

Cultural and Economic Services Committee

Date: 9 December 2019

Title: Budget update

Purpose of the Report: To monitor Committee budgets

Contact Officer: Vivien Cannon, Head of Economic Development

Implications:		
Financial	√	2019/20 budget spend including earmarked reserves. 2020/21 proposed budget for Committee's consideration.
Human Resources		
Operational/Service delivery	√	Budget spend to facilitate operational delivery
Procedural/Legal		
Risk/Health and Safety		

1. RECOMMENDATIONS

Should members be minded the recommendations are:

- 1.1 To note the report.
- 1.2 To recommend to Policy and Finance Committee the Cultural and Economic Services' draft annual budget for financial year 2020/21.
- 1.3 To recommend to Policy and Finance Committee that Event budgets and associated Event Salary budgets receive a year on year increase in-line with inflation going forward from 2021/22.
- 1.4 To endorse the allocation of £1,000 for Remembrance Day 2020, from earmarked reserves (970/9057).
- 1.5 To endorse the allocation of earmarked reserves, (970/9026), to fund Council led 2020 VE Day celebrations, up to £5,000, as per para. 2.3.
- 1.6 To endorse the contribution of £1,000 partnership funding towards delivery of the 2020 Best Bar None schemes from earmarked reserves (970/ 9018).
- 1.7 To endorse the allocation of earmarked reserves, (970/9018), to fund the updating of the market web pages in keeping with the Council's new web site to the sum of £2,600, as per para. 2.6.

- 1.8 To endorse the allocation of earmarked reserves, (970/9018), to update and print the Town Centre Shopping and Services Map and Directory, up to the sum of £2,000, as per para 2.7.

2. BUDGET INFORMATION

- 2.1 Current year budget - **Appendix A**, is the budget account sheet for the 2019/20 financial year providing spend information to date.
- 2.2 The draft 2020/21 service budget is presented at **Appendix B**, for Committee's consideration.
- 2.3 The Council has supported the delivery of Remembrance Day using available annual funds. To secure a budget for 2020 delivery, Committee is asked to allocate £1,000 from earmarked reserves, 970/9057, as per para. 1.4.
- 2.4 At its meeting on 03/06/19, Ref. 7/CE, Committee approved to allocate £5,000 for Council led VE Day celebrations in 2020. In preparing the draft budget 2020, officers identified that delivery could be better facilitated utilising earmarked reserves, budget 970/9026, thus maintaining flexibility in the proposed annual budget 2020/21, to address regular service delivery, as per para. 1.5. Therefore, the request is that monies be drawn down from earmarked reserves.
- 2.5 In previous financial years, Committee has contributed partnership funding to the Best Bar None (BBN) award scheme latterly to the sum of £1,000. Central Bedfordshire Council has indicated that it will take on the delivery of the scheme and continue to expand it across the area of Central Bedfordshire from April 2020. Similar to previous years, scheme partners are asked to contribute to delivery funds (cost of assessors, plaques, promotion and awards event). Whilst CBC cover costs of staffing/coordination of the scheme, a contribution of £1,000 for the 2020 scheme would repeat the previous year's contribution.
- 2.6 The Leighton Buzzard Market web page needs to be updated to bring it under the same presentation format and operational systems as the Council's new web site. Corporate funds have focused on the main pages of the Council's web and a further £2,600 is needed to fund the changes needed for the market web page – including an on-line application form and historic timeline showing the market over the years. It is therefore requested that the sum of £2,600 is drawn down from earmarked reserves (970/9018).
- 2.7 In support of the Town Centre, Committee funds the Town Centre Shopping and Services Map and Directory. Printed copies are distributed across the town, in shops, the train station, etc. Large poster versions are placed in the town centre noticeboards and an electronic version is made available on the Council's web site. The directory is generally updated on a biannual basis and is now due to be updated and reissued (the last version being printed in 2017). The estimated cost for amending the design and printing is £2,000.

Committee is asked to draw down earmarked reserves (970/9018) to fund the publication.

3. EARMARKED RESERVES

- 3.1 The table below gives detail regarding Committee's current Earmarked reserves. The table provides Committee with a 'running total' showing what spend Committee has agreed. The Council's financial system only shows 'committed' spend so if a project is yet to be undertaken, the allocated budget will not show on the financial system. Thus, the table offers a more detailed picture of earmarked reserves and their intended use.

EMR (970)	Information / rationale	Remaining
<p>(9018) Economic Development £25,978 + £249 = £26,227</p> <p>Ref. 12/CE (f) remaining funds of £249 from 9027, (Town Centre Management), moved into 9018</p>	<p>To fund ongoing Town Centre focused activity, e.g. street furniture maintenance/updating, reprinting of shopping directories, Town maps, town banners, etc. Town centre attractions, e.g. Children's Trail repairs.</p> <ul style="list-style-type: none"> • Children's Trail allocation of £2,600. Work will be delivered in 2019/20. <i>PO raised</i> • Committed for 2019/20 Market promotion / social Media and market footfall counts. <i>PO raised</i> • Contribution to Best Bar None 2019/20 scheme. <i>PO raised (for 2019/20)</i> <p>As per recommendation 1.6, £1,000 contribution for delivery of 2020 Best Bar None scheme.</p> <p>As per recommendation 1.7, £2,600 to fund the Leighton Buzzard Market web page changes.</p> <p>As per recommendation 1.8, up to £2,000 to print updated town centre shopping directories.</p>	<p>Less</p> <p>£2,600</p> <p>£4,000</p> <p>£1,000</p> <p>£1,000</p> <p>£2,600</p> <p>£2,000</p> <p>=£13,027 Remaining to allocate</p>
<p>(9020) TACTIC £17,001</p>	<p>To fund ongoing activity delivery, equipment refreshes, building upkeep and maintenance.</p> <p>Indication of spend/allocation in 2019/20:</p> <ul style="list-style-type: none"> • £6,000 CHUMS service after 31/03/2019 until April 2020 (Ref: 162/CE) <i>PO raised</i> • £2,100 install fire doors and safety updates, (Ref. 12/CE (c)) <i>Completed/spent</i> • £1,656 update 3x computers for young people's use, (Ref. 12/CE (d)) <i>Completed/spent</i> • £1,123 (50% of total cost) to replace worn carpets within building. (Ref.24/CE) <i>Actual cost £935.84 Completed/spent</i> 	<p>Less</p> <p>£6,000</p> <p>£2,100</p> <p>£1,656</p> <p>£1,123</p> <p>=£6,496.32 Remaining to allocate</p>
<p>(9049) Donations to TACTIC £1,238</p>	<p>Gifted from the public to be used to support the work of TACTIC – activities for young people - and Youth Forum raised funds for specific causes.</p> <ul style="list-style-type: none"> • £114 of raised by Youth Forum for Homeless cause to be given to charity. (Ref: 12/CE) • £978 to allow for the development of the Satellite Basketball project. (Ref. 24/CE) <i>PO raised</i> 	<p>Less</p> <p>£114</p> <p>£978</p>

		=£146 Remaining to allocate
(9022) Community Access Defibrillators £3,042	<p>Un-used budget is rolled forward to facilitate maintenance, electricity supply and kit re-stock costs. To cover the remaining life span (10yrs) of the equipment; 5.5 years remaining. (Ref.361/LLP)</p> <ul style="list-style-type: none"> • Installation of new cabinet (Post Office). • Replacement batteries and new defibrillator. 	<p>Less</p> <p>£705 £1,940</p> <p>=£397 Remaining</p>
(9026) Cultural & Economic Services £39,700	<p>To support the achievement of Council 5-Year Plan Objectives – e.g. pilot projects before long-term commitments are made or ruled out.</p> <ul style="list-style-type: none"> • £2,400 funding partnership with Leighton Library Cinema to pilot a Youth Film Club between July and September as per Council objectives. (Ref. 164/CE). <i>(post-script: the period was extended to end in October 2029) PO raised/spent</i> • £7,000, VE Day celebrations 2020, for Rotary Leighton Linslade. (Ref. 26/CE) • £900 to fund an increase in movie showings by three films; Movies for the More Mature. (Ref 26/CE c) Delivery in 2020/21 • £2,400, extension to pilot scheme for the Youth Film Club. (Ref.26/CE) <p><i>As per recommendation 1.5, £5,000 for LLTC led VE Day celebrations 2020. (Ref. 7/CE)</i></p>	<p>Less</p> <p>£2,400</p> <p>£7,000</p> <p>£900</p> <p>£2,400</p> <p>£5,000</p> <p>=£22,000 Remaining to allocate</p>
(9027) Town Centre Management £804.12	<p>Accrued from previous years, work now picked up through general Economic Development earmarked reserves (9018)</p> <ul style="list-style-type: none"> • Town lamp post banners repairs/change over. <p>Ref. 12/CE (f) remaining funds of £249 moved into 9018, (Economic Development).</p>	<p>Less</p> <p>£555</p> <p>=£0</p>
(9028) Signage – proposed	<p>Committee endorsed to continue improving town centre signage. Peacock Mews and Friday Street/ Ropa Court signage completed.</p>	<p>Less</p>

allocation of £3,829	<ul style="list-style-type: none"> • Focus spend on Ryland Mews and Bell Alley in 2019/20, (Ref.12/CE (b)) • £500 (up to) for a brown sign denoting St Mary's Church. (Ref.26/CE) <i>Actual quote £185.72. PO raised.</i> 	£TBC £185.72 =£3,643.28 Remaining to allocate
(9055) Public Conveniences £16,204	To fund ongoing upkeep and maintenance: short and long-term repairs/replacement.	=£16,204 Remaining to allocate
(9044) Christmas lights £1,075	3-year contract in place 2019 to 2021 – to manage contract period and cover repair callouts, damage, improve infrastructure, and pay for Christmas tree, etc.	=£1,075 Remaining to allocate
(9057) Community Projects 23,615	Committee endorsed it's use, to expand community events programme over 3 years. <ul style="list-style-type: none"> • £22,500 allocated to enhance the events programme with additional time and expenditure at Canal Festival, Band Concerts & Live TV Screening in financial years 2019/20, 2020/21 & 2021/2022. (Ref. 140/CE and Ref. 23/CE) (1yr = £7,500 / 3yrs £22,500) <p><i>As per recommended 1.4, to allocate £1,000 to support delivery of Remembrance Day 2020.</i></p>	Less £22,500 £1,000 =£115. Remaining to allocate

END