

AGENDA MANAGEMENT SHEET

Name of Committee	Adult and Community Services Overview and Scrutiny Committee
Date of Committee	22 November 2005
Report Title	Chief Executive's Department Revenue and Capital Budget Proposals 2006/07 to 2008/09
Summary	The report details the Revenue and Capital Budget proposals for the Chief Executive's Department
For further information please contact	David Preece Financial Services Manager Tel. 01926 412836 davidpreece@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	Yes/No
Background Papers	2005/2006 Revenue Estimates working papers.

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>
Local Member(s) (With brief comments, if appropriate)	<input type="checkbox"/>
Other Elected Members	<input checked="" type="checkbox"/> Councillor Sid Tooth - copy for advice prior to circulation
Cabinet Member (Reports to The Cabinet, to be cleared with appropriate Cabinet Member)	<input checked="" type="checkbox"/> Councillor Colin Hayfield - copy for advice prior to circulation
Chief Executive	<input type="checkbox"/>
Legal	<input checked="" type="checkbox"/> David Carter - reporting officer
Finance	<input checked="" type="checkbox"/> Dave Clarke – report noted

Other Chief Officers	<input type="checkbox"/>
District Councils	<input type="checkbox"/>
Health Authority	<input type="checkbox"/>
Police	<input type="checkbox"/>
Other Bodies/Individuals	<input type="checkbox"/>

FINAL DECISION YES/NO

SUGGESTED NEXT STEPS :

Further consideration by this Committee	<input type="checkbox"/>
To Council	<input checked="" type="checkbox"/>	Council will approve the 2006/07 budget at its meeting in February 2006.
To Cabinet	<input checked="" type="checkbox"/>	The views of this Overview and Scrutiny Committee on the budget proposals will be reported to Cabinet
To an O & S Committee	<input checked="" type="checkbox"/>	A report on Chief Executive's Department budget pressures relevant to Community Safety Overview and Scrutiny Committee was taken to that committee on 25 October 2005. A report setting out all Chief Executive's Department budget pressures will be taken to Corporate Services Overview & Scrutiny Committee on 29 November 2005.
To an Area Committee	<input type="checkbox"/>
Further Consultation	<input type="checkbox"/>

**Adult and Community Services Overview and Scrutiny
Committee – 22 November 2005**

**Chief Executive's Department Revenue and Capital Budget
Proposals 2006/07 to 2008/09**

Report of the County Solicitor and Assistant Chief Executive

Recommendation

That the Committee comments on the 2006/07 to 2008/09 revenue budget proposals and capital programme bids identified by the Chief Executive's Department.

1. Introduction and Background

- 1.1 Over recent years the budget process has developed to encourage wider consultation on, and consideration of, spending proposals and bids being made by services. Overview and Scrutiny Committees are one of the key players in this consultation.
- 1.2 One of the key roles of Overview and Scrutiny Committees is to assist Cabinet and the Council in the development of the budget and policy framework. As part of this process, departments are presenting information on their additional spending proposals for 2006/07 to 2008/09 for scrutiny and validation. This year, for the first time, revenue budget proposals and capital programme bids are presented together in one report in order to promote a coordinated, whole-service approach to the consideration of departments' budget proposals.
- 1.3 Having considered the proposals from Chief Officers, Overview and Scrutiny Committees may wish to:-
 - (i) Probe base budgets.
 - (ii) Consider the reasonableness and validity of proposals put forward in light of the likely level of resources available, the corporate priorities as outlined in the corporate business plan, and the vision and service strategy.
 - (iii) Explore whether all possible funding strategies have been investigated
 - (iv) Comment on the prioritisation of proposals by Chief Officers

- 1.4 This report only outlines the proposals of the Chief Executive's Department, which are relevant to this Overview and Scrutiny Committee. A report has already been taken to Community Safety Overview and Scrutiny Committee setting out the department's proposals relevant to that Committee. A report setting out all of the proposals of the Chief Executive's Department will be taken to Corporate Services Overview and Scrutiny Committee.
- 1.5 The revenue and capital budget bids outlined in this report have been compiled under the existing departmental structure. Once the details of any restructuring have been agreed the bids will be re-aligned to the new structure.

2. Service Vision and Delivery Strategy

- 2.1 The council's overall business plan is underpinned by its aim to ensure equality of opportunity for all both in service delivery and in employment. The post, which is proposed, will help all departments to strengthen the Council's commitment to provide better services to all people in our communities and to strengthen our workforce.

3. Revenue Budget - Spending Proposals

3.1 Summary of Spending Proposals

- 3.1.1 A service analysis of the 2006/2007 Revenue Base Budget by Overview and Scrutiny Committee is shown at **Appendix A**. This information is to help Members place the subsequent discussion in context. The Base Budget for the service is the approved cash allocation in 2005/2006 adjusted for any one-off funding. The remaining paragraphs in this section present the department's revenue spending proposals in addition to its Base Budget.
- 3.1.2 In July 2005 the County Treasurer issued initial guidance on the preparation of the 2006/2007 Budget. This required services to analyse their proposals between those that were explicitly covered within existing policies, and those that were not explicitly covered within existing policies. Table 1 summarises those bids of the Chief Executive's Department, relevant to this Overview and Scrutiny Committee in priority order. As the table shows the service has an additional spending proposal of £80,000 for £2006/07, £81,000 for 2007/08, and £84,000 for 2008/09.

Table 1: Revenue Budget Proposals	Net Expenditure		
	2006/07 £000	2007/08 £000	2008/09 £000
Proposals covered explicitly by existing policies			
Bid Ref. Bid Title			
R-A-CXAC-01 Warwickshire Association of Local Councils	20	20	21
Sub-total	20	20	21
Proposals not covered explicitly by existing policies			
Bid Ref. Bid Title			
R-A-CXAC-02 Equalities and Diversity	60	61	63
Sub-total	60	61	63
Additional Spending Proposals	80	81	84

3.1.3 The figures for all three years in Table 1 represent the total increases in resources required from the 2005/06 base budget. For instance, the figures in the 2008/09 column represent the total increases in costs required from the 2005/06 base budget rather than the increases in costs required from the previous year, 2007/08.

3.1.4 Appendices B and C provide further details regarding the proposal outlined in the above table. Furthermore departments were required to produce detailed individual bids for those proposals not covered explicitly by existing policies. These have also been attached to this report.

3.2 Proposals covered explicitly by existing policies

3.2.1 This proposal is to continue a time limited grant to Warwickshire Association of Local Councils, which is essential to the Council's effective joint working with town and parish councils.

3.3 Proposals not covered explicitly by existing policies

3.3.1 This bid is to support the achievement of the Council's policies on equality and diversity allowing us to provide better services to diverse communities and to strengthen our workforce.

4 Capital Programme – Development Proposals

4.1 Summary of Capital Programme Development Proposals

4.1.1 In July 2005 the County Treasurer issued initial guidance on the preparation of capital development bids for 2006/2007 to 2008/2009. This required services to

complete a detailed capital development appraisal form for each bid and to place the proposals in priority order. There are no capital development bids relating to this committee.

4.2 Revenue Implication of Proposed Capital Developments

- 4.2.1 As there are no capital development bids relating to this committee there are no revenue implications of proposed capital developments either.

DAVID CARTER
County Solicitor and Assistant Chief Executive
Shire Hall
Warwick

20 October 2005

2006/2007 Revenue Estimates - Service Analysis

	Direct Costs A £000	Management and Support Costs B £000	Total Costs A+B=C £000	External Income D £000	Internal Income E £000	Total Income D+E=F £000	2006/2007 Base Budget C+F=G £000
Corporate Services							
Democratic Services	2,174	0	2,174	(196)	9	(187)	1,987
Legal Services	3,639	0	3,639	(1,392)	(1,297)	(2,689)	950
Human Resources	1,352	0	1,352	(49)	(188)	(237)	1,115
Communications	891	0	891	(93)	(229)	(322)	569
Community Support	695	0	695	(399)	(79)	(478)	217
Policy & Performance	1,595	0	1,595	(130)	(196)	(326)	1,269
Other Services	820	0	820	0	0	0	820
	11,166	0	11,166	(2,259)	(1,980)	(4,239)	6,927
Community Safety							
Emergency Planning	164	0	164	0	0	0	164
Community Safety	401	0	401	0	0	0	401
	565	0	565	0	0	0	565
Children and Young People							
Policy for Young People	204	0	204	0	0	0	204
Positive About Young People	927	0	927	0	0	0	927
	1,131	0	1,131	0	0	0	1,131
Adult and Community							
Community Development	845	0	845	0	0	0	845
	845	0	845	0	0	0	845
2006/2007 Base Budget	13,707	0	13,707	(2,259)	(1,980)	(4,239)	9,468

Chief Executive's Department

2006/2007 Revenue Budget Pressures - Proposals Covered Explicitly by Existing Policies

Appendix B

Bid Ref. (A)	Bid Title (B)	Impact on Net Expenditure			Type of Pressure (D)	Description and Justification of Bid (E)	Consequences if Bid Funding is not/only Partially Received (F)	Which Corporate Strategic Objective(s) does this proposal promote (see key) (G)
		2006/2007 (Ci) £000	2007/2008 (Cii) £000	2008/2009 (Ciii) £000				
R-A-CXAC-01	Warwickshire Association of Local Councils (WALC)	20	20	21	Unavoidable increase in costs	To continue a time limited grant to WALC, which is essential to the Council's effective joint working with town and parish councils	Serious damage to relationships with town and parish councils	6
Total		20	20	21				

Key: Corporate Objectives

- 1 Promote Lifelong Learning and Personal Development
- 2 Promote the Health and Social Care of our Citizens
- 3 Improve the Environment
- 4 Reduce Crime and Improve the Safety of the Community
- 5 Develop and Maintain a Vibrant Local Economy which Promotes Employment and Prosperity for all
- 6 Ensure Sound Governance of the County Council to Provide Accessible Responsive and Well-Managed Services.

2006/2007 Revenue Budget Pressures - Proposals Not Covered Explicitly by Existing Policies

Appendix C

Bid Ref. (A)	Bid Title (B)	Impact on Net Expenditure			Proposal Type (D)	Bid Justification (see Bid Appraisal Form itself for further details) (E)	Which Corporate Strategic Objective(s) does this proposal promote (see key) (F)
		2006/2007 (Ci) £000	2007/2008 (Cii) £000	2008/2009 (Ciii) £000			
R-A-CXAC-02	Equalities and Diversity	60	61	63	Government target	To support the achievement of the Council's policies on equality and diversity allowing us to provide better services to diverse communities and to strengthen our workforce	All six
Total		60	61	63			

Key: Corporate Objectives

- 1 Promote Lifelong Learning and Personal Development
- 2 Promote the Health and Social Care of our Citizens
- 3 Improve the Environment
- 4 Reduce Crime and Improve the Safety of the Community
- 5 Develop and Maintain a Vibrant Local Economy which Promotes Employment and Prosperity for all
- 6 Ensure Sound Governance of the County Council to Provide Accessible Responsive and Well-Managed Services.

2006/2007 REVENUE DEVELOPMENT BID FORM

1. BID SUMMARY

Bid title: Equalities and Diversity														
Bid type: <table border="0" style="width: 100%;"> <tr> <td>Replacement of Time Limited Funding</td> <td><input type="checkbox"/></td> <td>New Legal Power</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Corporate Business Plan Priority</td> <td><input type="checkbox"/></td> <td>Government Target</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Departmental Service Plan Priority</td> <td><input type="checkbox"/></td> <td>Invest-to-Save Project</td> <td><input type="checkbox"/></td> </tr> </table>			Replacement of Time Limited Funding	<input type="checkbox"/>	New Legal Power	<input type="checkbox"/>	Corporate Business Plan Priority	<input type="checkbox"/>	Government Target	<input checked="" type="checkbox"/>	Departmental Service Plan Priority	<input type="checkbox"/>	Invest-to-Save Project	<input type="checkbox"/>
Replacement of Time Limited Funding	<input type="checkbox"/>	New Legal Power	<input type="checkbox"/>											
Corporate Business Plan Priority	<input type="checkbox"/>	Government Target	<input checked="" type="checkbox"/>											
Departmental Service Plan Priority	<input type="checkbox"/>	Invest-to-Save Project	<input type="checkbox"/>											
Bid Reference: R-A-CXAC-02		Departmental Priority: Adult & Community 2												
Lead Department: Chief Executives		Responsible officer:												
Relevant Overview and Scrutiny Committees: Adult & Community Services														
Bid Value (£000) 2006/2007 60	Bid Value (£000) 2007/2008 61	Bid Value (£000) 2008/2009 63												
Brief description and scope of bid: To support the achievement of the Council's policies on equality and diversity allowing us to provide better services to diverse communities and to strengthen our workforce.														

2. NEED & JUSTIFICATION

a) How would the proposed service meet County Council's medium term objectives and the medium term priority outcomes as outlined in the draft Corporate Business Plan 2005-2008? Specify which of the six corporate objectives are being met. All six corporate objectives are being met.
b) How would the proposed service contribute to the service meeting its vision/strategy? By helping all services review and improve the way they meet the needs of diverse communities and treat people equally.
c) How would the proposed service meet Government priorities/policies? Better service provision and a stronger workforce.
d) What are the expected measurable benefits/outcomes/improvements in efficiency from the investment? Achieving at least Level 3 of the Equalities Standard.
e) What would be the consequences to the Council of failing to provide funding for this investment? A less effective and representative Council in terms of service delivery and workforce capability.

3. OPTION INVESTIGATION

a) Outline the alternative options (along with their financial implications if appropriate) that have been considered for delivering this service? This is a capacity issue. The only other option would involve top slicing of departmental budgets.
b) Explain the reason why this service proposal would be the most appropriate option To fund this proposal in a way which would be positive and constructive.
c) What are the risks that the investment would not provide the anticipated results? Low.
d) Would the service proposal still be viable should the funding requested in the bid be reduced? On a lower level.

4. RESOURCE IMPLICATIONS

a) Is the funding required to be permanent? If not, for how long is the funding required? Yes.
b) Are other sources of income (fees, third parties, grants etc.) required for this proposed service to be viable? What are the risks associated with these? No other sources of income are required.
c) Have the capital implications been addressed by completing a capital bid? If so, specify the capital project reference number There are no capital implications.
d) Have accommodation issues and costs been considered and included? Discuss where appropriate. Yes accommodation issues and costs have been considered and included.
e) Have IT issues and costs been considered and included? Discuss where appropriate Yes IT issues and costs have been considered and included.
f) Have Human Resources issues and costs been considered and included? Discuss where appropriate Yes human resources issues and costs have been considered and included.