



## Meeting Agenda

**Community Focus Committee,  
Town Hall, Lytham St. Annes  
Thursday 7<sup>th</sup> January 2010, 6:15pm**

**The main doors to the Town Hall will be open to the public at 6:00pm**  
The maximum capacity for this meeting room is 60 persons –  
once this limit is reached no other person can be admitted.

# **COMMUNITY FOCUS COMMITTEE MEMBERSHIP**

CHAIRMAN

Keith Hyde

VICE-CHAIRMAN

Thomas Threlfall

## **Councillors**

Christine Akeroyd

Elizabeth Clarkson

Barbara Douglas

Dawn Prestwich

John Prestwich

Paul Rigby

John Singleton

Janine Owen

Kathleen Harper

Tony Ford

Maxine Chew

Lyndsay Greening

Ken Hopwood

Linda Nulty

Contact: Lyndsey Lacey, St. Annes (01253) 658504  
Email: [lyndseyl@fylde.gov.uk](mailto:lyndseyl@fylde.gov.uk)



## **Our Vision**

*To establish Fylde Borough Council as a high performing local authority*

## **Our Corporate Objectives**

To improve the economic, social and environmental well-being of our communities through:

- The promotion and enhancement of the natural built environment
- Increasing the availability and access to good quality housing for all
- Maintaining healthy and safe communities to reduce the fear of crime
- Supporting and sustaining a strong and diverse Fylde coast economy to further enhance employment prospects

## **We will achieve this by:**

Focusing on customer requirements  
Clear community and organisational leadership  
Delivering high quality, cost-effective services  
Partnership working



## AGENDA

### PUBLIC PLATFORM

*To hear representations from members of the public in accordance with  
Committee procedure rules*

ITEM	PAGE
<b>1. DECLARATIONS OF INTEREST:</b> <i>If a member requires advice on Declarations of Interest he/she is advised to contact the Monitoring Officer in advance of the meeting. (For the assistance of Members an extract from the Councils Code of Conduct is attached).</i>	4
<b>2. SUBSTITUTE MEMBERS:</b> <i>Details of any substitute members notified in accordance with council procedure rule 26.3</i>	4
<b>3. GENERAL FUND BUDGET MONITORING REPORT 2009/10 - POSITION AS AT QUARTER ENDED 30TH SEPTEMBER 2009</b>	7-20

**Personal interests**

**8.—(1)** You have a personal interest in any business of your authority where either—

(a) it relates to or is likely to affect—

- (i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) any body—
  - (aa) exercising functions of a public nature;
  - (bb) directed to charitable purposes; or
  - (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),

of which you are a member or in a position of general control or management;

- (i) any employment or business carried on by you;
  - (ii) any person or body who employs or has appointed you;
  - (iii) any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;
  - (iv) any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
  - (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi);
  - (vi) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25;
  - (vii) any land in your authority's area in which you have a beneficial interest;
  - (viii) any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi) is, the tenant;
  - (xi) any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer; or
- (b) a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision;

(2) In sub-paragraph (1)(b), a relevant person is—

- (a) a member of your family or any person with whom you have a close association; or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph (1)(a)(i) or (ii).

**Disclosure of personal interests**

- 9.—(1)** Subject to sub-paragraphs (2) to (7), where you have a personal interest in any business of your authority and you attend a meeting of your authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where you have a personal interest in any business of your authority which relates to or is likely to affect a person described in paragraph 8(1)(a)(i) or 8(1)(a)(ii)(aa), you need only disclose to the meeting the existence and nature of that interest when you address the meeting on that business.
  - (3) Where you have a personal interest in any business of the authority of the type mentioned in paragraph 8(1)(a)(viii), you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
  - (4) Sub-paragraph (1) only applies where you are aware or ought reasonably to be aware of the existence of the personal interest.

- (5) Where you have a personal interest but, by virtue of paragraph 14, sensitive information relating to it is not registered in your authority's register of members' interests, you must indicate to the meeting that you have a personal interest, but need not disclose the sensitive information to the meeting.
- (6) Subject to paragraph 12(1)(b), where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must ensure that any written statement of that decision records the existence and nature of that interest.
- (7) In this paragraph, "executive decision" is to be construed in accordance with any regulations made by the Secretary of State under section 22 of the Local Government Act 2000(d).

#### **Prejudicial interest generally**

- 10.—**(1) Subject to sub-paragraph (2), where you have a personal interest in any business of your authority you also have a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) You do not have a prejudicial interest in any business of the authority where that business—
- (a) does not affect your financial position or the financial position of a person or body described in paragraph 8;
  - (b) does not relate to the determining of any approval, consent, licence, permission or registration in relation to you or any person or body described in paragraph 8; or
  - (c) relates to the functions of your authority in respect of—
    - (i) housing, where you are a tenant of your authority provided that those functions do not relate particularly to your tenancy or lease;
    - (ii) school meals or school transport and travelling expenses, where you are a parent or guardian of a child in full time education, or are a parent governor of a school, unless it relates particularly to the school which the child attends;
    - (iii) statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of, such pay;
    - (iv) an allowance, payment or indemnity given to members;
    - (v) any ceremonial honour given to members; and
    - (vi) setting council tax or a precept under the Local Government Finance Act 1992.

#### **Prejudicial interests arising in relation to overview and scrutiny committees**

- 11.—** You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—
- (a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive or another of your authority's committees, sub-committees, joint committees or joint sub-committees; and
  - (b) at the time the decision was made or action was taken, you were a member of the executive, committee, sub-committee, joint committee or joint sub-committee mentioned in paragraph (a) and you were present when that decision was made or action was taken.

#### **Effect of prejudicial interests on participation**

- 12.—**(1) Subject to sub-paragraph (2), where you have a prejudicial interest in any business of your authority—
- (a) you must withdraw from the room or chamber where a meeting considering the business is being held—
    - (i) in a case where sub-paragraph (2) applies, immediately after making representations, answering questions or giving evidence;
    - (ii) in any other case, whenever it becomes apparent that the business is being considered at that meeting;
 unless you have obtained a dispensation from your authority's standards committee;
  - (b) you must not exercise executive functions in relation to that business; and
  - (c) you must not seek improperly to influence a decision about that business.
- (2) Where you have a prejudicial interest in any business of your authority, you may attend a meeting (including a meeting of the overview and scrutiny committee of your authority or of a sub-committee of such a committee) but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

# REPORT



REPORT OF	MEETING	DATE	ITEM NO
FINANCE	COMMUNITY FOCUS SCRUTINY COMMITTEE	7 <sup>TH</sup> JANUARY 2010	3

## GENERAL FUND BUDGET MONITORING REPORT 2009/10 - POSITION AS AT QUARTER ENDED 30TH SEPTEMBER 2009

### Public Item

This item is for consideration in the public part of the meeting.

### Summary

This report sets out the position in respect of the General Fund 'hot spot' under and over spending for the quarter ended 30<sup>th</sup> September 2009, and details the actions being taken to address these. It also provides an update in respect of the savings targets agreed by members for 2009-10 as part of the Council's Medium Term Financial Strategy (MTFS).

### Recommendations

The Community Focus Scrutiny Committee is asked to note the current position and the comments outlined in the report.

### Reasons for recommendation

In order to exercise proper financial control it is essential that all expenditure is contained within agreed budgets and that agreed savings targets are achieved.

### Alternative options considered and rejected

None

### Cabinet Portfolio

The item falls within the following Cabinet portfolio:

Finance & Resources – Councillor Roger Small.

## **Report**

### **1. Revenue Budget Monitoring**

- 1.1 The Council's operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant issues arising from these monthly reports are summarised in quarterly reports to the Portfolio Holder for Finance and Resources. This report therefore details the findings and issues emerging from budget monitoring carried out during the period 1<sup>st</sup> April to 30<sup>th</sup> September 2009.
- 1.2 It should be noted that all budgets across the Council have been profiled on a monthly basis. The monthly budget monitoring process is now embedded. Significant improvements are being made to the current spreadsheet budget monitoring tool. This will involve the transfer of the budget information to the more robust and reliable CIVICA general ledge system. This work will be completed by December 2009. This will enable the additional work to be undertaken with individual budget holders to tailor budget profiles in order to more accurately reflect the spending profile of individual budgets across the financial year. This will enhance budget monitoring and focus attention on true variances rather than budget profiling issues. It is anticipated that the improved profiling will take place over the next two years as information on expenditure trends accumulates and the budget monitoring system is refined.
- 1.3 Appendix A shows details of significant variances over £10k highlighted by budget monitoring undertaken during the year to 30<sup>th</sup> September 2009. An alert tagging system has been added to help improve the layout and simplify the appendix and highlight budget areas of concern.
- 1.4 Appendix B details the in year Budget savings forecast position for the year against the targeted savings set by Budget Council on 3<sup>rd</sup> March 2009.

### **2. Budget Areas for Further Attention/Concern**

There are a number of budget areas to bring to the Portfolio Holder's attention on this first quarter General Fund Budget Monitoring report:

#### **i. Planning Application Fee Income**

Planning Application Fee Income is below the budgeted level as a result of economic conditions continuing to reduce the number of applications being received by the Council. Accordingly the MTFS mid-year review reduced the expected income from this source by £200k, which is consistent with the figures shown in Appendix A of this report. As the MTFS report has yet to be approved by Cabinet the budgets within Appendix A have not been adjusted to reflect this reduction. Officers will continue to monitor levels of income as the year progresses, and it may be necessary to reflect any further variations in future MTFS updates.



ii. Building Control Fee Income

Building Control Fee Income is below the budgeted level as a result of economic conditions continuing to reduce the level of fee income being received by the Council. Officers will continue to monitor levels of income as the year progresses, but it may be necessary in the light of the continuing reduced level of income to reflect this change in the next update of the Council's MTFS.

iii. Concessionary Fares – New National Scheme

The current monitoring information based on usage figures supplied by Lancashire County Council (LCC) suggests that the cost of Concessionary Fares is expected to be in line with budget. Updated actual figures will be available from LCC during November 2009

The Government has consulted on the future administration (but not the funding) of the scheme. The forecast assumes that new legislation will transfer the funding arrangements nationally, with full responsibility passing to Lancashire County Council in 2011/12.

Negotiations with bus operators have reached a stalemate regarding the reimbursement of cost. Lancashire authorities have offered a reimbursement rate of 50% plus 2.5% for additional costs. The operators are claiming a reimbursement rate of 63%. The operators have indicated that they wish to pursue their claim to a Tribunal hearing and will make a case for a substantial increase for additional costs in the light of a 50% reimbursement rate. Given that no agreement has been reached with operators the MTFS has been adjusted on the basis that the anticipated savings of £100k in 2009/10 and 2010/11 will not be achievable.

LCC continues to administer the pooling arrangements for the scheme.

iv. Sale of Sand (sandwinning)

Income from the sale of sand varies according to the volume extracted, which is dependent largely upon demand from the housing market. The prevailing economic conditions continue to reduce the income from this source. Accordingly the MTFS mid-year review reduced the expected income from this source by £40k, which is consistent with the figures shown in Appendix A of this report. As the MTFS report has yet to be approved by Cabinet the budgets within Appendix A have not been adjusted to reflect this reduction. Officers will continue to monitor levels of income as the year progresses, and it may be necessary to reflect any further variations in future MTFS updates. The Council are still in discussions with Lancashire County Council over the determination of conditions for the continued extraction of sand from the beach.

v. Cemetery and Crematorium - fee income

The level of fee income from these service areas is difficult to predict. It is evident when comparing income to date for 2009-10 with 2008-09 income

levels that the current year budget may be overstated. Officers will continue to monitor the position as the year progresses, but it may be necessary in the light of the reduced level of income to reflect this change in the next update of the Council's MTFS.

vi. Planning Appeals - Costs

The Council is currently dealing with a number of ongoing planning appeals, the costs of which to defend are estimated at between £100k and £150k. The MTFS mid-year review therefore estimated budgets of £100k in 2009/10 and £50k in 2010/11 to meet these expected costs.

vii. Capitalisation 2009-10 - Corporate Restructure Costs

It has been assumed in the MTFS that any redundancy/early retirement payments arising during the year as part of the corporate restructure will be capitalised. Approval has yet to be sought from Central Government to do this with claims due to be submitted in December. If the claim is not successful then these payments must be financed from the Revenue Budget, which currently contains no provision for such payments. Expenditure incurred on redundancy and early retirement costs to the half year point are as follows:

• Redundancy	£64k
• Early retirement costs	<u>£255k</u>
Total	<u>£319k</u>

These figures are reflected in Appendix A of the report.

viii. Corporate Restructure

Restructures across the authority are underway and savings generated from this exercise will contribute to the corporate restructure savings target. We continue to track vacancy savings that arise from in year general staff turnover across the council and a forecast saving for 2009/10 has been included in the MTFS mid year review.

ix. Other General Savings Targets

The majority of the savings targets set by Budget Council in March 09 have either been achieved or are still on target.

The shortfall in savings target of £124k has been reflected in the latest MTFS financial forecast. £100k of this shortfall is the adjustment made to the Concessionary Fares generation factor given no agreement has been reached with the bus operators.

### 3. Risk Assessment

This item is for information only and makes no recommendations. A risk assessment of the financial risks currently being faced by the Council are set out in the MTFS Mid Year Review Report.

#### 4. Conclusion

The Council continues to operate within an environment where tight financial control is essential. Quarterly monitoring reports are an integral part of the Council's financial monitoring framework, and the Portfolio Holder will receive further updates on a quarterly basis to highlight budget areas requiring further attention. The third quarterly report for October to December 09 will be presented to the Portfolio Holder in February 2010.

Report Author	Tel	Date	Doc ID
Bernard Hayes Section 151 Officer	(01772) 906002	9 <sup>th</sup> November 2009	





List of Background Papers		
Name of document	Date	Where available for inspection
MTFS Budget report 2009/10	3 <sup>rd</sup> March 2009	Council agenda 3 <sup>rd</sup> March 2009 at <a href="http://www.fylde.gov.uk">www.fylde.gov.uk</a>
MTFS Outturn report 2008/09	29th June 2009	Cabinet agenda 29th June 2009 at <a href="http://www.fylde.gov.uk">www.fylde.gov.uk</a>







IMPLICATIONS	
Finance	Financial implications are contained within the body of the report.
Legal	None.
Community Safety	None.
Human Rights and Equalities	None.
Sustainability and Environmental Impact	None.
Health & Safety and Risk Management	None.

# APPENDIX A

## FYLDE BOROUGH COUNCIL





### 2ND QUARTER REVENUE BUDGET MONITORING - HOT SPOT VARIANCES OVER £10K













<b>KEY:</b>		Potentially ADVERSE variance impacting on General Fund resources - requires close monitoring and may be reported in the MTFS
		Potentially FAVOURABLE variance impacting on General Fund resources - requires close monitoring and may be reported in the MTFS
		Variance currently showing but expected to be on target at year end, requires action e.g. re-profiling of budget or virement required
		Variance currently showing but expected to be on target at year end

Service Area	Detail Description	Budget at Period 6	Actual at Period 6	Variance at Period 6	Fav(F) / Adv (A)	Budget Holder	Alert	Reason for Variance
<b>COMMUNITY SERVICES DIRECTORATE</b>								
Community Services Mgt Team	Restructure Savings Target	-50,020	0	50,020	A	Clare Platt		Savings will be achieved across several salary headings after completion of all restructures
Environmental Protection Team	Salaries - Basic Pay	55,288	39,192	-16,096	F	Mike Walker		Vacant post - to be dealt with as part of restructure - saving will contribute to restructure savings target
Housing Team	Salaries - Basic Pay	97,646	68,720	-28,926	F	David Gillett		Vacant post - to be dealt with as part of restructure - saving will contribute to restructure savings target
Crematorium	Cremations	-247,394	-223,561	23,833	A	Darren Bell		This variance is due to budget profiling - income is expected to be in line with target at year end.
Beach Patrol & Safety	Sale of Sand (sandwinning)	-57,465	-37,550	19,915	A	Gary Sams		A £40k adverse variance has been reflected in the MTFS mid year review - income reduced due to economic circumstances
Beach Patrol & Safety	Rent of Stands/Site	-11,368	-32,428	-21,060	F	Gary Sams		This variance is due to budget profiling - most rents are received in 1st Qtr

## FYLDE BOROUGH COUNCIL





### 2ND QUARTER REVENUE BUDGET MONITORING - HOT SPOT VARIANCES OVER £10K















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Service Area	Detail Description	Budget at Period 6	Actual at Period 6	Variance at Period 6	Fav(F) / Adv (A)	Budget Holder	Alert	Reason for Variance
<b>GOVERNANCE &amp; PARTNERSHIPS DIRECTORATE</b>								
Corporate Resources Mgt Team	Salaries - Basic Pay	25,796	13,718	-12,078	F	Tracy Scholes		To be dealt with as part of restructure - saving will contribute to restructure savings target
Corporate Resources Mgt Team	Redundancy Payments	0	57,196	57,196	A	Tracy Scholes		All redundancy payments incurred as a consequence of corporate restructuring are assumed within the MTFS to be funded via a capitalisation submission to be made during 2009-10. If the capitalisation submission is unsuccessful then these costs, which are not budgeted for, will fall on revenue.
Retirement benefits	Pension strain costs	3,743	259,034	255,291	A	Paul O'Donoghue		All pension strain payments incurred as a consequence of corporate restructuring are assumed within the MTFS to be funded via a capitalisation submission to be made during 2009-10. If the capitalisation submission is unsuccessful then these costs, which are not budgeted for, will fall on revenue.
Legal Services Team	Books and Periodicals	3,592	15,411	11,819	A	Ian Curtis		This variance is due to budget profiling - subscriptions paid at beginning of year
Democratic Team	Consultants Fees	12,254	0	-12,254	A	Peter Welsh		Consultants fees to cover a replacement for the Borough's election officer from the Association of Electoral Administrators. Will be fully expended over the forthcoming months and imperative support required on the lead up to the General Election
Electoral Registration	Computer - Program Licence Chgs	11,320	-474	-11,794	F	Peter Welsh		This variance is due to budget profiling - expenditure is expected to be in line with target at year end.
Elections - EU	Elections - Polling Station costs	0	15,451	15,451	A	Peter Welsh		Claim due to be submitted to LCC and MOJ for reimbursement of 2009 euro and county election costs
Elections - EU	Elections - Postal Voting costs	0	12,811	12,811	A	Peter Welsh		Claim due to be submitted to LCC and MOJ for reimbursement of 2009 euro and county election costs
Elections - LCC	Elections - Polling Station costs	0	18,876	18,876	A	Peter Welsh		Claim due to be submitted to LCC and MOJ for reimbursement of 2009 euro and county election costs
External Audit Fees	External Audit Fees	54,106	4,856	-49,250	F	Tracy Scholes		This variance is due to budget profiling - expenditure is expected to be in line with target at year end.
Members Expenses	Standards Committee Invstgtns	10,004	0	-10,004	F	Ian Curtis		Costs not yet incurred in respect of ongoing investigation expenditure in 2009/10 is dependent on completion of investigation
Assistant Chief Executive	Restructure Savings Target	-37,512	0	37,512	A	Tracy Scholes		Savings will be achieved across several salary headings after completion of all restructures

## FYLDE BOROUGH COUNCIL





### 2ND QUARTER REVENUE BUDGET MONITORING - HOT SPOT VARIANCES OVER £10K















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Service Area	Detail Description	Budget at Period 6	Actual at Period 6	Variance at Period 6	Fav(F) / Adv (A)	Budget Holder	Alert	Reason for Variance
<b>CUSTOMER AND OPERATIONAL SERVICES DIRECTORATE</b>								
Perf & Business Improvement Mgt Team	Restructure Savings Target	-37,512	0	37,512	A	Allan Oldfield		Savings will be achieved across several salary headings after completion of all restructures
Computer Services	Computer - Development Costs	10,301	0	-10,301	F	Andrew Marriott		Developments have started later due to resources but budget on target
Computer Services	Computer - LCC Service Charge	19,944	-104	-20,048	F	Andrew Marriott		Charges made for work earlier in the year the budget needs to be profiled and will be on target
Human Resources	Advertising - Recruitment	6,000	24,500	18,500	A	Allan Oldfield		Two years jobsgopublic paid in one by arrangement and paid in full earlier in the year - budget will be on Target
Human Resources	Blackpool BC - HR Services	95,038	79,458	-15,580	F	Allan Oldfield		September HR payment yet to be paid - budget will be on target.
Subscriptions & General Levies	Subscripnts and Levies General	13,676	24,801	11,125	A	Allan Oldfield		Budget needs profiling all the payments are made at the start of the year
Fylde Waste Schemes	Salaries - Basic Pay	421,844	357,264	-64,580	F	Jamie Dixon		Staff vacancies - saving will contribute to staffing re-structure savings target.
Fylde Waste Schemes	Agency Staff	60,024	45,948	-14,076	F	Jamie Dixon		Part of Directorate salary savings required
Fylde Waste Schemes	Bin Sacks	42,514	32,455	-10,059	F	Jamie Dixon		Part of Directorate salary savings required
Fylde Waste Schemes	Oprtnng Lease-Primary (Plant)	63,426	73,989	10,563	A	Jamie Dixon		Profiling - currently on target for outturn
Fylde Waste Schemes	Tipping - Green Waste	177,568	120,212	-57,356	F	Jamie Dixon		Profiling and invoices to be paid - budget on target
Fylde Waste Schemes	Tipping - Dry Recyclate	37,512	26,044	-11,468	F	Jamie Dixon		Profiling and invoices to be paid - budget on target
Fylde Waste Schemes	LCC Cost Sharing - Recycling	-356,392	-225,058	131,334	A	Jamie Dixon		Qtr 2 to be invoiced - budget on target
Fylde Waste Schemes	Recycling Income	-54,322	-91,440	-37,118	F	Jamie Dixon		Improved recycling income. Increased income to be used in year to fund leafleting costs re recycling service changes in March 2010 - virement required.

## FYLDE BOROUGH COUNCIL





### 2ND QUARTER REVENUE BUDGET MONITORING - HOT SPOT VARIANCES OVER £10K











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Service Area	Detail Description	Budget at Period 6	Actual at Period 6	Variance at Period 6	Fav(F) / Adv (A)	Budget Holder	Alert	Reason for Variance
Wyre Waste Schemes	Salaries - Basic Pay	706,278	604,548	-101,730	F	Jamie Dixon		Staff vacancies - offset by increased agency costs below
Wyre Waste Schemes	Superannuation	94,320	79,273	-15,047	F	Jamie Dixon		Staff vacancies - saving will contribute to staffing re-structure savings target.
Wyre Waste Schemes	Agency Staff	100,040	206,145	106,105	A	Jamie Dixon		Increased agency to cover staff vacancies - see above
Wyre Waste Schemes	Rents	18,756	0	-18,756	F	Jamie Dixon		Profiling - currently on target for outturn
Wyre Waste Schemes	Hire of Transport	3,750	18,940	15,190	A	Jamie Dixon		Increased rental costs due to fleet breakdowns and vehicles off-road.
Wyre Waste Schemes	Purchase of Equipment	37,498	0	-37,498	F	Jamie Dixon		Coding adjustment required - currently on target for outturn
Wyre Waste Schemes	Oprtnng Lease-Secndry (Plant)	79,430	155,310	75,880	A	Jamie Dixon		Profiling - currently on target for outturn
Wyre Waste Schemes	Contract - Contract Sum	-2,116,510	-2,355,646	-239,136	A	Jamie Dixon		Profiling - currently on target for outturn
Wyre Waste Schemes	Contract - Unspecified Works	-35,146	-25,054	10,092	A	Jamie Dixon		Invoices to be raised - currently on target for outturn
Trade Waste Service	LCC-Landfill Levy/Tipping Chgs	82,032	-216	-82,248	F	Jamie Dixon		Profiling - currently on target for outturn
Trade Waste Service	Bulk Bin Lease Charges	-17,504	-45,215	-27,711	F	Jamie Dixon		Profiling - currently on target for outturn
Trade Waste Service	Bulk Bin Collection Charges	-70,028	-127,213	-57,185	F	Jamie Dixon		Profiling - currently on target for outturn
Trade Waste Service	Bulk Bin Disposal Charges	-72,526	-129,696	-57,170	F	Jamie Dixon		Profiling - currently on target for outturn
Operational Services Team	Salaries - Basic Pay	57,988	41,838	-16,150	F	Jamie Dixon		Part of Directorate salary savings required

## FYLDE BOROUGH COUNCIL

### 2ND QUARTER REVENUE BUDGET MONITORING - HOT SPOT VARIANCES OVER £10K





<b>KEY:</b>		Potentially ADVERSE variance impacting on General Fund resources - requires close monitoring and may be reported in the MTFS
		Potentially FAVOURABLE variance impacting on General Fund resources - requires close monitoring and may be reported in the MTFS
		Variance currently showing but expected to be on target at year end, requires action e.g. re-profiling of budget or virement required
		Variance currently showing but expected to be on target at year end













Service Area	Detail Description	Budget at Period 6	Actual at Period 6	Variance at Period 6	Fav(F) / Adv (A)	Budget Holder	Alert	Reason for Variance
Highways Cleansing	Salaries - Basic Pay	164,528	139,299	-25,229	F	Jamie Dixon		Part of Directorate salary savings required
Highways Cleansing	Salaries - Overtime (1.5)	20,008	8,695	-11,313	F	Jamie Dixon		Profiling - currently on target for outturn
Highways Cleansing	Prsh Cncl Amenity Clnsng Grant	12,764	25,518	12,754	A	Jamie Dixon		Profiling - currently on target for outturn
Central Vehicle Maintenance Unit	Salaries - Basic Pay	121,610	85,133	-36,477	F	Jamie Dixon		Part of Directorate salary savings required
Central Vehicle Maintenance Unit	Restructure Savings Target	-18,506	0	18,506	A	Jamie Dixon		Savings will be achieved across several salary headings after completion of all restructures
Central Vehicle Maintenance Unit	CVMU Materials Cost	0	10,698	10,698	A	Jamie Dixon		Profiling - currently on target for outturn
Central Vehicle Maintenance Unit	Oil, Lubricants and Grease	0	10,188	10,188	A	Jamie Dixon		Profiling - currently on target for outturn
Central Vehicle Maintenance Unit	Preston CC - SLA Other	0	15,009	15,009	A	Jamie Dixon		Profiling - currently on target for outturn
Vehicles	Materials & repairs	322,029	269,388	-52,641	F	Steve Marsh		Profiling - currently on target for outturn
Vehicles	Fuel Costs	339,008	299,273	-39,735	F	Steve Marsh		A £35k favourable variance has been reflected in the MTFS mid year review to reflect prices paid for the year to date. Any increases in fuel prices in the second half of the year which reduce this forecast variance will be reflectd in future MTFS updates.



# FYLDE BOROUGH COUNCIL

## 2ND QUARTER REVENUE BUDGET MONITORING - HOT SPOT VARIANCES OVER £10K

<b>KEY:</b>		Potentially ADVERSE variance impacting on General Fund resources - requires close monitoring and may be reported in the MTFS
		Potentially FAVOURABLE variance impacting on General Fund resources - requires close monitoring and may be reported in the MTFS
		Variance currently showing but expected to be on target at year end, requires action e.g. re-profiling of budget or virement required
		Variance currently showing but expected to be on target at year end

Service Area	Detail Description	Budget at Period 6	Actual at Period 6	Variance at Period 6	Fav(F) / Adv (A)	Budget Holder	Alert	Reason for Variance
<b>STRATEGIC DEVELOPMENT DIRECTORATE</b>								
Strategic Dev Services Mgt Team	Restructure Savings Target	-50,020	0	50,020	A	Paul Walker		Savings will be achieved across several salary headings after completion of all restructures
Development Control	Planning Application Fees & Miscellaneous receipts	-266,314	-171,213	95,102	A	Mark Evans		A £200k adverse variance has been reflected in the MTFS mid year review - income reduced due to economic circumstances
Development Control Team	Salaries - Basic Pay	166,112	138,283	-27,829	F	Mark Evans		Staff vacancies - saving will contribute to staffing re-structure savings target.
Building Control	Income	-134,281	-96,244	38,037	A	Andrew Dickson		Income reduced due to economic circumstances - any surplus or deficit on the building control function as a whole is transferred to a balance sheet reserve in order that the activity breaks even over a three year period. The opening balance on the reserve at the start of 2009/10 stood at £28k, so as long as the overall outturn position for the function as a whole is less than a £28k deficit, this variance will have no impact on revenue. Requires close monitoring.
Planning Development	Hsg & Planning Delivery Costs	36,012	0	-36,012	F	Mark Evans		Virement required - budget on target
Technical Services Maint Unit	Internal Recharge Income	-25,510	0	25,510	A	Darren Bell		Profiling and internal recharges to be completed - budget on target
Footway Lighting	Other General Repairs and Mtce	10,004	0	-10,004	F	Andrew Dickson		Work yet to be incurred - budget on target
Footway Lighting	Street Lighting	6,730	17,775	11,045	A	Andrew Dickson		Overall budget insufficient to meet minimum health and saving requirements
Technical Team	Salaries - Basic Pay	59,738	220	-59,518	F	Andrew Dickson		Staff vacancies - saving will contribute to staffing re-structure savings target.
Technical Team	Superannuation	10,216	38	-10,178	F	Andrew Dickson		Staff vacancies - saving will contribute to staffing re-structure savings target.
Coast Protection	Other General Repairs and Mtce	30,012	-16,921	-46,933	F	Andrew Dickson		Work yet to be incurred - budget on target
Authority wide	Other Misc Repairs	121,560	29,158	-92,402	F	Paul Walker		Delay in invoicing from Wyre BC - expenditure is expected to be on target at year end.

## Savings Monitoring Statement : Quarter 2

2009-10 Savings (Approved by Council on 03-03-09)

Description	Nature of Saving	Savings Target 09.10 £	Anticipated Outturn 09.10 £	Potential Budget Shortfall £	Fav (F) / Adv (A)	Comments
<b>CHIEF EXECUTIVE</b>						
Chief Executive	Management Team Savings Target	110,000	110,000	0	F	Currently on target
Chief Executive	Disestablish post of Assistant PA to the Chief Exec & Directors	18,000	18,000	0	F	Achieved
Chief Executive	Cut Newspaper budget	2,000	2,000	0	F	Achieved
	<b>Total Chief Executive</b>	<b>130,000</b>	<b>130,000</b>	<b>0</b>		
<b>COMMUNITY SERVICES</b>						
Emergency Planning	Reduce Emergency Planning budget to min. statutory level	20,000	20,000	0	F	Currently on target
Art Collection	Reduce Art Collection maintenance budget	4,000	4,000	0	F	Currently on target
Community Services	Departmental Restructure	25,000	25,000	0	F	Currently on target
Cultural Services	Reduce operational overhead budget	7,000	0	7,000	A	Adjustment included in the November MFTS mid year review. Budget reduced in error.
Gambling Act 2005	Gambling Act - Income increase	20,000	20,000	0	F	Currently on target
Licensing Act 2003	Reduce Licensing budget to min. statutory level	8,000	8,000	0	F	Currently on target
Homelessness	Reduce Homelessness budget	15,000	15,000	0	F	Currently on target
Pest Control	Pest Control - Reduce expenditure / Increase income	5,000	5,000	0	F	Currently on target
Crematorium	Cremation Operating Lease (expiry)	16,000	16,000	0	F	Saving Achieved
Arboricultural Works - Parks	General Budget Reduction (Retain bunting & Staging budgets)	30,000	30,000	0	F	Currently on target
Cemetery	Increase internment fees from £320 to £340 (plus VAT)	2,000	2,000	0	F	Currently on target
Crematorium	Increase cremation fees from £360 to £400 (plus VAT)	48,000	48,000	0	F	Currently on target
Lytham - Leisure and Playground	Revise operation of Fairhaven Lake Boats	15,000	15,000	0	F	Currently on target
Pollution Control	Other Fees (Public Health and Fly Tipping)	2,000	2,000	0	F	Currently on target
Environmental Protection	Environmental Protection Service - Reduce expenditure / Increase income	5,000	5,000	0		Currently on target
	<b>Total Community Services</b>	<b>222,000</b>	<b>215,000</b>	<b>7,000</b>		

Description	Nature of Saving	Savings Target 09.10 £	Anticipated Outturn 09.10 £	Potential Budget Shortfall £	Fav (F) / Adv (A)	Comments
<b>GOVERNANCE AND PARTNERSHIPS</b>						
Benefit Fraud Investigation	Implement Shared Service	25,000	25,000	0	F	Currently on target
Finance Administration	Benefits Cheques to second class mail - Postage Savings	8,000	8,000	0	F	Currently on target
	<b>Total Governance and Partnerships</b>	<b>33,000</b>	<b>33,000</b>	<b>0</b>		
<b>STRATEGIC DEVELOPMENT SERVICES</b>						
Fylde Tourism	Reduction of general Tourism	5,000	5,000	0	F	Currently on target
Strategic Development	Departmental Restructure	25,000	25,000	0	F	Currently on target
Property Management	Review of property maintenance arrangements	20,000	20,000	0	F	Achieved
Property Management	Reduction in Property Maintenance budget	40,000	40,000	0	F	Achieved
Coast Protection	Reduction in Flood Defence / Coast Protection	30,000	30,000	0	F	Achieved
Property Management	Increasing Rent / Concessions Income levels	19,000	19,000	0	F	Currently on target
Town Hall	Remove vending machine in Town Hall	5,000	5,000	0	F	Currently on target
Street Seats, Name Plates & Signs	Street Furniture Maintenance	8,000	8,000	0	F	Achieved
Bus Shelters	Removal of Bus Shelter replacement	7,000	7,000	0	F	Achieved
Open Air Baths Car Park	Remove Open Air Baths other fees budget	5,000	5,000	0	F	Achieved
Sand Dunes	Remove Sand Dunes other fees budget	5,000	5,000	0	F	Achieved
Planning Policy	Additional Planning Advice Income	5,000	5,000	0	F	Currently on target
Concessionary Travel	Concessionary Fares generation factor adjustment	100,000	0	100,000	A	Given that no agreement has been reached with operators the MTFS has been adjusted on the basis that the anticipated savings of £100k in 2009/10 and 2010/11 will not be achievable.
	<b>Total Strategic Development</b>	<b>274,000</b>	<b>174,000</b>	<b>100,000</b>		

Description	Nature of Saving	Savings Target 09.10 £	Anticipated Outturn 09.10 £	Potential Budget Shortfall £	Fav (F) / Adv (A)	Comments
<b>CUSTOMER AND OPERATIONAL SERVICES</b>						
Human Resources	20 % Reduction in Vocational Training	5,000	5,000	0	F	Already achieved based on courses for 2009/10 and additional income from employees that have left having to pay back fees
Computer Services	Removal of the post that has been frozen for 12 months	30,000	30,000	0	F	Achieved
Corporate Administration Team	Removal of Part-Time vacant posts	8,000	8,000	0	F	Achieved
Customer Services Team	Removal of Part-Time vacant posts	7,000	7,000	0	F	Achieved
Town Hall - Telecommunications	Removal of the free Internet kiosks located across the borough	2,000	2,000	0	F	Saving Achieved - kiosks and charges ceased from 1st April 2009
Modernisation of Local Govt	Removal of online performance management system	5,000	5,000	0	F	Currently on target
Human Resources	Implement revised policy on car mileage and user status	10,000	10,000	0	F	Policy approved and implementation starts in August 2009
Human Resources	HR SLA savings subject to final agreement with Blackpool BC	10,000	10,000	0	F	Achieved
Operational Services Team	Operational Services restructure	37,000	37,000	0	F	Any shortfall will be delivered through further changes to be made as part of the new Directorate established from June 1st 2009. Once plans have been made future savings report will be updated.
Highways Cleansing	Delete vacant post	18,000	18,000	0	F	Achieved
Fylde Waste Schemes	Charge customers for Grey and Green wheeled bins	25,000	25,000	0	F	Currently on target
CVMU	Fleet Vehicles	10,000	10,000	0	F	Currently on target
Highways Cleansing	Target reduction in agency budget	30,000	30,000	0	F	Currently on target
	<b>Total Operational Services</b>	<b>197,000</b>	<b>197,000</b>	<b>0</b>		
<b>MISCELLANEOUS</b>						
	Additional savings to be found via Authority wide review of staffing costs	300,000	300,000	0	F	The MTFS mid year includes a recommendation to Council to achieve this saving.
	Energy cost reduction	30,000	30,000	0	F	Currently on target
	<b>Total Miscellaneous Costs</b>	<b>330,000</b>	<b>330,000</b>	<b>0</b>		
<b>Total Savings Target</b>		<b>1,186,000</b>	<b>1,079,000</b>	<b>107,000</b>	<b>A</b>	

**2009-10 Savings (Approved by Council on 03-03-08)**

Description	Nature of Saving	Savings Target 09.10 £	Anticipated Outturn 09.10 £	Anticipated Budget Shortfall £	Adverse / Favourable	Comments
Kirkham Offices	Co-locate One Stop Shop in St.Annes - Property Savings & Rental Income	17,000	0	17,000	A	Unlikely to be achieved due to the economic downturn which has reduced demand for such property. Talks are proceeding with the CAB in relation to their occupation of the building. This saving shortfall has been reflected in the MTFS mid year update.
Tourist Information Centre	Incorporate TIC in Town Hall Refurbishment	49,000	49,000	0	F	Restructure complete the actual savings are dependent on the payment arrangements for redundancy and pension strain costs that have yet to be confirmed.
<b>Total Savings Target</b>		<b>66,000</b>	<b>49,000</b>	<b>17,000</b>	<b>A</b>	
<b>2009/10 Total Savings Target</b>						
		<b>1,252,000</b>	<b>1,128,000</b>	<b>124,000</b>	<b>A</b>	

NOTE: The total £124,000 adverse saving variance has been reflected in the MTFS mid year review reported to Cabinet on 18th November 2009

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