



Strategic Planning & Environment

Overview & Scrutiny

Agenda

TUESDAY 3 DECEMBER 2019 AT 7.30 PM

DBC Council Chamber - The Forum

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Barrett
Councillor Beauchamp
Councillor Birnie (Chairman)
Councillor P Hearn
Councillor Hobson
Councillor Ransley
Councillor Riddick

Councillor Rogers
Councillor Silwal (Vice-Chairman)
Councillor Stevens
Councillor Taylor
Councillor Timmis
Councillor Woolner

For further information, please contact Corporate and Democratic Support on 01442 228209.

AGENDA

1. MINUTES

To agree the minutes of the previous meeting.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DECLARATIONS OF INTEREST

To receive any declarations of interest.

4. PUBLIC PARTICIPATION

**5. CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE IN
RELATION TO CALL-IN**

6. BUDGET PREPARATIONS 2020/21 (Pages 3 - 25)

7. WORK PROGRAMME (Pages 26 - 27)



AGENDA ITEM:

SUMMARY

Report for:	Joint Overview & Scrutiny Committee- Strategic Planning and Environment
Date of meeting:	3rd December 2019
PART:	1
If Part II, reason:	

Title of report:	BUDGET PREPARATION 2020/21
Contact:	Cllr Graeme Elliot, Portfolio Holder for Finance & Resources James Deane, Corporate Director (Finance & Operations) Nigel Howcutt, Assistant Director (Finance & Resources)
Purpose of report:	To provide Members with an overview of the draft budget and provide the opportunity to scrutinise and provide feedback to Cabinet.
Recommendations	That Scrutiny Committees review and scrutinise the draft budget proposals for 2020/21 and provide feedback, to be considered by Cabinet, for each Committee's specific area of responsibility.
Corporate Objectives:	All. Setting a balanced budget supports all of the Council's corporate objectives.
Implications:	The financial and value for money implications are set out in the body of the report.
Risk Implications	The Council is required to set a balanced budget and scrutiny of the overall budget proposals will assist in the challenge process required.
Community Impact Assessments	Where appropriate, Community Impact Assessments for proposed budgets amendments have been undertaken by relevant service areas.
Health And Safety Implications	None.
Consultees:	Budget Review Group; Portfolio Holders; Chief Officer Group; Corporate Management Team; Group Managers.
Background Papers:	Agenda item 9 Medium Term Financial Strategy 2019/20 – 2023/24, July 2019 Cabinet.
Key Terms,	GF – General Fund

Definitions & Acronyms	HRA – Housing Revenue Account MTFS – Medium Term Financial Strategy OSC – Overview and Scrutiny Committee RSG – Revenue Support Grant
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Introduction

1. The purpose of this report is to present for scrutiny and review the draft budget proposals for 2020/21.
2. Budget detail for every area of the Council has been made available to all Members. A glossary of what is grouped under headings is set out in Annexe A.
3. With the exception of the Finance & Resources committee, which scrutinises all budgets, individual Overview and Scrutiny Committees (OSCs) will focus only on those appendices and that portion of the Capital Programme that relate directly to their remit.
4. A senior Finance Officer will be present in each of the committees to support the Chair.
5. The following appendices are relevant to the draft budget proposals for 2020/21:

Corporate view

- Appendix A – General Fund Budget Summary 2020/21
- Appendix Bi – Budget Change Analysis 2019/20 – 2020/21
- Appendix Bii – Summary by Committee

Strategic Planning & Environment

- Appendix Ei – Strategic Planning & Environment Budgets Summary 2020/21
- Appendix Eii – Strategic Planning & Environment Budgets Detail 2020/21

Capital Programme

- Appendix Hiii – Strategic Planning and Environment Capital Programme: Summary of new and amended projects
- Appendix liii – Strategic Planning and Environment Capital Programme 2020/21 - 2024/25.

Medium Term Financial Strategy (MTFS)

6. The current MTFS was approved by Council in July 2019 and contained the following key decisions which have informed the budget-setting process for 2019/20:
 - A General Fund savings target of £777k for 2020/21
 - A General Fund savings target of £2.9m over the duration of the MTFS period
 - A General Fund balance of between 5% and 15% of Net Service Expenditure
 - A minimum HRA working balance of 5% of turnover
7. The draft budget presented in Appendix A has a balanced position. At this stage, this remains subject to a number of budgetary assumptions. Work continues on these assumptions, and the finalised position will be reported to Members at the Joint OSC in February.

8. Council has delegated authority to the S151 Officer to revise the MTFS if material changes to forecasts are required as a result of future government announcements.
9. Prior to seeking Member approval for the budget in February 2020, further consultation and communication will be undertaken, including the following:
 - Briefings to Town and Parish Clerks and Parish Councillors
 - Use of the Council's web site
 - Social Network Media
 - Citizen Forum events

Key Assumptions included in draft General Fund Budget

10. The following assumptions are incorporated within the draft budget:
 - £5 increase in Council Tax and 1% increase in taxbase
 - An average 2.9% pay settlement
 - Vacancy factor of 5% for non-front-line services
 - Zero Revenue Support Grant (see paragraphs 11 - 16)
 - New Homes Bonus reduced by 20% (£450k)
 - Inflation freeze on Supplies and Services
11. A technical consultation on the Local Government Finance Settlement 2020/21 issued by MHCLG in October 2019 indicated that the Government is minded to suspend 'negative RSG' payments for 2020/21. If implemented in full, this suspension would represent an unbudgeted, one-off funding benefit to the Council of £1.6m for 2020/21. Final confirmation of this decision is expected as part of the Local Government Finance Settlement 2020/21.
12. Whatever financial benefit the Council may receive from the full or partial suspension of negative RSG in 2020/21 should be seen as a one-year benefit for 2020/21. This position is explained in the paragraphs below.
13. The concept of 'negative RSG' was introduced to enable Government to reduce the level of funding paid to an authority when there was no further RSG left to reduce. The idea was that the negative RSG would net off against the Business Rates funding to bring total authority funding down to a level, which, in Government's opinion, reflected its level of need.
14. In this respect 'negative RSG' was only ever a transitional tool until each authority's needs-level funding is captured and baselined within the Business Rates future funding methodology. Government has previously stated that RSG will cease to exist as a funding stream once the new funding model is rolled out.
15. It is prudent to assume that Government has not fundamentally changed its medium-term assessment of Dacorum's level of need, and therefore that the suspension of negative RSG is a temporary relief, and not guaranteed to be reflected in the funding methodology beyond 2021.
16. As a one-off funding benefit, which, still, at the time of writing remains uncertain, it is recommended that the full amount of £1.6m is contributed to reserves as follows:

- Technology Reserve £0.5m
- Local Development Framework Reserve £0.4m
- Training and Development Reserve £0.4m
- Climate Change and Sustainability Reserve £0.3m

17. Any additional changes to the 2020/21 funding levels announced within the Local Government Finance Settlement will be incorporated within the second draft budget brought for Members' scrutiny in February 2020.

Key General Fund budget savings since last year

18. Detailed budget changes between 2019/20 and 2020/21 are shown in Appendix B. Key items include:

- £180k total staff efficiency savings
- £1.3m increase in income generated
- £150k increase in contributions and reimbursements

Key General Fund budget growth since last year

19. Detailed ongoing growth areas (i.e. not one-off items of expenditure to be funded from reserves) are shown in Appendix B. Key items include:

- £390k Employees; includes assumed pension contribution increase (tbc)
- £160k Premises
- £380k Income reduction (Garages and Commercial Waste)

20. In order to assist Members in their scrutiny, the draft Strategic Planning and Environment budget is set out at a detailed Service level in appendices Ei and Eii.

Capital Programme

21. The draft Strategic Planning and Environment Capital Programme is set out in Appendix liii.

22. There have been a number of bids for new capital projects from across Strategic Planning and Environment services. The financial implications of the new bids are summarised in Appendix Hiii and total £157k in 20/21 and £267k between 2020/21-2024/25.

Next Steps

23. Members are asked to review and scrutinise the draft budget proposal for 2020/21, and to provide feedback for Cabinet to consider ahead of the next Joint OSC, in February 2020.

Annexe A
Explanation of expenditure categories used in appendices
Budget Categories Glossary

Employees

This group includes the cost of employee expenses, both direct and indirect, for example:

- Salaries
- Employer's National Insurance and pension contributions
- Agency staff
- Employee allowances (not including travel and subsistence)
- Training
- Advertising
- Severance payments

Premises

This group includes expenses directly related to the running of premises and land:

- Repairs, alterations and maintenance
- Energy costs
- Rent
- Business Rates
- Water
- Fixture and fittings
- Premises insurance
- Cleaning and domestic supplies
- Grounds maintenance

Transport

This group includes all costs associated with the hire or use of transport, including travel allowances:

- Repair and maintenance of vehicles
- Vehicle licensing
- Fuel
- Vehicle hire
- Vehicle insurance
- Employee mileage

Third Party Payments

Third party payments are contracts with external providers for the provision of a specific service. Examples for the Council include the Call Centre, Payroll Services, and Parking Enforcement.

Supplies & Services

This group includes all direct supplies and service expenses to the authority:

- Equipment, furniture and materials
- Catering/Vending
- Clothing and uniforms
- Printing, stationery and general office expenses
- External services (consultancy, professional advisors)
- Communications and computing (eg software maintenance, telephones and postage)
- Members allowances
- Conferences and seminars
- Grants and subscriptions

Capital Charges

These statutory accounting adjustments reflect a notional charge to the service for the use of a Councils asset. An example is Cupid Depot, for which a charge is made to Waste Services, for as long as the service uses the asset. These charges are reversed out centrally and do not impact on Council Tax.

Transfer Payments

This includes the cost of payments to individuals for which no goods or services are received. For the Council this only relates to Housing Benefit payments.

Income

This group includes all income received by the service from external users or by way of charges:

- Rental income
- Sales of goods or services (eg the sale of recyclables and waste sacks)
- Fees and charges (eg Planning, Parking and Burials)

Grants and Contributions

This group includes all income received by the service from external bodies:

- Specific Government grants
- Income for jointly run projects/services
- Reimbursement of costs (eg recovery of legal costs)
- Other contributions (eg recycling credits from Herts County Council)

Recharges

This statutory accounting adjustment charges out the back office functions (such as Finance and Legal) to the front line services. These adjustments are based on timesheet information provided by Group Managers and are subject to changes each year. The recharges overall will come back to zero, with the only impact on Council Tax being the overall charge to the Housing Revenue Account, as shown in Appendix A.

DRAFT GENERAL FUND BUDGET SUMMARY 2020/21

	Original 2019/20	Growth / (Savings)	Estimate 2020/21
	£000	£000	£000
Service Expenditure & Income			
Employees	24,625	1,887	26,512
Premises	4,448	273	4,721
Transport	1,429	(22)	1,407
Supplies & Services	7,348	(254)	7,094
Third-Parties	756	66	822
Transfer Payments	47,199	(50)	47,149
Capital Charges & Bad Debts	4,917	0	4,917
Income	(17,778)	(652)	(18,430)
Grants and Contributions	(51,537)	157	(51,380)
Recharge to HRA	(4,213)	(216)	(4,429)
Net Cost Of Services	17,194	1,188	18,382
Less:			
Interest Receipts	(188)	(225)	(413)
Interest Payments & MRP	970	(4)	966
Reversal of Capital Charges	(4,802)	(0)	(4,802)
Net movement to/(from) Earmarked Reserves	4,464	(2,240)	2,224
Budget Requirement General Fund	17,638	(1,281)	16,357
Parish Precepts	816	29	845
Budget Requirement Including Parishes	18,454	(1,252)	17,202
Funded by:			
Revenue Support Grant/Tariff	0	0	0
Business Rates Retained	(3,789)	174	(3,615)
New Homes Bonus/Government Grants	(2,179)	449	(1,730)
Council Tax (Surplus)/Deficit	(139)	139	0
Business Rates (Surplus)/Deficit	0	1,000	1,000
Net Expenditure before Council Tax	12,347	510	12,857
Demand on the Collection Fund	(12,348)	(509)	(12,857)
Net Change in General Fund Balance	(1)	1	0
General Fund Balance B/Fwd	(2,502)		(2,503)
In year use	(1)		0
General Fund Balance C/Fwd	(2,503)		(2,503)

GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21
EMPLOYEE EXPENDITURE

2019/20 Employee Budget		24,625
<u>Inflation</u>		
Pay award of 2.9% per annum (estimate)		640
Increments		179
Sub total - Inflation		819
<u>Growth items</u>		
Increase in pension contribution rate from 18.5% to 19.5%	Fiona Jump	200
Private Sector Housing Team Leader	Natasha Beresford	61
Climate Change Officer	Ben Hosier	60
Opposition Group Support Officer	Farida Hussain	15
Strategic Housing Pre-Tenancy Team review	Natasha Beresford	15
Other growth items under £15k		35
Sub total - Growth items		386
<u>Removal of 2019/20 one-off items (reserve / grant funded)</u>		
Borough Elections employees costs	Mark Brookes	(90)
Homeless Prevention and Assessment Team grant funded posts	Natasha Beresford	(60)
Local Development Framework fixed term posts	Chris Taylor	(146)
Short term growth required in Building Control	Sara Whelan	(60)
Waste Services - food waste project team	Craig Thorpe	(55)
Training budget funded from reserves	Matthew Rawdon	(23)
Sub total - Removal of 2019/20 one-off items		(434)
<u>2020/21 one-off items (reserve / grant funded)</u>		
Pension liability following 3 yearly actuarial review	Fiona Jump	1,500
Training budget funded from reserves	Matt Rawdon	20
Homeless Prevention and Assessment Team - 2 grant funded posts	Natasha Beresford	86
Private Sector Housing 1 year fixed term post	Natasha Beresford	50
Caravan storage - additional resource to generate additional income	Richard Rice	15
Sub total - 2020/21 one-off items		1,671
<u>Efficiency savings</u>		
Customer Services operational review	Matthew Rawdon	(10)
Financial Services review	Fiona Jump	(30)
Strategic Planning review	Chris Taylor	(65)
Revenues and Benefits service review	Chris Baker	(55)
Other minor items under £15k		(16)
Sub total - Efficiency savings		(176)
<u>Other</u>		
Tree work for Housing HRA	Craig Thorpe	42
Internal movement of budget (no growth or efficiencies to services)		(421)
Sub total - Other		(379)
Total change year on year		1,887
2020/21 Employee Budget		26,512

**GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21
PREMISES EXPENDITURE**

2019/20 Premises Budget		4,448
<u>Inflation</u>		
General inflation		83
Sub total - Inflation		83
<u>Growth items</u>		
Business Rates - impact of revaluations on DBC premises		40
Business Rates on Commercial Properties	Richard Rice	20
Water charges at garages (drainage costs)	Alan Mortimer	100
Sub total - Growth items		160
<u>Removal of 2019/20 one-off items (reserve / grant funded)</u>		
Borough Elections premises costs	Mark Brookes	(30)
Sub total - Removal of 2019/20 one-off items		(30)
<u>2020/21 one-off items (reserve / grant funded)</u>		
Parking signage	Ben Hosier	20
Sub total - 2020/21 one-off items		20
<u>Other</u>		
Internal movement of budget (no growth or efficiencies to services)		40
Sub total - Other		40
Total change year on year		273
2020/21 Premises Budget		4,721

**GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21
TRANSPORT EXPENDITURE**

2019/20 Transport Budget		1,429
<u>Inflation</u>		
General inflation		58
Sub total - Inflation		58
<u>Other</u>		
Waste collections from Housing Voids	Craig Thorpe	5
Internal movement of budget (no growth or efficiencies to services)		(85)
Sub total - Other		(80)
Total change year on year		(80)
2020/21 Transport Budget		1,407

**GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21
SUPPLIES & SERVICES EXPENDITURE**

2019/20 Supplies & Services Budget		7,348
<u>Inflation</u>		
Inflation on contracted services		31
Sub total - Inflation		31
<u>Growth items</u>		
Waste Services - equipment for food waste collection from flats	Craig Thorpe	7
Building Control	Sara Whelan	12
Sub total - Growth items		19
<u>Removal of 2019/20 one-off items (reserve / grant funded)</u>		
Water Gardens grant funded budget	Chris Taylor	(41)
Housing Conditions Survey	Natasha Beresford	(50)
Controlled Parking Zones	Ben Hosier	(56)
Parking Access and Movement project costs	Chris Taylor	(25)
Waste Services - one-off costs for food waste collection from flats	Craig Thorpe	(6)
Sustainability budget funded from reserves	Nigel Howcutt	(10)
Armed Forces Day	Matthew Rawdon	(20)
Sub total - Removal of 2019/20 one-off items		(208)
<u>2020/21 one-off items (reserve / grant funded)</u>		
Armed Forces Day	Matthew Rawdon	20
Caravan storage - additional resource to implement proposal	Richard Rice	5
Review and improvement of planning process	Sara Whelan	50
Sub total - 2020/21 one-off items		75
<u>Efficiency savings</u>		
ICT relocation of data centre	Ben Trueman	(10)
Planning Software maintenance	Sara Whelan	(10)
Legal expenditure	Farida Hussain	(17)
ICT Support and Maintenance efficiencies	Ben Trueman	(10)
Customer Services - ICT support and maintenance budget	Matthew Rawdon	(10)
Efficiencies in equipment budget Environmental Protection	Emma Walker	(10)
Professional fees Financial Services	Fiona Jump	(5)
Sub total - Efficiency savings		(72)
<u>Other</u>		
Tree work for Housing HRA	Alan Mortimer	5
Internal movement of budget (no growth or efficiencies to services)		(104)
Sub total - Other		(99)
Total change year on year		(254)
2020/21 Supplies & Services Budget		7,094

GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21 THIRD-PARTY PAYMENTS		
2019/20 Third Party Payments Budget		756
Inflation		
Contractual inflation		15
Sub total - Inflation		15
Growth items		
Facilities Management costs of The Bury	Richard Rice	15
Building Control	Sara Whelan	28
Sub total - Growth items		15
Other		
Internal movement of budget (no growth or efficiencies to services)		8
Sub total - Other		8
Total change year on year		66
2020/21 Third Party Payments Budget		822
GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21 TRANSFER PAYMENTS		
2019/20 Transfer Payments Budget		47,199
Other		
Internal movement of budget (no growth or efficiencies to services)		(50)
Sub total - Other		(50)
Total change year on year		(50)
2020/21 Transfer Payments Budget		47,149

**GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21
INCOME**

2019/20 Income Budget		(17,778)
<u>Inflation</u>		
General inflation		(184)
Sub total - Inflation		(184)
<u>Growth items</u>		
Garages income	Alan Mortimer	200
Commercial Waste income	Craig Thorpe	180
Sub total - Growth items		380
<u>Increased income</u>		
Berkhamsted Multi-storey car park	Ben Hosier	(250)
Parking pricing review	Ben Hosier	(130)
Pricing review parking permits	Ben Hosier	(36)
Leisure contract	Ben Hosier	(308)
Additional income from Leisure contract following Business Rates Reduction	Ben Hosier	(70)
Temporary Accommodation	Natasha Beresford	(306)
Planning fee income	Sara Whelan	(50)
Playing pitches income generation Adventure Playgrounds	Matthew Rawdon	(20)
Caravan Storage income	Richard Rice	(30)
Cesspool emptying fees and charges review	Craig Thorpe	(35)
Bulky Waste charges review	Craig Thorpe	(15)
Legal income	Farida Hussain	(10)
Insurance income	Fiona Jump	(20)
Sub total - Increased income		(1,280)
<u>Other</u>		
Insurance income	Fiona Jump	(80)
Internal movement of budget (no growth or efficiencies to services)		512
Sub total - Other		432
Total change year on year		(652)
2020/21 Income Budget		(18,430)

**GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21
GRANTS, REIMBURSEMENTS AND CONTRIBUTIONS**

2019/20 Grants, Reimbursements and Contributions Budget		(51,537)
<u>Inflation</u>		
General inflation		(54)
Sub total - Inflation		(54)
<u>Removal of 2019/20 one-off items (reserve / grant funded)</u>		
Homeless Prevention and Assessment Team grant funded posts	Natasha Beresford	60
Removal of grant funding Water Gardens	Chris Taylor	51
Sub total - Removal of 2019/20 one-off items		111
<u>2020/21 one-off items (reserve / grant funded)</u>		
Homeless Prevention and Assessment Team - 2 grant funded posts	Natasha Beresford	(86)
Sub total - 2020/21 one-off items		(86)
<u>Growth items</u>		
Reduction to Benefits Administration Subsidy grant	Chris Baker	60
Waste Services Alternative Financial Model (AFM)	Craig Thorpe	160
Sub total - Growth items		220
<u>Increased income</u>		
New Cemetery site	Richard Rice	(90)
Legal income	Farida Hussain	(23)
Sponsorship of Parks and Open Spaces	Craig Thorpe	(30)
CCTV income	Ben Hosier	(10)
Sub total - Increased income		(153)
<u>Other</u>		
CCTV	Ben Hosier	19
Internal movement of budget (no growth or efficiencies to services)		100
Sub total - Other		119
Total change year on year		157
2020/21 Grants, Reimbursements and Contributions Budget		(51,380)
GENERAL FUND BUDGET CHANGE ANALYSIS 2020/21 RECHARGE TO THE HRA		
2019/20 Recharge to the HRA		(4,213)
<u>Other</u>		
CCTV recharges to HRA	Ben Hosier	(19)
Housing Voids Garden Clearances	Craig Thorpe	(50)
Collections from Housing Voids	Craig Thorpe	(25)
Tree work for Housing	Alan Mortimer	(47)
Annual HRA inflationary uplift		(75)
Sub total - Other		(216)
Total change year on year		(216)
2020/21 Recharge to the HRA		(4,429)

OVERVIEW AND SCRUTINY COMMITTEE GENERAL FUND BUDGETS 2020/21				
	Finance & Resources 2020/21 (£)	Housing & Community 2020/21 (£)	Planning & Environment 2020/21 (£)	Total (£)
Employees	12,502	4,227	9,783	26,512
Premises	2,721	1,006	994	4,721
Transport	226	19	1,162	1,407
Supplies & Services	3,713	1,189	2,192	7,094
Third-Parties	709	0	113	822
Transfer Payments	47,144	5	0	47,149
Capital Charges	2,131	1,083	1,704	4,917
Income	(9,886)	(5,065)	(3,479)	(18,430)
Grants and Contributions	(48,872)	(674)	(1,834)	(51,380)
Recharges	(6,047)	(34)	1,652	(4,429)
Net Expenditure by Committee	4,341	1,756	12,286	18,382

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGETS 2020/21					
	Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £ %	
Strategic Planning & Environment					
Employees	10,096,885	10,225,534	9,782,790	(314,095)	(3%)
Premises	942,240	978,830	993,600	51,360	5%
Transport	1,186,960	1,364,914	1,161,825	(25,135)	(2%)
Supplies & Services	2,233,420	2,180,375	2,191,910	(41,510)	(2%)
Third-Parties	83,630	82,210	113,300	29,670	35%
Capital Charges	1,703,600	1,703,600	1,703,600	0	0%
Income	(4,114,650)	(3,707,763)	(3,479,470)	635,180	15%
Grants and Contributions	(1,895,791)	(2,059,189)	(1,833,940)	61,851	3%
Recharges	1,832,250	1,665,588	1,651,891	(180,359)	(10%)
Net Expenditure: Strategic Planning & Environment	12,068,544	12,434,099	12,285,506	216,962	2%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2020/21

Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £	%
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Strategic Planning & Environment

Finance & Resources (Nigel Howcutt)

Open Spaces (Richard Rice)

Employees	0	193	0	0	
Premises	19,340	19,338	19,450	110	+1%
Supplies & Services	550	550	550	0	+0%
Capital Charges	6,600	6,600	6,600	0	+0%
Income	(25,510)	(15,041)	(26,020)	(510)	(2%)
Grants and Contributions	(29,100)	(42,283)	(29,680)	(580)	(2%)
Recharges	1,160	1,160	1,050	(110)	(9%)
Net Expenditure: Open Spaces	(26,960)	(29,482)	(28,050)	(1,090)	(4%)

Promotion and Marketing of the Area (Town Centres) (Richard Rice)

Premises	74,140	85,960	74,910	770	+1%
Supplies & Services	1,530	1,530	1,560	30	+2%
Capital Charges	154,400	154,400	154,400	0	+0%
Recharges	249,800	249,686	261,452	11,652	+5%
Net Expenditure: Promotion and Marketing of the Area (Town Centres)	479,870	491,576	492,322	12,452	+3%

Net Expenditure: Finance & Resources

452,910	462,094	464,272	11,362	+3%
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Neighbourhood Delivery (David Austin)

Open Spaces (Craig Thorpe)

Employees	2,604,550	2,612,153	2,824,550	220,000	+8%
Premises	480,400	531,677	525,950	45,550	+9%
Transport	132,850	128,037	133,440	590	+0%
Supplies & Services	276,880	292,300	281,970	5,090	+2%
Capital Charges	432,100	432,100	432,100	0	+0%
Income	(20,400)	(49,656)	(20,810)	(410)	(2%)
Grants and Contributions	(426,731)	(449,636)	(470,640)	(43,909)	(10%)
Recharges	(1,724,026)	(1,694,226)	(1,885,109)	(161,082)	(9%)
Net Expenditure: Open Spaces	1,755,623	1,802,750	1,821,451	65,829	+4%

Animal and Public Health (Craig Thorpe)

Employees	65,290	67,422	67,960	2,670	+4%
Transport	8,970	8,970	9,420	450	+5%
Supplies & Services	60,000	36,070	52,580	(7,420)	(12%)
Income	(107,770)	(80,000)	(144,930)	(37,160)	(34%)
Recharges	79,828	83,153	85,395	5,567	+7%
Net Expenditure: Animal and Public Health	106,318	115,615	70,425	(35,893)	(34%)

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2020/21

	Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £	%
Environmental Services Management, Support Services and Overheads (Craig Thorpe)					
Employees	330,960	301,503	347,660	16,700	+5%
Premises	225,030	223,479	227,790	2,760	+1%
Transport	12,950	12,950	13,570	620	+5%
Supplies & Services	130,340	142,521	130,970	630	+0%
Third-Parties	14,650	13,230	14,940	290	+2%
Capital Charges	111,400	111,400	111,400	0	+0%
Income	(16,150)	(13,930)	(16,480)	(330)	(2%)
Recharges	(809,180)	(791,153)	(829,850)	(20,670)	(3%)
Net Expenditure: Environmental Services Management, Support Services and Overheads	(0)	0	0	0	+0%

Transport Services (Craig Thorpe)					
Employees	332,415	347,816	425,230	92,815	+28%
Premises	0	1,556	0	0	+0%
Transport	428,010	591,993	419,785	(8,225)	(2%)
Supplies & Services	15,620	22,187	15,680	60	+0%
Capital Charges	5,800	5,800	5,800	0	+0%
Grants and Contributions	(5,000)	(5,000)	(5,000)	0	+0%
Recharges	(776,845)	(964,352)	(861,495)	(84,650)	(11%)
Net Expenditure: Transport Services	(0)	(0)	0	0	+0%

Street Cleansing (Non-Highway) (Craig Thorpe)					
Recharges	1,513,700	1,513,718	1,544,577	30,877	+2%
Net Expenditure: Street Cleansing (Non-Highway)	1,513,700	1,513,718	1,544,577	30,877	+2%

Household Waste and Recycling (Craig Thorpe)					
Employees	2,775,850	2,870,942	2,803,890	28,040	+1%
Transport	510,120	518,231	495,770	(14,350)	(3%)
Supplies & Services	550,050	528,980	551,080	1,030	+0%
Capital Charges	871,600	871,600	871,600	0	+0%
Income	(156,360)	(156,360)	(173,990)	(17,630)	(11%)
Grants and Contributions	(1,256,000)	(1,257,100)	(1,096,000)	160,000	+13%
Recharges	1,492,192	1,531,969	1,523,915	31,722	+2%
Net Expenditure: Household Waste and Recycling	4,787,452	4,908,262	4,976,265	188,812	+4%

Trade Waste (Craig Thorpe)					
Employees	213,730	233,912	225,930	12,200	+6%
Transport	55,980	55,980	58,760	2,780	+5%
Supplies & Services	394,320	374,365	394,370	50	+0%
Capital Charges	3,600	3,600	3,600	0	+0%
Income	(1,150,960)	(1,040,960)	(993,480)	157,480	+14%
Recharges	237,841	252,760	249,542	11,701	+5%
Net Expenditure: Trade Waste	(245,489)	(120,343)	(61,278)	184,211	+75%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2020/21

	Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £ %	
Pest Control (Emma Walker)					
Employees	62,950	64,239	65,420	2,470	+4%
Transport	3,650	3,650	3,830	180	+5%
Supplies & Services	4,200	4,437	4,200	0	+0%
Income	(76,230)	(57,000)	(77,750)	(1,520)	(2%)
Recharges	99,299	88,559	104,517	5,219	+5%
Net Expenditure: Pest Control	93,869	103,885	100,217	6,349	+7%

Pollution Reduction (Emma Walker)					
Employees	173,620	207,854	181,940	8,320	+5%
Transport	2,820	2,870	2,880	60	+2%
Supplies & Services	20,680	25,026	20,690	10	+0%
Capital Charges	11,800	11,800	11,800	0	+0%
Income	(26,040)	(13,250)	(26,570)	(530)	(2%)
Recharges	87,989	77,554	89,230	1,241	+1%
Net Expenditure: Pollution Reduction	270,869	311,854	279,970	9,101	+3%

Animal and Public Health (Emma Walker)					
Employees	36,970	17,530	37,490	520	+1%
Transport	1,420	3,700	1,480	60	+4%
Supplies & Services	21,470	19,300	21,480	10	+0%
Income	(7,750)	(4,150)	(7,900)	(150)	(2%)
Recharges	62,934	57,687	66,172	3,238	+5%
Net Expenditure: Animal and Public Health	115,044	94,066	118,722	3,678	+3%

Food Safety (Emma Walker)					
Employees	224,470	168,594	234,960	10,490	+5%
Transport	1,730	1,751	1,760	30	+2%
Supplies & Services	3,120	3,000	3,130	10	+0%
Income	(2,710)	(3,340)	(2,760)	(50)	(2%)
Recharges	109,592	98,895	114,704	5,113	+5%
Net Expenditure: Food Safety	336,202	268,900	351,794	15,593	+5%

Health & Safety - External Support/Advice (Emma Walker)					
Employees	182,600	167,961	197,600	15,000	+8%
Transport	540	2,000	550	10	+2%
Supplies & Services	27,960	28,185	28,300	340	+1%
Income	0	(600)	0	0	
Grants and Contributions	0	(200)	0	0	
Recharges	(211,100)	(197,346)	(226,450)	(15,350)	(7%)
Net Expenditure: Health & Safety - External Support/Advice	0	(0)	0	0	+0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2020/21

	Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £ %	
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Street Cleansing (Enforcement) (Emma Walker)					
Employees	133,220	124,873	140,310	7,090	+5%
Transport	6,100	6,100	6,260	160	+3%
Supplies & Services	6,090	6,090	6,110	20	+0%
Income	(3,250)	(3,250)	(3,320)	(70)	(2%)
Recharges	113,289	104,646	116,530	3,241	+3%
Net Expenditure: Street Cleansing (Enforcement)	255,449	238,459	265,890	10,441	+4%

Emergency Planning (Emma Walker)					
Employees	9,670	9,888	10,070	400	+4%
Transport	100	100	100	0	+0%
Supplies & Services	5,440	4,360	5,470	30	+1%
Third-Parties	28,300	28,300	28,870	570	+2%
Recharges	43,243	40,080	42,685	(558)	(1%)
Net Expenditure: Emergency Planning	86,753	82,728	87,195	442	+1%

Net Expenditure: Neighbourhood Delivery	9,075,790	9,319,894	9,555,231	479,440	+5%
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Planning, Development and Regeneration (James Doe)

Economic Development (General) (Chris Taylor)					
Employees	183,770	190,269	119,640	(64,130)	(35%)
Premises	127,630	101,119	131,370	3,740	+3%
Transport	270	670	0	(270)	(100%)
Supplies & Services	183,090	207,942	118,790	(64,300)	(35%)
Capital Charges	82,100	82,100	82,100	0	+0%
Income	(482,960)	(488,200)	(492,630)	(9,670)	(2%)
Grants and Contributions	(71,530)	(71,530)	(20,890)	50,640	+71%
Recharges	102,372	87,083	112,583	10,211	+10%
Net Expenditure: Economic Development (General)	124,742	109,453	50,963	(73,779)	(59%)

Market Undertakings (Chris Taylor)					
Premises	8,410	8,410	6,690	(1,720)	(20%)
Income	(27,570)	(27,570)	(28,120)	(550)	(2%)
Recharges	38,509	26,925	41,860	3,351	+9%
Net Expenditure: Market Undertakings	19,349	7,765	20,430	1,081	+6%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2020/21

	Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £ %	
Support to Business and Enterprise (Chris Taylor)					
Employees	0	67	0	0	
Premises	7,290	7,290	7,440	150	+2%
Supplies & Services	71,030	70,963	71,060	30	+0%
Capital Charges	1,900	1,900	1,900	0	+0%
Income	(31,460)	(31,460)	(32,090)	(630)	(2%)
Grants and Contributions	(13,780)	(13,780)	(14,030)	(250)	(2%)
Recharges	65,873	56,829	60,798	(5,075)	(8%)
Net Expenditure: Support to Business and Enterprise	100,853	91,809	95,078	(5,775)	(6%)

Environmental Grants (Chris Taylor)					
Supplies & Services	7,200	7,200	7,200	0	+0%
Net Expenditure: Environmental Grants	7,200	7,200	7,200	0	+0%

Planning Policy (General) (Chris Taylor)					
Employees	853,240	992,488	721,060	(132,180)	(15%)
Transport	5,420	18,842	6,530	1,110	+20%
Supplies & Services	263,820	261,530	289,170	25,350	+10%
Third-Parties	8,140	8,140	8,300	160	+2%
Capital Charges	17,100	17,100	17,100	0	+0%
Grants and Contributions	(91,000)	(217,011)	(195,000)	(104,000)	(114%)
Recharges	282,857	262,037	317,881	35,024	+12%
Net Expenditure: Planning Policy (General)	1,339,577	1,343,125	1,165,041	(174,536)	(13%)

Building Control (Sara Whelan)					
Employees	605,580	337,197	0	(605,580)	(100%)
Transport	8,490	1,530	0	(8,490)	(100%)
Supplies & Services	59,370	3,178	28,000	(31,370)	(53%)
Third-Parties	0	0	28,000	28,000	+0%
Income	(597,180)	(265,646)	0	597,180	+100%
Recharges	209,460	202,241	132,114	(77,346)	(37%)
Net Expenditure: Building Control	285,720	278,501	188,114	(97,606)	(34%)

Development Control (Sara Whelan)					
Employees	1,156,540	1,342,186	1,210,310	53,770	+5%
Transport	7,440	7,440	7,590	150	+2%
Supplies & Services	121,990	131,990	151,200	29,210	+24%
Capital Charges	5,200	5,200	5,200	0	+0%
Income	(1,151,350)	(1,226,350)	(1,201,620)	(50,270)	(4%)
Grants and Contributions	(2,650)	(2,650)	(2,700)	(50)	(2%)
Recharges	459,945	482,843	480,433	20,488	+4%
Net Expenditure: Development Control	597,115	740,659	650,413	53,298	+9%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2020/21

	Original 2019/2020 £	Forecast 2019/2020 £	Draft 2020/2021 £	Variance 2019/20 - 2020/21 £ %	
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Conservation and Listed Buildings Policy (Sara Whelan)

Employees	68,320	72,906	89,510	21,190	+31%
Recharges	45,319	39,473	50,205	4,886	+11%
Net Expenditure: Conservation and Listed Buildings Policy	113,639	112,380	139,715	26,076	+23%

Local Land Charges (Sara Whelan)

Employees	83,140	95,542	79,260	(3,880)	(5%)
Transport	100	100	100	0	+0%
Supplies & Services	8,670	8,670	8,350	(320)	(4%)
Third-Parties	32,540	32,540	33,190	650	+2%
Income	(231,000)	(231,000)	(231,000)	0	+0%
Recharges	58,200	55,368	59,151	950	+2%
Net Expenditure: Local Land Charges	(48,350)	(38,781)	(50,949)	(2,600)	(5%)

Net Expenditure: Planning, Development and Regeneration

2,539,844	2,652,111	2,266,004	(273,840)	(11%)
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Net Expenditure: Strategic Planning & Environment

12,068,544	12,434,099	12,285,506	216,962	+2%
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STRATEGIC PLANNING & ENVIRONMENT COMMITTEE - NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2020/21 - 2024/25

NEW BIDS	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	Total £000
Environmental Services (Craig Thorpe)						
Upgrade of Hand Arm Vibration Monitoring System	17	-	-	-	-	17
Resurfacing Works and Building Improvement to Depot	60	-	-	-	-	60
New Wheeled Bins					10	10
Fleet Replacement Programme					100	100
Development Management and Planning (Sara Whelan)						
3D Modelling Software for Planning	60	-	-	-	-	60
Tablets for Planning	20	-	-	-	-	20
TOTAL - NEW BIDS	157	0	0	0	110	267
REPHASED AND AMENDED SCHEMES	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	Total £000
Strategic Planning & Regeneration (Chris Taylor)						
The Bury - Residential Development	(110)	(110)	(2,230)	(640)	0	(3,090)
TOTAL - REPHASED AND AMENDED BIDS	(110)	(110)	(2,230)	(640)	0	(3,090)

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE - DRAFT CAPITAL PROGRAMME BY OSC 2020/21 - 2024/25

Scheme		20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000	24/25 £'000
GENERAL FUND						
Environmental Services (Craig Thorpe)						
1	New Wheeled Bins	10	10	10	10	10
2	Fleet Replacement Programme	2,311	3,471	1,710	365	100
3	Upgrade of Hand Arm Vibration Monitoring System	17	-	-	-	-
4	Resurfacing Works and Building Improvement to Depot	60	-	-	-	-
		2,321	3,481	1,720	375	110
Development Management and Planning (Sara Whelan)						
5	3D Modelling Software for Planning	60	-	-	-	-
6	Tablets for Planning	20	-	-	-	-
		80	-	-	-	-
Strategic Planning and Regeneration (Chris Taylor)						
	Urban Park/Education Centre (Durrants Lakes)	130	-	-	-	-
	The Bury - Conversion into Museum and Gallery	320	150	2,100	975	-
		450	150	2,100	975	-
TOTAL		2,928	3,631	3,820	1,350	110

Agenda Item 7

Clerk: Sharon Burr

Strategic Planning and Environment Overview & Scrutiny Committee: Work Programme 2019-2020

Scrutiny making a positive difference: Member led and independent, Overview & Scrutiny Committee promote service improvements, influence policy development & hold Executive to account for the benefit of the Community of Dacorum.

Meeting Date	Report Deadline	Items	Contact Details	Background information
3 Dec 19	25 Nov 19	***** Joint Budget 2019-2020 <i>Ideally no further items to be added</i> *****		
28 Jan 20	20 Jan 20	Draft Local Plan	Assistant Director for Planning, Development & Regeneration james.doe@dacorum.gov.uk	
		Hemel Garden Town	Assistant Director for Planning, Development & Regeneration james.doe@dacorum.gov.uk	
		Health and Safety		
4 Feb 20	27 Jan 20	***** Joint Budget 2020-2021 <i>Ideally no further items to be added</i> *****		
17 March 20	09 March 20	Budget Monitoring Q3	Group Manager for Financial Services Fiona.jump@dacorum.gov.uk Assistant Director for Finance and Resources Nigel.howcutt@dacorum.gov.uk	<i>To review and scrutinise quarterly performance</i>
		Environmental Services Q3 Performance Report	Group Manager for Environmental Services craig.thorpe@dacorum.gov.uk Assistant Director for Neighbourhood Delivery david.austin@dacorum.gov.uk	<i>To review and scrutinise quarterly performance</i>
		Environmental and Community Protection Q3 Performance Report	Group Manager for Environmental and Community Protection Emma.walker@dacorum.gov.uk Assistant Director for Neighbourhood Delivery david.austin@dacorum.gov.uk	<i>To review and scrutinise quarterly performance</i>
		Planning, Development and Regeneration Q3 Performance Report	Assistant Director for Planning, Development & Regeneration james.doe@dacorum.gov.uk	<i>To review and scrutinise quarterly performance</i>

	Local Enforcement Plan	Assistant Director for Planning, Development & Regeneration james.doe@dacorum.gov.uk	
	Management of Developer Contributions	Assistant Director for Planning, Development & Regeneration james.doe@dacorum.gov.uk	
	Environmental Services Annual Review	Group Manager for Environmental Services craig.thorpe@dacorum.gov.uk	<i>To provide Committee with an update on initiatives in this area.</i>
	Environmental Enforcement	Group Manager for Environmental and Community Protection Emma.walker@dacorum.gov.uk	<i>To seek views on progress relating to environmental enforcement including flytipping.</i>

Future items:

- Local Plan
- Water Gardens post project review (part 1 and 2) James Doe
- Building Control (Part 2)
- Planning Performance Agreement Service
- Tree Policy and Implementation
- The Bury Museum
- Commercial Waste