



Arun District Council

Revenue Estimates  
and  
Capital Estimates  
**2015 - 2016**

Arun District Council  
Resources Department  
Arun Civic Centre  
Maltravers Road  
Littlehampton  
West Sussex  
BN17 5LF





## ARUN DISTRICT COUNCIL

### BUDGET 2015/16

---

#### CONTENTS

	Page(s)
Report by Head of Finance	1 to 8
Budget Summaries:	
General Fund Revenue Budget Summary	9
Community Services – Summary	10
Community Services – Portfolio Detail	11 to 12
Corporate Governance – Summary	13
Corporate Governance – Portfolio Detail	14
Council Strategy – Summary Detail	15
Council Strategy – Portfolio Detail	16
Environmental Services – Summary Detail	17
Environmental Services – Portfolio Detail	18 to 19
Housing – Summary Detail	20
Housing – Portfolio Detail	21
Leisure & Amenities – Summary Detail	22
Leisure & Amenities – Portfolio Detail	23 to 24
Planning & Infrastructure – Summary Detail	25
Planning & Infrastructure – Portfolio Detail	26 to 27
Support Services – Summary Detail	28
Support Services – Portfolio Detail	29 to 32
Housing Revenue Account Budget Summary	33
Capital, Asset Management and other projects Budget Summary	35
Corporate Governance – Portfolio Detail	36
Council Strategy – Portfolio Detail	36
Environmental Services – Portfolio Detail	37
Housing – Portfolio Detail	38
Leisure & Amenities – Portfolio Detail	39
Planning & Infrastructure – Portfolio Detail	39
Capital Receipts, Movement in Year and Balance	40



# **ARUN DISTRICT COUNCIL BUDGET 2015/16**

## **REPORT BY THE HEAD OF FINANCE AND PROPERTY**

### **1. Introduction**

1.1 This report sets out the Capital, Housing Revenue and General Fund Revenue budget for 2015/16. These budgets have been prepared taking account of the following:

- The Medium Term Financial Strategy 2014/15 to 2020/21 considered at Cabinet 15<sup>th</sup> September
- The provisional Local Government Finance settlement issued by the Department of Communities and Local Government (DCLG) in December 2014
- Housing Revenue Account business plan

1.2 The Local Government Act 2003 requires the Chief Financial Officer to report on the robustness of the estimates made for the purposes of calculating Council Tax and housing rent levels, and the adequacy of the proposed financial balances. I am satisfied that the estimates, as presented in the draft budget, are sufficiently robust and that the reserve balances proposed for 2015/16 are adequate.

### **2. Local Government Finance Settlement and Council Tax**

2.1 The provisional Local Government Finance Settlement issued by the Department of Communities and Local Government (DCLG) in December 2014 is the third year of funding under the new Business Rates Retention scheme.

2.2 The scheme focuses on promoting economic growth through retention of business rates. This is a significant change in the way Central Government financially supports Local Councils from 2013/14 onwards.

2.3 The Business Rates Retention scheme has transferred a considerable risk to the council by linking DCLG support directly to the local economy. This is a strong incentive for the Council to ensure that the business ratings list is fully inclusive and to encourage a buoyant local economy. It is also important to note any significant negative changes in the value of the ratings list will directly reduce the level of funding received in future, such as valuation appeals which can go back a number of years.

2.4 The Council has set up a specific Business Rate Equalisation Reserve to help mitigate the risk associated with the volatility of the scheme.

- 2.5 The New Homes Bonus (NHB) was a new Grant paid by the Government from 2011/12. The aim of the grant is to create an incentive which rewards local authorities that deliver sustainable housing development. The basis of the grant is that for each new housing unit delivered an annual bonus of £1,500 (band D equivalent) will be paid for six years (of which 80% is paid to the District Council and 20% to the County Council). In addition, a £350 bonus is also paid for each additional unit of affordable housing.
- 2.6 Overall for 2015/16 the New Homes Bonus has increased by £539k (2014/15 £484k increase) due mainly to the increase in house completions but also due to a significant reduction in the number of empty dwellings. The New Homes Bonus directly links the ambition and achievement of the Local Plan with a significant proportion of Arun's future finances. The 2015/16 level of grant will be enhanced by growth achieved in 2016/17 but from 2017/18 onwards any increase will be offset by the fall out of earlier year's awards (e.g. £509k from Year 1).
- 2.7 The DCLG indicated that Councils that do not increase their Council Tax from April 2015 will be awarded a Council Tax Freeze grant, based on a notional 1% tax increase. The grant will only be payable for one year after which it will be subsumed into the general financial settlement.
- 2.8 The changes in Government grant funding are summarised in the table below:

<b>Non-Ringfenced Grant Income</b>			
	<b>2014/15</b>	<b>2015/16</b>	<b>Change</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Business rates retention	4,671	3,491	(1,180)
Revenue Settlement Grant (RSG)*	3,870	2,716	(1,154)
<b>Total Formula Grant:</b>	<b>8,541</b>	<b>6,207</b>	<b>(2,334)</b>
<b>New Homes Bonus:</b>	<b>2,549</b>	<b>3,088</b>	<b>539</b>
<b>Other non-ringfenced grants:</b>			
Housing Benefits Administration Grant	728	634	(94)
Localised Council Tax Support Administration Grant	190	175	(15)
Localised Council Tax Support s32 Grant	92	29	(63)
Business rates collection allowance	174	174	0
Individual Electoral Registration	65	0	(65)
Council tax freeze (2015/16 settlement)		104	104
<b>Total Other Non-ringfenced grants:</b>	<b>1,249</b>	<b>1,116</b>	<b>(133)</b>
<b>Total non-ringfenced grant income</b>	<b>12,339</b>	<b>10,411</b>	<b>(1,928)</b>

\* RSG adjusted for Council Tax Freeze Grant 2014/15

- 2.9 The Council Tax income for Arun (excluding Parish/Town Councils) of £9.160M for 2015/16. This modest increase of £140k (from £9.020M 2014/15) is due to changes in the tax base with Council tax remaining frozen since 2010/11.

### 3. Budget Assumptions

- 3.1 The budget for 2015/16 includes provision for the 2.2% two year pay award from January 2015. As in previous years, no provision has been made for price increases in goods, services and contracts except where there is clear evidence of the need for it.
- 3.2 With regard to fees and charges, increases have been applied either in accordance with statutory provisions, or, where the Council has discretion, having regard to specific service circumstances.

### 4. General Fund Revenue Budget

- 4.1 A summary of the General Fund Revenue budget showing 2014/15 Original Budget and 2015/16 proposed budget, summarised by Service Portfolio is shown on page 9. The budget for 2014/15 has been restated to reflect the new cabinet portfolios approved in June 2014. A summary of the movement on General Fund Reserve is shown in the table below:

<b>General Fund Reserve Movement</b>	<b>Original Budget</b>	<b>Current Budget</b>	<b>2015/16 Budget</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Net Budget Requirement</b>	25,422	27,066	25,094
<b>Financed by:</b>			
Government Grants and Retained Business Rates	(12,339)	(12,606)	(10,411)
Council Tax	(12,560)	(12,560)	(12,809)
<b>Taken From / (Added to) Balances</b>	<b>523</b>	<b>1,900</b>	<b>1,874</b>
General Fund Balance 01 April 2014*	13,834	13,834	12,565
Supplementary Estimates	0	(1,377)	
Outturn on General Fund	(523)	(523)	(1,874)
Current Budget Variation Estimated Outturn 2014/15	0	631	
General Fund Balance 31 March 2015	13,311	12,565	10,691

- 4.2 The proposed 2015/16 budget draws (£1.874M) from reserves, a change of (£1.351M) from the 2014/15 original budget. Budget monitoring as at November 2014 is showing a current budget variation of £631k, resulting in an estimated draw down from reserves of (£1.269M) for 2014/15 after several supplementary estimates totalling (£1.377M).

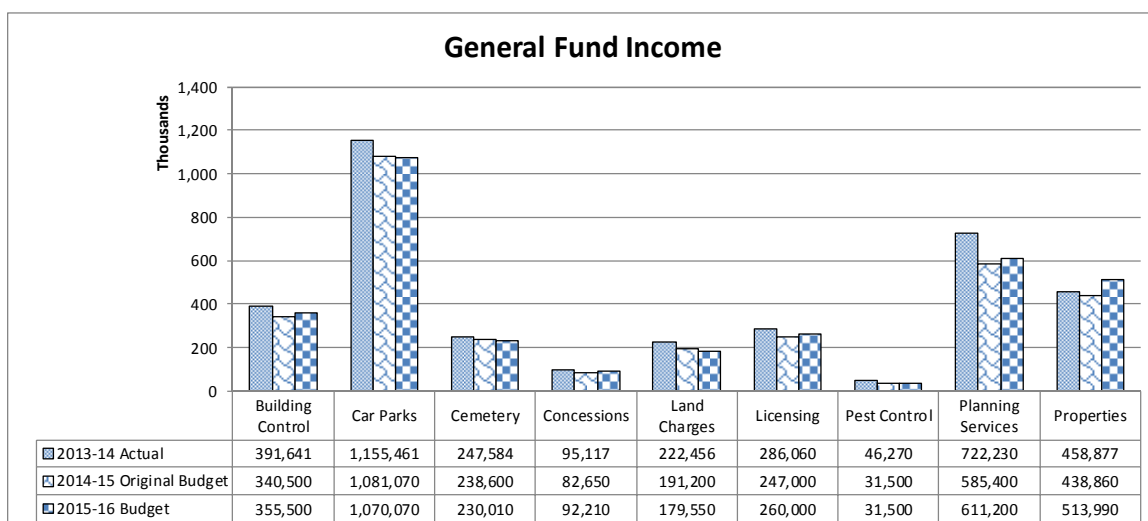
The (£1.874M) proposed draw down from reserves for 2015/16 includes £2.120M for the funding of the significantly enhanced capital programme that was approved by Cabinet in September 2014. It should be noted that this expenditure is one-off in nature.

- 4.3 The General Fund capital budget for 2015/16 assumes the use of £510k of capital receipts to part fund the enhanced capital programme. However, the actual use of capital receipts will depend on the nature of the expenditure incurred and the availability of alternative funding sources.
- 4.4 The Council is anticipating the receipt of significant s106 sums for maintenance in perpetuity in respect of a number of sites and these sums will enhance the forecast level of General Fund balance. However, the receipt of these sums will also lead to the requirement for additional revenue expenditure in respect of maintaining the relevant sites. These sums are not included in the budget for 2015/16 as the timing of the receipts is not certain.
- 4.5 A summary of headline changes is given below:

<b>General Fund Budget 2015/16</b>	<b>Changes +/- 50k</b>	<b>£`000</b>
<b>Service changes:</b>		
Rent Rebates and Rent Allowances changes in claimant status		258
Net additional cost of 2015 District Election		75
Council Tax court costs recovered aligned to outturn		50
Increase in costs of Homelessness		55
Additional staff to support priorities		121
Establishment budget inflation and employers pension increase		372
Increase in income		(107)
Cleansing Contract increase net		96
Leisure Management contract reduction net		(92)
Other net service changes in service budgets <£50k		(55)
<b>Net change in service budgets</b>		<b>773</b>
Change in required Contingencies		236
Parish grant taper		(144)
Council Tax Income increase in tax base		(140)
Earmarked Reserves		303
Interest & investment income higher balances		(72)
Capital expenditure financed from revenue change in capital programme		(1,567)
Change in Formula Grant		2,334
Council Tax freeze Grant 2015/16		(104)
Additional New Homes Bonus		(539)
Benefit Administration Grant		109
S31 Council tax support grant		63
Individual Electoral Registration (IER) grant		65
Other changes <£50k		34
<b>Net change in budgeted reserve movement</b>		<b>1,351</b>
Reserve 2014/15 budgeted draw down		(523)
Reserve 2015/16 budgeted draw down		(1,874)
<b>Net reserve change</b>		<b>(1,351)</b>



- 4.6 The headline changes show that there is significant pressure on demand led services like Housing Benefit and Homelessness. Overall the service budgets have not significantly changed from the previous year. The changes have all been specific with minimal general upward drift in cost of service delivery. The single biggest increase has been in the cost of establishment inflationary increases through pay award and change in employers' pension contributions.
- 4.7 The contingencies budget is assessed each year as a provision for known possible service changes that have not been sufficiently developed to fully cost into the budget.
- 4.8 The budget contains an £800k contribution from the specific Business Rate Equalisation Reserve which the Council has set up to help mitigate the risk associated with the volatility of the Business Rate Retention scheme.
- 4.9 A sum of £29k has been included in the contingencies budget for Members IT. The scheme was recommended by the Members IT Working Party on 4<sup>th</sup> December 2014 and is subject to approval by Full Council on 14<sup>th</sup> January 2015. The gross cost of the IT equipment including software is anticipated to be £46k in year one but this is to be mitigated by the deletion of the Members IT allowance. Subsequently at Full Council on 14<sup>th</sup> January it was decided to carry out a trial of the chosen solution with a report back to the Members IT Working Party by the end of February 2015.
- 4.10 Income from fees, charges and rents are included within net cost of service. In total this amounts to an overall financing of £3 million. Income is a key risk area to the budget as it is predominantly externally influenced, without direct link to service cost and each source is unique.
- 4.11 The graph below shows income by source and value, and demonstrates trend. The income estimates included in 2015/16 appear robust.



## **5. Earmarked Reserves**

- 5.1 Earmarked Reserves are amounts of money specifically identified for operational purposes and held alongside the General Fund for drawdown as required. The total value of earmarked reserves at the end of 2013/14 financial year was £8.440M, with approved in-year virements of £2.980M during 2014/15. The carry forward balance into 2014/15 will therefore be a minimum of £5.460M depending upon the amount of budget variation during 2014/15. Budget expenditure relating to these reserves is isolated from the cost of service for General Fund financing purposes. Earmarked reserves are drawn down into budget as required through the virement approval process.

## **6. Risk analysis**

- 6.1 Corporate and Operational risk registers have been reviewed for financial implications as part of the budget process on the criteria of probability of occurrence and materiality of impact upon balances. No significant risks have been identified.
- 6.2 Some lesser risks however are inherent within the overall budget. These are discussed below.
- 6.3 Income: the budget includes £3 million from fees, charges and rents; these have been set on the basis of achievement of the level of predicted income and previous outturn, including known changes in environment. Potential risk could be a poor summer resulting in lower car park income, or other economic factors reducing demand for sundry property/seasonal concessions. A review of income has been undertaken and is considered to be achievable.
- 6.4 Vacancy management factor has been set at £450k for the second year. The achievement of the target is dependent upon strict control of vacancies due to the low rate of staff turnover.
- 6.5 Council Tax Benefit: is now awarded as a discount to claimants and was funded by a grant representing 90% of the cost to the Council in 2013/14, this grant has now been subsumed within the baseline funding. The assumption is that the value of Council Tax Benefit will remain stable; however, any change will have an impact on the General Fund.
- 6.6 Homelessness: The number of people presenting as homeless is increasing, resulting in financial pressures on the Council. The mitigation is to ensure strict application of the eligibility criteria, sign posting to other more appropriate organisations and getting people onto Housing Benefit as soon as possible.
- 6.7 HRA: A key risk to the HRA is the significant increase in Right to Buy (RTB) disposals as the loss of rent income will have a significant impact on the HRA financial model.

The Housing Revenue Account Budget has been based on the best assumptions currently available but could be subject to change once the Housing Business Plan has been completed (see 7.5 below).

- 6.8 The Council has gained substantial benefit from business rate growth, particularly due to the opening of new supermarkets in the district. However, there is a risk that the level of business rate appeals is more than has been anticipated and this risk lies with local government.
- 6.9 The level of New Homes Bonus (NHB) has been relatively buoyant but this could easily change if the level of house building tailed off in the District and this is closely monitored on a monthly basis.
- 6.10 The Council has benefitted from funding based on local growth (see 6.8 and 6.9 above). In addition to the inherent risks with retained business rates and the NHB, there could be a fundamental move from the current funding system based on growth to a different distribution methodology. If this occurs there would have to be a significant reduction in the capital programme in addition to on-going revenue savings.

## **7. Housing Revenue Account Budget**

- 7.1 A summary of the Housing Revenue Account (HRA) budget, including Major Repairs Reserve, is shown on page 33.
- 7.2 For 2015/16 the HRA is showing a surplus of £0.542m, broadly in line with the current Business Plan. The most significant change from 2014/15 is the fall out of the acquisition/new build programme. (It is intended that any unspent balance of this programme is transferred to a reserve at the end of 2014/15).
- 7.3 The rent increase for 2015/16 has been set at 2.2% (£1.97) based on CPI + 1%, in accordance with the Government's new social housing rent policy. This policy replaces the former rent restructuring methodology which had been in force for a number of years.
- 7.4 The budgeted level of HRA balance at 31st.March 2016 is £3.141m. However, this is based on the assumption that the current acquisition/new build programme will be financed from revenue contributions. If the expenditure incurred meets the necessary conditions it will be possible to use "1 for 1" receipts to cover some of the cost and the HRA balance at 31st.March 2016 could be as much as £0.735m higher.
- 7.5 Two projects are currently being undertaken by consultants appointed by the Council. The first relates to the updating of the HRA Business Plan and the second is a feasibility study exploring alternative methods of delivering new housing. These projects could have significant implications for the HRA in 2015/16 and future years. The projects are being funded from savings identified in the current financial year.

## 8. Capital, Asset Management and other projects Budget

- 8.1 A summary of the Capital, Asset Management and other projects budget is shown on page 35.
- 8.2 The new capital programme for 2015/16, together with the proposed method of financing, is set out in the table below. The programme includes the second stage of the major investment programme approved by Cabinet at its November 2013 meeting and updated at its September 2014 meeting.

<b>2015/16 Capital Programme</b>	
<b>General Fund :</b>	<b>£' 000</b>
Second phase of new investment programme	2,630
Asset management	683
Disabled Facilities Grants	1,000
Other	105
<b>Total General Fund</b>	<b>4,418</b>
<b>Housing Revenue Account :</b>	
Improvements (including Decent Homes)	2,572
<b>Total Housing Revenue Account</b>	<b>2,572</b>
<b>Total programme</b>	<b>6,990</b>
<b>Financed by :</b>	
Capital grant (disabled facilities)	627
Capital receipts	883
Charge to General Fund	2,908
Charge to Housing Revenue Account	2,572
<b>Total Financing</b>	<b>6,990</b>

- 8.3 The assumed level of capital receipts financing is £0.883m. However, the actual use of capital receipts will depend on the nature of the expenditure incurred and the availability of alternative funding sources.
- 8.4 Arun has entered into an agreement with the Government to retain the additional receipts generated by the relaxation of the Right to Buy discount rules ("1 for 1" receipts), subject to these receipts being used for the provision of new social housing and Arun matching every £30 of receipts with £70 of its own funding (the 70/30 rule). At current sale levels, these "1 for 1" receipts are accruing at the rate of some £0.840m per annum, which means that Arun is required to spend £2.800m in total (£0.840m X 100/30) per annum on the provision of new social housing.

## 9. Conclusion

- 9.1 The General Fund revenue budget and Capital budgets are set robustly within the medium term financial strategy.

## General Fund Revenue Budget Summary

Actual 2013-14 £'000	Description	Budget 2014-15 £'000	Budget 2015-16 £'000
	<b>Cost of Service</b>		
434	Community Services	643	679
1,310	Corporate Governance	1,431	1,800
246	Council Strategy	406	442
1,980	Environmental Services	1,667	1,753
876	Housing	954	1,020
5,125	Leisure and Amenities	5,038	4,995
930	Planning & Infrastructure	1,116	1,187
8,069	Support Services	7,722	7,976
0	Vacancy Management	(339)	(450)
(1,126)	Recharges to Housing Revenue Account	(1,050)	(1,041)
<b>17,844</b>	<b>Total Cost of Service:</b>	<b>17,588</b>	<b>18,361</b>
	<b>Corporate Cost</b>		
3,321	Parish Precepts	3,440	3,589
431	Grant payments to parishes	431	287
243	Other precepts and levies	251	253
(671)	Interest & investment income	(339)	(411)
0	Contingencies / miscellaneous	542	775
2,104	Contribution to/(from) earmarked reserves	(2,166)	(1,863)
404	Capital expenditure financed from revenue	4,475	2,908
1,356	Pension deficit contributions	1,200	1,195
<b>7,188</b>	<b>Total Corporate Cost:</b>	<b>7,834</b>	<b>6,733</b>
<b>25,032</b>	<b>Total Net Budget Requirement</b>	<b>25,422</b>	<b>25,094</b>
	<b>Financed By</b>		
(9,292)	Revenue Support Grant / Retained Business Rates	(8,438)	(6,207)
(2,065)	New Homes Bonus	(2,549)	(3,088)
(1,603)	Other non ringfenced grants	(1,352)	(1,116)
(8,897)	Council Tax Income - Arun Excluding Parishes	(9,020)	(9,160)
(3,321)	Council Tax Income - Town & Parish Councils	(3,440)	(3,589)
(324)	Collection Fund deficit/(surplus)	(100)	(60)
<b>(25,502)</b>	<b>Total External Finance:</b>	<b>(24,899)</b>	<b>(23,220)</b>
<b>(470)</b>	<b>Transfer (to) / from General Fund Reserve</b>	<b>523</b>	<b>1,874</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Community Services Summary</b>			
(113)	Arun Lifeline	(101)	(95)
71	Community Safety/Development	242	260
209	Day Centres	185	186
267	Voluntary Sector	317	328
<b>434</b>	<b>Total for Community Services</b>	<b>643</b>	<b>679</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Community Services</b>			
<b><u>Arun Lifeline</u></b>			
83	Employees	103	105
0	Premises	0	0
12	Transport	11	12
38	Supplies and Services	31	31
61	Third party costs	54	57
(307)	Income	(300)	(300)
<b>(113)</b>	<b>Total for Arun Lifeline:</b>	<b>(101)</b>	<b>(95)</b>
<b><u>Community Safety/Development</u></b>			
212	Employees	230	240
2	Premises	2	0
6	Transport	6	7
62	Supplies and Services	34	37
(1)	Income	0	0
(188)	Government grants and contributions	(8)	(2)
(22)	Other Charges	(22)	(22)
<b>71</b>	<b>Total for Community Safety/Development:</b>	<b>242</b>	<b>260</b>
<b><u>Day Centres</u></b>			
6	Employees	6	9
11	Premises	2	2
0	Transport	0	0
4	Supplies and Services	1	1
188	Third party costs	176	174
<b>209</b>	<b>Total for Day Centres:</b>	<b>185</b>	<b>186</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
	<b><u>Voluntary Sector</u></b>		
390	Employees	409	506
0	Premises	0	0
18	Transport	1	1
499	Supplies and Services	272	330
(434)	Income	(165)	(265)
(206)	Government grants and contributions	(200)	(244)
<b>267</b>	<b>Total for Voluntary Sector:</b>	<b>317</b>	<b>328</b>
<b>434</b>	<b>Total for Community Services:</b>	<b>643</b>	<b>679</b>



<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Corporate Governance Summary</b>			
128	Registration of Electors & Elections	209	241
1,290	Revenue & Benefits	1,526	1,912
(108)	Sundry Properties	(304)	(353)
<b>1,310</b>	<b>Total for Corporate Governance</b>	<b>1,431</b>	<b>1,800</b>

Actual 2013-14 £'000	Description	Budget 2014-15 £'000	Budget 2015-16 £'000
<b>Corporate Governance</b>			
<b><u>Registration of Electors &amp; Elections</u></b>			
64	Employees	62	80
1	Transport	1	1
104	Supplies and Services	159	183
(41)	Income	(13)	(23)
<b>128</b>	<b>Total for Registration of Electors &amp; Elections:</b>	<b>209</b>	<b>241</b>
<b><u>Revenue &amp; Benefits</u></b>			
1,459	Employees	1,472	1,563
26	Transport	29	30
397	Supplies and Services	393	374
53,359	Transfer payments	53,081	52,750
(220)	Income	(252)	(197)
(53,731)	Government grants and contributions	(53,197)	(52,608)
<b>1,290</b>	<b>Total for Revenue &amp; Benefits:</b>	<b>1,526</b>	<b>1,912</b>
<b><u>Sundry Properties</u></b>			
236	Premises	48	41
8	Supplies and Services	8	9
(103)	Income	(116)	(128)
(249)	Financing & investment income	(244)	(275)
<b>(108)</b>	<b>Total for Sundry Properties:</b>	<b>(304)</b>	<b>(353)</b>
<b>1,310</b>	<b>Total for Corporate Governance:</b>	<b>1,431</b>	<b>1,800</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Council Strategy Summary</b>			
111	Economic Regeneration	255	310
135	Tourism	151	132
<b>246</b>	<b>Total for Council Strategy</b>	<b>406</b>	<b>442</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Council Strategy</b>			
<b><u>Economic Regeneration</u></b>			
249	Employees	215	261
117	Premises	0	0
4	Transport	3	3
525	Supplies and Services	84	92
20	Third party costs	0	0
(554)	Income	(43)	(46)
(250)	Government grants and contributions	(4)	0
<b>111</b>	<b>Total for Economic Regeneration:</b>	<b>255</b>	<b>310</b>
<b><u>Tourism</u></b>			
57	Employees	74	59
1	Transport	2	2
71	Supplies and Services	68	64
17	Third party costs	17	17
(11)	Income	(10)	(10)
<b>135</b>	<b>Total for Tourism:</b>	<b>151</b>	<b>132</b>
<b>246</b>	<b>Total for Council Strategy:</b>	<b>406</b>	<b>442</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Environmental Services Summary</b>			
21	Cemeteries & Churchyards	17	43
596	Coast Protection & Land Drainage	122	55
78	Emergency Planning & Support	74	80
401	Environmental Health & Protection	502	505
884	Parks & Green Spaces	952	1,070
<b>1,980</b>	<b>Total for Environmental Services</b>	<b>1,667</b>	<b>1,753</b>

Actual 2013-14 £'000	Description	Budget 2014-15 £'000	Budget 2015-16 £'000
<b>Environmental Services</b>			
<b><u>Cemeteries &amp; Churchyards</u></b>			
65	Employees	66	68
179	Premises	176	187
7	Transport	7	7
18	Supplies and Services	7	11
(248)	Income	(239)	(230)
<b>21</b>	<b>Total for Cemeteries &amp; Churchyards:</b>	<b>17</b>	<b>43</b>
<b><u>Coast Protection &amp; Land Drainage</u></b>			
123	Premises	63	63
578	Supplies and Services	6	6
79	Third party costs	74	1
(184)	Income	(21)	(15)
<b>596</b>	<b>Total for Coast Protection &amp; Land Drainage:</b>	<b>122</b>	<b>55</b>
<b><u>Emergency Planning &amp; Support</u></b>			
65	Employees	66	72
3	Transport	3	3
10	Supplies and Services	5	5
<b>78</b>	<b>Total for Emergency Planning &amp; Support:</b>	<b>74</b>	<b>80</b>
<b><u>Environmental Health &amp; Protection</u></b>			
591	Employees	629	643
33	Transport	40	40
96	Supplies and Services	97	95
18	Third party costs	0	0
(336)	Income	(264)	(273)
(1)	Government grants and contributions	0	0
<b>401</b>	<b>Total for Environmental Health &amp; Protection:</b>	<b>502</b>	<b>505</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
	<b><u>Parks &amp; Green Spaces</u></b>		
485	Employees	487	545
615	Premises	588	626
57	Transport	59	64
274	Supplies and Services	201	205
102	Third party costs	95	7
(260)	Income	(45)	(90)
(65)	Government grants and contributions	0	0
(324)	Other Charges	(433)	(287)
<b>884</b>	<b>Total for Parks &amp; Green Spaces:</b>	<b>952</b>	<b>1,070</b>
<b>1,980</b>	<b>Total for Environmental Services:</b>	<b>1,667</b>	<b>1,753</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Housing Summary</b>			
691	Homelessness & Housing Advice	539	569
33	Pest Control	51	53
152	Private Sector Housing	364	398
<b>876</b>	<b>Total for Housing</b>	<b>954</b>	<b>1,020</b>



Actual 2013-14 £'000	Description	Budget 2014-15 £'000	Budget 2015-16 £'000
<b>Housing</b>			
<b><u>Homelessness &amp; Housing Advice</u></b>			
275	Employees	270	277
(1)	Premises	0	0
7	Transport	8	8
587	Supplies and Services	344	387
(177)	Income	(83)	(103)
<b>691</b>	<b>Total for Homelessness &amp; Housing Advice:</b>	<b>539</b>	<b>569</b>
<b><u>Pest Control</u></b>			
59	Employees	61	64
0	Premises	0	0
13	Transport	15	14
7	Supplies and Services	7	7
(46)	Income	(32)	(32)
<b>33</b>	<b>Total for Pest Control:</b>	<b>51</b>	<b>53</b>
<b><u>Private Sector Housing</u></b>			
323	Employees	312	298
16	Transport	15	14
359	Supplies and Services	36	86
11	Third party costs	10	10
(126)	Income	(7)	(10)
(431)	Government grants and contributions	0	0
0	Other Charges	(2)	0
<b>152</b>	<b>Total for Private Sector Housing:</b>	<b>364</b>	<b>398</b>
<b>876</b>	<b>Total for Housing:</b>	<b>954</b>	<b>1,020</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Leisure &amp; Amenities Summary</b>			
(534)	Car Parks	(635)	(654)
4,209	Cleansing Services	4,362	4,469
135	Culture & Heritage	125	101
(17)	Parks & Green Spaces	(14)	(18)
114	Promenades & Foreshores	114	90
1,218	Recreation & Sport	1,086	1,007
<b>5,125</b>	<b>Total for Leisure &amp; Amenities</b>	<b>5,038</b>	<b>4,995</b>

Actual 2013-14 £'000	Description	Budget 2014-15 £'000	Budget 2015-16 £'000
<b>Leisure &amp; Amenities</b>			
<b><u>Car Parks</u></b>			
207	Employees	219	221
456	Premises	312	299
44	Transport	54	48
129	Supplies and Services	144	138
444	Third party costs	435	482
(1,761)	Income	(1,717)	(1,774)
(53)	Government grants and contributions	(82)	(68)
<b>(534)</b>	<b>Total for Car Parks:</b>	<b>(635)</b>	<b>(654)</b>
<b><u>Cleansing Services</u></b>			
240	Employees	246	256
172	Premises	108	108
26	Transport	23	29
66	Supplies and Services	94	95
5,721	Third party costs	4,950	5,881
(1,829)	Income	(902)	(1,743)
(187)	Government grants and contributions	(157)	(157)
<b>4,209</b>	<b>Total for Cleansing Services:</b>	<b>4,362</b>	<b>4,469</b>
<b><u>Culture &amp; Heritage</u></b>			
22	Employees	30	18
16	Premises	1	2
1	Transport	1	1
2	Supplies and Services	0	0
94	Third party costs	93	80
<b>135</b>	<b>Total for Culture &amp; Heritage:</b>	<b>125</b>	<b>101</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
	<b><u>Parks &amp; Green Spaces</u></b>		
3	Premises	1	2
11	Supplies and Services	13	10
(31)	Income	(28)	(30)
<b>(17)</b>	<b>Total for Parks &amp; Green Spaces:</b>	<b>(14)</b>	<b>(18)</b>
	<b><u>Promenades &amp; Foreshores</u></b>		
104	Employees	107	107
69	Premises	30	31
7	Transport	8	8
89	Supplies and Services	76	80
2	Third party costs	2	2
(157)	Income	(109)	(138)
0	Government grants and contributions	0	0
<b>114</b>	<b>Total for Promenades &amp; Foreshores:</b>	<b>114</b>	<b>90</b>
	<b><u>Recreation &amp; Sport</u></b>		
90	Employees	140	147
538	Premises	291	288
4	Transport	3	4
92	Supplies and Services	19	23
658	Third party costs	647	563
(164)	Income	(14)	(18)
<b>1,218</b>	<b>Total for Recreation &amp; Sport:</b>	<b>1,086</b>	<b>1,007</b>
<b>5,125</b>	<b>Total for Leisure and Amenities:</b>	<b>5,038</b>	<b>4,995</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Planning &amp; Infrastructure Summary</b>			
34	Building Control	108	104
29	Bus Shelters & Street Nameplates	30	(2)
83	Housing Strategy & RSL's	87	94
(99)	Land Charges	(76)	(75)
883	Planning & Development Control	967	1,066
<b>930</b>	<b>Total for Environmental Services</b>	<b>1,116</b>	<b>1,187</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Planning &amp; Infrastructure</b>			
<b><u>Building Control</u></b>			
337	Employees	351	407
20	Transport	24	24
24	Supplies and Services	29	29
45	Third party costs	45	0
(392)	Income	(341)	(356)
<b>34</b>	<b>Total for Building Control:</b>	<b>108</b>	<b>104</b>
<b><u>Bus Shelters &amp; Street Nameplates</u></b>			
38	Premises	11	10
1	Supplies and Services	0	0
22	Third party costs	20	0
(32)	Income	(1)	(12)
<b>29</b>	<b>Total for Bus Shelters &amp; Street Nameplates:</b>	<b>30</b>	<b>(2)</b>
<b><u>Housing Strategy &amp; RSL's</u></b>			
78	Employees	81	88
0	Transport	0	0
164	Supplies and Services	6	6
(159)	Income	0	0
<b>83</b>	<b>Total for Housing Strategy &amp; RSL's:</b>	<b>87</b>	<b>94</b>
<b><u>Land Charges</u></b>			
95	Employees	95	82
0	Transport	0	1
28	Supplies and Services	20	22
(222)	Income	(191)	(180)
<b>(99)</b>	<b>Total for Land Charges:</b>	<b>(76)</b>	<b>(75)</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
	<b><u>Planning &amp; Development Control</u></b>		
1,248	Employees	1,329	1,382
0	Premises	0	0
35	Transport	38	38
1,015	Supplies and Services	177	206
53	Third party costs	53	53
(1,360)	Income	(585)	(611)
(108)	Government grants and contributions	0	(2)
0	Other Charges	(45)	0
<b>883</b>	<b>Total for Planning &amp; Development Control:</b>	<b>967</b>	<b>1,066</b>
<b>930</b>	<b>Total for Planning &amp; Infrastructure:</b>	<b>1,116</b>	<b>1,187</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Support Services Summary</b>			
294	Arun Improvement Board	298	322
160	Communications	180	223
1,355	Corporate Management	1,194	1,259
653	Customer Services	675	702
638	Democratic Services	668	648
267	Engineering & Infrastructure Services	297	308
642	Facilities	626	637
1,294	Finance & Property	1,339	1,456
340	Human Resources	345	309
1,342	Information & Communication Technology	1,051	1,015
441	Legal & Administration	476	506
129	Policy & Partnerships	145	142
294	Print Unit & Post Room	250	227
220	Staff Support	178	222
<b>8,069</b>	<b>Total for Support Services</b>	<b>7,722</b>	<b>7,976</b>



<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Support Services</b>			
<b><u>Arun Improvement Board</u></b>			
245	Employees	249	243
0	Transport	1	1
49	Supplies and Services	48	78
0	Income	0	0
<b>294</b>	<b>Total for Arun Improvement Board:</b>	<b>298</b>	<b>322</b>
<b><u>Communications</u></b>			
146	Employees	156	199
1	Transport	3	2
23	Supplies and Services	29	29
(10)	Income	(8)	(7)
<b>160</b>	<b>Total for Communications:</b>	<b>180</b>	<b>223</b>
<b><u>Corporate Management</u></b>			
1,325	Employees	1,161	1,226
2	Transport	2	2
18	Transport	18	17
10	Supplies and Services	13	14
0	Income	0	0
<b>1,355</b>	<b>Total for Corporate Management:</b>	<b>1,194</b>	<b>1,259</b>
<b><u>Customer Services</u></b>			
639	Employees	658	686
1	Transport	1	0
13	Supplies and Services	16	16
0	Income	0	0
<b>653</b>	<b>Total for Customer Services:</b>	<b>675</b>	<b>702</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b><u>Democratic Services</u></b>			
121	Employees	123	132
0	Premises	0	1
16	Transport	16	15
502	Supplies and Services	529	501
(1)	Income	0	(1)
<b>638</b>	<b>Total for Democratic Services:</b>	<b>668</b>	<b>648</b>
<b><u>Engineering &amp; Infrastructure Services</u></b>			
247	Employees	279	290
13	Transport	13	13
10	Supplies and Services	5	5
(3)	Income	0	0
<b>267</b>	<b>Total for Engineering &amp; Infrastructure Services:</b>	<b>297</b>	<b>308</b>
<b><u>Facilities</u></b>			
137	Employees	146	151
473	Premises	457	468
14	Transport	14	14
66	Supplies and Services	52	51
(48)	Income	(43)	(47)
<b>642</b>	<b>Total for Facilities:</b>	<b>626</b>	<b>637</b>
<b><u>Finance &amp; Property</u></b>			
992	Employees	1,029	1,141
8	Premises	1	0
11	Transport	15	15
304	Supplies and Services	294	304
(21)	Income	0	(4)
<b>1,294</b>	<b>Total for Finance &amp; Property:</b>	<b>1,339</b>	<b>1,456</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b><u>Human Resources</u></b>			
317	Employees	314	278
3	Transport	4	4
23	Supplies and Services	28	29
(3)	Income	(1)	(2)
<b>340</b>	<b>Total for Human Resources:</b>	<b>345</b>	<b>309</b>
<b><u>Information &amp; Communication Technology</u></b>			
774	Employees	735	760
3	Transport	4	4
582	Supplies and Services	319	258
(17)	Income	(7)	(7)
<b>1,342</b>	<b>Total for Information &amp; Communication Technology:</b>	<b>1,051</b>	<b>1,015</b>
<b><u>Legal &amp; Administration</u></b>			
408	Employees	437	471
2	Transport	4	3
37	Supplies and Services	42	39
(6)	Income	(7)	(7)
<b>441</b>	<b>Total for Legal &amp; Administration:</b>	<b>476</b>	<b>506</b>
<b><u>Policy &amp; Partnerships</u></b>			
110	Employees	112	114
2	Transport	4	3
17	Supplies and Services	29	25
<b>129</b>	<b>Total for Policy &amp; Partnerships:</b>	<b>145</b>	<b>142</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
	<b><u>Print Unit &amp; Post Room</u></b>		
149	Employees	154	164
0	Transport	0	0
184	Supplies and Services	197	207
48	Third party costs	48	64
(87)	Income	(34)	(94)
0	Other Charges	(115)	(114)
<b>294</b>	<b>Total for Print Unit &amp; Post Room:</b>	<b>250</b>	<b>227</b>
	<b><u>Staff Support</u></b>		
32	Employees	27	30
0	Premises	0	0
95	Transport	90	90
95	Supplies and Services	61	102
(2)	Income	0	0
<b>220</b>	<b>Total for Staff Support:</b>	<b>178</b>	<b>222</b>
<b>8,069</b>	<b>Total for Support Services:</b>	<b>7,722</b>	<b>7,976</b>
	<b><u>Other Cost of Service</u></b>		
<b>0</b>	<b>Vacancy Management:</b>	<b>(339)</b>	<b>(450)</b>
<b>(1,126)</b>	<b>Recharges to Housing Revenue Account:</b>	<b>(1,050)</b>	<b>(1,041)</b>
	<b><u>Total Cost of Service</u></b>		
<b>17,844</b>	<b>Total Cost of Service:</b>	<b>17,588</b>	<b>18,361</b>

## Housing Revenue Account Budget Summary

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b>Expenditure</b>			
4,508	Supervision and management	4,507	4,622
3,417	Repairs and maintenance	3,498	3,958
2,677	Financing of capital expenditure	5,244	2,572
5,385	Net loan charges	5,316	5,250
<b>15,987</b>	<b>Total Expenditure</b>	<b>18,565</b>	<b>16,402</b>
<b>Income</b>			
(15,761)	Rents (dwellings, garages, hostels, other property)	(16,113)	(16,307)
(708)	Charges for services and facilities	(585)	(610)
(70)	Interest on balance	(44)	(27)
<b>(16,539)</b>	<b>Total Income</b>	<b>(16,742)</b>	<b>(16,944)</b>
<b>(552)</b>	<b>HRA (surplus) / deficit</b>	<b>1,823</b>	<b>(542)</b>
(5,375)	Balance brought forward	(3,980)	(2,599)
<b>(5,927)</b>	<b>Balance carried forward</b>	<b>(2,157)</b>	<b>(3,141)</b>



## Capital, Asset Management and other projects Budget Summary

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
-------------------------------------	--------------------	-------------------------------------	-------------------------------------

### Capital expenditure by portfolio

	Corporate Governance		
944	Asset Management	3,254	2,078
317	IT	506	1,140
5	Empty Homes	0	0
157	Council Strategy	250	0
1,164	Environmental Services	450	100
4,158	Housing	6,244	3,572
337	Leisure & Amenities	0	0
148	Planning & Infrastructure	272	100
<b>7,230</b>	<b>Total Expenditure</b>	<b>10,976</b>	<b>6,990</b>

### Summary

3,838	General Fund	5,732	4,418
3,392	Housing Revenue Account	5,244	2,572
<b>7,230</b>	<b>Total Expenditure</b>	<b>10,976</b>	<b>6,990</b>

## Breakdown of Capital, Asset Management and other Projects Budget

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b><u>Corporate Governance</u></b>			
<b>Asset Management</b>			
944	Planned/Reactive Maintenance	3,254	2,078
<b>944</b>	<b>Total Expenditure</b>	<b>3,254</b>	<b>2,078</b>
<b>IT Services</b>			
87	Arun Improvement Programme	366	150
0	Edge Switch Replacement	0	100
0	FMS Replacement	0	300
125	IT Rolling Programme	105	165
13	PSN Compliance	0	0
88	Storage Area Network	0	300
0	Telephone Switch Upgrade	0	125
4	WAN	0	0
0	Wireless Infrastructure	35	0
<b>317</b>	<b>Total Expenditure</b>	<b>506</b>	<b>1,140</b>
<b>Land &amp; Property Acquisition</b>			
5	Empty Homes	0	0
<b>5</b>	<b>Total Expenditure</b>	<b>0</b>	<b>0</b>
<b>1,266</b>	<b>Portfolio Total</b>	<b>3,760</b>	<b>3,218</b>
<b><u>Council Strategy</u></b>			
<b>Economic Regeneration</b>			
157	Public Realm, Bognor Regis	250	0
<b>157</b>	<b>Total Expenditure</b>	<b>250</b>	<b>0</b>
<b>157</b>	<b>Portfolio Total</b>	<b>250</b>	<b>0</b>



<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b><u>Environmental Services</u></b>			
<b>Children's Play</b>			
0	Play Areas	0	100
<b>0</b>	<b>Total Expenditure</b>	<b>0</b>	<b>100</b>
<b>Coast Protection</b>			
47	Pagham Environmental Impact Assessment	0	0
564	Pagham Scheme	0	0
<b>611</b>	<b>Total Expenditure</b>	<b>0</b>	<b>0</b>
<b>Land Drainage</b>			
503	East Bank Enhancements	450	0
<b>503</b>	<b>Total Expenditure</b>	<b>450</b>	<b>0</b>
<b>Parks &amp; Green Spaces</b>			
22	Public Shelter Hotham Park	0	0
28	Purchase of Chipper	0	0
<b>50</b>	<b>Total Expenditure</b>	<b>0</b>	<b>0</b>
<b>1,164</b>	<b>Portfolio Total</b>	<b>450</b>	<b>100</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b><u>Housing</u></b>			
<b>Housing IT</b>			
0	Other Housing IT	0	0
60	Simdell Replacement	650	0
<b>60</b>	<b>Total Expenditure</b>	<b>650</b>	<b>0</b>
<b>Private Housing Services</b>			
774	Disabled Facilities Grants	1,000	1,000
(8)	Renewable Energy Loans	0	0
<b>766</b>	<b>Total Expenditure</b>	<b>1,000</b>	<b>1,000</b>
<b>Public Housing Services</b>			
400	Disabled Facilities	600	400
1,028	Stock Development	2,300	0
164	Heating Programme	300	300
692	Reroofing Programme	390	390
0	Lift Replacement Programme	50	50
105	Decent Homes	400	400
75	Decent Homes - Voids	100	100
262	Works to Glenlogie	0	0
182	Works to Flaxmean	0	0
0	Boiler Room Improvements	0	592
21	Playground Equipment	0	0
11	Buggy Stores	20	20
8	Insulation	0	0
68	Home Security Works	70	70
41	CCTV	30	0
0	Digital/Satellite TV	24	0
12	Fire Precaution Works	80	80
7	Walls	50	50
50	Windows	30	30
59	Other Works	0	0
147	Environmental & Estate Improvements	150	90
<b>3,332</b>	<b>Total Expenditure</b>	<b>4,594</b>	<b>2,572</b>
<b>4,158</b>	<b>Portfolio Total</b>	<b>6,244</b>	<b>3,572</b>

<b>Actual 2013-14 £'000</b>	<b>Description</b>	<b>Budget 2014-15 £'000</b>	<b>Budget 2015-16 £'000</b>
<b><u>Leisure &amp; Amenities</u></b>			
<b>Sports Centres</b>			
337	ALC 3G pitch	0	0
<b>337</b>	<b>Total Expenditure</b>	<b>0</b>	<b>0</b>
<b>337</b>	<b>Portfolio Total</b>	<b>0</b>	<b>0</b>
<b><u>Planning &amp; Infrastructure</u></b>			
<b>Gypsy &amp; Traveller Sites</b>			
0	Gypsy & Traveller Sites	165	0
<b>0</b>	<b>Total Expenditure</b>	<b>165</b>	<b>0</b>
<b>Register Social Landlords</b>			
0	Balance of Programme	107	100
148	Market Site, Littlehampton	0	0
<b>148</b>	<b>Total Expenditure</b>	<b>107</b>	<b>100</b>
<b>148</b>	<b>Portfolio Total</b>	<b>272</b>	<b>100</b>
<b>7,230</b>	<b>Total Capital, Asset Management &amp; other projects</b>	<b>10,976</b>	<b>6,990</b>

## Capital Receipts, Movement in Year and Balance

Actual 2013-14 £'000	Description	Budget 2014-15 £'000	Budget 2015-16 £'000
----------------------------	-------------	----------------------------	----------------------------

### Capital Receipts

(1,318)	Sale of Council Dwellings	(1,540)	(1,920)
(120)	Other	0	0
<b>(1,438)</b>	<b>Total Receipts</b>	<b>(1,540)</b>	<b>(1,920)</b>
	Less		
247	Transferred to Government under pooling arrangements	275	300
435	Applied to finance capital expenditure	380	883
<b>(756)</b>	<b>Movement in year</b>	<b>(885)</b>	<b>(737)</b>
(7,155)	Balance brought forward	(7,796)	(9,741)
<b>(7,911)</b>	<b>Balance carried forward</b>	<b>(8,681)</b>	<b>(10,478)</b>