

# Budget Book 2019-2020



Castle Park, Penrith

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## 1. Introduction and Overview

- 1.1 The Council approved the 2019-2020 budget at its meeting on 14 February 2019. The Medium Term Financial Plan (MTFP) shows a deficit budget for each year after 2019-2020 until 2022-2023.

Presented below is a summary of the MTFP, the detail is contained within the published Council agenda which can be found here:

[F7Feb19-Approval-of-Revenue-and-Capital-Budgets-2019-2020.pdf](#)

### Medium Term Financial Plan 2019-2023

	2019-20	2020-21	2021-22	2022-23	Notes
	£'000	£'000	£'000	£'000	
Base Budget	9252	9516	9726	9975	
Penrith New Squares	-820	-826	-831	-837	1
Local Elections	80	0	0	0	
Parish Grant re Council Tax Reduction Scheme	15	15	16	16	2
Interest/Property Fund Rents Receivable	-396	-423	-453	-441	3
Capital Programme Financing Costs	16	77	123	153	4
Growth: Recurring	35	36	37	38	5
<b>Recurring Expenditure</b>	<b>8,182</b>	<b>8,395</b>	<b>8,618</b>	<b>8,904</b>	
Non-Recurring Costs:					
Recommissioning of Service Contracts	65	120	0	0	6
Proposed Growth: Non-Recurring	159	0	0	0	7
Previous Growth: Non-Recurring	93	76	53	0	
Appleby Heritage Action Zone	50	72	53	0	
Armed Forces Support Hub and Outreach	5	5	0	0	8
Revenue Contribution to Capital	167	0	0	0	9
<b>Non-Recurring Expenditure</b>	<b>539</b>	<b>273</b>	<b>106</b>	<b>0</b>	
<b>Net Expenditure (Recurring and Non-Recurring)</b>	<b>8,721</b>	<b>8,668</b>	<b>8,724</b>	<b>8,904</b>	
<b>Government Funding and Council Tax Income</b>	<b>-7,694</b>	<b>-6,947</b>	<b>-6,937</b>	<b>-7,144</b>	10
<b>Deficit</b>	<b>1,027</b>	<b>1,721</b>	<b>1,787</b>	<b>1,760</b>	

### Memo

<i>General Fund Balance at End of Year (incorporates annual deficit/surplus as above)</i>	6,533	4,812	3,025	1,265
Memo – Recurring Surplus (-)/Deficit for the year	488	1,448	1,681	1,760

### Notes

- This comprises:
  - An annual rental in lieu of car parking income: indexed linked; and
  - The rental from the retail store: fixed amount.
- As agreed by Executive on 1 October 2013, varies pro rata to total Government funding (Business Rates Retention Scheme (BRRS) based on Baseline Funding Level).

3. This is made up of:
  - Interest of 1.25% on cash deposits is assumed in 2019-2020 and 1.5% thereafter;
  - Rental share from the Property Fund - budgeted at £216,000 per annum; and
  - Interest receipts from lending to Heart of Cumbria Limited.
4. This is the expected cost of borrowing/loss of interest on investments of funding the Council's Capital Programme.
5. Recruitment and appointment of a Business and Marketing Officer; approved by Executive, 4 December 2018 (Ref G99/18).
6. The Council's service contracts are due for renewal from 1 April 2022. The sums are to commission expert external assistance.
7. See Appendix B, Council report, 14 February 2019.
8. Contribution to Carlisle and Eden Armed Forces Community Support Hub and Outreach Pilot, approved by Executive on 4 December 2018 (Ref TES58/18).
9. Revenue contribution to Castle Park, Penrith, capital scheme.
10. Government Funding and Council Tax:

	2019-20	2020-21	2021-22	2022-23	Notes
	£'000	£'000	£'000	£'000	
Rural Services Delivery Grant	678	0	0	0	1, 2
New Homes Bonus	611	340	123	115	3
Business Rates Retention Scheme:					
Base Income	2,409	2,512	2,550	2,590	4
Deficit from Previous Year	-228	0	0	0	4
Pool	394	0	0	0	5
Total Government Funding	3,864	2,852	2,673	2,705	
Council Tax					
Base Income	3,932	4,095	4,264	4,439	6
Surplus/Deficit (-) from Previous Year	-102	0	0	0	
Total	7,694	6,947	6,937	7,144	

#### Notes

1. For 2019-2020, Rural Services Delivery Grant (RSDG) was increased from £544,000 to £678,000. All figures after 2019-2020 are assumptions, as there is no guidance available on funding post 2020.
2. Assumes RSDG is discontinued and a recognition of rural issues is made in BRRS funding from 2020-2021. The figures are largely speculative, as no guidance has been given by the Ministry of Housing, Communities and Local Government (MHCLG).
3. Figure prepared from the 2019-2020 provisional Settlement. The following years' figures assume New Homes Bonus (NHB) is phased out and a revised incentive mechanism offered in future years.
4. Based on the National Non-Domestic Rates 1 return, figures as at January 2019. In addition, figures from 2020-2021 are prepared on a speculative basis. No indication has been given as to levels of tier split or baselines without which it is impossible to compile an accurate estimate. As stated in note 1, an allowance has been included to recognise rural issues. It is assumed any surplus or deficit on the Collection Fund is balanced at 31 March 2020.
5. The Council is currently part of the Cumbria BRRS Pool. It is assumed no pooling arrangement is available from 2020-2021.



6. Council Tax has been estimated by:

- Assuming no increase in 2019-2020 and, thereafter, an annual increase of 2.99%;
- Using the final 2019-2020 Tax Base; and
- Assuming an increase in Tax Base of 1.1% per annum after 2019-2020. This is consistent with the Local Plan. The impact of increased households has been reflected in expenditure within the MTFP.

## 2. Council Tax and the General Fund

2.1 The Council has chosen to freeze its Council Tax for 2019-2020. This has resulted in a balanced budget but including an anticipated withdrawal from balances of £1,027,000 during the year. The table below summarises the Council's General Fund revenue budget. The detailed service and business unit budgets, portfolio by portfolio are included in the subsequent pages of this budget book:

<b>Actual</b>	<b>Service</b>	<b>Original Estimate</b>	<b>Revised Estimate</b>	<b>Estimates</b>
<b>2017-18</b>		<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>
£		£	£	£
122,471	Leader Portfolio	153,410	174,120	177,100
1,602,538	Resources Portfolio	2,296,529	2,264,300	2,521,520
2,312,442	Services Portfolio	2,318,630	2,602,600	2,596,420
646,539	Commercial Services Portfolio	883,570	902,400	894,584
687,925	Eden Development Portfolio	511,450	554,320	581,620
1,150,970	Housing and Health Portfolio	1,059,270	1,694,060	1,360,930
1,050,102	Communities Portfolio	1,021,470	1,058,600	1,101,400
<b>7,572,987</b>	<b>Portfolios' Net Requirement</b>	<b>8,244,329</b>	<b>9,250,400</b>	<b>9,233,574</b>
0	Central Contingency	-86,273	-220,205	-145,740
-295,707	Adjustment for Notional Charges	-342,800	-818,010	-507,010
227,150	Renewals Fund	301,100	319,500	259,500
519,622	Revenue Contribution to Capital	167,000	0	167,000
11,773	Debt Charges	9,500	9,500	25,270
-351,682	Net Interest (Receivable)	-229,240	-276,160	-311,910
-217,138	Second Homes Grant	-219,310	-226,750	0
0	Contribution Parish Councils' Reserve	300,000	300,000	0
<b>7,467,005</b>	<b>Net Expenditure</b>	<b>8,144,306</b>	<b>8,338,275</b>	<b>8,720,684</b>
-323,918	Revenue Support Grant	-87,296	-87,296	0
-543,784	Rural Services Delivery Grant	-677,638	-677,638	-677,638
-18,208	Transition Grant	0	0	0
-1,468,624	Business Rates Retention Scheme:	-2,079,000	-2,262,899	-2,575,000
-955,345	New Homes Bonus Grant	-615,546	-615,546	-610,798
-3,916,460	Council Tax	-3,916,746	-3,916,746	-3,830,560
<b>-7,226,339</b>		<b>-7,376,226</b>	<b>-7,560,125</b>	<b>-7,693,996</b>
<b>240,666</b>	<b>Use of/(contribution to (-)) Balances</b>	<b>768,080</b>	<b>778,150</b>	<b>1,026,688</b>

## 2.2 Calculation of the Council Tax for 2019-2020

The average Band D Council Tax for Eden is calculated as follows:

	2019-20 £	2018-19 £	Change %
Budget Requirement:			
Eden's Expenditure Plans	7,693,996	7,376,226	4.3
Parish Precepts	1,096,862	1,027,962	6.7
	8,790,858	8,404,188	4.6
Less: Central Government Support	-3,863,436	-3,459,480	11.7
Add: Collection Fund Deficit/Surplus	101,900	-32,000	
Council Tax Requirement	5,029,322	4,912,708	2.4
Band D Tax Base (properties)	20,615.78	20,365.64	1.2
Average Council Tax per Band D property:			
Including Parish Precepts	243.95	241.23	1.1
Excluding Parish Precepts	190.75	190.75	0

Cumbria County Council and the Police and Crime Commissioner for Cumbria have had to undertake a similar exercise to arrive at their net demands and precepts upon Eden. These figures are £28,558,628 and £5,291,658 respectively. The Band D amounts are £1,385.28 for the County and £256.68 for the Police: these represent an increase of 3.99% for the County Council and an increase of 10.29% for the Police and Crime Commissioner on the 2018-2019 amounts. The County Council increase is made up of 1.99%, plus the additional 2% precept allowed for adult social care responsibilities in 2019-2020. Therefore, the 2019-2020 Collection Fund is as follows:

	2019-20 £	2018-19 £	%
<b>Expenditure</b>			
Eden District Council	5,029,322	4,912,708	2.4
Cumbria County Council	28,558,628	27,129,680	5.3
Cumbria Police and Crime Commissioner	5,291,658	4,739,899	11.6
	38,879,608	36,782,287	5.7
<b>Income</b>			
Demand on Eden Taxpayers	38,879,608	36,782,287	
<b>Tax Base</b>	20,615.78	20,365.64	1.2
<b>Average Band D Council Tax in Eden</b>	1,885.91	1,806.10	4.4



### 3. Capital Programme

The approved capital programme is set out below:

Portfolio	Scheme	2018-19 £'000	Reprofiling and Adjustments £'000	2018-19 Revised £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	2022-23 £'000	Total 2018-2023 £'000
Services	Footway Lighting	771	-746	25	746	0	0	0	771
Commercial Services	Eden Business Park - Phase 1	59	-59	0	59	0	0	0	59
Commercial Services	4/4A Corney Square, Penrith	0	0	0	0	0	0	0	0
Housing and Health	Mandatory Renovation Grants	751	0	751	440	440	440	440	2,511
Housing and Health	Discretionary Renovation Grants	210	-160	50	160	0	0	0	210
Housing and Health	Newton Road Affordable Housing	0	0	0	288	0	0	0	288
Housing and Health	Affordable Housing Innovation Fund	358	0	358	0	0	0	0	358
Communities	Penrith Leisure Centre	22	0	22	0	0	0	0	22
Communities	Castle Park Improvement	20	-20	0	20	0	0	0	20
Communities	Castle Park Vision Plan	167	-167	0	167	0	0	0	167
Communities	Bolton Play area	0	65	65	0	0	0	0	65
Resources	Depot Refurbishment	134	0	134	0	0	0	0	134
Resources	Kitchen and Toilets Mansion House	35	-35	0	35	0	0	0	35
Resources	Single Site Accommodation	2,300	-2,285	15	2,285	0	0	0	2,300
Leader	Heart of Cumbria – Equity	1,000	0	1,000	0	0	0	0	1,000
Leader	Heart of Cumbria – Loan	561	-271	290	295	870	550	220	2,225
<b>Total</b>		<b>6,388</b>	<b>-3,678</b>	<b>2,710</b>	<b>4,495</b>	<b>1,310</b>	<b>990</b>	<b>660</b>	<b>10,165</b>
Resources	<b>IT Renewals</b>	194	-31	163	<b>52</b>	<b>70</b>	<b>70</b>	<b>57</b>	412
Resources	<b>Renewals DDI</b>	143	0	143	0	0	0	0	143
Resources	<b>Cash Receipting</b>	0	36	36	0	0	0	0	36
Resources	<b>Renewals Leisure</b>	150	0	150	177	438	2	0	767
<b>Total Capital</b>		<b>6,875</b>	<b>-3,673</b>	<b>3,202</b>	<b>4,724</b>	<b>1,818</b>	<b>1,062</b>	<b>717</b>	<b>11,523</b>

### Parish Precept and Council Taxbase

Parish	Precept	Taxbase	Parish	Precept	Taxbase
Ainstable	12,144	234.32	Mallerstang	540	65.98
Alston Moor	47,561	726.33	Martindale	0	46.02
Appleby-in-Westmorland	110,307	1,141.89	Matterdale	4,500	321.89
Asby	6,965	154.55	Melmerby (new from 2019-2020)	4,500	100.15
Askham	5,934	158.13	Milburn	5,000	71.47
Bampton	5,971	161.29	Morland	7,000	178.48
Bandleyside	2,200	211.32	Mungrisdale	4,830	156.28
Barton	4,200	141.12	Murton	4,365	147.46
Bolton	6,750	202.29	Musgrave	3,000	67.29
Brough	14,258	261.79	Nateby	1,050	53.98
Brough Sowerby	700	61.92	Newbiggin	950	39.54
Brougham	1,200	126.70	Newby	695	77.36
Castle Sowerby	2,500	145.72	Orton	17,000	270.19
Catterlen	7,000	175.32	Ousby (excluding Melmerby)	6,000	90.67
Cliburn	2,292	109.99	Patterdale	7,000	308.22
Clifton	7,000	265.44	Penrith	437,813	5,358.79
Crackenthorpe	0	46.10	Ravenstonedale	26,457	258.95
Crosby Garrett	3,000	60.79	Shap	21,498	476.13
Crosby Ravensworth	12,440	230.19	Skelton	14,000	434.08
Culgaith	11,335	364.99	Sleagill	300	46.36
Dacre	15,209	631.39	Sockbridge and Tirril	6,700	189.43
Dufton	4,781	95.28	Soulby	5,000	81.62
Glassonby	3,979	135.00	Stainmore	0	121.00
Great Salkeld	8,700	194.67	Tebay	12,400	277.60
Great Strickland	2,500	109.45	Temple Sowerby	7,000	175.90
Greystoke	9,500	309.91	Threlkeld	10,000	197.92
Hartley	917	64.37	Thrimby (will cease to exist for 2019-2020)	0	0.00
Helbeck	0	7.78	Waitby	400	27.42
Hesket	12,910	1,003.83	Warcop and Bleatarn	5,350	214.35
Hunsonby	5,400	165.13	Wharton	200	15.58
Hutton	1,991	191.07	Winton	2,493	92.83
Kaber	1,600	43.81	Yanwath and Eamont Bridge	4,250	217.57
Kings Meaburn	0	61.12	<b>Total</b>	<b>1,096,862</b>	<b>20,615.78</b>
Kirkby Stephen	82,909	635.06			
Kirkby Thore	12,722	236.12			
Kirkoswald	14,215	349.46			
Langwathby	15,800	329.88			
Lazonby	11,744	411.50			
Little Strickland now includes Thrimby)	500	42.45			
Long Marton	4,937	286.11			
Lowther	2,500	151.69			

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Summary of Estimates</b>					
<b>Revenue Estimates</b>					
<b>Services</b>					
53384	Emergency Planning	100660	73310	74520	
2032	Civic Duties	3280	4630	4370	
15147	Communications Services	18750	73070	74740	
45853	Heart of Cumbria Limited	30720	23110	23470	
116416	Net Charge to General Fund Summary	153410	174120	177100	
<b>Business Units</b>					
162898	Chief Executive	165920	204580	226830	
167241	Corporate Finance	172040	178520	179590	
116702	Deputy Chief Executive	119910	119850	118010	
50781	Staff Development	54150	61350	54150	
176981	Human Resources and Organisational Development	180900	173340	177510	
-674603	Less: Recharge to Services	-692920	-737640	-756090	
0		0	0	0	
<b>Memo Note: Change in Controllable Expenditure</b>					
116416	Total Net Expenditure (as above)	153410	174120	177100	
-87989	Less: Staff and Overheads	-108370	-129180	-131820	
-4417	Capital Charges	-4420	-4420	-4420	
674603	Add: Internal Recharges	692920	737640	756090	
698613	Net Controllable Expenditure	733540	778160	796950	

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Emergency Planning and Works Expenditure</b>				1
9123	Employee Expenses	9740	9740	9930	
5396	Supplies and Services	22990	20330	20740	
4470	Agency and Contracted Works	4470	4560	4560	
34395	Staff and Overheads	63460	38680	39290	
<u>53384</u>	Net Charge to Portfolio Summary	<u>100660</u>	<u>73310</u>	<u>74520</u>	

### Notes

1. This budget includes:
  - The Council's statutory Emergency Planning role. The primary cost is the buying-in of services under a Service Level Agreement with the County Council Resilience Unit to provide professional support.
  - The Out of Hours call-out service deals with urgent calls which are out of office hours and directs them to appropriate agencies; and
  - Emergency works – this largely relates to a limited provision of sandbags to address localised flooding.

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Civic Duties Expenditure</b>				1
<u>2032</u>	Supplies and Services	<u>3280</u>	<u>4630</u>	<u>4370</u>	
<u>2032</u>	Net Charge to Portfolio Summary	<u>3280</u>	<u>4630</u>	<u>4370</u>	

#### Notes

1. This covers the Chairman's Allowance of £2,150 in 2018-2019 and £2,190 in 2019-2020, and civic hospitality.

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Communications Services</b>				1
	<b>Expenditure</b>				
12872	Supplies and Services	14900	15540	15540	2
2275	Staff and Overheads	3850	57530	59200	3
<u>15147</u>	Net Charge to Portfolio Summary	<u>18750</u>	<u>73070</u>	<u>74740</u>	

### Notes

1. This service mainly relates to the Council's corporate communications service, publications and advertising.
2. The main supplies are social media costs, other contracts, the Council magazine and advertising. Costs have increased due to General Data Protection Regulation compliance.
3. A review of the Communications Officer's time allocation has been undertaken. Previously, most of the cost was included in corporate costs. It is more appropriate to include it here and the 2018-2019 Revised Estimate and 2019-2020 Estimates have been revised accordingly.

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Heart of Cumbria Limited</b>				1
	<b>Expenditure</b>				
33330	Grants and Contributions	33330	33330	33330	2
34123	Staff and Overheads	30720	23110	23470	3
<u>67453</u>		<u>64050</u>	<u>56440</u>	<u>56800</u>	
	<b>Income</b>				
	Recoverable Charges				2
<u>45853</u>	Net Charge to Portfolio Summary	<u>30720</u>	<u>23110</u>	<u>23470</u>	

#### Notes

1. This is the Council's cost of administering its trading Company.
2. Council approved a grant to the Company, which would be recharged based on officer time in providing support and a review at the financial year-end.
3. This is the charge for staff time spent on the Company, but is chargeable to the Council. An example is the preparation of the Council's financial statements, in which the financial position of the Company must be included under group accounting rules.



## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
65860	<b>Chief Executive Business Unit</b>				1, 2
	<b>Expenditure</b>				
74724	Employees	148310	163620	204410	3
0	Transport	50	500	700	3
2465	Supplies and Services	1780	21720	21720	4
94573	Agency and Contracted Services	15780	18740	0	5
<u>162898</u>		<u>165920</u>	<u>204580</u>	<u>226830</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	2.48	0	3.48	6
	As at 1 April 2019	2.48	0	3.48	6

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as staff and overheads.
- The Chief Executive Business Unit covers the Chief Executive and her Secretary and the Secretarial Support Team.
- The increase in 2018-2019 relates to the recruitment and employment of a new full time Chief Executive.
- £20,000 growth item agreed to commission key pieces of work and strategic support to assist the Chief Executive.
- The Chief Executive services were bought-in under contract until 31 May 2018.
- Includes the Chief Executive (1 Full Time Equivalent (FTE), the Chief Executive's Secretary (1 FTE), plus 2 members of the Secretarial Support Team (1.48 FTE)).

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Corporate Finance Business Unit</b>					1, 2
<b>Expenditure</b>					
131567	Employees	133700	136280	141470	
347	Transport	410	350	360	
35327	Supplies and Services	37930	41890	37760	3
<u>167241</u>		<u>172040</u>	<u>178520</u>	<u>179590</u>	
<b>Staff Numbers</b>		<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
As at 1 September 2018		2.68	0	2.68	4
As at 1 April 2019		2.68	0	2.68	4

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as staff and overheads.
- The Corporate Finance Business Unit covers the Director, his Secretary, Internal Audit, and the overall management of the Department.
- Bought-in internal audit has increased for 2018-2019. It will reduce again in 2019-2020.
- The Director (1 Full Time Equivalent (FTE), his Secretary (0.68 FTE) and the Senior Auditor (1 FTE)).

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Deputy Chief Executive Business Unit</b>				1, 2
	<b>Expenditure</b>				
114531	Employees	115840	118110	116260	
120	Transport	310	310	320	
2051	Supplies and Services	3760	1430	1430	3
<u>116702</u>		<u>119910</u>	<u>119850</u>	<u>118010</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	2	0	2	4
	As at 1 April 2019	2	0	2	4

#### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as staff and overheads.
- The Deputy Chief Executive Business Unit covers the Deputy Chief Executive, his Secretary and the overall management of the Department.
- Reduction in insurance fees and removal of a redundant budget.
- The Deputy Chief Executive (1 Full Time Equivalent (FTE) and his Secretary (1 FTE)).

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Staff Development Expenditure</b>				
50781	Training Costs	54150	61350	54150	1
50781	Net Charge to Portfolio Summary	54150	61350	54150	

#### Notes

1. Growth item of £7,200 agreed for 2018-2019 for unexpected training expenses.

## Budget 2019-2020

### Leader Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Organisational Development and Human Resources Business Unit Expenditure</b>				1, 2
144227	Employees	155160	148800	152800	
374	Transport	200	200	200	
17196	Staff and Overheads	10340	9860	9860	
10767	Supplies and Services	10780	10060	10230	
4417	Capital Charges	4420	4420	4420	
<u>176981</u>	<b>Net Charge to Portfolio Summary</b>	<u>180900</u>	<u>173340</u>	<u>177510</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	3.56	0	3.56	
	As at 1 April 2019	3.56	0	3.56	

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as staff and overheads
- The Human Resources Business Unit delivers a range of services, principally, supporting all the directorates within the Council by providing operational advice and support to managers and staff on a wide range of employment-related issues, as well as providing specialist advice and services.

# Budget 2019-2020

## Resources Portfolio

Actual	Service	Original	Revised	Estimates	Notes
2017-18		Estimate	Estimate	2019-20	
£		£	£	£	
<b>Summary of Revenue Estimates</b>					
<b>Services</b>					
1165981	Corporate Costs	1180420	1063180	1253880	
1316	Member Development and Training	4080	4080	4160	
534136	Committee and Members' Costs	620650	586460	575040	
133513	Elections	54370	69360	161440	
127980	Registration of Electors	154510	201770	217390	
466279	Local Taxation Collection	534230	581670	570560	
84469	Council Tax Benefit/Council Tax Reduction	109520	84710	79730	
394988	Housing Benefit	323130	354200	358430	
24692	Discretionary Housing Payments	0	0	0	
-5277	Universal Credit	0	0	0	
-537811	Land Management	-549131	-554940	-549040	
-96077	Industrial Estates	-97410	-89140	-100110	
-11864	Insurance	0	0	0	
15409	Land Charges	-24430	-35600	-42850	
-14404	Licensing	-13410	-1450	-7110	
2283330	Service Expenditure	2296529	2264300	2521520	
-269682	Treasury Management/Interest	-229240	-276160	-311910	
<b>Business Units</b>					
520927	Legal and Committee Services	582980	582640	622930	
303795	Financial Services	328640	324220	334380	
834499	Revenues and Benefits	827120	854470	864040	
371980	Customer Services	379660	415270	401630	
531916	Information Technology	538950	521240	555130	
116869	Central Expenses	139380	150210	156090	
278969	Administrative Buildings	334980	318490	317140	
-2958955	Less: Recharge to Services	-3131710	-3166540	-3251340	
0		0	0	0	
<b>Memo Note: Change in Controllable Expenditure</b>					
2013648	Total Net Expenditure (as above)	2067289	1988140	2209530	
-3079742	Less: Staff and Overheads	-3119089	-2983480	-3169420	
-74891	Capital Charges	-130230	-124800	-124800	
3120838	Add: Internal Recharges	3216220	3234910	3362080	
2154987	Net Controllable Expenditure	2034190	2172730	2277390	

## Budget 2019-2020

### Resources Portfolio

Actual	Service	Original Estimate	Revised Estimate	Estimates	Notes
2017-18		2018-19	2018-19	2019-20	
£		£	£	£	
<b>Corporate Costs - Expenditure</b>					
859775	Staff and Overheads	936550	775670	901620	
3187	Supplies and Services	910	910	930	1
0	National Fraud Initiative	2220	2100	2140	
55051	Audit Fees	50760	41120	40460	2
0	Year End Valuations	0	8800	12040	3
25713	Bank Charges	28560	27000	27540	
	Subscriptions:				
5223	Local Government Association	5440	5230	5340	
410	District Councils' Network	420	500	510	
10090	Procurement Support	7680	7680	7830	
106500	Pension Fund Deficit Contribution	108800	108800	111200	4
6707	Apprenticeship Levy	5800	7860	7860	5
0	DDI Document Management	770	770	790	
72875	Delivering Digital Innovation	43500	80080	81680	6
15826	Transparency Code Salaries	4170	13620	9480	7
22000	Recruitment Costs of Chief Executive	0	7240	0	8
0	Service Contracts Retendering Support	0	0	65000	9
3637	Capital Charges	3670	3600	3600	
1186994		1199250	1090980	1278020	
<b>Income</b>					
-11685	Recharge to Services	-14660	-14660	-14660	5
-9328	Contribution from Other Funds	-4170	-13140	-9480	7
-21013	Total Income	-18830	-27800	-24140	
1165981	Net Charge to Portfolio Summary	1180420	1063180	1253880	

#### Notes

1. The increase in the 2017-2018 Actual is due to the provision of Data Protection training for all staff.
2. Grant Thornton LLP provide the Council's external audit service. The auditors notify fees in advance. The auditors did some additional work on the 2016-2017 Final Accounts process and the extra cost is shown in the 2017-2018 Actual.
3. Accounting regulations now require the valuations of Council land and buildings and other assets on a rolling basis, rather than the quinquennial basis previously used.
4. The fund actuary requires employers to make a flat-rate payment to recover previous pension fund deficits: the amounts are set for a three-year period as part of the triennial pension fund valuation. The 2018-2019 and 2019-2020 figures are taken from the latest triennial actuary review.
5. The Apprenticeship Levy is deducted from salary costs and must be used to fund training courses.
6. Delivering Digital Innovation was agreed as a growth item in 2016-2017. £14,000 was ongoing, while £16,000 was non-recurring. The budget is based on report F15/16, Delivering Digital Innovation, approved by Council on 14 April 2016. The 2018-2019 Original Estimate was incorrect and has been corrected from the 2018-2019 Revised Estimate.
7. The transparency budget is funded from the Transparency Additional Burdens Grant and is used to employ a Transparency Officer.
8. This budget was approved by Council on 15 February 2018, to cover the recruitment costs of the Chief Executive.
9. This is a provision to engage external specialist help for the reletting of service contracts from 1 April 2022.



## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Members' Development and Training Expenditure</b>				1
1316	Training Expenses	2040	2040	2080	
0	Supplies and Services	2040	2040	2080	
<u>1316</u>	Net Charge to Portfolio Summary	<u>4080</u>	<u>4080</u>	<u>4160</u>	

#### Notes

1. This supports a range of Members' training opportunities.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Committee and Members' Costs</b>				1
	<b>Expenditure</b>				
188548	Members' Allowances	194910	194930	198830	2,3
4472	Members' Travel	14210	8600	8770	2,3
47201	Accommodation	54330	43640	43670	4
7436	Other Democratic and Members' Costs	44370	44810	22340	5, 6, 7
7803	Members' IT Costs	11250	11250	11480	
119	Scrutiny Costs	5150	3000	5250	
600	Independent Remuneration Panel	930	930	950	
277957	Staff and Overheads	295500	279300	283750	
534136	Net Charge to Portfolio Summary	620650	586460	575040	

#### Notes

1. This service is for all Elected Members and Members' meetings expenditure.
2. The Scheme of Members' Allowances was approved by Council on 20 April 2017 (report reference F28/17; Council, 20 April 2017). The Scheme runs for four years to 2021.
3. The increase in Members' Allowances and the decrease in the budget of Members' Travel is the result of the creation of the new Portfolio, with the additional Special Responsibility Allowance. The travel budget was decreased and used to fund the additional Members' Allowances (report reference F28/17, Council, 20 April 2017).
4. Recharge for use of the Council Chamber and the Committee Room.
5. This includes a non-recurring item of £30,000 for the purchase of audio equipment in the Council Chamber and a recurring item of £2,250 from 2018-2019 for its maintenance (report reference G97/17; Council, 9 November 2017).
6. The Information Commissioner's Officer registration of £2,200 is included as ongoing growth.
7. The supplementary estimate in 2018 for Chains of Office of £5,000 (report reference CE12/18; Council 19 April 2018) has been moved to 2019-2020 and is included in the figures above.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Elections</b>				1
	<b>Eden District Council Elections</b>				
	<b>Expenditure</b>				
7445	Employee Expenses	1850	1850	1890	2
46884	Supplies and Services	12300	27720	94150	3, 4
27369	Staff and Overheads	25920	15260	35490	
<u>81698</u>		<u>40070</u>	<u>44830</u>	<u>131530</u>	
	<b>Non-Eden District Council Elections</b>				
51815	Staff and Overheads	14300	24530	29910	
<u>51815</u>		<u>14300</u>	<u>24530</u>	<u>29910</u>	
<u>133513</u>	Net Charge to Portfolio Summary	<u>54370</u>	<u>69360</u>	<u>161440</u>	

#### Notes

1. This service covers all elections run by Eden, including Parish, District, Parliamentary and European. In 2017-2018, no elections were planned, but a Parliamentary election was held.
2. The increase of the 2017-2018 Actual, of Employee Expenses and Supplies and Services was due to three District by-elections in the year.
3. The 2017-2018 Actual includes underpaid VAT of £25,228, relating to previous elections identified following a recent HM Revenues and Customs inspection.
4. A figure of £15,000 has been included in the 2018-2019 Revised Estimate and £80,000 in the 2019-2020 Estimates for the cost of the District Council elections in May 2019.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Registration of Electors</b>				1
	<b>Expenditure</b>				
30261	Employee Related Expenses	30790	32760	30660	
42554	Supplies and Services	44060	58770	65690	2
88317	Staff and Overheads	81260	120790	122720	
<u>161132</u>		<u>156110</u>	<u>212320</u>	<u>219070</u>	
	<b>Income</b>				
-31415	Government Grant	0	-8870	0	2
-1737	Sales	-1600	-1680	-1680	
<u>-33152</u>		<u>-1600</u>	<u>-10550</u>	<u>-1680</u>	
<u>127980</u>	Net Charge to Portfolio Summary	<u>154510</u>	<u>201770</u>	<u>217390</u>	

#### Notes

1. This service is the maintenance of the Electoral Roll, now done by Individual Elector Registration (IER), rather than householder registration. There are currently 42,000 electors registered from 26,000 households.
2. The implementation of IER has been funded by Government grant in 2017-2018 and 2018-2019 and prior years. The corresponding spending for this is included in Supplies and Services.

# Budget 2019-2020

## Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Local Taxation Collection</b>				1
	<b>Council Tax</b>				
	<b>Expenditure</b>				
10615	Supplies and Services	17720	15070	12080	2
561275	Staff and Overheads	594430	600480	610080	
571890		612150	615550	622160	
	<b>Income</b>				
-36124	Penalties and Court Costs - Recovery	-50000	-25000	-35000	
0	Government Grant	0	0	0	
0	Contribution from Other Funds	-6000	-6030	-6040	2
-36124		-56000	-31030	-41040	
535766	Net Cost of Council Tax Collection	556150	584520	581120	
	<b>Business Rates (also known as National Non-Domestic Rates)</b>				
	<b>Expenditure</b>				
16699	Supplies and Services	17240	18290	10880	
94001	Staff and Overheads	102830	106850	108550	
110700		120070	125140	119430	
	<b>Income</b>				
-125987	Government Grants: Cost of Collection	-125990	-125990	-125990	
-50163	Discretionary Rate Relief	-12000	0	0	
-4037	Penalties and Court Costs: Recovery	-4000	-2000	-4000	
-180187		-141990	-127990	-129990	
-69487	Net Cost of Business Rates Collection	-21920	-2850	-10560	
466279	Net Charge to Portfolio Summary for Local Taxation Collection	534230	581670	570560	

### Notes

- This service is the collection of the two local taxes which the Council administers as Billing Authority: Business Rates and Council Tax. The Council collects £30m Council Tax from 25,000 Council Tax payers and £20m Business Rates from 3,000 Business Rates payers.
- Includes funding of an annual inspection of empty properties to maximise New Homes Bonus.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Council Tax Reduction Administration Expenditure</b>				1
24915	Supplies and Services	23860	28280	18670	
16488	Discount Reductions - Flooding	0	0	0	2
109688	Staff and Overheads	124690	98520	100090	
<u>151091</u>		<u>148550</u>	<u>126800</u>	<u>118760</u>	
	<b>Income</b>				
-16488	Flooding Relief Grant	0	0	0	2
-50134	Administration Grant	-39030	-42090	-39030	
<u>-66622</u>		<u>-39030</u>	<u>-42090</u>	<u>-39030</u>	
<u>84469</u>	Net Charge to Portfolio Summary	<u>109520</u>	<u>84710</u>	<u>79730</u>	

#### Notes

1. Council Tax Benefit was a means-tested award, which reduced the Council Tax bills of those on low incomes. It was abolished with effect from 1 April 2013 and was replaced by locally agreed schemes of Council Tax Reduction (the Council agreed its scheme on 6 December 2012). The Council's scheme largely mirrors the previous Council Tax Benefit Scheme. Administration of the Council Tax Reduction Scheme continues to be done by Benefits staff, as it remains a means-tested award. 2,700 households receive reduced Council Tax bills under the Council's scheme. In total, the reduction is estimated to be £2.45m in 2019-2020.
2. Following flooding in December 2015, the Council introduced a Council Tax Discount Scheme for displaced households. The scheme was 100% funded by Government grant.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Housing Benefit Administration</b>				1
	<b>Expenditure</b>				
4498	Employee Expenses	4900	4480	4900	2
36445	Supplies and Services	23480	42490	25610	4
486383	Staff and Overheads	442320	476870	484490	
527326		470700	523840	515000	
-105248	Administration Grant	-85970	-91870	-85970	3
-30509	Specific Grants	-12900	-29070	-19000	4
-135757		-98870	-120940	-104970	
	<b>Benefits</b>				
8230910	Benefits Paid	7825150	7825150	7100000	5
-76157	Reclaim of Benefit	-80000	-80000	-80000	
8154753		7745150	7745150	7020000	
-8151334	Benefit Reimbursement	-7793850	-7793850	-7071600	5
3419		-48700	-48700	-51600	
394988	Net Charge to Portfolio Summary	323130	354200	358430	

### Notes

1. This service provides Housing Benefit payments, which are a means-tested benefit. It assists those on low incomes to meet their housing costs. In 2017-2018, there was forecast to be an average of 1,940 households in receipt of Housing Benefit.
2. Additional Government support was used to fund additional staff resources.
3. This grant should be seen in conjunction with the Council Tax Reduction Administration Grant. As part of Government savings plans, this Grant is being reduced.
4. Additional grant is provided to pay for software enhancements to enable Government data sharing initiatives.
5. The benefits paid and reimbursement figures have been reduced as the numbers of Housing Benefit claims is decreasing due to welfare reform measures, including the roll-out of the Universal Credit system in the District.



## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Discretionary Housing Payments Expenditure</b>				1
149714	Benefits Paid	164810	168810	168810	
149714		164810	168810	168810	
	<b>Grants</b>				
-125022	Government Grant	-164810	-168810	-168810	2
-125022		-164810	-168810	-168810	
24692	Net Charge to Portfolio Summary	0	0	0	

#### Notes

- Discretionary Housing Payments are payments to help those on benefits to adjust to situations where they are struggling to pay their rent. Discretionary Housing Payments are designed as a short-term measure and are administered by the Benefits staff. Claimants already in receipt of Housing Benefit are eligible for the payments.
- The Government determines the annual grant. This scheme is part of the Government's ongoing Welfare Reform changes. All spending is covered by Government grant.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Universal Credit</b>				1
	<b>Expenditure</b>				
6349	Supplies and Services	11470	13920	0	2
6349		11470	13920	0	
	<b>Income</b>				
-11626	Government Grant	-11470	-13920	0	2
-11626		-11470	-13920	0	
-5277	Net Charge to Portfolio Summary	0	0	0	

#### Notes

- Universal Credit is the new benefit replacing a number of existing benefits, including Housing Benefit. Universal Credit went live on 15 December 2014. It is being implemented on a phased basis. Full service was implemented in Eden in July 2018. However, even when fully rolled-out, it will not cover claimants of pensionable age (which make up over half of the Council's Housing Benefit caseload). No decision has been made by the Government as to when pensionable age claimants will move from Housing Benefit.
- Payment has been agreed to cover the Council's support to the Department for Work and Pensions. It is assumed that funding will cover costs in 2018-2019. No further grant is receivable from 2019-2020.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Land Management</b>				1
	<b>Expenditure</b>				
46205	Premises Related Expenses	40570	42120	45170	2
40437	Supplies and Services	36460	41460	42770	3
269250	Staff and Overheads	261909	252470	256500	
50654	Capital Charges	70660	76400	76400	4
<u>406546</u>		<u>419599</u>	<u>412450</u>	<u>420840</u>	
	<b>Income</b>				
-12328	Sales	-9730	-12680	-10850	
-9341	Other Contributions	0	0	0	5
-6700	Sale of Land	-5000	-5000	-5000	6
-915988	Rents and Lettings	-944000	-949710	-954030	7
<u>-944357</u>		<u>-958730</u>	<u>-967390</u>	<u>-969880</u>	
<u>-537811</u>	Net Charge to Portfolio Summary	<u>-549131</u>	<u>-554940</u>	<u>-549040</u>	

#### Notes

1. This budget covers the income and expenditure relating to the Council's land holdings. This includes the freehold of the Penrith New Squares site.
2. This includes the Council's land management contract and other professional fees.
3. The Supplies and Services budget currently includes the expenditure for the bus shelters in Penrith, which have now transferred to Penrith Town Council. The budget includes grants payable on a sliding scale which will reduce in future years.
4. Capital charges are notional and have no effect on Council Tax. They are chargeable under accounting practice to ensure that the full cost of service provision is recognised. An entry in accounting adjustments in the overall budget summary neutralises the cost to revenue.
5. A contingency was held on the Balance Sheet for the relocation of the Co-Op garages, previously on Drovers Lane Car Park. This was no longer required and was from the Balance Sheet in 2017-2018.
6. This is the estimated revenue from sale of land.
7. The main element is rent from Penrith New Squares. Estimated rent is made up as follows:

	Original 2018-19 £'000	Revised 2018-19 £'000	Original 2019-20 £'000
In lieu of car park income*	275	279	285
From Supermarket	191	191	191
From Phase1 retail**	348	348	348
	<u>814</u>	<u>818</u>	<u>824</u>

\* Uplifted annually by agreed index. The Original 2018-2019 budget estimated a 2% increase when the Actual was 3%. A 2% increase has been used for 2019-2020.

\*\* This is the minimum rent guarantee. Additional income may arise under the rent share agreement, dependent upon rental growth.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Industrial Estates</b>				1
	<b>Expenditure</b>				
16656	Premises Related Expenses	11110	24400	11780	2
186	Staff and Overheads	390	150	150	
<u>16842</u>		<u>11500</u>	<u>24550</u>	<u>11930</u>	
	<b>Income</b>				
-10144	Dilapidation	0	-10000	0	2
-102775	Rents	-108910	-103690	-112040	
<u>-112919</u>		<u>-108910</u>	<u>-113690</u>	<u>-112040</u>	
<u>-96077</u>	Net Charge to Portfolio Summary	<u>-97410</u>	<u>-89140</u>	<u>-100110</u>	

#### Notes

1. This heading includes the running expenses of the industrial units at Alston Station Yard and Gilwilly Industrial Estate, Penrith.
2. The Revised Estimate 2018-2019 includes the expenditure and income of a dilapidation claim.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Treasury Management</b>				1
	<b>Internally Managed Funds</b>				
2796	Interest Payable	1300	1300	80	2
41942	Supplies and Services	37430	39260	39130	3
40058	Staff and Overheads	43720	40790	41440	
84796		82450	81350	80650	
-354478	Investment Returns	-311690	-357510	-392560	4
-354478		-311690	-357510	-392560	
-269682	Net Credit to Portfolio Summary	-229240	-276160	-311910	

### Notes

1. This budget relates to the management of the Council's cash balances and its loans. The approach is agreed by Council when it approves the Treasury Management Strategy.
2. The interest payable on the loan for Bluebell Lane car park. This is the Council's only loan. At 1 April 2019, the balance outstanding was £27,500.
3. This includes £12,000 of additional expenditure in 2017-2018, agreed at Executive on 7 November 2017, for the review of Heart of Cumbria Limited governance and modelling by the treasury consultants.
4. Investment returns have been based on:

### Cash Deposits

Cash deposits (interest) forecasts of future interest rates. An average return of 0.9% has been used in the 2018-2019 Revised Estimate and 0.9% for the 2019-2020 Estimates for cash deposits. The reason for this is the lengthening of counterparty investment lengths. During 2019-2020, the Council's average cash balance is estimated to be £14.9m.

### Property Fund

The Property Fund (rental share) has been budgeted at £214,460 in 2018-2019 and £216,000 in 2019-2020.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Insurance</b>				1
	<b>Expenditure</b>				
102374	Premiums	98500	80000	84000	
5000	Supplies and Services	5000	2100	2240	
17058	Staff and Overheads	17400	15250	15490	
<u>124432</u>		<u>120900</u>	<u>97350</u>	<u>101730</u>	
-136296	Recharge to Services	-120900	-97350	-101730	
<u>-11864</u>	Net Charge to Portfolio Summary	<u>0</u>	<u>0</u>	<u>0</u>	

#### Notes

1. This budget covers the insurance costs for all of the Council's activities. The insurance contract is regularly retendered. The contract has been re-tendered and a new contract commenced on 31 January 2018.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Land Charges</b>				1
	<b>Expenditure</b>				
26016	Supplies and Services	32530	32530	33180	2, 3, 4
84121	Staff and Overheads	67340	64170	65120	4
<u>110137</u>		<u>99870</u>	<u>96700</u>	<u>98300</u>	
	<b>Income</b>				
-94728	Fees and Charges	-124300	-132300	-141150	
<u>-94728</u>		<u>-124300</u>	<u>-132300</u>	<u>-141150</u>	
<u>15409</u>	Net Charge to Portfolio Summary	<u>-24430</u>	<u>-35600</u>	<u>-42850</u>	

#### Notes

1. This service enables those purchasing properties to undertake a Local Search. For a fee, the Council will give details of any local charges that apply to a particular property. In 2017-2018, it is expected that some 900 Local Searches will be dealt with.
2. As the fee income varies, the direct costs will also vary in proportion. These are the charges from Cumbria County Council, the Lake District National Park Authority and the Yorkshire Dales National Park Authority.
3. The Supplies and Services Actual for 2017-2018 relates to a national court case, which was settled in 2016-2017.
4. As part of the Delivering Digital Innovation project, the software costs have been transferred from Land Charges to Delivering Digital Innovation. These have been replaced with a recharge in Staff and Overheads.



## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Licensing</b>				1
	<b>Expenditure</b>				
11711	Supplies and Services	15540	23670	16330	2
108475	Staff and Overheads	97910	106790	108470	
<u>120186</u>		<u>113450</u>	<u>130460</u>	<u>124800</u>	
	<b>Income</b>				
-134590	Fees and Charges	-126860	-131910	-131910	
<u>-134590</u>		<u>-126860</u>	<u>-131910</u>	<u>-131910</u>	
<u>-14404</u>	Net Charge to Portfolio Summary	<u>-13410</u>	<u>-1450</u>	<u>-7110</u>	

#### Notes

1. This service includes a variety of licences. These are mainly for hackney carriage, private hire vehicles, gambling and licensed premises. 1,700 licences and annual fees are issued each year.
2. The 2018-2019 Revised Estimate includes all costs associated with the Council's participation in a Coroner's Hearing.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Administrative Buildings Expenditure</b>				1
255375	Premises	301860	293650	291090	2,
4014	Staff and Overheads	12620	5590	5550	
20600	Capital Charges	20600	20600	20600	
<u>279989</u>		<u>335080</u>	<u>319840</u>	<u>317240</u>	
	<b>Income</b>				
-1020	Rent	-100	-1360	-100	2
<u>278969</u>	Net Charge to Portfolio Summary	<u>334980</u>	<u>318490</u>	<u>317140</u>	2, 3

#### Notes

- These costs relate to the running of the Council offices at the Town Hall site (Town Hall and Annex), the Mansion House site and its associated storage facilities.
- Building costs are principally charged to Business Units pro rata to the space occupied. A charge is made to Committee and Members' Costs for the use of the Council Chamber and Committee Room. It also includes the notional recharge to elections for non-Eden District Council elections and referendums. There are no non-Eden District Council elections planned in 2019-2020.
- The cost of each building is as follows:

Actual		Original Estimate	Revised Estimate	Estimate
£		£	£	£
134004	Town Hall	175840	165350	164310
134001	Mansion House	146010	143530	152830
10964	Storage Facilities	13130	9600	*0
<u>278969</u>		<u>334980</u>	<u>318480</u>	<u>317140</u>

\*The Council revised its storage arrangements from 1 April 2019.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Legal and Committee Services Business Unit</b>				1, 2
	<b>Expenditure</b>				
518111	Employees	558770	559070	598550	
1566	Transport	3060	1800	1840	
17245	Supplies and Services	32100	29440	30210	3
<u>536922</u>		<u>593930</u>	<u>590310</u>	<u>630600</u>	
	<b>Income</b>				
-15995	Sales	-7670	-7670	-7670	
<u>-15995</u>		<u>-7670</u>	<u>-7670</u>	<u>-7670</u>	
<u>520927</u>	Net Charge to Portfolio Summary	<u>586260</u>	<u>582640</u>	<u>622930</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	14.22	1.41	15.63	
	As at 1 April 2019	14.22	1.41	15.63	

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as staff and overheads.
- The Legal and Committee Services Business Unit delivers a range of services, principally:
  - Legal Services;
  - Licensing;
  - Elections;
  - Committee Services;
  - Governance; and
  - Communications
- The 2017-2018 Actual includes legal fees relating to a withdrawn planning appeal and fee income increase.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Financial Services Business Unit</b>				1, 2
	<b>Expenditure</b>				
241746	Employees	240680	245710	254540	
3979	Transport	4460	4360	4450	3
52655	Supplies and Services	78110	68650	69890	4
5584	Capital Charges	5590	5600	5600	
<u>303964</u>		<u>328840</u>	<u>324320</u>	<u>334480</u>	
	<b>Income</b>				
-169	Fees and Charges	-200	-100	-100	
<u>-169</u>		<u>-200</u>	<u>-100</u>	<u>-100</u>	
<u>303795</u>	Net Charge to Portfolio Summary	<u>328640</u>	<u>324220</u>	<u>334380</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	7.09	0.00	7.09	
	As at 1 April 2019	7.09	0.00	7.09	

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as staff and overheads.
- The Financial Services Business Unit delivers a range of services, principally comprising:
  - Finance advice to officers and Members;
  - Preparation and monitoring of the Council's Revenue and Capital budgets;
  - Preparation and publication of the Council's Annual Report and Accounts;
  - Payment of invoices for goods and services received by the Council;
  - Maintenance and review of the Council's insurance;
  - Treasury management; and
  - Payroll.
- This is the Council's Public Transport budget and the Section's mileage costs.
- This includes alternative arrangements for the Council's BACS payment system. The previous supplier increased costs by a large amount. A competitive quotation resulted in a lower cost. Also included is the increase in the software costs for the Council's Financial Management System.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Revenues and Benefits Business Unit</b>				1, 2
	<b>Expenditure</b>				
732308	Employees	719890	747210	740230	
11189	Transport	15920	11600	11830	
84915	Supplies and Services	82740	78880	93380	3
27219	Capital Charges	29700	18600	18600	
855631		848250	856290	864040	
	<b>Income</b>				
-21132	Recharge to South Lakeland District Council	-21130	-1820	0	4
834499	Net Charge to Portfolio Summary	827120	854470	864040	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	24.35	1.00	25.35	
	As at 1 April 2019	24.35	0.00	24.35	

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as staff and overheads.
- The Revenues and Benefits Business Unit delivers a range of services, principally comprising:
  - Administration of Housing Benefit;
  - Administration of the Local Council Tax Reduction Scheme; and
  - Billing and collection of Council Tax and National Non-Domestic Rates (Business Rates).
- This includes a supplementary estimate agreed by Executive on 3 October 2017 (report reference F75/17) for the support of the revenues software implementation of £25,080 in 2017-2018. In 2019-2020, it also includes the cost of the Cash Receipting software agreed by the Executive on 2 October 2018 (report reference F64/18).
- The recharge for shared management posts has decreased and ceased as arrangements have been revised and no staff are currently shared.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Customer Services Business Unit</b>				1, 2
	<b>Expenditure</b>				
383574	Employees	377260	407950	399350	3
85	Transport	200	200	200	
9776	Supplies and Services	24200	29120	24080	4
<u>393435</u>		<u>401660</u>	<u>437270</u>	<u>421650</u>	
	<b>Income</b>				
-21455	Charges for Services	-22000	-22000	-22000	5
<u>-21455</u>		<u>-22000</u>	<u>-22000</u>	<u>-22000</u>	
<u>371980</u>	Net Charge to Portfolio Summary	<u>379660</u>	<u>415270</u>	<u>401630</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	15.04	0.00	15.04	
	As at 1 April 2019	15.04	0.00	15.04	

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as staff and overheads.
- The Customer Services Business Unit delivers a range of services, principally comprising:
  - A single point of contact for all enquiries;
  - Internal post;
  - Printing; and
  - Running Alston Local Link.
- An increase in 2018-2019 relates to the Council's digital project.
- Includes an £8,000 roll-forward in the 2018-2019 Revised Estimate for IT support in relation the new digital platform; a replacement of the Contact Centre's current Customer Management System.
- The Charges for Services is a recharge to Cumbria County Council for running Alston Library (part of Alston Local Links).

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Information Technology Business Unit</b>				1
	<b>Expenditure</b>				
271747	Supplies and Services	275030	272270	295040	2
290420	Recharge from South Lakeland District Council	286110	271420	282540	3
0	Transport	310	50	50	
<u>562167</u>		<u>561450</u>	<u>543740</u>	<u>577630</u>	
	<b>Income</b>				
	Charges for Services	-22500	-22500	-22500	
<u>-30251</u>		<u>-22500</u>	<u>-22500</u>	<u>-22500</u>	3
<u>531916</u>	Net Charge to Portfolio Summary	<u>538950</u>	<u>521240</u>	<u>555130</u>	

### Notes

- Information Technology is a shared service with South Lakeland District Council. The Business Unit supports and develops the Council's IT for officers and Members. It includes the technical support of the website and telephony, and latterly, support for Delivering Digital Innovation.
- Includes a growth item in 2019-2020 for £20,000, this is due to the increase in costs relating to a software purchase.
- This comprises the agreed share (39.8%) of the total shared budget. This relates solely to the cost of the shared staff.

## Budget 2019-2020

### Resources Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Central Expenses</b>					
<b>Expenditure</b>					
27642	Staff Recruitment	21610	33610	31830	1
3350	Employer Body Levies	3820	3350	3620	
15809	Health and Safety	25660	25660	26170	2
11128	Staff Welfare	18520	17820	23260	3
6993	Printing	10230	10230	10430	4
27832	Telephones	31090	31090	31710	
24497	Postage	30600	30600	31220	
-120	Security System	0	0	0	
<u>116951</u>		<u>141530</u>	<u>152360</u>	<u>158240</u>	
<b>Income</b>					
-82	Sales	-2150	-2150	-2150	5
-82		-2150	-2150	-2150	
<u>116869</u>	Net Charge to Portfolio Summary	<u>139380</u>	<u>150210</u>	<u>156090</u>	

#### Notes

1. The increase in the Staff Recruitment budget in 2018-2019 is due to more vacancies than anticipated in the year.
2. This includes office First Aid supplies, assessments required by law, protective clothing and staff training.
3. The 2019-2020 budget includes a figure of £5,000 uncommitted growth for the enhanced Long Service Awards.
4. The Plan copier and printing budgets have been merged.
5. This includes the income from the photocopying charges and the recharge from the use of telephones.



**Budget 2019-2020**  
**Resources Portfolio**  
**Renewals Fund**

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>General Repairs and Renewals Fund</b>					
<b>Department of Finance</b>					
222875	Delivering Digital Innovation Project	0	143000	0	1
0	Replacement Cash receipting Software	0	35850	0	2
<b>Leisure</b>					
174623	Replacement of Equipment and Centre Maintenance	79375	150000	177000	3
397498		79375	328850	177000	
<b>Receipts</b>					
202150	Repayment from Services	176100	194500	189500	
202150		176100	194500	189500	
1073926	Balance 1 April	711611	879000	744650	
-195348	Net Expenditure(-)/Surplus	96725	134350	12500	
878578	Balance 31 March	808336	744650	732150	
<b>IT Repairs and Renewals Fund</b>					
<b>Payments</b>					
19755	Computer Equipment	125000	163000	52000	4
19755		125000	163000	52000	
<b>Receipts</b>					
25000	Repayment from Services	125000	125000	70000	4
25000		125000	125000	70000	
64510	Balance 1 April	300	70000	32000	
5245	Net Expenditure(-)/Surplus	0	-38000	18000	
69755	Balance 31 March	300	32000	50000	

**Notes**

1. The 2017-2018 Actual includes £180,000 for the implementation of replacement Revenues and Benefits software (report reference F20/17; Council 9 March 2017). £143,000 was rolled forward to 2018-2019 to fund Digital Innovation because of delays in the project.
2. Replacement of software approve by Executive on 2 October 2018 (report reference F64/18).
3. The Leisure Centres' replacement and maintenance is a ten-year programme agreed by Council when the current contractor was appointed in 2012. The exact timing of spend is difficult to control as this has to be agreed with the Council's Leisure partner. In 2017-2018, the spending was in connection with boiler replacement at Penrith Leisure Centre. Items in future years were agreed in 2012, and include changing room refurbishment at Appleby Leisure Centre.
4. Additional contribution (and spend) to the IT renewals reserve, as agreed at the Resources Portfolio Holder's meeting on 30 November 2017 (report reference F83/17). The schedule of payments and contributions was agreed in this report. A summary is shown below:

Actual 2017-18	Detail	Original Estimate 2018-19	Revised Estimate 2018-19	Estimate 2019-20
£		£	£	£
19,755	Tablets and Laptops	39,500	77,000	48,000
	SAN Replacement	50,000	50,000	
	ESX Replacement	30,000	30,000	
	Corporate Firewall	4,500	4,500	
	PSN Firewall	1,500	1,500	
	Mobile Telephones			4,000
19,755		125,000	163,000	52,000

# Budget 2019-2020

## Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Summary of Revenue Estimates Services</b>				
222881	Public Conveniences	205420	209450	256580	
315419	Street Cleaning	323550	330730	328100	
80168	Provision of Amenities	57150	59850	60560	
194206	Footway Lighting	179570	208750	193260	
240107	Recycling	120730	287840	237990	
828813	Refuse Collection	831140	860700	862010	
63999	Appleby Fair	80070	73380	74570	
67696	Cemeteries	74870	76660	75370	
25914	Closed Churchyards and War Memorials	27960	28520	28420	
-124958	Vehicle Parking Off-Street	-125660	-139110	-135880	
414970	Parks and Open Spaces	379390	400260	397550	
69574	Building Regulations	85700	120580	129750	
25521	Other Building Control	39500	28170	30210	
54898	Environmental Enhancement and Conservation	39240	60020	57930	
2479208		2318630	2605800	2596420	
	<b>Business Units</b>				
225998	Building Control	236920	254130	283250	
661762	Technical Services	699450	692580	734450	
-887760	Less: Recharge to Services	-936370	-946710	-1017700	
0		0	0	0	
	<b>Memo Note: Change in Controllable Expenditure</b>				
2479208	Total Net Expenditure (as above)	2318630	2605800	2596420	
-971290	Less: Staff and Overheads	-908750	-977180	-1013960	
-40978	Capital Charges	-34150	-44620	-44620	
887760	Add: Internal Recharges	936370	946710	1017700	
2354700	Net Controllable Expenditure	2312100	2530710	2555540	

## Budget 2019-2020

### Services Portfolio

Actual	Service	Original Estimate	Revised Estimate	Estimates	Notes
2017-18		2018-19	2018-19	2019-20	
£		£	£	£	
	<b>Public Conveniences Expenditure</b>				
186180	Premises Related Expenses	174830	174630	206430	1
1000	Supplies and Services	3100	3100	18310	3
13174	Staff and Overheads	5850	9120	9240	
22640	Capital Charges	22640	22600	22600	
<u>222994</u>		<u>206420</u>	<u>209450</u>	<u>256580</u>	
	<b>Income</b>				
-113	Charges for Services	-1000	0	0	2
<u>222881</u>	Net Charge to Portfolio Summary	<u>205420</u>	<u>209450</u>	<u>256580</u>	

### Notes

1. This budget relates to the provision and upkeep of 14 public conveniences. The increased costs in 2019-2020 are the increased costs of planned maintenance prior to devolution to parish councils.
2. The income relates to money received for the use of Pooley Bridge Public Conveniences. However, due to maintenance issues with the system, no income has been received in 2018-2019 and none is expected in 2019-2020.
3. Includes the costs of contract variations for the planned devolution in 2019-2020.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Street Cleaning Expenditure</b>				1
271727	Agency and Contracted Services	272310	278910	278910	
38210	Staff and Overheads	42100	39190	39810	
8920	Grants and Contributions	9100	9600	9790	
3900	Supplies and Services	7500	11710	8270	2
<u>322757</u>		<u>331010</u>	<u>339410</u>	<u>336780</u>	
	<b>Income</b>				
-7338	Recoverable Charges	-7460	-8680	-8680	
<u>315419</u>	Net Charge to Portfolio Summary	<u>323550</u>	<u>330730</u>	<u>328100</u>	

#### Notes

1. This service, procured under contract, provides the street cleaning of all towns and villages district-wide, including all roads being mechanically swept, litter picking all of the verges and 509 litter bins and dog bins being emptied.
2. The annual gum removal contract was part delayed in 2017-2018 due to severe weather conditions and was subsequently completed at the start of 2018-2019, raising the costs for that year, but returning to the previous level in 2019-2020.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Provision of Amenities Expenditure</b>				
	<b>Agency and Contracted Services</b>				
9336	Premises Related Expenses	1340	1020	850	1
13035	Supplies and Services	12780	12780	13040	
0	Other Grants and Contributions	0	700	530	2
60923	Staff and Overheads	47130	49450	50240	
83294		61250	63950	64660	
	<b>Income</b>				
-3126	Recoverable Charges	-4100	-4100	-4100	
80168	Net Charge to Portfolio Summary	57150	59850	60560	

#### Notes

1. This budget covers a range of services: litterbins, street naming and numbering, street nameplates and the Musgrave Monument.
2. Devolution costs for transfer of Musgrave Monument to Penrith Town Council, reducing grant over 4 years.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Footway Lighting Expenditure</b>				1
56107	Premises Related Expenses	76520	62220	63460	
52149	Agency and Contracted Services	55420	51140	51140	
18807	Supplies and Services	0	0	0	2
0	Other Grants and Contributions	0	69550	52170	3
50934	Staff and Overheads	38340	46090	46740	
16210	Capital Charges	9290	19800	19800	
<u>194207</u>		<u>179570</u>	<u>248800</u>	<u>233310</u>	
	<b>Income</b>				
-1	Fees and Charges	0	-40050	-40050	3
<u>194206</u>	Net Charge to Portfolio Summary	<u>179570</u>	<u>208750</u>	<u>193260</u>	

### Notes

1. This budget represents the cost of the existing service. Following an extensive review of footway lighting, a number of lights are being transferred to the respective Parish Councils. There are currently 1,581 footway lights within the District of Eden.
2. The 2017-2018 Actual reflects a one-off cost for electrical testing and condition surveys of the footway lighting stock.
3. Reflects the grants paid to Parish Councils following devolution of footway lighting (reducing over 4 years). There is a respective recharge to the Parish Councils.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Recycling Expenditure</b>				1
701785	Agency and Contracted Services	673370	732090	721580	2
66589	Supplies and Services	75770	73030	74700	
122356	Staff and Overheads	110450	118630	119520	
<u>890730</u>		<u>859590</u>	<u>923750</u>	<u>915800</u>	
	<b>Income</b>				
-3375	Sale Materials	-3100	-3200	-3200	
-647248	Recycling Credits	-735760	-632710	-674610	3
<u>-650623</u>		<u>-738860</u>	<u>-635910</u>	<u>-677810</u>	
<u>240107</u>	Net Charge to Portfolio Summary	<u>120730</u>	<u>287840</u>	<u>237990</u>	

#### Notes

1. This service, provided under contract, includes the kerbside collection of glass, paper, plastics and tin to 26,250 households and the collection of garden waste to 17,685 properties. Within the villages there are also 84 bring sites for Eden residents to dispose of their recyclables.
2. Contracted services have increased due to inflation on the main contract. In addition, the fluctuation charges relating to material tonnage prices have increased rapidly in 2018-2019.
3. The subsidy has reduced due to a decline in garden waste recycling tonnages, owing to winter weather in February and March 2018 and the hot summer of 2018.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Refuse Collection Expenditure</b>				
770052	Agency and Contracted Services	772610	803700	803700	1
2067	Supplies and Services	1220	1220	1240	
82499	Staff and Overheads	81960	81080	82370	
<u>854618</u>		<u>855790</u>	<u>886000</u>	<u>887310</u>	
	<b>Income</b>				
-8016	Sales	-7000	-7500	-7500	2
-17789	Recharges	-17650	-17800	-17800	3
<u>-25805</u>		<u>-24650</u>	<u>-25300</u>	<u>-25300</u>	
<u>828813</u>	Net Charge to Portfolio Summary	<u>831140</u>	<u>860700</u>	<u>862010</u>	

#### Notes

1. This service provides a weekly refuse collection service to 26,250 properties and is provided under contract.
2. Sale of blue refuse bags.
3. Charges for bulky item collection.



## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Appleby Fair Expenditure</b>				1
21294	Supplies and Services	22440	22100	22540	
9466	Agency and Contracted Services	9470	9720	9720	
33958	Staff and Overheads	48880	42470	43220	
<u>64718</u>		<u>80790</u>	<u>74290</u>	<u>75480</u>	
	<b>Income</b>				
-719	Donations	-720	-910	-910	2
<u>63999</u>	Net Charge to Portfolio Summary	<u>80070</u>	<u>73380</u>	<u>74570</u>	

#### Notes

1. The Council has a number of roles in relation to the annual Appleby Fair:
  - It co-ordinates the activities of all the agencies (Police, County Council, RSPCA);
  - It undertakes a range of statutory duties, for example, regulation of caravan sites; and
  - It clears public areas throughout and after the Fair.
2. Voluntary contributions to the hire of the bowling hut.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Cemeteries</b>				1
	<b>Expenditure</b>				
111400	Premises Related Expenses	126090	130880	131440	2
778	Supplies and Services	1130	1130	1150	
78886	Staff and Overheads	63750	70970	72100	
<u>191064</u>		<u>190970</u>	<u>202980</u>	<u>204690</u>	
	<b>Income</b>				
-122558	Fees and Charges	-115520	-125520	-128520	3
-300	Rents	-280	-280	-280	
-510	Contribution	-300	-520	-520	
<u>-123368</u>		<u>-116100</u>	<u>-126320</u>	<u>-129320</u>	
<u>67696</u>	Net Charge to Portfolio Summary	<u>74870</u>	<u>76660</u>	<u>75370</u>	

### Notes

1. This service provides the day-to-day running and maintenance of cemeteries in Penrith, Appleby, Alston, Nenthead and Garrigill. Over the last twelve months, there have been 131 burials/interments of cremated remains at these cemeteries.
2. A major element of Premises Related Expenses is grounds maintenance, which is part of the Council's contracted services.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Closed Churchyards and War Memorials Expenditure</b>				1
21469	Premises Related Expenses	24330	24570	24420	2
4445	Staff and Overheads	3630	3950	4000	
<u>25914</u>	Net Charge to Portfolio Summary	<u>27960</u>	<u>28520</u>	<u>28420</u>	

#### Notes

1. This service provides grass cutting, leaf clearance and general maintenance of 13 closed churchyards and 10 war memorials in the District.
2. War memorials are included in the devolution of services to Penrith Town Council.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Vehicle Parking (Off-Street) Expenditure</b>				1
30787	Agency and Contracted Services	25300	32240	32750	
53926	Premises Related Expenses	85620	69600	82370	
89168	Supplies and Services	47730	47730	48900	2
15474	Staff and Overheads	18180	14250	14470	
<u>189355</u>		<u>176830</u>	<u>163820</u>	<u>178490</u>	
	<b>Income</b>				
-312878	Car Parking Charges	-300810	-301250	-312690	3
-1435	Rents and Lettings	-1680	-1680	-1680	
<u>-314313</u>		<u>-302490</u>	<u>-302930</u>	<u>-314370</u>	
<u>-124958</u>	Net Charge to Portfolio Summary	<u>-125660</u>	<u>-139110</u>	<u>-135880</u>	

### Notes

1. This relates to the Council's own car parks. The Council has 8 car parks in Penrith, 2 in Appleby, 2 in Kirkby Stephen and 1 in Alston.
2. Increase in the Actual 2017-2018 is due to backdated charges from Cumbria County Council for winter gritting in 2015-2016.
3. An increase in car park ticket price has been budgeted for.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Parks and Open Spaces Expenditure</b>				1
386466	Premises Related Expenses	293820	312060	307580	2,3,4
4361	Supplies and Services	4590	5460	5500	
93969	Staff and Overheads	105290	108990	110720	
2128	Capital Charges	2220	2220	2220	
486924		405920	428730	426020	
	<b>Income</b>				
-23607	Fees and Charges	-22990	-25090	-25090	
-2189	Rents and Lettings	-3460	-3300	-3300	
-46158	Other Contributions	-80	-80	-80	4
-71954		-26530	-28470	-28470	
414970	Net Charge to Portfolio Summary	379390	400260	397550	

#### Notes

1. This service provides general operational management and day-to-day maintenance of various parks, open spaces and children's play areas throughout the District. The main parks are Castle Park and Coronation Gardens, Penrith, and Coronation Park, Appleby.
2. A major element of Premises Related Expenses is grounds maintenance, which is part of the Council's contracted services.
3. The Castle Park Development Fund has been moved from here into the Communities Portfolio (Community Development Service). The increase in costs for 2018-2019 relates to the devolution process of Fairhill, Penrith, and Morland play areas.
4. In 2017-2018, a contribution towards the Carleton Park Play Area was made for the purchase of play equipment.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Building Regulations Expenditure</b>				1
1908	Supplies and Services	2880	4450	4450	
326376	Staff and Overheads	298520	347520	373740	
0	Surplus(+) or Deficit (-)	+5500	+20610	+2760	2
<u>328284</u>		<u>306900</u>	<u>372580</u>	<u>380950</u>	
	<b>Income</b>				
-258710	Building Regulation Fees	-221200	-252000	-251200	3
<u>69574</u>	Net Charge to Portfolio Summary	<u>85700</u>	<u>120580</u>	<u>129750</u>	

#### Notes

1. This heading covers the functions and procedures required by Building Regulations. It excludes work carried out by Building Control staff, which is not associated with Building Regulations. During 2018-2019, it is forecast that there will be 650 Building Regulation applications.
2. As per the Government's requirements, the Building Regulations service is divided between chargeable and non-chargeable activity. The non-chargeable element is met from the General Fund. The chargeable element is met from fee income. A surplus, or deficit, is made on chargeable work. At the financial year end, this is transferred to a reserve. The reserve account balance was £84,531 in surplus at 1 April 2018. The surplus will assist in the appointment and training of an Apprentice.
3. Building Control is regularly monitored to ensure the correct allocation split between chargeable and non-chargeable activity and to ensure that fee income covers the chargeable element.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Other Building Control Expenditure</b>				1
0	Supplies and Services	3900	3900	3900	
25521	Staff and Overheads	38700	27370	29410	
<u>25521</u>		<u>42600</u>	<u>31270</u>	<u>33310</u>	
	<b>Income</b>				
0	Recharges	-3100	-3100	-3100	
<u>25521</u>	Net Charge to Portfolio Summary	<u>39500</u>	<u>28170</u>	<u>30210</u>	

#### Notes

1. This heading includes functions performed by Building Control staff, which are not connected with Building Regulation applications. It includes the following:
  - Investigating and securing dangerous structures;
  - Control of demolition; and
  - General advice to the public and their agents on Building Control.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Environmental Enhancement and Conservation Expenditure</b>				1
30333	Supplies and Services	33270	41920	39550	2
24565	Staff and Overheads	5970	18100	18380	3
<u>54898</u>	<b>Net Charge to Portfolio Summary</b>	<u>39240</u>	<u>60020</u>	<u>57930</u>	

### Notes

1. This heading includes the following functions:
  - Tree Preservation Orders;
  - Designation of, and schemes for, the enhancement of Conservation Areas; and
  - Work in connection with buildings of architectural or historic interest and sites of special scientific or conservation interest, including advice to applicants.
2. The Revised Estimate 2018-2019 and Estimates 2019-2020 reflect the increase in the new three year Arboricultural Service Contract from 1 April 2018. The Revised Estimate 2018-2019 includes £3,200 one-off work relating to high priority Tree Preservation Orders, approved at Council on 14 February 2019.
3. The increase recharge reflects the appointment of a full time Conservation Officer from 14 August 2017.



## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Building Control Business Unit Expenditure</b>				1, 2
203591	Employees	214760	233870	263090	3
16461	Transport	16500	17320	17320	
5946	Supplies and Services	5660	2940	2840	
<u>225998</u>		<u>236920</u>	<u>254130</u>	<u>283250</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	5.54	0	5.54	
	As at 1 April 2019	6.54	0	6.54	3

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as Staff and Overheads.
- The Building Control Business Unit delivers a range of services, principally:
  - Ensuring buildings meet the standards set out in Building Regulations. These standards include requirements on health and safety, structural stability, fire safety, energy conservation and accessibility;
  - Dangerous structures; and
  - Management of the demolition of buildings.
- The Building Control Section intends to employ an Apprentice in 2019-2020.

## Budget 2019-2020

### Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Technical Services Business Unit Expenditure</b>				1, 2
621648	Employees	654730	646820	688760	
26253	Transport	29170	29170	29750	
13861	Supplies and Services	15550	16590	15940	
<u>661762</u>	<b>Net Charge to Portfolio Summary</b>	<u>699450</u>	<u>692580</u>	<u>734450</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	17.4	0	17.4	
	As at 1 April 2019	18.4	0	18.4	

### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as Staff and Overheads.
- The Technical Services Business Unit delivers a range of services, principally:
  - A maintenance and repair service to all Council-owned properties;
  - Land management;
  - Facilities management;
  - Car parking;
  - Management of the service contracts (for example, street sweeping, refuse collection, and grounds maintenance);
  - Management of the recycling contracts;
  - Management of leisure and communities; and
  - Corporate Health and Safety.

## Budget 2019-2020

### Eden Development Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Summary of Revenue Estimates</b>					
<b>Services</b>					
296795	Development Control	370060	397110	412300	
37018	Local Plans and Policy	141390	154010	169320	
<u>333813</u>		<u>511450</u>	<u>551120</u>	<u>581620</u>	
<b>Business Units</b>					
108680	Planning Policy	172220	170430	180620	
587765	Planning Services	643990	660570	689330	
-696445	Less: Recharges to Services	-816210	-831000	-869950	
<u>0</u>		<u>0</u>	<u>0</u>	<u>0</u>	
<b>Memo Note: Change in Controllable Expenditure</b>					
333813	Total Net Expenditure (as above)	511450	551120	581620	
-1128375	Less: Staff and Overheads	-1001680	-1009340	-1013490	
696445	Add: Internal Recharges	816210	831000	869950	
<u>-98117</u>	Net Controllable Expenditure	<u>325980</u>	<u>372780</u>	<u>438080</u>	

## Budget 2019-2020

### Eden Development Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Development Control and Enforcement Expenditure</b>				1
37680	Supplies and Services	35420	35720	42530	2, 3
949851	Staff and Overheads	819040	838540	842970	
<u>987531</u>		<u>854460</u>	<u>874260</u>	<u>885500</u>	
	<b>Income</b>				
-11439	Recoverable Charges	-15900	-8650	-4700	3
-679297	Planning Application Fees	-468500	-468500	-468500	
<u>-690736</u>		<u>-484400</u>	<u>-477150</u>	<u>-473200</u>	
<u>296795</u>	Net Charge to Portfolio Summary	<u>370060</u>	<u>397110</u>	<u>412300</u>	

#### Notes

1. This heading covers the handling of all applications made under Town and Country Planning legislation and commenting on applications and proposals on which the Council is consulted by another authority. It also includes handling enquiries from developers, consultants and residents in advance of submission of applications. Also covered is the investigation of breaches of planning control, taking enforcement action and handling planning appeals. During 2018-2019, the forecast is that there will be around 1,088 planning applications and 206 pre-planning applications.
2. Legal costs in connection with solar farm appeals have been paid over a three-year period, with the final payment anticipated to be in 2019-2020.
3. Enforcement action expenditure and income reduced due to the decline in actions being enforced.

## Budget 2019-2020

### Eden Development Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Local Plans and Policy</b>				1
	<b>Expenditure</b>				
31224	Supplies and Services	33750	213210	88800	2, 3
178524	Staff and Overheads	182640	170800	170520	
<u>209748</u>		<u>216390</u>	<u>384010</u>	<u>259320</u>	
	<b>Income</b>				
-172730	Government Grant	-75000	-200000	-15000	4
0	Transfer to (+) from (-) Reserve	0	-30000	-75000	3
<u>-172730</u>		<u>-75000</u>	<u>-230000</u>	<u>-90000</u>	
<u>37018</u>	Net Charge to Portfolio Summary	<u>141390</u>	<u>154010</u>	<u>169320</u>	

#### Notes

- This heading includes:
  - Preparation and review of statutory development plans;
  - Preparation of general policy statements and guidance which is intended to set out planning policy for the areas;
  - Implementation of the Eden Local Plan; and
  - Supporting communities with neighbourhood planning.
- The Eden Local Plan, formerly known as the Local Development Framework, was submitted to the Secretary of State on 18 December 2015. Following the submission there has been a Public Inquiry. The Planning Inspector required a number of consultations, over and above what had originally been estimated. The Revised Estimate 2018-2019 reflects the extra requirements. The Original Estimate 2019-2020 is required for ongoing reviews of the Plan following publication.
- The Revised Estimate 2018-2019 includes the cost of Penrith Master Plan, which has been funded by Government Grants of £250,000. The Government Grant is paid in two financial years; the payment received in 2017-2018 was moved to a reserve account. It is intended that transfers will be made in 2018-2019 and 2019-2020 to assist with the costs.
- Government Grants:

	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20
	£	£	£
Neighbourhood Planning	40000	20000	0
Self and Custom Build	30000	30000	15000
Brownfield Sites	5000	0	0
Penrith Master Plan	0	150000	0
	<u>70000</u>	<u>200000</u>	<u>15000</u>

## Budget 2019-2020

### Eden Development Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Planning Policy Business Unit Expenditure</b>				1, 2
104386	Employees	167690	166950	177110	
1404	Transport	1600	1600	1630	
2890	Supplies and Services	2930	1880	1880	
<u>108680</u>		<u>172220</u>	<u>170430</u>	<u>180620</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	4.6	0	4.6	
	As at 1 April 2019	4.6	0	4.6	

#### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overhead, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as staff and overheads.
- The Planning Policy Business Unit delivers a range of services, principally:
  - Producing and maintaining the Eden Local Plan;
  - Neighbourhood Planning;
  - Penrith Master Plan; and
  - Supporting the Custom and Self Build Register.

## Budget 2019-2020

### Eden Development Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Planning Services Business Unit Expenditure</b>				1, 2
562108	Employees	620860	638220	667000	
13143	Transport	11000	13000	13000	
12514	Supplies and Services	12130	9350	9330	
<u>587765</u>		<u>643990</u>	<u>660570</u>	<u>689330</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	19.52	0.81	20.33	3
	As at 1 April 2019	19.52	0.81	20.33	

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overhead, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as Staff and Overheads.
- The Planning Services Business Unit delivers a range of services, principally:
  - Consulting with stakeholders and other interested parties and negotiating with developers and other professionals, such as surveyors and architects;
  - Assessing planning applications and enforcing and monitoring outcomes as necessary;
  - Developing creative and original planning solutions to satisfy all parties; and
  - Attending and presenting at Planning Committee and appeals at Public Inquiries.
- The 0.81 temporary post relates to a Graduate Planning Officer.

# Budget 2019-2020

## Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Summary of Estimates</b>					
<b>Expenditure</b>					
-46356	Renovation Grants	-92860	363890	57920	
129883	Homelessness	228940	253260	239660	
-129305	Housing Delivery	216720	345520	322560	
57757	Housing Standards	62540	56180	56150	
13952	Pest Control	14280	13740	13780	
145434	Community Wardens	137660	155690	157230	
6007	Health and Safety	13510	12190	12380	
112510	Pollution Control	130210	124550	126760	
24264	Investigation of Nuisances	29520	26210	26640	
265999	Food Safety	273220	280990	283550	
27388	Other Environmental Health	29060	32630	33170	
24307	Water Sampling	12620	22310	24010	
7283	Animal Health Licensing	3850	6900	7120	
639123	Net Charge to General Fund Summary	1059270	1694060	1360930	
<b>Business Units</b>					
850697	Environmental Services	950510	969470	966430	
-850697	Less Recharges to Services	-950510	-969470	-966430	
0		0	0	0	
<b>Memo Note: Change in Controllable</b>					
<b>Expenditure</b>					
639123	Total Net Expenditure (as above)	1059270	1694060	1360930	
-1064104	Less: Staff and Overheads	-1015330	-1077340	-1086720	
+104846	Capital Charges	+157800	-311000	0	
850697	Add: Internal Recharges	950510	969470	966430	
530562	Net Controllable Expenditure	1152250	1275190	1240640	



## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Payment of Renovation Grant</b>				1
	<b>Expenditure</b>				
12386	Supplies and Services	0	0	0	2
70463	Staff and Overheads	65440	57500	58420	
288802	Capital Charges	250000	751000	440000	3
<u>371651</u>		<u>315440</u>	<u>808500</u>	<u>498420</u>	
	<b>Income</b>				
-11973	Repayment of Grant	0	-4110	0	4
-12386	Better Care Fund	0	0	0	2
0	Charges for Services	-500	-500	-500	5
-393648	Capital Grants	-407800	-440000	-440000	3
<u>418007</u>		<u>-408300</u>	<u>-444610</u>	<u>-440500</u>	
<u>-46356</u>	Net Charge to Portfolio Summary	<u>-92860</u>	<u>363890</u>	<u>57920</u>	

#### Notes

- The Council provides both discretionary and mandatory (Disabled Facilities) grants to help those on low incomes to enhance their property. The expenditure on these grants is shown in the Capital Programme. The budget deals with the revenue consequences of the capital spending.

The current Discretionary Grants Policy allows the Portfolio Holder to allocate funding for grants for:

- Decent Homes Assistance;
- Empty Properties;
- Energy Efficiency; and
- Accredited Landlords.

- Actual 2017-2018, £12,390, support of a Case Worker employed by Impact Housing Association to assist applicants. The scheme was funded from the Better Care Fund.
- Capital charges are notional and have no effect on Council Tax. The charge for this service recognises the net capital cost of Renovation Grants. They are chargeable under accounting practice to ensure the full cost of service provision is recognised. An entry in 'Accounting Adjustment' in the overall budget summary neutralises the cost to revenue. Charges in 2017-2018, 2018-2019 and 2019-2020 vary because of the procedure introduced in 2015-2016 for inclusion of discretionary grants in the Council's Capital Programme. These can cause a significant variation in the resulting net charge. Details are:

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20
£		£	£	£
288802	Notional Charge for Capital Expenditure	250000	751000	440000
-393648	Notional Income for Grant Receivable	-407800	-440000	-440000
<u>-104846</u>	Net	<u>-157800</u>	<u>311000</u>	<u>0</u>

- Grants repaid which are individually less than the capital threshold of £10,000.
- Administration fee income relating to Empty Property Interest Free Loans.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-8	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Homelessness Expenditure</b>				1
230879	Supplies and Services	322530	369200	247060	2,3,4,5,6
48684	Staff and Overheads	40110	39170	39790	
<u>279563</u>		<u>362640</u>	<u>408370</u>	<u>286850</u>	
	<b>Income</b>				
0	Contribution To(+)/ From (-) Reserve	0	-1750	0	
-6977	Recoverable Charges (Homelessness)	0	-2660	0	5
-142703	Government Grants	-133700	-150700	-47190	2,3,4
<u>-149680</u>		<u>-133700</u>	<u>-155110</u>	<u>-47190</u>	
<u>129883</u>	Net Charge to Portfolio Summary	<u>228940</u>	<u>253260</u>	<u>239660</u>	

#### Note

1. This budget heading also includes emergency accommodation, legal and court costs, the Homelessness and Housing Advice Agency Agreement, law centre costs and support to an independent living scheme.
2. Support for Homelessness Prevention is part of the Central Government funding regime. In addition to this funding from the Government, the Council will also receive a Flexible Homeless Support Service Grant of £40,000 in 2018-2019 and 2019-2020. A contribution from the New Burdens Fund of £6,085 in 2017-2018, £5,574 in 2018-2019 and £7,183 in 2019-2020. Both of these additional provisions are to be ring-fenced for Homelessness. Additional costs to the provision of the Homelessness service have been included within Supplies and Services.
3. The Actual 2017-2018 and Estimates 2018-2019 includes a contribution from the Government of £35,000 and £46,680 respectively towards delivering a Domestic Abuse service. The matching costs in providing this service are included within Supplies and Services.
4. The Actual 2017-2018 and Estimates 2018-2019 includes a contribution from Cumbria County Council of £52,420 for the delivery of short term support to the vulnerable. The matching costs in providing this service are included within Supplies and Services.
5. From 2018-2019, Housing Benefit will not be paid direct to the Council.
6. The Estimates include the cost of implementing the new Homelessness Contract, effective from 1 April 2018.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Housing Delivery</b>				1
	<b>Expenditure</b>				
1000	Community Alarms Grant	1000	1000	1000	
5129	Affordable Housing Fund – Developer Contributions	40000	10000	40000	2
3432	Community Housing Fund	0	106420	552980	3
27649	Eden Independent Living	27650	0	0	4
16444	Heat Network	0	50000	51560	5
3839	Housing Enabling	3610	3610	3680	
280440	Staff and Overheads	212610	291410	268120	
337933		284870	462440	917340	
	<b>Income</b>				
-389589	Affordable Housing Fund – Developer Contributions	-40000	-10000	-40000	2
-27649	Better Care Fund	-27650	0	0	4
0	Contribution From Community Housing Reserve	0	-106420	-552980	3
-50000	Government Grant	0			
0	Licences	-500	-500	-1800	6
-467238		-68150	-116920	-594780	
-129305	Net Charge to Portfolio Summary	216720	345520	322560	

#### Notes

- Housing Delivery covers a range of housing-related services. The main ones are economic viability assessments, a software licence, a Northern Housing Consortium subscription and valuation charges. Other services are explained in the specific notes below.
- Scheme of developer contributions from developments. The Actual 2017-2018 budget incorporates an exercise carried out to collect outstanding unilateral planning obligations and transferred to the Affordable Housing Fund. The criteria of this scheme are changing and anticipated not to generate as much income in future.
- Eden was allocated £938,640 from the Community Housing Fund in 2017-2018, to assist with the delivery of affordable housing within the District. This amount was transferred to a Reserve Account, the Revised Estimate 2018-2019 and Estimates 2019-2020 show the anticipated spend for the respective years, £106,420 and £552,980.
- Eden Independent Living is funded from the Better Care Fund, and assists people to live safely in their own homes. It has assisted grants to Eden Rehabilitation Service, £13,800 and Handyman Service, £13,850. Provision of this service for 2018-2019 onwards is within the Capital Programme.
- The Revised Estimate 2018-2019 and Original Estimate 2019-2020 include £101,560 rolled forward from 2017-2018 for the Heat Network Funding Project.
- Mobile Homes Licences has transferred from 'Other Environmental Health Service', as this function is more related to housing.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Housing Standards</b>				1
	<b>Expenditure</b>				
2282	Supplies and Services	2630	2220	2260	2, 3
57420	Staff and Overheads	61310	58610	59540	
<u>59702</u>		<u>63940</u>	<u>60830</u>	<u>61800</u>	
	<b>Income</b>				
-1521	Government Grant	0	0	0	3
-314	Licences	-500	-4500	-5500	4
-110	Accommodation Certificates	-900	-150	-150	5
<u>-1945</u>		<u>-1400</u>	<u>-4650</u>	<u>-5650</u>	
<u>57757</u>	Net Charge to Portfolio Summary	<u>62540</u>	<u>56180</u>	<u>56150</u>	

#### Notes

1. Housing Standards covers private rented housing, such as Houses in Multiple Occupation(HMO) licensing, affordable warmth and the National Landlords' Association.
2. Architects' fees and specialist surveys, subscriptions.
3. Government Grant – Letting Agents Redress.
4. HMO licence fees. Revised in 2018-2019, a number of new properties were identified. Estimates 2019-2020, HMO five-year renewals.
5. Accommodation Certificates for persons making an application to migrate to the UK and to reside within Eden District.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Pest Control Expenditure</b>				1
10760	Supplies and Services	10700	10930	10930	
3192	Staff and Overheads	3580	2810	2850	
<u>13952</u>	Net Charge to Portfolio Summary	<u>14280</u>	<u>13740</u>	<u>13780</u>	

#### Notes

1. This service is provided by Rentokil for the Council and deals with the eradication of any pests, for example, rodents.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Community Wardens</b>				1
	<b>Expenditure</b>				
12670	Agency and Contracted Services	12550	12640	12640	
9293	Transport Related Expenses	10540	10280	10500	
475	Supplies and Services	8560	5580	5810	2
126355	Staff and Overheads	109910	131090	132180	
<u>148793</u>		<u>141560</u>	<u>159590</u>	<u>161130</u>	
	<b>Income</b>				
-2100	Fines	-2200	-2200	-2200	3
-1359	Recoverable Charges	-1700	-1700	-1700	4
<u>-3359</u>		<u>-3900</u>	<u>-3900</u>	<u>-3900</u>	
<u>145434</u>	Net Charge to Portfolio Summary	<u>137660</u>	<u>155690</u>	<u>157230</u>	

### Notes

1. Community Wardens undertake a range of services, including:
  - Picking up and housing stray dogs;
  - Prevention of dog fouling;
  - Prevention of littering; and
  - Prevention of fly tipping.
2. Includes kennelling, vets' fees and micro-chipping.
3. Fines for littering and dog fouling.
4. Recovery of costs from stray dog owners for kennelling and other related services.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Health and Safety Expenditure</b>				1
41	Supplies and Services	460	100	100	
5966	Staff and Overheads	13050	12090	12280	
<u>6007</u>	Net Charge to Portfolio Summary	<u>13510</u>	<u>12190</u>	<u>12380</u>	

#### Notes

1. The Council has a range of duties in relation to Health and Safety. Its main duties are to prevent accidents and ill health in the work place by:
  - Inspection of work places to make sure that risks are effectively managed;
  - Providing guidance and advice to businesses and members of the public;
  - Investigating accidents, dangerous occurrences and occupational health;
  - Investigating complaints about working conditions or work practices; and
  - Promoting awareness and knowledge of safety issues.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Pollution Control Expenditure</b>				1
8603	Supplies and Services	7730	7400	7540	
116603	Staff and Overheads	135780	130450	132520	
<u>125206</u>		<u>143510</u>	<u>137850</u>	<u>140060</u>	
	<b>Income</b>				
-12696	Charges for Services	-13300	-13300	-13300	
<u>112510</u>	Net Charge to Portfolio Summary	<u>130210</u>	<u>124550</u>	<u>126760</u>	

#### Notes

1. These budgets allow for the monitoring of air and noise pollution and dealing with complaints.



## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Investigation of Nuisances Expenditure</b>				1
2037	Premises Related Expenses	1630	1630	1660	
123	Supplies and Services	1490	650	660	
24847	Staff and Overheads	27500	25330	25720	
<u>27007</u>		<u>30620</u>	<u>27610</u>	<u>28040</u>	
	<b>Income</b>				
-2003	Recoverable Charges	-1000	-1000	-1000	
-740	Registration Fees	-100	-400	-400	
<u>-2743</u>		<u>-1100</u>	<u>-1400</u>	<u>-1400</u>	
<u>24264</u>	Net Charge to Portfolio Summary	<u>29520</u>	<u>26210</u>	<u>26640</u>	

#### Notes

- This relates to investigating complaints by the public and is for emergency expenditure, some of which can be recharged. Examples are:
  - Blocked private drainage;
  - Neighbour disputes; and
  - Scrap Metal Act.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Food Safety Expenditure</b>				1
3157	Supplies and Services	7380	4520	5670	
262842	Staff and Overheads	265840	276470	277880	
<u>265999</u>		<u>273220</u>	<u>280990</u>	<u>283550</u>	

#### Notes

1. These budgets allow for the monitoring of some 1,082 food establishments in Eden.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Other Environmental Health Expenditure</b>				
2122	Supplies and Services	4210	4780	4870	1
25462	Staff and Overheads	27240	30240	30690	
<u>27584</u>		<u>31450</u>	<u>35020</u>	<u>35560</u>	
	<b>Income</b>				
-196	Fees and Charges	-2390	-2390	-2390	
<u>27388</u>	Net Charge to Portfolio Summary	<u>29060</u>	<u>32630</u>	<u>33170</u>	

#### Notes

1. This budget covers caravan control, infectious disease control and burial of the destitute, all of which are low value budgets.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Water Sampling</b>				
	<b>Expenditure</b>				
6448	Supplies and Services	5670	14500	27420	1, 2
32233	Staff and Overheads	45950	35610	36170	
<u>38681</u>		<u>51620</u>	<u>50110</u>	<u>63590</u>	
	<b>Income</b>				
-14374	Fees and Charges	-39000	-27800	-39580	2
<u>24307</u>	Net Charge to Portfolio Summary	<u>12620</u>	<u>22310</u>	<u>24010</u>	

#### Notes

1. This covers the testing and safety of some 80 commercial water supplies and 200 shared private water supplies.
2. The Regulations were revised in 2016, whereby the Council is required to risk assess and sample extra properties. Due to the changes in the Regulations to the sampling requirements, the expenditure on analysis has risen substantially (roughly an additional £170 cost per property). However, this is recoverable from the owners/users of a supply, so there is an additional increase in the relevant income code. The income has reduced for 2018-2019, as the number of properties being sampled is less than originally anticipated.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Animal Health Licensing Expenditure</b>				1
1451	Supplies and Services	2250	3000	3060	2
9597	Staff and Overheads	7010	10400	10560	
<u>11048</u>		<u>9260</u>	<u>13400</u>	<u>13620</u>	
	<b>Income</b>				
-3765	Fees and Charges	-5410	-6500	-6500	2
<u>7283</u>	Net Charge to Portfolio Summary	<u>3850</u>	<u>6900</u>	<u>7120</u>	

#### Notes

1. Licensing of various animal-related establishments, such as riding schools and kennels.
2. New licencing legislation, from 1 October 2018, requires additional expenditure and will also see the licence fee income increase.

## Budget 2019-2020

### Housing and Health Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Environmental Services Business Unit</b>				1, 2
	<b>Expenditure</b>				
838477	Employees	933850	965140	957470	3
25240	Transport	27540	26500	27030	
27760	Supplies and Services	29900	25830	26130	
<u>891477</u>	<b>Net Charge to Portfolio Summary</b>	<u>991290</u>	<u>1017470</u>	<u>1010630</u>	
	<b>Income</b>				
-40780	Other Grants and Contributions	-40780	-44200	-44200	4
0	Fees and Charges	0	-3800	0	
<u>850697</u>		<u>950510</u>	<u>969470</u>	<u>966430</u>	
	<b>Staff Numbers</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
	As at 1 September 2018	24.63	0	24.63	
	As at 1 April 2019	24.63	0	24.63	

#### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units, or services. Such costs are shown as Staff and Overheads.
- The Environmental Services Business Unit delivers a range of services, principally comprising:
  - Environmental Protection;
  - Community Wardens;
  - Food Safety;
  - Health and Safety; and
  - Housing.
- The increase in Employee expenses relates to new members of staff in Housing, as previously agreed, and also in Environmental Protection regarding the legislation for increased water sampling.
- Use of Better Care Funding to fund staff costs, this was agreed in 2016-2017.

## Budget 2019-2020

### Communities Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Summary of Revenue Estimates</b>					
<b>Services</b>					
106581	Arts and Leisure	156080	141210	166370	
60195	Community Safety and Community Legal Services	43760	49300	49600	
367801	Community Development and Engagement	354420	385760	418320	
501461	Eden Leisure Centre and Appleby Swimming Pool	467210	482330	467110	
<u>1036038</u>	Net Charge to General Fund Summary	<u>1021470</u>	<u>1058600</u>	<u>1101400</u>	
<b>Memo Note: Change in Controllable Expenditure</b>					
1036038	Total Net Expenditure (as above)	1021470	1058600	1101400	
-338802	Less: Staff and Overheads	-327820	-342560	-348050	
-234775	Capital Charges	-235440	-235440	-235440	
-4050	Internal Recharges	-4050	-4050	-4050	
<u>458411</u>	Net Controllable Expenditure	<u>454160</u>	<u>476550</u>	<u>513860</u>	

## Budget 2019-2020

### Communities Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Arts and Leisure Expenditure</b>				1
28208	Supplies and Services	42480	57700	41510	2
29226	Revenue Support	64240	49240	79240	3
49147	Staff and Overheads	49360	44920	45620	
<u>106581</u>	<b>Net Charge to Portfolio Summary</b>	<u>156080</u>	<u>151860</u>	<u>166370</u>	
	<b>Income</b>				
0	Other Contributions	0	-10650	0	2
<u>106581</u>	<b>Net Charge to Portfolio Summary</b>	<u>156080</u>	<u>141210</u>	<u>166370</u>	

### Notes

- This service covers arts, summer sports and sports development, working with the local communities to help increase participation and improve standards in sport and active recreation; enabling everyone in Eden to enjoy sport and physical activity. The Council provides funding to Eden Arts to promote, support, and give advice on arts and cultural activity in the area.
- The 2018-2019 Revised Estimate includes expenditure and income relating to the Fit 4 All project, helping rural communities stay fit and active, plus, the Route 66 project (Eden is the accountable body for a grant fund from the Arts Council, and will be receiving contributions from other Authorities to finance the project). It also includes an extra £10,000 for essential works carried out on the Appleby King George V Field.

3. Revenue Support	Original Estimate 2018-19 £	Revised Estimate 2018-19 £	Estimates 2019-20 £
Leisure Fund	4240	4240	4240
Eden Arts Trust*	20000	20000	20000
Rural Pools**	10000	10000	10000
District Wide Events♦	25000	15000	35000
Arts Support Fund♦	5000	0	10000
	<u>64240</u>	<u>49240</u>	<u>79240</u>

\* Growth item agreed for a four-year plan from 2018-2022.

\*\* Rural pools which benefit are Askham, Greystoke, Hunsonby, Kirkby Stephen, Lazonby and Shap.

♦ District-Wide Events and Arts Support Fund are both growth items agreed to provide support and funding for Arts organisations and Signature events over a four-year period from April 2018 to March 2022. Some of these funds are unlikely to be fully spent in 2018-2019, so have moved into 2019-2020.



## Budget 2019-2020

### Communities Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Community Safety and Community Legal Services</b>					
<b>Expenditure</b>					
34731	Revenue Support	20050	20050	20050	1
10265	Supplies and Services	10270	10270	10270	2
15199	Staff and Overheads	13440	18980	19280	
<u>60195</u>	Net Charge to Portfolio Summary	<u>43760</u>	<u>49300</u>	<u>49600</u>	

#### Notes

1. This is made up of an annual grant to Citizens' Advice Carlisle and Eden (CACE) of £20,050. A non-recurring growth item agreed in 2017-2018 of £14,681 to support the Cumbria Law Centre has now been removed.
2. This includes the provision of rent-free accommodation (evaluated at £10,270) for CACE. During 2017-2018, CACE in Eden dealt with some 1,031 enquiries, which involved over 3,715 separate issues, with the main problem areas being benefits, debt, employment and housing.

## Budget 2019-2020

### Communities Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Community Development and Engagement</b>				1
	<b>Expenditure</b>				
7020	Premises Related Expenses	9360	9970	9190	
59811	Revenue Support	24930	38760	40160	2
17375	Supplies and Services	18590	95490	42500	3
192533	Staff and Overheads	192720	204320	207650	
100279	Contribution to Community Fund	110000	110000	120000	4
4050	Recharge of Costs from Tourist Information Centres	4050	4050	4050	
<u>381068</u>		<u>359650</u>	<u>462590</u>	<u>423550</u>	
	<b>Income</b>				
-1684	Fees and Charges	-1520	-1520	-1520	
-11583	Other Contributions	-3710	-75310	-3710	3
<u>-13267</u>		<u>-5230</u>	<u>-76830</u>	<u>-5230</u>	
<u>367801</u>	Net Charge to Portfolio Summary	<u>354420</u>	<u>385760</u>	<u>418320</u>	

#### Notes

1. This service supports the development of community initiatives and projects and includes the cost of Council Centres at Alston.
2. Includes £3,000 core funding to Cumbria Association of Local Councils. In 2017-2018, the figure included an additional £26,000 (£6,000 additional funding and £20,000 for the purchase of projectors for local Councils to assist them in viewing planning documents). Unspent funds have been rolled forward and spread across 2018-2019 and 2019-2020, as the devolution process could continue up to 2022.  
  
A £20,000 non-recurring growth item which will run for three years from April 2018 to March 2021 is a contribution to the Police and Crime Commissioner for the Sexual Assault Referral Centre.  
  
Also includes £5,000 for the Carlisle and Eden Armed Forces Community Support Hub and Outreach Pilot. This funding has been agreed up to 2020-2021.
3. The increase in 2018-2019 relates to costs for the Bolton Play Area. These costs are being met by a contribution from the Bolton Playground Group. It also includes the Castle Park Development budget in 2019-2020, which has been moved from the Services Portfolio. These funds were originally set aside for the Heritage Lottery BID, which was unsuccessful. Despite this, the funds will be used to transform the facilities at Castle Park.
4. In 2017-2018, the Community Fund was agreed as a recurring growth item to continue to provide valuable funding toward community projects from 2018-2019 onwards. The increase in 2019-2020 includes £10,000 from the Village Hall Grant scheme, which now forms part of the Community Development Fund.

## Budget 2019-2020

### Communities Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Eden Leisure Centre and Appleby Swimming Pool</b>				1
	<b>Expenditure</b>				
121224	Agency and Contracted Services	123670	122580	122580	
80662	Premises Related Expenses	57540	73260	55140	2
2940	Supplies and Services	9220	9220	9410	
81923	Staff and Overheads	72300	74340	75500	
234775	Capital Charges	235440	235440	235440	
521524		498170	514840	498070	
	<b>Income</b>				
-6739	Fees and Charges	-15960	-17510	-15960	
-13324	Other Income	-15000	-15000	-15000	3
-20063		-30960	-32510	-30960	
501461	Net Charge to Portfolio Summary	467210	482330	467110	

#### Notes

1. This service covers both Penrith and Appleby Leisure Centres and the sports facilities at Frenchfield.
2. 2018-2019 includes a roll-forward for the essential maintenance at Penrith Leisure Centre, which had been delayed due to unforeseen circumstances.
3. Income generated by the solar panels recently installed at Penrith Leisure Centre.

## Budget 2019-2020

### Commercial Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Summary of Revenue Estimates</b>					
<b>Services</b>					
330483	Economic Development and Promotion	443500	450000	440774	
13270	Markets	17860	15700	16740	
156973	Tourism Promotion	147340	162190	163520	
84974	Tourist Information Centres	84540	95750	94970	
85442	Town Centres	102190	93640	96270	
79144	Museum	88140	85120	82310	
750286	Net Charge to General Fund Summary	883570	902400	894584	
<b>Business Units</b>					
283856	Commercial Services	290680	290300	339680	
-283856	Less: Recharge to Services	-290680	-290300	-339680	
0		0	0	0	
<b>Memo Note: Change in Controllable Expenditure</b>					
750286	Total Net Expenditure (as above)	883570	902400	894584	
-367355	Less: Staff and Overheads	-321730	-382650	-422564	
-97739	Capital Charges	-97150	-97730	-97730	
283426	Add: Internal Recharges	290250	289870	339250	
568618	Net Controllable Expenditure	754940	711890	713540	

## Budget 2019-2020

### Commercial Services Portfolio

Actual	Service	Original Estimate	Revised Estimate	Estimates	Notes
2017-18		2018-19	2018-19	2019-20	
£		£	£	£	
	<b>Economic Development and Promotion Expenditure</b>				1
229835	Supplies and Services	323810	318050	299490	2,3,4,5,6,7
94328	Staff and Overheads	62470	106550	143724	8
91610	Capital Charges	91020	91600	91600	
<b>415773</b>		<b>477300</b>	<b>516200</b>	<b>534814</b>	
	<b>Income</b>				
-1170	Fees and Charges	0	-1000	0	6
-13231	Government Grant	0	0	0	
-70889	Other Contributions	-33800	-44970	-33380	7
0	Use of Reserves	0	-20230	-60660	7
<b>-85290</b>		<b>-33800</b>	<b>-66200</b>	<b>-94040</b>	
<b>330483</b>	<b>Net Charge to Portfolio Summary</b>	<b>443500</b>	<b>450000</b>	<b>440774</b>	

#### Notes

- This heading provides for economic development schemes and projects across the district, including the Apprenticeship Scheme, the Food and Farming Local Development Order, Employment Sites and promotion of the Invest in Eden Scheme.
- The Estimates 2019-2020 include £47,970 mainly for the road adoption on Eden Business Park and Hartness Road, payable to Cumbria County Council. The timing of the road adoption is linked with development of the overall site and subject to agreement from Cumbria County Council.
- The Revised Estimate 2018-2019 includes £1,100. The Estimates 2019-2020 include £4,380, not committed from the £50,000 received in 2015-2016 from the Department for Environment, Food and Rural Affairs to participate in a pilot Local Development Order Scheme for the Food and Farming Enterprise Zone.
- Additional one-off expenditure in 2014-2015 of £464,000 has been allocated to Economic Development and Promotion services. This represents the excess of the Revised Estimate for the Business Rates Retention Scheme income over the Original Estimate. Council agreed this when the 2013-2014 budget was agreed in February 2013. Executive agreed an additional £90,000 on 5 July 2016, to a total of £554,000. Spend and commitments have been approved against this budget and span over several financial years:

Actual 2014-18	Revised 2018-19	Original 2019-20	Total
£	£	£	£
461,900	64,850	27,250	554,000

- The Revised Estimate 2018-2019 includes £111,780 rolled forward for promotional activity and consultancy work relating to employment sites.
- The Revised Estimate 2018-2019 includes expenditure of £4,000 and income of £1,000 in respect of the Kirkby Stephen Business Training Scheme.
- Appleby Heritage Action Zone:

	Actual 2017-18 £	Revised 2018-19 £	Estimate 2019-20 £
<b>Expenditure:</b>			
HAZ Officer	18937	31820	33380
St Lawrence's Railings	0	25230	75660
Moot Hall	0	17530	0
	<b>18937</b>	<b>74580</b>	<b>109040</b>
<b>Income:</b>			
Historic England	-106890	-44970	-33380
Transfer to (+)/from (-) Reserve	+87953	-20230	-60660
	<b>-18937</b>	<b>-65200</b>	<b>-94040</b>
Eden District Council Contribution*	0	9380	15000

\*Executive, 5 December 2017, approved funding of £180,000 (£4,380 2018-2019; £50,620 2019-2020; £72,000 2020-2021; £53,000 2021-2022). £20,000 budget moved from play areas, a provision made because of the 2015 floods. It is supporting the St Lawrence's Railing Scheme 2018-2019 (£5,000) and 2019-2020 (£15,000).

- Executive, on 4 December 2018, approved a Business Marketing Officer post as a permanent post on the establishment.

## Budget 2019-2020

### Commercial Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Markets</b>				1,2
	<b>Expenditure</b>				
7025	Premises Related Expenses	8110	4400	3500	
7059	Supplies and Services	7920	11120	11700	3
2296	Staff and Overheads	2430	2770	2810	
<u>16380</u>		<u>18460</u>	<u>18290</u>	<u>18010</u>	
	<b>Income</b>				
-3110	Fees and Charges	-600	-2590	-1270	4
<u>13270</u>	Net Charge to Portfolio Summary	<u>17860</u>	<u>15700</u>	<u>16740</u>	

#### Notes

- This includes provision for producers' markets in Penrith and street markets in Appleby and Penrith.
- Cornmarket is included within the devolution process to Penrith Town Council. Penrith Street Market is held on Cornmarket and the income will be the responsibility of the Town Council. The Original 2018-2019 Fees and Charges reflects this change.
- The Revised Estimate 2018-2019 and Original Estimate 2019-2020 includes Devolution Grant payable at a reducing scale over four years:

	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	2022-23 £'000
Cornmarket	3200	2400	1600	800	
Appleby Street Market		1220	920	610	300
	<u>3200</u>	<u>3620</u>	<u>2520</u>	<u>1410</u>	<u>300</u>

- Appleby Street Market was anticipated to transfer to Appleby Town Council in April 2018. It is April 2019 when Appleby Town Council will be responsible for the income.

## Budget 2019-2020

### Commercial Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Tourism Promotion Expenditure</b>				1
62742	Supplies and Services	48320	48830	50130	2
115874	Staff and Overheads	100320	114960	115190	
<u>178616</u>		<u>148640</u>	<u>163790</u>	<u>165320</u>	
	<b>Income</b>				
-20000	Other Contributions	0	0	0	2
-1643	Recoverable Charges	-1300	-1600	-1800	
<u>-21643</u>		<u>-1300</u>	<u>-1600</u>	<u>-1800</u>	
<u>156973</u>	Net Charge to Portfolio Summary	<u>147340</u>	<u>162190</u>	<u>163520</u>	

#### Notes

1. This represents the promotion of tourism within Eden District through a variety of marketing and promotional activities. During 2017, Eden attracted 4.998 million visitors (visitor numbers up 4.7% on 2016), with £336.6m (up 8.8% on 2016) being generated within the local economy through visitor and tourism expenditure. During 2017, tourism accounted for 4,472 Full Time Equivalent jobs in Eden, an increase of 4.4% on 2016.
2. The Actual Estimate 2017-2018, Supplies and Services, includes £22,500, and Other Contributions includes £15,000 funding from Historic England in respect of the Heritage Tourism and Visitor Economy in Eden Project.

## Budget 2019-2020

### Commercial Services Portfolio

Actual	Service	Original Estimate	Revised Estimate	Estimates	Notes
2017-18		2018-19	2018-19	2019-20	
£		£	£	£	
	<b>Tourist Information Centres (TICs)</b>				1
	<b>Expenditure</b>				
11828	Premises Related Expenses	13460	13310	14430	
1408	Supplies and Services	1850	1570	1590	
12500	Contributions to Other TICs	12500	12500	9380	2
69930	Staff and Overheads	66280	77890	79090	
4249	Capital Charges	4250	4250	4250	
99915		98340	109520	108740	
	<b>Income</b>				
-6500	Rent	-6500	-6500	-6500	2
-6237	Fees and Charges	-5100	-5100	-5100	
-174	External Recharges	-170	-140	-140	
-2030	Recharge to Other Services: Museum	-2030	-2030	-2030	3
-14941		-13800	-13770	-13770	
84974	Net Charge to Portfolio Summary	84540	95750	94970	

### Notes

1. This represents the running of Penrith Tourist Information services and contributions to Appleby and Kirkby Stephen Tourist Information Centres.
2. Contributions to support the running of Appleby Tourist Information Centre: £6,000 and Kirkby Stephen Tourist Information Centre to cover rent payable: £6,500 to 2018-2019 and then on a decreasing scale until 2021-2022.
3. The Recharge to Other Services reflects the services provided by the Tourist Information Centres to the Museum and Information Centres.



## Budget 2019-2020

### Commercial Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Town Centres</b>				1
	<b>Expenditure</b>				
44970	Supplies and Services	53680	53680	55680	2
40472	Staff and Overheads	48510	39960	40590	
<u>85442</u>	Net Charge to Portfolio Summary	<u>102190</u>	<u>93640</u>	<u>96270</u>	

#### Notes

- The Town Centre Service provides advice and support on projects of economic, social and environmental benefit in the District's towns. These are progressed through partnership working with town-based and community groups.
- Made up as follows:

	Original Estimate 2018-19 £	Revised Estimate 2018-19 £	Estimates 2019-20 £
Action Communities in Cumbria: SLA*	16250	16250	16250
Cumbria Voluntary Service (Eden)	4720	4720	4720
Appleby Heritage Centre**	9710	9710	9710
Signature Events***	23000	23000	25000
	<u>53680</u>	<u>53680</u>	<u>55680</u>

\* Previously known as Voluntary Action Cumbria

\*\* Covers 75% of rent paid to the Council

\*\*\* Non-Recurring Growth until 2019-2020

## Budget 2019-2020

### Commercial Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
	<b>Museum</b>				1
	<b>Expenditure</b>				
14942	Premises Related Expenses	27430	26340	22740	2
36697	Supplies and Services	16640	27240	15070	3
44455	Staff and Overheads	41720	40520	41160	
2460	Recharges from Tourist Information Centres	2460	2460	2460	
1880	Capital Charges	1880	1880	1880	
<u>100434</u>		<u>90130</u>	<u>98440</u>	<u>83110</u>	
	<b>Income</b>				
0	Sales	-490	0	0	
-21290	Other Contributions	-1500	-13320	-1000	3
<u>79144</u>	Net Charge to Portfolio Summary	<u>88140</u>	<u>85120</u>	<u>82310</u>	

### Notes

1. This service covers Penrith Museum, including educational workshops. The Museum has displays of exhibitions of historical and cultural importance in the local area.
2. The Museum is included in the Council's Planned Maintenance Programme in 2018-2019.
3. Grant due from the Cumbria Museum Consortium for the purchase of display cases and security system upgrades as part of the Arts Council England 'Ready to Borrow' Programme 2015-2018. Penrith Museum is the accountable body for the grant, with partner Museums, Keswick and Ruskin, taking a share. A majority of the work relating to this was completed in 2017-2018, with the remainder to be completed during 2018-2019.

## Budget 2019-2020

### Commercial Services Portfolio

Actual 2017-18	Service	Original Estimate 2018-19	Revised Estimate 2018-19	Estimates 2019-20	Notes
£		£	£	£	
<b>Commercial Services Business Unit</b>					1, 2
<b>Expenditure</b>					
276007	Employees	279990	282220	333080	
2157	Transport	5150	3200	3260	
5692	Supplies and Services	5540	4880	3340	
<u>283856</u>		<u>290680</u>	<u>290300</u>	<u>339680</u>	
<b>Staff Numbers</b>		<b>Permanent</b>	<b>Temporary</b>	<b>Total</b>	
As at 1 September 2018		9.43	0	9.43	
As at 1 April 2019		9.43	0	9.43	

#### Notes

- Each Business Unit includes the direct cost of relevant staff (salaries, national insurance) and associated overheads, for example, travel. The costs of each Business Unit are charged out to other Business Units or services. Such costs are shown as staff and overheads.
- Penrith and Eden Museum, Tourism, and Economic Development, are part of the services run by the Commercial Services Business Unit.

### Summary Capital Programme

	2018-19	Reprofiling and Adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023
Portfolio	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Services	771	-746	25	746	0	0	0	771
Commercial Services	59	-59	0	59	0	0	0	59
Housing and Health	1,319	-160	1,159	888	440	440	440	3,367
Communities	209	-122	87	187	0	0	0	274
Resources	2,469	-2,320	149	2,320	0	0	0	2,469
Leader	1,561	-271	1,290	295	870	550	220	3,225
<b>Total Programme</b>	<b>6,388</b>	<b>-3,678</b>	<b>2,710</b>	<b>4,495</b>	<b>1,310</b>	<b>990</b>	<b>660</b>	<b>10,165</b>
IT Renewals	194	-31	163	52	70	70	57	412
Cash Receipting Renewals	0	36	36	0	0	0	0	36
DDI Renewals	143	0	143	0	0	0	0	143
Leisure Renewals	150	0	150	177	438	2	0	767
<b>Total Capital</b>	<b>6,875</b>	<b>-3,673</b>	<b>3,202</b>	<b>4,724</b>	<b>1,818</b>	<b>1,062</b>	<b>717</b>	<b>11,523</b>

### Services Portfolio – Capital Programme

	2018-19	Reprofiling and Adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023	Notes
Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Footway Lighting	771	-746	25	746	0	0	0	771	1
	<b>771</b>	<b>-746</b>	<b>25</b>	<b>746</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>771</b>	

#### Notes

1. This was recommended by Executive on 7 January 2014, in support of the Scrutiny Review into Footway Lighting. Council, on 11 January 2018, considered and approved report TES1/18, which recommended a sum of £750,000 be allocated to resolve Footway Lighting issues in the District.

### Commercial Services Portfolio – Capital Programme

	2018-19	Reprofiling and adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023	Notes
Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Eden Business Park - Phase 1	59	-59	0	59	0	0	0	59	1
<b>Total Capital</b>	<b>59</b>	<b>-59</b>	<b>0</b>	<b>59</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59</b>	

#### Notes

1. This is to complete final road resurfacing at Eden Business Park, pending development of final plots.

## Housing and Health Portfolio – Capital Programme

	2018-19	Reprofiling and adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023	Notes
Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Mandatory Renovation Grants	751	0	751	440	440	440	440	2,511	1
Discretionary Renovation Grants	210	-160	50	160	0	0	0	210	2
Newton Road Extra Care	0	0	0	288	0	0	0	288	3
Affordable Housing Innovation Fund	358	0	358	0	0	0	0	358	4
<b>Total Capital</b>	<b>1,319</b>	<b>-160</b>	<b>1,159</b>	<b>888</b>	<b>440</b>	<b>440</b>	<b>440</b>	<b>3,367</b>	

### Notes

- This relates to Mandatory Renovation Grants. £443,000 has been received in year plus the element from prior years. Most of the funding is paid direct to support eligible grant costs, approximately £72,000 is anticipated to be spent on other eligible purposes, including directly attributable staff time spent on mandatory grants. Future year figures are estimates based on the 2018-2019 allocation. The level of commitment and funding will be closely monitored.
- A range of Discretionary Renovation Grants are awarded covering:
  - Decent Homes Assistance;
  - Empty Properties;
  - Energy Efficiency; and
  - Accredited Landlords.

The Capital Programme shows funding of £210,000 in 2018-2019. In the light of current spending levels, future budgets have been removed and £160,000 has been rolled forward into 2019-2020. The need for this budget will continue to be closely monitored.
- The utilisation of £288,000 from the Affordable Housing Fund to support Housing and Care 21, in partnership with a Building Contractor to develop a new 54 apartment extra care scheme (26 Affordable Rent and 28 Shared Ownership) on a site at Newton Road, Penrith.  

The site supports Cumbria County Council's 'Extra Care Housing and Supported living Strategy 2016-25'. Housing and Care 21 are also requesting funding from Cumbria County Council and Homes England. Rents (excluding service charges) are currently modelled at Local Housing Allowance Levels and therefore the scheme, as currently modelled, is set at 100% affordable. Funding will be provided by use of appropriate Section 106 Commuted Sums held within the Affordable Housing Fund. Funding is subject to planning permission being granted and satisfaction of final 100% affordability.
- This is a fund to assist in the delivery of affordable housing in the District, approved by Council on 18 September 2014. Loans will be made to providers over a period of 25 years. Principal repayments will be capital receipts; interest will be revenue income.

### Communities Portfolio – Capital Programme

	2018-19	Reprofiling and adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023	Notes
Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Penrith Leisure Centre	22	0	22	0	0	0	0	22	1
Castle Park Improvement	20	-20	0	20	0	0	0	20	2
Castle Park Vision Plan	167	-167	0	167	0	0	0	167	3
Bolton Play area	0	65	65	0	0	0	0	65	4
<b>Total Capital</b>	<b>209</b>	<b>-122</b>	<b>87</b>	<b>187</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>274</b>	

#### Notes

1. This relates to work to the Penrith Leisure Centre roof planned for 2018-2019.
2. The scheme originally was to address health and safety issues. It has been delayed pending a group's attempts to raise grant funding to support the Council's contribution.
3. Executive considered report CD106/15 at its meeting on 15 December 2015. This recommended a contribution of £167,000 to a £1.6m scheme for Castle Park Vision, funded from revenue balances. However, the commitment was dependent on the outcome of the Heritage Lottery Fund bid. The Council's bid has been rejected. The Council will consider options for the funding set aside and, to allow this, the budgets have been moved to 2019-2020.
4. This is an additional item to replace play equipment at Bolton Play Area. This is funded 100% by a local area community group.



### Resources Portfolio – Capital Programme

	2018-19	Reprofiling and adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023	Notes
Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Depot Refurbishment	134	0	134	0	0	0	0	134	1
Kitchen and Toilets at Mansion House	35	-35	0	35	0	0	0	35	
Single Site Accommodation	2,300	-2,285	15	2,285	0	0	0	2,300	2
<b>Total Capital</b>	<b>2,469</b>	<b>-2,320</b>	<b>149</b>	<b>2,320</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,469</b>	

#### Notes

1. Council, on 3 December 2015, approved the refurbishment of the Old London Road Depot (Report CLS81/15). The budget is to demolish sub-standard buildings and provide the Council's contractor with fit for purpose accommodation.
2. Report TES22/18 (Council, 19 April 2018) included a budget of £2.3m to provide single site accommodation in 2018-2019. Due to the preliminary work required, it is expected works will be undertaken in 2019-2020.

### Leader Portfolio - Capital Programme

	2018-19	Reprofiling and adjustments	2018-19 Revised	2019-20	2020-21	2021-22	2022-23	Total 2018-2023	Notes
Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Heart of Cumbria – Equity	1,000	0	1,000	0	0	0	0	1,000	1
Heart of Cumbria – Loan	561	-271	290	295	870	550	220	2,225	2
<b>Total Capital</b>	<b>1,561</b>	<b>-271</b>	<b>1,290</b>	<b>295</b>	<b>870</b>	<b>550</b>	<b>220</b>	<b>3,225</b>	

#### Notes

1. At Council, 15 February 2018 (ref CE7/18), a package of support for Heart of Cumbria Limited was agreed, including funding for the acquisition of £1,000,000 of share capital in the Company.
2. At Council, 15 February 2018 (ref CE7/18), a package of support for Heart of Cumbria Limited was agreed, including loan financing to support the phased acquisition of affordable properties in Penrith. Capital budgets were included based on the expected pattern of acquisition, although delegated authority was given to the Deputy Chief Executive, in consultation with the Director of Finance, to finalise the terms of a loan agreement between the Council and Heart of Cumbria Limited. The spending profile has been aligned to latest spending plans available from Heart of Cumbria Limited.