



**GUIDE TO THE**

**BUDGET**

**2009/2010**

# GUIDE TO THE BUDGET 2009/2010

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## **INTRODUCTION TO THE BUDGET GUIDE**

This booklet is a summary of the Council's spending plans for the three years 2009/10 to 2011/12, together with other financial details in a form intended to be helpful and informative for Councillors and members of the public.

### **Budget**

The General Fund budget summary on page 8 shows that net expenditure in 2009/10 is estimated to total £18.452m. Of this £226,000 is to cover once-off/time limited items which are financed from balances, leaving a net budget of £18.226m. The Council does not rely on balances to support the ongoing budget.

During 2008 the council's ten-year forward projection predicted growing financial pressures, and, as in previous years, detailed budget scrutiny was necessary to develop savings and efficiencies to alleviate these pressures. Further pressures became evident following the down-turn in the economy. The Council re-iterated its policy of keeping council tax rises within inflation. An early start was made in identifying opportunities for efficiencies, and at the same time proposals were developed for essential service improvements. The budgeting process for the three year period 2009/12 was closely integrated with development of service plans, and the Council's corporate plan, to ensure the final budget reflected the Council's priorities as well as addressing the financial situation.

In December 2007 the government announced its planned financial support for the Council, with only a 1% increase in grant for 2008/09 and 0.5% increase in subsequent years. This added further pressure on the Council's budget planning.

Efficiencies totalling £1.338M were built into the 2009/10 budget. At the same time the provision for planning appeal costs was increased from £250,000 to £400,000.

After taking into account the Government support (Formula Grant Allocation [*formerly Revenue Support Grant*] and re-distributed Business Rates) which covers 41.9% of the Council's budget, the balance is met by Council Tax. The District Council's element of Council Tax for 2009/10 was a NIL increase.

### **Balances**

Estimated balances on the General Fund during 2009/10 are:

	£'000
Brought forward 1 <sup>st</sup> April 2009:	
Total brought forward	(1,813)
Addition to working balance	<u>500</u>
Total brought forward	(1,313)
Balances to be applied on one-off items	<u>226</u>
Carried forward 31 <sup>st</sup> March 2010	(1,087)

Council has now decided to maintain a minimum working balance of £1.5 million.

## **Council Tax**

Each residential property is given a valuation banding based on values as at 1 April 1991. There are 8 bands (A-H) and each band pays a different amount of Council Tax:

<b>Band</b>	<b>Capital Value</b>	<b>Proportion of Band 'D' Tax</b>
<b>A</b>	Up to £40,000	6/9
<b>B</b>	£40,001 - £52,000	7/9
<b>C</b>	£52,001 - £68,000	8/9
<b>D</b>	£68,001 - £88,000	9/9 (100%)
<b>E</b>	£88,001 - £120,000	11/9
<b>F</b>	£120,001 - £160,000	13/9
<b>G</b>	£160,001 - £320,000	15/9
<b>H</b>	Over £320,000	18/9

The District Council has set an average Band 'D' charge of £206.72 which covers the demands of both itself and the Parish Councils. The District Council's own element averages £170.88. A table showing how the Council Tax is calculated is set out on page 32.

Council Tax rates vary according to the part of the district in which any property is located. Parish Councils make charges to cover their own expenditure and these are levied only on properties within their own areas. Likewise, in order to avoid double-charging in parished areas, the District Council identifies the costs of services provided to specific areas in those instances where similar services are provided in other areas by Parish Councils. These costs (*known as special expenses*) are also charged only to the areas in which the services are provided by the District Council.

The overall average District and Parish Council Tax of £206.72 is split into general expenses (*charged equally throughout the district*) of £155.37 and special expenses (*charged to those areas where services are provided*) averaging £51.35.

To these charges are added the taxes of the County Council (£1,118.83 at Band 'D') and the Police Authority (£142.82 at Band 'D') giving an average Band 'D' Tax of £1,468.37. The County Council and Police Authority elements have both increased by 3.5% and 4.5% respectively, giving an overall average increase of 3.22%. A list of charges for each band in each area of the district is included at page 33.

## **The Collection Fund**

The Council maintains a Collection Fund Account, payments into and out of which are determined by statute. Total Council Tax of £89m (which includes the Council Tax collected for the County Council, the Police Authority and the parishes) and Business Rates of £59m are paid into the account. From the account, payments are made to the main precepting authorities (County and Police) and to St Albans Council itself to cover its spending needs and the needs of the Parishes. Also the Business Rates collected are paid over to the Government NNDR Pool. It is estimated that there will be a surplus of £1.505m on the Collection Fund at 31 March 2009. This is applied to reduce the precepts of the District Council (£216,000), County Council (£1,144,000) and Police Authority (£145,000). Details are set out at page 31.

## ***Housing Revenue Account***

This account is separate from the Council's other accounts and must balance itself without any contribution from Council taxpayers - expenditure is financed primarily from tenants' rents. Dwelling rents are heavily influenced by the Government's rent restructuring scheme, which requires local authority rents to converge with housing association rents by 2025. In addition the Council is required to pay a "negative subsidy" to the Government each year – for 2008/09 this has increased by nearly 2%, from £9.91m to £10.1m, and now means that around 46% of tenants' rent is paid over to the Government.

As a result, even after allowing for some service efficiencies in 2009/10, rents for St Albans tenants will increase by an average of 6.79% in April 2009, and garage rents by 7.5%.

## ***Capital Programme***

The current capital financing framework (the *prudential system*) introduced by the local Government Act 2003 allows authorities to borrow to finance capital investment subject to them being able to afford the revenue implications. They may also use revenue monies and the receipts from disposal of assets. Where an asset held within the Housing Revenue Account is disposed of, a proportion of the proceeds must be paid to the Government (75% of dwelling sales, and 50% of other housing asset disposals) although in some instances set-off arrangements limit the amount payable.

The Council has approved a **Housing Investment Programme** (HIP) totalling £8.025m for 2009/10 which is to be funded primarily from the Major Repairs Allowance (51%) and capital receipts (32%). The Council will also be utilising its entitlement to Supported Capital Expenditure (borrowing where the interest charges are met by Government subsidy)(11%). The programme includes £0.75m toward the provision of affordable housing by housing associations, £1.075m on private sector renewal grants, and £6.071m on refurbishment/modernisation of the Council's own stock.

Further expenditure totalling £15.141m is planned within the HIP over the following two years. Fuller details of the planned spending and funding are on pages 29 and 30.

The **General Fund Capital Programme** for 2009/10 totals £5.18m (including £0.8m deferred from 2008/09), with further planned spending of £9.9m in 2010/11 and £9.2m in 2011/12. A schedule of the planned capital schemes is shown on pages 27 to 29. The most significant single scheme is the redevelopment of the Westminster Lodge leisure facility – £19.0m of the scheme is programmed to be spent in 2009/10 and 2010/11 (of which £6.0m is to be financed by capital receipt from the sale of Ridgeview). The programme also includes, over the three years, £416,000 on improvements relating to refuse collection and recycling, £1,150,000 on a range of information technology improvements, and £200,000 for the pedestrianation of St Peter's Street.

Most of the programme will be financed from capital receipts and Growth Area Funding. It will also be necessary to finance some of the programme by prudential borrowing.

## ***Non-Domestic Rates***

The Government sets a uniform charge to be paid by Non-Domestic (Business) Ratepayers throughout the country. Local authorities collect this income on behalf of the Government and, after paying over the proceeds, receive a share from the national pool. St Albans will be collecting, and paying over to the Government pool, some £59m in 2009/10, and receiving back from the pool £6.66m, which will be credited to the General Fund.

Rates are charged in accordance with rateable values that came into force on 1 April 2005. The poundage multiplier has increased in line with inflation (September 2008 RPI) from 46.2p to 48.5p.

A relief scheme operates for small businesses occupying properties with low rateable values. Properties valued below £5,000 qualify for 50% relief with a sliding scale operating up to a value of £9,999. These properties also qualify for a reduced multiplier (increased from 45.8p to 48.1p). Properties with values in the £10,000 to £14,999 band do not qualify for relief but will have their bills calculated with the lower multiplier.

A transitional relief scheme operates over the first four years of the new valuation period. This limits the impact of changes to rates payable following the new rating list coming into force compared with previous rate bills.

From the 1st April 2008 there is a change relating to empty business premises - previously, after a three month exemption period (six months for industrial properties) when no rates were due on an empty property, 50% rates were charged. From 2008/09, after the initial exemption period, full rates will be charged. This change has been brought in as part of Government plans to utilise land and buildings more effectively and encourage owners to bring vacant business premises back into use.

In June 2008 the Council received payment of £392,094 under the Local Authority Business Growth Incentive Scheme (LABGI), an allocation of £339,000 was agreed at the December 2008 Cabinet. A further payment of £158,890 was received in February 2009.

The pages in this book are intended to give an overview of the Council's planned spending and income for the three years 2009/10 to 2011/12. Further information is available on the Council's web site (under Finance) or from the Chief Finance Officer, St Albans District Council, St Peter's Street, St Albans, Herts AL1 3JE.

## FINANCIAL PROFILE 2009/2010

2008/2009 £'000		2009/2010 £'000	
<b>GENERAL FUND</b>			
18,033	Budget	18,226	
6,664	Redistributed National Non-Domestic Rates	6,199	
928	Formula Grant Allocation (FGA)/ Revenue Support Grant (RSG)	1,431	
2,190	Balances - Brought Forward	1,813	
(377)	- Used During Year	(726)	
1,813	- Carried Forward	1,087	
<b>HOUSING REVENUE ACCOUNT</b>			
23,448	Gross Expenditure	23,803	
22,745	Income	23,710	
1,204	Balances - Brought Forward	891	
(703)	- Added/Used During Year	(93)	
501	- Carried Forward	798	
<b>CAPITAL SPENDING</b>			
3,042	General Fund Approved Forward Programme	5,180.0	
8,841	Housing Investment Programme	8,025	
<b>CAPITAL RESERVE</b>			
388	Balances - Brought Forward	0	
-388	- Used to finance Capital Projects	0	
0	- Carried Forward	0	
<b>CAPITAL RECEIPT BALANCES (1.4.09)</b>			
6,836	Housing - Spendable	10,761	
<b>CAPITAL FINANCING REQUIREMENT (1.4.09)</b>			
271	General Fund	(2,720)	
(8,493)	Housing (Internal Borrowing)	(9,241)	
<b>COUNCIL TAX at Band D</b>			
170.88	St Albans District Council (average)	170.88	<i>no change</i>
33.92	Parish Councils (average)	35.84	<i>(up 5.66%)</i>
204.80	<b>Total District and Parishes</b> (average)	206.72	<i>(up 0.93%)</i>
1081.12	Hertfordshire County Council	1,118.83	<i>(up 3.48%)</i>
136.67	Hertfordshire Police Authority	142.82	<i>(up 4.49%)</i>
<u>1,422.59</u>	<b>Total Council Tax at Band D</b> (average)	<u>1,468.37</u>	<i>(up 3.21%)</i>

## SUMMARY OF GENERAL FUND BUDGETS 2009/10 to 2011/12

Budget 2008-09 £	Portfolio	Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
523,620	Community Leadership and Communications	242,051	186,368	191,936
1,180,690	Community Engagement and Support	1,151,220	1,112,125	1,127,220
1,442,540	Culture and Heritage	1,179,820	1,200,045	1,231,914
7,369,270	Environment and Sustainability	7,278,960	7,527,630	7,753,730
810,470	Housing (General Fund only)	725,202	762,235	807,366
742,040	Non-Portfolio	200,730	206,765	212,670
1,557,060	Planning and Conservation	1,815,270	1,309,895	876,860
1,826,360	Resources and Efficiencies	2,546,948	2,855,061	3,570,720
4,231,380	Sport and Healthy Living	4,361,355	4,558,865	4,662,765
19,683,430	TOTAL OF PORTFOLIO BUDGETS	19,501,556	19,718,989	20,435,181
(1,510,150)	Capital Charges Credit	(1,298,730)	(1,298,730)	(1,298,730)
236,284	Pensions Accounting Adjustment	249,164	255,757	262,692
0	Other Net Efficiencies and Contingencies		(55,000)	(538,000)
0	Local Authorities Business Incentive Scheme Grant	0	0	0
18,409,564	TOTAL BEFORE USE OF BALANCES	18,451,990	18,621,016	18,861,143
(377,000)	Taken from Balances (for one-off items)	(226,000)	(212,000)	0
18,032,564	NET EXPENDITURE BEFORE GOVERNMENT SUPPORT	18,225,990	18,409,016	18,861,143
	Government Support:			
(6,663,909)	- Contribution from NNDR Pool	(6,199,000)	(7,668,000)	(7,745,000)
(927,670)	- Formula Grant Allocation	(1,431,000)		
10,440,985	NET EXPENDITURE AFTER GOVERNMENT SUPPORT	10,595,990	10,741,016	11,116,143
(150,000)	BALANCE TRANSFERRED FROM COLLECTION FUND	(216,000)	(50,000)	(50,000)
10,290,985	NET REQUIREMENT FROM COUNCIL TAXPAYERS	10,379,990	10,691,016	11,066,143
2,190,000	GENERAL FUND BALANCE BROUGHT FORWARD	1,813,000	1,087,000	875,000
	INCREASE IN WORKING BALANCE	(500,000)	0	0
(377,000)	TAKEN FROM GENERAL FUND BALANCES	(226,000)	(212,000)	0
1,813,000	GENERAL FUND BALANCE CARRIED FORWARD	1,087,000 *	875,000 *	875,000
*	Working Balance of a minimum of £1,500,000			



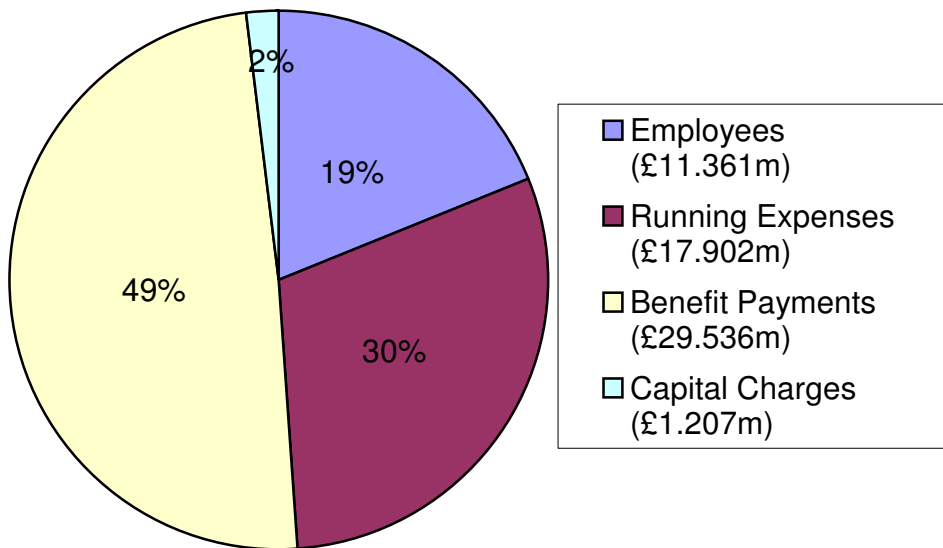
## SUMMARY OF GENERAL FUND BUDGETS

### WHERE COSTS ARE SUBSEQUENTLY RECHARGED TO OTHER COST CENTRES

<b>Budget 2008-09</b>	<b>Portfolio</b>	<b>Budget 2009-10</b>	<b>Estimate 2010-11</b>	<b>Estimate 2011-12</b>
<b>£</b>		<b>£</b>	<b>£</b>	<b>£</b>
545,300	Community Leadership and Communications	507,284	517,199	530,681
1,511,570	Community Engagement and Support	1,538,170	1,580,690	1,604,730
558,990	Environment and Sustainability	597,760	614,860	630,080
126,510	Housing	129,430	135,400	138,870
161,370	Non-Portfolio	180,280	185,250	190,420
585,650	Planning and Conservation	501,000	502,710	546,010
173,090	Resources and Efficiencies (Direct)	164,352	172,409	175,472
5,315,450	Resources and Efficiencies (Support)	5,299,298	5,427,025	5,557,320
<hr/>	<b>TOTAL OF COSTS RECHARGED TO DIRECT SERVICES AND INCLUDED WITHIN THOSE SERVICES</b>	<hr/>	<hr/>	<hr/>
8,977,930		8,917,574	9,135,543	9,373,583
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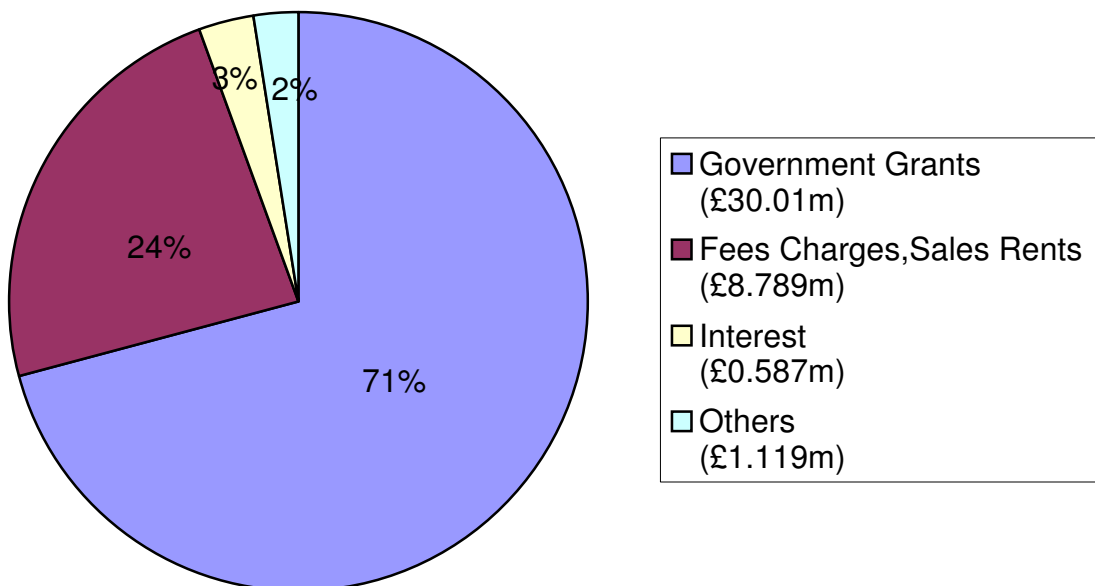
**ANALYSIS OF THE GENERAL FUND BUDGET 2009/2010**  
**(Excluding Housing Revenue Account)**

**GROSS EXPENDITURE 2009/2010**



<b>TOTAL EXPENDITURE</b>	<b>£60.0 M</b>
<b>TOTAL INCOME</b>	<b>£40.5 M</b>
<b>NET PORTFOLIO BUDGETS</b>	<b><u>£19.5 M</u></b>

**GROSS INCOME 2009/2010**



**GENERAL FUND REVENUE BUDGET 2008/09 TO 2011/12 - ANALYSED ACROSS CORPORATE AIMS**

	2008/09 <i>Budget</i> £000	2009/10 <i>Budget</i> £000	2010/11 <i>Estimate</i> £000	2011/12 <i>Estimate</i> £000
1. To build a community that is open, fair and inclusive	787	439	316	340
2. To work in partnership for the health and well being of the community	8,050	8,057	8,420	8,597
3. To cherish and promote our heritage, arts and culture	1,400	1,147	1,160	1,193
4. To safeguard our environment	8,242	8,204	7,929	7,700
5. To ensure the district is a desirable place to live and work	693	628	662	704
<b>TOTAL ALL AIMS</b>	19,172	18,475	18,487	18,534
<b>BUDGETS NOT IDENTIFIED TO AIMS</b>	511	1,026	1,232	1,901
<b>TOTAL ALL BUDGETS</b>	<b>19,683</b>	<b>19,501</b>	<b>19,719</b>	<b>20,435</b>

**HOUSING REVENUE ACCOUNT - SUPERVISION AND MANAGEMENT - ANALYSED ACROSS CORPORATE AIMS**

1. To build a community that is open, fair and inclusive	4,152	4,403	4,638	4,638
2. To work in partnership for the health and well being of the community	1,020	989	676	676
3. To ensure the district is a desirable place to live and work	123	117	120	123
<b>TOTAL - HRA SUPERVISION AND MANAGEMENT</b>	<b>5,295</b>	<b>5,509</b>	<b>5,434</b>	<b>5,437</b>

**COMMUNITY LEADERSHIP & COMMUNICATIONS**  
**PORTFOLIO**

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
<b><u>DIRECT SERVICES</u></b>					
274,520	1110	Chief Executive	302,688	305,830	309,838
119,000	1117	Business Process Re-engineering	-170,000	-170,000	-170,000
80,000	1202	Project Leadership	60,000	0	0
21,690	1220	Civic Activities	22,240	22,730	23,390
28,410	1240	Democratic Subscriptions	27,123	27,808	28,708
<b>523,620</b>		<b>NET BUDGET FOR COMMUNITY LEADERSHIP PORTFOLIO</b>	<b>242,051</b>	<b>186,368</b>	<b>191,936</b>
<b><u>COSTS RE-ALLOCATED TO OTHER SERVICES</u></b>					
370,240	1255	Corporate Policy	333,011	340,537	350,214
175,060	1590	Public Relations	174,273	176,662	180,467
545,300			507,284	517,199	530,681
-545,300		Recharged to Other Services	-507,284	-517,199	-530,681
<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>

**COMMUNITY ENGAGEMENT & SUPPORT**  
**PORTFOLIO**

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
		<b><u>DIRECT SERVICES</u></b>			
152,100	1205	Community Safety	134,015	136,710	139,855
281,970	1210	CCTV	295,190	302,090	310,020
820,000	1215	Members	952,445	966,325	974,395
32,960	1225	Town Twinning	37,170	38,200	38,820
255,920	1230	Elections	147,840	273,480	280,970
170,940	1235	Electoral Registration	188,000	191,860	196,790
362,710	1505	Environmental Protection	379,940	388,170	396,690
437,900	1520	Food & Health Safety	367,800	375,890	384,720
99,300	1530	Pest Control	68,090	72,210	76,120
55,380	1540	Animal Welfare	54,860	56,120	57,310
85,300	1545	Removal of Abandoned Vehicles	65,360	67,460	69,170
-10,990	1575	Licensing	10,490	8,470	8,690
-38,230	1580	Hackney Carriages & Private Hire	-17,590	-14,620	-15,670
-168,680	5000	Corporate Property	-215,540	-213,920	-212,130
-349,310	5005	Sandridge Gate Business Centre	-173,760	-333,860	-340,620
-1,294,310	6035	Car Parks Contract	-1,392,070	-1,496,380	-1,590,470
131,230	6040	Car Parks Administration	119,460	122,540	126,100
103,020	6045	Russell Avenue/Drovers Way Car	104,200	107,990	111,780
-52,140	6050	Civic Centre Car Park	-94,740	-94,500	-94,220
80,100	6055	Fee Paying Car Parks	85,890	88,900	90,660
-19,410	6060	Leased Car Parks	-16,220	-15,680	-15,100
12,750	6065	Free Car Parks	14,990	15,310	15,670
2,180	6070	Lydekker Car Park	2,180	2,180	2,180
<b>1,150,690</b>		<b>NET BUDGET FOR ENGAGEMENT &amp; SUPPORT PORTFOLIO</b>	<b>1,118,000</b>	<b>1,044,945</b>	<b>1,011,730</b>
		<b><u>COSTS RE-ALLOCATED TO OTHER SERVICES</u></b>			
498,020	1245	Corporate Administration	538,450	559,210	561,960
123,290	1250	Administrative Support Unit	64,430	65,760	67,120
607,400	5545	Legal	651,300	665,310	678,690
282,860	5560	Estates	283,990	290,410	296,960
1,511,570			1,538,170	1,580,690	1,604,730
-1,511,570		Recharged to Other Services	-1,538,170	-1,580,690	-1,604,730
<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>
		<b><u>SPECIAL RESERVE</u></b>			
<b>30,000</b>	6100	Decriminalised Parking Enforcement	<b>42,820</b>	<b>88,780</b>	<b>137,090</b>

## CULTURE & HERITAGE PORTFOLIO

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
		<b><u>DIRECT SERVICES</u></b>			
39,065	2920	Alban Arena	39,510	39,770	40,040
142,605	2930	Maltings Arts Theatre	144,150	147,390	150,770
11,445	2940	Harpenden Public Hall	12,585	12,765	12,970
-118,570	2960	Batchwood Hall	-110,600	-110,600	-110,600
69,445	3000	Arts Development	59,995	61,090	62,440
-38,530	3004	Town Hall	-72,965	-73,165	-77,585
483,305	3012	Heritage Administration	440,920	451,255	461,840
99,635	3016	Verulamium Museum	47,855	54,425	61,330
138,550	3020	Museum of St Albans	90,600	92,890	95,015
10,440	3024	Historic Buildings	9,305	9,535	9,820
55,315	3028	Field Archaeology	56,365	57,560	58,825
37,705	3032	Conservation	38,435	39,220	40,040
183,870	3036	Curatorial	158,440	161,700	165,035
91,175	3040	Design & Display	27,355	28,040	28,880
5,155	3044	Documentation	31,035	31,935	32,894
37,115	3048	Education	38,170	38,950	39,780
-1,135	3052	Finds Liaison	-895	-65	-220
-1,955	3054	East of England Conservator	-895	-65	-220
212,150	3056	Development & Tourism	149,210	127,990	131,805
136,665	3062	Tourist Information Centre	184,705	188,975	193,795
<b><u>1,593,450</u></b>		<b>NET BUDGET FOR CULTURE &amp; HERITAGE</b>	<b><u>1,343,280</u></b>	<b><u>1,359,595</u></b>	<b><u>1,396,654</u></b>

## ENVIRONMENT & SUSTAINABILITY PORTFOLIO

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
<b><u>DIRECT SERVICES</u></b>					
290,920	1500	Environmental Services Administration	243,400	249,000	255,680
94,750	1510	Environmental Resources	89,380	91,260	93,340
230,640	1535	Public Conveniences	243,720	249,380	256,280
-73,320	1550	Third Party Recycling	-75,160	-77,040	-78,850
1,375,100	1555	Recycling	1,418,070	1,476,730	1,543,060
1,868,470	1560	Refuse Collection	1,636,520	1,728,030	1,774,810
1,298,040	1565	Street Cleansing	1,320,070	1,353,140	1,392,690
76,660	1570	Cleaner District	78,470	75,200	77,320
-150,910	1585	Market	-163,460	-159,550	-164,740
38,740	2080	Energy Officer	35,320	37,090	37,840
1,465,300	6000	Public Transport	1,528,870	1,567,300	1,607,590
48,660	6005	Taxi Voucher Scheme	46,060	47,230	47,550
138,950	6010	Transport Strategy	130,640	133,100	135,410
177,280	6020	Roads Amenity Functions	190,660	194,280	198,520
6,420	6025	Drainage & Flood Prevention	6,630	6,840	7,040
332,660	6030	Verge Maintenance	386,310	396,090	405,450
<b>7,218,360</b>		<b>NET BUDGET FOR ENVIRONMENT &amp; SUSTAINABILITY PORTFOLIO</b>	<b>7,115,500</b>	<b>7,368,080</b>	<b>7,588,990</b>
<b><u>COSTS RE-ALLOCATED TO OTHER SERVICES</u></b>					
171,160	6400	Engineers	203,280	210,000	214,920
189,660	6405	Technical Services	186,970	190,550	195,370
198,170	6410	Landscape Architects & Arborists	207,510	214,310	219,790
558,990			597,760	614,860	630,080
-558,990		Recharged to Other Services	-597,760	-614,860	-630,080
<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>

## HOUSING GENERAL FUND PORTFOLIO

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
<b><u>DIRECT SERVICES</u></b>					
117,140	1525	Houses in Multiple Occupation	97,090	100,240	103,580
-103,220	2000	Mobile Home Sites	-94,910	-100,920	-106,010
-1,480	2010	Sundry Properties	900	660	610
207,560	2020	Homelessness	177,590	181,780	186,250
111,520	2030	Grounds Maintenance	99,790	103,080	105,710
199,480	2050	Rent Allowances	174,685	195,715	218,845
78,200	2051	Rent Rebates	99,927	110,610	122,131
54,290	2060	Housing Aid Centre	54,840	56,210	57,620
29,930	2065	Affordable Housing	47,190	48,220	49,280
117,050	2090	Leased Properties	68,100	66,640	69,350
<b>810,470</b>		<b>NET BUDGET FOR HOUSING GENERAL FUND PORTFOLIO</b>	<b>725,202</b>	<b>762,235</b>	<b>807,366</b>
<b><u>COSTS RE-ALLOCATED TO THE HOUSING INVESTMENT PROGRAMME</u></b>					
126,510	2040	Home Renovation Grants	129,430	135,400	138,870
126,510			129,430	135,400	138,870
-126,510		Recharged to HIP	-129,430	-135,400	-138,870
<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>



## HOUSING PORTFOLIO (HOUSING REVENUE ACCOUNT)

Budget 2008-09 £'000		Budget 2009-10 £'000	Estimate 2010-11 £'000	Estimate 2011-12 £'000
	<b><u>INCOME</u></b>			
21,038	Rents - Dwellings	21,902	22,882	23,766
821	- Garages	842	905	973
300	- Shops and Other	316	318	318
234	Service Charges	257	270	284
336	Supporting People Grant	367	294	268
42	HRA Investment Income/Mortgage Interest	26	26	35
<b>22,771</b>	<b>Total Income</b>	<b>23,710</b>	<b>24,695</b>	<b>25,644</b>
	<b><u>EXPENDITURE</u></b>			
5,275	Supervision and Management	5,508	5,428	5,617
3,406	Repairs	3,492	3,485	3,586
99	Rents, Rates and Other Taxes	158	163	168
872	Cost of Capital	624	571	457
3,744	Major Repairs Allowance - Transfer to Reserves	3,879	3,916	3,943
52	Transitional Relief (Supporting People)	42	39	35
9,775	Payment to Government (Negative Housing Subsidy)	10,100	10,949	11,702
250	Revenue Contributions to Capital	0	0	0
<b>23,473</b>	<b>Total Expenditure</b>	<b>23,803</b>	<b>24,551</b>	<b>25,508</b>
<b>702</b>	<b>Net cost/surplu(-) of services</b>	<b>93</b>	<b>-144</b>	<b>-136</b>
-1,204	Surplus(-)/Deficit - brought forward	-891	-798	-942
-502	- carried forward	-798	-942	-1,078

## NON PORTFOLIO

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
<b><u>DIRECT SERVICES</u></b>					
57,440	3510	Scrutiny	58,100	60,530	61,930
121,930	3520	External Audit	135,400	138,795	143,110
562,670	3540	Democratic Represent & Management	7,230	7,440	7,630
<u>742,040</u>		<b>NET BUDGET FOR NON PORTFOLIO</b>	<u>200,730</u>	<u>206,765</u>	<u>212,670</u>
<b><u>COSTS RE-ALLOCATED TO OTHER SERVICES</u></b>					
161,370	3500	Internal Audit	180,280	185,250	190,420
<u>161,370</u>			<u>180,280</u>	<u>185,250</u>	<u>190,420</u>
-161,370		Recharged to Other Services	-180,280	-185,250	-190,420
<u>0</u>			<u>0</u>	<u>0</u>	<u>0</u>

## PLANNING & CONSERVATION PORTFOLIO

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
		<b><u>DIRECT SERVICES</u></b>			
-42,630	4510	Building Control	-161,300	-204,980	-203,360
428,780	4520	Planning Policy	612,230	698,780	457,630
963,590	4530	Development Control	551,410	579,260	606,760
182,390	4550	Conservation & Design	234,370	242,590	250,920
250,000	4,570	Planning Appeals	400,000	0	0
67,940	4580	Landscape & Graphic Design	35,780	35,980	38,200
-293,010	5075	Land Charges	-30,440	-218,215	-452,390
<b>1,557,060</b>		<b>NET BUDGET FOR PLANNING &amp; CONSERVATION PORTFOLIO</b>	<b>1,642,050</b>	<b>1,133,415</b>	<b>697,760</b>
		<b><u>COSTS RE-ALLOCATED TO OTHER SERVICES</u></b>			
585,650	4500	Planning Support	501,000	502,710	546,010
585,650			501,000	502,710	546,010
-585,650		Recharged to Other Services	-501,000	-502,710	-546,010
<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>

**RESOURCES & EFFICIENCIES PORTFOLIO**  
**(DIRECT)**

<b>Budget 2008-09 £</b>	<b>Cost Centre</b>		<b>Budget 2009-10 £</b>	<b>Estimate 2010-11 £</b>	<b>Estimate 2011-12 £</b>
<b><u>DIRECT SERVICES</u></b>					
1,115,210	5010	Miscellaneous	1,541,297	1,830,574	2,424,427
-1,200,820	5011	Interest on Balances	-579,824	-675,980	-600,990
356,080	5015	Grants & Subsidies	326,750	327,980	337,830
33,490	5025	Corporate Costs	24,480	24,490	25,500
-28,850	5035	Business Rates	-48,285	-42,980	-39,174
855,610	5040	Council Tax	604,164	625,238	640,852
-77,140	5045	Council Tax Rebates	-42,330	-42,830	-41,300
593,070	5050	Benefits Administration	438,604	464,510	474,503
97,520	5060	Equalities	97,920	99,870	102,150
14,940	5065	Equalities Action Plan	18,980	18,980	19,500
22,690	5070	Equalities & Disabilities	0	0	0
44,560	5080	Emergency Planning/Resilience	73,240	75,130	76,180
<b>1,826,360</b>			<b>2,454,996</b>	<b>2,704,982</b>	<b>3,419,478</b>
<b><u>COSTS RE-ALLOCATED TO OTHER COST CENTRES</u></b>					
1,390	5030	Recovery Administration	10,792	16,029	15,362
171,700	5055	Benefits Investigation	153,560	156,380	160,110
173,090			164,352	172,409	175,472
-173,090		Recharged to Other Services	-164,352	-172,409	-175,472
<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>

**RESOURCES & EFFICIENCIES PORTFOLIO**  
**(SUPPORT)**

<b>Budget 2008-09 £</b>	<b>Cost Centre</b>		<b>Budget 2009-10 £</b>	<b>Estimate 2010-11 £</b>	<b>Estimate 2011-12 £</b>
<b><u>COSTS RE-ALLOCATED TO OTHER SERVICES</u></b>					
856,640	5500	Central Offices	949,720	969,320	989,520
488,750	5505	Employee Benefits	467,730	480,560	496,150
418,700	5525	Customer Service Centre	432,980	444,500	453,820
0	5527	Telephone Contact Centre	95,480	96,490	97,540
1,265,260	5530	Information Technology Management	893,030	910,360	927,990
187,580	5535	Office Services	177,710	182,130	186,720
98,300	5540	Cashiers	97,210	99,343	101,554
1,054,390	5550	Financial Services	1,003,219	1,028,714	1,053,721
93,730	5555	Purchasing	92,559	94,528	96,625
293,020	5565	Human Resources	366,190	376,070	386,320
231,990	5570	IT Management Services	351,690	362,240	373,110
327,090	5575	IT Support & Maintenance	371,780	382,770	394,250
<u>5,315,450</u>			<u>5,299,298</u>	<u>5,427,025</u>	<u>5,557,320</u>
-5,315,450		Recharged to Other Services	-5,299,298	-5,427,025	-5,557,320
<u><u>0</u></u>			<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

## SPORT & HEALTHY LIVING PORTFOLIO

Budget 2008-09 £	Cost Centre		Budget 2009-10 £	Estimate 2010-11 £	Estimate 2011-12 £
		<b><u>DIRECT SERVICES</u></b>			
178,700	1515	Health & Promotion	155,080	158,890	162,790
1,553,310	2500	Leisure Management Contract	1,647,165	1,790,845	1,835,620
818,850	2510	Leisure Administration	835,325	853,140	872,735
30,470	2600	Parks Administration	31,230	32,005	32,965
10,110	2605	Allotments	21,205	20,435	20,610
164,360	2610	Clarence Park	166,125	170,050	174,190
219,810	2615	Other Open Spaces	255,990	261,870	267,525
76,955	2620	Gardens & Flower Beds	79,335	81,310	83,340
78,095	2625	Playgrounds	77,340	78,015	78,840
-680	2630	Central Nursery	-660	-650	-630
15,125	2635	Nomansland Common	15,495	15,815	16,200
10,235	2640	Bricket Wood Common	8,615	8,145	8,395
15,465	2645	Railway Trails	17,390	17,865	18,410
123,430	2650	Verulamium & Westminster Lodge	112,805	116,575	120,620
90,400	2655	Rothamsted Park	91,180	93,545	96,030
27,620	2700	Cleaning Contract Sports Pavilion	28,480	29,190	29,920
24,575	2705	Sports Administration	24,335	24,865	25,510
-7,125	2710	Harpenden Indoor Bowls Rink	-7,060	-7,015	-6,960
28,295	2715	Westminster Lodge Leisure Centre	23,840	24,155	24,510
7,440	2720	Verulamium Running Track	7,510	7,575	7,650
54,780	2725	Harpenden Swimming Pool	54,715	54,940	55,200
63,250	2730	Harpenden Sports Centre	64,825	66,210	67,665
66,080	2735	Leisure Buildings General	78,770	80,170	81,885
110,965	2740	Bricket Wood Sports Centre	96,755	97,040	97,360
38,940	2745	Batchwood Tennis Centre	40,825	40,985	41,160
16,115	2750	Batchwood Golf Course	8,595	8,495	8,410
34,525	2755	London Colney Recreation Centre	24,730	24,850	24,980
158,480	2800	Cemeteries	142,125	144,965	147,515
0	2810	West Herts Crematorium	700	750	760
42,525	2820	Closed Churchyards	43,735	44,770	45,855
150,420	2900	Jubilee Restaurant	150,715	153,680	156,890
7,630	2910	Jubilee Centre	44,495	45,265	46,175
22,230	2950	Marlborough Club	19,645	20,120	20,640
<b>4,231,380</b>		<b>NET BUDGET FOR SPORT &amp; HEALTHY LIVING PORTFOLIO</b>	<b>4,361,355</b>	<b>4,558,865</b>	<b>4,662,765</b>

## APPROVED INCREASES IN FEES AND CHARGES 2009/10

	%	£
<b><u>CULTURE &amp; COMMUNITY DEVELOPMENT</u></b>		
Cemeteries	10.60	17,140
Jubilee Centre	6.00	783
Jubilee Restaurant	6.00	5,291
Museums	6.00	16,331

Fees for services managed under contract (Leisure Management and Grounds Maintenance) are retained by the contractors and determined by contract conditions. Leisure Management contract fees are mainly at the discretion of the contractor although maximum fees for certain services are determined by the Council.

### **PLANNING AND CONSERVATION**

Planning support misc. admin fees	12.20	2,544
Planning meeting fees	14.20	5,964

Planning Application Fees - These are prescribed by the Government which has given no indication of an increase.

Land Charges Search Fees - can no longer make a surplus

Other variations in yield	22,000
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<b>TOTAL</b>	<b><u>70,053</u></b>
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**CAPITAL PROGRAMME**

	2009/10 £'000 GAF	2009/10 £'000 Other	2009/10 £'000 Total	2010/11 £'000 GAF	2010/11 £'000 Other	2010/11 £'000 Total	2011/12 £'000
<b><u>COMMUNITY ENGAGEMENT &amp; SUPPORT</u></b>							
Integrated enforcement - software module	-	20	20	-	-	-	-
- personal recording equipment	-	18	18	-	-	-	-
CCTV Improvement - 5 year programme	-	70	70	-	70	70	70
CCTV- Parishes	40	-	40	40	-	40	40
	40.0	108.0	148.0	40.0	70.0	110.0	110.0

**CULTURE & HERITAGE**

<b><i>Deferred from 2008/9:</i></b>	-	-	-	-	-	-	-
<i>Verulamium Museum - DDA Improvements to Put</i>	-	7.4	7.4	-	-	-	-
<i>Market - Market Barriers</i>	-	5.6	5.6	-	-	-	-
<i>Market - Replace Stall Frames &amp; Covers</i>	-	7.6	7.6	-	-	-	-
<b>Other items</b>							
Old Town Hall - external works required to reduce	-	3	3	-	20	20	-
Support for new economic development initiatives	50		50	50		50	
	50.0	23.6	73.6	50.0	20.0	70.0	-



## ENVIRONMENT & SUSTAINABILITY

<b>Deferred from 2008/9:</b>	-	-					
<i>Green Travel - Includes Electric Vehicles</i>	30	-	30	-	-	-	-
<b>Other items</b>							
Recycling:							
Recycling -Provide new/Replace lost and damaged	-	40	40	-	40	40	40
Provision of Third Recycling box-25%of cost (HC	-	31	31	-	-	-	-
Replace reusable bags for recycling for green w:	-	10	10	-	10	10	10
Additional recycling banks to flats -25% of cost (I	-	9	8.8	-	9	8.8	8.8
New Wheeled refuse bins for flats, new developm:	70	-	70	70	-	70	70
New and replacement bus shelters	-	24	24	-	24	24	24
Cycle routes, including Verulamium Park	110	-	110	60	-	60	60
Quality Partnership Bus network, including Low En	150	-	150	150	-	150	
for infrastructure improvements to enable switch from car use to public transport in the district							
Street scene improvement, including enforcement adaptation	50	50	100	70	30	100	75
Pedestrianisation of St Peter's Street, St Albans	100	-	100	100	-	100	-
	510.0	163.8	673.8	450.0	112.8	562.8	287.8

## RESOURCES & EFFICIENCIES

### **Deferred from 2008/9:**

FMS - EDMS, E-Procurement & Purchasing Modu	-	41	41	-	-	-	-
Financial Asset Package	-	12	12	-	-	-	-
Energy Performance Certificates	-	10	10	-	-	-	-

### **Other items**

PC's/Printer/ Server -Rolling Programme (Partial)	-	100	100	-	200	200	200
Upgrading on Workforce HR Recruitment System	-	12	11.5	-	-	-	-
Business Improvement Programme:							
Corporate Electronic Document Records Manag	-	100	100	-	250	250	-
CRM adaptors for integration	-	60	60	-	-	-	-
SADC- Web Microsites	40	-	40	-	-	-	-
Implementation of e-Payments solution	-	90	90	-	-	-	-
Hosting/disaster recovery/improvement works to c	-	110	110	-	-	-	-
Civic Centre offices - Boiler Replacement	-	45	45	-	-	-	-
- Installation of Power Optimis	-	20	20	-	-	-	-
External redecoration to 3-9 French Row	-	12	12	-	-	-	-
Provide electric pool vehicles for use by Council s	-	34	34	-	-	-	-
Sandridge Gate Business Centre - Roof Repairs	-	10	10	-	-	-	-
Mobile/home/flexible working	-	90	90	-	30	30	-
	40	746	786	-	480	480	200

Gross cost £50K -  
60% recharged

(\*) = Needed for  
refuse

## SPORT & HEALTHY LIVING

### *Deferred from 2008/9:*

<i>Leisure Buildings - Refurbishment</i>	-	300	300	-	-	-	-
<i>Play Areas - Replace/Upgrade Equipment/Surface</i>	-	50	50	-	-	-	-
<i>Batchwood Golf &amp; Tennis Centre Roof</i>	-	200	200	-	-	-	-
<i>Redbourn Youth Centre - enable development of r</i>	-	40	40	-	-	-	-
<i>Other Open Spaces - Napsbury</i>	-	9.3	9.3	-	-	-	-
<i>Improved Facilities for the Disabled - (DDA Audit 1</i>	-	39.4	39.4	-	-	-	-
<i>Verulamium Heritage Park Project</i>	100	-	100	-	-	-	-

Gross cost  
£5.5K - 60%  
recharged

### **Other items**

Westminster Lodge Development	254	1,991	2,245	230	8,222	8,452	8,362
Sport and Leisure Planned Preventative Maintena	-	450	450	-	300	300	300
Harpenden Town Football Club- roof repairs/repla	-	20	20	-	-	-	-
William Bird Car Park - in poor condition and capa	-	45	45	-	-	-	-

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354.0	3,144.7	3,498.7	230.0	8,522.0	8,752.0	8,662.0
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### Total of Capital Programme

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<b>994.0</b>	<b>4,185.6</b>	<b>5,179.6</b>	<b>770.0</b>	<b>9,204.8</b>	<b>9,974.8</b>	<b>9,259.8</b>
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### Total deferred items

20.6	-	-
30.0	-	-
63.0	-	-
738.7	-	-
852.3	-	-

### Total Westminster Lodge

2,245.0	8,452.0	8,362.0
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### Total other items

2,082.3	1,522.8	897.8
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## Funding details

Funding of items deferred from 2008/09

Capital reserve (remainder to fund items deferred from 08/09)	350.3		
Capital receipts in hand (remainder to fund items deferred from 08/09)	372.0		
Growth Area Funding - deferred items	130.0		
<b>Total funding of deferred items</b>	<b>852.3</b>		

Funding of Westminster Lodge

Growth Area Funding - Westminster Lodge	254.0	230.0	-
Prudential Borrowing - Westminster Lodge	1,991.0	2,222.0	3,862.0
Allocation from Housing RTBs for Westminster Lodge/Capital receipt from Ridgeview	-	6,000.0	-
Westminster Lodge - partnership contribution and other funding	-	-	4,500.0
<b>Total Funding of Westminster Lodge</b>	<b>2,245.0</b>	<b>8,452.0</b>	<b>8,362.0</b>

Funding of remainder of programme

Growth Area Funding	610.0	540.0	
Capital Receipts general	50.0	100.0	200.0
Capital receipt from Ridgeview - used for the Programme in general	1,422.3	882.8	697.8
<b>Total Funding of remainder of programme</b>	<b>2,082.3</b>	<b>1,522.8</b>	<b>897.8</b>

**Grand total - funding of Capital Programme**

	<b>5,179.6</b>	<b>9,974.8</b>	<b>9,259.8</b>
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**HOUSING INVESTMENT PROGRAMME - 3 YEAR PROGRAMME**

	Scheme	2009/2010		2010/2011		2011/2012	
		Estimate	Comp in Year	Estimate	Comp in Year	Estimate	Comp in Year
		£'000	no	£'000	no	£'000	no
	<b><u>Continuous works</u></b>						
1	<u>Adaptations for Disabled</u>	700		700		700	
2	<u>Asbestos - Testing &amp; Removal</u>	35		40		40	
3	<u>Cavity / Loft Insulations</u>	20		20		20	
4	<u>Communal Heating</u>	37		39		39	
5	<u>Conversion of Temporary Accommodation</u>	200		100		0	
6	<u>Digital TV Aerials</u>	75		50		75	
7	<u>Estate Improvements - various</u>	80		50		50	
	<u>General and Structural</u>						
8	- Brickwork, Gutters, Plastering etc	695		650		650	
9	<u>Home Lift Replacements - Various</u>	9		20		20	
10	<u>Home Loss Payments - Retirement Homes</u>	100	25	100	25	250	62
11	<u>Lift Upgrades - Various</u>	10		10		10	
12	<u>Renewal of Heating Systems</u>	420	300	441	300	441	300
	<u>UPVC Window Replacement</u>						
13	- Various (single contract)	550		720		715	200
14	- Porch Security Screens	40					
	<b>TOTAL W-I-P</b>	<b>2,971</b>		<b>2,940</b>		<b>3,010</b>	
	<b><u>Schemes Programmed</u></b>						
	<u>Door Entry Systems</u>						
15	- Various	120		39		100	
	<u>Door Entry (Accessibility Works)</u>						
16	- Various	25		8		0	
	<u>Electrical Rewiring</u>						
17	- Various (single contract)	490		327	159	320	120
	<u>Extensions to Dwellings</u>						
18	- Various (Adult/child services requests)	60		65		70	
	<u>External Wall Insulation</u>						
19	- Various			600			*
	<u>Re-roofing &amp; External Wall Insulation combined</u>						
20	- Various	350				420	*
	<u>Flat Roof Replacement</u>						
21	- Various	40		616		200	
	<u>Pitched Roof Replacement</u>						
22	- Various	200		40		40	*
23	<u>Refuse / Recycling Stations</u>	35		35			
24	<u>Renewable &amp; Sustainable energy installations</u>			80		50	
	<u>Kitchen &amp; Bathroom Modernisation</u>						
25	- Various (single contract)	1,173		661		1,016	120
26	- One - off replacements	240		240		240	
27	<u>Legionella Testing</u>	60		20		20	
28	<u>Sound Insulation</u>					20	
29	<u>Upgrade to Timber Windows (Conservation Area)</u>	57		45		50	
30	<u>Works to Void Properties</u>	250		250		250	
	<b>TOTAL - SCHEMES PROGRAMMED</b>	<b>3,100</b>		<b>3,026</b>		<b>2,796</b>	
	<b><u>TOTAL - ENHANCEMENTS</u></b>	<b>6,071</b>	<b>0</b>	<b>5,966</b>	<b>0</b>	<b>5,806</b>	<b>0</b>
	<u>Private Sector Renewal Grants</u>						
31	- House Renovation Grants	50		50		50	
32	- Home Repair Assistance	75		75		75	
33	- Disabled Facility Grants	950		800		800	
34	<u>Improvement Grant Administration Capitalisation</u>	129		133		136	
	<u>Advances to Housing Associations</u>						
35	- Provision for future schemes	750		750		500	
	<b>TOTAL - OTHER ITEMS</b>	<b>1,954</b>	<b>0</b>	<b>1,808</b>	<b>0</b>	<b>1,561</b>	<b>0</b>
	<b>TOTALS - ALL ITEMS</b>	<b>8,025</b>	<b>0</b>	<b>7,774</b>	<b>0</b>	<b>7,367</b>	<b>0</b>

\* Awaiting stock condition survey

<b>FINANCING OF PROGRAMME</b>			
SPECIFIED CAPITAL GRANT - DISABLED FACILITY GRANT	225	225	225
MAJOR REPAIRS ALLOWANCE	3,879	3,916	3,943
MAJOR REPAIRS RESERVE UTILISED IN YEAR	200		
RECHARGES TO LEASEHOLDERS	100	100	100
CAPITAL RECEIPTS - IN YEAR	799	840	882
EXISTING CAPITAL RECEIPTS - BALANCE TO FUND PROGRAMME	1,790	1,661	2,103
REGIONAL HOUSING POT - CAPITAL GRANT	114	114	114
SUPPORTED CAPITAL EXPENDITURE (BORROWING)	918	918	
REVENUE CONTRIBUTIONS			
<b>TOTAL</b>	<b>8,025</b>	<b>7,774</b>	<b>7,367</b>
HRA ITEMS	6,071	5,966	5,806
OTHER ITEMS	1,954	1,808	1,561
<b>TOTAL ALL ITEMS</b>	<b>8,025</b>	<b>7,774</b>	<b>7,367</b>

## COLLECTION FUND - 2008/09 AND 2009/10

Latest Forecast 2008/09			Estimate 2009/10	
£000	£000		£000	£000
<b><u>INCOME</u></b>				
(81,437)		<b>Council Tax</b>	(83,141)	
(5,738)		Transfer from General Fund - Council Tax benefits	(6,069)	
<hr/>	(87,175)	Total Council Tax	<hr/>	(89,210)
(54,639)		<b>Non-Domestic Rates</b>	(58,951)	
(45)		Discretionary Rate Relief	(45)	
<hr/>	(54,684)	Total Non-Domestic Rates	<hr/>	(58,996)
<hr/>	<b>(141,859)</b>	<b>TOTAL INCOME</b>	<hr/>	<b>(148,206)</b>
<b><u>EXPENDITURE</u></b>				
<b>Precepts and Demands</b>				
65,106		Hertfordshire County Council	67,966	
8,230		Hertfordshire Police Authority	8,676	
10,291		St Albans District Council	10,380	
2,043		Parish Councils	2,188	
<hr/>	85,670		<hr/>	89,210
<b>Non-domestic Rates</b>				
54,476		Payment to National Pool	58,786	
208		Costs of Collection - credit to General Fund	210	
<hr/>	54,684		<hr/>	58,996
<b>Bad and Doubtful Debts</b>				
		Increase in Bad Debts Provision - Council Tax		-
<b>Previous Estimated Surplus paid to:</b>				
780		Hertfordshire County Council	1,144	
98		Hertfordshire Police Authority	145	
149		St Albans District Council (General Fund)	216	
<hr/>	1,027		<hr/>	1,505
<hr/>	<b>141,381</b>	<b>TOTAL EXPENDITURE</b>	<hr/>	<b>149,711</b>
<b>BALANCE</b>				
(1,027)		Balance brought forward 1st April		(1,505)
(478)		Deficit/(Surplus) for year		1,505
<hr/>	<b>(1,505)</b>	<b>Balance carried forward 31st March</b>	<hr/>	<b>0</b>

## COUNCIL TAX 2008/09 AND 2009/10

	Planned Expenditure		Council Tax at Band 'D'	
	2008/09 £000	2009/10 £000	2008/09 £	2009/10 £
St Albans District Council Costs				
Budget	18,032	18,226	299.43	300.03
Less - Formula Grant Allocation	(927)	(1,431)	(15.39)	(23.55)
- Share of National Non-domestic Rates	(6,664)	(6,199)	(110.66)	(102.04)
	10,441	10,596	173.38	174.44
Less - Balance transferred from Collection Fund	(150)	(216)	(2.50)	(3.56)
Net District Council Costs	10,291	10,380	170.88	170.88
Parish Councils' Precepts	2,042	2,188	33.92	35.84
Net District and Parish Requirement	12,333	12,568	204.80	206.72
Hertfordshire County Council costs (Net of Government support)	65,106	67,965	1,081.12	1,118.83
Hertfordshire Police Authority costs (Net of Government support)	8,230	8,676	136.67	142.82
<b>Total to be Met by Council Tax</b>	<b>85,669</b>	<b>89,209</b>	<b>1,422.59</b>	<b>1,468.37</b>
Council Tax Base (Band 'D' equivalents)			60,221	60,747

Parish Council costs amount to £2,177,073, equivalent to an average of £35.84 per Band 'D' property.

Across the district the Council Tax Band 'D' varies between £1,426.40 and £1,495.62, depending upon the level of expenditure planned by each Parish council, and the effect of the District Council special expenses allocated to each area. Full details of the Council tax rates and special expenses for each Parish are shown on the following two pages.

Council Tax for properties in other bands varies proportionately in line with the set relationship of their band to Band 'D'.



## **COUNCIL TAX RATES 2009/10 ANALYSED OVER VALUATION BANDS AND AREAS**

	St Albans City	Harpenden Town	Colney Heath	Harpenden Rural	London Colney	Redbourn	St Michael	St Stephen	Sandridge	Wheathamp- stead	<b>TOTAL/ AVERAGE</b>
COUNCIL TAX BASE	24,112	13,620	2,488	220	3,558	2,446	256	6,197	4,919	2,931	<b>60,747</b>
	£	£	£	£	£	£	£	£	£	£	£
<b><u>COUNCIL TAX RATES</u></b>											
Band 'A' (Band 'D' x 6/9)	962.54	997.08	984.87	953.77	983.39	987.70	950.93	984.47	984.79	994.07	<b>978.91</b>
Band 'B' (Band 'D' x 7/9)	1,122.96	1,163.26	1,149.02	1,112.73	1,147.29	1,152.31	1,109.42	1,148.54	1,148.92	1,159.74	<b>1,142.06</b>
Band 'C' (Band 'D' x 8/9)	1,283.39	1,329.44	1,313.17	1,271.70	1,311.19	1,316.94	1,267.91	1,312.63	1,313.06	1,325.43	<b>1,305.22</b>
Band 'D'	1,443.81	1,495.62	1,477.31	1,430.66	1,475.09	1,481.55	1,426.40	1,476.70	1,477.19	1,491.10	<b>1,468.37</b>
Band 'E' (Band 'D' x 11/9)	1,764.66	1,827.98	1,805.60	1,748.59	1,802.89	1,810.79	1,743.38	1,804.86	1,805.46	1,822.46	<b>1,794.68</b>
Band 'F' (Band 'D' x 13/9)	2,085.51	2,160.35	2,133.90	2,066.52	2,130.69	2,140.02	2,060.36	2,133.02	2,133.73	2,153.82	<b>2,120.99</b>
Band 'G' (Band 'D' x 15/9)	2,406.35	2,492.70	2,462.18	2,384.43	2,458.48	2,469.25	2,377.33	2,461.17	2,461.98	2,485.17	<b>2,447.28</b>
Band 'H' (Band 'D' x 18/9)	2,887.62	2,991.24	2,954.62	2,861.32	2,950.18	2,963.10	2,852.80	2,953.40	2,954.38	2,982.20	<b>2,936.74</b>

## PARISH COUNCIL PRECEPTS AND SPECIAL EXPENSES

	PARISH COUNCIL PRECEPTS		DISTRICT COUNCIL SPECIAL EXPENSES		TOTAL SPECIAL EXPENSES		SPECIAL EXPENSES COUNCIL TAX ( AT BAND 'D' )		
	2008/2009	2009/2010	2008/2009	2009/2010	2008/2009	2009/2010	PARISH COUNCILS	DISTRICT COUNCIL	TOTAL SPECIAL EXPENSES
	£	£	£	£	£	£	2009/2010 £ p	2009/2010 £ p	2009/2010 £ p
St Albans City	0	0	624,284	645,884	624,284	645,884	0.00	26.79	26.79
Harpenden Town	883,307	915,920	146,740	154,607	1,030,047	1,070,527	67.25	11.35	78.60
Colney Heath	141,500	150,000	0	0	141,500	150,000	60.29	0.00	60.29
Harpenden Rural	2,500	3,000	0	0	2,500	3,000	13.64	0.00	13.64
London Colney	183,023	192,174	15,641	14,431	198,664	206,605	54.01	4.05	58.06
Redbourn	119,797	144,260	12,963	13,587	132,760	157,847	58.98	5.55	64.53
St Michael	2,300	2,400	0	0	2,300	2,400	9.38	0.00	9.38
St Stephen	333,375	343,376	29,442	26,469	362,817	369,845	55.41	4.27	59.68
Sandridge	227,020	235,882	53,743	60,100	280,763	295,982	47.95	12.22	60.17
Wheathampstead	149,632	190,061	24,937	27,080	174,569	217,141	64.85	9.23	74.08
<b>Total/Average</b>	<b>2,042,454</b>	<b>2,177,073</b>	<b>907,750</b>	<b>942,158</b>	<b>2,950,204</b>	<b>3,119,231</b>	<b>35.84</b>	<b>15.51</b>	<b>51.35</b>

Special expenses include (1) precepts levied by Parish Councils for services they provide in their own areas and (2) the cost of those concurrent functions provided by the District Council in some areas but by Parish Councils in other areas. The cost of these District Council concurrent functions is allocated only to those areas where services are provided.

## **GLOSSARY OF TERMS**

### **Actual Expenditure and Income**

Costs incurred/income attributable to an accounting period, as opposed to budgeted expenditure and income.

### **Balances**

In general, the surplus or deficit on any account at the end of the year. Often used to refer to an available surplus which has accumulated over a number of past years.

### **Budget**

A statement defining, in financial terms, the Council's policy over a specified period of time.

### **Capital Expenditure**

Expenditure relating to the acquisition of assets or works which have a long term value to the authority, (e.g. land purchases, construction, renovation and improvements, acquisition of equipment, etc). Capital expenditure is financed by capital receipts, grants, the Major Repairs Reserve (housing), use of Capital Financing Requirement or from revenue.

### **Capital Financing Requirement**

The Capital Financing Requirement measures the Council's underlying need to borrow for capital purposes. Any decision taken to borrow or use a credit arrangement to finance major projects will impact on the Capital Financing Requirement.

### **Capital Receipts**

Income derived from the disposal of capital assets. The Local Government Act 2003 introduced new provisions whereby a proportion of local authority housing capital receipts must be paid into the Government's National Pool.

### **Capital Reserve**

A fund established to assist in financing the General Fund capital programme.

### **Capping Limit**

The limit on local authorities budgeted net expenditure determined by the DCLG. If the increase in an authority's budget is considered by the Secretary of State to be excessive he has the power to require that authority to reduce its budget. The Secretary of State will announce his criteria once budgets have been set.

## **Carry Forward**

The transfer of a surplus or deficit from one accounting period to the following accounting period (generally from one financial year to the next).

## **Cash Limit**

The total amount of cash available for any Portfolio. This amount is not subject to any increase, even as a result of higher than expected inflation, unless specific approval is given by Cabinet or Council.

## **Central Services Charges**

The cost of central services (i.e. Corporate Administration, Office Services, Audit, Corporate Policy, Legal, Estates, Finance, Purchasing, Best Value, Information Technology and Human Resources) which are allocated to services largely on the basis of time spent.

## **Collection Fund**

Every billing authority is required to maintain a Collection Fund into which is paid the Council Tax and National Non-Domestic Rates collected from tax/rate payers. Payments are made from the Fund to the precepting authorities (County Council, Police Authority, District Council and Parish Councils) whilst National Non-Domestic Rates income is passed on to the Government.

## **Comprehensive Performance Assessment (CPA)**

Part of the Government's agenda to encourage greater focus on improved services for local people. This will be replaced on the 1 April 2009 by the Comprehensive Area Assessment (C.A.A.)

## **Council Tax**

The property based tax by which local authorities raise revenue from the local community. All domestic properties have been valued and categorised within eight bandings to which is applied the local rate assessed by the relevant authorities. A discount on charges is applied where dwellings are occupied by only one person. Rebates are available to those Council taxpayers meeting the Government's criteria. (Pages 34 and 35 explain more about Council Tax and bandings).

## **Department of Communities and Local Government (DCLG)**

The Government department responsible for the rules and regulations that affect Local Authorities.

## **Depreciation**

Notional charges for the use of fixed assets calculated at a fixed rate over a specified period of years.

## **Expenditure**

Amounts paid for goods and services received.

## **Fees and Charges**

Income arising from charges made to users of services (e.g. car parks, building control, markets, etc).

## **Financial Year**

The annual period of accounting (1 April to 31 March for local authorities)

## **Formula Grant Allocation**

The Government Grant towards the cost of services provided by local authorities. It is paid directly into each authority's General Fund and was previously called Revenue Support Grant (RSG).

## **Formula Spending Share (FSS)**

An amount set annually by the DCLG to reflect the Government's assessment as to how much an authority should be spending to provide a standard level of service. The FSS (previously called Standard Spending Assessment - SSA) is the major determinant of the level of Formula Grant Allocation.

## **General Expenses**

Those expenses incurred by an authority which relate to services which are not provided in any part of the area by Parish Councils. These expenses are charged equally to all Council Taxpayers throughout the district.

## **General Fund**

All the Council's revenue income and expenditure, apart from the Housing-related items within the Housing Revenue Account, are included in the General Fund revenue account.

## **Government Grants**

Assistance by Government and inter-Government agencies and similar bodies, whether local, national or international, in the form of cash or transfers of assets to an authority in return for past or future compliance with certain conditions relating to the activities of the authority.

## **Home Renovation Grants**

Grants made to occupiers of private sector dwellings in order to bring these dwellings up to a certain standard. Criteria are set by the DCLG which also determines the proportion that the authority will be reimbursed. Categories include Home Repairs Assistance Grants and Disabled Facility Grants.

## **Housing Investment Programme (HIP)**

The housing capital programme consisting of capital expenditure on the Council's housing stock, garages, assistance to private homeowners (Home Renovation Grants), disabled grants and advances to housing associations to provide affordable housing.

## **Housing Revenue Account (HRA)**

A separate account dealing with expenditure and income arising from the letting of local authority dwellings. Expenditure includes supervision and management costs, repairs and capital financing charges. Income includes rent, Government subsidies and investment interest. It is "ringfenced" (i.e. the transfer of amounts between the Housing Revenue Account and the General Fund is restricted by legislation).

## **Income**

Amounts due to the Council that have been, or are expected to be received.

## **Interest on Balances and from Investments**

The interest accrued by investing the day to day surplus on the authority's cash flow and balances in hand.

## **Land Appropriation**

The transfer of land from one fund to another, where the accounts of the funds are adjusted accordingly to compensate.

## **Local Authority Business Growth Incentive Scheme (LABGI)**

Government grant given to local authorities in recognition of the growth in business rate income in their area.

## **National Non-Domestic Rates (Business Rates)**

A contribution from local businesses towards the cost of local authority services. The amount depends on the rateable value (RV) assigned to the property by the District Valuer and the rate in the £ applied to the RV set by the Government each year at a uniform poundage across the whole of England. Whilst collected initially by local authorities, National Non-Domestic Rates are paid over to the Government which then redistributes them to local authorities on the basis of population. Increases in National Non-Domestic Rates are normally linked to increases in the retail price index, although legislation states that revaluations must also take place every five years. A transitional scheme operates so that the effect of changes caused by revaluations are limited in any one financial year.

## **Major Repairs Allowance**

A significant element of Housing Subsidy which must be transferred to a Major Repairs Reserve and used only for the refurbishment of the authority's own housing stock.

## **Negative Housing Subsidy**

The negative subsidy payable to Central Government towards National housing costs. It consists of five main elements – management and maintenance, capital financing charges, notional rent income, rebates and the Major Repairs Allowance.

## **Precepts**

Sums levied by County and Parish Councils and Police Authorities on the Collection Funds of billing authorities (Districts and Boroughs) and forming part of the overall demand for Council Tax.

## **Prudential Indicators**

The prudential capital finance system was introduced by the Local Government Act 2003. CIPFA's Prudential Code for Capital Finance in local authorities requires that Council's establish a number of prudential indicators at the time of setting budgets and capital plans. Prudential Indicators reflect the Council's decision's on capital spending and borrowing to ensure that the capital investment plans of the Council are affordable, prudent and sustainable.

## **Redistributed Business Rates**

Part of the Government's financial support for local authorities - the business rates which are collected by authorities and paid over to the Government, are returned to authorities on a population basis. Authorities with a large business rate base like St Albans collect and pay over to the Government very much more than is redistributed back to them.

## **Revenue Expenditure**

Expenditure on day-to-day items including salaries and wages, contract payments, general running expenses and, where relevant, any capital financing charges.

## **Special Expenses**

Those expenses incurred by an authority on services in certain parts of its area where the same service is provided in another part of the area by one or more Parish Councils. These expenses are separated from general expenses and charged only to those areas to which they relate. Precepts levied by Parish Councils are also treated as special expenses for Council Tax purposes. (See details on page 38)

## **Third Party Contributions to Capital Expenditure**

Contributions from external sources (eg Section 106 agreements or National Lottery awards) towards the cost of providing and improving capital assets. These are not deemed to be capital receipts as they do not arise from the disposal of a capital asset.

## **Virement**

Permission to increase spending on one budget head when this is matched by a corresponding reduction on another budget head within the same Portfolio.