

09 February 2018.

PLEASE NOTE TIME OF MEETING

Dear Councillor,

A meeting of the **CABINET** will be held in the **Council Chamber** at these offices on **MONDAY, 19 FEBRUARY 2018 at 4.00 p.m.**, when your attendance is requested.

Yours sincerely,

KATHRYN HALL

Chief Executive.

A G E N D A

	Page No.
1. To receive Declarations of Interest from Members in respect of any matter on the Agenda.	
2. To receive apologies for absence.	
3. To confirm the Minutes of the meeting of the Committee held on 15 January 2018.	3 - 7
4. To consider any items that the Leader agrees to take as urgent business.	
5. Budget Management 2017/18 – Progress Report April to December 2017.	8 – 29
6. Draft Corporate Plan and Budget 2018/19.	30 – 38

To: **Members of the Cabinet** – Councillors: Ash-Edwards (Deputy Leader), MacNaughton, Marsh, Thomas-Atkin, Wall (Leader) and Webster.

**Minutes of the Meeting of the Mid Sussex District Council Cabinet
held on 15 January 2018
from 4.00 p.m. to 4.37 p.m.**

Present: Councillors: Jonathan Ash-Edwards, Andrew MacNaughton, Gary Marsh, Garry Wall (Leader), Mandy Thomas-Atkin and Norman Webster.

Also present: Councillors: Holden and Clarke.

Officers: Kathryn Hall, Tom Clark, Peter Stuart, Simon Hughes, Lois Partridge, Natasha Allen, Elaine Clarke, Terry Stanley and Hamish Evans.

1. DECLARATIONS OF INTEREST

None.

2. APOLOGIES

None.

3. MINUTES

The minutes of the meeting held on 20 November 2017 were agreed as a correct record and signed by the Leader.

4. URGENT BUSINESS

None.

5. PARTNERSHIPS AGREEMENTS.

Elaine Clarke the Community Leisure Officer, introduced the report to the Committee which provided an update on the Partnership Agreements with the Voluntary Sector and to seek approval to extend the existing funding arrangements with Citizens Advice and Horsham and Mid Sussex Voluntary Action for another year. It also outlined a proposal for the future funding arrangement for Citizens Advice with effect from April 2019 and sought a financial commitment to participate in a joint procurement exercise.

The Chairman noted that the report highlighted the Councils long term commitment to the voluntary sector.

The Cabinet Member for Community thanked the Officers for their hard work in putting together strong and robust contracts with the 5 organisations in the voluntary sector. He commented that the Citizens Advice Bureau was offering more help to less fortunate young people and was increasing its number of young volunteers. He also praised Action in Rural Sussex for their good work in supporting rural communities within the District. The Member queried whether there were processes in place to allow Officers to review whether the organisations were fulfilling their contracts. He also questioned whether there was a complaints and concerns procedure in place which was run by Age UK as recently members of the public had taken to social media to complain instead of contacting the organisation directly.

Elaine Clarke informed the Members that Age UK specifically had to provide a 60 hour programme to help a wide range of people in the community. This help would include lunch clubs, transport and information centres. She also stated that there was a 6 monthly review meeting between MSDC, WSCC and Age UK. Age UK produce their performance reports to Officers in these meetings. She also clarified that in the funding agreement with Age UK, they were required to have a written complaints procedure and that any complaints would have to be declared to Officers of MSDC.

In response to a question from the Cabinet Member for Service Delivery Elaine Clarke confirmed that Officers visited the sites run by Age UK outside the 6 monthly meetings. She also informed the Cabinet that the Horsham and Mid Sussex Voluntary Action (HAMSVA) would be changing their name and that their funding would be spent within Mid Sussex.

The Deputy Leader and Cabinet Member for Resources and Economic Growth thanked Officers for the thorough report and was happy to see the report highlighted how much funding MSDC gives to voluntary organisations. He also commented that it was imperative for the organisations to deliver modern and up to date information and guidance to those who use the services. He queried whether there were any requirements in place for Age UK to increase their membership.

Elaine Clarke informed the Cabinet that the service principles in the contract with Age UK specify a minimum amount of members and if the number were to go below the level, the organisation would be reviewed by MSDC.

The Cabinet Member for Customer Services commented on the good service that the Citizens Advice in Burgess Hill had provided to members of the community.

The Leader observed that although the financial constraints of recent times had not gone away, MSDC were still supporting the voluntary sector to deliver the best services possible. He also noted that for MSDC to give continued support it must continue to have sound budget and financial policy.

The Chairman noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

Cabinet agreed to:

- (i) Enter into a one-year Voluntary and Community Sector Funding Agreement with West Sussex County Council to secure additional funds to grant aid to Horsham and Mid Sussex Voluntary Action;
- (ii) Sign up to a 'bridging contract' with Citizens Advice to fund the Service in 2018-19;
- (iii) Commit to recommissioning the Citizens Advice in 2019-21 (with the option to extend for a further 2 years).

6. NEW COMMUNITY BUILDING – FINCHES FIELD, PEASE POTTAGE, WEST SUSSEX – PROPOSED AGREEMENT FOR LEASE AND LEASE

Peter Stuart, Head of Corporate Services, introduced the report which updated Cabinet on the progress of the provision of the new community hall and sports pavilion at Finches Field, Pease Pottage ("the Community Building"), the need to re-advertise the District Council's intention to grant a lease of the Community Building to Slaugham Parish Council ("the Parish Council") and confirmation of the District

Council's earlier decision to grant a lease of the Community Building, having regard to the outcome of re-advertising the proposed disposal of a larger area of open space to the Parish Council.

The Cabinet Member for Housing and Planning observed that the project did take up a large area and that the recent move of the Community Building had a positive outcome as it allowed an increase in the number of parking spaces available within the site.

The Cabinet Member for Service Delivery remarked that he was pleased to see the report and a start to the project as it has the support of the local community.

The Chairman stated that the new facility will serve the local community well and that although there had been complications it would be positive addition to the area.

The Chairman noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

- (a) Cabinet noted the contents of the report and, in particular, noted that the District Council did not receive any objections to the proposed disposal of the land edged in red on the plan marked "Finches Field Community Centre" annexed to this report at Appendix A the new site of the Community Building ("the new site") by 3rd January 2018;
- (b) affirm the District Council's earlier decisions to grant a lease of the Community Building to Slaugham Parish Council and authorise the Head of Corporate Resources and the Solicitor and Head of Regulatory Services to enter into an agreement for lease for the construction of the community Building on the new site and following completion of construction of the Community Building on the new site to grant a lease of the Community Building on the terms already agreed by the Cabinet Member for Property on 16 March 2016.

7. JOINT STRATEGIC ACCESS MANAGEMENT AND MONITORING (SAMM) STRATEGY.

Lois Partridge, Business Unit Leader for Planning Policy and Economy introduced the report which sought Cabinet's approval for the District Council to implement the Joint Strategic Access Management and Monitoring (SAMM) Strategy. The report also stated that Natural England recommended that the impacts of proposed development that lay within a 7km zone of influence on the Ashdown Forest Special Protection Area were managed through a twin tracked approach; firstly through the provision of Suitable, Alternative Natural Greenspace (SANG), and secondly through the collection of S106 funds for Strategic Access Management and Monitoring (SAMM), which funded strategies to manage visitors on-site at Ashdown Forest. The report referred only to the latter, the SAMM Strategy.

In 2013, MSDC developed an interim SAMM strategy. This interim strategy had 3 main benefits:

- It enabled MSDC to deliver development within 7km of Ashdown Forest since that time, and
- It enabled MSDC to collect contributions from developers for access management projects on the Forest, and,
- Most importantly it removed objections from Natural England to new developments within 7km of the Forest.

Since 2013, significant funds had been collected for SAMM mitigation works, but had not yet been spent.

The Council's interim strategy had been a temporary arrangement, while a joint SAMM strategy was agreed between the six affected authorities. Natural England had been closely involved in the preparation of the joint SAMM Strategy. The report set out the SAMM strategy financial and management arrangements for the joint SAMM Strategy.

A joint legal agreement had been reviewed by Mid Sussex District Legal and Finance Officers and found to be reasonable and appropriate for the District Council to sign off.

The joint SAMM strategy was needed to satisfy Natural England's requirements. It would ensure that Mid Sussex can continue to deliver new development within 7km of the Forest. It provided a permanent solution to the issue of managing and monitoring strategic access to the Ashdown Forest going forward.

The Cabinet Member for Housing and Planning thanked Officers for covering this issue in detail. He noted that Mid Sussex had been at the forefront of this strategy and that the monies collected, which are to be transferred to Wealden District Council, are substantial. He questioned whether it was right that the strategy was effective in perpetuity. The Solicitor to the Council confirmed that in theory there will be continual building of new properties so there will need to be continual mitigation.

Members asked for more information on the Steering Group and Working Group, specifically whether only Officers would be attending the Groups and also whether those attending would be able to learn details of what MSDC money is being spent on and the outcomes of this expenditure.

The Business Unit Leader for Planning Policy and Economy explained that the Groups would consist of 2 tiers of Officers and that the Senior Officer would report back to Members at regular intervals. She also explained that Wealden District Council would be audited and would have to report to the financial team at MSDC.

The Chief Executive confirmed to Members that if Officers were concerned with the performance of Wealden District Council they would report to the Cabinet and the portfolio holder.

The Chairman noted that no more Members wished to speak so took them to the recommendation contained in the report, which was agreed unanimously.

RESOLVED

- (i) Cabinet authorised the Solicitor and Head of Regulatory Services to sign the Joint SAMM Strategy legal agreement on behalf of the District Council.
- (ii) Cabinet agreed to implement the Joint SAMM Strategy which will supersede the District Council's current Interim SAMM Strategy;

Chairman.

5. BUDGET MANAGEMENT 2017/18 – PROGRESS REPORT APRIL TO DECEMBER 2017

REPORT OF: Head of Corporate Resources
Contact Officer: Cathy Craigen, Chief Accountant
Email: Cathy.craigen@midsussex.gov.uk Tel: 01444 477384
Wards Affected: All
Key Decision: No
Report to: Cabinet
19th February 2018

EXECUTIVE SUMMARY AND RECOMMENDATIONS

Purpose of Report

1. This report reviews the progress on the Revenue Budget, Capital Programme and Treasury Management for 2017/18.

Summary

2. The forecast revenue outturn position for 2017/18 at the end of December is showing a projected net overspend of £14,000 against the original estimate, after transfers totalling £62,000 to Specific Reserve approved by Council on 19th July 2017. Officers will continue to take steps to bring this to a balanced position by year-end.
3. This is a greatly improved position on the previously forecast net overspend of £153,000, which mainly related to the increased cost of running the Revenue and Benefits Service as a result of Adur DC leaving the partnership. Due to a variety of savings totalling £243,000, that have been identified since the last Budget Management Report to Cabinet on 20th November, the net overspend is now forecast to be largely mitigated by year end. Further detail is set out below and detailed in Appendix A of this report.

Recommendations

4. To recommend to Council for approval:

- (i) that £28,675 be transferred to Specific Reserve as detailed in paragraph 22;
- (ii) that £9,202 be transferred to Specific Reserve as detailed in paragraph 23;
- (iii) that £37,930 be transferred to Specific Reserve as detailed in paragraph 24;
- (iv) that £83,403 be transferred to Specific Reserve as detailed in paragraph 25;
- (v) that windfall income as set out in paragraph 26 of this report be transferred to General Reserve;
- (vi) that £14,176 be transferred to Specific Reserve as detailed in paragraph 27;
- (vii) that £734,696 is transferred from the funds earmarked for 'SAMM in perpetuity' within General Reserve to the SAMM fees Specific Reserve as detailed in paragraphs 28 & 29;

(viii) the variations to the Capital Programme contained in paragraph 54 in accordance with the Council's Financial Procedure rule B4.

To confirm agreement to:

(ix) the joint approach to bringing forward the housing site at Hurst Farm, Haywards Heath as detailed in paragraph 44 on;

To note:

(x) the remainder of the report.

REVENUE SPENDING

Position to the end of December 2017

5. This is the fourth budget management report for the current financial year. This is intended to inform Members how key income and expenditure targets are performing after the first three quarters of 2017/18, and to give an indication of the likely position at the end of the year.

Expenditure and Income to date

6. Table 1 details 'actuals' to date for the key income categories and salaries expenditure, compared to their profiled budgets. It gives a snapshot position on performance to the end of December only. This table also details the projected year-end position for these key income categories, but this only forms part of the consideration for the year-end predictions for the Council's overall revenue budget.

INCOME	2017/18 Actual to December £'000	Profiled 2017/18 Budget £'000	2017/18 Original Budget £'000	Pressure/ (Saving) To end December £'000	Pressure/ (Saving) To end September £'000	Projected Year-end Variance £'000
Car Park Charges	(1,569)	(1,487)	(1,972)	(82)	(44)	(103)
Development Management Fees	(1,039)	(910)	(1,214)	(129)	(118)	(196)
Building Control Fees	(425)	(366)	(486)	(59)	(53)	(85)
Land Charges	(126)	(113)	(150)	(13)	(2)	(10)
Licensing Act Fees	(127)	(127)	(138)	0	(30)	0
Hackney Carriage Fees	(105)	(93)	(124)	(12)	(7)	(5)
Outdoor Facilities Income	(213)	(244)	(295)	31	39	12
Garden Waste	(942)	(939)	(1,164)	(3)	(15)	0
Leisure Contract Income	(1,210)	(1,169)	(1,558)	(41)	(28)	(55)
Industrial Estates Rents	(513)	(568)	(688)	55	48	102
Town Centre Rents	(1,447)	(2,250)	(3,000)	803	351	830
Depots Rents	(39)	(55)	(73)	16	0	0
General/Miscellaneous Property	(250)	(174)	(208)	(76)	(23)	(48)
Total Income	(8,005)	(8,495)	(11,070)	490	118	442
EXPENDITURE						
Staffing costs	9,280	8,304	11,072	976	517	39

7. Car parking income is above budget by £82,000 in the first nine months of the year. This is detailed in Table 2 below. The variation includes additional income in respect of Season Tickets (£30,000) and Pay and Display (£52,000). The previously reported forecast included a projection for the full year based on the first six months, and income is still on track to achieve this by year end. The forecast therefore remains unchanged.

	<i>Actual April to December</i>	<i>Outturn 2016/17</i>	<i>Forecast based on April to Sept</i>	<i>Revised Forecast 2017/18</i>
	<i>(Over)/ under target £'000</i>	<i>(Over)/ under target £'000</i>	<i>(Over)/ under target £'000</i>	<i>(Over)/ under target £'000</i>
Pay & Display tickets	(52)	(80)	(68)	(68)
Season Tickets	(30)	(11)	(35)	(35)
Total additional income	(82)	(91)	(103)	(103)

8. Development management income is £129,000 above target for April to December. This includes windfall income in respect of South Downs National Park final account for 2016/17 of £10,000, which will go to General reserve as detailed in Paragraph 26. We previously reported a projection for additional income for the year of £188,000. However, there have been fewer major applications received in recent months due to recent planning issues in respect of the Ashdown Forest and the impending adoption of the District Plan. The projection has subsequently been reduced by £31,000. This will be more than mitigated by the introduction of a national price increase in Planning Fees by 20%, expected to be implemented by the end of January, which will achieve additional income of £39,000 in this year (and any future year's additional income will be reinvested in service). The projection has therefore been revised to £196,000 additional income for the year and the variations are shown in Appendix A of this report.
9. Building Control Income is over budget by £59,000 for the first nine months of the year. A full year projection of £85,000 additional income was previously reported based on the April to September position. No further variation to the full year forecast is anticipated.
10. Land Charges is showing £13,000 more income than the profiled budget. Whilst Local Land Charge Searches have not achieved the volumes of 15/16 & 16/17 due to numerous factors that appear to be affecting confidence in the market, business has nevertheless remained steady. The total additional income forecast for the year is £10,000. This is included in Appendix A of this report.
11. Licencing income is on target for April to December.
12. Hackney Carriage Fees are above target by £12,000 for the first nine months of this financial year. This is partly due to the profiling of income, which can fluctuate. However, the year-end forecast was previously adjusted to reflect £5,000 increased Hackney Carriage income identified at Outturn 2016/17, which is expected to be ongoing and this forecast remains unchanged.

13. Outdoor facilities income is £31,000 below budget after the first nine months of the year. This is partly due to a change in the timing of invoicing for Playgroup income for which revised profiles are being calculated, but this is not expected to affect the total income due for the year. In addition, there is a £12,000 forecast shortfall in Pavilion income due to the ongoing loss of Cricket teams at Clayton and London Road. The projection has therefore been revised to reflect this and the variation is detailed in Appendix A of this report.
14. Based on the current budget profile, Garden Waste income is £3,000 above target at the end of December. Expansion of the Garden Waste service is expected to deliver an additional 2000 customers in 2017/18 to achieve the budgeted customer base of 18,200 customers by year-end. The waste team are confident that this level of growth will be achieved by year-end and will be undertaking a direct marketing strategy to support this. Garden waste is currently averaging 50 new customers per week. Therefore, the forecast has not been amended.
15. The value of the Leisure Contract is subject to annual indexation and the previous forecast included an additional £55,000 to reflect the agreed contractual price for 2017/18. The projection remains unchanged.
16. Industrial Estates rents are £55,000 below the target at the end of December. It was reported in September that this would increase to £84,000 by the end of the year. This increase related to Victoria Road and Sheddingdean Industrial Estates which had lower than budgeted rental income due to a vacant unit at Victoria Road and a tenant going into administration at Sheddingdean with subsequent loss of rental income. Based on the current forecast this is expected to increase by a further £18,000. The projection has therefore been revised to reflect this and the variation is detailed in Appendix A of this report.
17. The Orchards rental income is under budget as a result of void units (now leased for 5 and 10 years) and rent free periods awarded as tenant incentives. This has a neutral effect on the Revenue Account as the Orchards reserve is used to smooth positive and negative cashflow. There is no change to the forecast reported as at the end of September. The Leader, Resources and Economic Growth Scrutiny Committee is to receive a report on the centre in March.
18. Depots rent is £16,000 below target at the end of December due to the timing of the Serco payment for the third quarter rent which was paid in January. However no further variation to the full year forecast is anticipated.
19. General/miscellaneous property income is £76,000 above the target at the end of December. This is mainly due to the profiling of income which can fluctuate. There is no change to the full year variation of £48,000 above the target as reported in the last Budget Management Report.
20. The salaries expenditure to the end of December is showing a pressure of £976,000 against the profiled budget. This mainly relates to two service areas as explained below.
 - a) ICT (£420,000): Of this total, £370,000 is the result of unbudgeted CenSus ICT staff transferred from Horsham District Council as part of the on-going changes in the CenSus ICT partnership. These costs will be met from savings resulting from the reduced partnership contributions to Horsham. The balance of £50,000 mainly relates to the cost of ICT staff which will be funded from the ICT Reserve.

- b) £329,000 relates to the net cost of CenSus Revenues and Benefits redundancies and the unbudgeted cost of CenSus Revenues and Benefits agency staff. However, part of this cost will be charged to our partners and the balance will be met from Special Reserves.

Therefore forecast year-end variation on salaries is reduced to a net £39,000 over spend, as set out in Table 1 above. Further detail is set out in Appendix A of this report.

21. In summary, based on current information available and as outlined in Appendix A, the current forecast year-end position (at the end of December 2017), is an over spend of £14,000.

Miscellaneous

22. In December, we received £28,675 from the Department of Communities and Local Government in respect of Preventing Homelessness Grant (LAs). This payment is the first of three payments over a three year period totalling £82,706 for New Burdens in respect of Homelessness. Members are requested to approve the transfer of this sum to Specific Reserve to meet the cost of a temporary administration post
23. In December, we received £9,202 from the Department of Communities and Local Government for new burdens in respect of Overhauling Statutory Homelessness Data Grant Determination. Members are requested to approve the transfer of this sum to Specific Reserve to meet the costs of IT equipment to enable mobile working within the team.
24. In November we were awarded additional grant of £37,930 by West Sussex County Council to deliver a project to improve communal recycling quality in line with a project plan submitted. The project has started and includes the purchase and distribution of specialist recycling bins; promotional materials (including reusable bags to encourage recycling); Crew training; Monitoring and Evaluation. The project will also fund a pilot project with the British Heart Foundation to increase recycling of textiles and small goods. Members are requested to approve the transfer of this sum to Specific Reserve to cover the costs of the project.
25. In November, we received windfall income of £83,403 from the West Sussex County Council relating to 2016/17 recycling credits. Windfall income relating to a previous year is transferred to General Reserve. However, Members are requested to transfer this to a Recycling Specific Reserve to fund future Waste and Recycling projects identified in the 2018/19 Service Plan as set out below:
- Introduction of in-cab solutions across the waste and recycling fleet;
 - Targeted food waste reduction projects;
 - Promotion of furniture and bulky waste re-use through local re-use charities;
 - Increased capture rates of textiles through improved communications and management of textile bring banks;
 - Continue to monitor and address issues of contamination and recycling quality- particularly in flats;
 - Implement a recycling trial in parks.
26. In October, we received windfall income of £10,480 from South Downs National Park Authority in respect of 2016/17 final account. As this income relates to a previous year it will therefore be transferred to General Reserve.

27. In December, we received a fee of £14,176 in relation to a Planning Performance Agreement with a developer to facilitate delivery of a strategic housing site. Planning Performance Agreements are supported by the Government to promote an improved and more efficient service, and is considered to be good practice in supporting delivery of housing. Members are requested to approve the transfer of this sum to specific reserve for this purpose.

Joint SAMM Strategy

28. From autumn 2013 Mid Sussex began charging a tariff in respect of Strategic Access Management and Monitoring (SAMM), which is required to be paid by developers as mitigation for new dwellings within a 7km zone of influence from Ashdown Forest. The funding was collected on the basis that 30% of the tariff would fund operational costs in respect of delivering management and monitoring projects to mitigate the effects of recreational disturbance within this Special Protection Area, and this funding has been held in specific reserves. The other 70% of the tariff collected has been held in general reserves as an investment fund, to provide funding for mitigation in perpetuity.
29. As part of a Joint SAMM Strategy with the other affected local authorities which will supersede the Interim SAMM Strategy, it is now proposed that the entire funding be pooled as a shared service, with Wealden District Council acting as lead authority in commissioning future projects, and providing relevant financial reporting information to their shared service partners, which will be subject to independent audit. Further detail is set out in the report to Cabinet on 15th January 2018. As such, members are requested to approve the transfer of the investment fund element of £734,696 to specific reserve, so that the full tariff collected to date can be transferred to Wealden District Council, in accordance with the agreed transfer agreement, once Mid Sussex implements the Joint SAMM Strategy on 1st April 2018.

CAPITAL SPENDING

Position to the end of December 2017

30. The Capital Programme for 2017/18 now stands at £3,393,000. This includes slippage from the 2016/17 Capital Programme, and current year capital project variations, as reported to Cabinet 10 July, 5 September and 20 November. The actual and commitments to the end of December 2017 total £2,242,343.

Variances to the 2017/18 Capital Programme

31. At this stage in the year the major variances are set out in table 3 below, the remainder being a number of smaller variations of less than £100,000.

Table 3: Expenditure Variations on the 2017/18 Capital Projects			
	<i>Variances</i> £'000 (overspend)	<i>Variances</i> £'000 (underspends)	<i>Notes</i>
Finches Field Community Pavilion and Car Park		(666)	1
Disabled Facility Grants		(551)	2
Worlds End Recreation Ground		(262)	3
Flat 23, St Wilfrids Way, HH		165	4
Total	0	(1,314)	

Notes:

Emergency and Outdoor Services

- (1) Increased contribution to Slaugham Parish Council agreed in MIS22A on 2nd June. Payment expected to be complete by the end of 2017/18.

Environmental Health

- (2) Demand-led Housing adaptations service for which £535,000 has been committed as at end of December. No further forecast variation is anticipated at this stage.

Corporate Estates & Facilities

- (3) World's End Recreation Ground – out to consultation. Project expected to be complete by the end of 2017/18. Refer para 35 below.
- (4) Refer paragraph 39

Proposed Variations to the Capital Programme

32. A new project to upgrade the existing tennis court surface at Victoria Park has been approved under Delegated Member authority. Further details are contained in MIS Bulletin 45 on 8 November 2017. In summary, the total cost of this project is £37,691 and is being funded from S106 Formal sport monies. The Capital Programme for 2017/18 has therefore been increased by £38,000 to reflect this change.
33. Since the last Budget Management Report, a new project to resurface Lindfield Common Car Park has been approved under Delegated Member authority. Further details are contained in MIS Bulletin 48 on 29 November 2017. The total cost of this project is £13,950 and is being funded from S106 monies. The Capital Programme for 2017/18 has been amended by £14,000 to reflect this change.
34. In the April to May Budget Management report to Cabinet 10 July 2017, we reported that a new project was to be instigated to design and construct a replacement skate park in Victoria Park Haywards Heath. Following consultation with users, the project has now been finalised. Details of this project are shown in Appendix B of this report. In summary, the total for this scheme is £126,000 (to the nearest £'000) and the project will be funded from S106 Formal Sport contributions totalling £124, 656. The balance will be met from General Reserve. The Capital Programme has been revised accordingly.
35. Earlier this year we reported a new project for refurbishing the playground at World's End Recreation Ground totalling £200,000. This was approved at Cabinet Grants Panel on 18 April 17 to be funded from the Lewes District Council S106s. The project was increased to £262,000 as reported to Members in the Budget Management Report to Cabinet 20 November 2017. There is now another £28,000 of Lewes District Council S106s available to be spent on this scheme. The new total for this scheme stands at £290,000 (to the nearest £'000) and the Capital Programme has been increased accordingly.
36. A new project has come forward to alter and extend Mount Noddy Pavilion costing £250,000. This is to be funded from S106s monies. Details of this project are set out in the Project Justification attached in Appendix B of this report. The Capital Programme for 2017/18 has been amended to include this new project.
37. A new project to install a new toddler play item at Beech Hurst has been approved under Delegated Member authority. Further details are contained in MIS Bulletin 28 on 12 July 2017. In summary, the total cost of this project is £10,157 and is being funded from S106s. The Capital Programme for 2017/18 total has therefore been revised by £10,000 to reflect this change.

38. Since the Corporate Plan and Budget 2017/18 report was approved at Council on 1 March 17, we received notification of increased funding for Disabled Facility Grants in 2017/18, through the Better Care Fund which is passported onto MSDC from West Sussex County Council. As a result, the Capital Budget for DFG was increased to £892,000. Additional Government funding provided in the Autumn Budget is now also available to Mid Sussex District Council totalling £92,000. Further detail is set out in MIS Bulletin 49 on 6 December 17. The Disabled Facility Grants Budget for 2017/18 has therefore been increased to £984,000.
39. The Deputy Leader and Cabinet Member for Resources and Economic Growth approved the purchase of investment property: Flat 23 St Wilfrid's Way, The Orchards, Haywards Heath, and the grant of an intermediate lease under Delegated Member authority as detailed in MIS Bulletin 27 on 5 July 2017. This will be financed from the Land and Property Reserve, and the Capital Programme total has been amended by £165,000 to include this project.
40. Roof works on 31 Victoria Gardens have been completed by the tenant requiring reimbursement by MSDC as approved under Delegated Member authority. Further details are contained in MIS Bulletin 01 on 4 January 2017. In summary, the total cost of this project is £74,000 and is being funded from the Land and Property Reserve. The Capital Programme for 2017/18 total has therefore been increased by £74,000.
41. The 2017/18 Major Capital Renewals programme includes £15,000 for the Replacement of reception desk, rationalisation and extension of personal alarm system, Oaklands, and £25,000 for the New Disabled WC and access at Ashurst Wood Pavilion, Haywards Heath. The cost of these projects will now be £35,000 and £32,000 respectively as a result of tender returns being higher than the budget which was estimated at the end of 2016 as part of 2017/18 budget setting. The additional cost of £27,000 will be met from the MCR Balance Unallocated leaving a balance of £9,000. In addition, the Fairfield Recreation Ground New Changing Cabin project has increased in cost by £21,000 due to additional works required on the foundations and relocation of utility service. Of this, £9,000 can be met from the remaining MCR Balance Unallocated. Members are therefore requested to approve the balance of £12,000 to be funded from General Reserve. The Capital Programme has been revised accordingly.
42. The 2017/18 Major Capital Renewals programme includes £80,000 for Window Replacement Works. As no work is required at present on this project, it is proposed to utilise this saving for phase 2 work on Roof Light Replacements at Oaklands. The current project total for Roof Light Replacements, Oaklands is £55,000, which will therefore be increased by £80,000 to £135,000.
43. £25,000 is included in the current Capital programme for Adastra Park PCs Internal Upgrade. However, the cost of this project has now been reduced to £14,000 as the tender was lower than expected. It is proposed to utilise the £11,000 saving to fund increased tender costs on the resurfacing works on the following car park projects:
 - 1) Dale Avenue Car Park, Hassocks increased cost is £6,000 resulting in a total revised project cost of £26,000;
 - 2) Gower Road Car Park, Haywards Heath increased cost is £2,000 resulting in a total revised project cost of £15,000;
 - 3) Franklyn Road Car Park, Haywards Heath increased cost is £3,000 resulting in a total revised project cost of £31,000.

The Capital Programme has been amended accordingly.

Hurst Farm – inclusion of a Capital Project

44. Members will be aware that Officers have been working up a planning application to deliver housing on the council-owned site on the south of Haywards Heath known as Hurst Farm.
45. This site is included in the HHTC Neighbourhood Plan for up to 350 dwellings, together with a cemetery, country park and allotments and a new two-form Primary School.
46. Mindful of the need to bring forward a comprehensive development that works for the town of Haywards Heath and is in keeping with the Neighbourhood Plan, Officers have been working with the other landowners who between them hold 20% of the land which is all allocated for housing and includes a small light industrial estate in the centre of the site. The other landowners include a property development company that has owned a freehold of their site for some 20 years.
47. Given the expertise of the other landowner, officers have agreed to allow the property development company to lead on the process of bringing forward the whole site in accordance with the Memorandum of Understanding signed in April 2009. The property development company (Cross Stone Development Limited) has borne the contractual liability for the costs of promotion (including the instruction of such specialists and consultants as were necessary) and the Council has been recharged a proportion of those costs in accordance with its proportionate share of the total land. Council officers have continued to monitor the decision making of the property development company and had input on the appointment of its specialists. However it has at all times been the responsibility of the property development company.
48. This has had the advantage of being a value for money method of bringing forward this application notwithstanding the disadvantage of not being the lead partner and therefore ceding a certain level of control on the means by which the application would come forward.
49. Cabinet are asked to endorse this commercial joint approach, which does not involve the creation of a public contract so is not within the scope of procurement legislation or the Procurement Guidelines adopted by this Council in November 2015, and uniquely arises because of the multiple owners of the site, and which includes the presence of a Property Development Company.
50. The outline planning application was submitted in July 2017 and since then dialogue has been maintained with the Planning Department on a number of issues that have needed resolution; namely, transport and roads, the setting of a listed building and site drainage. These have been worked through and it is expected that the application will be heard by a committee in the next few months.
51. It is therefore fitting that we create a Capital Project in the current year in order to publicly demonstrate our commitment to deliver housing on this site, and to properly account for the costs of bringing this application forward. It is proposed that a preliminary budget would be £200,000 as our share of these costs with some £134k already expended.
52. It should be stated here that none of the above will fetter the power of the local authority to deal with the application as its Planning function decides; the Property function and the Local Planning Authority Function are necessarily being kept entirely separate.

53. It is for that reason that Cabinet are reminded that the Capital Project budget does carry a certain element of risk in that the outcome of the Planning Application is not foregone. It is therefore proposed that the financing of the budget is to be from General Reserve rather than Capital Receipts since the latter cannot be used for abortive costs.

54. Proposed capital variations are summarised in table 4 below.

Table 4: Capital Project Variations April to end December 2017/18		
	<i>Apr to Dec</i>	<i>Ref</i>
	<i>£'000</i>	
Resurfacing of Victoria Park Tennis Courts	38	<i>Para 32</i>
Resurfacing of Lindfield Common Car Park	14	<i>Para 33</i>
Victoria Park Skate park improvements	126	<i>Para 34</i>
Worlds End Recreation Ground refurbishment	28	<i>Para 35</i>
Mount Noddy Pavilion – extension and alterations	250	<i>Para 36</i>
Beech Hurst Train Replacement	10	<i>Para 37</i>
Disabled Facility Grants	92	<i>Para 38</i>
Flat 23, St Wilfrid's Way, HH	165	<i>Para 39</i>
31 Victoria Garden, Burgess Hill roof works	74	<i>Para 40</i>
Replacement of reception desk, Oaklands HH	20	<i>Para 41</i>
Ashurst Wood Pavilion, HH- New Disabled WC (MCR)	7	<i>Para 41</i>
Unallocated Major Capital Renewals (MCR)	(36)	<i>Para 41</i>
New changing cabin, Fairfield Recreation Ground (MCR)	21	<i>Para 41</i>
Window Replacement Works, Oaklands (MCR)	(80)	<i>Para 42</i>
Roof Light Replacement, Oaklands (MCR)	80	<i>Para 42</i>
Adastra Park PCs Internal Upgrade (MCR)	(11)	<i>Para 43</i>
Dale Avenue Car Park, Hassocks - Resurfacing (MCR)	6	<i>Para 43</i>
Gower Road Car Park, HH - Resurfacing (MCR)	2	<i>Para 43</i>
Franklyn Road Car Park, HH - Resurfacing (MCR)	3	<i>Para 43</i>
Hurst Farm development costs	200	<i>Para 44-53</i>
Total	1,009	

55. Taking into account all of the changes detailed above, the overall effect is an increase to the current capital programme for 2017/18 of £1,009,000. Therefore the revised programme total for 2017/18 now stands at £4,402,000.

Capital receipts and contributions received to the end of December 2017

56. S106s and grant contributions of £1,181,847 have been received in the period April to December 2017.

S106 contributions committed/utilised to the end of December 2017

57. The following S106 contributions have been utilised during this period:

Table 5 S106 utilisation 2017/18

	<i>Apr to Dec</i>	<i>Note</i>
	<i>£'000</i>	
Lindfield Rural Parish Council	8	1
Haywards Heath Town Council	4	2
Burgess Hill Town Council	8	3
West Sussex County Council	39	4
West Sussex County Council	3	5
West Sussex County Council	48	6
West Sussex County Council	108	7
East Grinstead Town Council	1	8
East Grinstead Town Council	3	9
Hassocks Parish Council	1	10
Burgess Hill Rugby Football Club	10	11
Hurstpierpoint Cricket Club	21	12
Scaynes Hill Millennium Village Centre	3	13
The Yews (Haywards Heath) Community Partnership	10	14
Haywards Heath Town Council	10	15
Haywards Heath Town Council	9	16
Chequer Mead Community Arts Centre	54	17
East Grinstead Town Council	1	18
Lindfield Rural Parish Council	8	19
West Sussex County Council	37	20
Lindfield Medical Centre	69	21
Northlands Wood Medical Centre	56	22
Crawley Down Community Centre Association	16	23
Haywards Heath Baptist Church	24	24
Scaynes Hill Cricket Club	10	25
Haywards Heath Town Council	2	26
Total	563	

Notes

- 1 Utilisation of Local Community Infrastructure contribution (P35/594 £8,040) S106 monies to improve pedestrian and disabled access leading to the Remembrance Garden at Walstead Burial Ground, as agreed by the Cabinet Member for Planning on 27 March 2017 MIS 13 29 March 2017.
- 2 Utilisation of Local Community Infrastructure contribution (P35/669 £986.40 & PL12-000511 £3500.60) S106 monies to replace an existing bus shelter outside Beech Hurst Gardens, as agreed by the Cabinet Member for Planning on 12 April 2017 MIS 16 19 April 2017.
- 3 Utilisation of Local Community Infrastructure contribution (P35/491 £8,495) S106 monies to install a new footpath in Burgess Hill Burial Ground, as agreed by the Cabinet Member for Planning on 12 April 2017 MIS 16 19 April 2017.
- 4 Utilisation of Total Access Demand (Sustainable Transport) contribution (PL12-000170 £35,271 & PL12-00620 £3,579) S106 monies for shared use path surfacing on Worth Way, Crawley Down, as agreed by the Cabinet Member for Planning on 12 April 2017 MIS 16 19 April 2017.
- 5 Utilisation of Total Access Demand (Sustainable Transport) contribution (P35/369 £62.78, P35/382 £77.26 & P35/781 £2,612.96) S106 monies for Speed reduction scheme Leylands Road/West Street, Burgess Hill, as agreed by the Cabinet Member for Planning on 12 April 2017 MIS 16 19 April 2017.
- 6 Utilisation of Total Access Demand (Sustainable Transport) contribution (P35/258 £179.07, P35/519 £12,015, P35/620a £6,480, P35/624 £13,065, P35/632b £2,991.13, P35/743 £1,260, PL13-000019 £4,871.72, PL13-000271 £3,688.08 & PL13-000617 £3900) S106 monies for Safety improvements on West Street, East Grinstead, as agreed by the Cabinet Member for Planning on 12 April 2017 MIS 16 19 April 2017.
- 7 Utilisation of Total Access Demand (Sustainable Transport) contribution (P35/779 £108,155) S106 monies for Traffic calming on Imberhorne Lane, East Grinstead, as agreed by the Cabinet Member for Planning on 12 April 2017 MIS 16 19 April 2017.
- 8 Utilisation of Local Community Infrastructure contribution (P35/632b £1,356.25) S106 monies to purchase a defibrillator for East Court, as agreed by Cabinet Member for Housing and Planning on 16 May 2017 MIS 20 17 May 2017.
- 9 Utilisation of Local Community Infrastructure contribution (P35/632b £348.42 & P35/633b £2,181.58) S106 monies to enhance the public realm in the area to the front of the Kings Street public toilets, as agreed by Cabinet Member for Housing and Planning on 16 May 2017 MIS 20 17 May 2017.

- 10 Utilisation of Formal Sport contribution (P35/638b £1,389.80) S106 monies to install goalposts in Adastra Park, as agreed by the Cabinet Member for Community 23 May 2017 MIS 22 31 May 2017.
- 11 Utilisation of Formal Sport contribution (P35/625a £10,000) S106 monies towards the cost of improvements to the clubhouse, as agreed by the Cabinet Grants Panel 5 June 2017 MIS 23 5 June 2017.
- 12 Utilisation of Formal Sport contribution (P35/544 £31,796 & PL12-000366 £7,144) S106 monies towards an artificial wicket and upgrading the changing rooms, as agreed by the Cabinet Grants Panel 5 June 2017 MIS 23 5 June 2017.
- 13 Utilisation of Community Buildings contribution (PL3-000199 £3,000) S106 monies towards the cost of a new water heater, as agreed by the Cabinet Grants Panel 5 June 2017 MIS 23 5 June 2017.
- 14 Utilisation of Community Buildings contribution (PL12-001035 £9,721) S106 monies towards the cost of garden improvements, as agreed by the Cabinet Grants Panel 5 June 2017 MIS 23 5 June 2017.
- 15 Utilisation of Local Community Infrastructure contribution (P35/562b £2,892.12 & P35/641 £7,238.81) S106 monies to install new lighting on the footpath leading from Butlers Green Road to Lucastes Road, as agreed by the Cabinet Member for Planning on 15 June 2017 MIS 25 21 June 2017.
- 16 Utilisation of Local Community Infrastructure contribution (P35/641 £9,410) S106 monies to upgrade footway lights on Lewes Road, as agreed by the Cabinet Member for Planning on 22 June 2017 MIS 26 28 June 2017.
- 17 Utilisation of Community Building contributions (P35/623b £3,937, P35/705 £4,858, P35/667 £7,824, P35/667 £880, P35/652b £9,731, P35/680 £14,782 & P35/694 £11,488) S106 monies towards building improvements, as agreed by the Deputy Leader and Cabinet Member for Resources and Economic Growth on 30 June 2017 MIS 27 5 July 2017. This application was also considered at the Cabinet Grants Panel on 5 June 2017 but further information was required from the organisation in order to make a decision.
- 18 Utilisation of Local Community Infrastructure contributions (P35/633b £646.60 & P35/667 £333.40) S016 monies to repair the east boundary wall of St Swithuns Church, as agreed by the Cabinet Member for Planning on 16 August 2017 MIS 34 23 August 2017.
- 19 Utilisation of Local Community Infrastructure contributions (P35/594 £8,176.59) S106 monies to complete the provision of allotments and related facilities in Clearwater Lane, Scaynes Hill, as agreed by the Cabinet Member for Planning 12 September 2017 MIS 37 13 September 2017.
- 20 Utilisation of Sustainable Transport contributions (P35/669b/c £12,330, P35/600 £7,619, P35/611b £8,124 & P35/648b £8,800) S106 monies towards the installation of a pedestrian crossing at Wivelsfield Road, Haywards Heath, as agreed by the Cabinet Member for Planning 25 September 2017 MIS 39 27 September 2017.
- 21 Utilisation of Health contribution (PL3-000199 £52,806.88) and Local Community Infrastructure contribution (P35/662 £16,150.78) S106 monies to create an additional Consulting Room, as agreed by the Cabinet Grants Panel 30 October 2017 MIS 44 1 November 2017.
- 22 Utilisation of Health contribution (PL3-000199 £52,806.88) and Local Community Infrastructure contribution (P35/641 £3,711.12) S106 monies to create an additional Consulting Room, as agreed by the Cabinet Grants Panel 30 October 2017 MIS 44 1 November 2017.
- 23 Utilisation Community Buildings contributions (P35/654 £241.02 & P35/759 £15,258.98) S106 monies for improvements to the Haven Centre, as agreed by the Cabinet Grants Panel 30 October 2017 MIS 44 1 November 2017.
- 24 Utilisation of Community Buildings contributions (P35/489c £1,094.32, P35/763 £5,510, PL12-000511 £8,902, PL12-000709 £4,512 & P35/757 £3,984.71) S106 monies for the installation of a lift, as agreed by the Cabinet Grants Panel 30 October 2017 MIS 44 1 November 2017.
- 25 Utilisation of Formal Sport contribution (P35/594 £10,046) S106 monies for a new artificial pitch, as agreed by the Cabinet Grants Panel 30 October 2017 MIS 44 1 November 2017.
- 26 Utilisation of Public Art contributions (P35/611b £1,480 & P35/648b £680) S106 monies for the installation of a historical culture heritage sign on Heath Road, as agreed by the Cabinet Member for Planning October 2017 MIS 44 1 November 2017.

TREASURY MANAGEMENT INTEREST

58. Treasury Management interest for the financial year 2017/18 was projected in the Budget Report to be £308,065 at an average rate of 0.80%. The Budget Report is prepared well before many of the cash flow items are known.
59. As at the end of December 2017, projected Treasury Management interest earnings for 2017/18 were £337,490 at an average rate of 0.868%, being £29,000 over target. It shows a lower positive variance compared with last month, which is mainly related to the lack of opportunity to place any fixed term investments, which give a better return than the money market funds. However, this position will continue to be monitored closely for the remainder of the year.

Local Authority Property Fund Dividends

60. Members will recall that £6m is invested in the Local Authorities' Property Fund administered by the CCLA. Dividends on these investments are paid to the Council on a quarterly basis being due for the quarters ending 30 June; 30 September; 31 December and 31 March.
61. We previously reported a net income of £139,916 as at the end of September 2017. Dividends received for the third quarter ending 31 December are £75,209 less management expenses of £8,753, giving a net income to the Council of £66,456. Therefore, in total, we have received a net income of £206,373 in the first three quarters of the year. £240,000 is budgeted to finance the Revenue Budget in the current year. However, based on the first three dividends, this is likely to be exceeded by year-end. Members will receive an update on the final quarter at Outturn when the full year position is known.

POLICY CONTEXT

62. This report shows actual financial performance against the original budget, which was approved within the context of the Financial Strategy.

FINANCIAL IMPLICATIONS

63. The financial implications are detailed within the body of this report.

RISK MANAGEMENT IMPLICATIONS

64. There are no risk management implications. Financial risks have been seen as a strategic risk in the past but the Council has a proven track record in Budget Management and this is not seen as a strategic risk for 2017/18.

EQUALITY AND CUSTOMER SERVICE IMPLICATIONS

65. There are none.

OTHER MATERIAL IMPLICATIONS

66. There are no legal implications as a direct consequence of this report.

Background Papers

Revenue Budget 2017/18

Forecast Budget Variations for 2017/18 at the end of December 2017

	<i>Pressures in 2017/18</i>	<i>Notes</i>
	<i>£'000</i>	
April to July pressures Cabinet 20 November 2017	1,621	
Development Management minor variations	10	1
Planning Staffing restructure	(13)	2
Apprenticeship Levy	5	3
Facilities management minor variations	8	4
Outdoor Facilities -Pavilion Income	12	5
Waste contract – Property growth	10	6
Corporate Estates & Facilities - salaries	16	7
Corporate equipment	12	8
Dog Bin Repair/Replacement	10	9
Industrial Estates – rental income	18	10
Strategic Core - consultants	13	11
Accountancy – supplies and services	3	12
	<hr/> 1,725 <hr/>	

Notes:

- (1) Pressure resulting from a number of minor variations below £10K across the Development management Service.
- (2) Reversal of part of a previously reported staffing pressure in respect of the Planning restructure, due to delays in recruitment.
- (3) Higher than budgeted apprenticeship levy due to the gross salary payroll being higher than budgeted as a result of the transfer of Census ICT staff in June.
- (4) Pressure resulting from minor variations below £10K in Facilities management.
- (5) See Paragraph 13.
- (6) Part year effect of a variation to the Waste contract for property growth above budget.
- (7) Additional cost of agency staff required to cover vacant posts within Corporate Estates & Facilities.
- (8) Cost of furniture following office moves and additionally for Health & Safety reasons.
- (9) Additional costs of a requirement to replace smaller Dog bins throughout the District which overflow on a regular basis, as well as the additional replacement costs resulting from vandalism.
- (10) See paragraph 16.
- (11) Cost of HR Consultancy support for the Contracts Division.
- (12) Pressure resulting from minor variations below £10k in the Accountancy Services.

Forecast Budget Variations for 2017/18 at the end of December 2017

	<i>(Savings)</i> <i>in 2017/18</i>	<i>Notes</i>
	<i>£'000</i>	
April to May savings Cabinet 20 th November 2017	(1,468)	
Balance Unallocated	(12)	13
Planning Fee income – Volume of applications	31	14
Planning Fee income – Price increase	(39)	15
Counsels Fees and Consultants	(18)	16
Planning Postage	(11)	17
Audit fees	(17)	18
Insurance	(8)	19
Accountancy - salaries	(5)	20
Car Park Repairs	(10)	21
Parking Fixed Plant Annual Contracts	(24)	22
Parking Services minor variations	(13)	23
Facilities Management salaries	(20)	24
Landscapes salaries	(6)	25
Landscapes minor variations	(6)	26
Cleansing salaries	(5)	27
Cleansing Services Minor variations	(17)	28
Land Charges income	(10)	29
Land Charges scanning	(6)	30
Planning Service Support - salaries	(11)	31
Legal Income	(20)	32
Community Services Policy & Performance - salaries	(5)	33
Housing salaries	(11)	34
	<hr style="border-top: 1px solid black;"/> (1,711) <hr style="border-top: 3px double black;"/>	

Notes:

- (13) Balance unallocated has an unutilised balance of £12K.
- (14) See Paragraph 8.
- (15) See Paragraph 8.
- (16) Savings achieved for the year to date in respect of Counsels Fees and Consultants, as a result of fewer Planning appeals and being able to utilise in house expertise rather requiring external consultants.
- (17) Postage saving due to electronic planning notifications.
- (18) Lower than budgeted fees and a refund of £8k from Public Sector Audit Appointments.
- (19) Saving achieved in respect of the recovery of building insurance premiums for investment and operational properties.
- (20) Saving due to a vacant post and staff working reduced hours.
- (21) Saving due to lower than anticipated maintenance works required in 2017/18.
- (22) Saving in Annual Pay and Display machine maintenance due to an over statement of costs in 2016/17.

- (23) Saving resulting from minor variations below £10K in the Parking team.
- (24) Saving due to a vacant post.
- (25) Saving due to a vacant post.
- (26) Saving resulting from minor variations below £10k in the Landscapes team.
- (27) Saving due to a vacant post, partially offset by temporary cover arrangements.
- (28) Saving resulting from a number of minor variations below £10K in the Cleansing services team.
- (29) See Paragraph 10
- (30) Saving due to a steady reduction in the submission of paper planning applications resulting in a reduction of documentation needing to be scanned.
- (31) Saving due to temporary vacant posts and staff working reduced hours.
- (32) Additional Legal fee income as a result of an increase in work in relation to S106 Planning Obligations.
- (33) Saving due to vacant posts partially offset by temporary staff costs.
- (34) Saving due to a vacant post.

Capital Project Justification Form

Victoria Park Skate park improvements

Purpose of project:

To upgrade the existing skate park at Victoria Park, Haywards Heath to create a safe, modern facility. Mid Sussex District Council (MSDC) have an opportunity to upgrade the facilities to create a concrete skate park which will significantly improve the standard and quality of the offering. The facilities are well used by the community, particularly by young people. The improvements to the skate park will be hugely popular and will help to continue and increase the user's enjoyment and interest for the foreseeable future and to encourage more people to use the facilities as part of a healthy lifestyle.

Costs:

Maximum Amount : £125,900

S106 Haywards Heath Formal sport Contributions

Site	S106 Ref	Amount Available
Land at Ditton Place	P35/577	£587
Land known as Wilmington Way	P35/641	£18,313
Land at Former Magistrates Court Site	P35/338	£4,145
Commonwealth House, Heath Rd, HH	P35/339	£6,069
Land South Side of Rocky Lane,	P35/768	£56,955
Land at Beacon Heights, 4 Church Road	PL12-001035	£22,719
151 Western Road	PL13-001178	£15,868

General Reserve: £1,244

Capitalised Salaries included in the project total : N/A

Other sources of funding : N/A

Revenue implications: Maintenance costs will be greatly reduced by the new concrete facility.

Value for money assessment:

A failure to invest will require a continued annual increase in maintenance costs. There would also be a risk of injuries resulting in implications to insurance.

The alternative option is to close the skate park which would deny MSDC residents the opportunity to involve themselves in this popular past time.

Business Unit/Service: Corporate Estates & Facilities Business Unit
Head of Service: Peter Stuart
Project Manager: Nicole Batten-Evatt
Cabinet Member: Cllr Jonathan Ash-Edwards / Cllr Gary Marsh
Ward Members: Cllr Anne Boutrup, Cllr Howard Mundin

This project contributes to achieving the Corporate Plan in the following ways:

Enhancing and improving play value for formal sports in MSDC
Providing facilities which are of quality, safe and fit for purpose
Providing facilities for the local community

Summary of discussions with Cabinet Member:

The cabinet member and ward councillors are very supportive of the scheme, stating that it is very good news and that they would like to be kept up to date regarding the progress of the project.

Risk Analysis:

The main risks of the project and the likelihood, severity and financial impact (rated low, medium, high) of each of these risks are:

Risk	Likelihood	Severity	Financial impact
1. Incidents during construction	low	low	low
2. incident following construction	low	low	low

Mitigation actions: Qualified contractors, Risk Assessments, Method Statements.

Capital Project Justification Form

Mount Noddy Pavilion – Extension and alterations

Purpose of project:

Mount Noddy Pavilion is currently providing accommodation for pre-school day care facilities via an independent nursery, facilities for junior football and also the East Grinstead Bowling Club.

The current provision of changing facilities are underused and poorly located. It is considered to be beneficial to carry out internal re-modelling and a small extension to improve the facility as follows:-

- The nursery section of the building would be enlarged by removal and incorporation of the adjoining junior, changing rooms into the nursery. The increased floor area would allow the nursery to expand. The nursery has expressed an interest in taking a lease on this section of the building after works are completed.
- The area designated to the bowls club will contain a social area, with kitchen and toilet facilities. This area can be used for other community purposes outside of the bowling season. The Bowls club have shown interest in taking a seasonal lease on this section of the building.
- For changing purposes two new changing rooms will be provided which will be used by the junior football clubs during the winter and the bowls club during the summer.

Costs:

Maximum Amount : £250,000

Proposed funding:-

S106 Community buildings in East Grinstead	£ 91,078
S106 Formal Sport	£158,922
Total	£250,000

Capitalised Salaries included in the project total : N/A

Other sources of funding : N/A

See Appendix for S106 funding breakdown.

Revenue implications

Improvements to the facilities to encourage formal leases to ensure the viability of both the nursery and bowls club. Provision of a social space to be let outside of the bowling season.

Value for money assessment:

The proposals will increase revenue from the Pavilion and improve the quality of the structure. The income generated by the revised proposals will help to ensure a consistent long term income from the lease holders.

Business Unit/Service: Corporate Estates & Facilities Business Unit

Head of Service: Peter Stuart

Project Manager: Greg Smith

Cabinet Member: Cllr Gary Marsh

Ward Members: Cllr. Norman Mockford, Cllr. Wyan

This project contributes to achieving the Corporate Plan in the following ways:

- Enhancing and improving play value for formal sports in MSDC for an extended term.
- Providing facilities which are of quality, safe and fit for purpose.
- Providing facilities for the local community for an extended term.

Summary of discussions with Cabinet Members:

The Cabinet members are supportive of this scheme.

Risk Analysis

The main risks of the project and the likelihood, severity and financial impact (rated low, medium, high) of each of these risks are:

Risk	Likelihood	Severity	Financial impact
1. Incidents during construction	low	low	low
2. incident following construction	low	low	low

Mitigation actions

Qualified, experienced contractors, Risk Assessments, Method Statements and frequent communication with the design team, appointed contractor and MSDC.

Capital Project Justification Form

Hurst Farm housing site

Purpose of project :

Hurst Farm is a site acquired by the Council in the 1990s and is now being brought forward for housing. It is an allocated site in the Haywards Heath Town Neighbourhood Plan. This project scope is to secure an outline permission for approximately 370 dwellings together with a new school, a cemetery and allotments for the town.

The project costs will comprise the Council's share of the use of consultants for ecology, traffic, drainage and layout as described in the Cabinet report of 19 February 2018.

Total Amount : £200,000

Capitalised Salaries included in the project total: None

Other sources of funding: None

Revenue Implications: None

Value For Money Assessment:

This project will contribute to the Government's priority to increase the delivery of housing in the UK. It will also deliver a capital receipt in the event that a permission is secured.

Business Unit/Service : Corporate Estates

Head of Service : Head of Corporate Resources

Project Manager:

Head of Corporate Resources.

Cabinet Members : Cllr Jonathan Ash Edwards

Ward Members : Cllrs G Wall and R Clarke

This project contributes to achieving the Corporate Plan in the following ways :

Sustainable economic growth;
Strong and resilient communities

Summary of discussions with Cabinet Member : Cllr Ash Edwards is very supportive of this site coming forward and Cabinet is being consulted on the Feb 2018 agenda.

Previous Consideration at Scrutiny Committee:

None

Risk Analysis :

Members should be aware that the cost of bringing this site forward with a view to achieving an outline planning permission is all at risk, with no guarantee of success. While the inclusion of the site within the Neighbourhood Plan is some reassurance, the Council as the Local Planning Authority does not automatically grant permission.

There is therefore a risk that this application may prove abortive with no recourse to a reimbursement of outgoings.

6. DRAFT CORPORATE PLAN AND BUDGET FOR 2018/19

REPORT OF: HEAD OF CORPORATE RESOURCES
Contact Officer: Peter Stuart, Head of Corporate Resources
Email: peter.stuart@midsussex.gov.uk Tel: 01444 477315
Wards Affected: All
Key Decision: Yes
Report to: Cabinet
19th February 2018

Purpose of Report

1. To seek Cabinet's consideration of the draft Corporate Plan and Budget for 2018/19, taking account of the views expressed by the Scrutiny Committee for Leader, Resources and Economic Growth at its meeting on 30th January 2018. **Cabinet is asked to consider this report in conjunction with Appendix A**, which is the relevant extract from the Scrutiny minutes.
2. This report also provides Cabinet with some updated information in relation to particular items contained within the Plan where circumstances have changed since its publication. A verbal report of any late changes will also be given.

Summary

3. The provisional settlement announced for us on 19th December 2017 was in line with expectations given that we had signed up for the four-year deal in 2016. Revenue Support Grant fell to nothing and other sundry lesser grants continued much as flagged. The New Homes Bonus scheme continues broadly as previously and without the undesirable features that the sector had feared would be imposed.
4. As a result of this, the draft service and financial plans for 2018/19 considered by the Scrutiny Committee will not require any changes. This enables the Council to approve a balanced budget.
5. Since the papers were prepared there is a change to the Business Rates Reserve transfer but nothing that results in service changes.

Recommendations

6. **Cabinet is requested to recommend the proposals for 2018/19 as set out in the report to the Scrutiny Committee and as amended by this report, to Council, specifically:**
 - (i) **The overall direction and service levels promoted within the draft Corporate Plan;**
 - (ii) **The proposed increase in Council Tax;**
 - (iii) **The proposed placements in the Specific Reserves;**
 - (iv) **The proposed Capital Programme; and**
 - (v) **The service commentaries and supporting summary budget tables for each business unit.**

Background

7. The proposals set out in the draft Corporate Plan and Budget have been made using the same tried and tested approach as in previous years and are the result of a process of budget and service review which has covered all the Council's services.

8. The draft proposals were published for a period of consultation with all Members on 15th December 2017. The consultation period included a workshop for all Members on the 16th January 2018 and a meeting of the Scrutiny Committee for Leader, Resources and Economic Growth on 30th January 2018 where the proposals were discussed in detail. This report takes account of the comments made by the Committee where the proposals presented were supported unanimously.

Consideration of the Corporate Plan and Budget 2018/19 by the Scrutiny Committee for Leader, Resources and Economic Growth

9. The Scrutiny Committee were asked to consider three aspects of the Corporate Plan and Budget, as follows;
- Invests in key projects over the longer term by allocating resources to the Council's priorities;
 - Protects key frontline services;
 - Continues to protect the Council's reserves position and fund the proposed capital programme
10. The draft minutes at Appendix A, demonstrate the full and helpful discussion at the Scrutiny Committee with Members asking a wide range of detailed questions. These did not result in any changes to the proposals but were very helpful to officers and Portfolio Holders.

Changes to the draft Corporate Plan and Budget to be considered

11. As mentioned above, the draft Plan was prepared before the Provisional Settlement was announced, but since we had agreed to the four year deal this did not result in any changes. It's also worth noting that since our Revenue Support Grant was to be reduced to zero under this four year plan, the risk of there being changes was not significant.
12. Since then, the only change to the Medium Term Financial Plan (included at Appendix B) has been a recalculation of the position on retained Business Rates and a minor correction to the calculation of council tax in 2019/20. Neither of these items affects the 2018/19 position but are explained below for completeness.

Business Rates Retention

13. Members of Cabinet will recall that this scheme localises 50% of the business rates collected such that the authority can retain rate growth over a set baseline. Whilst this was welcomed on its introduction by the sector, one aspect has caused controversy from the start – and that is the treatment of appeals against rateable values. Appeals were also localised and the effect is to depress the rates income in the year in which the appeals are forecast to fall.
14. However, all forecasts are subject to error and business rates are significant because an appeal if successful can result in a refund going back some years – in fact beyond the start of the scheme itself. This creates a financial pressure in the year that it is decided, and authorities are therefore being prudent in providing for a certain level of appeals. However, if that level is not reached, the provision can be released, which shows itself as increased income in any one year.
15. We have just finalised the forecast for 2018/19 and have been able to recalculate the appeals provision at a significantly lower number. The effect of this is to increase the income by £695k in the year, due to the estimated surplus for the Collection Fund at 31/3/18.

16. To deal with these fluctuations, both in our favour in terms of extra income, and to our disadvantage when appeal levels would disrupt year to year budget plans, we started a Business Rates Equalisation Reserve when the scheme started. This allows us to deal with the ebb and flow of the scheme without affecting spending plans.
17. Given the release of the provision described above we are now able to add an additional £654,000 to the reserve for 2018/19 after allowing for another minor adjustment but this does not affect spending and service plans in that year.

Council Tax calculation

18. The parameters for the upper limit of council tax increases are set at the higher of either £5 or 3% for district councils. Members with a keen eye may have noticed that the calculation for the year after next, i.e. 2019/20 shows an increase of £5.13. Clearly this breaches the parameters and has been corrected in the version before Members today.

Other minor changes

19. There are no other variations to report. We are working towards bringing forward more Capital Schemes around the district although these will be reported early in the new financial year.

Capital Programme

20. The Capital Programme was supported as presented.

Financial Implications

21. There are no financial implications other than those identified in this report.

Risk Management Implications

22. In the preparation of the draft corporate plan and budget, risks will have been assessed and those that can be mitigated will have a plan attached. It is not therefore considered that these proposals bring forward any significant risk.

Equality and Customer Service Implications

23. There are no such implications within this report.

Other Material Implications

24. There are no other material implications other than those already set out in this report.

Background Papers

None

**Minutes of the meeting of the Scrutiny Committee for Leader,
Resources and Economic Growth on 30 January 2018
from 7:00 p.m. to 8.40 p.m.**

Present:

Edward Belsey
Margaret Belsey*
John Belsey
Richard Cherry
Rod Clarke

Ruth de Mierre
Tony Dorey*
Andrew Lea
Judy Llewellyn-Burke
Gordon Marples

Norman Mockford
Geoff Rawlinson
Peter Reed
Linda Stockwell
Colin Trumble

* Absent

Also present (as nominated substitute): Cllr Peter Wyan,

Also present: Cllr Jonathan Ash-Edwards and Cllr Garry Wall.

The Chairman began the meeting by welcoming Councillor Rex Whittaker as a new Member of the committee.

1. SUBSTITUTES AT MEETINGS OF COMMITTEE – COUNCIL PROCEDURE RULE 4

Councillor Peter Wyan substituted for Councillor Tony Dorey.

2. APOLOGIES

Apologies were received from Councillor Tony Dorey and Councillor Margaret Belsey.

3. DECLARATIONS OF INTEREST

Councillor Andrew Lea declared an interest as a West Sussex County Councillor. Councillor Ruth de Mierre declared a contract interest relating to the Orchards Shopping Centre during the discussion of item 6.

4. MINUTES

The minutes of the meeting held on 8 November 2017 were agreed as a correct record and signed by the Chairman.

5. URGENT BUSINESS

None.

6. DRAFT CORPORATE PLAN AND BUDGET FOR 2018/19

At the invitation of the Chairman, the Cabinet Leader for Resources and Economic Growth introduced the report and thanked Members for their time in scrutinising it in detail. He highlighted that the proposed budget underpins the priorities that the Council has set for the forthcoming year in terms of economic growth and the District

Plan. He noted the ambitious programme of flagship activities which feeds into some of the pressures on the budget. With regard to Council Tax, he noted the proposal of a 3.2% increase which is a common position of Councils this year, and would still place Mid Sussex as the third lowest Council Tax in the Sussex area.

Section 1

Regarding the flagship activities, a Member requested that the objectives be specific and measurable. Kathryn Hall, Chief Executive confirmed that the details contained in the report were high level to give an indication of what is planned for 2018/19 and that full details of progress are presented in specific quarterly monitoring reports. In reference to a concern about the Queen's Walk redevelopment, this would be addressed outside the Committee meeting.

A Member sought clarity on a number of figures in the Inflation Calculation table on p12 and 13. Peter Stuart, Head of Corporate Resources confirmed that the amount listed under 'subscriptions' relates to items such as membership of the Local Government Association, and the percentages listed under the contracts section on p.13 should have quotation marks around it as they are standard indices.

Members had a number of queries relating to The Orchards Shopping Centre. The Head of Corporate Resources confirmed that the change to the reserve in paragraph 3.3.3 results from a change in accounting treatment. He stated that he will provide Members with the net yield after expenses outside of the meeting and further information on The Orchards will be presented to the Committee at the March meeting. With regard to the level of expertise to manage The Orchards, he confirmed that the administrative side of centre management has been brought in-house but the Council has retained GCW for their knowledge and contacts in terms of lease negotiations and have TUPE transferred the Centre Manager to the Council's establishment.

A Member expressed concern regarding the negative RSG listed on the Medium Term Financial Plan (p.16). The Chief Executive confirmed that when the Government made its final settlement there were round table discussions by a number of local authorities and the Secretary of State committed to look at it further. The Leader also confirmed that the Council would be lobbying on this issue through its memberships of the LGA and similar forums.

Section 2

The Chief Executive introduced the section noting the proposal for modest investment in front line services to address an increase in service volumes and to focus on specific areas that the Members have put forward such as significant investment in skilled staff, development management and economic growth and a restructure and redesign of commercial services.

A number of Members commented on the subject of parking. It was clarified that paragraph 2.1.8 should read 'a net increase in parking', not 'parking income'. Judy Holmes, Assistant Chief Executive confirmed that the recent shortfall in car park transactions will not impact on the overall budget as it has been profiled based on a trend analysis over three years. It was also noted that although parking movements were lower, the dwell time was longer.

A Member requested that measures be put in place to mitigate queues when the new parking machines are installed. The Assistant Chief Executive confirmed that not all pay machines would be cashless and would not require vehicle registration numbers

to be entered. She confirmed that cashless pay options will be rolled out on a carefully managed basis with staff available to assist. Further clarification of parking costs was sought, related to information in the Capital Programme (Section 4). Concern was raised that a cost of £78,000 to move to cashless parking was significant, if it was only anticipated that the take up would be 15 – 20%. The Assistant Chief Executive confirmed that the cost of including cashless payment options at this stage were marginal when compared to replacing cash only machines. There would also be savings in the reduction of people contracted to collect the cash from machines. She also confirmed that the cost incurred for contactless payments at 21 – 28p per transaction is the industry standard although this would be reconfirmed.

Members also raised concerns regarding planning income figures detailed on p.21 and 22, and information on p.20 relating to the Audit Commission and mistakes made as a result of a high workload. The Assistant Chief Executive confirmed that the Audit Commission provided benchmarking information on planning, and noted that the planning function at Mid Sussex is high performing. There are no major concerns, purely a need to be mindful of accuracy as well as speed when processing increasingly complex applications. In terms of attracting skilled staff, Mid Sussex is considered an attractive place to work because of its ambitious growth work in Burgess Hill. The Chief Executive addressed concerns regarding the projected income of £1,169K in relation to the fact that the number of applications are going up. She confirmed that the figures are based on a trend analysis of the last 3 years and taking into consideration the impact on the number and type of applications received once the District Plan is in place.

A Member raised concern regarding the LAPF investment and queried the value of it. The Head of Corporate Resources confirmed that the investment pays 4% a year and it would be hard to match it elsewhere without risk. He confirmed that the Council has invested in the long term for the yield not the value. He also confirmed that the investment mentioned on p.20 refers to increased revenue spend, i.e. investment in staff.

Section 3

The Assistant Chief Executive introduced the section noting that each area was supported by detailed business plans on how areas of delivery are to be monitored. She noted some key challenges, particularly the profile of housing nationally and the commitment of the Scrutiny Committee to look at ways to deliver more affordable homes using Council assets. She confirmed that following a recent housing workshop, Officers will develop an action plan with advice from consultants which will be presented to Members for their input. There are also the key ambitions to deliver the District Plan and Burgess Hill Development and to bring together the frontline contract services.

A Member commended the Council on the investment with Places for People as the revenue negotiated is £1.1m per annum.

A Member proposed that the objectives listed in the Assistant Chief Executive's section of the report were excellent and quantifiable and should be used as a model for other sections of the report.

The Head of Corporate Resources clarified a Member's query on the community building located at the Keymer Brick and Tile Development. It is being built by the developer and may be managed by Burgess Hill Town Council, and is funded by Section 106 funds. With regards to a query on the CCTV contract he confirmed that

he will provide the budget figures to Members outside the meeting, and confirmed that Mid Sussex District Council are part of the overall coordination of the project.

Members were satisfied with the information provided by the Head of Digital and Head of Regulatory Services. One question was posed on the impact of the apprenticeship levy and it was confirmed that the Council can reclaim training costs against this so there is only a marginal net loss.

The Head of Corporate Resources confirmed that the section on Strategic Core (p.50) accounts for all management costs and where more time is being spent in the corporate core, there have been adjustments to salary allocations which is reflected in the figures.

Section 4

The Head of Digital confirmed that the reference to 'modernisation of corporate records' related to a digitisation project and costs are for three staff recruited to look at microfiche and handwritten records.

A Member queried why there was no specific provision for affordable housing given that the Council is aware of some at the planning permission stage. The Assistant Chief Executive confirmed that the funds are programmed to be spent in areas where RSL's cannot fully fund affordable housing such as rural exception sites and there are currently no sites in the pipeline. The programme is flexible so when a rural site for a scheme that requires further subsidy is proposed, funds can be allocated. Funds can also be allocated should the Council decide to use its own resources to provide for affordable housing.

Regarding the format of the Draft Corporate Plan and Budget report, a Member suggested that when the papers come to Council, they have a summary sheet related to the Capital Programme to show existing spend against projects as well as those proposed. A Member also suggested that the date of discussion at a Scrutiny Committee be added to each capital bid justification form.

The Chief Executive summarised the discussions, noting the Members had scrutinised in detail and were in agreement with the content. The Chairman took Members to the recommendations which were agreed, with no major changes to be recommended to Cabinet and Council.

RESOLVED

That the Committee has considered the proposals for 2018/19 set out in the consultation document issued to Members on 15 December 2017 (Draft Corporate Plan and Budget 2018/19) and has agreed any comments or recommendations that it wishes to make to Cabinet on:

- (a) The financial outlook facing the Council;**
- (b) Service changes and challenges in promoting large scale projects;**
- (c) The proposed increase in Council Tax;**
- (d) The proposed placements in the Specific Reserves;**
- (e) The proposed Capital Programme; and**

- (f) **The service commentaries and supporting summary budget tables for each business unit.**

7. SCRUTINY COMMITTEE FOR LEADER, RESOURCES AND ECONOMIC GROWTH WORK PROGRAMME 2017/18.

Tom Clark, Head of Regulatory Services introduced the Report, highlighting that there was a full programme for the next meeting. He also raised the possibility that the meeting date be moved to Wednesday 7 March. It was noted that only one Member would be unable to attend with the change of date.

The Chairman took Members to the recommendation along with the change of date which was agreed unanimously.

RESOLVED

That the Committee:

- (i) agreed the Work Programme for 2017/18 as set out in the report.
- (ii) agreed the change of meeting date to Wednesday 7 March 2018.

Chairman.

Medium Term Financial Plan
Cabinet 19th February 2018

Appendix B

Revenue Spending	<u>Year 0</u> 2017/18 £'000	<u>Year 1</u> 2018/19 £'000	<u>Year 2</u> 2019/20 £'000	<u>Year 3</u> 2020/21 £'000	<u>Year 4</u> 2021/22 £'000
Base Net Expenditure	10,208	10,380	10,222	10,290	10,284
Benefits	(119)	(119)	(119)	(119)	(119)
Base Revenue Spending	10,089	10,261	10,103	10,171	10,165
Balance Unallocated	12	27	12	12	12
Council Net Expenditure	10,101	10,288	10,115	10,183	10,177
Contribution to Rate Retention Scheme Equalisation Reserve	200	817	200	200	200
Additional Contribution to ICT Reserve (Digital)	600	400	400	400	400
Contribution to Economic Development & Burgess Hill Growth Area Reserve	500	304	304	304	304
Contribution to Economic & Community Development Fund	220	-	-	-	-
Contribution to Leisure Reserve	300	-	-	-	-
Contribution to Orchards Reserve	900	425	425	425	425
Net 2016/17 on-going savings / permanent changes	(96)	(96)	(96)	(96)	(96)
Net Pressures from Budget Wps	1,262	1,258	1,258	1,242	1,242
Provision for pay award above 1%	109	218	218	327	436
Net General inflation	-	393	786	1,179	1,572
Total Revenue Spending	12,821	13,902	13,610	14,164	14,660
External Funding (RSG)	(128)	-	767	767	767
Rates Retention Scheme (RRS) funding	(2,775)	(2,818)	(2,903)	(2,700)	(2,700)
Transitional Grant 17/18	(145)	-	-	-	-
HB Admin Grant / LCTS Grant	(374)	(333)	(333)	(333)	(333)
Council Tax Requirement @ 3.2% in 18/19; 3.1% in 19/20; 1.99% in future years	(9,183)	(9,631)	(10,047)	(10,372)	(10,704)
Dividend income LAPF	(240)	(240)	(240)	(240)	(240)
Collection Fund:					
- Council Tax deficit / (surplus)	(110)	(145)	-	-	-
-Rates Retention Scheme deficit / (surplus)	1,521	(695)	-	-	-
Contribution from Rate Retention Scheme Equalisation Reserve	(1,387)	(40)	-	-	-
Cumulative Balance deficit; / (surplus)	0	0	854	1,286	1,450
Difference year on year		0	854	431	165

Financing Revenue Spending	<u>Year 0</u> 2017/18	<u>Year 1</u> 2018/19	<u>Year 2</u> 2019/20	<u>Year 3</u> 2020/21	<u>Year 4</u> 2021/22
Council Taxbase	59,012.1	59,983.3	60,703	61,432	62,169
Change in Taxbase	1.79%	1.65%	1.20%	1.20%	1.20%
	£'000	£'000	£'000	£'000	£'000
Revenue Budget	12,821	13,902	13,610	14,164	14,660
% change in Formula Grant /External Funding	-84.9%	-100.0%			
External Funding (RSG)	(128)	0	767	767	767
Rates Retention Scheme (RRS) funding	(2,775)	(2,818)	(2,903)	(2,700)	(2,700)
Transitional Grant 17/18	(145)	0	0	0	0
HB Admin Grant / LCTS Grant	(374)	(333)	(333)	(333)	(333)
Council Tax Requirement	(9,183)	(9,631)	(10,047)	(10,372)	(10,704)
Dividend income LAPF	(240)	(240)	(240)	(240)	(240)
Collection Fund:					
- Council Tax deficit / (surplus)	(110)	(145)	-	-	-
-Rates Retention Scheme deficit / (surplus)	1,521	(695)	-	-	-
Contribution from Rate Retention Scheme Equalisation Reserve	(1,387)	(40)	-	-	-
Total Financing	(12,821)	(13,902)	(12,756)	(12,878)	(13,210)
Balance [(deficit); /surplus]	0	0	(854)	(1,286)	(1,450)
	(12,821)	(13,902)	(13,610)	(14,164)	(14,660)
Council Tax at Band D	£ 155.61	£ 160.56	£ 165.51	£ 168.84	£ 172.17
Change from previous year	1.99%	3.20%	3.10%	1.99%	1.99%