member
for Revenue and Personnel

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

Line No		2007/08	2008/09			2009/10				2010/11				2011/12				
		Balance 31/03/2008 £	Estimate Utilised £	Estimated Contribution £	Re-classify £	Estimated Balance 31/03/2009 £	Estimate Utilised £	Estimated Contribution £	Re-classify £	Estimated Balance 31/03/2010 £	Estimate Utilised £	Estimated Contribution £	Re-classify £	Estimated Balance 31/03/2011 £	Estimate Utilised £	Estimated Contribution £	Re-classify £	Estimated Balance 31/03/2012 £
	General Fund Specific Reserves																	
1	Death in Service Reserve	86,839				86,839			86,839				86,839					86,839
2	VAT Partial Exemption Reserve	200,000			(100,000)	100,000			100,000				100,000					100,000
3	Concessionary Fares Reserve	350,000	-		(50,000)	300,000	-		300,000				300,000					300,000
4	Revenue Expenditure Reserve	920,052	(171,620)			748,432			748,432				748,432					748,432
5	Change Management Reserve	600,000	(20,000)			580,000			580,000				580,000					580,000
6	Repairs and Renewals Reserve	718,427	-			718,427			718,427				718,427					718,427
7	DLO/DSO Reserve	200,000				200,000			200,000				200,000					200,000
8	VAT Shelter Reserve	1,784,940	(500,000)	500,000		1,784,940	(750,000)	500,000	1,534,940	(750,000)	500,000		1,284,940	(750,000)	500,000		1,034,940	
9	Pendle Leisure Trust Reserve	300,000		100,000		400,000	-		400,000	(99,000)			301,000	(52,000)				249,000
10	Local Development Framework Reserve	200,000	(25,000)	100,000	150,000	425,000	-		425,000	(100,000)			325,000					325,000
11	Pensions Reserve	400,000				400,000			400,000				400,000	-				400,000
12	Building Control Reserve	19,220	-			19,220			19,220				19,220					19,220
13	LABGI Reserve	228,000	(70,000)			158,000	(50,000)		108,000	(50,000)			58,000	(58,000)				-
14	Insurance and Risk Management Reserve	100,000				100,000			100,000				100,000					100,000
15	Parkwise Reserve	100,000				100,000	-		100,000				100,000					100,000
16	Empty Property Strategy Reserve	200,000	-			200,000	(38,000)		162,000	(39,520)			122,480	(41,100)				81,380
17	Performance Reserve	-		110,000		110,000			110,000				110,000					110,000
18	Budget Strategy Reserve	2,289,758	69,514			2,359,272	(625,240)		1,734,032	(500,000)			1,234,032	(500,000)				734,032
		-				-			-				-					-
19	Total General Fund Specific Reserves	8,697,236	(717,106)	810,000	-	8,790,130	(1,463,240)	500,000	7,826,890	(1,538,520)	500,000	-	6,788,370	(1,401,100)	500,000	-	5,887,270	
	Working Balances																	
20	General Fund	1,250,252				1,250,252			1,250,252				1,250,252					1,250,252
21	TOTAL RESERVES AND BALANCES	9,947,488	(717,106)	810,000	-	10,040,382	(1,463,240)	500,000	9,077,142	(1,538,520)	500,000	-	8,038,622	(1,401,100)	500,000	-	7,137,522	

REVIEW OF WASTE COLLECTION SERVICES FINDINGS AND RECOMMENDATIONS

ISSUES:

1. Members have been informed of the current Waste Service Review being carried out, and at the Executive meeting on 22nd May 2008, members agreed to extend the current contract for the provision and maintenance of the Council's vehicles until April 2009. This was in order to allow full consideration of the options for the future of collections as part of the Waste Service Review.
2. The review group has met on numerous occasions since February 2008 and its conclusions are contained within this report.

Weekly Collection of Domestic Waste

3. As part of the Waste Management review, an opportunity was taken to review the implications of reverting back to weekly collection of domestic waste (as opposed to the current system of alternative weekly collections). Notwithstanding the anecdotal evidence about the merits of weekly collections, the cost of re-introducing weekly collections would be significant, particularly in the context of the Council's current budgetary position as set out in the main report.
4. Initial estimates indicate that the cost of re-introducing weekly collection of domestic waste would be c£800k in the first year, which is inclusive of the marketing required to inform residents of the changes, reducing to c£750k each year thereafter. There is presently no budget provision for this in the Council's Medium Term Financial Plan which already shows a deficit of c£5.0m. It would, therefore, present a significant challenge to the Council's budget to reintroduce weekly collection and could, potentially, have a direct impact on other services provided by the Council.

Trade Waste

5. The Waste Management Review also looked at options in relation to the delivery of the Trade Waste Collection function. These included, for example, the possibility of disposing of the Trade Waste service as a going concern to a third party. Further work is being undertaken to assess the impact of the options identified for the Council and this will form the basis of a further report to the Executive.

Recycling Collections

6. The current kerbside collection for recycling (Recycle for Pendle) has been operating since 2005. Green boxes are provided to householders for the collection of glass, cans and paper. Plastic bottles are collected in blue sacks and cardboard is collected loose or in old carrier bags. In June 2007, the Council engaged a private company, I & G Cohen's, to collect textiles in red sacks. The Council also introduced grey wheeled bins for refuse in June 2005 as part of the three stream, alternate week collection scheme that currently operates to over 99% of homes in Pendle.

7. The vehicles used for collecting glass, cans and paper are specialist vehicles called “Kerbsiders”. They have separate compartments so that the recycling can be segregated on the vehicle. The collectors manually sort the materials into hoppers which are then emptied into the different compartments. As plastic bottles, cardboard and textiles are also collected separately by other vehicles, this system is known as a “source-separated” collection.
8. Another method of recycling collection is to “co-mingle” certain materials, and this system currently operates in some neighbouring local authorities. Normally, a wheeled bin is provided to collect a mixture of glass, cans and plastic bottles. The bin is then emptied by a refuse collection type vehicle, i.e. lifted mechanically. The co-mingled materials are then delivered to a mechanical sorting facility in order to be separated out into the individual material types for onward reprocessing.
9. The Waste Review Group has been considering the advantages and disadvantages of our current source separated system versus co-mingled collections including a financial appraisal of the options. A summary table outlines some of the main considerations below:

	ADVANTAGES	DISADVANTAGES
SOURCE SEPARATED VIA GREEN BOX AND BLUE SACK	<ul style="list-style-type: none"> ▪ Better quality of material collected which results in less contamination ▪ Higher sales income for source separated materials ▪ System is well understood and well liked. 	<ul style="list-style-type: none"> ▪ Sales income is to be reduced from April 2010 due to conditions in the cost-sharing agreement with Lancs CC, i.e. we will lose high sales income ▪ Green box capacity of 55 litres may limit the amount put out by householders ▪ Problems of empty blue sacks not being left or littering the streets ▪ Manual handling problems of lifting glass in over filled boxes ▪ Labour intensive – higher costs ▪ Terraced properties find front street collections problematic ▪ High turnover of replacement boxes – 150 per week
CO-MINGLED VIA WHEELED BIN	<ul style="list-style-type: none"> ▪ Less manual handling – for householders as well as collectors ▪ More capacity provided for recycling materials, higher capture rates (experience from other authorities shows higher recycling rates) ▪ No need to take containers through to the front of the house in terraced properties ▪ Less labour intensive, lower collection costs ▪ No need for sacrificial blue sacks ▪ Fewer vehicles needed to collect, reduced carbon footprint 	<ul style="list-style-type: none"> ▪ Additional wheeled bin needs to be provided to householders ▪ Risk of contamination of materials collected, e.g. plastics other than bottles, therefore a high level of education is needed to support this method ▪ Need for re-education due to new system

Consultation:

10. The Waste Review Group requested a public consultation exercise to be carried out in order to find out what people thought of the current system and the proposed changes. In June 2008, the East Lancashire e-Partnership consulted the Citizens’ Panel about recycling and street cleansing services.
11. The questionnaire was sent to 1157 residents, and 728 were completed and returned, a response rate of 63%. A summary of the key responses regarding recycling collections is below:

- **90%** rate the kerbside recycling collection as either excellent or good
- **93%** feel that the scheme has made it easier to recycle, has increased amount of recycling or has started people recycling
- Main problems with the current service:
 - Spillages during collection (40%)
 - Recyclables left lying around (40%)
 - Containers disappearing (26%)
 - Limited storage space for containers (22%)
- Changes that would most improve the service:
 - Fewer spillages (46%)
 - Increased capacity for recycling items (29%)
 - More materials collected (25%)
- **61%** agree with the Council's proposal to put all recyclables into one wheeled bin, with 22% disagreeing

Why Change?

12. We need to increase the amount we recycle in line with targets being introduced in the revised Lancashire Waste Management Strategy. In 2007/08, Pendle Borough Council recycled 33.7% of household waste. The proposed target in the Lancashire Strategy is to recycle 56% by 2015.
13. The Citizen's Panel results show that improvements to the current system would be welcome. Customers would like to see fewer spillages, increased capacity for recycling and more materials collected. Similar issues have been identified in the Continual Service Improvement focus group research carried out in June/July 2008.
14. The proposed collection of glass, cans and plastic bottles co-mingled in a wheeled bin would address these issues as well as providing the scope for adding more materials to the collection system.

Financial Implications

15. As indicated above, the reintroduction of weekly collection of domestic waste would, on the basis of current estimates, cost the Council £800k in the first year, reducing to an ongoing cost of £750k on the basis of present estimates and the current scale of operation.
16. The proposals involve purchasing 40,000 new wheeled bins as well as procuring suitable collection vehicles. Under the cost sharing agreement with Lancashire County Council, we will lose the income from the sale of recyclable materials as from April 2010, so this has also been factored into the calculations.
17. Estimates show that by changing from the current recycling system to the proposed co-mingling of glass, cans and plastic bottles, there is a potential saving on the revenue account of £112,180 in 2010/11 (first full year) and £114,910 in 2011/12.

Proposed Way Forward

18. Communications Plan – the successful introduction of the three stream segregated waste system in June 2005 was achieved by having a comprehensive (award-winning) communications plan. It is proposed that we work with the Communications Team in order to develop another along similar lines as the last one in order to help educate and inform people of these changes. We are aiming to introduce the new system in June 2009.
19. Containers – it is proposed that we approach Yorkshire Purchasing (Governing European Compliant Framework Agreement) in order to buy the wheeled bins needed for this scheme.

20. Vehicles – it is proposed that the existing vehicle contract be extended until October 2010 and the fleet is replaced in June 2009 in line with our new requirements.

RECOMMENDATIONS

1. That a further report on options for the Trade Waste function is presented to the Executive in due course;
2. That plastic bottles, cans and glass are collected for recycling co-mingled using a wheeled bin.
3. That the existing vehicle contract is extended until October 2010 and the fleet is replaced in June 2009 in line with our new requirements.

Pendle Leisure Trust - Outline Options v.6

Line No		Base Budget 2008/09 £	Base Budget 2009/10 £	Base Budget 2010/11 £	Base Budget 2011/12 £
1	Base Budget Requirement	4,786,580	5,278,830	5,344,930	5,505,330
4	Price Increase on Admissions from 1st December 2008 (5%)	(19,000)	(57,000)	(57,000)	(57,000)
2	Income (incl. Council Grant) *1	(4,611,290)	(4,988,770)	(5,097,760)	(5,248,920)
3	Net Deficit/(Surplus)	156,290	233,060	190,170	199,410
	Use of Reserves	(78,000)	-	-	-
5	Revised Deficit/(Surplus)	78,290	233,060	190,170	199,410

*1 Inclusive of a 5% increase in admission fees from 1st April 2009

Policy Options

The following are additional options provided by Pendle Leisure Trust. They are shown separately below as some are not mutually exclusive

(WCSC = West Craven Sports Centre, PLC = Pendle Leisure Centre, PWL = Pendle Wavelengths)

	Base Budget 2008/09 £	Base Budget 2009/10 £	Base Budget 2010/11 £	Base Budget 2011/12 £
Pricing Options				
1	Further 5% Price Increase on Admissions from 1st April 2009 (making overall price increase of 10%)	-	(62,000)	(62,000)
	Further 10% Price Increase on Admissions from 1st April 2009 (making overall price increase of 15%)	-	(124,000)	(124,000)
Service Delivery Options				
2	Close certain Facilities two days per week from February 2009.			
3	A: West Craven Sports Centre	(5,330)	(35,200)	(35,200)
4	B: Pendle Leisure Centre	(9,130)	(58,900)	(58,900)
5	C: Seedhill	(1,200)	(7,600)	(7,600)
6	Total	(15,660)	(101,700)	(101,700)
7	Reduce weekend opening hours by three hours each day from January 2009.			
8	A: West Craven Sports Centre	(670)	(4,600)	(4,600)
9	B: Pendle Leisure Centre	(1,730)	(10,900)	(10,900)
10	Total	(2,400)	(15,500)	(15,500)
11	Close Seedhill at weekends	(800)	(4,900)	(4,900)
12	Close Bar and Catering Service at PLC and WCSC	-	(25,000)	(25,000)
13	Cessation of Entertainments Programme at the MUNI - requires review of MUNI operation	-	(70,000)	(70,000)
14	OR cessation of Blues Festival and Camerata from Entertainment Programme	-	(30,000)	(30,000)
15	Winter opening hours at certain facilities from November to March – 5 day opening NOT 7 day.			
16	A: West Craven Sports Centre	-	(14,900)	(14,900)
17	B: Pendle Leisure Centre	-	(24,900)	(24,900)
18	C: Pendle Wavelengths	-	(3,000)	(3,000)
19	Total	-	(42,800)	(42,800)
20	Reduction in weekend opening hours at certain facilities from November to March.			
21	A: West Craven Sports Centre	-	(1,900)	(1,900)
22	B: Pendle Leisure Centre	-	(4,600)	(4,600)
23	Total	-	(6,500)	(6,500)
23	Close WCSC, PLC and Seedhill all Bank Holidays (5).	-	(2,300)	(2,300)
24	Reduce opening hours at Seedhill to early evenings only and no weekend operation.	-	(24,200)	(24,200)
25	Closure of Box Office at Bank House.	-	(40,000)	(40,000)
26	Closure of Barrowford Civic Hall.	-	(4,000)	(4,000)
27	Closure of all sports facilities for two weeks at Christmas.			
28	A: West Craven Sports Centre	-	(8,400)	(8,400)
29	B: Pendle Leisure Centre	-	(10,900)	(10,900)
30	C: Pendle Wavelengths	-	(6,200)	(6,200)
31	D: Seedhill	-	(1,300)	(1,300)
32	Total	-	(26,800)	(26,800)

Pendle Borough Council
General Fund Revenue Budget 2009/10 - 'Firming Up' Adjustments v.6

Line No		Base Budget 2009/10 £	Base Budget 2010/11 £	Base Budget 2011/12 £
1	Net Expenditure as reported to Executive in December 2008 (Excluding Reserves)	19,877,740	20,838,640	21,640,330
	<u>Firming Up Adjustments</u>			
2	Concessionary Fares - Adjustment to Medium Term Financial Plan for 2009/10 onwards	(360,000)	(450,000)	(450,000)
3	Local Authority Business Growth Incentive Grant 2009/10	(15,000)	-	-
4	Reduction in Investment Income Budget (due to reduction in Interest Rates)	50,000	-	-
5	Budget for the sales of recyclate	(30,000)	(30,000)	(30,000)
6	Increase in Turnover Allowance (increased from £110k to £200k)	(90,000)	(90,000)	(90,000)
7	Revised Net Budget Requirement (post 'Firming Up Adjustments')	19,432,740	20,268,640	21,070,330

Pendle Borough Council

Service and Financial Planning - Indicative Revenue Growth Bids v.6

	Appendix H - Executive 18th December			Management Team Proposals		
	2009/10 £	Revenue 2010/11 £	2011/12 £	2009/10 £	Revenue 2010/11 £	2011/12 £
INDICATIVE BUDGET GROWTH						
1 Customer Services Manager	50,000	52,000	54,080			
2 Budget Provision for Consultation	20,000	20,000	20,000			
3 TOTAL CHIEF EXECUTIVE'S POLICY UNIT	70,000	72,000	74,080			
4 No Growth Proposals	-	-	-			
5 TOTAL FINANCIAL SERVICES						
6 No Growth Proposals	-	-	-			
7 TOTAL DEMOCRATIC AND LEGAL SERVICES						
8 No Growth Proposals	-	-	-			
9 TOTAL PLANNING AND BUILDING CONTROL						
10 Implementation of Food Waste Collection (7,500 props in year 1, all year 2) (subject to capital bid)	-	87,000	435,000			
11						
12 TOTAL OPERATIONAL SERVICES		87,000	435,000			
13 No Growth Proposals	-	-	-			
14 TOTAL ENVIRONMENTAL HEALTH						
15 Enhanced Maintenance in Parks to attain Green Flag Status	17,000	17,680	18,380			
16 Marsden Park MUGA - Repairs and Maintenance (subject to capital bid)	1,500	1,500	1,500			
17 Storage Depot and CCTV - Repairs and Maintenance (subject to capital bid)	17,200	17,200	17,200			
18 Park Benches - Repair and Maintenance (subject to capital bid)	2,000	2,000	2,000			
19 Ball Grove - Repair and Maintenance to footpath (subject to capital bid)	500	500	500			
20 Bullholme Changing Facilities - Repairs and Maintenance (subject to capital bid)	7,000	7,000	7,000			
21 Bullholme MUGA - Repairs, Maintenance and Utilities (subject to capital bid)	3,490	3,490	3,490			
22 Childrens Playground Improvements - Repairs and Maintenance (subject to capital bid)	2,000	2,000	2,000			
23 Creation of Mixed Hedge at Letcliffe Park - Maintenance (subject to capital bid)	8,630	8,630	8,630			
24 Maintenance, Repair and Safety Inspections for Children's Playground Equipment (subject to capital bid)	9,190	9,190	9,190			
25 Alkincoats Park , Land Drainage and creation of Marsh Area (subject to capital bid)	600	600	600			
26 Renovation of Bowls/Tennis Pavilion at Alkincoats Park - Maintenance (subject to capital bid)	4,000	4,000	4,000			
27 Improvements to Cemeteries - Ongoing Maintenance (subject to capital bid)	5,000	5,000	5,000			
28 Emptying Dog Waste Bins in Parks (subject to capital bid)	5,080	5,080	5,080			
29 Construction of Club House, Hodge House - Maintenance, Services etc (subject to capital bid)	7,000	7,000	7,000			
30 Interpretation Boards - Maintenance (subject to capital bid)	20,000	20,000	20,000			
31 Emptying Litter Bins in Parks (subject to capital bid)	2,560	2,560	2,560			
32 Marsden Old Hall Lodge Refurbishment - Repairs, Maintenance and Services (subject to capital bid)	5,000	5,000	5,000			
33						
34 TOTAL PARKS AND RECREATION	117,750	118,430	119,130			
35 No Growth Proposals	-	-	-			
36 TOTAL HOUSING REGENERATION						
37 Increase in Events Budgets	50,000	50,000	50,000	50,000	50,000	50,000
38 Events (Production Director) Officer	40,000	41,600	43,260	40,000	41,600	43,260
39 Maintenance of Local Nature Reserves	15,000	15,000	15,000			
40						
39 TOTAL ECONOMIC DEVELOPMENT AND TOURISM	105,000	106,600	108,260	90,000	91,600	93,260
40 No Growth Proposals	-	-	-			
41 TOTAL ENGINEERING AND SPECIAL PROJECTS						
TOTAL GROWTH PROPOSALS	292,750	384,030	736,470	105,000	106,600	108,260

Pendle Borough Council

Service and Financial Planning - Indicative Service Efficiency Proposals v.6

	Appendix I - Executive 18th December			Management Team Proposals		
	2009/10 £	Revenue 2010/11 £	2011/12 £	2009/10 £	Revenue 2010/11 £	2011/12 £
INDICATIVE BUDGET SAVINGS						
1 Reduction in contribution for ELep (Lancashire Procurement Hub)	32,000	32,000	32,000	32,000	32,000	32,000
2 TOTAL DIRECTORATE	32,000	32,000	32,000	32,000	32,000	32,000
3 Reduction in Insurance Premiums	FIN1 25,870	25,870	25,870	25,870	25,870	25,870
4 Reduction in budget for Leasing Payments	FIN2 40,000	40,000	40,000	40,000	40,000	40,000
5 TOTAL FINANCIAL SERVICES	65,870	65,870	65,870	65,870	65,870	65,870
6 Change in charges for Weddings	L&D1 550	720	-	550	720	-
7 Charges for Catering	L&D2 4,460	4,460	4,460	4,460	4,460	4,460
8 Reduction in cost of Legal Publications	L&D6 10,000	10,000	10,000	10,000	10,000	10,000
9 Sponsorship for the Mayoral Car	L&D8 2,000	2,000	2,000	DELETED		
10 Change in Officer support to Mayor	L&D9 8,000	8,000	8,000	8,000	8,000	8,000
11 TOTAL DEMOCRATIC AND LEGAL SERVICES	25,010	25,180	24,460	23,010	23,180	22,460
12 Reduction in the base budget for the Local Development Framework	50,000	50,000	50,000	50,000	50,000	50,000
13 TOTAL PLANNING AND BUILDING CONTROL	50,000	50,000	50,000	50,000	50,000	50,000
14 Contribution towards cost of Bulky Household Waste	32,000	32,000	32,000	32,000	32,000	32,000
15 Contribution towards cost of Replacement Wheeled Bins	17,500	17,500	17,500	17,500	17,500	17,500
16						
17 TOTAL OPERATIONAL SERVICES	49,500	49,500	49,500	49,500	49,500	49,500
18 Reduction in Quality Management System External Audits	EH01 4,000	4,000	4,000	4,000	4,000	4,000
19 Reduction in budget for Contaminated Land	EH02 5,000	5,000	5,000	5,000	5,000	5,000
20 Reduction in the budget for Public Health Technical training	EH04 2,270	2,270	2,270	2,270	2,270	2,270
21 New Fees and Charges in Environmental Health	EH05 1,000	1,000	1,000	DELETED		
22 TOTAL ENVIRONMENTAL HEALTH	12,270	12,270	12,270	11,270	11,270	11,270
23 Reduction in Grounds Maintenance at Bent Head Playing Fields	PKS2 8,070	8,070	8,070	8,070	8,070	8,070
24 PARKS AND RECREATION SERVICES	8,070	8,070	8,070	8,070	8,070	8,070
25 Utilise External funding for a post within Housing Regeneration	HRS1 34,520	35,750	37,130	34,520	35,750	37,130
26 TOTAL HOUSING REGENERATION	34,520	35,750	37,130	34,520	35,750	37,130
27 Savings in Town Centre Officer post (on maternity leave)	EDS2 12,340	-	-	12,340	-	-
28 Savings in postage costs	EDS3 3,000	3,000	3,000	3,000	3,000	3,000
29 Contribution to Business Support Officer post from LEGI	EDS4 4,400	4,400	4,400	4,400	4,400	4,400
30 TOTAL ECONOMIC DEVELOPMENT AND TOURISM	19,740	7,400	7,400	19,740	7,400	7,400
31 Reduction in budgetary provision for Passenger Shelter Maintenance	ESP2 5,840	5,840	5,840	5,840	5,840	5,840
32 Reduction in various budgets (R&M, Fixtures etc) on Car Parks	ESP3 15,810	15,810	15,810	15,810	15,810	15,810
33 Delete post of Bus Station Supervisor (Post Transferred to LCC)	ESP4 17,030	17,030	17,030	17,030	17,030	17,030
34 Fund Trainee Engineering Technician from EA Income	ESP5 15,960	15,960	15,960	15,960	15,960	15,960
35 TOTAL ENGINEERING AND SPECIAL PROJECTS	54,640	54,640	54,640	54,640	54,640	54,640
36 TOTAL SAVINGS PROPOSALS	351,620	340,680	341,340	348,620	337,680	338,340

Pendle Borough Council
General Fund Revenue Budget 2009/10

Appendix I

Management Team Proposal v.6

Line No		Base Budget 2009/10 £
1	Budget Requirement Post 'Firming Up' Adjustments (See Appendix F)	19,432,740
	<u>Policy Options</u>	
	<u>Grounds Maintenance DSO</u>	
2	Additional Funding Grounds Maintenance DSO	122,000
3	less Efficiency Savings from Service Review	(122,000)
4	Total Additional Budget Provision GM DSO	-
	<u>Pendle Leisure Trust</u>	
5	Additional Funding Pendle Leisure Trust	233,060
	less	
6	- Price Increase 1st April (+5%) on Admissions (5% increase already assumed so overall increase is 10%)	(62,000)
7	Total Additional Budget Provision Pendle Leisure Trust	171,060
	<u>Revenue Budget Growth (see Appendix G)</u>	
7	- Budget for Consultation	15,000
8	- Events (£50k Addtl Budget + Officer Support for Delivery)	90,000
	Total Budget Growth Proposals	105,000
	<u>Savings Proposals</u>	
9	Total Savings Proposals (see Appendix H)	(351,620)
	less	
10	- Sponsorship for the Mayoral Car	2,000
11	- Environmental Health Charges	1,000
12	Total Savings Proposals	(348,620)
	<u>Other Proposals</u>	
13	Waste Management Review (incl Trade Waste)	(40,000)
14	Reduction in RCCO in 2009/10 only	(100,000)
15	Area Committees – Reduction in RCCO	(20,000)
16	Savings from Service Area Reviews	(100,000)
17	Total Other Budget Variations	(260,000)
18	NET REVENUE EXPENDITURE	19,100,180
19	Use of Reserves	(1,463,240)
20	BUDGET REQUIREMENT	17,636,940
	<u>Funding</u>	
21	Formula Grant	(11,017,500)
22	Collection Fund Surplus	(130,000)
23	Council Tax (3.50%) Increase	(6,489,440)
24	TOTAL FUNDING	(17,636,940)
Memorandum		
25	Budget Deficit	-
26	Proposed Council Tax Increase	3.50%
27	Council Tax Base	26,084.00
28	Band D Council Tax	248.79

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	Estimated Band D Council Tax					Overall %age Increase 8	Budget Requirement Variance 9	Overall		Pendle	
			Borough Council Tax 3	Lancashire County Council *1 4	Lancashire Police Authority *1 5	Lancashire Fire Authority *1 6	Total 7			Band D Increase pw	Band A Increase pw	Band D Increase pw	Band A Increase pw
2008/09	17,268,380	0.00%	240.38	1077.06	135.96	60.16	1513.56		£	p	p	p	p
2009/10	17,417,570	0.00%	240.38	1,120.14	142.76	63.17	1,566.45	3.49%	(219,370)	1.02	0.68	0.00	0.00
	17,448,870	0.50%	241.58	1,120.14	142.76	63.17	1,567.65	3.57%	(188,070)	1.04	0.69	0.02	0.02
	17,480,170	1.00%	242.78	1,120.14	142.76	63.17	1,568.85	3.65%	(156,770)	1.06	0.71	0.05	0.03
	17,511,740	1.50%	243.99	1,120.14	142.76	63.17	1,570.06	3.73%	(125,200)	1.09	0.72	0.07	0.05
	17,543,040	2.00%	245.19	1,120.14	142.76	63.17	1,571.26	3.81%	(93,900)	1.11	0.74	0.09	0.06
	17,574,340	2.50%	246.39	1,120.14	142.76	63.17	1,572.46	3.89%	(62,600)	1.13	0.76	0.12	0.08
	17,593,120	2.80%	247.11	1,120.14	142.76	63.17	1,573.18	3.94%	(43,820)	1.15	0.76	0.13	0.09
	17,599,510	2.90%	247.35	1,120.14	142.76	63.17	1,573.42	3.95%	(37,430)	1.15	0.77	0.13	0.09
	17,605,640	3.00%	247.59	1,120.14	142.76	63.17	1,573.66	3.97%	(31,300)	1.16	0.77	0.14	0.09
	17,611,900	3.10%	247.83	1,120.14	142.76	63.17	1,573.90	3.99%	(25,040)	1.16	0.77	0.14	0.10
	17,618,160	3.20%	248.07	1,120.14	142.76	63.17	1,574.14	4.00%	(18,780)	1.17	0.78	0.15	0.10
	17,624,420	3.30%	248.31	1,120.14	142.76	63.17	1,574.38	4.02%	(12,520)	1.17	0.78	0.15	0.10
	17,630,680	3.40%	248.55	1,120.14	142.76	63.17	1,574.62	4.03%	(6,260)	1.17	0.78	0.16	0.10
	17,636,940	3.50%	248.79	1,120.14	142.76	63.17	1,574.86	4.05%	-	1.18	0.79	0.16	0.11
	17,643,200	3.60%	249.03	1,120.14	142.76	63.17	1,575.10	4.07%	6,260	1.18	0.79	0.17	0.11
	17,649,460	3.70%	249.27	1,120.14	142.76	63.17	1,575.34	4.08%	12,520	1.19	0.79	0.17	0.11
	17,655,720	3.80%	249.51	1,120.14	142.76	63.17	1,575.58	4.10%	18,780	1.19	0.80	0.18	0.12
	17,661,980	3.90%	249.75	1,120.14	142.76	63.17	1,575.82	4.11%	25,040	1.20	0.80	0.18	0.12
	17,668,500	4.00%	250.00	1,120.14	142.76	63.17	1,576.07	4.13%	31,560	1.20	0.80	0.19	0.12
	17,699,800	4.50%	251.20	1,120.14	142.76	63.17	1,577.27	4.21%	62,860	1.23	0.82	0.21	0.14
	17,715,500	4.75%	251.80	1,120.14	142.76	63.17	1,577.87	4.25%	78,560	1.24	0.82	0.22	0.15
	17,727,970	4.95%	252.28	1,120.14	142.76	63.17	1,578.35	4.28%	91,030	1.25	0.83	0.23	0.15
	17,730,550	4.99%	252.37	1,120.14	142.76	63.17	1,578.44	4.29%	93,610	1.25	0.83	0.23	0.15
	17,731,080	5.00%	252.40	1,120.14	142.76	63.17	1,578.47	4.29%	94,140	1.25	0.83	0.23	0.15

*1 Lancashire County Council precept estimated to increase by 4.0%, Lancashire Police Authority by 5.0% and Lancashire Combined Fire Authority by 5.0%

SCRUTINY STUDY OF THE COUNCIL'S 2009/10 REVENUE BUDGET

REPORT OF THE SCRUTINY PANEL

Councillors –

George Adam
Marjorie Adams
Tony Beckett
Margaret Bell (Leader)
Martin Bell

Smith Benson
Jonathan Eyre
Valerie Langtree
Violet Vaughan

Putting people first



CONTENTS

SUMMARY	3
1. INTRODUCTION AND TERMS OF REFERENCE	5
2. METHOD OF REVIEW	5
3. FINDINGS	5
Financial Strategy and	
Medium Term Financial Plan	5
Discretionary Expenditure	6
Discretionary Income	7
Growth and Savings Proposals	7
4. CONCLUSIONS	7
5. RECOMMENDATIONS	8

SCRUTINY STUDY OF THE COUNCIL'S 2009/10 REVENUE BUDGET

SUMMARY

What we wanted to do

We wanted to get a better idea of how the Council's revenue budget is made up. We also wanted to look at areas where we might be able to make savings or raise income to meet the estimated shortfall in our 2009/10 revenue budget. At the same time we needed to make sure that we can afford to deliver the Council's priorities and to continue to do so.

How we did it

- ◆ The Council's Chief Finance Officer and the Accountancy Services Manager provided us with a wealth of information on our current financial position.
- ◆ We discussed proposals from Managers for new areas of funding as well as savings.
- ◆ Some of the services we provide we are not actually required by law to do. We therefore looked at those services with a view to seeing if we can either stop providing some of them or alternatively make charges to help cover our costs.

What we found out

- ◆ When we are underspent against the allocated budget at the end of the financial year we put the money into reserves to cover possible future risks.
- ◆ This means that we can support the budget over the next three years by using some reserves
- ◆ Clearly of course this cannot continue indefinitely as the reserves would eventually be used up.
- ◆ The grant that we get from the Government currently increases year on year (up to 2010/11). However, the level of increase is reduced each year and is not keeping pace with inflation meaning that it is effectively a reduction in funding.
- ◆ There is a real possibility that in future years the grant may be frozen at current levels or even reduced as Councils are required to be more efficient.
- ◆ At the time the review started, a shortfall of around £800,000 in the 2009/10 revenue budget was expected
- ◆ There are some services which we provide which we are not legally obliged to do. This appears to be an area worth investigating further.
- ◆ For example some of these services we provide free of charge and Councils are being encouraged to consider introducing charges for these services.
- ◆ We support three different bodies which provide similar social welfare advice services.

Where we go from here

- ◆ We want to make sure that our services don't suffer and therefore we are looking, where possible, to provide them more efficiently rather than cutting them.
- ◆ We are therefore asking the Executive to look at the possibility of improving services and achieving savings by the organisations currently providing advice services within Pendle working more closely together.

- ◆ We are also asking them to prioritise “discretionary” expenditure with a view to identifying potential savings.
- ◆ We have drawn up a list of discretionary services which we would like them to look at with a view to possibly introducing charges.
- ◆ We also believe that we need to find out whether all the subscriptions, donations and grants to outside bodies that we make are still needed and justified.

BUDGET SCRUTINY PANEL

Report of scrutiny study of the Council's 2009/10 Revenue Budget

1. INTRODUCTION AND TERMS OF REFERENCE

1.1 The Council's Overview and Scrutiny function has not had a close involvement in the budget setting process to date. In view of the reduction in real terms of the Government grant due to inflation, the general economic downturn and the continuing need for efficiency savings it was considered timely that a cross party Scrutiny Panel should oversee the setting of the revenue budget for 2009/10. The review began in October, 2008.

1.2 The Terms of Reference for the review were:

To undertake scrutiny of the Council's budget and the process by which it is prepared including:-

Understanding how the Council's Revenue Budget is constructed;
Obtaining an overview of the Financial Strategy and the Medium Term Financial Plan 2009/12;
Identifying and understanding the issues that may impact on the Council's financial position in 2009/10 and over the medium term;
Exploring areas of budgeted expenditure and income to identify the scope for efficiencies;
Assessing issues arising out of the Service Planning process for consideration as part of the Council's budget.

1.3 We wanted to ensure that the Council's 2009/10 Revenue Budget is allocated to reflect the Council's stated priorities and to ensure that those plans can be

delivered in an affordable and sustainable way.

2. METHOD OF REVIEW

2.1 We sought written and documentary evidence as well as interviewing "witnesses".

2.2 The Chief Finance Officer and Accountancy Services Manager submitted briefing notes and appeared as witnesses to answer Members' questions.

2.3 The 2008/09 budget book, the Financial Strategy, and an update on the Medium Term Financial Plan were considered.

2.4 We considered the Policy on the use of the Council's reserves to support the revenue budget.

2.5 Proposals from Service Managers for growth and savings were discussed.

2.6 The potential to introduce new fees and charges for some of our discretionary services was also considered.

3. OUR FINDINGS

Financial Strategy and Medium Term Financial Plan

3.1 The final outturn position for 2007/08 showed an underspending of £178k against the approved budget.

3.2 The Council contributed to specific reserves to cover areas of potential financial risk, namely –

Pensions

Pendle Leisure Trust
Parkwise
Concessionary Fares
Insurance and Risk Management
Empty Property Strategy

- 3.3 The Council will have reserves in the region of £7.3m at 31st March, 2009 of which approximately £4m is available to support the budget over the medium term at approximately £1.3m per year.
- 3.4 The projected underspend for the current year is £388k.
- 3.5 However, using reserves to balance the budget each year is not a sustainable option.
- 3.6 The three-year Government funding settlement provides the following allocations
- | | |
|---------|-------------|
| 2008/09 | £10,868,000 |
| 2009/10 | £11,017,000 |
| 2010/11 | £11,124,000 |
- 3.7 The diminishing increase in grant represents a reduction in funding in real terms.
- 3.8 The settlement for 2009/10 represents a 1.37% cash increase but with inflation currently running at around 3.1% this means a real reduction in the resources available.
- 3.9 There is a real possibility that in future years the grant may be frozen at current levels or even reduced as Councils are required to be more efficient
- 3.10 Other grant funding includes the Area Based Grant, the new Concessionary Fares Scheme, Housing and Council Tax Benefit Administration subsidy, Housing and Planning Delivery Grant and Local Authority Business Growth Incentive.
- 3.11 The Government continues to allow Councils discretion in determining

the Council Tax increases whilst retaining reserve-capping powers.

- 3.12 It is likely that the Government will expect Council Tax increases to remain substantially below 5% again in 2009/10.
- 3.13 At the time the review started, the projected shortfall on the 2009/10 revenue budget was around £800,000 and options must be explored to meet this.

Discretionary Expenditure

- 3.14 In view of the need to meet the £800,000 shortfall we decided it would be useful to look at those services which the Council is not under an obligation to provide.
- 3.15 Here we thought was potential to achieve savings or to raise income and thereby help to balance the budget.
- 3.16 Discretionary expenditure in the 2008/09 Revenue Budget amounted to £3,422,130.
- 3.17 Items in this category range from individual grants to complete services such as tourism promotion, residual highways services, festive decorations etc.
- 3.18 We took a closer look at the provision and cost of the advice services which the Council supports, i.e. Pendle Citizens' Advice Bureau, Pendle Pakistan Welfare Association and ITHAAD.
- 3.19 Support to these three organisations in 2008/09 amounted to £161,900 to cover staff costs, accommodation and general running costs.
- 3.20 In the last five years the provision of advice services has been the subject of a number of reviews to determine value for money for this significant commitment by the Council.

- 3.21 However, very little has changed as a result of those reviews.
- 3.22 We also discovered that no monitoring mechanism is in place for grants paid to cultural, sporting and other organisations.

Discretionary Income

- 3.23 We were informed of the Audit Commission's publication called 'Positively Charged' which encourages local authorities to consider, amongst other matters, the potential to introduce charges for discretionary services.
- 3.24 We agreed that there may be some merit in considering this further but were clear that any proposals should, where possible, contribute to the Council's strategic objectives

Growth and Savings Proposals

- 3.25 As part of the service planning process Service Managers identified savings as well as making proposals for growth.
- 3.26 These we considered in some detail along with an indication of which were supported by Management Team.

Management Team's Budget

- 3.27 We looked at the proposals of the Corporate Management Team for achieving a balanced budget to be submitted to the special meeting of the Executive in February.
- 3.28 These include support for all but two of the savings proposed by Service Managers and for very few of the growth proposals.

4. CONCLUSIONS

- 4.1 With a shortfall in the budget of just over £800,000 the need to make savings is clear.
- 4.2 Wherever possible we need to ensure that our services do not suffer by seeking out further efficiencies rather than straightforward cuts.
- 4.3 We are of the view that there is some potential for income generation.
- 4.4 Whilst the prudent use of reserves is supported this is not sustainable especially in the current financial climate.
- 4.5 We believe that the discretionary services that we provide or support financially provide opportunities for savings and income generation.
- 4.6 We have identified those areas which we feel should be the subject of further investigation.
- 4.7 The provision of advice services in Pendle involves four agencies including the County Council's Welfare Rights Service.
- 4.8 Despite various reviews of this position over the last five years aimed at improving the Best Value "fair" rating, little appears to have been achieved.
- 4.9 There would appear to be potential for at least considering closer working.
- 4.10 Financial savings could be made for example if accommodation were shared.
- 4.11 This could also lead to more accessible services and savings in terms of shared running and staff costs.
- 4.12 We agree that it is vital to keep the Council Tax increase below 5%.

5. RECOMMENDATIONS

The Executive is recommended as follows -

- 5.1 In the next year, to investigate the potential for both improving services and achieving savings by the organisations currently providing advice services within Pendle working more closely together.
- 5.2 To prioritise the service specific discretionary expenditure identified in the Revenue Budget 2009/10 with a view to identifying potential savings.
- 5.3 To investigate the potential for introducing charges in 2009/10 for the following discretionary services –

Service Area/ Division	Detail
Operational Services/ Waste Collection	Private Weigh Bridge
Operational Services/ Waste Collection	Advertisement on vehicles : New fleet being leased in 2009
Operational Services/ Abandoned Vehicles	Removal of abandoned vehicles – Invoice last known keeper of the vehicle.
Planning & DC/ DC	Pre-application planning and development advice for commercial and large housing projects
ESP/ Private transport operators	CRB Checks – charge for cost of these + Admin Fee
Housing Regeneration	Replacement of lost legal notices. This could apply to other legal notices within the Council & requires uniformed approach across all service areas.
Housing Regeneration	Additional enquiries from solicitors following a property search regarding HMR designated areas. This Could apply to other service areas and uniformed approach needed.
Chief Exec/ Communications	Advertisement in Pendle News
DLS/ Legal Services	Charge for information supplied in relation to FOI Act.
Operational Services/ Abandoned Vehicles	Removal of abandoned vehicles to be done by the Council and charge storage fees to the owner. Any vehicles not collected sent to auction or sold for scrap value.
Environmental Health/ Pest Control	Some pest control services

- 5.4 In the next year, to conduct a review to establish the continuing need for subscriptions, donations and grants to outside bodies.
- 5.5 That the Scrutiny Management Team monitors progress in six months' time.

The Leader and Members of the Budget Scrutiny Panel
January, 2009

Appendix L

Area Committee Resolutions on Budget 2009/10

Brierfield and Reedley Area Committee (6th January 2009)

REVENUE BUDGET 2009/10

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2009/10. The Committee was asked to consider its base budget and, in the context of the Council's overall financial position as set out in the report, identify any options for service efficiencies for consideration by the Council's Executive.

RESOLVED

That the Committee's Revenue Budget be noted.

Nelson Area Committee (5th January 2009)

REVENUE BUDGET 2009/10

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2009/10. The Committee was asked to consider its base budget and, in the context of the Council's overall financial position as set out in the report, identify any options for service efficiencies for consideration by the Council's Executive.

RESOLVED

That the Committee's Revenue Budget be noted.

Barrowford and Western Area Committee (8^h January 2009)

REVENUE BUDGET 2009/10

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2009/10. The Committee was asked to consider its base budget and, in the context of the Council's overall financial position as set out in the report, identify any options for service efficiencies for consideration by the Council's Executive.

RESOLVED

That the Committee's Revenue Budget be noted.

Appendix L

West Craven Area Committee (6th January 2009)

REVENUE BUDGET 2009/10

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2009/10. The Committee was asked to consider its base budget and, in the context of the Council's overall financial position as set out in the report, identify any options for service efficiencies for consideration by the Council's Executive.

RESOLVED

That the Committee's Revenue Budget be noted.

Colne and District Area Committee (8th January 2009)

REVENUE BUDGET 2009/10

The Chief Finance Officer submitted a report on the Committee's Revenue Budget for 2009/10. The Committee was asked to consider its base budget and, in the context of the Council's overall financial position as set out in the report, identify any options for service efficiencies for consideration by the Council's Executive.

RESOLVED

- 1) That the Executive be recommended to agree a 5% increase on all items listed under the following codes ACE02, ACE05, ACE06, ACE07, ACE08 and ACE12 as detailed in Appendix A attached to the report.
- 2) That subject to (1) above, the remaining items in the report be agreed.

Unison's Budget Comments

Thankyou for sending the Budget details for 2009/10 which I have discussed at our January Executive Meeting

We are very pleased there are **No Compulsory Redundancies**, unlike in other Local Authorities, especially with the current economic crisis. This has to be a reward for all the hard work and efficiency savings made over the last twelve months by Staff and members, various initiatives have saved money during the year and these I am sure will continue.

Whilst every-one has played a part, I particular want to thanks those generally lower paid staff who have face to face contact with the Public on a daily basis, those in Cleansing and the Parks who have continued to deliver their Service during a very wet Summer and the freezing temperatures over Christmas. and New Year. Also those in Reception at Nelson Town Hall and to one member in Building Control who, single-handedly kept the office function running for four very busy months. Alex McDonagh deserves a special mention.

We are aware that further savings will be required and I am aware that the Cleansing & Parks Service is being looked at closely, also there is the opportunity for further savings through selective voluntary redundancies and by a possible Restructure later in the year, I am sure Unison will be consulted on any proposed changes.

The Council have known for years that they have a very loyal and committed work force and with the good working relationship Unison has with the Council, I am sure we will endeavour to make the savings and continue to deliver an excellent Service to the Public of Pendle.

All that I now ask is for the Elected Members to get together to discuss and agree a sensible and workable budget for 2009/10

David Lambert
Pendle Unison Branch Secretary

**Pendle Borough Council
Town and Parish Council Precepts 2009/10**

	Parish	Precept 2008/09 £	Precept 2009/10 £	Change £	Change %	2009/10 Tax Base (@ 97.5%)	Band D Council Tax 2008/09 £	Band D Council Tax 2009/10 £	%
1	Barnoldswick	92,000.00	85,000.00	(7,000.00)	(8.24)	3,171.6	29.10	26.80	(8.58)
2	Barrowford	53,800.00	59,800.00	6,000.00	+10.03	2,233.3	23.91	26.78	+10.72
3	Blacko	2,315.25	2,382.39	67.14	+2.82	283.9	7.98	8.39	+4.89
4	Brierfield	36,170.49	40,755.00	4,584.51	+11.25	2,373.0	16.03	17.17	+6.64
5	Colne	-	41,320.00	41,320.00	+0.00	5,165.0	0.00	1.00	+100.00
6	Earby	22,570.00	20,370.00	(2,200.00)	(10.80)	1,324.1	17.47	15.38	(13.59)
7	Foulridge	8,030.00	7,885.00	(145.00)	(1.84)	573.8	14.09	13.74	(2.55)
8	Goldshaw Booth	3,000.00	3,150.00	150.00	+4.76	115.3	25.64	27.32	+6.15
9	Higham with West Close Booth	6,756.00	7,455.00	699.00	+9.38	345.1	19.58	21.60	+9.35
10	Laneshaw Bridge	924.00	930.00	6.00	+0.65	309.9	3.00	3.00	+0.00
11	Nelson	-	69,713.00	69,713.00	+0.00	6,971.3		10.00	+100.00
12	Old Laund Booth	3,017.00	4,000.00	983.00	+24.58	626.8	4.83	6.38	+24.29
13	Reedley Hallows	1,500.00	1,500.00	-	+0.00	706.5	2.12	2.12	+0.00
14	Roughlee Booth	4,170.00	4,170.00	-	+0.00	159.7	26.23	26.11	(0.46)
15	Salterforth	-	2,225.00	2,225.00	+0.00	247.9	0.00	8.98	+100.00
16	TOTAL	234,252.74	350,655.39	116,402.65	42.58	24,607.20	8.98	14.25	+36.98

Draft Statement on Robustness of Estimates and Adequacy of Reserves

1. In accordance with Section 25, the Chief Finance Officer has produced the following statements in respect of the proposed budget requirement for 2009/10. Council is asked to consider these statements when considering the budget for 2009/10.

Statement on the Robustness of the Council's Budget Calculations

2. In respect of the proposed General Fund Revenue Budget for 2009/10 and Capital Programme 2009/10, Council is asked to consider the following statement from the Council's Chief Finance Officer when considering the budgets for 2009/10:-

"This statement is given in respect of the 2009/10 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.

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 2009/10. 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 2009/10 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 2009/10 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 are not immune from the effects of the current turmoil and volatility in the economy. Some budgets are more sensitive and responsive to changes in demand for services. For example, the slowdown in the housing market will impact on services such as Housing, Planning, Building Control and Local Land Charges. In the event of any downturn in income or increases in costs it may be necessary to take corrective action and the effectiveness of this 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 opening of the ACE Centre – The Council has agreed to provide funding to Pendle Leisure Trust to meet the net operating costs of the Centre. However, it is not possible to predict with any degree of accuracy the likely level of patronage for the ACE Centre and therefore the level of income that might be generated during the year;*
- *Parkwise – the current Parkwise Scheme will end in September 2009 so work is currently being undertaken to explore the options for parking enforcement in the Borough. Subject to these options being developed, it is not possible to provide any detailed indication of the budgetary implications for the Council.*

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.

Set within this wider control framework and the adequacy of the Authority's financial arrangements generally, the Chief Finance Officer considers the Council's budget estimates for 2009/10 to be robust.

The medium term position facing the Council remains extremely challenging and this, again, needs to be considered in the context of the downturn in the overall national economy with the impact that might have on areas such as income from fees and charges, investment income, the collection of Council Tax and increased demand for services from vulnerable areas of the community.

Members will also be aware of a number of pressures facing the Council (e.g. 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 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. Members may therefore face difficult decisions in later years in order to sustain a balanced budget over the medium term.

Whilst this has been reflected in part within the current service and financial planning framework the work required is likely to intensify for subsequent budget rounds. Initial work to address this has already begun and will feature in the next update to Members on the Financial Strategy and medium-term financial plan in Summer 2009."

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 2009/10 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 £1.25m 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, 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, 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.*

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 2009”

Appendix A

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

Factors	Commentary
<p>The Council's Aims and Priorities</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 2009/10 agreed by the Council as part of the Strategic Plan 2008/12.</p>
<p>Financial Strategy (and Medium Term Financial Planning)</p>	<p>In preparing the Council's budget estimate for 2009/10, 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 10th February 2009 so that decisions on the budget for 2009/10 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. In turn, this might require a change in the Financial Strategy.</p>
<p>The level of funding likely from Central Government towards the cost of local services</p>	<p>In 2009/10, the Council will receive a cash increase in grant of £149k (or 1.37%) when compared to the amount received in 2008/09. For 2010/11, the Council will receive a cash grant increase of 0.97% respectively and these estimates have been factored into the Council's Medium Term Financial Plan.</p> <p><i>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.</i></p>

Factors	Commentary
<p>Council Tax Base</p>	<p>The Executive agreed a Council Tax Base of 26,084 Band D Council Tax properties for 2009/10 on 18th December 2008.</p> <p>In view of the downturn in the economy, and the first indications that Council Tax collection may be coming under pressure, the rate of collection of Council Tax for 2009/08 has been reduced to 97.5% (compared to 98% in previous years).</p> <p>The Council has in place procedures to monitor rate of Council Tax collection during the financial year.</p>
<p>'Capping' Powers of the Secretary of State in respect of Council Tax Increases</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"> • no interpretation of '<i>substantially below 5% per cent</i>' has, as yet, been provided by the Government; • the grant settlement assumed for each year over the next three years is, in real terms, a reduction in funding and to maintain service levels as a result, the Council has to maximize its own income streams where possible; • the Council's grant, as a consequence of being above a 'floor' level of grant determined by the Government, has been reduced to meet the cost of providing a minimum increase in grant to other local authorities. As indicated above, grant of c£3m will have been withheld from the Council in the seven years to 2010/11 which could otherwise have been used to either improve services or impact on Council Tax.
<p>The Prudential Code and its impact on capital planning (including the Corporate Capital Strategy)</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 2009/10 which is considered by the Chief Finance Officer to be affordable, prudent and sustainable.</p>

Factors	Commentary
<p>Financial Standing (including adequacy of reserves)</p>	<p>On the basis of the most recent budget monitoring statement to the end of December 2008, the General Fund Revenue Budget for 2008/09 is likely to be underspent by £388k. Equally, notwithstanding the deliberations of Council, the budget for 2009/10 will, in accordance with statutory requirements, be balanced.</p> <p>The Medium Term Financial Plan for the period 2009/13 shows a forecast shortfall in resources of c£4.192m. 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>
<p>Financial Management</p>	<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 case, 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 2007/08 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>

Factors	Commentary
	<p>Following gradual improvements in Collection rates for Council Tax and NNDR in recent years, the effects of the economic downturn impacting on residents ability to pay both Council and NNDR with collection performance slightly below forecast levels. However, collection performance is being managed through the Partnership Steering Group operated by the Council in partnership with Liberata.</p>
<p>Corporate Governance and Risk Management</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 performing 'well above minimum requirements – performing strongly' with a score of 4 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>The adequacy of the Council's Insurance Arrangements</p>	<p>The Council's insurance arrangements are reviewed annually as part of the review of premiums paid and as a result of the most recent Use of Resources Assesment, the arrangements are considered to be adequate.</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>Business Continuity Arrangements</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 completed a Disaster Recovery exercise to test the resilience of the BCP.</p>

Factors	Commentary
<p>Arrangements to secure Value for Money</p>	<p>The Council's arrangements in relation to value for money have been scored as 'best practice' 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>Interest Rates</p>	<p>There has been a significant reduction in interest rates in recent months, impacting directly on the Council's financial position. The expectation is that the Bank Rate will, eventually, be reduced to 0.5% in Q1 of 2009 and be maintained at that level until Q2 2010.</p> <p>Interest returns have been set at 2.0% for 2009/10 (but it should be recognised that the Council has investments in place at rates higher than this) and 2.50% and 3.00% for 2010/11 and 2011/12 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 4.6%. Interest rates on short term debt are assumed to be on average between 1% and 2% 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>

Factors	Commentary
	<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 term.</p>
<p>Pay and Price Inflation</p>	<p>The budget estimates for 2009/10 reflect a pay award of 2.75%.</p> <p>Generally, other budgets are cash limited (ie not increased by general inflation) with the exception of certain costs , eg utilities, telephones, car allowances, where budgets have been increased to reflect anticipated inflationary increases.</p> <p>At the time of writing this report (January 2009), Consumer Price Inflation was 3.1% and the Retail Price Index was 0.9%.</p>
<p>Fees and Charges</p>	<p>Annually, the Council reviews its fees and charges. The outcome of the most recent review was reported to the Executive in October 2007.</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"> - Development Control - Building Control - Markets - Sales of Recycling Materials - Local Land Charges <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>
<p>Demand Led Pressures</p>	<p>Where possible, the forecasts of income and expenditure forming the Council's budget estimates for 2009/10 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>

Factors	Commentary
	<p>Again, given the state of the economy, there is the potential for an 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 2009/10 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>
Emerging Growth Pressures	<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 Balances has been undertaken as follows:-

Appendix P

- 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 , there is scope for adverse variances in interest rates to affect both debt charges and interest income. Assuming a 1% adverse variance, this would increase budgeted expenditure by **£100,000**

- 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£xx.xm in 2009/10, 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 **£250,000** (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), Licencing and Markets

There is a risk that expected income will not materialise and a moderate fall in demand of c3% would lead to a reduction in income of **£150,000**.

- 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 P

- 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 2008/09 the programme is around £xxm and in 2009/10 it is expected to be upwards of c£xxm. 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	£
Price fluctuations	150,000
Interest rate fluctuations	100,000
Variations in demand led services	
- Variations in Expenditure Budgets	250,000
- Variation in Income Budgets	150,000
Capacity to respond to emergencies	200,000
External partnerships – funding risks	250,000
Capital Programme Variations	150,000
Total Minimum Working Balance	1,250,000

**GENERAL FUND
REVENUE ACCOUNT**

BUDGET 2009/10

GENERAL FUND REVENUE BUDGET 2009/10

Page No.		2008/09 Approved Estimate	2008/09 Revised Estimate	2009/10 Original Estimate
		£	£	£
	Departmental Net Cost Of Services			
72	Directorate	(6,020)	(101,820)	-
74	Chief Executive's Policy Unit	6,045,100	5,932,710	6,376,630
99	Financial Services	2,196,360	2,446,050	1,743,220
110	Democratic & Legal Services	818,760	817,950	1,410,460
119	Planning & Building Control	1,170,490	1,073,080	1,149,970
125	Operational Services	3,902,250	3,890,980	3,994,780
140	Environmental Health Service	1,051,170	1,033,290	1,061,750
146	Parks & Recreation Services	1,731,080	1,727,560	1,826,080
155	Housing Regeneration Services	573,430	627,480	485,990
161	Economic Development & Tourism	812,990	818,650	796,270
168	Engineering & Special Projects	565,060	596,070	650,360
	TOTAL NET COST OF SERVICES	18,860,670	18,862,000	19,495,510
	Corporate Income and Expenditure			
	Contingencies	100,000	97,750	100,000
	Area Committees	70,000	70,000	70,000
	Revenue Contribution to Capital	400,000	140,000	-
	Minimum Revenue Provision	415,390	280,000	411,620
	Transfer from AMRA			
	External Interest Payable	418,950	401,590	438,640
	Amortised Premiums and Discounts	12,470	13,840	13,840
	Depreciation	(762,010)	(906,060)	(906,060)
	Interest and Investment Income	(463,890)	(800,000)	(350,000)
	Repayments of Principal	7,980	7,980	7,980
	NET REVENUE EXPENDITURE	19,059,560	18,167,100	19,281,530
	Contribution to (from) Reserves			
	Budget Strategy Reserve	(817,700)	(318,850)	(749,710)
	LABGI Reserve (from)	(70,000)	(70,000)	(50,000)
	Local Development Framework (from)	(25,000)	(25,000)	(75,000)
	Local Development Framework (to)	-	100,000	-
	VAT Shelter Reserve	(500,000)	(500,000)	(848,000)
	Pendle Leisure Trust Reserve	-	100,000	-
	Revenue Expenditure Reserve	(255,230)	(171,620)	-
	Working Neighbourhoods Fund	(103,250)	(103,250)	(103,250)
	Change Management Reserve	(20,000)	(20,000)	-
	Empty Property Reserve	-	-	(38,000)
	Performance Reserve	-	110,000	-
	BUDGET REQUIREMENT	17,268,380	17,268,380	17,417,570
	Less Government Grants			
	NNDR Pool	9,539,990	9,539,990	8,951,400
	Formula Grant Allocation (prev.Revenue Support Grant	1,328,040	1,328,040	2,066,100
	Government Grants	10,868,030	10,868,030	11,017,500
	Less Share of Surplus/Deficit on Collection Fund	127,630	127,630	100,000
	BOROUGH COUNCIL PRECEPT	6,272,720	6,272,720	6,300,070

**GENERAL FUND
REVENUE ACCOUNT**

SUMMARY

GENERAL FUND SUMMARY 2009/10

Page No.	Cost Centre	Budget Holder		2008/09 Approved £	2008/09 Revised £	Estimate 2009/10 £
73	S01 S01RD1	S. Barnes S. Barnes	Directorate Service Areas	(6,020)	(101,820)	-
75	S10 S101	G. Dodds S. Barnes	Chief Executive's Policy Unit Corporate Management	2,335,940	2,370,470	1,996,980
76-77	S102	K. Stansfield	Facilities operated by Pendle Leisure	2,289,270	2,387,700	3,009,500
78	S103	G. Dodds	Development & Sustainability	35,800	35,800	44,800
78	S104	P. Mousdale	Contact Centre	50,000	57,100	58,810
79	S1051	G. Whitehead	CCTV	126,990	126,990	130,100
79	S1052	G. Whitehead	Community Safety Partnership	227,330	227,330	245,360
80	S106	H.Nuttall	Central Telephones	(10,000)	-	(50,000)
81	S10RD2	G. Dodds	Service Areas	15,590	(5,950)	-
				5,070,920	5,199,440	5,435,550
			Liberata (Commissioned Services)			
	S21	S. Tyer	Human Resources			
82	S2111	S. Tyer	Employment Schemes	9,000	9,000	-
82	S2112	S. Tyer	Other Employee Issues	98,640	107,490	85,880
83	S211RL1	S. Tyer	Service Areas	(59,920)	(60,810)	-
	S22	D. Beesley	Information Technology			
84	S222RL2	D. Beesley	Service Areas	(5,850)	(16,740)	-
	S23	S. Livesey	Property Services			
85-86	S2231	S. Livesey	Administrative Buildings	19,090	(5,740)	(5,710)
87	S2232	S. Livesey	Allotments	1,330	1,010	1,330
88	S2233	S. Livesey	Estates & Properties	119,770	89,270	82,850
89-90	S2234	S. Livesey	Markets	(40,550)	(730)	6,250
91	S2235	S. Livesey	Industrial Estates	(107,790)	(123,240)	(125,070)
92	S223RL3	S. Livesey	Service Areas	(20,720)	(19,960)	-
	S24	A. Simm	Revenue Services			
93-95	S2241	S. Simm	NNDR Cost of Collection	52,100	56,770	80,470
93-95	S2242	S. Simm	Council Tax	503,880	503,880	505,960
93-95	S2243	S. Simm	Benefits : Council Tax	153,850	113,870	116,260
96	S2244	A. Simm	Rent Allowances	322,840	201,920	202,390
97	S2246	A. Simm	Housing Advances	(7,270)	(9,670)	(9,530)
98	S224RL4	A. Simm	Service Areas	(64,220)	(113,050)	-
				974,180	733,270	941,080
	S11	D. Langton	Financial Services			
100	S1101	R. Latham	Subscriptions	107,740	106,310	75,920
101-102	S1102	R. Latham	Donations	361,670	357,020	333,650
103	S1103	C.Tyer	Financial Service Costs	(135,940)	108,400	231,050
104	S1104	B. Hindman	Additional Allowances	368,080	402,630	375,000
104	S1105	B. Hindman	Earby & Salterforth Drainage Board	3,590	3,800	3,900
105	S1106	B. Hindman	Parish Grants	129,850	129,850	144,430
106	S1107	B. Hindman	Concessionary Fares	1,206,980	1,156,980	884,620
107	S1109	B. Hindman	Insurances	-	-	(25,870)
108	S11RG1	B. Hindman	Service Area Holding Account	151,210	172,670	(279,480)
109	S11RH1	D. Langton	Service Areas	3,180	8,390	-
				2,196,360	2,446,050	1,743,220
	S12	R. Townson	Democratic & Legal Services			
111	S1201	G.Yates	Mayoralty & Member Services	581,870	583,950	1,145,880
111-113	S12021	G. Hartley	Registration of Electors	114,430	108,310	118,680
111-113	S12022	G. Hartley	Council Elections	157,770	125,580	78,640
114	S1203	G. Wilcock	Local Land Charges	(86,070)	(30,670)	(7,700)
115	S1204	J. Pate	Licensing (Exc Taxis)	59,210	59,210	48,120
116	S1205	G.Yates	Town Twinning & Civic Expenses	8,110	8,110	36,840
117	S1206	G.Yates	Print Unit	-	-	-
118	S12RH2	R. Townson	Service Areas	(16,560)	(36,540)	(10,000)
				818,760	817,950	1,410,460
	S13	N. Watson	Planning & Building Control			
120	S1301	J. Mannion	Building Control	142,730	196,780	195,760
121	S1302	P. Whittingham	Development Control	529,940	459,940	429,030
122-123	S1303	C. Douglas	Planning Policy	277,490	293,280	291,510
122-123	S1304	C. Binney	General Environmental Enhancement	232,860	239,760	233,670
124	S13RH3	Neil Watson	Service Areas	(12,530)	(116,680)	-
				1,170,490	1,073,080	1,149,970

BOROUGH OF PENDLE

GENERAL FUND SUMMARY

Page No.				2008/09 Approved	2008/09 Revised	Estimate 2009/10
				£	£	£
	S14	I. McNery	Operational Services			
126-127	S1401	J. Lord	Street Cleansing	1,071,920	1,068,360	1,089,120
128	S14021	J. Lord	Domestic Waste Collection	1,289,880	1,147,470	1,149,290
129	S14022	J. Lord	Trade Waste	123,300	118,400	57,420
130	S14023	J. Lord	Recycling Initiatives	828,820	1,047,730	1,072,440
131	S1403	J. Lord	Dog Warden	115,670	112,490	107,700
132	S1404	J. Lord	Conveniences	156,640	162,500	156,860
133	S1405	S. Czapowski	Luncheon Clubs	62,010	69,250	65,440
134	S1406	S. Czapowski	Social/Community Centres	191,870	225,660	206,320
135	S1407	S. Czapowski	Christmas Events for the Elderly	7,470	6,470	6,630
136	S1408	I. McNery	Emergency Planning	60,000	51,000	26,000
137	S1409	A. Mort	Community Bus Scheme	9,050	11,840	49,730
138	S1410	I. McNery	Depot	-	-	-
139	S14RH4	I. McNery	Service Areas	(14,380)	(130,190)	7,830
				3,902,250	3,890,980	3,994,780
	S15	T. Mitton	Environmental Health Service			
141	S1501	S. Arnott	Food Hygiene	181,390	181,290	172,570
142-144	S15021	L. Miller	Air Pollution	82,900	81,900	81,710
142-144	S15022	L. Miller	Noise Control	126,710	126,210	103,810
142-144	S15023	P. Foley	Occupational Health	89,150	89,150	83,680
142-144	S15024	P. Foley	Public Health	428,680	425,610	466,640
142-144	S15025	P. Foley	Pest Control	156,960	157,960	157,340
145	S15RH5	T. Mitton	Service Areas	(14,620)	(28,830)	(4,000)
				1,051,170	1,033,290	1,061,750
	S16	C. Patten	Parks & Recreation Services			
147-149	S16011	K. Roberts	Playing Fields	344,950	342,580	343,410
147-149	S16012	K. Roberts	Fisheries	8,120	9,280	13,290
147-149	S16013	K. Roberts	Parks Games	198,690	202,340	193,920
147-149	S16014	J. Hibbert	Sporting Events	-	8,020	2,000
150-152	S16021	K. Higson	Parks	708,780	718,450	758,900
150-152	S16022	K. Higson	Open Spaces	159,690	178,790	166,530
150-152	S16023	K. Higson	Playgrounds	127,110	130,290	143,060
150-152	S16024	K. Higson	Picnic Sites	22,590	20,790	21,420
153	S1603	F. Stewart	Cemeteries	169,300	171,600	183,550
154	S16RH6	C. Patten	Service Areas	(8,150)	(54,580)	-
				1,731,080	1,727,560	1,826,080
	S17	J. Whittaker	Housing Regeneration Services			
156	S1701	W. Forrest	Homelessness	220,270	218,580	237,390
157	S1702	C. Thomasson	Housing Strategy	206,750	209,450	141,290
158	S1703	J. Whittaker	Private Sector Housing	231,450	250,670	141,070
159	S1704	W. Forrest	Pendle Women's Refuge	(2,070)	(1,690)	760
160	S17RH7	J. Whittaker	Service Areas	(82,970)	(49,530)	(34,520)
				573,430	627,480	485,990
	S18	D. Morris	Economic Development & Tourism			
162	S1801	V. Jones	Tourism	221,870	222,560	237,760
163	S1802	D. Morris	Reclamation	57,730	5,890	6,240
164	S1803	D. Morris	Development & Promotion	217,590	281,930	247,130
165	S1805	D. Morris	Information & Visitor Centre	149,280	149,280	75,000
166	S1806	D. Morris	Town Centres	182,660	182,440	230,140
167	S18RH8	D. Morris	Service Areas	(16,140)	(23,450)	-
				812,990	818,650	796,270
	S19	P. Atkinson	Engineering & Special Projects			
169	S1901	A. McLeod	Private Street Works	12,870	12,710	15,380
170	S1903	P. Atkinson	District Highways	78,510	77,730	101,820
171	S1904	P. Atkinson	Residual Highways	51,920	79,090	68,100
172	S1905	T. Partridge	Countryside Access	95,400	78,250	68,330
173	S1906	S. Farnell	Car Parking	88,760	89,900	85,360
174	S1907	C. Wilding	Route Subsidies	7,730	7,700	8,740
175	S1908	C. Wilding	Passenger Shelters	45,800	45,740	52,510
176	S1909	C. Wilding	Bus Stations	2,010	19,310	32,350
177	S1910	P. Sellers	Land Drainage	83,030	61,700	75,120
178	S1912	S. Farnell	Taxi Licensing	1,720	460	11,780
179	S1913	S. Whalley	Decorations for Christmas & Eid	103,440	110,390	102,920
180	S1914	P. Atkinson	Cycleways	-	-	20,340
181	S19RH9	P. Atkinson	Service Areas	(6,130)	13,090	7,610
				565,060	596,070	650,360
			TOTAL COST OF SERVICES	18,860,670	18,862,000	19,495,510

**GENERAL FUND
REVENUE ACCOUNT**

DIRECTORATE

DIRECTORATE

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
73	Service Areas		(6,020)		(101,820)		-
			(6,020)		(101,820)		-

BOROUGH OF PENDLE

DIRECTORATE

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S01RD1	Service Areas						
	Expenditure						
	Employee Expenses						
10**	Operational	483,510		446,950		435,670	
12**	Insurance	9,140		7,530		7,250	
12**	Other Employee Expenses	1,430		1,130		1,140	
			494,080		455,610		444,060
	Transport Related Expenses						
38**	Car Allowances	570		700		720	
38**	Car Leasing	30,420		22,770		22,340	
39**	Insurance	2,520		1,800		1,890	
			33,510		25,270		24,950
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,470		800		760	
43**	Printing & Stationery	4,580		4,580		4,580	
45**	Postages	1,570		1,570		1,610	
45**	Telephones	4,020		4,710		4,830	
46**	Expenses	6,600		6,600		6,600	
47**	Misc Expenses : Other	460		500		510	
			18,700		18,760		18,890
	Central Support Services						
70**	Administrative Buildings Exps	18,570		19,420		19,920	
78**	Internal Market	1,766,580		1,766,580		63,830	
			1,785,150		1,786,000		83,750
	Total Expenditure		2,331,440		2,285,640		571,650
	Income						
	Customer & Client Receipts						
93**	Fees & Charges		25,000		75,000		-
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	126,700		126,700		123,330	
9A**	Internal Market : End Users	2,185,760		2,185,760		448,320	
			2,312,460		2,312,460		571,650
	Total Income		2,337,460		2,387,460		571,650
	Net Expenditure carried to Summary		(6,020)		(101,820)		-

**GENERAL FUND
REVENUE ACCOUNT**

**CHIEF EXECUTIVE'S
POLICY UNIT**

CHIEF EXECUTIVE'S POLICY UNIT

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	
		£	£	£	£	£	£
75	Corporate Management	2,335,940		2,370,470		1,996,980	
76-77	Facilities operated by Pendle Leisure	2,289,270		2,387,700		3,009,500	
78	Development & Sustainability	35,800		35,800		44,800	
78	Contact Centre	50,000		57,100		58,810	
79	CCTV	126,990		126,990		130,100	
79	Community Safety Partnership	227,330		227,330		245,360	
80	Central Telephones	(10,000)		-		(50,000)	
81	Service Areas	15,590		(5,950)		-	
			5,070,920		5,199,440		5,435,550
	Liberata (Commissioned Services)						
	Human Resources						
82	Employment Schemes	9,000		9,000		-	
82	Other Employee Issues	98,640		107,490		85,880	
83	Service Areas	(59,920)		(60,810)		-	
			47,720		55,680		85,880
	Information Technology						
84	Service Areas		(5,850)		(16,740)		-
	Property Services						
85-86	Administrative Buildings	19,090		(5,740)		(5,710)	
87	Allotments	1,330		1,010		1,330	
88	Estates & Properties	119,770		89,270		82,850	
89-90	Markets	(40,550)		(730)		6,250	
91	Industrial Estates	(107,790)		(123,240)		(125,070)	
92	Service Areas	(20,720)		(19,960)		-	
			(28,870)		(59,390)		(40,350)
	Treasury Services						
	Local Tax Collection						
93-95	NNDR Cost of Collection	52,100		56,770		80,470	
93-95	Council Tax	503,880		503,880		505,960	
93-95	Benefits : Council Tax	153,850		113,870		116,260	
	Housing Benefits						
96	Rent Allowances	322,840		201,920		202,390	
97	Housing Advances	(7,270)		(9,670)		(9,530)	
98	Service Areas	(64,220)		(113,050)		-	
			961,180		753,720		895,550
			974,180		733,270		941,080
			6,045,100		5,932,710		6,376,630

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S101	Corporate Management Expenditure						
47**	Supplies & Services Liberata Bond Payment		-		12,280		12,890
71**	Central Support Services Internal Market		2,318,960		2,318,960		1,944,090
84**	Capital Financing Charges Debt Management Expenses	16,980		16,980		17,750	
87**	Depreciation (Intangible Assets)	-		22,250		22,250	
		16,980		22,250	39,230		40,000
	Net Expenditure carried to Summary		2,335,940		2,370,470		1,996,980

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S102	Facilities operated by Pendle Leisure						
	Expenditure						
	Premises Related Expenses						
23**	ACE Centre Rent		-		-		100,000
	Supplies & Services						
44**	Consultants Fees		-		2,250		-
47**	Grant to Pendle Leisure		1,831,570		1,831,570		2,156,210
47**	Grant to PLT Free Swimming		-		-		146,000
47**	Contribution ACE Centre Manager		20,000		20,000		-
47**	Contribution ACE Centre		-		-		198,000
			1,851,570		1,853,820		2,500,210
	Central Support Services						
71**	Internal Market		7,150		7,150		6,560
	Capital Financing Costs						
87**	Capital Charges		430,550		526,730		526,730
	Total Expenditure		2,289,270		2,387,700		3,133,500
	Income						
	Government Grants						
90**	Health Inequalities Grant		-		-		50,000
90**	DCLG : Free Swimming		-		-		74,000
			-		-		124,000
	Total Income		-		-		124,000
	Net Expenditure carried to Summary		2,289,270		2,387,700		3,009,500

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S102	<u>Facilities operated by Pendle Leisure (continued)</u>						

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S103	<u>Development & Sustainability Expenditure</u>						
	Supplies & Services						
47**	Mainstreaming Sustainability	8,000		8,000		8,000	
47**	Funding Bids : Preparation Costs	4,000		4,000		4,000	
47**	Council Tax Second Homes	-		-		8,000	
			12,000		12,000		20,000
	Central Support Services						
71**	Internal Market		23,800		23,800		24,800
	Net Expenditure carried to Summary		35,800		35,800		44,800
S104	<u>Contact Centre Expenditure</u>						
	Supplies & Services						
47**	Contribution		50,000		57,100		58,810
	Net Expenditure carried to Summary		50,000		57,100		58,810

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

George Dodds : Chief Executive's Policy Unit Manager

(Telephone 01282 661985)

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S105	<u>Community Safety</u>						
	<u>CCTV</u>						
S1051	<u>Expenditure</u>						
	Supplies & Services						
47**	Nelson CCTV	48,090		48,090		49,290	
47**	Brierfield CCTV	23,290		23,290		23,870	
47**	Barnoldswick CCTV	1,500		1,500		1,500	
47**	Colne CCTV	53,110		53,110		54,440	
47**	Earby CCTV	1,000		1,000		1,000	
			126,990		126,990		130,100
	Net Expenditure carried to Summary		126,990		126,990		130,100
	<u>Community Safety Partnership</u>						
S1052	<u>Expenditure</u>						
	Supplies & Services						
47**	Community Safety Initiatives	8,000		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	
			81,740		81,740		81,740
71**	Central Support Services Internal Market		145,590		145,590		163,620
	Net Expenditure carried to Summary		227,330		227,330		245,360

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

George Dodds : Chief Executive's Policy Unit Manager

(Telephone 01282 661985)

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S106	Central Telephones						
	Expenditure						
45**	Supplies & Services Telephones		220,060		225,740		181,380
	Total Expenditure		220,060		225,740		181,380
	Income						
98**	Recharges to Other Accounts Other Service Recharges		230,060		225,740		231,380
	Total Income		230,060		225,740		231,380
	Net Expenditure carried to Summary		(10,000)		-		(50,000)

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S10RD2	Service Areas						
	Expenditure						
	Employee Expenses						
10**	Operational	1,748,030		1,631,280		1,626,010	
12**	Insurance	33,760		29,180		28,620	
12**	Other Employee Expenses	300		400		410	
			1,782,090		1,660,860		1,655,040
	Transport Related Expenses						
38**	Car Allowances	14,600		14,670		15,040	
38**	Car Leasing	8,840		8,710		8,710	
39**	Insurance	1,260		1,200		1,260	
			24,700		24,580		25,010
	Supplies & Services						
40**	Equipment, Furniture & Materials	7,790		6,970		4,800	
43**	Printing & Stationery	28,890		28,890		23,400	
44**	Services	11,000		21,000		21,000	
45**	Postages	5,220		5,220		4,080	
45**	Telephones	9,010		7,780		7,100	
46**	Expenses	6,210		6,210		4,120	
47**	Misc Expenses : Advertising	11,870		11,870		8,870	
47**	Misc Expenses : Other	1,000		1,090		150	
			80,990		89,030		73,520
	Central Support Services						
70**	Administrative Buildings Exps	44,830		47,940		46,330	
78**	Internal Market	206,450		206,450		156,400	
			251,280		254,390		202,730
	Total Expenditure		2,139,060		2,028,860		1,956,300
	Income						
	Customer & Client Receipts						
93**	Fees & Charges	4,180		4,180		4,350	
93**	External Funding Receipts	979,340		890,680		725,840	
			983,520		894,860		730,190
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	963,410		963,410		212,460	
9A**	Internal Market : End Users	176,540		176,540		1,013,650	
			1,139,950		1,139,950		1,226,110
	Total Income		2,123,470		2,034,810		1,956,300
	Net Expenditure carried to Summary		15,590		(5,950)		-

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
	<u>Liberata - Human Resources</u>						
S2111	<u>Employment Schemes</u>						
	Expenditure						
10**	Employee Expenses Modern Apprenticeship Scheme		89,250	89,250			80,250
	Total Expenditure		89,250	89,250			80,250
	Income						
93**	Other Grants & Contributions External Funding Receipts		80,250	80,250			80,250
	Total Income		80,250	80,250			80,250
	Net Expenditure carried to Summary		9,000	9,000			-
S2112	<u>Other Employee Issues</u>						
	Expenditure						
12**	Employee Expenses Disturbance Allowance	2,250		2,250			2,250
12**	Qualification Training	20,040		20,040			15,040
12**	Long Service Awards	5,670		3,390			5,780
12**	Medical Expenses	3,810		11,310			11,310
12**	Advertising & Interviews	30,000		30,000			30,000
			61,770		66,990		64,380
	Supplies & Services						
40**	Equipment	1,490		1,490			1,490
46**	Central Training Pool	34,380		38,010			19,010
47**	BIG Idea	1,000		1,000			1,000
			36,870		40,500		21,500
	Net Expenditure carried to Summary		98,640	107,490			85,880

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Human Resources (continued)</u>						
S211RL1	Service Areas						
	Expenditure						
53**	Agency & Contracted Services Liberata		271,470		270,250		282,410
78**	Central Support Services Internal Market		38,910		38,910		20,250
	Total Expenditure		310,380		309,160		302,660
	Income						
93**	Customer & Client Receipts Fees & Charges		25,600		25,270		25,600
98**	Recharges to Other Accounts Internal Market : Service Areas		344,700		344,700		246,790
	Total Income		370,300		369,970		302,660
	Net Expenditure carried to Summary		(59,920)		(60,810)		-

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Information Communicaton Technology</u>						
S222RL2	<u>Service Areas : General Expenditure</u>						
	Agency & Contracted Services						
53**	Liberata		965,290		952,170		995,020
	Central Support Services						
70**	Administrative Buildings Exps	4,990		6,290		6,450	
78**	Internal Market	30,260		30,260		28,720	
			35,250		36,550		35,170
	Total Expenditure		1,000,540		988,720		1,030,190
	<u>Income</u>						
	Customer & Client Receipts						
93**	Fees & Charges		38,220		37,290		38,220
	Recharges to Other Accounts						
98**	Internal Market : Service Areas		968,170		968,170		991,970
	Total Income		1,006,390		1,005,460		1,030,190
	Net Expenditure carried to Summary		(5,850)		(16,740)		-

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services</u>						
S2231	<u>Administrative Buildings</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	39,760		41,020		41,020	
26**	Cleaning & Domestic Supplies	4,330		5,250		5,380	
28**	Insurance	4,560		3,730		3,910	
			48,650		50,000		50,310
	Supplies & Services						
47**	Miscellaneous Expenses		2,280		2,100		2,180
	Agency & Contracted Services						
53**	Liberata		206,980		213,070		222,660
	Central Support Services						
71**	Internal Market		64,120		64,120		64,150
87**	Capital Charges		57,470		52,730		52,730
	Total Expenditure		379,500		382,020		392,030
	Income						
	<i>Customer & Client Receipts</i>						
93**	Rents		850		1,100		1,200
	<i>Recharges to Other Accounts</i>						
96**	Service Areas	307,150		331,840		340,310	
96**	Mayoralty & Member Expenses	42,640		44,610		45,750	
96**	Other Accounts	9,770		10,210		10,480	
			359,560		386,660		396,540
	Total Income		360,410		387,760		397,740
	Net Expenditure carried to Summary		19,090		(5,740)		(5,710)

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>						

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	149,270
Elliott House	97,540
Business Centre	13,320
20 Scotland Road	5,520
Brierfield	
Town Hall	4,830
Barnoldswick	
Council Shop	21,920
Earby	
District Office	6,660
Unallocated Expenditure	28,820
Internal Market	64,150
 Total	 392,030

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>						
S2232	<u>Allotments</u>						
	Expenditure						
	Premises Related Expenses						
21**	Grounds : Repair & Maintenance		2,670		2,670		2,670
	Agency & Contracted Services						
53**	Liberata		410		410		430
	Central Support Services						
71**	Internal Market		10,700		10,700		11,000
	Total Expenditure		13,780		13,780		14,100
	Income						
	Customer & Client Receipts						
93**	Rents		12,450		12,770		12,770
	Total Income		12,450		12,770		12,770
	Net Expenditure carried to Summary		1,330		1,010		1,330

Notes

Traditionally allotment areas have been provided for local residents. Where there is a town or parish council, allotment responsibility has been transferred to that Council, leaving Colne and Nelson areas to be the responsibility of Pendle Borough Council.

Up to 500 individual plots in Nelson and Colne alone, can be available for an annual rent based on £220 per acre allowing allotment holders the opportunity to grow produce, flowers or in some areas of poor soil keep poultry.

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>						
S2233	<u>Estates & Properties</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	46,700		46,700		46,700	
21**	Grounds : Repair & Maintenance	4,460		9,350		9,350	
21**	Grot Spot Maintenance	5,510		5,510		5,510	
23**	Rents	2,560		4,390		-	
25**	Water Services	510		510		-	
28**	Insurance	18,640		17,550		18,420	
			78,380		84,010		79,980
	Supplies & Services						
47**	Misc Expenses : Advertising	5,100		1,000		1,000	
47**	Misc Expenses : Building	70,710		70,710		60,000	
47**	Misc Expenses : Other	20,510		17,880		17,880	
			96,320		89,590		78,880
	Agency & Contracted Services						
53**	Liberata	55,770		55,850		55,570	
54**	Grounds Maintenance DSO	36,300		31,410		32,980	
			92,070		87,260		88,550
	Central Support Services						
71**	Internal Market		189,980		189,980		178,920
87**	Capital Charges		28,830		25,000		25,000
	Total Expenditure		485,580		475,840		451,330
	Income						
	Customer & Client Receipts						
93**	Fees & Charges	13,510		13,510		13,510	
93**	Rents : Misc Properties	352,300		373,060		354,970	
			365,810		386,570		368,480
	Total Income		365,810		386,570		368,480
	Net Expenditure carried to Summary		119,770		89,270		82,850

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 £350,000 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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>						
S2234	Markets						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	20,040		20,040		20,040	
28**	Insurance	4,660		5,360		5,640	
			24,700		25,400		25,680
	Supplies & Services						
47**	Miscellaneous Expenses		6,400		4,300		4,300
	Agency & Contracted Services						
53**	Liberata		160,960		161,480		168,750
	Central Support Services						
71**	Internal Market		132,380		132,380		132,230
87**	Capital Charges		20,800		19,200		19,200
	Total Expenditure		345,240		342,760		350,160
	Income						
	Customer & Client Receipts						
92**	Fees & Charges	63,200		57,150		57,150	
93**	Rents	308,600		272,350		272,350	
			371,800		329,500		329,500
	Recharges to Other Accounts						
96**	Conveniences etc		13,990		13,990		14,410
	Total Income		385,790		343,490		343,910
	Net Expenditure carried to Summary		(40,550)		(730)		6,250

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		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
ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S2235	<u>Industrial Estates</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	5,450		5,450		5,450	
28**	Insurance	140		120		130	
			5,590		5,570		5,580
	Agency & Contracted Services						
53**	Liberata	32,710		12,330		12,880	
54**	Grounds Maintenance DSO	8,590		8,590		9,020	
			41,300		20,920		21,900
	Central Support Services						
71**	Internal Market		49,260		49,260		49,790
	Capital Financing Costs						
82**	Leasing Charges	640		630		630	
87**	Capital Charges	15,350		14,190		14,190	
			15,990		14,820		14,820
	Total Expenditure		112,140		90,570		92,090
	Income						
	<i>Customer & Client Receipts</i>						
93**	<i>Rents</i>		<i>219,930</i>		<i>213,810</i>		<i>217,160</i>
	Total Income		219,930		213,810		217,160
	Net Expenditure carried to Summary		(107,790)		(123,240)		(125,070)

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Property Services (continued)</u>						
S223RL3	Service Areas						
	Expenditure						
53**	Agency & Contracted Services Liberata		454,160		454,920		475,390
78**	Central Support Services Internal Market		173,990		173,990		165,110
	Total Expenditure		628,150		628,910		640,500
	Income						
	<i>Recharges to Other Accounts</i>						
98**	Internal Market : Service Areas	251,690		237,440		109,330	
9A**	Internal Market : End Users	397,180		411,430		531,170	
			648,870		648,870		640,500
	Total Income		648,870		648,870		640,500
	Net Expenditure carried to Summary		(20,720)		(19,960)		-

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services</u>						
	<u>Local Tax Collection</u>						
S2241	<u>NNDR Cost of Collection</u>						
	Expenditure						
44**	Supplies & Services Recovery Fees		5,000		5,000		5,000
60**	Transfer Payments Discretionary Relief		79,950		84,500		106,950
71**	Central Support Services Internal Market		129,700		129,700		132,170
	Total Expenditure		214,650		219,200		244,120
	Income						
91**	Recharges to Other Accounts Collection Fund : Coll Allowance		135,510		135,390		135,390
93**	Customer & Client Receipts Recovery of Court Costs		27,040		27,040		28,260
	Total Income		162,550		162,430		163,650
	Net Expenditure carried to Summary		52,100		56,770		80,470
S2242	<u>Council Tax</u>						
	Expenditure						
44**	Supplies & Services Recovery Fees		18,000		18,000		18,000
71**	Central Support Services Internal Market		757,690		757,690		772,000
	Total Expenditure		775,690		775,690		790,000
	Income						
93**	Customer & Client Receipts Recovery of Court Costs		271,810		271,810		284,040
	Total Income		271,810		271,810		284,040
	Net Expenditure carried to Summary		503,880		503,880		505,960

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>						
	<u>Local Tax Collection (continued)</u>						
S2243	Benefits : Council Tax						
	Expenditure						
60**	Transfer Payments						
	Council Tax Benefits		7,274,820		7,428,060		7,799,460
71**	Central Support Services						
	Internal Market		684,280		684,280		697,190
	Total Expenditure		7,959,100		8,112,340		8,496,650
	Income						
	<i>Government Grants</i>						
90**	C Tax Benefit Subsidy	7,343,880		7,537,100		7,913,960	
90**	C Tax Admin Subsidy	<u>461,370</u>		<u>461,370</u>		<u>466,430</u>	
			7,805,250		7,998,470		8,380,390
	Total Income		7,805,250		7,998,470		8,380,390
	Net Expenditure carried to Summary		153,850		113,870		116,260

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>						
	<u>Local Tax Collection (continued)</u>						

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

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>						
	<u>Housing Benefits</u>						
S2244	<u>Rent Allowances</u>						
	Expenditure						
	Transfer Payments						
60**	Rent Allowances	19,248,550		18,484,490		19,351,680	
60**	Overpayments	-		654,560		687,290	
		19,248,550		19,139,050		20,038,970	
	Central Support Services						
71**	Internal Market		684,280		684,280		697,190
	Total Expenditure		19,932,830		19,823,330		20,736,160
	Income						
	<i>Government Grant</i>						
90**	<i>Housing Benefit Subsidy</i>	19,148,620		18,655,480		19,530,050	
90**	<i>Housing Benefit Admin Subsidy</i>	461,370		461,370		466,430	
		19,609,990		19,116,850		19,996,480	
	<i>Customer & Client Receipts</i>						
93**	<i>Recovery Of Overpayments</i>		-		504,560		537,290
	Total Income		19,609,990		19,621,410		20,533,770
	Net Expenditure carried to Summary		322,840		201,920		202,390

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
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(Telephone 01282 661835)

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>						
S2246	<u>Housing Advances</u>						
	Expenditure						
	Premises Related Expenses						
28**	Insurance		7,000		6,880		7,220
	Supplies & Services						
44**	Services		240		500		500
	Central Support Services						
71**	Internal Market		7,330		7,330		7,470
	Total Expenditure		14,570		14,710		15,190
	Income						
	Other Grants & Contributions						
91**	Repayments		21,840		24,380		24,720
	Total Income		21,840		24,380		24,720
	Net Expenditure carried to Summary		(7,270)		(9,670)		(9,530)

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
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(Telephone 01282 661835)

BOROUGH OF PENDLE

CHIEF EXECUTIVE'S POLICY UNIT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	<u>Liberata - Treasury Services (continued)</u>						
S224RL4	<u>Service Areas</u>						
	<u>Expenditure</u>						
44**	Supplies & Services Services		13,400		19,000		19,480
53**	Agency & Contracted Services Liberata		2,274,850		2,220,020		2,382,620
70**	Central Support Services Administrative Buildings Exps	8,780		9,180		9,420	
78**	Internal Market	<u>86,070</u>		<u>86,070</u>		<u>82,020</u>	
			94,850		95,250		91,440
	Total Expenditure		2,383,100		2,334,270		2,493,540
	<u>Income</u>						
	<i>Recharges to Other Accounts</i>						
98**	Internal Market : Service Areas	184,040		184,040		187,520	
9A**	Internal Market : End Users	<u>2,263,280</u>		<u>2,263,280</u>		<u>2,306,020</u>	
			2,447,320		2,447,320		2,493,540
	Total Income		2,447,320		2,447,320		2,493,540
	Net Expenditure carried to Summary		(64,220)		(113,050)		-

**GENERAL FUND
REVENUE ACCOUNT**

FINANCIAL SERVICES

FINANCIAL SERVICES

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
100	Subscriptions		107,740		106,310		75,920
101-102	Donations		361,670		357,020		333,650
103	Financial Service Costs		(135,940)		108,400		231,050
104	Additional Allowances		368,080		402,630		375,000
104	Earby & Salterforth Drainage Board		3,590		3,800		3,900
105	Parish Grants		129,850		129,850		144,430
106	Concessionary Fares		1,206,980		1,156,980		884,620
107	Insurances		-		-		(25,870)
108	Service Area Holding Acc		151,210		172,670		(279,480)
109	Service Areas		3,180		8,390		-
			2,196,360		2,446,050		1,743,220

BOROUGH OF PENDLE

FINANCIAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1101	Subscriptions Expenditure						
	Subscriptions						
47**	North West Tourist Board	3,740		3,900		4,000	
47**	Local Government Association	15,090		13,500		13,840	
47**	Groundwork Foundation	12,000		12,000		12,000	
47**	North West Employers Org.	5,370		5,370		5,500	
47**	North West Regional Assembly	1,540		1,540		1,580	
47**	Lancashire Economic Partnership	20,000		20,000		21,000	
47**	East Lancashire e-Partnership	50,000		50,000		18,000	
			107,740		106,310		75,920
	Net Expenditure carried to Summary		107,740		106,310		75,920

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1102	Donations						
	Expenditure						
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	114,940		115,890		93,490	
47**	Fence Village Hall	14,200		14,200		14,560	
47**	East Lancs Districts Racial Equality Liaison Officer Contribution	15,000		15,000		-	
47**	Coldwell Inn	5,600		-		-	
47**	Grants to Other Organisations	<u>21,420</u>		<u>21,420</u>		<u>27,420</u>	
			201,660		197,010		165,970
	Arts Development & Support						
47**	North West Arts	5,900		5,900		6,050	
47**	Mid Pennine Arts Association	7,500		7,500		7,500	
47**	Grants to Cultural Organisations	<u>23,050</u>		<u>23,050</u>		<u>23,050</u>	
			36,450		36,450		36,600
	Sports Development						
47**	Grants to Sporting Organisations		14,500		14,500		14,500
	Heritage						
47**	Barnoldswick Heritage Exhibition	2,120		2,120		5,000	
47**	Colne Heritage Centre	2,120		2,120		5,000	
47**	Earby Mines	-		-		5,000	
47**	Heritage Trust for the North West	<u>75,380</u>		<u>75,380</u>		<u>75,380</u>	
			79,620		79,620		90,380
	Supplies & Services						
47**	Interest on Interest Free Loans		100		100		20
	Central Support Services						
71**	Int Market : Detached Workers		47,840		47,840		44,680
	Total Expenditure		380,170		375,520		352,150
	Income						
	<i>Customer & Client Receipts</i>						
93**	<i>External Funding Receipts</i>		18,500		18,500		18,500
	Total Income		18,500		18,500		18,500
	Net Expenditure carried to Summary		361,670		357,020		333,650

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1102	<u>Donations (continued)</u>						

Notes (continued)

Arts Development & Support

North West Arts (NWA)

NWA - with the help of local authorities throughout the region - supports the arts financially, helps develop the region's arts infrastructure, and seeks to increase the levels of skills, expertise and professionalism amongst the region's practitioners by:

- providing core funding for the region's strategic organisations
- developing new arts opportunities and access through active partnerships with Local Authorities and other agencies
- offering project funding for individuals and organisations through a range of art forums, training and other schemes
- delivering specialist arts information, advice and advocacy services

Mid Pennine Arts Association (MPA)

MPA supports non-mainstream arts in north east Lancashire; funded by Burnley, Hyndburn, Pendle and Rossendale district councils, Lancashire County Council and North West Arts. Works with the funding authorities, enabling events and access to the arts with a wide range of interests and cultural diversity. MPA provides an art gallery in Burnley and co-ordinates the Manchester Camerata series of concerts at Colne Municipal Hall.

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1103	<u>Financial Service Costs</u>						
	Expenditure						
	Supplies & Services						
47**	Judicial Review Fire Authority	10,000		10,000		-	
47**	Former Admin Buildings	30,000		30,000		-	
47**	Bad Debts Write Offs	50,000		50,000		50,000	
			90,000		90,000		50,000
	Central Support Services						
72**	Bank Charges	11,760		12,000		12,290	
72**	Brokerage Fees	1,700		800		820	
72**	External Audit Fees (Including Inspections)	160,600		145,600		182,940	
			174,060		158,400		196,050
	Total Expenditure		264,060		248,400		246,050
	Income						
	Government Grants						
90**	Local Authority Business Grant Initiative		-		-		15,000
	Customer & Client Receipts						
93**	Housing Pendle		400,000		140,000		-
	Total Income		400,000		140,000		15,000
	Net Expenditure carried to Summary		(135,940)		108,400		231,050

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1104	<u>Additional Allowances Expenditure</u>						
	Employee Expenses						
12**	Additional Allowances	338,080		372,630		315,000	
12**	Other Pensions	30,000		30,000		60,000	
			368,080		402,630		375,000
	Net Expenditure carried to Summary		368,080		402,630		375,000
S1105	<u>Earby & Salterforth Drainage Board Expenditure</u>						
	Premises Related Expenses						
24**	Drainage Rates		3,590		3,800		3,900
	Net Expenditure carried to Summary		3,590		3,800		3,900

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	
S1106	Parish Councils Expenditure						
	Transfer Payments						
23**	Contributions	88,390		88,390		89,890	
23**	Nelson & Colne Parish Councils	<u>35,000</u>		<u>35,000</u>		<u>50,000</u>	
			123,390		123,390		139,890
	Central Support Services						
71**	Internal Market		6,460		6,460		4,540
	Net Expenditure carried to Summary		129,850		129,850		144,430

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 2009/10 are shown below:

	Grant	Precept	Addition to council tax (band D)
	£	£	£.p
Barley	1,900	-	-
Barnoldswick	16,870	85,000	26.80
Barrowford	10,670	59,800	26.78
Blacko	2,740	2,382	8.39
Brierfield	12,910	40,755	17.17
Colne	21,980	41,320	8.00
Earby	7,880	20,370	15.38
Foulridge	4,050	7,885	13.74
Goldshaw Booth	1,940	3,150	27.32
Higham with West Close Booth	3,230	7,455	21.60
Kelbrook and Sough	3,020	-	-
Laneshawbridge	3,060	930	3.00
Nelson	28,020	69,713	10.00
Old Laund Booth	3,990	4,000	6.38
Reedley Hallows	4,680	1,500	2.12
Roughlee Booth	2,380	4,170	26.11
Salterforth	3,370	2,225	8.98
Trawden Forest	4,700	-	0.00
	<u>137,390</u>	<u>350,655</u>	
Parish Council elections	<u>1,000</u>		
	<u>138,390</u>		

For further information, contact
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BOROUGH OF PENDLE

FINANCIAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1107	<u>Concessionary Fares</u>						
	Expenditure						
	Supplies & Services						
43**	Printing & Stationery		5,000		5,000		5,000
	Transfer Payments						
61**	Concessionary Fares	1,421,010		1,371,010		1,103,640	
61**	Community Transport	25,960		25,960		26,740	
61**	Administration Costs	18,440		18,440		18,990	
			1,465,410		1,415,410		1,149,370
71**	Central Support Services						
	Internal Market		4,570		4,570		4,250
	Total Expenditure		1,474,980		1,424,980		1,158,620
	Income						
	Government Grants						
90**	Special Grant		268,000		268,000		274,000
	Total Income		268,000		268,000		274,000
	Net Expenditure carried to Summary		1,206,980		1,156,980		884,620

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.

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BOROUGH OF PENDLE

FINANCIAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1109	Insurances						
	Expenditure						
47**	Supplies & Services Insurances		439,150		414,510		435,240
71**	Central Support Services Internal Market		11,960		11,960		6,710
	Total Expenditure		451,110		426,470		441,950
	Income						
98**	Recharges to Other Accounts Other Service Recharges		451,110		426,470		467,820
	Total Income		451,110		426,470		467,820
	Net Expenditure carried to Summary		-		-		(25,870)

BOROUGH OF PENDLE

FINANCIAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		Estimate 2009/10	
		£	£	£	£	£	£
S11RG1	<u>Service Area Holding Account</u>						
	Expenditure						
	Employee Expenses						
10**	Operational		-		-		(450,000)
	Supplies & Services						
40**	Equipment, Furniture & Materials	4,160		15,830		6,290	
43**	Printing & Stationery	-		490		500	
44**	Services	20,000		20,000		-	
45**	Telephones	19,440		28,140		28,840	
47**	Misc Expenses : Other	10,000		10,600		36,470	
			53,600		75,060		72,100
	Capital Financing Costs						
80**	Leasing Charges		138,420		138,420		98,420
	Total Expenditure		192,020		213,480		(279,480)
	Income						
	Customer & Client Receipts						
93**	Fees & Charges		40,810		40,810		-
	Total Income		40,810		40,810		-
	Net Expenditure carried to Summary		151,210		172,670		(279,480)

BOROUGH OF PENDLE

FINANCIAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S11RH1	<u>Service Areas</u>						
	<u>Expenditure</u>						
	Employee Expenses						
10**	Operational	575,990		589,240		614,200	
12**	Insurance	11,500		10,500		10,830	
12**	Other Employee Expenses	1,270		1,340		1,380	
			588,760		601,080		626,410
	Transport Related Expenses						
38**	Car Allowances	1,050		680		700	
38**	Car Leasing	16,610		18,300		19,220	
39**	Insurance	3,150		3,000		3,150	
			20,810		21,980		23,070
	Supplies & Services						
40**	Equipment, Furniture & Materials	2,720		2,670		2,700	
43**	Printing & Stationery	9,440		9,440		9,440	
45**	Postages	1,330		1,330		1,330	
45**	Telephones	3,870		4,750		4,870	
45**	Computer Charges	370		370		380	
46**	Expenses	12,490		2,490		2,490	
47**	Misc Expenses : Advertising	210		210		210	
47**	Misc Expenses : Other	21,000		21,000		17,520	
			51,430		42,260		38,940
	Central Support Services						
70**	Administrative Buildings Exps	24,290		25,390		26,040	
78**	Internal Market	332,250		332,250		314,390	
			356,540		357,640		340,430
	Total Expenditure		1,017,540		1,022,960		1,028,850
	<u>Income</u>						
	<i>Customer & Client Receipts</i>						
93**	<i>Fees & Charges</i>	8,100		8,100		7,000	
93**	<i>External Funding Receipts</i>	42,720		42,930		44,330	
			50,820		51,030		51,330
	<i>Recharges to Other Accounts</i>						
98**	<i>Internal Market : Service Areas</i>	875,820		875,820		438,200	
9A**	<i>Internal Market : End Users</i>	87,720		87,720		539,320	
			963,540		963,540		977,520
	Total Income		1,014,360		1,014,570		1,028,850
	Net Expenditure carried to Summary		3,180		8,390		-

**GENERAL FUND
REVENUE ACCOUNT**

**DEMOCRATIC & LEGAL
SERVICES**

DEMOCRATIC & LEGAL SERVICES

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
111	Mayoralty & Member Services		581,870		583,950		1,145,880
	Elections						
111-113	Registration of Electors		114,430		108,310		118,680
111-113	Council Elections		157,770		125,580		78,640
114	Local Land Charges		(86,070)		(30,670)		(7,700)
115	Licensing (Exc Taxes)		59,210		59,210		48,120
116	Town Twinning & Civic Expenses		8,110		8,110		36,840
117	Print Unit		-		-		-
118	Service Areas		(16,560)		(36,540)		(10,000)
			818,760		817,950		1,410,460

BOROUGH OF PENDLE

DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1201	<u>Mayoralty & Member Services</u>						
	Expenditure						
	Transport Related Expenses						
34**	Pooled Transport Costs	8,440		8,920		9,080	
35**	Hire of Transport	1,040		1,040		1,040	
37**	Public Transport	760		760		760	
38**	Car Allowances	2,100		2,100		2,150	
			12,340		12,820		13,030
	Supplies & Services						
42**	Clothing & Uniforms	1,490		1,720		1,500	
43**	Printing & Stationery	3,250		3,250		3,250	
45**	Telephones	11,890		12,680		12,990	
45**	Computers	4,220		18,260		18,720	
46**	Members' Training	11,450		11,450		11,450	
46**	Members' Allowances	205,350		190,000		180,000	
46**	Mayor's Expenses	4,540		4,540		4,640	
46**	Mayor's Allowance	5,000		5,000		5,000	
46**	Expenses	11,750		11,750		7,290	
47**	Miscellaneous	4,230		4,150		4,220	
			263,170		262,800		249,060
	Central Support Services						
70**	Administrative Buildings Exps	42,640		44,610		45,750	
71**	Internal Market	263,720		263,720		838,040	
			306,360		308,330		883,790
	Net Expenditure carried to Summary		581,870		583,950		1,145,880

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1202	<u>Elections</u>						
S12021	<u>Registration of Electors</u>						
	Expenditure						
	Supplies & Services						
43**	Printing & Stationery	9,150		7,000		7,180	
44**	Canvassers' Fees	34,290		31,000		32,010	
45**	Postage	11,230		11,230		11,510	
47**	Advertising	1,680		1,000		1,030	
			56,350		50,230		51,730
	Central Support Services						
71**	Internal Market		59,580		59,580		67,950
	Total Expenditure		115,930		109,810		119,680
	Income						
	Customer & Client Receipts						
93**	Sales		1,500		1,500		1,000
	Total Income		1,500		1,500		1,000
	Net Expenditure carried to Summary		114,430		108,310		118,680
S12022	<u>Council Elections</u>						
	Expenditure						
	Premises Related Expenses						
23**	Rents		7,180		6,000		3,150
	Transport Related Expenses						
35**	Hire of Transport		4,610		500		50
	Supplies & Services						
40**	Equipment, Furniture & Materials	14,100		3,000		2,500	
43**	Printing & Stationery	18,760		10,000		500	
44**	Officers Fees	33,040		26,000		2,500	
45**	Postage	20,500		20,500		2,000	
			86,400		59,500		7,500
	Central Support Services						
71**	Internal Market		59,580		59,580		67,940
	Net Expenditure carried to Summary		157,770		125,580		78,640

BOROUGH OF PENDLE

DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		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 or 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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1203	<u>Local Land Charges</u>						
	Expenditure						
	Supplies & Services						
44**	Search Fees	19,680		11,000		11,280	
47**	Insurance	5,230		4,310		4,530	
47**	Other	2,000		2,000		2,000	
			26,910		17,310		17,810
	Central Support Services						
71**	Internal Market		102,020		102,020		104,490
	Total Expenditure		128,930		119,330		122,300
	Income						
	<i>Customer & Client Receipts</i>						
93**	Search Fees		215,000		150,000		130,000
	Total Income		215,000		150,000		130,000
	Net Expenditure carried to Summary		(86,070)		(30,670)		(7,700)

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1204	<u>Licensing (Exc Taxes)</u>						
	Expenditure						
40**	Supplies & Services						
	Equipment & Materials		8,000		8,000		8,000
71**	Central Support Services						
	Internal Market		110,110		110,110		96,620
	Total Expenditure		118,110		118,110		104,620
	Income						
	<i>Customer & Client Receipts</i>						
93**	Liquor Licences	52,500		52,500		52,500	
93**	Gambling Licences	6,400		6,400		4,000	
			58,900		58,900		56,500
	Total Income		58,900		58,900		56,500
	Net Expenditure carried to Summary		59,210		59,210		48,120

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1205	<u>Town Twinning & Civic Expenses</u>						
	Expenditure						
	Supplies & Services						
47**	Town Twinning	4,760		4,760		4,760	
47**	Civic Expenses	3,350		3,350		3,390	
			8,110		8,110		8,150
	Central Support Services						
71**	Internal Market		-		-		29,240
	Total Expenditure		8,110		8,110		37,390
	Income						
	Customer & Client Receipts						
93**	Other Income		-		-		550
	Total Income		-		-		550
	Net Expenditure carried to Summary		8,110		8,110		36,840

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1206	Print Unit						
	Expenditure						
	Supplies & Services						
40**	Equipment, Furniture & Materials	40,500		39,540		40,500	
43**	Printing & Stationery	20,500		20,500		21,010	
			61,000		60,040		61,510
	Central Support Services						
70**	Administrative Buildings Exps	9,770		10,210		10,480	
71**	Internal Market	44,970		44,970		48,230	
			54,740		55,180		58,710
	Total Expenditure		115,740		115,220		120,220
	Income						
	Recharges to Other Accounts						
98**	Other Service Recharges		115,740		115,220		120,220
	Total Income		115,740		115,220		120,220
	Net Expenditure carried to Summary		-		-		-

BOROUGH OF PENDLE

DEMOCRATIC & LEGAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S12RH2	Service Area						
	Expenditure						
	Employee Expenses						
10**	Operational	950,160		960,150		1,003,110	
12**	Insurance	21,600		19,140		20,010	
12**	Other Employee Expenses	4,950		4,870		4,990	
			976,710		984,160		1,028,110
	Transport Related Expenses						
35**	Hire of Transport	5,600		5,830		6,000	
38**	Car Allowances	2,000		3,190		3,270	
38**	Car Leasing	6,480		6,350		6,750	
39**	Insurance	1,260		1,200		1,260	
			15,340		16,570		17,280
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,890		1,760		1,760	
42**	Clothing & Uniforms	240		240		240	
43**	Printing & Stationery	37,150		65,150		55,150	
44**	Services	7,820		27,820		27,820	
45**	Postages	13,470		13,470		13,800	
45**	Telephones	8,040		8,980		9,350	
46**	Expenses	3,670		3,670		3,670	
47**	Misc Expenses : Advertising	3,150		3,150		3,150	
47**	Misc Expenses : Other	1,210		1,310		1,330	
			76,640		125,550		116,270
	Central Support Services						
70**	Administrative Buildings Exps	43,010		43,410		44,530	
71**	Internal Market	385,490		385,490		337,460	
			428,500		428,900		381,990
	Total Expenditure		1,497,190		1,555,180		1,543,650
	Income						
	<i>Customer & Client Receipts</i>						
93**	<i>Fees & Charges</i>	15,600		93,600		93,600	
93**	<i>External Funding Receipts</i>	34,910		34,880		36,100	
			50,510		128,480		129,700
	<i>Recharges to Other Accounts</i>						
96**	<i>Internal Market : Service Areas</i>	823,260		823,260		405,640	
96**	<i>Internal Market : End Users</i>	639,980		639,980		1,018,310	
			1,463,240		1,463,240		1,423,950
	Total Income		1,513,750		1,591,720		1,553,650
	Net Expenditure carried to Summary		(16,560)		(36,540)		(10,000)

**GENERAL FUND
REVENUE ACCOUNT**

**PLANNING & BUILDING
CONTROL**

PLANNING & BUILDING CONTROL

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
120	Building Control		142,730		196,780		195,760
121	Development Control		529,940		459,940		429,030
122-123	Planning Policy		277,490		293,280		291,510
122-123	General Environmental Enhancement		232,860		239,760		233,670
124	Service Areas		(12,530)		(116,680)		-
			1,170,490		1,073,080		1,149,970

BOROUGH OF PENDLE

PLANNING & BUILDING CONTROL

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	
		£	£	£	£	£	£
S1301	<u>Building Control</u>						
	Expenditure						
47**	Supplies & Services Miscellaneous Expenses		200		3,000		3,000
71**	Central Support Services Internal Market		354,030		354,030		333,010
	Total Expenditure		354,230		357,030		336,010
	Income						
92**	<i>Customer & Client Receipts</i> <i>Building Control Fees</i>		211,500		160,250		140,250
	Total Income		211,500		160,250		140,250
	Net Expenditure carried to Summary		142,730		196,780		195,760
	Memorandum : Net Cost of Building Control						
	Fee Earning		1,122		55,172		62,560
	Non-Fee Earning		141,608		141,608		133,200
			142,730		196,780		195,760

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1302	Development Control & Enforcement Expenditure						
	Supplies & Services						
44**	Consultant Fees	5,000		5,000		5,000	
44**	Appeals	20,000		20,000		20,000	
			25,000		25,000		25,000
	Central Support Services						
71**	Internal Market		757,630		757,630		706,720
	Total Expenditure		782,630		782,630		731,720
	Income						
	Government Grant						
90**	Planning Delivery Grant		22,690		22,690		22,690
	Customer & Client Receipts						
93**	Planning Applications		230,000		300,000		280,000
	Total Income		252,690		322,690		302,690
	Net Expenditure carried to Summary		529,940		459,940		429,030

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S13031	<u>Planning Policy Expenditure</u>						
	Supplies & Services						
46**	Staff Training/Seminars	4,000		4,000		4,000	
47**	District Consortium : Census	500		500		500	
47**	Local Plan	85,800		85,800		85,800	
47**	Misc Expenses	-		400		400	
47**	Safety Audit	30,000		30,000		-	
			120,300		120,700		90,700
	Central Support Services						
71**	Internal Market		257,750		257,750		271,240
	Total Expenditure		378,050		378,450		361,940
	<u>Income</u>						
	Government Grant						
90**	Planning Delivery Grant		77,310		64,970		64,970
	Other Grants & Contributions						
91**	LCC Contribution to Safety Audit		15,000		15,000		-
	Customer & Client Receipts						
92**	Fees & Charges		8,250		5,200		5,460
	Total Income		100,560		85,170		70,430
	Net Expenditure carried to Summary		277,490		293,280		291,510
S13032	<u>General Environmental Enhancement Expenditure</u>						
	Premises Related Expenses						
21**	Tree Maintenance		18,100		18,100		18,100
	Supplies & Services						
47**	Urban Tree Planting	5,150		5,150		5,150	
47**	Dutch Elm/Pathogen Threats	1,100		1,100		1,100	
47**	Forest Of Bowland	6,900		13,800		6,900	
			13,150		20,050		13,150
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		11,530		11,530		12,110
	Central Support Services						
71**	Internal Market		190,080		190,080		190,310
	Net Expenditure carried to Summary		232,860		239,760		233,670

BOROUGH OF PENDLE

PLANNING & BUILDING CONTROL

Code No.	Detail	2008/09				Estimate 2009/10	
		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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S13RH3	<u>Service Area</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	1,022,550		925,390		1,055,430	
12**	Insurance	20,630		16,560		18,750	
12**	Other Employee Expenses	<u>3,030</u>		<u>3,270</u>		<u>3,360</u>	
			1,046,210		945,220		1,077,540
	Transport Related Expenses						
38**	Car Allowances	17,070		17,320		17,740	
38**	Car Leasing	20,120		17,240		20,970	
39**	Insurance	<u>3,780</u>		<u>3,600</u>		<u>3,780</u>	
			40,970		38,160		42,490
	Supplies & Services						
40**	Equipment, Furniture & Materials	3,510		4,130		4,230	
42**	Clothing & Uniforms	600		600		600	
43**	Printing & Stationery	24,050		24,050		24,050	
44**	Services	5,000		5,000		5,000	
45**	Postages	7,200		7,200		7,380	
45**	Telephones	9,680		9,240		9,470	
46**	Expenses	3,000		3,000		3,000	
47**	Misc Expenses : Advertising	4,000		4,000		4,000	
47**	Misc Expenses : Other	<u>3,650</u>		<u>3,650</u>		<u>3,650</u>	
			60,690		60,870		61,380
	Central Support Services						
70**	Administrative Buildings Exps	40,180		39,640		40,650	
71**	Internal Market	<u>424,670</u>		<u>424,670</u>		<u>348,060</u>	
			464,850		464,310		388,710
	Total Expenditure		1,612,720		1,508,560		1,570,120
	Income						
	Customer & Client Receipts						
93**	External Funding Receipts		37,160		37,150		39,510
	Recharges to Other Accounts						
96**	Internal Market : Service Areas	28,600		28,600		29,330	
96**	Internal Market : End Users	<u>1,559,490</u>		<u>1,559,490</u>		<u>1,501,280</u>	
			1,588,090		1,588,090		1,530,610
	Total Income		1,625,250		1,625,240		1,570,120
	Net Expenditure carried to Summary		(12,530)		(116,680)		-

**GENERAL FUND
REVENUE ACCOUNT**

OPERATIONAL SERVICES

OPERATIONAL SERVICES

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
126-127	Street Cleansing		1,071,920		1,068,360		1,089,120
	Waste Collection						
128	Domestic Waste Collection		1,289,880		1,147,470		1,149,290
129	Trade Waste		123,300		118,400		57,420
130	Recycling Initiatives		828,820		1,047,730		1,072,440
131	Dog Warden		115,670		112,490		107,700
132	Conveniences		156,640		162,500		156,860
133	Luncheon Clubs		62,010		69,250		65,440
134	Social/Community Centres		191,870		225,660		206,320
135	Christmas Events for the Elderly		7,470		6,470		6,630
136	Emergency Planning		60,000		51,000		26,000
137	Community Bus Scheme		9,050		11,840		49,730
138	Depot		-		-		-
139	Service Areas		(14,380)		(130,190)		7,830
			3,902,250		3,890,980		3,994,780

BOROUGH OF PENDLE

OPERATIONAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1401	<u>Street Cleansing</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	542,110		582,920		608,710	
12**	Insurance	7,870		8,750		8,960	
12**	Other Employee Expenses	1,620		2,010		2,010	
			551,600		593,680		619,680
	Premises Related Expenses						
26**	Waste Management Licences	3,500		3,500		3,590	
27**	Operational Building Expenses	10,380		12,360		12,510	
			13,880		15,860		16,100
	Transport Related Expenses						
32**	HGV Licences	80		80		80	
34**	Pooled Transport	236,780		239,390		243,770	
			236,860		239,470		243,850
	Supplies & Services						
40**	Equipment	14,730		24,310		29,310	
40**	Materials	6,320		8,500		8,500	
40**	Subcontractors	33,970		9,500		9,500	
42**	Clothing & Uniforms	3,910		2,500		2,500	
45**	Telephones	4,240		2,700		2,700	
47**	Misc Expenses : Other	140		7,140		140	
50**	Cost of Street Cleansing	-		2,500		2,500	
			63,310		57,150		55,150
	Agency and Contract Services						
54**	Grounds Maint Weed Treatment		33,820		31,000		-
	Central Support Services						
71**	Internal Market		249,260		249,260		236,120
	Capital Financing Costs						
87**	Capital Charges		12,060		12,740		12,740
	Total Expenditure		1,160,790		1,199,160		1,183,640
	Income						
	<i>Customer & Client Receipts</i>						
93**	<i>Fixed Penalty Notices</i>	16,650		22,400		15,400	
93**	<i>Lancashire County Council</i>	40,100		41,700		11,240	
			56,750		64,100		26,640
	<i>Recharged to other Accounts</i>						
96**	<i>Recharges</i>		32,120		66,700		67,880
	Total Income		88,870		130,800		94,520
	Net Expenditure carried to Summary		1,071,920		1,068,360		1,089,120

BOROUGH OF PENDLE

OPERATIONAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S14021	<u>Domestic Waste Collection</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	507,860		446,790		461,440	
12**	Insurance	6,280		5,430		5,430	
12**	Other Employee Expenses	1,540		1,250		1,250	
			515,680		453,470		468,120
	Premises Related Expenses						
27**	Operational Building Expenses		9,860		7,660		7,760
	Transport Related Expenses						
32**	HGV Licences	80		80		80	
34**	Pooled Transport	325,660		292,180		299,460	
			325,740		292,260		299,540
	Supplies & Services						
40**	Equipment	1,830		-		-	
40**	Materials	47,820		25,000		25,000	
40**	Subcontractors	95,870		95,870		95,870	
42**	Clothing & Uniforms	3,110		1,500		1,500	
45**	Telephones	1,350		1,000		1,000	
47**	Misc Expenses : Other	13,060		35,070		35,070	
			163,040		158,440		158,440
	Central Support Services						
71**	Internal Market		251,690		251,690		232,930
	Capital Financing Costs						
82**	Leasing Charges	55,000		55,000		55,000	
87**	Capital Charges	8,840		7,900		7,900	
			63,840		62,900		62,900
	Total Expenditure		1,329,850		1,226,420		1,229,690
	Income						
	<i>Customer & Client Receipts</i>						
92**	<i>Charges for Services</i>		20,200		26,100		26,100
	<i>Recharged to other Accounts</i>						
96**	<i>Recharges</i>		19,770		52,850		54,300
	Total Income		39,970		78,950		80,400
	Net Expenditure carried to Summary		1,289,880		1,147,470		1,149,290

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S14022	Trade Waste Expenditure						
	Employee Expenses						
10**	Operational	160,340		113,970		118,040	
12**	Insurance	1,970		2,050		2,050	
12**	Other Employee Expenses	410		450		450	
			162,720		116,470		120,540
	Premises Related Expenses						
26**	Waste Disposal Costs	116,540		116,540		116,540	
27**	Operational Building Expenses	2,600		1,650		1,670	
			119,140		118,190		118,210
	Transport Related Expenses						
32**	HGV Licences	20		-		-	
34**	Pooled Transport	122,090		122,340		125,280	
			122,110		122,340		125,280
	Supplies & Services						
40**	Equipment	12,580		9,600		9,600	
42**	Clothing & Uniforms	980		800		800	
45**	Telephones	570		300		300	
47**	Misc Expenses : Other	40		40		40	
50**	Land Fill Tax	126,200		126,200		126,200	
			140,370		136,940		136,940
	Central Support Services						
71**	Internal Market		187,580		187,580		173,360
	Capital Financing Costs						
87**	Capital Charges		16,320		20,980		20,980
	Total Expenditure		748,240		702,500		695,310
	Income						
92**	Customer & Client Receipts Charges for Services		624,940		584,100		637,890
	Total Income		624,940		584,100		637,890
	Net Expenditure carried to Summary		123,300		118,400		57,420

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
Ilan McNery : Operational Services Manager (Telephone 01282 661752)

BOROUGH OF PENDLE

OPERATIONAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S14023	<u>Recycling Initiatives</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	798,580		836,850		871,700	
12**	Insurance	12,590		12,600		12,600	
12**	Other Employee Expenses	2,600		2,400		2,400	
			813,770		851,850		886,700
	Premises Related Expenses						
21**	Site Maintenance etc	4,190		4,000		4,000	
27**	Operational Building Expenses	16,610		12,940		13,090	
			20,800		16,940		17,090
	Transport Related Expenses						
32**	HGV Licences	130		130		130	
34**	Pooled Transport	298,370		316,770		391,670	
			298,500		316,900		391,800
	Supplies & Services						
40**	Materials	39,160		17,900		17,900	
42**	Clothing & Uniforms	6,260		3,200		3,200	
45**	Telephones	2,500		1,000		1,000	
47**	Misc Expenses : Other	230		2,500		2,500	
47**	Disposal of Recyclate	-		87,500		-	
47**	Recycling Banks	114,400		110,640		110,640	
			162,550		222,740		135,240
	Central Support Services						
71**	Internal Market		288,420		288,420		273,060
	Capital Financing Costs						
82**	Leasing Charges	7,750		7,750		7,750	
87**	Capital Charges	41,080		61,700		61,700	
			48,830		69,450		69,450
	Total Expenditure		1,632,870		1,766,300		1,773,340
	Income						
	<i>Customer & Client Receipts</i>						
93**	<i>Cost Sharing Payment</i>	630,570		630,570		670,900	
93**	<i>Sale of Materials</i>	173,480		88,000		30,000	
			804,050		718,570		700,900
	Total Income		804,050		718,570		700,900
	Net Expenditure carried to Summary		828,820		1,047,730		1,072,440

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:

- a) Recycle 25% of household waste by year 2005.
- b) Recycle 30% of household waste by year 2010.
- c) 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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1403	<u>Dog Warden Service</u>						
	Expenditure						
	Transport Related Expenses						
34**	Pooled Transport Costs		14,800		10,520		10,840
	Supplies & Services						
42**	Clothing & Uniforms	400		400		400	
44**	Vets Fees	600		600		600	
47**	Kennelling Costs	6,800		8,300		8,490	
47**	Out of Hours Service	6,300		6,800		6,970	
			14,100		16,100		16,460
	Central Support Services						
71**	Internal Market		88,970		88,970		83,500
	Total Expenditure		117,870		115,590		110,800
	Income						
	Customer & Client Receipts						
93**	Fines & Kennelling Charges		2,200		3,100		3,100
	Total Income		2,200		3,100		3,100
	Net Expenditure carried to Summary		115,670		112,490		107,700

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1404	Conveniences						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	17,750		17,750		17,750	
22**	Energy Costs	4,350		4,350		4,470	
24**	Rates	7,850		7,970		8,160	
25**	Water Services	10,460		16,810		17,240	
26**	Cleaning & Domestic Supplies	50,300		50,300		50,720	
			90,710		97,180		98,340
	Central Support Services						
71**	Internal Market		58,310		58,310		49,160
87**	Capital Charges		9,960		9,200		9,200
	Total Expenditure		158,980		164,840		156,860
	Income						
	Recharges to Other Accounts						
93**	Transport : Bus Stations		2,340		2,340		-
	Total Income		2,340		2,340		-
	Net Expenditure carried to Summary		156,640		162,500		156,860

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1405	<u>Luncheon Clubs</u>						
	Expenditure						
	Premises Related Expenses						
23**	Rents		12,830		11,890		12,180
	Supplies & Services						
40**	Equipment, Furniture & Materials	700		800		700	
41**	Catering	24,400		21,020		21,060	
47**	Miscellaneous Expenses	100		800		1,300	
			25,200		22,620		23,060
	Central Support Services						
71**	Internal Market		75,850		75,850		72,070
	Total Expenditure		113,880		110,360		107,310
	Income						
	Other Grants & Contributions						
91**	Lancashire County Council		6,880		6,880		7,050
	Customer & Client Receipts						
92**	Sales		44,990		34,230		34,820
	Total Income		51,870		41,110		41,870
	Net Expenditure carried to Summary		62,010		69,250		65,440

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 McInery : Operational Services Manager (Telephone 01282 661752)

BOROUGH OF PENDLE

OPERATIONAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1406	<u>Social/Community Centres</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	20,350		20,350		20,350	
22**	Energy Costs	17,270		17,230		17,670	
24**	Rates	9,890		10,040		10,290	
25**	Water Services	5,330		6,680		6,850	
26**	Cleaning & Domestic Supplies	5,290		5,450		5,560	
28**	Insurance	2,110		2,380		2,490	
			60,240		62,130		63,210
	Supplies & Services						
42**	Clothing, Uniforms & Laundry	1,650		1,730		1,730	
45**	Telephones	1,330		1,230		1,230	
47**	Misc Expenses : Advertising	100		100		100	
48**	Transfer to Fund	22,240		16,910		17,760	
			25,320		23,720		24,570
	Agency & Contracted Services						
54**	Grounds : Repair & Maintenance		1,870		1,870		1,980
	Central Support Services						
71**	Internal Market		196,090		196,090		185,960
87**	Capital Charges		27,890		25,770		25,770
	Total Expenditure		311,410		309,580		301,490
	Income						
	Customer & Client Receipts						
93**	Rents		116,420		80,800		91,890
	Recharges to Other Accounts						
96**	Admin Buildings		3,120		3,120		3,280
	Total Income		119,540		83,920		95,170
	Net Expenditure carried to Summary		191,870		225,660		206,320

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1407	<u>Christmas Events for the Elderly Expenditure</u>						
46**	Supplies & Services Christmas Events for the Elderly		7,470		6,470		6,630
	Net Expenditure carried to Summary		7,470		6,470		6,630

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1408	<u>Emergency Planning</u> Expenditure						
47**	Supplies & Services Emergency Planning		60,000		51,000		26,000
	Net Expenditure carried to Summary		60,000		51,000		26,000

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1409	<u>Community 'Bus Scheme</u>						
	Expenditure						
12**	Training		360		360		360
	Transport Related Expenses						
31**	Repair and Maintenance	2,400		5,950		3,450	
32**	Transport Running Costs	7,060		7,140		6,780	
34**	Pooled Transport Costs	1,500		1,500		1,500	
39**	Transport Insurance	5,450		5,550		5,850	
			16,410		20,140		17,580
	Supplies & Services						
40**	Equipment, Furniture & Materials	160		160		160	
43**	Printing & Stationery	150		150		150	
45**	Telephones	50		50		50	
47**	Grants & Subscriptions	270		270		270	
			630		630		630
	Central Support Services						
70**	Operational Building	3,940		3,460		3,500	
71**	Internal Market	219,580		219,580		222,920	
			223,520		223,040		226,420
	Total Expenditure		240,920		244,170		244,990
	Income						
	<i>Other Grants & Contributions</i>						
91**	Lancashire County Council	132,390		139,390		100,000	
91**	Burnley Borough Council	10,980		10,980		11,250	
91**	Community Accessible Transport	8,200		11,600		11,890	
			151,570		161,970		123,140
	<i>Customer & Client Receipts</i>						
93**	Charges for Services		80,300		70,360		72,120
	Total Income		231,870		232,330		195,260
	Net Expenditure carried to Summary		9,050		11,840		49,730

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 McInery : Operational Services Manager (Telephone 01282 661752)

BOROUGH OF PENDLE

OPERATIONAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1410	<u>Depot</u>						
	Expenditure						
	Employee Expenses						
12**	Other Employee Expenses		8,000		8,000		8,000
	Premises Related Expenses						
20**	Building Repair & Maintenance	32,960		22,960		22,960	
22**	Energy Costs	13,340		13,750		14,100	
24**	Rates	23,240		23,720		24,310	
25**	Water Services	7,690		9,230		9,460	
26**	Cleaning & Domestic Supplies	16,300		16,300		16,300	
28**	Premises Insurance	1,180		1,150		1,210	
			94,710		87,110		88,340
	Central Support Services						
71**	Internal Market		19,770		19,770		20,080
	Capital Financing Costs						
87**	Capital Charges		9,000		9,690		9,690
	Total Expenditure		131,480		124,570		126,110
	Income						
	Other Grants & Contributions						
91**	Joint Financing Costs		-		9,180		9,410
	Recharges to Other Accounts						
96**	Recharges		131,480		115,390		116,700
	Total Income		131,480		124,570		126,110
	Net Expenditure carried to Summary		-		-		-

BOROUGH OF PENDLE

OPERATIONAL SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S14RH4	<u>Service Area</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	1,164,850		1,066,010		1,150,540	
12**	Insurance	23,180		18,780		20,720	
12**	Other Employee Expenses	20,720		20,960		21,520	
			1,208,750		1,105,750		1,192,780
	Transport Related Expenses						
35**	Hire of Transport	29,360		32,040		35,900	
38**	Car Allowances	4,690		5,080		5,220	
38**	Car Leasing	5,780		4,480		4,480	
39**	Insurance	630		600		630	
			40,460		42,200		46,230
	Supplies & Services						
40**	Equipment, Furniture & Materials	4,210		3,550		3,740	
42**	Clothing & Uniforms	2,020		2,020		2,020	
43**	Printing & Stationery	7,890		7,890		7,890	
44**	Services	800		800		800	
45**	Telephones	15,280		15,680		16,060	
46**	Expenses	4,850		4,850		12,680	
47**	Misc Expenses : Other	3,960		4,180		4,190	
			39,010		38,970		47,380
	Central Support Services						
70**	Administrative Buildings Exps	88,090		77,320		78,170	
71**	Internal Market	362,300		362,300		336,610	
			450,390		439,620		414,780
	Total Expenditure		1,738,610		1,626,540		1,701,170
	Income						
	Customer & Client Receipts						
93**	External Funding Receipts		18,160		21,900		22,580
	Recharges to Other Accounts						
96**	Internal Market : Service Areas	119,080		119,080		23,190	
96**	Internal Market : End Users	1,615,750		1,615,750		1,647,570	
			1,734,830		1,734,830		1,670,760
	Total Income		1,752,990		1,756,730		1,693,340
	Net Expenditure carried to Summary		(14,380)		(130,190)		7,830

**GENERAL FUND
REVENUE ACCOUNT**

**ENVIRONMENTAL HEALTH
SERVICES**

ENVIRONMENTAL HEALTH SERVICES

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
141	Food Hygiene		181,390		181,290		172,570
	Environmental Health Services						
142-144	Air Pollution		82,900		81,900		81,710
142-144	Noise Control		126,710		126,210		103,810
142-144	Occupational Health		89,150		89,150		83,680
142-144	Public Health		428,680		425,610		466,640
142-144	Pest Control		156,960		157,960		157,340
145	Service Areas		(14,620)		(28,830)		(4,000)
			1,051,170		1,033,290		1,061,750

BOROUGH OF PENDLE
ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1501	Food Hygiene Expenditure						
	Miscellaneous Services						
47**	Inspection of Premises	1,200		1,200		1,230	
47**	Food & Water Samples	<u>500</u>		<u>400</u>		<u>500</u>	
			1,700		1,600		1,730
	Central Support Services						
71**	Internal Market		179,690		179,690		170,840
	Net Expenditure carried to Summary		181,390		181,290		172,570

Notes

Food Hygiene

This function includes:

- registration and routine inspections of food premises;
- investigation of complaints regarding food premises and food;
- sampling of food and milk products;

For further information, contact

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

BOROUGH OF PENDLE

ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1502	<u>Environmental Health Services</u>						
S15021	<u>Air Pollution</u>						
	Expenditure						
	Supplies & Services						
40**	Equipment	1,000		1,000		1,000	
44**	Consultants Fees	2,000		2,000		2,000	
47**	Miscellaneous Expenses	<u>6,590</u>		<u>5,590</u>		<u>6,590</u>	
			9,590		8,590		9,590
	Central Support Services						
71**	Internal Market		92,730		92,730		92,030
	Total Expenditure		102,320		101,320		101,620
	Income						
	Customer & Client Receipts						
93**	Licensing		19,420		19,420		19,910
	Total Income		19,420		19,420		19,910
	Net Expenditure carried to Summary		82,900		81,900		81,710
S15022	<u>Noise Control</u>						
	Expenditure						
	Supplies & Services						
40**	Equipment	3,000		3,000		3,000	
44**	Consultants Fees	1,000		500		1,000	
47**	Miscellaneous Expenses	<u>8,740</u>		<u>8,740</u>		<u>8,740</u>	
			12,740		12,240		12,740
	Central Support Services						
71**	Internal Market		113,970		113,970		91,070
	Net Expenditure carried to Summary		126,710		126,210		103,810
S15023	<u>Occupational Health</u>						
	Expenditure						
	Central Support Services						
71**	Internal Market		89,150		89,150		83,680
	Net Expenditure carried to Summary		89,150		89,150		83,680

BOROUGH OF PENDLE

ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1502	<u>Environmental Health Services (continued)</u>						
S15024	<u>Public Health</u>						
	Expenditure						
	Miscellaneous Services						
20**	Repairs to Property	15,000		14,000		14,000	
47**	Miscellaneous Sampling	2,900		2,000		2,000	
47**	Contaminated Land	10,000		10,000		5,000	
47**	Other Health Functions	21,270		19,100		16,830	
47**	Smoke Free Alarms	3,850		3,850		-	
			53,020		48,950		37,830
71**	Central Support Services						
	Internal Market		404,260		404,260		457,510
	Total Expenditure		457,280		453,210		495,340
	Income						
	<i>Customer & Client Receipts</i>						
93**	Miscellaneous Sampling	600		600		600	
93**	Other Health Functions	13,000		13,000		14,100	
			13,600		13,600		14,700
	<i>Miscellaneous Income</i>						
92**	Repairs to Property		15,000		14,000		14,000
	Total Income		28,600		27,600		28,700
	Net Expenditure carried to Summary		428,680		425,610		466,640
S15025	<u>Pest Control</u>						
	Expenditure						
	Transport Related Expenses						
34**	Pooled Transport Costs		21,910		21,910		21,910
	Supplies & Services						
40**	Equipment & Materials	4,600		4,600		4,600	
42**	Clothing & Laundry	1,000		1,000		1,000	
47**	Miscellaneous	1,000		500		500	
			6,600		6,100		6,100
71**	Central Support Services						
	Internal Market		138,950		138,950		138,790
	Total Expenditure		167,460		166,960		166,800
	Income						
	<i>Customer & Client Receipts</i>						
93**	Charges for Services		10,500		9,000		9,460
	Total Income		10,500		9,000		9,460
	Net Expenditure carried to Summary		156,960		157,960		157,340

BOROUGH OF PENDLE

ENVIRONMENTAL HEALTH SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S15RH5	<u>Service Area</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	836,300		809,660		867,490	
12**	Insurance	16,560		14,480		15,370	
12**	Other Employee Expenses	4,590		4,140		1,880	
			857,450		828,280		884,740
	Transport Related Expenses						
38**	Car Allowances	20,910		21,910		22,450	
38**	Car Leasing	7,640		7,810		8,610	
39**	Insurance	1,260		1,200		1,260	
			29,810		30,920		32,320
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,410		1,520		1,520	
42**	Clothing & Uniforms	480		480		480	
43**	Printing & Stationery	3,530		3,530		3,530	
44**	Services	10,000		10,000		6,000	
45**	Postages	1,290		1,290		1,320	
45**	Telephones	8,960		10,960		11,240	
46**	Expenses	2,650		2,650		2,650	
47**	Misc Expenses : Other	480		470		490	
			28,800		30,900		27,230
	Central Support Services						
70**	Administrative Buildings Exps	21,170		32,920		33,760	
71**	Internal Market	142,170		142,170		136,590	
			163,340		175,090		170,350
	Total Expenditure		1,079,400		1,065,190		1,114,640
	Income						
	<i>Recharges to Other Accounts</i>						
96**	<i>Internal Market : Service Areas</i>	75,270		75,270		37,380	
96**	<i>Internal Market : End Users</i>	1,018,750		1,018,750		1,081,260	
			1,094,020		1,094,020		1,118,640
	Total Income		1,094,020		1,094,020		1,118,640
	Net Expenditure carried to Summary		(14,620)		(28,830)		(4,000)

**GENERAL FUND
REVENUE ACCOUNT**

**PARKS & RECREATION
SERVICES**

PARKS & RECREATION SERVICES

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
147-149	Outdoor Sports						
147-149	Playing Fields		344,950		342,580		343,410
147-149	Fisheries		8,120		9,280		13,290
147-149	Parks Games		198,690		202,340		193,920
147-149	Sporting Events		-		8,020		2,000
	Community Parks and Open Spaces						
150-152	Parks		708,780		718,450		758,900
150-152	Open Spaces		159,690		178,790		166,530
150-152	Playgrounds		127,110		130,290		143,060
150-152	Picnic Sites		22,590		20,790		21,420
153	Cemeteries		169,300		171,600		183,550
154	Service Areas		(8,150)		(54,580)		-
			1,731,080		1,727,560		1,826,080

BOROUGH OF PENDLE

PARKS & RECREATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1601	<u>Outdoor Sports</u>						
S16011	<u>Playing Fields</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	24,790		22,190		24,910	
21**	Grounds : Repair & Maintenance	57,580		53,370		54,560	
22**	Energy Costs	16,310		22,920		15,130	
24**	Rates	2,420		2,450		5,510	
25**	Water Services	4,020		4,700		4,990	
26**	Cleaning & Domestic Supplies	720		320		620	
28**	Insurance	840		1,430		1,500	
			106,680		107,380		107,220
	Supplies & Services						
40--	Equipment, Furniture & Materials	190		190		190	
43**	Printing & Stationery	50		50		50	
45**	Telephones	890		870		940	
47**	Miscellaneous Expenses	940		880		910	
			2,070		1,990		2,090
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		137,790		126,670		144,670
	Central Support Services						
71**	Internal Market		127,980		127,980		112,730
87**	Capital Charges		16,210		20,450		20,450
	Total Expenditure		390,730		384,470		387,160
	Income						
	Customer & Client Receipts						
92**	Charges for Services	35,200		31,500		33,080	
93**	Rents	10,580		10,390		10,670	
			45,780		41,890		43,750
	Total Income		45,780		41,890		43,750
	Net Expenditure carried to Summary		344,950		342,580		343,410
S16012	<u>Fisheries</u>						
	Expenditure						
	Agency & Contracted Services						
52**	Contract Payments	490		490		490	
54**	Grounds Maintenance DSO	1,310		1,310		1,380	
			1,800		1,800		1,870
	Central Support Services						
71**	Internal Market		9,480		9,480		13,420
	Total Expenditure		11,280		11,280		15,290
	Income						
	Customer & Client Receipts						
92**	Other Charges		3,160		2,000		2,000
	Total Income		3,160		2,000		2,000
	Net Expenditure carried to Summary		8,120		9,280		13,290

BOROUGH OF PENDLE

PARKS & RECREATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1601	<u>Outdoor Sports (Continued)</u>						
S16013	<u>Parks Games</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	22,560		22,560		23,070	
21**	Grounds : Repair & Maintenance	9,550		9,550		9,790	
22**	Energy Costs	4,460		4,460		4,620	
24**	Rates	2,880		2,910		2,980	
25**	Water Services	1,690		2,460		3,460	
26**	Cleaning & Domestic Supplies	180		180		180	
28**	Insurance	600		680		710	
			41,920		42,800		44,810
	Supplies & Services						
40**	Equipment, Furniture & Materials	300		300		300	
42**	Clothing, Uniforms & Laundry	160		160		160	
43**	Printing & Stationery	350		350		350	
45**	Telephones	750		1,050		1,070	
47**	Miscellaneous Expenses	250		250		250	
			1,810		2,110		2,130
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		91,170		91,170		95,730
	Central Support Services						
71**	Internal Market		57,700		57,700		42,690
87**	Capital Charges		7,990		10,060		10,060
	Total Expenditure		200,590		203,840		195,420
	Income						
	Customer & Client Receipts						
92**	Fees & Charges		1,900		1,500		1,500
	Total Income		1,900		1,500		1,500
	Net Expenditure carried to Summary		198,690		202,340		193,920
S16014	<u>Sporting Events</u>						
	Expenditure						
	Supplies & Services						
47**	Miscellaneous Expenses		5,000		2,770		4,000
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		-		6,750		-
	Total Expenditure		5,000		9,520		4,000
	Income						
	Customer & Client Receipts						
92**	Fees & Charges		5,000		1,500		2,000
	Total Income		5,000		1,500		2,000
	Net Expenditure carried to Summary		-		8,020		2,000

BOROUGH OF PENDLE

PARKS & RECREATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		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.

- 12 Playing fields - Recreation Ground Trawden, Holt House Colne, Swinden Nelson, Hodge House Nelson, Ringstone Crescent Nelson, Little Wembley Nelson, Bullholme Barrowford, Benthead Brierfield, 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, 4 rugby union pitches, 31 football pitches 8 changing facilities and 8 car parks.
- 3 Fisheries - Walverden Reservoir (leased from LCC), Ball Grove Trawden (PBC), Lake Burwain Foulridge (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, 3 lakes & 3 cafes.

For further information contact

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

BOROUGH OF PENDLE

PARKS & RECREATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1602	<u>Community Parks and Open Spaces</u>						
S16021	<u>Parks Expenditure</u>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	19,810		19,810		7,790	
21**	Grounds : Repair & Maintenance	76,620		76,620		76,840	
22**	Energy Costs	6,620		6,620		6,620	
23**	Rents	8,130		8,940		10,200	
24**	Rates	1,390		1,410		1,420	
25**	Water Services	3,260		6,140		8,430	
26**	Cleaning & Domestic Supplies	7,620		7,810		8,300	
			123,450		127,350		119,600
	Supplies & Services						
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	360		420		440	
47**	Miscellaneous Expenses	910		910		910	
			13,710		13,770		13,790
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		367,690		367,690		413,740
	Central Support Services						
71**	Internal Market		207,940		207,940		210,070
	Capital Financing Costs						
87**	Capital Charges		5,170		4,780		4,780
	Total Expenditure		717,960		721,530		761,980
	Income						
	<i>Customer & Client Receipts</i>						
92**	Sales	3,950		170		170	
93**	Rents	5,230		2,910		2,910	
			9,180		3,080		3,080
	Total Income		9,180		3,080		3,080
	Net Expenditure carried to Summary		708,780		718,450		758,900

BOROUGH OF PENDLE

PARKS & RECREATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	
		£	£	£	£	£	£
S1602	<u>Community Parks and Open Spaces (Continued)</u>						
S16022	<u>Open Spaces Expenditure</u>						
	Premises Related Expenses						
20**	Maintaining Memorials	14,450		14,450		14,450	
21**	Grounds : Repair & Maintenance	16,020		16,020		16,020	
21**	Amenity Seating	1,500		1,500		1,500	
23**	Rents	-		-		300	
			31,970		31,970		32,270
	Supplies & Services						
40**	Equipment & Materials		2,100		1,000		2,100
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		70,460		70,460		73,980
	Central Support Services						
71**	Internal Market		47,420		67,950		50,770
	Capital Financing Costs						
87**	Capital Charges		8,130		7,500		7,500
	Total Expenditure		160,080		178,880		166,620
	Income						
	<i>Customer & Client Receipts</i>						
93**	Rents		390		90		90
	Total Income		390		90		90
	Net Expenditure carried to Summary		159,690		178,790		166,530
S16023	<u>Playgrounds Expenditure</u>						
	Premises Related Expenses						
21**	Grounds : Repair & Maintenance	25,430		25,430		41,130	
22**	Energy Costs	2,540		2,780		3,340	
28**	Insurance	2,890		5,830		-	
			30,860		34,040		44,470
	Supplies & Services						
40**	Equipment & Materials		1,000		1,000		1,000
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		34,210		34,210		35,920
	Central Support Services						
71**	Internal Market		61,040		61,040		61,670
	Net Expenditure carried to Summary		127,110		130,290		143,060

BOROUGH OF PENDLE

PARKS & RECREATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1602	<u>Community Parks and Open Spaces (Continued)</u>						
S16024	<u>Picnic Sites</u>						
	Expenditure						
	Premises Related Expenses						
25**	Water Services		90		140		150
	Supplies & Services						
40**	Equipment & Materials		250		-		250
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		5,320		5,320		5,580
	Central Support Services						
71**	Internal Market		16,930		16,930		17,040
	Total Expenditure		22,590		22,390		23,020
	Income						
	Customer & Client Receipts						
93**	Rents		-		1,600		1,600
	Total Income		-		1,600		1,600
	Net Expenditure carried to Summary		22,590		20,790		21,420

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.

6 Picnic sites - Barley, 2 at Red Lane Colne, Walverden Reservoir Nelson, 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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
S1603	Cemeteries						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	20,930		20,930		22,560	
21**	Grounds : Repair & Maintenance	21,190		21,190		23,840	
22**	Energy Costs	2,030		3,200		3,320	
24**	Rates	3,850		4,520		4,630	
25**	Water Services	2,010		2,430		2,940	
28**	Insurance	830		750		800	
			50,840		53,020		58,090
	Supplies & Services						
40**	Equipment & Materials	900		900		900	
45**	Telephones	120		120		120	
47**	Miscellaneous Expenses	360		650		360	
			1,380		1,670		1,380
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		134,880		134,880		141,620
	Central Support Services						
71**	Internal Market		136,160		136,160		140,560
	Total Expenditure		323,260		325,730		341,650
	Income						
	<i>Customer & Client Receipts</i>						
93**	<i>Charges for Services</i>	148,370		148,370		152,130	
93**	<i>Rents</i>	5,590		5,760		5,970	
			153,960		154,130		158,100
	Total Income		153,960		154,130		158,100
	Net Expenditure carried to Summary		169,300		171,600		183,550

Notes

Cemeteries

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

	Acres
• Colne Cemetery, Colne	17
• Nelson Cemetery, Nelson	13
• Ghyll Cemetery, Barnoldswick	3
• Wheatlands Cemetery, Earby	2
• Barrowford Cemetery, Barrowford	2
• Salterforth Cemetery, Salterforth	1

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S16RH6	Service Area						
	Expenditure						
	Employee Expenses						
10**	Operational	644,460		618,490		597,130	
12**	Insurance	12,630		11,110		11,670	
12**	Other Employee Expenses	350		240		250	
			657,440		629,840		609,050
	Premises Related Expenses						
23**	Rents		30,160		34,850		32,400
	Transport Related Expenses						
35**	Hire of Transport	30,780		30,780		30,780	
38**	Car Leasing	4,340		3,440		3,810	
39**	Insurance	630		600		630	
			35,750		34,820		35,220
	Supplies & Services						
40**	Equipment, Furniture & Materials	1,300		1,400		1,400	
42**	Clothing & Uniforms	510		510		510	
43**	Printing & Stationery	4,490		4,490		4,490	
45**	Postages	160		160		160	
45**	Telephones	11,290		9,120		7,350	
46**	Expenses	1,000		1,000		1,000	
47**	Misc Expenses : Advertising	390		390		390	
47**	Misc Expenses : Other	1,000		1,010		1,030	
			20,140		18,080		16,330
71**	Central Support Services						
	Internal Market		166,590		166,590		177,870
	Total Expenditure		910,080		884,180		870,870
	Income						
	Recharges to Other Accounts						
96**	Internal Market : Service Areas	78,220		78,220		71,610	
96**	Internal Market : End Users	840,010		860,540		799,260	
			918,230		938,760		870,870
	Total Income		918,230		938,760		870,870
	Net Expenditure carried to Summary		(8,150)		(54,580)		-

**GENERAL FUND
REVENUE ACCOUNT**

**HOUSING REGENERATION
SERVICES**

HOUSING REGENERATION SERVICES

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
156	Homelessness		220,270		218,580		237,390
157	Housing Strategy		206,750		209,450		141,290
158	Private Sector Housing		231,450		250,670		141,070
159	Pendle Women's Refuge		(2,070)		(1,690)		760
160	Service Areas		(82,970)		(49,530)		(34,520)
			573,430		627,480		485,990

BOROUGH OF PENDLE
HOUSING REGENERATION SERVICES

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1701	<u>Homelessness Expenditure</u>						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	400		-		-	
22**	Energy Costs	1,240		-		-	
28**	Premises Insurance	50		-		-	
			1,690		-		-
	Supplies & Services						
40**	Equipment, Furniture & Materials	300		300		300	
47**	New Initiatives	8,000		8,000		8,000	
47**	Pendle Domestic Violence Initiative	47,500		47,500		45,000	
			55,800		55,800		53,300
	Transfer Payments						
61**	Homelessness		90,100		90,100		90,100
	Central Support Services						
71**	Internal Market		136,740		136,740		158,470
	Total Expenditure		284,330		282,640		301,870
	Income						
	Government Grant						
90**	Other		50,000		50,000		50,000
	Customer & Client Receipts						
93**	Charges for Services		14,060		14,060		14,480
	Total Income		64,060		64,060		64,480
	Net Expenditure carried to Summary		220,270		218,580		237,390

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 bed roomed 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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1702	<u>Housing Strategy</u>						
	Expenditure						
	Supplies & Services						
47**	Rural Housing Enabler	-		-		-	
47**	Housing Condition Survey	<u>57,460</u>		<u>60,160</u>		<u>3,700</u>	
			57,460		60,160		3,700
	Central Support Services						
71**	Internal Market		149,290		149,290		137,590
	Net Expenditure carried to Summary		206,750		209,450		141,290

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1703	Private Sector Housing Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	50		16,000		16,000	
21**	Grounds : Repair & Maintenance	6,200		6,200		6,200	
22**	Energy Costs	100		-		-	
23**	Rents	60		-		-	
25**	Water Services	20		-		-	
26**	Cleaning & Domestic Supplies	50		-		-	
			6,480		22,200		22,200
	Supplies & Services						
43**	Printing & Stationery	1,500		-		-	
44**	Tests & Inspection Fees	3,000		3,000		3,000	
44**	Legal Costs	-		15,000		-	
47**	Advertising	25,000		25,000		-	
47**	Energy Efficiency	-		6,000		6,000	
			29,500		49,000		9,000
	Agency & Contracted Services						
52**	Home Improvement Agency	32,040		32,040		32,040	
52**	Handy Person Services	-		-		12,000	
54**	Grounds Maintenance DSO	12,370		12,370		12,990	
			44,410		44,410		57,030
	Central Support Services						
71**	Internal Market		176,060		176,060		105,840
	Total Expenditure		256,450		291,670		194,070
	Income						
	Government Grant						
90**	Supporting People Grant		-		-		12,000
	Other Grants & Contributions						
91**	Energy Efficiency		-		6,000		6,000
	Customer & Client Receipts						
92**	Fee Income	-		2,000		2,000	
93**	Charges for Services	21,500		30,000		30,000	
93**	Rents	3,500		3,000		3,000	
			25,000		35,000		35,000
	Total Income		25,000		41,000		53,000
	Net Expenditure carried to Summary		231,450		250,670		141,070

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1704	<u>Pendle Women's Refuge</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	500		1,000		1,000	
21**	Grounds : Repair & Maintenance	400		-		-	
22**	Energy Costs	4,200		4,200		4,300	
24**	Rates	1,500		1,510		1,550	
25**	Water Services	750		790		810	
26**	Cleaning	920		920		920	
28**	Insurance	190		190		190	
			8,460		8,610		8,770
	Supplies & Services						
40**	Equipment, Furniture & Materials	750		750		750	
44**	TV Licence	140		140		140	
45**	Telephones	750		750		750	
			1,640		1,640		1,640
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		-		400		420
	Central Support Services						
71**	Internal Market		111,200		111,200		114,810
87**	Capital Charges		2,200		2,030		2,030
	Total Expenditure		123,500		123,880		127,670
	Income						
	Government Grant						
90**	Supporting People Grant		81,000		81,000		81,000
	Customer & Client Receipts						
93**	Charges for Services		44,570		44,570		45,910
	Total Income		125,570		125,570		126,910
	Net Expenditure carried to Summary		(2,070)		(1,690)		760

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S17RH7	<u>Service Area</u>						
	Expenditure						
	Employee Expenses						
10**	Operational	1,457,110		1,392,960		1,516,680	
12**	Insurance	31,190		25,020		26,930	
12**	Other Employee Expenses	4,930		2,860		2,880	
			1,493,230		1,420,840		1,546,490
	Transport Related Expenses						
38**	Car Allowances	16,750		13,410		13,740	
38**	Car Leasing	3,580		3,540		3,970	
39**	Insurance	630		600		630	
			20,960		17,550		18,340
	Supplies & Services						
40**	Equipment, Furniture & Materials	6,940		7,300		7,330	
42**	Clothing & Uniforms	180		180		180	
43**	Printing & Stationery	6,230		6,230		6,230	
45**	Postages	1,360		1,360		1,390	
45**	Telephones	9,460		9,910		10,160	
46**	Expenses	1,540		1,540		1,540	
47**	Misc Expenses : Other	4,550		6,660		6,670	
			30,260		33,180		33,500
	Central Support Services						
70**	Administrative Buildings Exps	46,570		47,210		48,420	
71**	Internal Market	342,080		342,080		304,020	
			388,650		389,290		352,440
	Total Expenditure		1,933,100		1,860,860		1,950,770
	Income						
	Customer & Client Receipts						
93**	External Funding Receipts		1,025,340		919,660		1,013,520
	Recharges to Other Accounts						
96**	Internal Market : Service Areas	3,830		3,830		-	
96**	Internal Market : End Users	986,900		986,900		971,770	
			990,730		990,730		971,770
	Total Income		2,016,070		1,910,390		1,985,290
	Net Expenditure carried to Summary		(82,970)		(49,530)		(34,520)

**GENERAL FUND
REVENUE ACCOUNT**

**ECONOMIC DEVELOPMENT
& TOURISM**

ECONOMIC DEVELOPMENT & TOURISM

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
162	Tourism		221,870		222,560		237,760
163	Reclamation		57,730		5,890		6,240
164	Development & Promotion		217,590		281,930		247,130
165	Information & Visitor Centre		149,280		149,280		75,000
166	Town Centres		182,660		182,440		230,140
167	Service Areas		(16,140)		(23,450)		-
			812,990		818,650		796,270

BOROUGH OF PENDLE
ECONOMIC DEVELOPMENT & TOURISM

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1801	Tourism						
	Expenditure						
	Supplies & Services						
	Promotion of Tourism						
40**	Materials, Publications etc	27,500		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	50,000		50,000		75,000	
			103,420		99,420		124,420
71**	Internal Market		127,150		127,150		117,350
	Total Expenditure		230,570		226,570		241,770
	Income						
	Customer & Client Receipts						
92**	Fees & Charges		8,700		4,010		4,010
	Total Income		8,700		4,010		4,010
	Net Expenditure carried to Summary		221,870		222,560		237,760

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1802	Reclamation Expenditure						
54**	Agency & Contracted Services Grounds Maintenance DSO		8,050		8,050		8,460
71**	Central Support Services Internal Market		51,840		-		-
	Total Expenditure		59,890		8,050		8,460
	Income						
93**	Customer & Client Receipts Rents		2,160		2,160		2,220
	Total Income		2,160		2,160		2,220
	Net Expenditure carried to Summary		57,730		5,890		6,240

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1803	<u>Economic Development & Promotion</u>						
	Expenditure						
47**	Supplies & Services Promotions		55,350		81,350		44,350
71**	Central Support Services Internal Market		162,240		214,080		202,780
	Total Expenditure		217,590		295,430		247,130
	Income						
91**	Other Grants & Contributions Contributions		-		10,000		-
93**	Customer & Client Receipts Sales		-		3,500		-
	Total Income		-		13,500		-
	Net Expenditure carried to Summary		217,590		281,930		247,130

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1805	<u>Information & Visitor Centre</u>						
	Expenditure						
	Supplies & Services						
40**	Materials	-		10,000		10,000	
47**	Contribution	149,280		149,280		75,000	
			149,280		159,280		85,000
	Total Expenditure		149,280		159,280		85,000
	Income						
	<i>Customer & Client Receipts</i>						
92**	Sales		-		10,000		10,000
	Total Income		-		10,000		10,000
	Net Expenditure carried to Summary		149,280		149,280		75,000

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

ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1806	<u>Town Centres Expenditure</u>						
	Premises Related Expenses (Pedestrian & Treated Areas)						
21**	Grounds : Repair & Maintenance		36,890		36,890		36,890
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		6,460		6,460		6,780
	Central Support Services						
71**	Internal Market		86,150		85,930		133,310
87**	Capital Charges		53,160		53,160		53,160
	Net Expenditure carried to Summary		182,660		182,440		230,140

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S18RH8	Service Area						
	Expenditure						
	Employee Expenses						
10**	Operational	620,200		634,990		672,460	
12**	Insurance	7,410		11,600		12,360	
12**	Other Employee Expenses	80		80		80	
			627,690		646,670		684,900
	Transport Related Expenses						
38**	Car Allowances	5,100		5,520		5,650	
38**	Car Leasing	3,920		3,940		4,200	
39**	Insurance	630		600		630	
			9,650		10,060		10,480
	Supplies & Services						
40**	Equipment, Furniture & Materials	2,170		1,530		1,540	
43**	Printing & Stationery	1,940		1,940		1,940	
45**	Postages	3,050		3,050		3,130	
45**	Telephones	2,540		3,610		3,700	
46**	Expenses	280		280		280	
			9,980		10,410		10,590
	Central Support Services						
70**	Administrative Buildings Exps	15,340		21,620		22,170	
71**	Internal Market	191,790		177,540		170,070	
			207,130		199,160		192,240
	Total Expenditure		854,450		866,300		898,210
	Income						
	Customer & Client Receipts						
93**	External Funding Receipts		381,600		415,010		444,830
	Recharges to Other Accounts						
96**	Internal Market : Service Areas	98,500		30,730		6,050	
96**	Internal Market : End Users	390,490		444,010		447,330	
			488,990		474,740		453,380
	Total Income		870,590		889,750		898,210
	Net Expenditure carried to Summary		(16,140)		(23,450)		-

**GENERAL FUND
REVENUE ACCOUNT**

**ENGINEERING & SPECIAL
PROJECTS**

ENGINEERING & SPECIAL PROJECTS

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
169	Private Street Works		12,870		12,710		15,380
170	District Highways		78,510		77,730		101,820
171	Residual Highways		51,920		79,090		68,100
172	Countryside Access		95,400		78,250		68,330
173	Car Parking		88,760		89,900		85,360
174	Route Subsidies		7,730		7,700		8,740
175	Passenger Shelters		45,800		45,740		52,510
176	Bus Stations		2,010		19,310		32,350
177	Land Drainage		83,030		61,700		75,120
178	Taxi Licensing		1,720		460		11,780
179	Decorations for Christmas & Eid		103,440		110,390		102,920
180	Cycleways		-		-		20,340
181	Service Areas		(6,130)		13,090		7,610
			565,060		596,070		650,360

BOROUGH OF PENDLE
ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
S1901	<u>Private Street Works Expenditure</u>						
71**	Central Support Services Internal Market		12,870		12,710		15,380
	Net Expenditure carried to Summary		12,870		12,710		15,380

Notes

This function (carried out under the Residual Highways Agreement with the County Council) provides design and supervision of works to streets which are currently unadopted but may be brought up to a standard whereby they are maintained at public expense. The current Residual Highways Agreement is due to expire June 2008 to be replaced by a new agreement 2009 - 2012. 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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1903	District Highways Expenditure						
	Supplies & Services						
47**	Misc Expenses : Advertising		1,800		1,800		1,800
	Miscellaneous Services						
68*01	Roadside Seats	3,000		3,000		3,000	
68*02	Street Nameplates	4,500		4,500		4,500	
68*03	Derelict 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	
			17,310		17,310		17,310
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		5,940		5,940		5,940
	Central Support Services						
71**	Internal Market		53,460		52,680		76,770
	Net Expenditure carried to Summary		78,510		77,730		101,820

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1904	<u>Residual Highways Expenditure</u>						
21**	Miscellaneous Services Traffic Census		540		540		14,820
54**	Agency & Contracted Services Grounds Maintenance DSO		49,400		79,600		81,380
71**	Central Support Services Internal Market		80,910		79,850		81,560
	Total Expenditure		130,850		159,990		177,760
	Income						
	<i>Other Grants & Contributions</i>						
91**	LCC Income Grass Cutting etc	49,400		60,100		95,660	
91**	Residual Arr Mgmt Fee	13,530		6,800		-	
			62,930		66,900		95,660
	<i>Customer & Client Receipts</i>						
93**	Sponsorship	16,000		14,000		14,000	
			16,000		14,000		14,000
	Total Income		78,930		80,900		109,660
	Net Expenditure carried to Summary		51,920		79,090		68,100

Notes

Under the Residual Arrangement 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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
	Highways/Roads (Routine) (continued)						
S1905	Countryside Access Expenditure						
	Central Support Services						
71**	Internal Market		106,890		105,340		85,450
	Miscellaneous Services						
68*11	Footpaths & Countryside Access to	23,470		21,540		30,160	
68*13	Footpaths & Countryside Access	19,520		24,140		24,750	
			42,990		45,680		54,910
	Total Expenditure		149,880		151,020		140,360
	Income						
	<i>Other Grants & Contributions</i>						
91**	LCC Contribution to Works	19,520		20,170		20,780	
91**	Management Fee	34,960		36,600		37,500	
			54,480		56,770		58,280
	<i>Customer & Client Receipts</i>						
93**	Diversions		-		16,000		13,750
	Total Income		54,480		72,770		72,030
	Net Expenditure carried to Summary		95,400		78,250		68,330

Notes

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

This budget is supplemented by 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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£		
S1906	Car Parking Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	16,110		10,000		16,110	
20**	Grounds : Repair & Maintenance	1,870		1,870		1,870	
22**	Energy Costs	1,620		1,620		1,620	
23**	Rents	15,000		13,530		13,870	
24**	Rates	39,510		35,340		36,220	
25**	Water Services	1,700		3,000		4,650	
26**	Cleansing	6,920		7,450		7,820	
27**	Operational Buildings Expenses	3,000		500		3,000	
			85,730		73,310		85,160
	Supplies & Services						
40**	Fixtures & Fittings	630		-		630	
47**	Disc Parking Costs	2,000		4,000		4,000	
52**	Management Fee	6,850		4,850		4,850	
			9,480		8,850		9,480
	Parkwise						
44**	Levy	48,770		41,030		24,530	
51**	Attendants	133,260		132,000		79,870	
			182,030		173,030		104,400
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		2,910		2,910		3,070
	Central Support Services						
70**	Administrative Building Expenses	-		1,920		1,970	
71**	Internal Market	48,110		112,930		68,410	
			48,110		114,850		70,380
	Total Expenditure		328,260		372,950		272,490
	Income						
	Other Grants & Contributions						
91**	LCC Contribution		-		39,510		19,050
	Customer & Client Receipts						
93**	Parkwise Scheme	180,000		180,000		110,090	
93**	Permits	9,370		9,320		9,320	
93**	Rents	50,130		54,220		48,670	
			239,500		243,540		168,080
	Total Income		239,500		283,050		187,130
	Net Expenditure carried to Summary		88,760		89,900		85,360

Notes

Pendle operates 50 public car parks providing 1,713 spaces. All parking is free. In Nelson 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 have been developed in partnership with the County Council to improve on-street and off-street enforcement. The Parkwise arrangements operate throughout the County and provide for:

- (i) Pendle to receive fine income and meet associated costs relating to off-street parking (any surplus arising is retained by Pendle)
- (ii) the County Council to receive fine income and meet associated costs relating to on-street parking (any surplus is ring fenced by the County Council for transport scheme improvements)

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

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1907	<u>Route Subsidies</u>						
	Expenditure						
	Agency & Contracted Services						
51**	Other Local Authorities		5,780		5,780		5,500
	Central Support Services						
71**	Internal Market		1,950		1,920		3,240
	Net Expenditure carried to Summary		7,730		7,700		8,740

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1908	<u>Passenger Shelters</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance		40,000		40,000		40,000
	Central Support Services						
71**	Internal Market		5,800		5,740		12,510
	Net Expenditure carried to Summary		45,800		45,740		52,510

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1909	<u>Bus Stations</u>						
	Expenditure						
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	8,000		8,000		8,200	
22**	Energy Costs	3,900		3,900		-	
24**	Rates	20,020		21,000		20,950	
25**	Water Services	2,920		3,320		650	
26**	Cleaning & Domestic Supplies	7,590		6,620		5,200	
28**	Insurance	60		60		60	
			42,490		42,900		35,060
	Supplies & Services						
47**	Miscellaneous Expenses		260		70		70
	Agency & Contracted Services						
54**	Grounds Maintenance DSO		1,850		1,850		1,660
	Central Support Services						
71**	Internal Market		28,420		28,010		15,700
	Total Expenditure		73,020		72,830		52,490
	Income						
	<i>Customer & Client Receipts</i>						
93**	Rents	70,110		53,320		20,140	
93**	Other Charges	900		200		-	
			71,010		53,520		20,140
	Total Income		71,010		53,520		20,140
	Net Expenditure carried to Summary		2,010		19,310		32,350

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 November 2008. Improvements to bus termini at Barnoldswick and Earby are proposed by LCC, largely using LTP (Local Transport Plan) funding for 2007/08.

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1910	<u>Land Drainage</u>						
	<u>Land Drainage : Non Agency Expenditure</u>						
	Premises Related Expenses						
21**	Grounds : Repair & Maintenance		99,800		103,000		103,000
	Central Support Services						
71**	Internal Market		87,030		85,700		116,180
	Total Expenditure		186,830		188,700		219,180
	<u>Income</u>						
	Customer & Client Receipts						
93**	Env. Agency : Works	83,800		87,000		87,000	
93**	Env. Agency : Administration	20,000		40,000		57,060	
			103,800		127,000		144,060
	Total Income		103,800		127,000		144,060
	Net Expenditure carried to Summary		83,030		61,700		75,120

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	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S1912	Taxi Licensing Expenditure						
	Supplies & Services						
40**	Equipment & Materials	7,300		6,500		8,000	
47**	Miscellaneous Expenses	-		9,980		9,980	
			7,300		16,480		17,980
	Central Support Services						
71**	Internal Market		89,290		87,980		95,800
	Total Expenditure		96,590		104,460		113,780
	Income						
	Customer & Client Receipts						
93**	Taxi Licences		94,870		104,000		102,000
	Total Income		94,870		104,000		102,000
	Net Expenditure carried to Summary		1,720		460		11,780

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 150 private hire vehicles and 70 hackney carriage vehicles licensed, with overall 501 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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1913	<u>Decorations for Christmas & Eid Expenditure</u>						
	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	74,000		88,800		74,000	
47**	Miscellaneous Expenses	320		320		320	
			74,320		89,120		74,320
	Central Support Services						
71**	Internal Market		26,680		26,330		26,160
	Total Expenditure		103,440		117,890		102,920
	Income						
	Customer & Client Receipts Contributions						
93**			-		7,500		-
	Total Income		-		7,500		-
	Net Expenditure carried to Summary		103,440		110,390		102,920

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	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S1914	<u>Cycleways</u> Expenditure						
71**	Central Support Services						
	Internal Market		-		-		20,340
	Net Expenditure carried to Summary		-		-		20,340

Notes

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

BOROUGH OF PENDLE
ENGINEERING & SPECIAL PROJECTS

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
S19RH9	Service Area						
	Expenditure						
	Employee Expenses						
10**	Operational	561,800		565,470		594,960	
12**	Insurance	13,590		18,300		19,050	
12**	Other Employee Expenses	580		600		610	
			575,970		584,370		614,620
	Transport Related Expenses						
38**	Car Allowances	10,480		10,730		10,990	
38**	Car Leasing	5,080		5,170		5,340	
39**	Insurance	630		600		630	
			16,190		16,500		16,960
	Supplies & Services						
40**	Equipment, Furniture & Materials	2,240		4,200		4,270	
42**	Clothing & Uniforms	690		690		690	
43**	Printing & Stationery	4,680		3,980		3,980	
44**	Services	5,500		5,500		5,500	
45**	Postages	430		430		440	
45**	Telephones	8,500		11,330		9,780	
46**	Expenses	2,200		2,200		2,200	
47**	Misc Expenses : Advertising	60		60		60	
47**	Misc Expenses : Other	730		680		710	
			25,030		29,070		27,630
	Central Support Services						
70**	Administrative Buildings Exps	35,410		36,890		37,840	
71**	Internal Market	320,980		253,210		274,350	
			356,390		290,100		312,190
	Total Expenditure		973,580		920,040		971,400
	Income						
	Customer & Client Receipts						
93**	Fees & Charges		80,350		75,360		82,020
	Recharges to Other Accounts						
96**	Internal Market : Service Areas	29,290		29,290		32,950	
96**	Internal Market : End Users	870,070		802,300		848,820	
			899,360		831,590		881,770
	Total Income		979,710		906,950		963,790
	Net Expenditure carried to Summary		(6,130)		13,090		7,610

EXTERNALLY FUNDED SCHEMES

2009/10 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	2008/09				Estimate 2009/10	
		Original		Revised		£	£
		£	£	£	£		
	Schemes						
	Expenditure						
	Community Development						
WC023	East Lancashire E Partnership	310,430		212,500		-	
WC048	Community Cohesion	-		116,000		214,000	
WC052	LSP Community Cohesion	-		10,000		-	
			310,430		338,500		214,000
	Community Safety						
W5022	Anti Social Behaviour Co-ordinator	-		20,000		-	
WB006	Single Pot	131,200		84,070		75,000	
WC035	Preventing Violent Extremism	75,000		125,000		150,000	
			206,200		229,070		225,000
	Economic Development						
CAADB	Barnoldswick Steam & Stream	-		8,210		-	
RD241	Management & Administration	134,270		169,400		25,640	
RD242	Public Relations	42,410		46,990		12,250	
W5001	Pendle Intermediary Project	-		144,890		160,870	
W5006	Business Support Unit	324,360		324,360		-	
W5021	ACE Centre	762,500		748,260		-	
W6008	LSP Policy Officer	-		55,770		-	
WC016	E Citizens Panel	-		51,250		133,580	
WC030	LEGI Finance for Growth	949,000		1,023,400		1,085,260	
WC031	LEGI Enterprise Haven	96,600		150,670		99,630	
WC036	Scotland Road	750,000		-		-	
WC038	Vision Board	-		75,000		117,660	
WC043	Team Lancs	-		110,680		199,720	
WC053	Nelson Vitality Study	-		25,000		-	
WC054	Strategic Development Partner Procurement	-		32,500		-	
WC501/4	Nelson Town Centre Public Realm	-		38,760		3,273,250	
			3,059,140		3,005,140		5,107,860
	Environmental Initiatives						
W2002	Environment Team		93,780		192,600		191,600
	Other Environmental Health						
WC034	Communities for Health	-		58,870		-	
WC045/6	NHS Projects	-		280,000		90,000	
WC049	Voucher Scheme	-		15,000		-	
WC050/1	Supporting Health	-		20,000		-	
WC056	Tackling Health Inequalities	-		30,000		-	
WC057	Community Lifecheck Programme	-		70,000		-	
			-		473,870		90,000
	Housing						
WC020	Whitefield Acquisitions	371,000		524,320		-	
WC021	Elevate Research Service	44,860		-		-	
WC026	Whitefield Public Realm Consultancy	-		24,910		-	
WC027	Whitefield Partnership Grants	125,000		252,450		235,000	
WC039	Bradley Back Street Developments	-		9,900		-	
WC041	Choice Base Lettings	-		114,370		158,110	
WC055	Tackling Fuel Poverty	-		25,000		-	
WF007	ELAN- Enforcement	58,920		48,940		59,420	
WF194/208	Housing Market Renewal	974,320		907,360		934,750	
WF210/9	North Valley, Colne	879,000		1,089,000		1,219,000	
WF230/8	Brierfield Canal Corridor	2,854,000		2,495,000		616,000	
WF239	Environmental Scheme	-		-		500,000	
WF240/2	St Marys Phase 2	100,000		90,000		-	
WF260/1	Neighbourhood Management	500,000		500,000		500,000	
WF280	Whitefield Development Partnership	100,000		100,000		100,000	
WF290/5	Railway St Brierfield Masterplan	807,000		-		890,000	
WF300	South Valley Colne Masterplan	-		20,000		-	
WF310/9	Bradley Priority Area	3,870,000		4,740,000		3,036,000	
WF320/2	Elevate Grotspots	250,000		250,000		250,000	
WF330/8	Improvement for Sale	400,000		400,000		400,000	
WF340/1	Gateways	250,000		406,000		579,000	
WF350/7	Elevate Whitefield	-		-		2,000,000	
WK001/10	Whitefield Townscape Heritage Initiative	2,158,440		140,840		1,557,720	
			13,742,540		12,138,090		13,035,000

BOROUGH OF PENDLE

EXTERNALLY FUNDED SCHEMES

Code No.	Detail	2008/09				Estimate 2009/10	
		Original		Revised		£	£
		£	£	£	£	£	
	Schemes						
	Expenditure (Continued)						
	Transport						
WC008	Pendle Central Loop Cycleway	-		5,500		6,380	
WC058	Barrowford Cyclepath Link	-		70,000		30,000	
WC018	West Craven Cyclepath	-		-		7,120	
WC028	Barnoldswick Towpath Improvements	-		-		1,330	
			-		75,500		44,830
	Waste Collection						
WA001	Neighbourhood Pride		-		85,000		87,550
	Total Expenditure		17,412,090		16,537,770		18,995,840
	Income						
	Grants		17,412,090		16,537,770		18,995,840
	Net Expenditure		-		-		-

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	2008/09				Estimate 2009/10	
		Original		Revised		£	£
		£	£	£	£	£	
Summary of Revenue Schemes Expenditure							
	Employee Expenses						
10**	Operational	1,517,380		1,639,790		1,554,320	
12**	Indirect Employee Expenses	53,030		111,460		51,730	
			1,570,410		1,751,250		1,606,050
	Premises Related Expenses						
20**	Buildings : Repair & Maintenance	980		3,610		1,500	
22**	Energy Costs	1,500		5,430		4,330	
23**	Rents	17,050		21,000		23,000	
24**	Rates	1,410		1,920		1,580	
25**	Water Services	200		200		220	
26**	Cleaning & Domestic Supplies	1,140		1,260		1,200	
28**	Premises Insurance	60		-		-	
			22,340		33,420		31,830
	Transport Related Expenses						
31**	Motor Lease & Repairs	2,400		1,300		2,650	
32**	Transport : Running Costs	3,200		5,670		6,930	
36**	Vehicle Lease	-		4,280		3,820	
38**	Car Allowances	19,960		18,610		22,800	
39**	Transport Insurance	2,600		3,200		3,300	
			28,160		33,060		39,500
	Supplies & Services						
40**	Equipment, Furniture & Materials	7,270		22,740		12,730	
42**	Protective Clothing	1,700		1,760		1,800	
43**	Printing & Stationery	29,120		24,540		33,770	
44**	Consultancy	18,210		100,930		4,860	
45**	Telephones	28,110		29,330		37,120	
46**	Expenses	11,050		12,110		30,650	
47**	Misc Expenses : Advertising	15,000		75,810		49,150	
47**	Misc Expenses : Other	212,180		1,099,180		798,820	
CD**	Grants	-		97,250		55,400	
			322,640		1,463,650		1,024,300
	Central Support Services						
70**	Administrative Buildings Expenses	48,430		52,230		44,480	
71**	Internal Market	76,150		82,810		68,470	
			124,580		135,040		112,950
	Capital Financing Costs						
82**	Leasing Charges		5,350		5,360		5,360
	Total Expenditure		2,073,480		3,421,780		2,819,990
	Income						
	SRB/PERP		120,610		253,360		9,480
	Department Communities & Local Government		-		277,180		437,820
	North West Development Agency		-		95,760		100,590
	Working Neighbourhood Fund		-		410,000		412,550
	ESF		-		4,890		20,870
	Other Local Authorities		220,430		371,720		214,340
	Lancashire County Council		1,438,810		1,300,210		1,404,100
	Bootstrap		6,000		6,400		6,600
	Pendle Borough Council		58,920		63,100		28,710
	Other Private Funding		28,030		84,140		62,720
	Other Public Funding		200,680		555,020		122,210
	Total Income		2,073,480		3,421,780		2,819,990
	Net Expenditure carried to Summary		-		-		-

BOROUGH OF PENDLE
EXTERNALLY FUNDED SCHEMES

Code No.	Detail	2008/09				Estimate 2009/10	
		Original		Revised		£	£
		£	£	£	£	£	
	Summary of Capital Schemes Expenditure						
10**	Employee Expenses						
	Operational	514,500		533,090		553,540	
12**	Indirect Employee Expenses	18,920		16,320		15,750	
			533,420		549,410		569,290
	Transport Related Expenses						
38**	Car Allowances	7,880		8,930		9,140	
39**	Transport Insurance	-		750		750	
			7,880		9,680		9,890
	Supplies & Services						
40**	Equipment, Furniture & Materials	540		1,160		1,940	
42**	Protective Clothing	350		200		150	
43**	Printing & Stationery	5,220		3,880		5,960	
44**	Consultancy	60,620		411,670		183,250	
45**	Telephones	5,650		8,410		8,540	
46**	Expenses	7,070		9,080		27,050	
47**	Misc Expenses : Advertising	3,060		10,070		10,000	
47**	Misc Expenses : Other	525,300		432,980		147,150	
47**	Grant Payments	14,150,000		11,630,460		15,161,830	
			14,757,810		12,507,910		15,545,870
	Central Support Services						
70**	Administrative Buildings Expenses	19,350		23,070		23,800	
71**	Internal Market	20,150		25,920		27,000	
			39,500		48,990		50,800
82**	Total Expenditure	15,338,610		13,115,990		16,175,850	
	Income						
	SRB/PERP		1,086,860		1,072,620		-
	North West Development Agency		1,966,000		64,000		3,779,650
	English Partnerships		371,000		524,320		-
	English Heritage		62,500		140,560		117,500
	Lancashire County Council		9,868,290		10,017,670		10,504,060
	Other Local Authorities		1,045,600		1,023,400		1,085,260
	Lottery Fund		741,540		91,410		493,600
	Pendle Borough Council		196,820		162,010		165,780
	Other Private Funding		-		-		30,000
	Other Public Funding		-		20,000		-
	Total Income		15,338,610		13,115,990		16,175,850
	Net Expenditure carried to Summary		-		-		-

BOROUGH OF PENDLE
EXTERNALLY FUNDED SCHEMES

Code No.	Detail	SRB/PERP	WNF	Other LAs	LCC	Other	Total
		£	£	£	£	£	£
	Summary of Funding - Revised Estimate 2008/09						
CAADB	Barnoldswick Steam & Stream					8,210	8,210
RD241	Management & Administration	93,100				76,300	169,400
RD242	Public Relations	46,990					46,990
W2002	Environment Team		185,000			7,600	192,600
W5001	Pendle Intermediary Project		140,000			4,890	144,890
W5006	Business Support Unit	324,360					324,360
W5021	ACE Centre	748,260					748,260
W5022	Anti Social Behaviour Co-ordinator	20,000					20,000
W6008	LSP Policy Officer	55,770					55,770
WA001	Neighbourhood Pride		85,000				85,000
WB006	Single Pot				84,070		84,070
WC008	Pendle Central Loop Cycleway				5,500		5,500
WC016	E Citizens Panel				25,000	26,250	51,250
WC020	Whitefield Acquisitions					524,320	524,320
WC023	East Lancashire E Partnership			188,500		24,000	212,500
WC026	Whitefield Public Realm Consultancy					24,910	24,910
WC027	Whitefield Partnership Grants					252,450	252,450
WC030	LEGI Finance for Growth			1,023,400			1,023,400
WC031	LEGI Enterprise Haven			150,670			150,670
WC034	Communities for Health					58,870	58,870
WC035	Preventing Violent Extremism					125,000	125,000
WC038	Vision Board					75,000	75,000
WC039	Bradley Back Street Developments				9,900		9,900
WC041	Choice Base Lettings			32,550		81,820	114,370
WC043	Team Lancs				110,680		110,680
WC045/6	NHS Projects					280,000	280,000
WC048	Community Cohesion					116,000	116,000
WC049	Voucher Scheme					15,000	15,000
WC050/1	Supporting Health					20,000	20,000
WC052	LSP Community Cohesion					10,000	10,000
WC053	Nelson Vitality Study	25,000					25,000
WC054	Strategic Development Partner Procurement	12,500				20,000	32,500
WC055	Tackling Fuel Poverty					25,000	25,000
WC056	Tackling Health Inequalities					30,000	30,000
WC057	Community Lifecheck Programme					70,000	70,000
WC058	Barrowford Cyclepath Link				33,000	37,000	70,000
WC501/4	Nelson Town Centre Public Realm					38,760	38,760
WF007	ELAN- Enforcement				48,940		48,940
WF194/208	Housing Market Renewal				907,360		907,360
WF210/9	North Valley, Colne				1,089,000		1,089,000
WF230/8	Brierfield Canal Corridor				2,495,000		2,495,000
WF240/2	St Marys Phase 2				90,000		90,000
WF260/1	Neighbourhood Management				500,000		500,000
WF280	Whitefield Development Partnership				100,000		100,000
WF300	South Valley Colne Masterplan				20,000		20,000
WF310/9	Bradley Priority Area				4,740,000		4,740,000
WF320/2	Elevate Grotspots				250,000		250,000
WF330/8	Improvement for Sale				400,000		400,000
WF340/1	Gateways				406,000		406,000
WK001/10	Whitefield Townscape Heritage Initiative				3,430	137,410	140,840
	Total Income	1,325,980	410,000	1,395,120	11,317,880	2,088,790	16,537,770
	Analysis of Other Funding						
	Department of Communities & Local Government					277,180	
	North West Development Agency					159,760	
	English Heritage					140,560	
	English Partnerships					524,320	
	Lottery Fund					91,410	
	Pendle Borough Council					225,110	
	ESF					4,890	
	Bootstrap					6,400	
	Other Private Funding					84,140	
	Other Public Funding					575,020	
						<u>2,088,790</u>	

BOROUGH OF PENDLE
EXTERNALLY FUNDED SCHEMES

Code No.	Detail	NWDA £	WNF £	Other LAs £	LCC £	Other £	Total £
	Summary of Funding - Estimate 2009/10						
RD241	Management & Administration					25,640	25,640
RD242	Public Relations					12,250	12,250
W2002	Environment Team		185,000			6,600	191,600
W5001	Pendle Intermediary Project		140,000			20,870	160,870
WA001	Neighbourhood Pride		87,550				87,550
WB006	Single Pot				75,000		75,000
WC008	Pendle Central Loop Cycleway					6,380	6,380
WC016	E Citizens Panel			82,580	15,000	36,000	133,580
WC018	West Craven Cyclepath					7,120	7,120
WC027	Whitefield Partnership Grants					235,000	235,000
WC028	Barnoldswick Towpath Improvements					1,330	1,330
WC030	LEGI Finance for Growth			1,085,260			1,085,260
WC031	LEGI Enterprise Haven			99,630			99,630
WC035	Preventing Violent Extremism					150,000	150,000
WC038	Vision Board	100,590			10,000	7,070	117,660
WC041	Choice Base Lettings			32,130		125,980	158,110
WC043	Team Lancs				199,720		199,720
WC045/6	NHS Projects					90,000	90,000
WC048	Community Cohesion					214,000	214,000
WC058	Barrowford Cyclepath Link					30,000	30,000
WC501/4	Nelson Town Centre Public Realm	3,273,250					3,273,250
WF007	ELAN- Enforcement				59,420		59,420
WF194/208	Housing Market Renewal				934,750		934,750
WF210/9	North Valley, Colne				1,219,000		1,219,000
WF230/8	Brierfield Canal Corridor				616,000		616,000
WF239	Environmental Scheme				500,000		500,000
WF260/1	Neighbourhood Management				500,000		500,000
WF280	Whitefield Development Partnership				100,000		100,000
WF290/5	Railway St Brierfield Masterplan				890,000		890,000
WF310/9	Bradley Priority Area				3,036,000		3,036,000
WF320/2	Elevate Grotspots				250,000		250,000
WF330/8	Improvement for Sale				400,000		400,000
WF340/1	Gateways				579,000		579,000
WF350/7	Elevate Whitefield				2,000,000		2,000,000
WK001/10	Whitefield Townscape Heritage Initiative	506,400			524,270	527,050	1,557,720
	Total Income	3,880,240	412,550	1,299,600	11,908,160	1,495,290	18,995,840
	Analysis of Other Funding						
	SRB/PERP					9,480	
	ESF					20,870	
	Department of Communities & Local Government					437,820	
	English Heritage					117,500	
	Lottery Fund					493,600	
	Pendle Borough Council					194,490	
	Bootstrap					6,600	
	Other Private Funding					92,720	
	Other Public Funding					122,210	
						<u>1,495,290</u>	

CAPITAL FUND

**CAPITAL PROGRAMME
2009/12**

CAPITAL PROGRAMME 2009/12

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 2009-12**

Ref. No.	Details	2009/10	2010/11	2011/12	Service Manager
		£ 3	£ 4	£ 5	
1	2				6
(A)	Resources				
	Capital Receipts				
	General Disposals Programme	200,000	100,000	100,000	
	Revenue Contribution				
	General Fund RTB Receipts		100,000	100,000	
(A)	Capital Grant				
	Allocation from Government Office for the North West's RHP	2,600,000	2,170,000	2,000,000	
	Disabled facility grants	241,000	241,000	241,000	
	Elevate	9,410,000	9,410,000	9,410,000	
	Other Grants Slippage from 2008/09 (Contingency for Asset Renewal)	156,520			
	Total Resources (Excluding Prudential Borrowing)	12,607,520	12,021,000	11,851,000	
(B)	Proposed Programme Total Expenditure	14,258,600	13,725,110	12,896,200	
(C)	Prudential Borrowing Required	1,651,080	1,704,110	1,045,200	
	New Borrowing (Assumed in GF Revenue Budget)	1,500,000	1,550,000	1,000,000	
	Amount of Over-programming	151,080	154,110	45,200	

**Pendle Borough Council
Capital Programme for 2009-12**

Ref. No.	Details	2009/10	2010/11	2011/12	Service Manager
1	2	£ 3	£ 4	£ 5	6
	Private Sector Housing				
	Elevate Funded				
1	Brierfield Canal Corridor				
2	North Valley/Churchfields				
3	Bradley				
4	Gateways				
5	Railway Street				
6	Whitefield Phase 1				
7	Whitefield Peninsula				
8	Improvement for Sale				
9	Grotspots				
	Total Elevate Funded	9,410,000	9,410,000	9,410,000	J Whittaker
	Pendle Funded				
10	Remodelling (Renovation & Clearance) and Improvement for Sale	650,000	650,000	650,000	J Whittaker
11	Health and Safety Grants	100,000	200,000	200,000	J Whittaker
12	Energy Efficiency Renovation Grants	100,000	100,000	100,000	J Whittaker
13	Disabled facilities grants – mandatory grants 60% supported by SCG	450,000	450,000	450,000	J Whittaker
14	Capital Fees	338,280	338,280	338,280	J Whittaker
	Total Pendle Funded	1,638,280	1,738,280	1,738,280	
	Total Housing	11,048,280	11,148,280	11,148,280	
	Roads, Street Lighting & Road Safety				
15	Town Centre Investments	10,000	10,000	10,000	P Atkinson
16	Flood Alleviation Work Across the Borough	20,000	27,500	27,500	P Atkinson
17	Flood Alleviation Work Earby	128,280	3,000		P Atkinson
18	Acquisition/Demolition of Assets	470,000			P Atkinson
19	Colne - Foulridge Multi-User Path	150,000			P Atkinson
20	Pendle Cycleway		25,000	25,000	P Atkinson
	Waste Collection				
21	Replacement Wheeled Bins and Recycling Boxes	84,700	50,000	50,000	I McInery
22	Food Waste - Initial Pilot (09/10) and Expansion to whole Borough(10/11)				I McInery
23	Numbering,Tracking and Routing System for Dog & Litter Bins	21,450			I McInery
	General				
24	Computer Equipment				
25	- IT Strategy	100,000	100,000	100,000	M Robinson
26	Noise Measurement Equipment	5,000			T Mitton
27	Capital Fees	197,090	197,090	197,090	D Langton
28	Event Support Equipment	15,000			
	Community Safety (in addition to Rev Budget)				
29	General Community Capital Expenditure	15,000	15,000	15,000	G Dodds
	Resource Procurement Schemes (details page 3)	151,830	267,830	167,830	See below
	Asset Renewal (details this appendix page 4)	1,541,970	1,581,410	855,500	See below
	Area Committees	300,000	300,000	300,000	P Atkinson
	Total Other Services	3,210,320	2,576,830	1,747,920	
	Total Bids	14,258,600	13,725,110	12,896,200	

**Pendle Borough Council
Capital Programme for 2009-12**

Ref. No.	Details	2009/10	2010/11	2011/12	Service Manager
		£	£	£	
1	2	3	4	5	6
Resource Procurement Schemes					
30	Lottery Advice	41,830	41,830	41,830	G Dodds
31	Development Opportunities	50,000	100,000	100,000	D Morris
32	Earby & Barnoldswick R.D. Program (Delivery of LRRAP)	26,000	26,000	26,000	D Morris
33	Whitefield Townscape Heritage Initiative	34,000	100,000		N Watson
34	Links to the Pennine Bridleway				P Atkinson
		151,830	267,830	167,830	

Asset Renewal					
Administrative Buildings					
35	Asbestos Management Plan	11,200	11,200	11,200	S Livesey
36	Legionella Management	16,800	22,400	16,800	S Livesey
37	Disability Discrimination Adaptations (Various)	55,130	55,130	27,560	S Livesey
38	Energy Conservation (not including renewable technologies)	22,400	22,400	22,400	S Livesey
39	Energy Conservation (including renewable technologies)	44,800	44,800	44,800	S Livesey
Nelson Town Hall					
40	Bird Proofing	8,400			S Livesey
41	Lightning Conductor	11,200			S Livesey
42	Council Chamber Refurbishment		140,000		S Livesey
43	Toilet Refurbishment				S Livesey
44	Roof Access	5,600			S Livesey
45	Office Refurbishment	13,440	8,960	16,800	S Livesey
46	Council Chamber / Members Room Valley roof refurbishment	16,800			S Livesey
47	Members Room and Staff Kitchen refurbishment	14,000			S Livesey
48	Wilson Room – Independent heating installation		6,720		S Livesey
49	Basement Fire Proofing	3,920			S Livesey
50	Upgrade electrical distribution system	7,280			S Livesey
51	Minor areas of decoration and floor covering replacement	2,800	2,800	2,800	S Livesey
Colne Town Hall					
52	Bird Proofing		14,000		S Livesey
53	Council Chamber Re-roof		8,960	30,240	S Livesey
54	Toilet Refurbishment	11,200			S Livesey
55	Roof Access	8,960			S Livesey
56	Roof Renewal to Bridge	7,620			S Livesey
57	Basement Fire Proofing	17,020			S Livesey
Elliott House					
58	Lightning Conductor	4,760			S Livesey
59	Replacement automatic door sets	8,960	8,960		S Livesey
60	Replacement boilers and control set including alterations to system pipe work		38,080		S Livesey
61	WC Refurbishment	14,560		11,200	S Livesey
Markets					
62	Nelson - Provision of Unisex Baby Change Facility	9,520			S Livesey
63	Colne - Replacement automatic door sets				S Livesey
Industrial Units					
64	Provision of Foul waste system to 4no. units	5,600			S Livesey

**Pendle Borough Council
Capital Programme for 2009-12**

Ref. No.	Details	2009/10	2010/11	2011/12	Service Manager
		£	£	£	
1	2	3	4	5	6
	Operational Services				
65	Work to Community Halls	20,000	20,000	20,000	I McInery
66	Upgrading of CCTV Equipment used in Enforcement Work	9,000			I McInery
67	Council Shop Barnoldswick				
68	Full Redecoration and floor covering replacement				S Livesey
	Leisure Trust				
69	Contribution to sinking fund	220,000	250,000	250,000	D Langton
	Public Conveniences				
70	Refurbishment Capital Programme	16,000	13,000	13,000	I McInery
	Car Parks				
71	Rolling Programme to be Agreed by Asset Management group	90,000	60,000	70,000	P Atkinson
	Passenger Shelters				
72	Programmed Renewal	10,000	10,000	10,000	P Atkinson
	Parks and Recreational Services				
	Sports Fields				
73	Holt House Playing Fields/Colne FC Development	50,000			C Patten
74	Sough Park Football Pitch Drainage				C Patten
75	Bullholme Changing Facilities	80,000	220,000		C Patten
76	Hodge House Changing Facility				C Patten
	Cemeteries				
77	Cemetery Improvements	30,000			C Patten
	Parks				
78	Park Benches	20,000			C Patten
79	Ballgrove Footpath				C Patten
80	Barrowford Park Arboricultural Work				C Patten
81	Heyhead Park Bowls Pavilion				C Patten
82	Heyhead Demolition of Old Store				C Patten
83	Heyhead Park Resurfacing of Footpath	20,000			C Patten
84	Letcliffe Park Hedge				C Patten
85	Sough Park Bridge	30,000			C Patten
86	Valley Gardens Mill Race	10,000			C Patten
87	Walverden Park Master Plan				C Patten
88	Alkincoats Park Drainage-Marsh	110,000	330,000		C Patten
89	Alkincoats Parks Pavilion				C Patten
90	Victoria Park Boundary Wall				C Patten
91	Barrowford Park Main Drive				C Patten
92	Dog Bins	5,000			C Patten
93	Interpretation Boards	10,000			C Patten
94	Litter Bins	10,000			C Patten
95	Marsden Hall Farm Storage				C Patten
	Marsden Park				
96	Marsden Park Anti Slip Surface				C Patten
97	Marsden Park Arboricultural Work				C Patten
98	Marsden Park Conservatory				C Patten
99	Marsden Hall Lodge				C Patten
	Children and Youth Play Facilities				
100	Children's Play Rolling Programme	280,000	294,000	308,700	C Patten
101	Bullholme MUGA				C Patten
102	Marsden Park MUGA				C Patten
103	Sackville St MUGA				C Patten
104	Replacement and Improvement Strategy for Playgrounds				
105	Victoria Park MUGA	80,000			
106	Adult Activity Equipment	50,000			
	Additional Park Scheme				
107	Alkincoats Park walled garden	70,000			
		1,541,970	1,581,410	855,500	

OTHER NOTES

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

COLLECTION FUND

Code No.	Detail	2008/09				Estimate 2009/10	
		Original		Revised		£	£
		£	£	£	£	£	£
CFQ4	Expenditure						
	Precepts						
0301	Lancashire County Council	28,105,986		28,105,986		28,908,867	
0302	Borough of Pendle	6,272,720		6,272,720		6,270,070	
0304	Lancashire Police Authority	3,547,956		3,547,956		3,706,111	
0304	Lancashire Combined Fire Authority	1,569,875		1,569,875		1,627,902	
0303	Parish & Town Councils	234,253		234,253		350,655	
			39,730,790		39,730,790		40,863,605
	National Non Domestic Rate						
0311	Contribution to NNDR Pool	15,415,826		15,415,826		16,832,835	
0331	Collection Allowance	135,390		135,390		135,836	
			15,551,216		15,551,216		16,968,671
0340	Losses on Collection		810,552		489,819		1,047,552
	Surplus Paid Over						
0391	Lancashire County Council	565,072		565,072		561,516	
0391	Borough of Pendle	127,630		127,630		130,002	
0391	Lancashire Police Authority	68,027		68,027		70,882	
0391	Lancashire Combined Fire Authority	31,025		31,025		31,364	
			791,754		791,754		793,764
	Balance Carried Forward		0		793,764		0
	Total Expenditure		56,884,312		57,357,343		59,673,592
CFQ4	Income						
0391	Balance Brought Forward		791,754		1,079,603		793,764
0351	Council Tax		40,307,089		40,492,271		41,560,502
0361	NNDR Collected		15,551,216		15,551,216		16,968,671
0351	Parish & Town Councils		234,253		234,253		350,655
	Total Income		56,884,312		57,357,343		59,673,592

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 2008/09 are based on a tax base of 26,753 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 46.2p and the small business multiplier at 45.8p (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 2009/10

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
-----------------	------------------------------	-----------------------------------	-----------------------------------	-----------------------------------	------------------------------------	-------------------------------------	-------------------------------------	------------------------------

Council Tax								
Services provided by :-								
Lancashire County Council	738.87	862.01	985.16	1,108.30	1,354.59	1,600.88	1,847.17	2,216.60
Borough of Pendle	160.25	186.96	213.67	240.38	293.80	347.22	400.63	480.76
Lancashire Police Authority	94.72	110.51	126.29	142.08	173.65	205.23	236.80	284.16
Lancashire Combined Fire Authority	41.61	48.54	55.48	62.41	76.28	90.15	104.02	124.82
Council Tax (excluding Parish & Town Council Precepts)	1,035.45	1,208.02	1,380.60	1,553.17	1,898.32	2,243.48	2,588.62	3,106.34

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	1,035.45	1,208.02	1,380.60	1,553.17	1,898.32	2,243.48	2,588.62	3,106.34
Barnoldswick	85,000.00	1,053.32	1,228.87	1,404.42	1,579.97	1,931.07	2,282.19	2,633.29	3,159.94
Barrowford	59,800.00	1,053.31	1,228.85	1,404.41	1,579.95	1,931.05	2,282.16	2,633.26	3,159.90
Blacko	2,382.39	1,041.05	1,214.55	1,388.06	1,561.56	1,908.57	2,255.59	2,602.61	3,123.12
Brierfield	40,755.00	1,046.90	1,221.38	1,395.86	1,570.34	1,919.30	2,268.28	2,617.24	3,140.68
Colne	41,320.00	1,040.79	1,214.24	1,387.71	1,561.17	1,908.10	2,255.03	2,601.96	3,122.34
Earby	20,370.00	1,045.71	1,219.98	1,394.27	1,568.55	1,917.12	2,265.69	2,614.26	3,137.10
Foulridge	7,885.00	1,044.61	1,218.71	1,392.81	1,566.91	1,915.11	2,263.32	2,611.52	3,133.82
Goldshaw Booth	3,150.00	1,053.67	1,229.27	1,404.89	1,580.49	1,931.71	2,282.94	2,634.16	3,160.98
Higham with West Close Booth	7,455.00	1,049.85	1,224.82	1,399.80	1,574.77	1,924.72	2,274.68	2,624.62	3,149.54
Kelbrook and Sough	0.00	1,035.45	1,208.02	1,380.60	1,553.17	1,898.32	2,243.48	2,588.62	3,106.34
Laneshawbridge	930.00	1,037.45	1,210.36	1,383.27	1,556.17	1,901.98	2,247.81	2,593.62	3,112.34
Nelson	69,713.00	1,042.12	1,215.80	1,389.49	1,563.17	1,910.54	2,257.92	2,605.29	3,126.34
Old Laund Booth	4,000.00	1,039.71	1,212.98	1,386.27	1,559.55	1,906.12	2,252.69	2,599.26	3,119.10
Reedley Hallows	1,500.00	1,036.87	1,209.67	1,382.49	1,555.29	1,900.91	2,246.54	2,592.16	3,110.58
Roughlee Booth	4,170.00	1,052.86	1,228.33	1,403.81	1,579.28	1,930.23	2,281.19	2,632.14	3,158.56
Salterforth	2,225.00	1,041.44	1,215.01	1,388.58	1,562.15	1,909.29	2,256.45	2,603.59	3,124.30
Trawden Forest	0.00	1,035.45	1,208.02	1,380.60	1,553.17	1,898.32	2,243.48	2,588.62	3,106.34

Total 350,655.39

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

SERVICE AREA STATEMENT

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
167	Service Areas		(158,230)		(563,980)		(312,560)
			(158,230)		(563,980)		(312,560)
	Allocation						
	Directorate		(6,020)		(101,820)		-
	Chief Executive's Policy Unit		15,590		(5,950)		-
	Liberata - Human Resources		(59,920)		(60,810)		-
	Liberata - Information Technology		(5,850)		(16,740)		-
	Liberata - Property Services		(20,720)		(19,960)		-
	Liberata - Treasury Services		(64,220)		(113,050)		-
	Holding Account		151,210		172,670		(279,480)
	Accountancy & Audit		3,180		8,390		-
	Democratic & Legal		(16,560)		(36,540)		(10,000)
	Planning & Building Control		(12,530)		(116,680)		-
	Operational Services		(14,380)		(130,190)		7,830
	Environmental Health Service		(14,620)		(28,830)		(4,000)
	Parks & Recreation Services		(8,150)		(54,580)		-
	Housing Regeneration Services		(82,970)		(49,530)		(34,520)
	Economic Development & Tourism		(16,140)		(23,450)		-
	Engineering & Special Projects		(6,130)		13,090		7,610
			(158,230)		(563,980)		(312,560)

BOROUGH OF PENDLE

SERVICE AREA STATEMENT

Code No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised		£	£
		£	£	£	£	£	£
S11RH1	Service Areas Expenditure						
	Employee Expenses						
10**	Operational	10,064,960		9,640,590		9,683,680	
12**	Insurance	201,190		182,200		191,560	
12**	Other Employee Expenses	42,230		39,890		38,500	
			10,308,380		9,862,680		9,913,740
	Premises Related Expenses						
23**	Rents		30,160		34,850		32,400
	Transport Related Expenses						
35**	Hire of Transport	65,740		68,650		72,680	
38**	Car Allowances	93,220		93,210		95,520	
38**	Car Leasing	112,810		101,750		108,400	
39**	Insurance	16,380		15,000		15,750	
			288,150		278,610		292,350
	Supplies & Services						
40**	Equipment, Furniture & Materials	39,810		51,660		40,340	
42**	Clothing & Uniforms	4,720		4,720		4,720	
43**	Printing & Stationery	132,870		160,660		145,180	
44**	Services	73,520		109,120		85,600	
45**	Postages	35,080		35,080		34,640	
45**	Telephones	110,090		124,210		122,750	
45**	Computer Charges	370		370		380	
46**	Expenses	44,490		34,490		40,230	
47**	Misc Expenses : Advertising	19,680		19,680		16,680	
47**	Misc Expenses : Other	48,040		51,150		72,720	
			508,670		591,140		563,240
	Agency & Contracted Services						
53**	Liberata		3,965,770		3,897,360		4,135,440
	Central Support Services						
70**	Administrative Buildings Exps	391,230		407,230		413,700	
78**	Internal Market	4,970,580		4,888,560		2,915,750	
			5,361,810		5,295,790		3,329,450
	Capital Financing Costs						
80**	Leasing Charges		138,420		138,420		98,420
	Total Expenditure		20,601,360		20,098,850		18,365,040
	Income						
	Customer & Client Receipts						
93**	Fees & Charges	237,860		359,610		250,790	
93**	External Funding Receipts	2,519,230		2,362,210		2,326,710	
			2,757,090		2,721,820		2,577,500
	Recharges to Other Accounts						
98**	Internal Market : Service Areas	4,970,580		4,888,560		2,915,750	
9A**	Internal Market : End Users	13,031,920		13,052,450		13,184,350	
			18,002,500		17,941,010		16,100,100
	Total Income		20,759,590		20,662,830		18,677,600
	Net Expenditure carried to Summary		(158,230)		(563,980)		(312,560)

OPERATIONAL SERVICES STATEMENT

Page No.	Detail	2008/09				Estimate 2009/10	
		Approved		Revised			
		£	£	£	£	£	£
84	Operational Costs		3,313,920		3,381,960		3,368,270
			3,313,920		3,381,960		3,368,270
	Allocation						
	Street Cleansing		1,071,920		1,068,360		1,089,120
	Domestic Waste Collection		1,289,880		1,147,470		1,149,290
	Trade Waste		123,300		118,400		57,420
	Recycling Initiatives		828,820		1,047,730		1,072,440
			3,313,920		3,381,960		3,368,270

BOROUGH OF PENDLE

SERVICE AREA STATEMENT

Code No.	Detail	2008/09				Estimate 2009/10	
		Original		Revised			
		£	£	£	£	£	£
	Operational Costs						
	Expenditure						
	Employee Expenses						
10**	Operational	2,008,890		1,980,530		2,059,890	
12**	Insurance	28,710		28,830		29,040	
12**	Other Employee Expenses	6,170		6,110		6,110	
			2,043,770		2,015,470		2,095,040
	Premises Related Expenses						
21**	Site Maintenance etc	4,190		4,000		4,000	
26**	Waste Management Licences	3,500		3,500		3,590	
26**	Waste Disposal Costs	116,540		116,540		116,540	
27**	Operational Building Expenses	39,450		34,610		35,030	
			163,680		158,650		159,160
	Transport Related Expenses						
32**	HGV Licences	310		290		290	
34**	Pooled Transport	982,900		970,680		1,060,180	
			983,210		970,970		1,060,470
	Supplies & Services						
40**	Equipment	29,140		33,910		38,910	
40**	Materials	93,300		51,400		51,400	
40**	Subcontractors	129,840		105,370		105,370	
42**	Clothing & Uniforms	14,260		8,000		8,000	
45**	Telephones	8,660		5,000		5,000	
47**	Misc Expenses : Other	13,470		44,750		37,750	
47**	Disposal of Recyclate	-		87,500		-	
47**	Recycling Banks	114,400		110,640		110,640	
50**	Flytipping	-		2,500		2,500	
50**	Land Fill Tax	126,200		126,200		126,200	
			529,270		575,270		485,770
	Agency & Contracted Services						
54**	Grounds Maint Weed Treatment		33,820		31,000		-
	Central Support Services						
71**	Internal Market		976,950		976,950		915,470
	Capital Financing Costs						
82**	Leasing Charges	62,750		62,750		62,750	
87**	Capital Charges	78,300		103,320		103,320	
			141,050		166,070		166,070
	Total Expenditure		4,871,750		4,894,380		4,881,980
	Income						
	<i>Customer & Client Receipts</i>						
93**	Charges for Services	645,140		610,200		663,990	
93**	Fixed Penalty Notices	16,650		22,400		15,400	
93**	Lancashire County Council	40,100		41,700		11,240	
93**	Cost Sharing Payment	630,570		630,570		670,900	
93**	Sale of Materials	173,480		88,000		30,000	
			1,505,940		1,392,870		1,391,530
	<i>Recharges to Other Accounts</i>						
96**	Recharges		51,890		119,550		122,180
	Total Income		1,557,830		1,512,420		1,513,710
	Net Expenditure carried to Summary		3,313,920		3,381,960		3,368,270

INDEX

BOROUGH OF PENDLE

INDEX

Cost Centre	Code No.	Page No.
A		
Administrative Buildings	S2231	85-86
Air Pollution	S15021	142-144
Allotments	S2232	87
Arts Development & Support	S1102	101-102
Audit Fees	S1103	103
B		
Bad Debts Write Offs	S1103	103
Benefits : Council Tax	S2243	93-95
Benefits : Rent Allowances	S2244	96
Building Control	S1301	120
Bus Stations	S1909	176
C		
Capital Programme		189-193
Car Parking	S1906	173
CCTV	S1051	79
Cemeteries	S1603	153
Chief Executive's Policy Unit	S10	74-98
Christmas Events for the Elderly	S1407	135
Christmas Decorations	S1913	179
Citizens Advice Bureaux	S1102	101-102
Civil Contingencies Act	S1408	136
Civic Expenses	S1205	116
Collection Fund	CFQ4	194
Community 'Bus Scheme	S1409	137
Community Centres	S1406	134
Community Safety Partnership	S1052	79
Contact Centre	S104	78
Concessionary Fares	S1107	106
Conveniences	S1404	132
Corporate Management	S101	75
Council Elections	S1202	111-113
Council Tax	S2242	93-95
Council Tax Benefits	S2243	93-95
Countryside Access	S1903	172
D		
Decorations for Christmas & Eid	S1913	179
Democratic & Legal Services	S12	110-118
Derelict Vehicles	S1903	170
Development Control	S1302	121
Detached Workers	S1102	101-102
Directorate	S01	72-73
District Highways	S1903	170
Dog Warden	S1403	131
Domestic Waste Collection	S14021	128
Donations	S1102	101-102
Dropped Kerb Crossings	S1903	170

BOROUGH OF PENDLE

INDEX

Cost Centre	Code No.	Page No.
E		
Earby & Salterforth Drainage Board	S1105	104
Economic Development & Tourism	S18	161-167
Eid Decorations	S1913	179
Economic Development	S1803	164
Emergency Planning	S1408	136
Emergency Work- District Highways	S1903	170
Employee Issues	S2112	82
Employment Schemes	S2111	82
Enforcement	S1302	121
Engineering & Special Projects	S19	169-181
Environmental Health Services	S15	142-144
Estates	S2233	88
External Auditor	S1103	103
Externally Funded Schemes		182-188
F		
Facilities operated by Pendle Leisure	S102	76-77
Financial Services	S11	100-109
Fisheries	S16012	147-149
Food Hygiene	S1501	141
Footpaths	S1903	170
G		
General Environmental Enhancement	S13032	122-123
Grass Cutting	S1903	170
Grants	S1102	101-102
Groundwork Foundation	S1101	101-102
H		
Heritage Trust for the North West	S1102	101-102
Home Improvement Agency	S1703	158
Homelessness	S1701	156
Housing Advances	S2246	97
Housing Benefits	S2244	96
Housing Regeneration Services		155-160
Housing Strategy	S1702	157
I		
Industrial Estates	S2235	91
Information & Visitor Centre	S1805	165
Interest & Investment	RA9411	41
L		
Lancashire Economic Partnership	S1101	100
Land Charges	S1203	114
Land Drainage : Non Agency	S1910	177
Leisure Trust	S102	76-77
Local Government Associations	S1101	100
Local Land Charges	S1203	114
Luncheon Clubs	S1405	133

BOROUGH OF PENDLE

INDEX

Cost Centre	Code No.	Page No.
M		
Mainstreaming Sustainability	S103	78
Markets	S2234	89-90
Mayoralty & Member Services	S1201	111
Members Allowances	S1201	111
Mid Pennine Arts Association	S1102	101-102
Miscellaneous Provisions	S1104	104
MODAPS (Modern Apprentices)	S2111	82
Multi-Racial Playbus Scheme	S1102	101-102
N		
Nelson CCTV	S1051	79
NNDR Cost of Collection	S2241	93-95
Noise Control	S15022	142-144
North West Arts	S1102	101-102
North West Employers Organisation	S1101	100
North West Regional Assembly	S1101	100
North West Tourist Board	S1101	100
O		
Occupational Health	S15023	142-144
Open Spaces	S16022	150-152
Operational Services	S14	125-139
Other Employee Issues	S2112	82
Outdoor Sports	S1601	147-149
P		
Parish Councils	S1106	105
Parking	S1906	173
Parks	S16021	150-152
Parks Games	S16013	147-149
Parkwise	S1906	173
Passenger Shelters	S1908	175
Pendle Enterprise Trust	S1102	101-102
Pendle Heritage Centre	S1102	101-102
Pendle Leisure Trust	S102	76-77
Pendle Women's Refuge	S1704	159
Pest Control	S15025	142-144
Picnic Sites	S16024	150-152
Planning Policy	S13031	122-123
Planning Applications	S1302	121
Planning and Building Control	S13	119-124
Play Bus	S1102	101-102
Playgrounds	S16023	150-152
Playing Fields	S16011	147-149
Print Unit	S1206	117
Private Sector Housing	S1703	158
Private Street Works	S1901	169
Promotions	S1803	164
Properties	S2233	88
Public Health	S15024	142-144

BOROUGH OF PENDLE

INDEX

Cost Centre	Code No.	Page No.
R		
Rates	S2241	93-95
Reclamation	S1802	163
Recreation and Sport	S1601	147-149
Recycling Initiatives	S14023	130
Register of Electors	S1202	111-113
Rent Allowances	S2244	96
Residual Highways	S1904	171
Road Signs	S1903	170
Roadside Seats	S1903	170
Route Subsidies	S1907	174
S		
Service Areas	S11RH1	167
Service Strategy	S1702	157
Shop Mobility	S1102	101-102
Social/Community Centres	S1406	134
Sports Development	S1102	101-102
Street Cleansing	S1401	126-127
Street Nameplates	S1903	170
Subscriptions		100
T		
Tourism	S1801	162
Town Centres	S1806	166
Town Twinning	S1205	116
Trade Waste	S14022	129
Traffic Census	S1903	170
Transport Subsidies	S1907	174
W		
Waste Collection	S14021	128
Women's Refuge	S1704	159
Writing off Bad Debts	S1103	103