

Public Agenda



To:
All members of the
Council

Please reply to:
Contact: Gillian Hobbs
Service: Committee Services
Direct line: 01784 444243
E-mail: g.hobbs@spelthorne.gov.uk
Date: 23 February 2017

Supplementary Agenda

Council - Thursday, 23 February 2017

Dear Councillor,

I enclose the following items in relation to the agenda for the Council meeting to be held on Thursday, 23 February 2017:

- | | | |
|---------------|---|----------------|
| 9b) | Revenue Budget 2017 - 2018 | 3 - 14 |
| | This is an amended version of the report and appendices 5 and 6 which appear in the Budget Book (Green cover). | |
| | <i>(Updated to include additional recommendations nos. 4. and 5. and consequential additional paragraphs 4.5 and 4.6, and correct figures for Band B)</i> | |
| 9c)
and d) | Recommendations of the Cabinet on the Capital Programme 2017-2018 and Pay Policy Statement 2017-2018.
<i>(previously marked 'to be tabled')</i> | 15 - 16 |
| 11b) | Report from the Leader on the work of the Cabinet - 22 February 2017.
<i>(previously marked 'to be tabled')</i> | 17 - 18 |

Yours sincerely

Gillian Hobbs
Committee Services

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

www.spelthorne.gov.uk customer.services@spelthorne.gov.uk telephone 01784 451499

This page is intentionally left blank

Cabinet**22 February 2017**

Title	Detailed Revenue Budget for 2017/18		
Purpose of the report	To make a recommendation to Council on a Key Decision		
Report Author	Adrian Flynn		
Cabinet Member	Councillor Howard Williams	Confidential	No
Corporate Priority	Financial Sustainability		
Reason for Recommendation	The Authority is required to set a balanced budget and a Council tax rate for the financial year 2017/18.		
Recommendations	<p>The cabinet is asked to recommend that Council consider and approves :</p> <ol style="list-style-type: none"> 1. The growth and savings items as set out in the report's appendices. 2. The Council tax Base for the whole council area for 2017-18.[Item T in the formula in Section 31b(3) of the local government Finance Act 1992, as amended (the "act")] should be 38.908.60 band D equivalent dwellings and, 2.1 Calculate that the Council tax requirement for the Council's own purpose for 2017-2018 is £192.44 Per Band D equivalent dwelling. 3. To approve a 2.7 % or (£5) increase in the Spelthorne Borough Council element of the Council tax for 2017-18. Moreover: <ol style="list-style-type: none"> a) The revenue estimates as set out in Appendix 1 be approved. b) No Money, as set out in this report is appropriated from General Reserves in support of Spelthorne's local Council tax for 2017/18. c) To agree that the council tax base for the year 2017/18 is 38,908.60 band D equivalent dwellings calculated in accordance with regulation 3 of the Local Authorities (Calculation of Council tax base) Regulations 1992, as amended, made under Section 35(5) of the Local Government Finance Act 1992. 		

That the following sums be now calculated by the Council for the year 2017/18 in accordance with Section 31 to 36 of the Local Government Act 1992.

A	71,540,160	Being the aggregate of the amount which the council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
B	64,052,589	Being the aggregate of the amount which the Council estimates for the items set out in Section 31A(3) of the Act
C	7,487,571	Being the amount at 3(c) above (Item R), all divided by Item T (2 above) calculated by the Council in accordance with Section 31B(1) of the Act, as the basic amount of it's Council tax for the year (including Parish precepts)
D	192.44	Being the amount at 3(c) above (item R), all dividend by item T(2above) calculated by the Council in accordance with Section 31B(1) of the act, as the basic amount of its Council Tax for

		the year(including Parish precepts)
E	0	Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.
F	192.44	Being the amount at 3(d) above less the result given by dividing the amount at 3 (e) above by Item T(2 above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings on those parts of its area to which no Parish precept relates.

That the following amounts be calculated for the year 2017/18 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011.

A	B	C	D	E	F	G	H
£							
128.29	149.68	171.06	192.44	235.20	277.97	320.73	384.88

Being the amounts given by multiplying the amount at (e) above by the number which in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the sum which in that proportion is applicable to dwellings listed in valuation band 'D', calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different band.

	<p>4. That the Council agrees to continue the Council’s Local Council Tax Support Scheme with the same rules and regulations as was agreed for the 2014/15 scheme.</p> <p>5. That the Council agrees to continue the complete disregard of war pension /armed forces pension income from benefit calculations.</p> <p>6. That it be noted that for the year 2017/18 Surrey County Council and Surrey Police and Crime Commissioner have stated the following amounts in precepts issued to Spelthorne Borough Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:</p>
--	--

Precepts issued to the Council

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
1) Surrey County Council	887.70	1035.65	1183.60	1331.55	1627.45	1923.35	2219.25	2663.10
2) Surrey Police	149.71	174.67	199.62	224.57	274.47	324.38	374.28	449.14

That, having calculated the aggregate in each case above the Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011, hereby sets the amounts as the amounts of Council tax for the year 2017/18.

The Council has determined that its relevant basic amount of Council Tax for 2017/18 is not excessive in accordance with the principles approved under Section 52ZB Local Government Finance Act 1992.

As the billing authority, the council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2017/18 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

1. Key issues

- 1.1 The 2017/18 revenue budget shows a very positive picture in that for the first time in a decade a balanced budget has been put forward without the use of reserves with investment being made in retaining staff, addressing resourcing issues in areas like Legal and Assets and also maintaining the Council’s assets.
- 1.2 Appendix 1 summarises the current draft detailed Budget proposed for 2017-18. After allowing for Housing Benefit the gross budget is financed as follows,

- Fees and Charges and rental Income
- Revenue Support Grant & Business Rates
- Council Tax

Grant Settlement

- 1.3 The Government grant settlement confirmed that Spelthorne would no longer be receiving any general grant support for 2017/18 which is a cut of £580k from 2016/17.

Council Tax and Capping

- 1.4 It has been confirmed that the referendum limit will remain either at 2% or a maximum rise of £5 for shire districts and boroughs although counties and unitaries will be able to levy an additional 3% for adult social care and the police can increase by 2%. Therefore the Council will continue its current strategy of protecting services by growing its income stream and setting a moderate council tax increase of (£5 or 2.7%) which provides an additional £194k per annum.

Basis of preparation of Detailed Budget

- 1.5 Service levels – the estimates have been prepared on the basis of maintaining existing service levels except where variations have been approved by the Cabinet and or the Council. Members should be aware that considerable work has been undertaken to reduce the list down to just the absolute essentials.
- 1.6 Pay and price levels – the estimates have been prepared at pay and price levels ruling at December 2016 including an average increase of 2% for salaries and wages from 1st April 2017.

Inflation has been included in respect of contracts where appropriate

Pensions

- 1.7 Following the triennial valuation of the Surrey Local Government Pension Fund as at the 31st March 2016, it is necessary for employers to increase their lump sum employer contributions to cover an increase in the deficit relating to benefits earned by scheme members as a result of service up to 31st March 2016 known as past service deficit contributions. For 2017/18 these contributions will rise by £51k. This a more moderate rate of increase than under the previous three years.

Fees and charges

- 1.8 All fees and charges have been reviewed. See separate report on the agenda.

Income Generation

- 1.9 The budget forecasts have reflected the performance of the Council's income over the last two years during which time income levels have held up despite the general economic pressures. As part of the 2016/17 budget monitoring officers have been keeping the Council's various income streams under continuous review, particularly car parking our largest fee earning area, and this has impacted on the level of in year saving's required to balance the 2017/18 budget. Income has generally held up well, with Building Control, Green waste bin and school waste income doing particularly well and

additional income has been included in the detailed estimates where it was seen to be achievable and potentially ongoing. It is estimated that the net additional income to be raised from fees and charges for 2017/18 is £143k.

Contingencies

- 1.10 No provision has been made for any general contingencies. The General fund reserve exists as a source of contingency funds should a need arise which can be addressed through offsetting savings.

Interest Rates

- 1.11 The Council at present has benefited from several years of above average investment returns through a diversified range of pooled investment funds. The return on these funds is 5.5% as at the 31st December 2016 which is a very good rate of return when compared to base rate of 0.25%.
- 1.12 Returns on maturing cash deposits are currently within the range of 0.30 to 0.90% and the average overall return on investments is expected to be around 3.3%

Investment Income

- 1.13 The Cabinet has separately received on the January meeting agenda the Annual Investment Strategy and Treasury Management Report for 2017/18 indicating the current position in respect of interest rates and the proposed strategy for dealing with the lower levels of interest rates and the reduction of investment monies.
- 1.14 Leading market forecasters, including Arlingclose, the Council's treasury advisors, expect the base rate to remain at 0.25% until at least the 1st quarter of calendar year 2018.

Use of Reserves

- 1.15 The change in the financial sustainability of the authority as a result of the recent investment property purchases means that for the year 2017/18, the authority will not need to draw on its Reserves in order to balance the budget. This is the first time this has been achieved for more than a decade.

Growth Items

- 1.16 Appendix 2 summarises the main budget growth and unavoidable expenditure pressures. This highlights that additional spending pressures or reduced income streams totalling £2.5m have been identified.
- 1.17 The evaluation of growth bids received from services have been evaluated using a number of criteria including
- Whether there is an invest to generate future income aspect
 - Whether there is an invest to achieve future savings
 - Whether it is necessary to meet statutory obligations
 - Whether it is necessary for operational reasons
 - The extent to which it supports corporate priorities
- 1.18 There are a number of areas of new or increased expenditure items included in the 2017/18 budget and some of these are highlighted below:
- Additional resources to meet statutory Housing pressures

- Reducing Housing Benefits overpayments credits
- Upgrade of Elmsleigh Centre lifts & replacement tiles.
- Business rates increases across all Council properties as a result of the national revaluation.
- Changes to Streetscene budgets to take account of increases in waste disposal gate fees, reduced recycling credit income.
- Additional resources to counter fraud.
- Address staff recruitment and retention issues.

Savings

- 1.19 In total savings of approximately £4.5m have been found. The savings include one off Business Improvement District (BID) area set up costs, Memorial resetting in our cemeteries and increased rental streams. These savings are necessary to offset the reduced general government grant and the additional pressures identified in appendix 2. All savings proposals have been incorporated into the budget estimates.
- 1.20 The salary savings target for 2017/18 will remain the same at £300k.

Precepts

Surrey County Council at its meeting on the 7th February set a Band D council tax of £1331.55 Representing a 4.99% increase and Surrey Police at its tax setting meeting on the 7th February set a band D council tax of £224.57 representing a 1.99% increase.

2. Options analysis and proposal

- 2.1 The Council is required to set a balanced budget and in the light of the detailed budget prepared, a council tax increase of £5 which is equivalent to 2.7 % is recommended.

3. Financial implications

- 3.1 Addressed in the body of the report.

4. Other considerations

- 4.1 Robustness of estimates the Local Government Act 2003 requires me, as the Council's Chief Financial Officer, to report on the robustness of the estimates made for the purposes of calculating the council tax. I am satisfied that each service budget has been prepared in the context of the council's corporate strategies, and longer term financial strategy which means that the Council is presented with robust estimates as a basis for making decisions about the level of council tax.
- 4.2 The nature and size of our revenue budget carries a degree of risk, this is particularly the case in the current economic climate.
- 4.3 Reserves and provisions – the local Government Act 2003 requires me to report on the adequacy of the council's financial reserves when consideration is given to the general fund budget requirement for the year. Under the local government finance act 1988, all revenue balances held by the council are at the direct disposal of the general fund with the exception of the collection fund and the investment reserve. Those balances are expected to total approximately £14.5m as at the 1st April 2017. However a number of these

balances are earmarked specifically for social housing and the new scheme fund. The uncommitted funds stand at **£800k**. Taken together with the council's financial strategy to reduce the reliance on revenues to support the council tax, I consider that the reserves and provisions will ensure that the council maintains a reasonably healthy financial position.

- 4.4 Officers are undertaking an equalities impact assessment of the budget proposals. In particular a detailed equalities impact assessment was undertaken for the proposed Local Council Tax Support Scheme.
- 4.5 As is the case with the current financial year we would like to continue the Local Council Tax Support scheme with the same rules and regulations as was agreed for the 2014/15 scheme. This was a 25% deduction made for working age claimants and a 10% deduction for working age claimants who we classified as disabled due to the benefits they receive. This is also taking into account any annual uprating of applicable amounts or premiums that is announced by central government for the following year.
- 4.6 It is sensible to re-confirm the Council's position with respect to the complete disregard of war pension /armed forces pension income from benefit calculations. If the full amount is disregarded the cost of this measure falls on the local authority as only the first £10.00 is disregarded by central government. We have already agreed to do this for our council tax support scheme. We have always disregarded the full amount since the housing benefit scheme came into existence along with practically every other local authority and the cost to the authority in the last subsidy claim was £17,000. We would like to continue make this disregard for 2017-18.
- 4.7 The budget has a number of risks and these are set out below :

Outside control	Internally based
Interest rates	Failure to sufficiently resource delivery of key asset income generation projects
Severe public sector spending cuts	Collection of retained business rates
Recycling Credits – falling values of recyclable materials	Reliance on interest earnings to balance the budget.
Staines town centre rents	Ability to deliver Towards a Sustainable Future objectives in accordance with planned timetable
Down turn in property development market	
Increased Gate fees for disposing of waste materials	
Impact of budget pressures on Surrey County Council and other public sector entities.	
Housing benefit subsidy/welfare reform.	

The risks are that the level of savings anticipated do not materialise or that there are additional spending pressures. These will be mitigated by ensuring proposals have been properly evaluated before being built into the final budget for example clarifying any contractual assumptions, and thereafter through careful budget monitoring.

5. Timetable for implementation

5.1 Full Council to approve the Budget on 23 February 2017.

Background papers: None

Appendices: 1 & 2

CALCULATION OF COUNCIL TAX FOR DIFFERENT VALUATION BANDS FOR 2017/18									
SUMMARY									
VALUATION BAND		A	B	C	D	E	F	G	H
1.	Precepts issued to the Council								
	i) Surrey County Council	887.70	1035.65	1183.60	1,331.55	1627.45	1923.35	2219.25	2663.10
	ii) Surrey Police	149.71	174.67	199.62	224.57	274.47	324.38	374.28	449.14
2.	Spelthorne's Council Tax	128.29	149.68	171.06	192.44	235.20	277.97	320.73	384.88
3.	The total of items 1 and 2 above, which is the full Council Tax for 2016/17	1,165.70	1,360.00	1,554.28	1,748.56	2,137.12	2,525.70	2,914.26	3,497.12

This page is intentionally left blank

Recommendations of the Cabinet

Cabinet meeting held on 22 February 2017

1. Draft Capital Programme 2017-18 to 2020-21 – Key Decision

- 1.1 Cabinet considered a report seeking approval of the Council on the proposed Capital Programme for the period 2017-18 to 2020-21 in the light of the available resources and the corporate priorities and the Prudential Indicators for 2017-18 to 2020-21.
- 1.2 The report covered the progress on current schemes and included future schemes for consideration. The report also provided information on the availability of resources to continue moving forward with the proposed capital schemes within the Programme.
- 1.3 All bids to go on the Capital Programme have been critically assessed and reviewed by Management Team and Cabinet to ensure they meet the new criteria of Capital expenditure.
- 1.4 **Cabinet recommends that Council:**
 - (a) approves the Capital Programme for 2017-18 to 2020-21.
 - (b) approves the Prudential Indicators for 2017-18 to 2020-21.

2. Pay Policy Statement 2017-2018

- 2.1 Cabinet considered a report on a Pay Policy Statement for 2017-2018.
- 2.2 Local authorities are required to publish an annual Pay Policy Statement to increase transparency regarding the use of public funds to pay council staff. This requirement was set out in the Localism Act 2011 with guidance on items to be included issued by the Secretary of State for Communities and Local Government.
- 2.3 The Pay Policy Statement must set out the Council's policies on a range of issues relating to the pay of its workforce, particularly its senior staff and the lowest paid employees, including:
 - Remuneration of its Chief Officers
 - Remuneration of its lowest paid employees
 - The relationship between the remuneration of its Chief Officers and the remuneration of those employees who are not Chief Officers
 - The publication of and access to information relating to remuneration of Chief Officers.
- 2.4 **Cabinet recommends that Council:**
 - (a) approves the Pay Policy Statement 2017-2018 and
 - (b) approves amendments to the Pensions Policy Statement

Councillor Ian Harvey
Leader of the Council

23 February 2017

This page is intentionally left blank

Report from the Leader of the Council on the work of the Cabinet

Meeting held on 22 February 2017

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the main business considered by the Cabinet at its meeting on 22 February 2017. However, it should be noted that three items of business; the detailed Revenue Budget for 2017-18, the Capital Programme 2017-18 to 2020-21 and the Pay Policy Statement 2017-18 were recommendations to Council and therefore these have already been considered earlier on this agenda.

1. Economic Strategy 2017-2022

- 1.1 We agreed to adopt an Economic Strategy for the period 2017-2022.
- 1.2 The Strategy has been designed to stimulate more investment, jobs and visitors to Spelthorne to further the overall economic wellbeing and prosperity of the Borough and its residents in accordance with the Council's Corporate Plan.

2. Annual Grants Awards 2017-18

- 2.1 We considered a report on the proposed grants to organisations in the voluntary and community sectors for 2017-18 and other support for charities and community organisations.
- 2.2 We agreed grants of £209,600 to the organisations set out in the report and the ring-fencing of £43,000 to support the provision of services formerly provided by Voluntary Action in Spelthorne and Age UK Runnymede and Spelthorne.
- 2.3 We agreed to give delegated authority to the Leader, in consultation with either the Deputy Leader or the Chief Executive or the Deputy Chief Executive (for Finance) to award Windfall Grants.

3. Grant of a new lease

- 3.1 We agreed, in principle, to grant a new lease for the facility at the Pavilion, Ashford Recreation Ground, Clockhouse Lane, Ashford, which would enable a well-supported community group to continue using the facility and bring an ongoing income stream to the Council for the next 15 years.

Councillor Ian Harvey
Leader of the Council

23 February 2017

This page is intentionally left blank