

## **Report to the Finance and Performance Management Cabinet Committee**



**Report reference:** FED-022-2011/12  
**Date of meeting:** 16 January 2011

**Epping Forest  
District Council**

**Portfolio:** Finance and Economic Development

**Subject:** Detailed Directorate Budgets 2012/13

**Responsible Officer:** Peter Maddock (01992 564602).

**Democratic Services Officer:** Rebecca Perrin (01992 564532).

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### **Recommendations/Decisions Required:**

**That the Committee consider the attached General Fund and Housing Revenue Account budgets for 2012/13 and make recommendations as appropriate.**

### **Executive Summary:**

The report provides the draft General Fund and Housing Revenue Account (HRA) Budgets for the financial year 2012/13. The budgets are presented on a directorate by directorate basis with accompanying notes highlighting areas where significant changes have occurred. They are presented to the Committee to give an opportunity to comment and make recommendations prior to the budget being formally set during February 2012.

### **Reasons for Proposed Decision:**

To give Members an opportunity to review and provide recommendations on the detailed budget prior to adoption by Council.

### **Other Options for Action:**

Other than deciding not to review the budget there are no other options.

### **Report:**

1. The budget setting process commenced in September 2011 with the presentation of the Financial Issues Paper incorporating the Medium Term Financial Strategy (MTFS). At that time it was identified that £1 million of the savings target for 2012/13 of £1.3 million had been achieved, primarily coming from the savings achieved as a result of the extension of the Waste Management contract. Since then a number of reports identifying savings have come forward and the budget process has again identified further savings which have resulted in the remaining £300,000 being found. Having said that savings of £600,000 in 2013/14 and £500,000 in 2014/15 are still required and work to identify these is ongoing.

2. In mid-December the government support figure was confirmed at £6.656 million which is the figure reported in the MTFS plus the Council Tax Freeze grant figure of £203,000 for 2011/12. It was originally unclear whether this amount would be built into the settlement base figure for 2012/13 and as a result this income was treated as one off. However the settlement has now confirmed the 2011/12 grant will be part of ongoing government support throughout the Comprehensive Spending Review period, although the additional Freeze Grant for

2012/13 is just a one off.

3. The budgets are presented on a directorate by directorate basis and are shown at Appendix 1 to 7 (General Fund) and Appendix 8 (HRA). Within each pack there is a commentary on the budgets highlighting areas where either Continuing Services Budget (CSB) or District Development Fund (DDF) savings or growth have occurred and also where allocation changes have affected budgets.

4. Each budget is to be presented by the relevant Director with Portfolio Holders providing comments as appropriate. There will also be finance staff at the meeting to assist with any questions that members might have.

#### **Resource Implications:**

Proposed spending levels for the General Fund and HRA for the financial year 2012/13.

#### **Legal and Governance Implications:**

Agreeing budgets in advance of the financial year represents good financial management practice. The budget is a key element of income and expenditure management and forms the benchmark against which financial performance can be measured.

#### **Safer, Cleaner and Greener Implications:**

The Council's budgets contain spending in relation to this initiative.

#### **Consultation Undertaken:**

The budget process includes consultations with Spending Officers and Directors; also this Committee has previously had sight of the first draft of the CSB and DDF lists, an update on which is provided elsewhere on the agenda.

#### **Background Papers:**

Working papers held in Accountancy.

#### **Impact Assessments:**

##### Risk Management

Failure to set an acceptable budget in advance of the financial year would expose the Council to unacceptable financial management risks.

##### Equality and Diversity:

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications? No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? No

What equality implications were identified through the Equality Impact Assessment process? None

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?

N/A