

APPENDIX 1

DRAFT REVENUE BUDGET 2006/2007 – SUMMARY OF PORTFOLIO REQUIREMENTS

| Details | 2005/2006 | | | 2006/2007 | | 2007/2008 | 2008/2009 |
|---|------------------------------|-------------------|--------------------|-------------------|--------------------|-------------------|-------------------|
| | Original Estimate (restated) | Revised | Comparison Col 1&2 | Estimate | Comparison Col 1&4 | Projection | Projection |
| | £ | £ | £ | £ | £ | £ | £ |
| Borough Services | | | | | | | |
| Leader Portfolio | | | | | | | |
| Corporate Policy & Improvement | 693,030 | 810,130 | 117,100 | 836,990 | 143,960 | 862,780 | 889,310 |
| Economic Development | 449,810 | 508,970 | 59,160 | 538,410 | 88,600 | 559,210 | 570,870 |
| Public Protection | 234,470 | 189,740 | -44,730 | 244,920 | 10,450 | 259,410 | 274,570 |
| H.I.C. - Holiday Tourism etc. | 421,540 | 458,610 | 37,070 | 474,580 | 53,040 | 488,180 | 502,310 |
| Total | 1,798,850 | 1,967,450 | 168,600 | 2,094,900 | 296,050 | 2,169,580 | 2,237,060 |
| Resources Portfolio | | | | | | | |
| Legal & Democratic Services | 1,822,240 | 1,804,040 | -18,200 | 1,851,940 | 29,700 | 1,903,330 | 1,956,290 |
| Revenues & Benefits | 1,600,860 | 1,669,480 | 68,620 | 1,752,600 | 151,740 | 1,822,950 | 1,905,690 |
| Financial Management | 2,146,940 | 1,634,440 | -512,500 | 1,378,740 | -768,200 | 1,358,170 | 1,385,060 |
| Information Technology Development | 388,100 | 382,250 | -5,850 | 201,110 | -186,990 | 196,720 | 192,180 |
| Property Management | 88,750 | 166,310 | 77,560 | 182,530 | 93,780 | 203,540 | 223,640 |
| Total | 6,046,890 | 5,656,520 | -390,370 | 5,366,920 | -679,970 | 5,484,710 | 5,662,860 |
| Environmental Health Portfolio | 6,248,630 | 6,455,900 | 207,270 | 6,939,540 | 690,910 | 7,279,240 | 7,785,200 |
| Transport Portfolio | 419,990 | 519,710 | 99,720 | 1,236,660 | 816,670 | 1,234,340 | 1,245,630 |
| Housing Portfolio | 2,556,510 | 3,389,750 | 833,240 | 2,441,590 | -114,920 | 2,516,450 | 2,595,800 |
| Cultural Services Portfolio | 6,524,010 | 6,952,000 | 427,990 | 7,231,710 | 707,700 | 7,250,770 | 7,380,090 |
| Planning Portfolio | 1,568,680 | 1,776,890 | 208,210 | 1,959,130 | 390,450 | 1,788,850 | 1,883,750 |
| Service Spending Totals | 25,163,560 | 26,718,220 | 1,554,660 | 27,270,450 | 2,106,890 | 27,723,940 | 28,790,390 |
| Asset Management Revenue Account | -5,129,560 | -6,433,270 | -1,303,710 | -4,918,440 | 211,120 | -4,641,680 | -4,651,260 |
| Total Spending Requirement | 20,034,000 | 20,284,950 | 250,950 | 22,352,010 | 2,318,010 | 23,082,260 | 24,139,130 |
| Contribution to/from(-) Working Balance | 0 | -250,950 | -250,950 | -352,010 | -352,010 | 0 | 0 |
| Assumed Target Expenditure | 20,034,000 | 20,034,000 | 0 | 22,000,000 | 1,966,000 | 23,082,260 | 24,139,130 |

**REVISED ESTIMATES 2005/2006
MAJOR VARIATIONS - OE 2005/2006 TO RE 2005/2006**

| | GENERAL FUND IMPACT (+/-) £ |
|--|--|
| A. LEADER PORTFOLIO | |
| Economic Development: No significant net variations | |
| Corporate Policy & Improvement: <i>No significant net variations</i> | |
| Public Protection – Community Safety/CCTV: Net salary savings due to vacant posts | -25,000 |
| Holiday Tourism & Associated Services: No significant net variations | |
| | |
| B. RESOURCES PORTFOLIO | |
| Financial Management: Local Act Pensions – increased payment to West Yorkshire PF | +10,000 |
| Asset Management Revenue Account: Treasury Management GF decreased cost (net) Interest on rate refund – Ripon Leisure Centre | -220,000 -20,000 |
| Revenues & Benefits: Weekly Incorrect Benefit Subsidy (WIBS) – correction re 2004/2005 Savings in postage costs (net) Reduction in recovered court cost income in respect of Council Tax Reduced Council Tax benefit payments (net of subsidy) | +32,000 -17,500 +16,000 -29,200 |
| Legal & Democracy: <i>No significant net variations</i> | |
| Human Resources Business Unit: <i>No significant net variations</i> | |
| ITD: <i>Net salary savings due to vacant posts</i> | -18,000 |
| Business Support (Resources): <i>No significant net variations</i> | |
| Property Management: <i>Increased property/ground rent income</i> Reduced income – Hire of Market Stalls (mainly Ripon) | -18,500 +16,500 -20,000 |

| | | |
|-----------|---|----------|
| | Net salary savings – vacant posts Net GF effect of posts transferred from District Heating/Refrigeration to Building Management | +27,300 |
| C. | ENVIRONMENTAL HEALTH PORTFOLIO | |
| | Environment: Superannuation – increased employers' contribution rate for staff contributing at 5% | +42,000 |
| | Increased cost of refuse sacks due to oil price increases | +33,000 |
| | Increased income from MOD – contract extension | -17,000 |
| | Increased fuel costs | +31,000 |
| | Recycling – vehicle hire | +82,000 |
| | Street Cleansing – net increase in DSO surplus | -11,000 |
| | Public Protection: Licensing – increased income (net) | -15,000 |
| | Business Support (Community): No significant net variations | |
| D. | TRANSPORT PORTFOLIO | |
| | Reduced off-street car parking income (net) | +22,600 |
| | Concessionary Travel - increased payments to Community Transport | +11,100 |
| | | -35,300 |
| | | +12,300 |
| | Concessionary Travel - reduced payments to train operators | |
| | Concessionary Travel – issuing equipment | |
| E. | HOUSING PORTFOLIO | |
| | Housing: Increased Private Sector leasing costs (net) | +115,000 |
| | Increased Bed and Breakfast expenditure (net) | +41,000 |
| | Revenues & Benefits: Reduced rent allowance payments (net of subsidy) | -29,000 |
| | Increased Rent Rebate payments (net of subsidy) | +19,400 |
| F. | CULTURAL SERVICES PORTFOLIO | |
| | Increased utility costs | +80,800 |
| | | +6,400 |
| | Paddling Pools – staffing costs for Health and Safety purposes | +13,800 |
| | Jacob Smith Park – 2005/2006 growth agreed in 2004/2005 but omitted from Original estimate | +11,500 |
| | Superannuation – increased employers' contribution rate for staff contributing at 5% | -120,100 |
| | NNDR – net refund Ripon Leisure Centre | |
| G. | PLANNING PORTFOLIO | |
| | Planning: Reduced employee costs due to vacant posts | -25,000 |
| | Planning Delivery Grant – reduced income | +17,300 |
| | Planning Delivery Grant – reduced expenditure | -302,800 |
| | Planning Delivery Grant - increased appropriation to reserve | +285,500 |
| | Business Support (Development Services): | |

| | | |
|--|--------------------------|---------|
| | Recruitment costs | +21,000 |
|--|--------------------------|---------|

Note: The above summary identifies major changes only. It excludes variations in capital charges and changes in the allocation of costs that have no impact on the General Fund bottom line net expenditure.

December 2005

DRAFT REVENUE BUDGET 2006/2007

MAJOR VARIATIONS
ORIGINAL ESTIMATE 2005/2006 TO ORIGINAL ESTIMATE 2006/2007

| | | GENERAL FUND IMPACT (+/-) £ |
|-----------|--|--|
| A. | GENERAL ITEMS | |
| | Pay Awards and Inflation where unavoidable (broad estimate) | +800,000 |
| | Regrades/Normal increments | +130,000 |
| | Employers pension contributions (net of HRA/HIC contributions) | +245,000 |
| B. | LEADER PORTFOLIO | |
| | Economic Development: Increased rental/conference income (net) | -22,300 -10,600 |
| | <i>Increased income – Spa Water</i> Partnership Development Officer (East) – agreed growth | +15,000 |
| | Corporate Policy & Improvement: Delete 2005/2006 one-off growth provision – Corporate Improvement Fund | -30,000 |
| | Public Protection – Community Safety/CCTV: No significant net variations | |
| | Holiday Tourism: No significant net variations | |
| C. | RESOURCES PORTFOLIO | |
| | Financial Management: Local Act Pensions – increased payment to West Yorkshire PF Increased HIC contribution to General Fund (efficiency savings) | +10,000 -41,400 |
| | Asset Management Revenue Account: Treasury Management GF increased cost – lower interest rates Abolition of Local Authority Social Housing Grants – end of transitional relief | +39,000 +103,000 |
| | Revenues & Benefits: Reduced Council Tax benefit payments (net of subsidy) Savings in postage costs (net) Reduced benefit administration grant | -30,000 -16,500 +28,450 |
| | Legal & Democracy: <i>Land Charges – increased income</i> <i>Counsel's fees – reduced budget requirement</i> | -22,000 -10,000 -13,500 |

| | | |
|-----------|--|---|
| | Cash efficiency savings - various | |
| | Business Support (Resources): No significant net variations | |
| | Human Resources: Temporary post re Single Status project – agreed growth | +22,800 |
| | ITD: No significant net variations | |
| | Property Management: Delete 2005/2006 one-off growth provision – Starbeck Pool Utility charges – increased costs due to tariff renewals Net GF effect of posts transferred from District Heating/Refrigeration to Building Management Increased property/ground rent income Reduced income – hire of market stalls (mainly Ripon) | -80,000 +94,600 +27,300 -12,400 +15,500 |
| D. | ENVIRONMENTAL HEALTH PORTFOLIO | |
| | Environment: Increased cost of refuse sacks due to oil price increases Increased fuel costs Vehicle replacement programme – increased costs Recycling – reduced vehicle hire Recycling – reduce gate fees (more in-house handling of waste) | +51,000 +38,000 +58,000 -11,000 -18,000 |
| | Public Protection: Licensing – reduced income (net) Licensing – reduced temporary staff costs | +40,000 -21,000 |
| | Business Support (Community Services): No significant net variations | |
| E. | TRANSPORT | |
| | Increased car parking income Concessionary Travel – increased payments to bus operators Concessionary Travel – increased salary costs – agreed growth Concessionary Travel – increased payments to Community Transport Concessionary Travel – reduced payments to train operators Increased contribution from on-street car parking | -73,900 +757,000 +17,900 +14,100 -34,500 -25,000 |
| F. | HOUSING PORTFOLIO | |
| | Housing: Increased Private Sector leasing costs (net) Increased Bed and Breakfast expenditure (net) | +115,000 +41,000 |
| | Revenues & Benefits: | |

| | | |
|-----------|--|----------|
| | Increased Rent Rebate payments (net of subsidy) | +18,000 |
| G. | LEISURE & AMENITY SERVICES PORTFOLIO | |
| | <i>Jacob Smith Park – 2004/05 agreed growth - slippage of maintenance costs to 2006/07</i> | +10,300 |
| | <i>Utility charges – increased cost due to tariff renewal</i> | +102,900 |
| | <i>Paddling Pools – staffing costs for Health and Safety purposes</i> | +7,200 |
| H. | PLANNING PORTFOLIO | |
| | Planning: | |
| | <i>Increased building control fees</i> | -52,000 |
| | Planning Delivery Grant – reduced income | +350,000 |
| | Planning Delivery Grant – reduced expenditure | -218,100 |
| | Planning Delivery Grant - increased appropriation from reserve | -21,900 |
| | Business Support (Development Services): | |
| | No significant net variations | |

APPENDIX 3

**SCHEDULE OF FEES & CHARGES FOR SERVICES TO BE APPROVED BY
COUNCIL**

| DESCRIPTION OF ITEM | CHARGE 2005/2006 £ | PROPOSE DCHARGE 2006/2007 £ | RECOMMEND ED BY | REASON |
|--|-----------------------------------|--|-----------------------------|--|
| PROPERTY MANAGEMENT BUSINESS UNIT | | | | |
| Ripon/Knaresborough Market | | | | |
| 10ft frontage (standard stall) | 17.00 | 17.00 | Cabinet Member – Resources | To maintain viability and vitality of the markets |
| Small Table/Hanging Space | 1.10 | 1.10 | | |
| Charity Stall | 8.90 | 8.90 | | |
| | | | | |
| Farmers Markets | | | | |
| 10ft frontage (standard stall) | 25.00 | 25.00 | Cabinet Member – Resources | As above |
| Ripon Town Hall/ Knaresborough House | | | | |
| Wedding Surcharge | N/A | 150.00 | Cabinet Member – Resources | New charge in addition to standard room hire charges – contribution towards cost of obtaining wedding licences |
| ENVIRONMENT BUSINESS UNIT | | | | |
| Public Conveniences | | | | |
| Radar keys to access disabled facilities (inc VAT) | 2.70 | 2.70 | Cabinet Member – Env Health | Keys are sold at cost price. |
| Dog Wardens | | | | |
| Micro-chipping | 10.00 | 10.00 | Cabinet Member – Env Health | No increase is recommended as the overall costs are still being recovered. |

SUMMARY MINUTES RELATING TO DRAFT GENERAL FUND REVENUE BUDGET 2006/2007

MEETINGS WITH PORTFOLIO HOLDERS DECEMBER 2005

Housing (General Fund) - 13 December

Revised Estimate 2005/2006 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2005/2006 - The draft General Fund Estimates 2005/2006 as set out in the report were recommended to Cabinet.

Environmental Health - 15 December

Environment

Revised Estimate 2005/2006 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2006/2007 as set out in the report were recommended to Cabinet.

Discretionary Growth - The following items of discretionary growth were recommended to Cabinet for consideration:

A3/C1 Recycling

Public Protection

Revised Estimate 2005/2006 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2006/2007 as set out in the report were recommended to Cabinet.

Discretionary Growth - The following items of discretionary growth were recommended to Cabinet for consideration:

A7 Dog Warden Service

Business Support (Community Services)

Revised Estimate 2005/2006 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2006/2007 as set out in the report were recommended to Cabinet.

Property Management (Public Conveniences)

Revised Estimate 2005/2006 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2006/2007 as set out in the report were recommended to Cabinet.

Service Cuts – The Cabinet Member supported, in principle, the proposal to save £16,000 by closing public toilets, but did not wish to specify at this stage the toilets to be closed.

Planning – 16 December

Planning

Revised Estimate 2005/2005 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2006/2007 as set out in the report were recommended to Cabinet.

Business Support (Development Services)

Revised Estimate 2005/2005 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2006/2007 as set out in the report were recommended to Cabinet.

Transport – 19 December

Revised Estimate 2005/2006 - The latest position in relation to the Revised Estimate for 2005/2006 was noted.

Draft General Fund Estimate 2006/2007 - The draft General Fund Estimates 2005/2006 as set out in the report were recommended to Cabinet.

Leader – 21 December

This meeting is taking place after this report was prepared and its recommendations will be reported verbally at the meeting. This includes:

Public Protection (Community Safety); Economic Development; Holiday Tourism; Corporate Policy & Improvement

Resources - 21 December

This meeting is taking place after this report was prepared and its recommendations will be reported verbally at the meeting. This includes:

Financial Management; Revenues & Benefits; Legal & Democracy; Human Resources; ITD; Business Support (Resources); Property Management

Cultural Services – 21 December

This meeting is taking place after this report was prepared and its recommendations will be reported verbally at the meeting.

APPENDIX 5

| POTENTIAL GROWTH ITEMS EXCLUDED FROM THE DRAFT GENERAL FUND BUDGET FOR 2006/2007 | | | | | |
|--|---------------------------------|-----------------------|---------------------------|---|---|
| REF NO | DESCRIPTION OF ITEM | ESTIMATED COST | | DETAIL | COMMENTS |
| | | 2006/ 2007 COST | MAXIMUM ANNUAL COST | | |
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | £ | £ | | |
| A. | REVENUE GROWTH - ONGOING | | | | |
| A1 | Access to Services | 100,000 | 100,000 | Additional funds to support the Access to Services project and the development of electronic government/electronic service delivery initiatives. | Minimum contribution of £50,000 recommended by CMT |
| A2 | Electoral Services staffing | 13,670 | 19,450 | Increase in the staffing establishment of the Elections team to deal with additional work resulting from increased legislative requirements and customer expectations | Recommended by CMT |
| A3 | Recycling (see C1) | 105,000 | 105,000 | Provision of a kerbside paper-recycling scheme for approximately 15,000 rural households not covered by a kerbside scheme. | Not recommended by CMT due to overall financial position. |
| | | 35,000 | 35,000 | Revenue cost of operating an additional bulking station. | |
| | | 184,000 | 184,000 | Provision of two further green garden waste schemes covering 20,000 properties. | |
| A4 | Emergency Planning | 3,000 | 3,000 | Annual payment to North Yorkshire County Council for the provision of a 24-hour information service. | Recommended by CMT |

| POTENTIAL GROWTH ITEMS EXCLUDED FROM THE DRAFT GENERAL FUND BUDGET FOR 2006/2007 | | | | | |
|---|-------------------------------------|-----------------------|----------------------------|--|---|
| REF NO | DESCRIPTION OF ITEM | ESTIMATED COST | | DETAIL | COMMENTS |
| | | 2006/2007 COST | MAXIMUM ANNUAL COST | | |
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | £ | £ | | |
| A5 | Tree Risk Management Strategy | 11,920 | 13,530 | Salary and oncosts for the appointment of a tree inspector to enable all Council trees to be inspected at least once every 5 years. NB cost is net of contributions from existing parks budget (£3,900) and Housing Revenue Account (£7,800) | Recommended by CMT |
| A6 | Corporate Improvement Fund | 30,000 | 30,000 | Provision of an annual corporate improvement fund to resource the Council's corporate improvement agenda each year. NB this was agreed as one-off growth in 2005/2006 | Further one-year contribution of £30,000 recommended by CMT to be funded from 2005/2006 underspends |
| A7 | Dog Warden Service | 6,500 | 6,500 | Cost of collection and kennelling of stray dogs outside of normal working hours. NB duty transferred to the Local Authority from the Police under the Clean Neighbourhoods and Environment Act 2005. | Recommended by CMT |
| A8 | Access to Services | 10,000 | 10,000 | Additional funds to support a pilot initiative based at Mashamshire Community Office as part of the Council's Access to Services strategy. | Contribution on £5,000 recommended by CMT |
| | TOTAL ONGOING REVENUE GROWTH | 499,090 | 506,480 | | |

| POTENTIAL GROWTH ITEMS EXCLUDED FROM THE DRAFT GENERAL FUND BUDGET FOR 2006/2007 | | | | | |
|--|---|-----------------------|---------------------------|--|----------|
| REF NO | DESCRIPTION OF ITEM | ESTIMATED COST | | DETAIL | COMMENTS |
| | | 2006/ 2007 COST | MAXIMUM ANNUAL COST | | |
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | £ | £ | | |
| B. | REVENUE GROWTH – ONE OFF | | | | |
| B1 | On-line booking – sports and leisure facilities | 15,000 | N/A | Purchase of off-the-shelf packages to supplement current systems used in sports and leisure facilities to enable on-line viewing and booking of leisure facilities and enable on-line payment. | |
| | TOTAL ONE-OFF REVENUE GROWTH | 15,000 | | | |
| C. | CAPITAL GROWTH | | | | |
| C1 | Recycling (see A3) | 466,000 | N/A | Purchase of vehicles/wheeled bins to enable expansion of the rural kerbside paper scheme. | |
| | | 60,000 | N/A | Purchase of an additional bulking station to minimise travelling time. | |
| | | 764,000 | N/A | Purchase of vehicles/wheeled bins to enable expansion of the green garden waste scheme. | |
| C2 | Victoria Park House – subsidence | 88,000 | N/A | Cost of underpinning, remedial works and staff relocation. NB Cost is net of £34k provision in 2006/2007 planned maintenance budget and £18k contribution from HRA. | |
| | TOTAL CAPITAL GROWTH | 1,396,000 | | | |

APPENDIX 5A

| GROWTH ITEMS RELATED TO CORPORATE PRIORITIES | | | | | | | | |
|---|--------------------------------------|--------------------------------|-----------------------------|-------------------------------|--------------------------------|------------------------------------|-----------------------------------|---|
| Growth Item | Afford Housing | Traffic & Transport | Keepin District Safe | Caring For Environment | Supportin Local Economy | First Class Public Services | Organisational Improvement | Notes |
| | REVENUE GROWTH | | | | | | | |
| A1 | Access to Services | | | | | ✓ | ✓ | |
| A2 | Electoral Services Staffing | | | | | ✓ | ✓ | |
| A3 | Recycling | | | ✓ | | ✓ | | |
| A4 | Emergency Planning | | ✓ | | | ✓ | | Requirement under Civil Contingencies Act 2004 |
| A5 | Tree Risk Management Strategy | | ✓ | ✓ | | ✓ | | |
| A6 | Corporate Improvement Fund | | | | | ✓ | ✓ | |
| A7 | Dog Warden Service | | ✓ | ✓ | | ✓ | | Legislative transfer of function from Police to Local Authority |
| A8 | Ats – Mashamshire Community Office | | | | | ✓ | | |
| | REVENUE GROWTH – ONE-OFF ITEM | | | | | | | |
| B1 | On-line Booking Sport and Leisure | | | | | ✓ | | |
| | CAPITAL GROWTH | | | | | | | |
| C1 | Recycling – Capital Growth | | | ✓ | | ✓ | | |
| C2 | Victoria House – Subsidence | | | ✓ | | ✓ | | |

| GROWTH ITEMS RELATED TO STRATEGIC ACTIONS | | | | | | | | | | | | | |
|---|--|---------------|------------------------|---------------|------------|-------------|-----------------|-------------------|-------------------|-----------|-------------------|------------|----------------------------|
| Growth Item | | Comm Planning | Resources & Priorities | Invest In HIC | Royal Hall | City/Region | Holiday Tourism | Cultural Services | Customer Services | IT Invest | People Management | Leadership | Rural Community Investment |
| | REVENUE GROWTH | | | | | | | | | | | | |
| A1 | Access to Services | ✓ | ✓ | | | | | | ✓ | ✓ | | | ✓ |
| A2 | Electoral Registration | | | | | | | | ✓ | | | | ✓ |
| A3 | Recycling | | | | | | | | ✓ | | | | ✓ |
| A4 | Emergency Planning | ✓ | | | | | | | | | | ✓ | |
| A5 | Tree Risk Management Strategy | | | | | | | ✓ | ✓ | | | | |
| A6 | Corporate Improvement Fund | | | | | | | | | | ✓ | ✓ | |
| A7 | Dog Warden Service | | | | | | | | ✓ | | | | ✓ |
| A8 | Ats – Mashamshire Community Office | | ✓ | | | | | | ✓ | ✓ | | | ✓ |
| REVENUE GROWTH – ONE-OFF | | | | | | | | | | | | | |
| B1 | On-line Booking Services – Sport & Leisure | | | | | | | ✓ | ✓ | ✓ | | | |
| CAPITAL GROWTH | | | | | | | | | | | | | |
| C1 | Recycling | | | | | | | | ✓ | | | | ✓ |
| C2 | Victoria House Subsidence | | ✓ | | | | | | | | | | |

APPENDIX 6

DRAFT GENERAL FUND BUDGET 2006/2007

EFFICIENCY SAVINGS OVERALL SUMMARY

| DEPARTMENT | CATEGORY OF SAVINGS | | | | |
|----------------------------------|---------------------|--------------------|----------------|----------------|------------------|
| | TARGET | EFFICIENCY SAVINGS | | SERVICE CUTS | TOTAL |
| | | CASH | NON-CASH | | |
| | £ | £ | £ | £ | £ |
| CPID | 13,000 | 9,760 | 2,820 | 0 | 12,580 |
| Resources | 133,000 | 73,360 | 120,350 | 0 | 193,710 |
| Community Services (non-Leisure) | 157,000 | 83,400 | 75,500 | 0 | 158,900 |
| Community Services (Leisure) | 180,000 | 45,290 | 131,000 | 0 | 176,290 |
| Development Services | 224,000 | 17,700 | 250,440 | 109,030 | 377,170 |
| HIC (Holiday Tourism) | 6,000 | 0 | 3,000 | 3,000 | 6,000 |
| HIC (Conference & Exhibitions) | 138,000 | 41,400 | 0 | 0 | 41,400 |
| Corporate | 0 | 0 | 40,000 | 0 | 40,000 |
| TOTAL | 851,000 | 270,910 | 623,110 | 112,030 | 1,006,050 |

| DRAFT GENERAL FUND REVENUE BUDGET 2006/2007 SUMMARY OF CASH EFFICIENCY SAVINGS | | | |
|---|---|---------------|---|
| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| A. | CORPORATE POLICY & IMPROVEMENT DEPARTMENT (Target Saving £13,000; Cash Element £7,000) | | |
| A1 | Chief Executive – reduced training budget | 1,670 | |
| A2 | Policy & Performance – casual staff | 840 | Increased efficiency on data input |
| A3 | Customer Service project | 7,250 | Annual revenue savings achieved through joint procurement tendering for the CRM |
| | TOTAL CASH SAVINGS CPID | 9,760 | |
| B. | DEPARTMENT OF RESOURCES (Target Saving £133,000; Cash Element £76,000) | | |
| | FINANCIAL MANAGEMENT BUSINESS UNIT | | |
| B1 | Subscriptions | 4,790 | Change of provider re tax advice £4,300, other £490 |
| B2 | Postages | 1,500 | Reduced postage costs resulting from implementation of e-mailed remittances for BACS payments |
| B3 | Other miscellaneous savings (net) | 500 | |
| | REVENUES & BENEFITS BUSINESS UNIT | | |
| B4 | Postages | 16,500 | Reduced costs due to reduced volume/weight of letters and increased use of e-mail |
| B5 | Cash collection | 14,000 | Revised arrangements re cash collections from Area Housing offices |
| B6 | Salaries | 7,500 | Net savings resulting from minor restructure following retirement of post FR42 |

**DRAFT GENERAL FUND REVENUE BUDGET 2006/2007
SUMMARY OF CASH EFFICIENCY SAVINGS**

| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
|---------------|--|---------------|--|
| (1) | (2) | (3) | (4) |
| | | £ | |
| B7 | Print Unit printing | 3,000 | Reduced costs due to purchase of more efficient bulk printer/copiers |
| | LEGAL & DEMOCRACY BUSINESS UNIT | | |
| B8 | Counsels fees (net saving) | 3,500 | External support on Freedom of Information now provided in-house |
| B9 | Floral Decorations | 6,020 | Reduced requirement due to alterations to accommodate the new Customer Services Unit |
| B10 | Land Charges – licence fees | 3,700 | Reduced fees due to contract renegotiation |
| B11 | Members IT equipment | 3,600 | Reduced requirement |
| B12 | Meeting Management | 1,500 | Various budget reductions resulting from centralisation of Planning committees |
| B13 | Electoral Registration - travel | 250 | Reduced requirement |
| | BUSINESS SUPPORT (RESOURCES) | | |
| B14 | Salaries | 4,460 | Post CA49 – reduction from 5 days to 2 days |
| B15 | Periodicals | 540 | Rationalisation of subscriptions following corporate restructure |
| | ITD BUSINESS UNIT | | |
| B16 | GIS/Mapping | 1,000 | |
| | HUMAN RESOURCES BUSINESS UNIT | | |
| B17 | Training | 700 | Delete provision for industrial relations training – no demand |
| B18 | Other miscellaneous savings | 300 | |
| | TOTAL CASH SAVINGS DR | 73,360 | |

**DRAFT GENERAL FUND REVENUE BUDGET 2006/2007
SUMMARY OF CASH EFFICIENCY SAVINGS**

| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
|---------------|--|---------------|---|
| (1) | (2) | (3) | (4) |
| | | £ | |
| C. | DEPARTMENT OF COMMUNITY SERVICES (non-Leisure) (Target Saving £157,000; Cash Element £86,000) | | |
| | ENVIRONMENT BUSINESS UNIT | | |
| C1 | Recycling – gate fees | 18,420 | Reduced gate fees due to in-house waste handling |
| C2 | Recycling – hire charges | 11,790 | Reduced reliance on hired vehicles due to establishment of recycling service |
| C3 | Vehicle acquisition | 10,000 | Efficiencies in procuring refuse vehicles resulting in lower average prices |
| C4 | Advertising/promotion | 12,220 | Reduced budget requirement |
| C5 | Abandoned Vehicles – contractors charges | 4,150 | Renegotiation of contracts |
| C6 | Street Cleansing salaries | 3,060 | Reduced management costs – minor restructure |
| | PUBLIC PROTECTION BUSINESS UNIT | | |
| C7 | Overtime (various) | 3,400 | Reduced budget requirement – Environmental Protection £1,000; Food/Occupational Safety £400; Licensing £2,000 |
| C8 | CCTV | 6,000 | Reduced costs rapid deployment camera £5,000; marketing/promotion £1,000 |

| DRAFT GENERAL FUND REVENUE BUDGET 2006/2007 SUMMARY OF CASH EFFICIENCY SAVINGS | | | |
|--|---|---------------|--|
| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| HOUSING BUSINESS UNIT (General Fund Services) | | | |
| C9 | Homelessness | 4,480 | 25% reduction in average length of stay in bed & breakfast |
| C10 | Miscellaneous savings | 790 | Equipment £500; Publications £90; Subscriptions £200 |
| BUSINESS SUPPORT (COMMUNITY SERVICES) | | | |
| C11 | Miscellaneous savings | 9,090 | Overtime £1,000; Car Allowances £1,590; Photocopying £4,000; Wages £2,500 |
| TOTAL CASH SAVINGS DCS (Non-Leisure) | | 83,400 | |
| D. DEPARTMENT OF COMMUNITY SERVICES (Leisure) (Target Saving £180,000) | | | |
| | Cash savings identified in meeting bottom line budget | 45,290 | |
| TOTAL CASH SAVINGS DCS (Leisure) | | 45,290 | |
| E. DEPARTMENT OF DEVELOPMENT SERVICES (Target Saving £224,000; Cash Element £128,000) | | | |
| ECONOMIC DEVELOPMENT BUSINESS UNIT | | | |
| E1 | On Location | 6,000 | Cost savings resulting from revised production arrangements and increased use of e-mail for distribution |
| E2 | Spa Water | 2,000 | Increased turnover rental income |
| TRANSPORT BUSINESS UNIT | | | |
| No savings identified in this category | | | |
| PROPERTY MANAGEMENT BUSINESS UNIT | | | |
| E3 | Building Cleaning | 2,120 | Contract inflation absorbed within existing budget |
| E4 | Premises Management | 4,500 | Reduced overtime budget due to amended work schedule at Knaresborough House |

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|---|---|----------------|---|
| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| | PLANNING BUSINESS UNIT | | |
| E5 | Development Control - postage | 1,800 | Savings on postage due to availability of information electronically. Paper copies of decision notices no longer sent to consultees |
| E6 | High Hedges | 1,280 | Income generated from complaints resulting from new High Hedges legislation (dealt with within existing resources) |
| | TOTAL CASH SAVINGS DDS | 17,700 | |
| | | | |
| F. | HIC | | |
| | CONFERENCE & EXHIBITION COMPLEX (Target Saving £138,000; Cash Element £41,400) | | |
| D1 | Conference & Exhibition Income | 41,400 | GF contribution re target saving |
| | HOLIDAY TOURISM BUSINESS UNIT (Target Saving £6,000; Min. Cash Element £3,000) | | |
| | No savings identified in this category | | |
| | TOTAL CASH SAVINGS HIC | 41,400 | |
| | | | |
| | TOTAL CASH SAVINGS ALL DEPTS | 270,910 | |

| DRAFT GENERAL FUND REVENUE BUDGET 2006/2007 SUMMARY OF NON CASH EFFICIENCY SAVINGS | | | |
|---|--|---------------|--|
| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| A. | CORPORATE POLICY & IMPROVEMENT DEPARTMENT (Target Saving £13,000) | | |
| A1 | Policy & Performance | 840 | Improved efficiency through use of bespoke software on performance management and community engagement. |
| A2 | Directorate/Corporate Improvement | 1,360 | Saving on senior officer/admin time through restructure of CMT protocol. |
| A3 | PR/Media | 120 | Additional work in respect of shared learning and corporate ID. |
| A4 | Corporate Governance | 250 | Increased efficiency on risk management assessments through use of Covalent performance management system. |
| A5 | Overview & Scrutiny | 250 | Additional work in respect of new Audit Committee requirements. |
| | TOTAL NON CASH SAVINGS CPID | 2,820 | |
| B. | DEPARTMENT OF RESOURCES (Target Saving £133,000) | | |
| | FINANCIAL MANAGEMENT BUSINESS UNIT | | |
| B1 | Corporate restructure | 28,720 | Balance of saving on deleted Strategic Finance Manager post reallocated to Single Status reserve |
| B2 | Internal Audit | 2,000 | Time saved in producing year-end management letters by using APACE system to record recommendations |
| | REVENUES & BENEFITS BUSINESS UNIT | | |
| B3 | Council Tax/NNDR Collection | 6,000 | Increase in number of properties |
| | LEGAL & DEMOCRACY BUSINESS UNIT | | |
| B4 | Legal Support | 9,000 | Freedom of Information work absorbed (previously undertaken by external resource) |
| B5 | Member Services | 2,500 | Additional work re extra Licensing Committees |

| DRAFT GENERAL FUND REVENUE BUDGET 2006/2007 SUMMARY OF NON CASH EFFICIENCY SAVINGS | | | |
|---|---|----------------|--|
| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| BUSINESS SUPPORT (RESOURCES) | | | |
| B6 | E-payments | 2,050 | Introduction of e-returns handled within existing resources |
| B7 | Recruitment advertising | 2,000 | Central co-ordination of recruitment advertising – introduced to reduce costs. |
| ITD BUSINESS UNIT | | | |
| B8 | Information Systems & Technology | 47,680 | Increase in hardware, operating systems and data network |
| HUMAN RESOURCES BUSINESS UNIT | | | |
| B9 | HR Support | 10,400 | Additional work re single status, stress management, IIP, |
| B10 | Recruitment Advertising | 10,000 | Savings re appointment of Tribal Resourcing |
| TOTAL NON CASH SAVINGS DR | | 120,350 | |
| C. DEPARTMENT OF COMMUNITY SERVICES (non-Leisure) (Target Saving £157,000) | | | |
| ENVIRONMENT BUSINESS UNIT | | | |
| C1 | Refuse Collection – service remediation | 26,000 | Target improvement in service remediation from 98% in 2005/2006 to 99% in 2006/2007 |
| C2 | Fly Tipping removal | 15,450 | Performance improvement |
| PUBLIC PROTECTION BUSINESS UNIT | | | |
| C3 | Public Health Complaints | 5,800 | 99% of requests for service achieved within service standard of 24 hours compared to 97% in 2003/2004 |
| C4 | Community Safety | 2,350 | Overall crime rate reduced from 72 per 1,000 population in 2003/2004 to 64 per 1,000 population in 2004/2005 |
| HOUSING BUSINESS UNIT (General Fund Services) | | | |
| C5 | Affordable Housing | 14,880 | 10.9% increase in affordable homes provided |
| BUSINESS SUPPORT (COMMUNITY SERVICES) | | | |
| C6 | Recruitment | 11,020 | Higher number of vacancies dealt with using fewer resources |
| TOTAL NON CASH SAVINGS DCS (Non-Leisure) | | 75,500 | |

**DRAFT GENERAL FUND REVENUE BUDGET 2006/2007
SUMMARY OF NON CASH EFFICIENCY SAVINGS**

| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
|---------------|--|----------------|---|
| (1) | (2) | (3) | (4) |
| | | £ | |
| D. | DEPARTMENT OF COMMUNITY SERVICES (Leisure) (Target Saving £180,000) | | |
| D1 | Granby High School – revised operations | 20,000 | Increased health and physical activity outputs, including increased usage |
| D2 | External grant aid - general | 111,000 | Increased generation of revenue funding resulting from increased allocation of officer time and changed focus |
| | TOTAL NON CASH SAVINGS DCS (Leisure) | 131,000 | |
| E. | DEPARTMENT OF DEVELOPMENT SERVICES (Target Saving £224,000) | | |
| | ECONOMIC DEVELOPMENT BUSINESS UNIT | | |
| E1 | On Location | 8,000 | Revised arrangements will result in a bi-monthly rather than quarterly publication at no additional cost |
| E2 | Web based search facilities | 6,600 | Introduction of a web based commercial property search facility has enabled a 192% increase in enquiry levels to be serviced within existing resources. |
| E3 | Partnership Development Officer | 15,000 | Additional resource (previously grant aided) funded by additional rental income |
| E4 | Partnership Development Project – Pateley Bridge | 2,880 | Reduced draw down from reserves funded by additional rental income |
| | TRANSPORT BUSINESS UNIT | | |
| E5 | Highways Maintenance | 32,000 | Existing highway network maintained within reduced budget |
| | PROPERTY MANAGEMENT BUSINESS UNIT | | |
| E6 | Building Management | 16,000 | New work on legionnaires disease prevention and increased asbestos inspections within existing resources |
| E7 | Building Cleaning | 3,610 | Amalgamation of client and contractor functions following internal Best Value Review |

| DRAFT GENERAL FUND REVENUE BUDGET 2006/2007 SUMMARY OF NON CASH EFFICIENCY SAVINGS | | | |
|---|--|----------------|--|
| REF NO | DESCRIPTION OF ITEM | SAVING | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| | PLANNING BUSINESS UNIT | | |
| E8 | Planning Committee | 142,000 | Estimated efficiency gain following introduction of revised Committee structure |
| E9 | Development Control | 3,200 | Efficiency savings due to availability of information electronically. Paper copies of decision notices no longer sent to consultees. |
| E10 | High Hedges | 6,150 | Complaints received as a result of new high hedges legislation dealt with within existing resources |
| | BUSINESS SUPPORT (DDS) | | |
| E11 | Telephony | 15,000 | Post transferred to ITD. Residual work undertaken within existing resources |
| | TOTAL NON CASH SAVINGS DDS | 250,440 | |
| | | | |
| F. | HIC | | |
| | CONFERENCE & EXHIBITION COMPLEX (Target Saving 138,000) | | |
| | No savings identified in this category | | |
| | HOLIDAY TOURISM BUSINESS UNIT (Target Saving £6,000) | | |
| F1 | Holiday Tourism Marketing | 3,000 | Savings on producing Visitor Guide and Accommodation List reinvested into further marketing initiatives. |
| | TOTAL NON CASH SAVINGS HIC | 3,000 | |
| | | | |
| G. | CORPORATE | | |
| G1 | Mobile telephone review | 40,000 | Estimated savings on revised mobile 'phone arrangements to be reinvested in further procurement initiatives |
| | TOTAL NON CASH SAVINGS CORPORATE | 40,000 | |
| | TOTAL NON CASH SAVINGS ALL DEPARTMENTS | 623,110 | |

| DRAFT GENERAL FUND REVENUE BUDGET 2006/2007 SUMMARY OF PROPOSED BUDGET CUTS | | | |
|--|--|-------------------------|---|
| REF NO | DESCRIPTION OF ITEM | BUDGET REDUCTION | COMMENTS |
| (1) | (2) | (3) | (4) |
| | | £ | |
| A. | CORPORATE POLICY & IMPROVEMENT DEPARTMENT (Target Saving £13,000) | | |
| | No Savings identified in this category | | |
| | TOTAL BUDGET CUTS CPID | | |
| B. | DEPARTMENT OF RESOURCES (Target Saving £133,000) | | |
| | No Savings identified in this category | | |
| C. | DEPARTMENT OF COMMUNITY SERVICES (non-Leisure) (Target Saving £157,000) | | |
| | No Savings identified in this category | | |
| D. | DEPARTMENT OF COMMUNITY SERVICES (Leisure) (Target Saving £180,000) | | |
| | No Savings identified in this category | | |
| E. | DEPARTMENT OF DEVELOPMENT SERVICES (Target Saving £224,000) | | |
| | TRANSPORT BUSINESS UNIT | | |
| E1 | Christmas Lighting | 29,470 | Delete provision |
| E2 | Decorative Lighting | 12,760 | Delete provision |
| E3 | Concessionary Travel | 42,000 | Delete travel token scheme |
| E4 | Concessionary Travel | 8,800 | Discontinue rail passes |
| | PROPERTY MANAGEMENT BUSINESS UNIT | | |
| E5 | Public Conveniences | 16,000 | Close 4 least-used public conveniences |
| | TOTAL SERVICE CUTS DDS | 109,030 | |
| F. | HIC | | |
| | HOLIDAY TOURISM BUSINESS UNIT (Target Saving £6,000) | | |
| F1 | Holiday Tourism Marketing | 3,000 | Reduce marketing activity by not producing Great Days Out Guide and reducing HIC involvement in joint marketing initiatives with local partnerships |
| | TOTAL SERVICE CUTS HIC | 3,000 | |
| | TOTAL SERVICE CUTS ALL DEPTS | 112,030 | |