



CABINET - 6 FEBRUARY 2002

PORTFOLIO: ALL

GENERAL FUND REVENUE AND CAPITAL BUDGET FOR THE FINANCIAL YEAR 2002/2003

1. INTRODUCTION

- 1.1 This report sets out the draft General Fund revenue and capital budgets for the financial year 2002/2003 for Members of the Cabinet to consider and make recommendations to the council tax setting meeting of Council on 25 February 2002. Revenue and capital budgets in respect of the Council's housing stock are detailed in a separate report elsewhere on this agenda.
- # 1.2 The figures in Appendix 1 include all Expenditure Plan proposals considered by the Cabinet at previous meetings and any new proposals that are included within this report. Any variations from the Expenditure Plans considered by Review Panels were reported to Cabinet on 2 January or are detailed in this report.
- 1.3 Members will be aware that all Expenditure Plan proposals considered by the Cabinet to date have also been considered by the respective Review Panels and their comments have been reported to the Cabinet. Any new comments arising from the latest discussions of the Panels are included in this report. New proposals, which are detailed in this report, have not been considered by Review Panels. As it is the Council that actually sets the budget any views of members can always be put forward at the Council meeting.

2. LOCAL GOVERNMENT FINANCE SETTLEMENT 2002/2003

2.1 Table 1 shows the final settlement that the Council has received for the next financial year. In the Local Government White Paper the Government have stated that the Council Tax Benefit Subsidy Limitation Scheme will be removed. Although the proposals contained would not have exceeded the parameters of the Limitation Scheme Members are now free to determine the level of appropriate tax increase without the fear of losing grant.

TABLE 1

	2001/02	2002/03 Provisional	2002/03 Final
Revenue Support Grant	£3.252m	£2.602m	£2.757m
Non Domestic Rates	£6.459m	£7.243m	£7.243m
Total External Support	£9.711	£9.845m	£10.000m

2.2 As can be seen from the table above the final settlement is now more in line with the projection included within the Expenditure Plan proposals. The draft figures issued by the Government had adjusted a change in the formula for 16+ education funding without realising that this had a knock on impact on district councils who have no direct relationship with this service. The government have now adjusted the figures for this oversight leaving the Council with a net increase of £289,000 in total external support that it receives from central government. Whilst this is more in line with the Council's Expenditure Plan it is still disappointing if you take in to account the additional responsibilities being placed upon local government and in light of the financial pressure created by falling interest rates.

2.3 Members should note that the Government intends to undertake a fundamental review of the grant mechanisms before the financial year commencing 1 April 2003 and therefore there could be significant swings in the level of this support that this Council receives for that financial year and beyond.

3. **COLLECTION FUND**

3.1 Members will be aware that this Council acts as the collection agent for the County Council, police authority and local councils within the district. Although the District Council incurs all the costs of administering council tax collection if it performs above the level expected the benefit has to be shared with the major precepting bodies i.e. the County and the Police Authority.

3.2 When setting the Council tax for the year the Council has to determine the amount of council tax that it expects to collect in the forthcoming financial year allowing for non collection and changes to the tax base. The expenditure plans had assumed that the surplus (New Forest element) that would be achieved on the collection fund for the year would amount to £100,000. It is therefore pleasing to note that this has risen to a figure of £249,000. This figure is net of the sums, which will be passed on to the major precepting bodies, which will be proportionate to the tax bill for the year. It would not be prudent however to assume that this level of surplus will be replicated in future years.

4. **2002/2003 REVENUE BUDGET**

4.1 The draft revenue budget of £18,520,000 includes the following:

	£000's
• Expenditure plan bids	1,555
• Expenditure plan savings	1,755
• Inflation	760
• Commutation Revenue Adjustment	103
• Reduction in investment income	450

4.2 This has been a challenging budget process with significant costs being placed upon the Council over which it has no direct control. The following are just a sample of some of the issues for which budgetary provision has had to be made in addition to the inflation that has been highlighted above: -

	£000's
Increased homelessness	100
Supporting People	125
CCTV	200
Reduced investment income	450
Increase grounds maintenance costs	100
Additional pension costs	70
Employees single status	120

4.3 In order to get to the position where the Cabinet can propose a budget to the Council it has had to consider expenditure levels and income sources with great care. These have included changes to service provision, increased charging for existing services well beyond the rate of inflation, and charging for services that were previously provided free of charge.

5. FINANCIAL STRATEGY

5.1 In November of this year the Cabinet considered a report entitled Expenditure Plan and Financial Strategy Update. That report identified that the Council had an on-going financial challenge irrespective of how it approached the forthcoming budget process. It identified the need to step outside the normal budget process if the step changes, that were clearly required, were to be achieved.

5.2 The report recommended a proposed strategic financial framework for achieving longer-term financial stability. Cabinet members and officers will need to work together, in the coming months, in order to identify how the Council will overcome these significant financial pressures.

5.3 It was recommended that the contents of this framework be considered by the Council at the same time that it considers the budget for 2002/2003. This would ensure that Members could agree the longer-term financial objectives of the Council in context of the budget setting for the coming financial year.

5.3.1 It is therefore recommended that the following strategy be put to the Council for approval: -

The Council should seek in the lifetime of this financial strategy to have: -

- i. Achieved a balanced revenue budget (i.e. that no resources are taken from reserves to fund on-going revenue expenditure)

- ii. Made provision within the revenue budget for a reasonable capital programme
- iii. Ensured that the revenue balances of the Council are equal to 10% of the net revenue budget
- iv. Identified where income through fees and charges is not being maximised except as a conscious decision by the Council for strategic purposes
- v. Reviewed all land and property holdings to ensure that they are being efficiently used or are being held for other strategic purposes
- vi. Ensured that there is a greater integration of the budget setting process and best value reviews
- vii. Developed a process that results in closer links being achieved between the budget setting process and the setting of corporate objectives/targets
- viii. Developed a priority based budgeting system which will add clarity to the linking of corporate priorities to the allocation of resources

5.3.2 It is extremely pleasing to note, at this very early stage in the financial strategy, how many of the objectives stated above have either be achieved or significant progress towards them has been made if the package of proposals contained in this report are adopted.

6. **BALANCES**

- 6.1 At the aforementioned Council meeting a change to the way in which the Council holds its revenue balances was considered. It is hoped that this would bring some clarity to exactly what reserves the Council holds and for what purpose. The report reviewed what revenue balances the Council holds and recommended their amalgamation in to one revenue balance. It also recommended that the General Reserve be renamed the Capital Reserve and that resources be transferred to this from the General Fund Balance when required in order to have achieve a funded capital programme. This would ensure greater scrutiny of the capital programme, as the funding within the existing General Reserve is already fully committed.
- 6.2 As part of that review it was proposed that the Council should seek to achieve a General Fund Balance that was 10% of net General Fund Expenditure. As this balance now holds an element in respect of the Commercial Services activities this is not deemed to be excessive. The previously termed General Reserve is to be renamed the Capital Reserve and that this should be used for financing the General Fund Capital Programme.
- 6.3 As with the strategy outlined in paragraph 5 it was agreed that the Council should re-consider the change in the use of reserves at the same time

that it considers all the budget proposals. This will ensure that the approach for the change is taken in context of how the Council is seeking to achieve a robust financial foundation for the future.

- 6.4 The Council has for some time assumed an annual transfer in the sum of £250,000 from Commercial Services. The level of surplus generated by the DSO's during the last three years has not reached this level and therefore in order to make the budgeted transfer part of the DSO reserves have been used to make up the balance. In light of the fact that these reserves have now been amalgamated in to the General Fund Balance it is prudent to reduce this transfer until the outturn for the DSO activities for the current year are known.
- 6.5 Should the Capital Reserve be insufficient to fund any future developments in the Capital Programme the General Fund Balance may have to be used to fund new capital initiatives provided the it is sustained at a prudent level.
- 6.6 Furthermore Members will be aware that supplementary estimates of around £350,000 have been approved in the current financial year creating further pressure on the General Fund Balance. When the Cabinet last considered the current year projections the Director of Resources advised them that although it was difficult to predict that in his opinion the outturn was unlikely to exceed the original estimate by more than £100,000. Based on the latest monitoring figures also included on this agenda it is possible; that the actual outturn may be less than the original estimates.

7. COMMUTATION

- 7.1 The last budget report considered by the Cabinet contained information on the successful completion of an exercise undertaken by the Accountancy Section in conjunction with the District Auditor. The exercise has given the Council additional spending power by releasing resources previously locked within the Provision for Credit Liabilities Reserve. This is a statutory reserve effectively setting aside resources to repay debt at some time in the future. Whilst additional spending power has been released the Council does not receive any additional cash and therefore a prudent and measured use of these resources is recommended.
- 7.2 Members will recall that unless there is a legislative change to the framework covering this issue the Council will be faced with a significant financial burden in future years. Whilst officers have been informed that legislative changes are proposed that it would be imprudent to use a significant proportion of these resources until this position is clarified. Changes to the legislation are expected before the end of the current financial year.
- 7.3 Members will be aware that in previous statements there have been insufficient resources within the General Reserve in order to fund the agreed capital programme. Whilst there is no need to identify how the latter end of the programme will be financed to have insufficient resources identified to fund the forthcoming financial year would be imprudent. It is therefore recommended that part of the additional resource that has been

released through the commutation exercise be used to ensure that the capital programme as approved is fully financed in the short term.

- 7.4 Members will also recall that the report that they have previously considered identified that further revenue adjustments would be required in relation to the element surrounding the Minimum Revenue Provision. Whilst identified in the report to the Cabinet no adjustment had been included within the revenue projections to take account of the adjustment required within the budget for 2002/2003. Whilst the Council could of course utilise this sum for any purpose at this time it has simply been used to reduce the net revenue expenditure for the year.

8. REVENUE VARIATIONS

- 8.1 Work has continued on identifying new opportunities to reduce the overall net expenditure since the last meeting of the Cabinet. A number of proposals are outlined below for the consideration of the Cabinet. The financial projections contained in Appendix 1 have assumed that the Cabinet will approve these variations.

8.1.1 Income Generation

Appendix 3 is a schedule of fees and charges in respect of all the amendments which are proposed below, which if agreed should replace the schedule considered by the Council at its last meeting

8.1.2 Land Charges

It is proposed to increase the fee from £100 to £115 with effect from 1 April. The previous figure considered by the Cabinet was £107. This brings the overall year on year increase to 15%. Other authorities in the area still are very much in line with the proposed fee. The level of income generated on this activity has not demonstrated any elasticity's of demand when price increases have been imposed in previous years. Members should however be aware that the level of income generated is influenced by the volatility in the housing market and therefore the budget may or may not be achieved.

8.1.3 Cemetery Charges

It is proposed to increase the various cemetery fees between 4.3% and 5%. The previously considered fees were between 1.7% and 3.3%. Assuming current numbers are sustained and alternative burials are not sought, additional income of £2,600 is anticipated.

8.1.4 Leisure Centre Charges

Members of the Cabinet are requested to consider further increases to charges at the leisure centres. These include increased charges for swimming that will take effect on 1 July

2002. It is expected that this further 4.3% increase will generate additional income in the sum of £10,000. Further increases in some of the fitness suite activities of 9.3% will take effect from 1 January 2003 generating a further £6,500 in the 2002/03 financial year, effective from 1 July 2002 will generate extra income in the sum of £1,500 in 2002/03.

8.1.5 Keyhaven Fees

It is proposed to add a further increase to the charges agreed at the last Council meeting in respect of mooring fees with effect from 1 January 2003. The additional increase of 13.5% in the majority of cases will generate an additional £5,000.

8.1.6 Court Cost Income

The Council has not reviewed the level of fee that it sets for issuing court summonses for some time. Although any increased fee will need to be agreed with the Magistrate it is believed that additional income in the sum of £15,000 could be generated by raising charge levels and by setting differential charges for private and business summonses. Officers are still working on the detailed proposals to be put to the Court.

8.1.7 Special Collections

Due to changes in legislation in respect of collecting and disposing of fridges and freezers, it is proposed to introduce a new collection charge of £20 (per item) from 1 March 2002. This is in addition to the previously agreed special collection charge of £14 for other items (up to 5 items). Assuming 2400 collections during 2002/03, additional income of £6,000 is forecast. A report elsewhere on the Agenda gives full details of this proposal.

8.1.8 Stillwater Park

The Housing General Fund estimates allow for site license fees and service charges to be increased by 2.5%, which is in line with inflation.

8.2 Expenditure

8.2.1 Shared Amenities

A proposal previously considered by the Cabinet was to discontinue the contribution made by the General Fund to the Housing Revenue Account in respect of the charge made to the Housing Revenue for such services as grounds maintenance, vandalism, and estate management. The contribution is made in respect of those properties that have been sold by the Council and therefore no longer form part of the Housing Stock. In light of the additional costs falling on Council tenants in respect of the new grounds maintenance contract the Cabinet are asked to reconsider their earlier proposal.

8.2.3 Other

An adjustment is required to the General Fund revenue accounts for 2002/2003 in respect of further adjustments arising from the commutation exercise. This adjustment in the sum of £103,000 has been reported to the Cabinet in a previous report and relates to an adjustment to the minimum revenue provision.

In addition officers have continued to scrutinise in detail the individual operational budgets for which they are responsible in order to identify further savings. The results of that scrutiny have identified the following amendments to the base budget:

Housing Benefit - A reduction of £20,000 in housing benefit payments can be achieved as a result of lower than anticipated take-up of the local scheme for rent rebates and a reduction in the projected rent allowance payments.

Catering – Following the amalgamation of the catering client and contractor responsibilities a saving of £29,000 will accrue to the General Fund that would otherwise have accrued to the DSO Reserve.

Pension Costs – Having reviewed all the budgetary provisions made for pension costs it appears that provision has been made in the sum of £18,000 for expenditure that will not be incurred.

The Environment Review Panel have received supplementary information regarding the one off closure costs in respect of the schedule of toilets that were considered as part of the Expenditure Plan process. The original proposal did not contain these costs although it was identified at the beginning of the process that there would be some. Having considered the options the public conveniences that are now put forward for closure will incur one-off costs £16,200 of which £15,000 is demolition costs and £1,200 being redundancy costs. These costs will be negated against the income that is generated from the disposal of the assets.

8.3 Summary of new proposals £

Savings

Land charges income	52,000
Cemetery income	2,600
Leisure centre income	18,000
Keyhaven	5,000
Court cost income	15,000
Special Collections	6,000
Other - commutation	103,000
Housing Benefits	20,000
Catering	29,000
Pension Costs	18,000

Expenditure

Shared Amenity contribution	105,000
Net reduction in budget proposals	163,600

9. COUNCIL TAX INCREASE

9.1 The level of the council tax is determined by a number of factors. Having drawn up revenue proposals, taking account the implications of the capital programme, the Council must decide on the level of council tax that is required in order to sustain that level of expenditure. In part the increase can be negated in the short term, by drawing upon reserves. This position is not sustainable in the longer term if the use of such reserves is used to fund on-going revenue commitments. Furthermore the use of balances also has an impact on the level of investment income the Council receives.

9.2 As part of this budget process proposals have been identified to change the way in which some maintenance and repair expenditure had been provided for. Whilst this has put greater pressure on the budget for this forthcoming financial year it is a responsible approach to managing the Council's finances. It also gives greater clarity to the objective of funding on-going commitments from on-going income generation.

9.3 If all the proposals in this report are agreed the average (band D) council tax for 2002/2003 financial year will be £120.60. This is an increase of 9.4% over the current year that in is part due to the additional costs that the Council has to incur, as highlighted earlier in this report, but also due to the way in which local government is financed.

9.4 Members of the Cabinet should not lose sight that although some unpalatable decisions have had to be made to get to the position as detailed in this report there is still a significant number of new initiatives included within the budget proposals. The single largest development for which budgetary provision has been made is for the introduction of closed circuit television to three towns within the district. The introduction of CCTV comes at an annual cost of almost £200,000 or 2.5% of the increase outlined above.

9.5 Net expenditure has increased year on year by less than 5%. Without the additional cost of CCTV this figure is reduced to 3.7%. This highlights the difficulties of local government finance where an increase in expenditure results to a tax increase of double that amount.

10 CAPITAL RESOURCES

10.1 The reserve used as the primary funding source for the capital programme (previously known as the General Reserve) is now fully committed and in fact the last report that the Cabinet considered showed there was insufficient funding available to finance the whole of the 2002/03 capital programme.

10.2 As mentioned above, following the rationalisation of the Council's other revenue reserves including those identified from the commutation exercise, it is recommended that sufficient resources be transferred to cover the agreed capital programme and allow some provision for new schemes in future years. It must however be highlighted that unless new resources are identified from revenue contributions or asset sales new schemes must be limited to schemes that are of very high priority.

10.3 The Capital Programme has been revisited by officers and new assessments made regarding the incidence of expenditure. The revised programme is shown as Appendix 2 with the funding sources identified for each year of the programme.

11. IMPLEMENTING ELECTRONIC GOVERNANCE

11.1 Members will note from Appendix 2 a new funding stream for the forthcoming two financial years. This funding which is by way of grant is in order to assist the Council in achieving the Governments target for local government in dealing electronically with the community.

11.2 The Council agreed a submission to DTLR on how it intended to achieve the Governments IEG targets. Whilst use of this additional grant funding is not prescribed, it will be subject to audit and the funding for 2003/2004 will undoubtedly be linked to how the Council uses this resource next year. In short therefore the Council needs that it uses the funding for IEG type activities and completes many of the objectives/projects that it set out in the IEG Statement that it has submitted to the Government.

11.3 As a result officers have reviewed the existing capital programme in order to identify any projects within the agreed and, if the recommendations of this report are accepted, now funded capital programme in order to identify any schemes that could be resourced from the IEG grant. The schemes shown in below fall in to this category and further information regarding the schemes are included within Appendix 4: -

Scheme	Value £
Internet Development	27,000
Video Conferencing	5,000
Document Image Processing	15,000
GIS	10,000
Local Inform' Offices	8,000
Purchasing	8,000
Elections Management	15,000

11.4 All the above schemes (totalling £88,000) would have been funded from leasing/repairs and renewals funding. As the revenue implications of these investments have been built in to the revenue budget, and will therefore be included within the base budget when the equipment needs replacing, it is recommended that this funding remain. The grant funding will therefore simply be transferred to the Capital Reserve in order to increase the overall resources available to the capital programme.

11.5 It recommended that the remainder of the grant be used for the implementation of three other schemes that were included within the Council's IEG statement. These were the National Land and Property Gazetteer, the Web Content Page, and developing town and parish council web sites. Further details of these proposals can also be found in Appendix 4.

12. REVIEW PANEL COMMENTS

12.1 All of the comments arising from the discussion of the Expenditure Plan proposals have been included in previous reports to the Cabinet. During this latest cycle of meetings the Panels have had the opportunity to discuss their detailed budget proposals, which include all bids and savings already agreed by the Cabinet.

12.2 Any further comments that have been received from the Panels are included within Appendix 5. The Cabinet will need to consider the deliberations of the Environment Panel in respect of the closure of some public conveniences as these will go forward to the Council for approval as part of the overall budget package.

13. ENVIRONMENTAL IMPLICATIONS

All environmental implications of individual proposals have been outlined within the detail of the expenditure plan process.

14. CRIME AND DISORDER IMPLICATIONS

As detailed within the individual proposals

15. FINANCIAL IMPLICATIONS

The financial implications arising from all the budget proposals are detailed in this and other associated Expenditure Plan reports

16. EMPLOYEE SIDE COMMENTS

Any further comments received will be circulated at the meeting.

17. SUMMARY

17.1 This report proposes a General Fund Revenue and Capital Budget for consideration by the Cabinet. The Cabinet will propose the overall budget that is recommended to Council on 25 February for their consideration and approval.

17.2 This has been a challenging year for the Council with many additional costs being incurred over which the Council has little or no control. As a result some unpalatable decisions have been considered regarding charging for and the service levels provided. Some of the original proposals have been discarded but many are still included in the package

of proposals that Members are being asked to consider as part of this report.

17.3 If agreed Members of the Cabinet will be proposing a robust budget to the Council that is not focussed purely on the short term. Appropriate provision has been made within the revenue budget for maintenance of the Council's major assets for the first time in many years and in considering a tax increase of 9.4% will reduce the financial challenge that the Council will face in future years.

17.4 The future challenge is still evident as illustrated by Appendix 1 and members will be aware that some step changes are still required in the Council's finances over the next two years. This budget does however give a firm building block upon which the Council can now address those challenges.

18. RECOMMENDATIONS

18.1 It is recommended that

18.1.1 The Cabinet consider the comments of the Review Panels in Appendix 5, and agree the schedule of public conveniences put forward for closure.

18.1.2 All Expenditure Plan variations as detailed in this report be agreed including the revised schedule of fees and charges as detailed in Appendix 3

18.1.3 The financial strategy and use of balances as outlined in paragraph 5 and 6 of this report be agreed

18.1.4 The General Fund budget for 2002/2003 be set at £18,520,000 as summarised in Appendix 1

18.1.5 The General Fund Capital Programme for 2002/2003 be agreed as summarised in Appendix 2

18.1.6 The Council Tax be agreed at £120.60 for a Band D property for 2002/2003.

18.1.7 The site licence fees and service charges at Stillwater Park be increased by 2.5%, with effect from 1 April 2002, and that the service of the appropriate notices be authorised.

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Background information

Expenditure Plan Reports
Local Government Financial Settlement
Papers 2002/2003

NEW FOREST DISTRICT COUNCIL

DRAFT GENERAL FUND FORECAST 2002/03 TO 2005/06 BASED ON 2001/02 BUDGET

30/01/02	2001/02	2002/03	2003/04	2004/05	2005/06
	£000	£000	£000	£000	£000
Net Portfolio Requirements	19040	19040	19040	19040	19040
Transfer To Provisions					
Est. Inflation (salary related)		595	1135	1695	2275
Other Inflation		170	340	520	700
Sub Total (A)	19040	19805	20515	21255	22015
Capital Financing Provision	250	250	250	300	250
Sub Total (B)	19290	20055	20765	21555	22265
Transfer from DSO reserve	-250	-180	-180	-180	-180
Sub Total (C)	19040	19875	20585	21375	22085
Less Interest on Balances(net)	-1300	-850	-850	-850	-850
Sub Total (D)	17740	19025	19735	20525	21235
Transfer From Commutation/MRP	-293	-103	-123	-74	
Budget Requirements Total (E)	17447	18922	19612	20451	21235
Add Expenditure Plan Bids					
Corporate & Finance		767	828	923	957
Crime & Disorder		189	214	224	214
Economy & Planning		134	291	266	210
Environment		94	179	179	179
Health & Social Exclusion		22	22	22	22
Housing		102	104	106	108
Leisure		229	368	337	338
General Purposes & Licensing Committee		0	80	20	20
Planning Development Control Committee		0	0	0	0
Standards Committee		19	19	19	19
Sub Total Bids	0	1555	2104	2095	2067
Deduct Expenditure Plan Savings					
Corporate & Finance		-736	-804	-864	-938
Crime & Disorder		0	0	0	0
Economy & Planning		-200	-188	-223	-223
Environment		-261	-261	-261	-261
Health & Social Exclusion		-13	-13	-13	-13
Housing		-140	-150	-160	-170
Leisure		-397	-513	-620	-625
General Purposes & Licensing Committee		0	0	0	0
Planning Development Control Committee		-9	-9	-9	-9
Standards Committee		0	0	0	0
Sub Total Savings	0	-1755	-1936	-2148	-2237
Other Items	204	-201	-131	-61	-61
Forecast Budget Requirements Total (F)	17651	18520	19649	20337	21004

NEW FOREST DISTRICT COUNCIL
OTHER SERVICES CAPITAL EXPENDITURE
SUMMARY AND RESOURCES 2001/02 TO 2005/06

Date Prepared :-

30-Jan-02

ESTIMATED EXPENDITURE

	2001/02 £'000	2002/03 £'000	2003/04 £'000	2004/05 £'000	2005/06 £'000	Total £'000
Corporate & Finance	795	1,020	275	45	10	2,145
Crime & Disorder	384	745	20	-	-	1,149
Environment	605	1,548	1,238	1,042	3,747	8,180
Economy & Planning	558	768	-	200	-	1,526
Leisure	2,243	1,019	319	410	-	3,991
TOTALS	4,585	5,100	1,852	1,697	3,757	16,991

PROPOSED FINANCING

BCA/SCA (Loan)	475	502	384	333	941	2,635
Grants & Other Contributions	1,133	1,852	841	729	2,826	7,381
Electronic Governance Grant		200	200			400
Developers' Contributions	746	316	-	-	-	1,062
Revenue Provision (Gen. Fund.)	250	250	250	300	250	1,300
Usable Capital Receipts	-	-	-	-	-	-
Capital Reserve	1,981	1,980	177	335	260	4,213
TOTALS	4,585	5,100	1,852	1,697	3,757	16,991

ESTIMATED BALANCES

	01/04/01 £000	01/04/02 £000	01/04/03 £000	01/04/04 £000	01/04/05 £000	01/04/06 £000
CAPITAL RESERVE	4,473	2,492	512	335	-	260
DEV. CONTRIBS.	6,315	5,819	5,653	5,653	5,653	5,653

PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003

	Charges 2001/02 £	Original Proposed Charges 2002/03 £	Revised Proposed Charges 2002/03 £	Revised % Increase
<u>ENVIRONMENT PORTFOLIO</u>				
<u>*CEMETERIES (Charge from 1 April 2002)</u>				
Interment Fees				
Interment of Ashes	141.00	145.00	148.00	5.0
Still-born child		<-----No Charge----->		
Child not exceeding one month		<-----No Charge----->		
Child not exceeding twelve years		<-----No Charge----->		
Person over twelve years:				
Single depth grave	228.00	234.00	239.00	4.8
Double depth grave	240.00	246.00	252.00	5.0
Treble depth grave	258.00	264.00	271.00	5.0
Non-residents		<-----Double Fees----->		
Burial on Saturday Residents		<-----Double Fees----->		
Non-residents		<-----Quadruple Fees----->		
Purchase of Exclusive Right of Burial				
Any depth	205.00	210.00	215.00	4.9
Single depth (Child up to 12 years)	68.00	70.00	71.00	4.4
Cremated Remains Section	102.00	104.00	107.00	4.9
Walled graves and vaults	249.00	255.00	261.00	4.8
Assignment	23.00	23.00	24.00	4.3
Non-residents		<-----Double Fees----->		
Memorial Fees				
Fee for Permission to erect a memorial	61.00	63.00	64.00	4.9
Fee for Permission to place a vase	23.00	23.00	24.00	4.3
Additional inscription	23.00	23.00	24.00	4.3
Non-residents		<-----Double Fees----->		
Sundry Fees				
Use of grass matting		<-----No Charge----->		
Strewing of ashes	60.00	61.00	63.00	5.0
Interment - additional fee where requisite notice is not given	41.00	42.00	43.00	4.9
Woodland Burial - purchase and maintenance of a plant	18.00	18.00	19.00	5.6
Searches In Register				
Not more than one year	11.00	11.00	12.00	9.1
Additional years per year	3.00	3.00	3.50	16.7
Copy of an entry of burial	10.00	10.00	11.00	10.0
Clinical Waste (Charge from 1 March 2002)				
Per Sack	1.90	2.00	4.00	110.5
Bulk Collection		<---Prices on Application--->		
Sharps Collection		<---Prices on Application--->		
Special Collection - Fridges (Charge from 1 March 2002)				
Charge per collection	7.00	14.00		
Charge per each fridge collected			20.00	185.7

PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003

	Charges 2001/02 £	Original Proposed Charges 2002/03 £	Revised Proposed Charges 2002/03 £	Revised % Increase
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ECONOMY AND PLANNING PORTFOLIO**LOCAL LAND CHARGES (Charge from 1 April 2002)**

Form LLC1 * (Statutory Fee)	5.00	5.00	5.00	-
Form CON29 (1991) *	95.00	102.00	110.00	15.8

LEISURE PORTFOLIO***Keyhaven River Mooring Fees [including Licence Fee] (Charge from 1 January 2003)**

Drying (Small Boats)	171.81	178.34	201.52	17.3
Drying (Large Boats)	189.41	196.61	222.17	17.3
Part Drying	216.32	224.54	253.73	17.3
Deep Water	344.66	357.75	404.26	17.3
Wall Moorings	79.70	107.43	121.40	52.3
Non-Residents	<i>As above plus 50%</i>			

NOTE: The revised proposed charge for 2002/3 is indicative only and is subject to change.

Swimming Charges (Charge from 1 July 2002)

Adult	per hour	1.90	2.00	2.05	7.9
Senior (60 +)	"	1.05	1.10	1.15	9.5
Junior (under 18)	"	0.95	0.95	1.00	5.3
Concessionary	Adult	1.05	1.10	1.15	9.5
	Junior	0.70	0.70	0.75	7.1

Applemore Rec Centre Fitness Suite (Charge from 1 January 2003)

Fitness Direct Individual	33.00	33.00	36.00	9.1
Fitness Direct Joint	60.00	60.00	66.00	10.0
Profiles Annual Individual	330.00	330.00	360.00	9.1
Profiles Annual Joint	600.00	600.00	660.00	10.0

PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003

		Charges 2001/02 £	Original Proposed Charges 2002/03 £	Revised Proposed Charges 2002/03 £	Revised % Increase
<u>All Centres - Aerobics (Charge from 1 July 2002)</u>					
Applemore					
Mega step			3.70	3.75	#DIV/0!
Bodysculpt/TKO; Boxercise; Weigh to go			3.30	3.35	#DIV/0!
Legs, Bums & Tums (Evening)			3.10	3.15	#DIV/0!
Daytime step			2.90	2.95	#DIV/0!
Fatbusters; Legs, Bums & Tums (Daytime)			2.60	2.65	#DIV/0!
Aqua fit			2.40	2.45	#DIV/0!
50 plus			2.10	2.15	#DIV/0!
NB: Classes are FREE to Fitness Direct members.					
New Milton					
Aerobics	Daytime	2.60	2.60	2.65	1.9
	Evening	2.95	2.95	3.00	1.7
Boxercise		3.60	3.60	3.65	1.4
Bums, Legs & Tums; Circuit Training; Pump & Tone; Step & Tone; Steps, Bums & Tums		2.95	2.95	3.00	1.7
Aquamotion		2.65	2.65	2.70	1.9
50+ keep fit		2.10	2.10	2.15	2.4
Awesome Abs	Half-hour only	1.30	1.30	1.35	3.8
Ringwood					
All Aerobics Classes	Daytime	2.60	2.70	2.75	5.8
	Evening	2.90	3.00	3.05	5.2
Lymington					
Aerobics	Daytime	2.55	2.60	2.65	3.9
	Evening	3.10	3.20	3.25	4.8
Aerobics Steps; Body Blitz; Circuit Training; Pump & Tone		3.10	3.20	3.25	4.8
Tae-Boe		2.90	3.00	3.05	5.2
Aquamotion		2.65	2.75	2.80	5.7
Body Conditioning		N/A	2.60	2.65	N/A
Power Walking		N/A	2.10	2.15	N/A
Totton					
Aerobics		2.45	2.65	2.70	10.2
Circuits	90 Minute Class	3.15	3.25	3.30	4.8
Tae-Chi		3.10	3.20	3.25	N/A
20 / 20 / 20; Aquarobics; Awesome Abs; Fat Burner; Ladies Light Weights; Legs, Bums & Tums; Palates; Sculpt & Tone; Steps		2.45	2.65	2.70	10.2
50+ aquafit		2.45	2.55	2.60	6.1
Boxer Circuits		N/A	4.00	4.05	N/A

NOTE:

VAT - Charges are inclusive of 17.5% VAT unless otherwise shown.

Charges which are zero rated or not subject to VAT are marked * either individually or by service.

APPENDIX 4

IEG KEY PROJECTS 2002/2003

The Electronic Governance strategy comprises a programme of projects aimed at providing new access channels to services and in some cases, new services. Good progress is being made on implementing this programme of projects. All projects planned for 2001/02 are well under way and are in line with allocated budgets. A summary of the key projects for 2002/2003 is set out below.

Internet Development

This project refers to the development of the Council's web site and Internet related technologies in order to enhance services.

Video Conferencing

Video conferencing facilities are installed between Appletree Court and the Town Hall at Lymington. Public video conferencing facilities have been in operation at Hythe Local Information Office and Ringwood Information Office since May 2001. These facilities provide a link to the Tax and Benefits department (and more recently) to the Housing department.

Document Imaging

This project refers to the document imaging system used to scan planning applications and associated drawings onto the Council's web site and linking to the Council's planning information system. On line access to planning applications was launched in September 2001. This coincided with the provision of comprehensive information about all aspects of the Planning Service on the Council's web site. The Planning area of the Council's web site is currently attracting over 900 visitors per month.

Geographic Information Systems (Customer Services)

During the year work began on a second phase of the new Customer Services system. This system supports the Customer Services Team operating in the Environment Services Directorate. The team deal with enquiries and complaints across a range of direct services including, abandoned vehicles, trade and bulky waste collection, grass cutting, highways maintenance and refuse collection. The new system incorporates the ability to plot incidents and schedule work using map based information through the Council's standard geographic information system (GIS). The complete Customer Services system (all modules) will be live by April 2002.

Local Information Offices

Following the best value review of Reception and Information Services, a requirement has been identified to develop an on-line information system for information officers dealing with enquiries from members of the public. Work is underway on the specification of this intranet-based system. The level of access provided to core information systems used by Housing, Planning and Tax and Benefits is also being reviewed in this project.

Electronic Procurement

The implementation of the new Purchasing and Inventory Management system is well underway. This system (phase two of the Financial Information Systems project) will provide the essential platform to enable officers to purchase goods and services from approved suppliers via the Internet. Electronic procurement should reduce the manual paperwork involved in the requisitioning process and so speed up the requisition to cheque production process. There will also be much closer integration between purchasing and payment systems so aiding budgetary control.

Elections Management

The current Elections Management system is scheduled for replacement. The Government are introducing changes to the processes supporting the management of Elections (e.g. introducing rolling registers and ensuring that addresses held are compliant with the local land and property gazetteer (LLPG). It will be necessary to select a system that incorporates the new requirements. A project to evaluate, select and implement a new Elections Management system commenced in December 2001.

The National Land & Property Gazetteer (NLPG)

A report will be produced for CMT in March 2002 outlining the proposed strategy to produce a Local Land & Property Gazetteer (LLPG) for the district. The LLPG will involve establishing a team who will work together to produce a single land and property database for the Council's area. This will be compiled from various existing data sets maintained by the Council but in a format that complies with British Standard 7666.

When the LLPG is submitted for incorporation within the National Land and Property Gazetteer (NLPG), it will provide unambiguous identification of land and property for use by both the public and private sectors. Thus the LLPG is effectively the foundation stone for the delivery of a number of national initiatives such as improvements to the house buying process and a rolling register enabling electronic voting.

Partnership Working

Having established a number of technology related projects aimed at supporting Electronic Service Delivery, the Electronic Governance Team is now in a position to shift its focus towards partnership (joined up) working. The main thrust of this activity will be working with Town and Parish Council's to help develop their use of the Internet and to examine the scope for integrating information about services.

The Local Strategic Partnership is an initiative that could be capably supported by the use of ICT. One possible project is the development of an Extranet linking all of the partners. This would support communication and would promote the work of the LSP. Initial discussions have take place with the Corporate Planning Officer and proposals will be taken forward in due course.

APPENDIX 5 ENVIRONMENT PANEL

The Environment Review Panel has considered these proposals and has made the following recommendations to the Cabinet.

10. RECOMMENDATIONS

- (i) Blackfield – Hampton Lane – toilets to be closed in view of their age, condition and un-neighbourly siting.
- (ii) Holbury – Sloane Avenue – close, due to low usage and frequent vandalism.
- (iii) Calshot – Car park at western end of the Spit – close, in view of replacement programme proposals and pending consultations with beach hut owners.
- (iv) Barton Beach – retain but close Marine Drive West toilet instead, following agreement by New Milton Town Council.
- (v) Totton - Eling Recreation Ground and Salisbury Road Recreation Ground – retain subject to the outcome of discussions with Totton and Eling Town Council on their proposals to share operating costs
- (vi) Ringwood – Market Place – close.
- (vii) Lyndhurst Car Park – old block – retain, due to their continuing importance for tourist use.
- (viii) Brockenhurst – main A337 – close, in view of existence of other satisfactory toilets in village centre, which are to be rebuilt next financial year.

10.2 The Review Panel noted that the Year 1 demolition costs for 2002/03 would be £15,000 and there would also be redundancy costs in the sum of £1,200 relating to 1 cleaner post. Thus, the total savings for 2002/03 would amount to £10,300.

10.3 It was also noted that the potential capital receipt of £42,000 could be fully utilised for reinvestment in future capital projects, subject to all 3 toilet sites (Blackfield, Holbury and Brockenhurst) being auctioned as a package.

LEISURE PANEL

No comments

CRIME AND DISORDER REVIEW PANEL

Revenue Estimates 2002/03 (Report C)

In supporting the proposed Revenue estimates, the Panel drew to the Cabinet's attention to the need to continue to attract locally based contributions (i.e. from town and parish councils and businesses) towards the cost of running the CCTV system. This would reduce the burden on the general council taxpayer in communities who were not benefiting directly. The Panel will review external funding contributions in a year's time.

CORPORATE AND FINANCE

No comments