
MEDIUM TERM FINANCIAL STRATEGY 2015/16 – 2019/20

1 SUMMARY

- 1.1 To consider and approve the integrated 5 year Medium Term Financial Strategy (MTFS) starting in 2015/16.

2 INTRODUCTION

- 2.1 In preparing the Budget for 2015/16 and the Medium Term Financial Strategy covering the period to 2019/20, the Council needs to consider a range of factors, which are brought together with its priorities for consideration to determine the MTFS and the key priorities for 2015/16 and beyond.
- 2.2 This report considers in detail the issues, assumptions and considerations made in preparing the MTFS, under the following headings:-
- Section 4&5 - Background to the MTFS & Summary
 - Section 6 - Government Funding
 - Section 7 - Council Tax
 - Section 8 – External Funding
 - Section 9 - Resource Requirements
 - Section 10 - Fees and Charges
 - Section 11 - Management of Reserves and General Fund Balances
 - Section 12 – Identification of Priorities
 - Section 13 – Mind the Gap
 - Section 14 - Capital Programme
 - Section 15 - Medium Term Financial Plan
 - Section 16 – Risk Implications
 - Section 17 – Equalities and Diversity Implications

3 QUESTIONS

- 3.1 Members are reminded that the normal practice of the Council is that questions of detail relating to the enclosed information, including the Appendices, should be raised in advance of the meeting. Questions should be addressed to Yvonne Woodward, Head of Finance, on 01702 318029 (email: yvonne.woodward@rochford.gov.uk) by Friday, 6 February 2015.
- 3.2 This report has been scrutinised by the Review Committee on 3 February 2015.

4 BACKGROUND

- 4.1 In line with the requirements of Section 25 of the Local Government Act 2003, the Head of Finance, as Chief Finance Officer for the Authority, can affirm the robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves discussed later in this report.
- 4.2 The Council regularly reviews financial management arrangements including the budget process to ensure that they remain 'fit for purpose', and keeps the financial services function under review to consider capacity, resourcing and training needs.
- 4.3 The MTFS models income and expenditure over a 5 year period and is formally reviewed twice a year, once when the final accounts for the prior financial year have been completed and as part of the budget setting process for the forthcoming financial year.
- 4.4 The current MTFS has been produced following a continuing period of uncertainty around the global and national economic picture, and dramatic falls in some of the Council's income streams. The significant reductions in Government funding are considered in more detail later in this report together with the major changes to the way that local government is funded with the localisation of business rates.
- 4.5 The Chancellor's Autumn Statement on 3 December 2014 made clear that austerity will continue and it is against this background that the MTFS has been prepared.

5 SUMMARY

- 5.1 Against a backdrop of continuing reductions in the main Government funding, the overriding financial strategy for the Council is to reduce dependency on Revenue Support Grant, by growing New Homes Bonus and Retained Business Rates and reducing the cost base. It will do this by:
- Implementing an Economic Growth Strategy that is focused on retaining and increasing the rateable values in the District;
 - Supporting the delivery of housing through the planning framework, working with developers and social landlords;
 - Reducing costs through continued efficiencies and exploring ways of delivering services differently including partnership working;
 - Increasing income by maximising special grants, reviewing the level of fees and exploring additional income generating services.
- 5.2 The Financial Strategy for General Fund balances is to have them at a level that:

- Prepares for reductions in Government funding that are greater than forecast.
- Provides a safety net against unexpected changes in the way that the New Homes Bonus is calculated and awarded.
- Builds up funds for investment in future service delivery or to generate a revenue return for a sustainable General Fund in the future.

6 GOVERNMENT FUNDING

- 6.1 The Government's Autumn Statement on 3 December set the context for the future of Government funding of local government.
- 6.2 When the Coalition took office in 2010, total government debt was £811bn. It is now around £1,451bn, an increase of nearly 80%. While there has been an increase in consumer and industrial confidence in the economy, the weakness in UK government income tax receipt has been fuelled by the growth in jobs that are low paid and/or part time employment. There has also been an increase in self employment over the last 12 months which makes predicting and receiving tax receipts much more difficult. The Coalition raised the personal tax allowance in April 2014 which reduced tax revenues and rising house prices have contributed to the fall in mortgage approvals and consequent drop in stamp duty receipts.
- 6.3 In November 2010, the Government stated that the structural budget deficit would be eliminated in 2015/16, in March 2012 this deficit would be eliminated by 2016/17 and by the March 2014 Budget, it was to be eliminated by 2018/19.
- 6.4 To meet the target, further cuts to public sector expenditure are required. It is estimated that approximately 30% of the necessary cuts have been made in the current parliament and 70% would come in the next parliament. The speed at which these cuts are made depend on the outcome of the General Election. If the ring fencing of services such as health, schools and international development continue, then severe cuts will have to be made outside the ring fence. The Office for Budget Responsibility have stated that if the existing ring fences stay in place then spending in other departments will fall from 11.3% of GDP to 4.2% in 2019/20.
- 6.5 **Revenue Support Grant (RSG)**
- 6.6 Without legislative changes to the Retained Rates Scheme, Revenue Support grant is the main way that Government can reduce the amount of funding to local authorities.
- 6.7 The Government have indicated the austerity measures will continue and this will include looking at reductions in the funding to local authorities. As we do not deliver any of the "protected" services such as health and education, we might expect to bear the bigger brunt of cuts.

6.8 Historically, our funding from Government has changed as follows:

Year	Formula Grant £m
2006/07	(4.410)
2007/08	(4.758)
2008/09	(4.906)
2009/10	(5.035)
2010/11	(5.151)
2011/12	(3.653) ^{Note 1}
2012/13	(3.249) ^{Note 2}
2013/14	(2.282)
2014/15	(1.742)
2015/16	(1.202)

Note 1: £735k reduction due to transfer of Concessionary fares to County and £157k Council Tax freeze grant included.

Note 2: £317k Council tax freeze grant included.

6.9 In 2013/14 Formula Grant was replaced by the Revenue Support Grant and Retained Rates Scheme. Total funding for 2014/15 was £3.683m of which £1.743m was RSG. The Government have given provisional figures for 2015/16 with RSG reducing by 31% to £1.202m. Confirmation of the 2015/16 figures is expected around 5 February and a verbal update will be given to the meeting.

6.10 The current forecasts for future RSG are:-

	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m
Revenue Support Grant	(1.193)	(0.900)	(0.634)	(0.388)	(0.177)
Annual Reduction	-31%	-25%	-30%	-39%	-54%

6.11 The forecasts for 2016/17 onwards are based on Government announcements regarding future levels of public sector funding and benchmarking with other Essex authorities on their assumptions. The estimates are considered by the Head of Finance to err on the side of prudence.

6.12 Retained Rates Scheme (RRS)

6.13 The Government introduced major changes to the way that local government is funded from 2013/14 with the implementation of a Rates Retention Scheme.

6.14 The main principles of the Rates Retention Scheme (RRS) are:-

- a) A Baseline Funding Level and Business Rates Baseline are set by Government.
- b) The Business Rates baseline is not our income; it is the baseline against which the tariff, levy and safety net are assessed. Our income will be based on our forecast as reported in the NNDR1 return.
- c) The difference between the Business Rates Baseline and the Baseline Funding Level determines the level of tariff.
- d) The Government will take a central share of 50%, which means that there will remain a requirement for Revenue Support Grant (RSG). The remaining 50% is split with county/fire (80% to RDC, 18% to ECC and 2% to Fire).
- e) Future growth in business rates income will be split with 50% going to the Government as the central share, and 50% retained by local authorities, under the same split with the County and Fire as above. The growth is then subject to a levy of 50p in the £.
- f) The levy will fund a safety net for authorities who see unexpected reductions in their rates income, e.g. major employer closes. The safety net has been set at 92.5% of the Business Rates baseline.
- g) There will be a reset of the Retained Rates scheme in 2020 to redistribute growth.
- h) Local authorities can choose to pool their business rates. Under the Rates Retention scheme, authorities are either tariff authorities (receive more business rates than their baseline funding figure) or top up authorities (receive less business rates). Rochford are a tariff authority and Essex County Council are a top up authority. Tariff authorities pay a levy of 50p in the £ on any growth above their baseline. Top ups don't pay a levy. In a pool, the tariffs/top ups are combined with the aim of cancelling each other out to reduce the levy. Pooling only works with top up authorities included. For Essex, with County involved, we would end up not paying a levy. Some of the Essex authorities, including County and Fire Authority have applied to pool for 2015/16. Rochford District Council will also be included in the Pool. The details of the impact of pooling on individual authority's retained rates depend on all the member authorities completing their 2015/16 estimates, which do not have to be done until 31 January. The risk associated with pooling is related to the safety

net. Currently, if an authority goes below 92.5% of its baseline, it will receive grant up to that 92.5% level. In a pool, the safety net payment has to be met from the pool. For our pool, this risk is reduced no Essex authority in danger of falling below the safety net are included in the pool.

6.15 For Rochford District Council, the baseline figures are:-

		2014/15 £m	2015/16 £m
	Lower Tier Funding	1.463	1.491
PLUS	2011/12 Council Tax Freeze grant	0.064	0.065
PLUS	Homelessness Prevention	0.020	0.021
EQUALS	Baseline Funding	1.548	1.577

6.16 In the Government's Autumn Statement on 3 December, there were a number of announcements that affect the Retained Rates Scheme:-

- doubling Small Business Rate Relief for a further year (2015-16);
- a 2% cap on the inflation increase for 2015-16 (September's RPI, by which bills were due to increase, was 2.3%);
- increasing the temporary £1,000 discount for shops, pubs and restaurants with rateable values below £50,000 to £1,500 for 2015-16;
- to extend in effect the existing transitional relief scheme for two years for properties with a rateable value up to and including £50,000. As a result of this measure, small properties (with a rateable value of less than £18,000) that would otherwise face bill increases above 15% and medium sized properties (with a rateable value of £50,000 or less) that would otherwise face bill increases above 25% will benefit. This will be delivered using Localism Act discounts on which the Department will publish guidance shortly. This measure will not affect those ratepayers in transition to lower bills whose scheme will end on 31 March 2015.

6.17 As the above announcements impact on the amount of retained rates, the Government will refund the loss through S31 grants. The impact of the cap on the multiplier on the Retained Rates is being funded by S31 grant. However, because of the way this is interlinked with the reliefs, the estimate for the impact of the cap identified is different to the amount of grant.

6.18 While the Government sets out baseline figures for the Retained Rates Scheme, the actual amount retained by the Council depends on our forecasts for actual rates income. The forecast is done as part of the NNDR1 return to Government with the estimate set in the January before the start of the financial year. This estimate includes the forecast.

6.19 The following table shows the calculation of the income for RDC based on the NNDR1 forecasts:-

		2014-15 £m	2015-16 £m
	Net NDR Yield	(17.014)	(16.268)
<i>Less</i>	50% to Government	8.507	8.134
<i>Less</i>	9% Essex County Council	1.531	1.464
<i>Less</i>	1% to Essex Fire	0.170	0.163
<i>Equals</i>	40% Share retained by RDC	(6.805)	(6.507)
<i>Less</i>	Tariff paid to Government	4.753	4.844
<i>Plus</i>	Section 31 Grants	(0.280)	(0.437)
<i>Equals</i>	Pre-Levy Income	(2.333)	(2.100)
<i>Less</i>	Levy on Growth	0.393	0.131
<i>(plus)/less</i>	prior years' (surplus) / deficit	0.000	0.382
<i>Equals</i>	Retained Business Rates Income	(1.940)	(1.588)

6.20 Business rates income is affected by the following:-

- The business rates multiplier is increased by the RPI inflation in the September prior to the financial year, unless capped by the Government in their Autumn Statement which has occurred for 2014/15 and 2015/16.
- Rating values are subject to appeals from businesses that may result in reductions and refunds going back previous financial years.
- A provision must be made not only for existing outstanding appeals but also for future possible appeals.
- New properties or changes to existing properties.
- Businesses closing and properties becoming empty.
- In January prior to the new financial year, an estimate must be made of any surplus or deficit for the current financial year. This estimated surplus or deficit is then distributed in the next financial year.

- The Retained Rates Scheme includes an allowance to cover the cost of collecting business rates (£85,235 for 2015/16) – this is shown as income on the Business Rates cost centre and not included in the total for Retained Rates.

6.21 There were other announcements in the Autumn Statement which will impact on the Authority:-

- business rates appeals backdating – the Government will change the rules so that alterations to rateable values can only be backdated up to 1 April 2010. Currently appeals can be backdated to 1 April 2005. This change should reduce the value of refunds made but does not affect the impact of downward revaluations on annual income from the retained rates scheme.
- the Government has announced that it will review the future structure of business rates and will report before Budget 2016. The review will not consider changes to the principle that some of the revenue from business rates should directly fund local government. It will fully consider the impact on local government funding of any changes to the structure of business rates. However any change to the structure of business rates is likely to have an impact on workloads, particularly during implementation and may increase the risk of appeals.
- business rates administration review: interim findings – the Government will publish interim findings setting out a summary of stakeholder responses and providing an update on how the Government proposes to respond to businesses' calls for clearer billing, better sharing of information and a more efficient appeals system
- business rates avoidance: discussion paper – the Government will publish a discussion paper on the nature and scale of business rates avoidance.

6.22 Projections for Retained Business Rates up to 2019/20 are as follows:-

	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m
Retained Business Rates Income	(1.588)	(2.010)	(2.058)	(2.110)	(2.018)

6.23 Assumptions used in these forecasts:-

- Small Business Rate relief will continue.
- Other temporary extensions to reliefs will continue. If they are stopped, there will be a matching increase to rating income, so no impact on the bottom line of the Retained Rates.

- No future cap on the increase in the business rate multiplier. If there is a cap, it is anticipated that this will continue to be funded by S31 grant.
- No changes are made to the Retained Rates Scheme before the planned reset for 2020.
- RPI inflation forecast as follows, based on Bank of England and Capital Economics forecasts:-

	2016-17	2017-18	2018-19	2019-20
RPI Inflation	2.5%	2.5%	2.5%	2.4%

National Non Domestic Rates (NNDR) Forecasting

- 6.24 Under the Government's new Business Rates Retention model the NNDR1 form has become a key document in the budget setting process.
- 6.25 The NNDR1 shows the calculation of the amount to be retained, and the amounts to be paid to central government and major precepting authorities on the basis of the billing authority's estimate of its non-domestic rating income for the year.
- 6.26 Calculations of these shares of non-domestic rates income are recorded on the form in the NDR summary. There will be a retrospective cash adjustment in the following financial year based on the final position for the financial year in question.
- 6.27 One of the more significant changes to the NNDR1 is that it now includes the estimated adjustments to the NDR total arising from appeals and anticipated growth in rateable values. These have been based on an assessment of the outstanding appeals held by the Valuation Office, the historic experience on appeals and a judgement on likely impact over the coming year: The Government have announced a target for the Valuation Office, who manage appeals, to clear 95% of the backlog of appeals as at September 2013 by July 2015. This has been taken into account in the estimate of the impact of appeals on retained business rates.
- 6.28 The 2015/16 return submitted to DCLG is included as Appendix 1.
- 6.29 **New Homes Bonus (NHB)**
- 6.30 This Government incentive to encourage more homes was introduced in 2011/12. It is based on the increase in new houses and bringing empty homes back into use and the grant matches Council Tax for 6 years, with 80% being received by the district council, as the planning authority, and 20% going to the county. The growth in housing is measured from a statistical return which reports the Council Tax base as at September each year and the NHB is based on an average Council Tax rate.

- 6.31 There is also an additional reward of £350 for each new affordable home and Council provided Travellers' pitch, which is measured in April each year, again split 80:20 to districts and county.
- 6.32 For 2015/16, the number of new homes is 267 new dwellings, which equates to 307 band D equivalents and earns £362k in new homes bonus. Empty homes has seen a large fall of 83 dwellings (equivalent to 73 Band D Equivalents) and earning £86k in bonus.
- 6.33 The considerable improvement in the number of empty homes receiving discount is due to the work that the Revenues and Benefits team have undertaken in following up on the annual review of empty properties by visits to ensure that the discount is being correctly claimed.
- 6.34 In addition, the above total of new homes includes 73 Affordable Homes earning another £20k in bonus.
- 6.35 The numbers quoted below are the Band D equivalents and not the actual number of physical properties.
- 6.36 Value of NHB:-

Actual Bonus Earned	Year 1 2011/12	Year 2 2012/13	Year 3 2013/14	Year 4 2014/15	Year 5 2015/16
Additional Properties	60	68	78	112	307
Reduction in Empty Homes	41	62	67	14	73
Total change in housing	101	130	145	126	380
Affordable Homes	-	-	46	13	38
Bonus earned (£000s)	0.117	0.149	0.174	0.156	0.458

Forecast of Bonus	Year 6 2016/17	Year 7 2017/18	Year 8 2018/19	Year 9 2019/20
Additional Properties	217	126	100	148
Reduction in Empty Homes	30	30	30	30
Total change in housing	247	156	130	178
Affordable Homes	44	39	30	30
Bonus earned (£000s)	0.303	0.196	0.163	0.222

6.37 Future years' forecasts are based on best estimates of the likely completions of new houses as measured in September each year. These estimates are based on Planning Policy's Housing Trajectory forecast, adjusted for the timing which means that properties need to be on the Council Tax listing as at September. The forecast is also adjusted for an assessment of the likelihood of properties being completed based on the status of planning applications.

6.38 The bonus is paid for 6 years, so the bonus that started in 2011/12 will stop in 2017/18, which explains why the cumulative bonus starts to level out from then. The table below shows the payment profile:-

Payment for: (£m)	2011/12	2012/13	2013/14	2014/15	2015/16	2016-17	2017-18	2018-19	2019-20
Year 1	0.117	0.117	0.117	0.117	0.117	0.117			
Year 2		0.149	0.149	0.149	0.149	0.149	0.149		
Year 3			0.174	0.174	0.174	0.174	0.174	0.174	
Year 4				0.156	0.156	0.156	0.156	0.156	0.156
Year 5					0.458	0.458	0.458	0.458	0.458
Year 6						0.303	0.303	0.303	0.303
Year 7							0.196	0.196	0.196
Year 8								0.163	0.163
Year 9									0.222
Total Payment	0.117	0.266	0.44	0.596	1.054	1.357	1.436	1.450	1.498

6.39 The above forecasts assume that no changes are made to the NHB scheme or level of bonus paid for each additional housing unit.

6.40 The Government's aim with the NHB was that it would benefit communities who support development in their areas and act effectively as a reward or incentive get encourage communities to accept new housing. Because of the large reductions in funding for core services and the significant uncertainties over future funding, the NHB is currently planned to go into General Fund balances. The NHB will then continue to support the delivery of services across the District but also finance the capital programme which provides new and improved facilities.

6.41 During 2013, there was a Government consultation on top slicing 30% of total NHB to fund a Growth Fund for Local Economic Partnerships. The Government withdrew this proposal but are reviewing the scheme, including whether bonus should be awarded for housing developments which are given planning permission on appeal.

- 6.42 There has been some recent criticism of the New Homes Bonus and discussion about whether it is achieving the aim of encouraging new house building. This raises the risk that the scheme may be stopped or amended if there is a change of Government in 2015, which could affect the scheme from the 2016/17 financial year. This situation will need to be carefully monitored.

Preventing Homelessness Grant

- 6.43 The Government have confirmed that they will continue to fund local authority preventing homelessness grant until 2015. Under the RRS, the grant funding will be rolled into the RRS and RSG, although it is promised to remain visible. Although the money is not ring-fenced it will remain allocated to homelessness activity. Any unused grant will be set aside in the earmarked reserve to protect this funding for homelessness activity. The funding is included in the totals for RRS and RSG and the cost centre shows the budgeted expenditure funded by this grant.

Government Funding - Summary

- 6.44 Based on the considerations above, the MTFS is based on the following figures for Government funding.

	2014-15 £m	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m
Business Rates	(1.940)	(1.588)	(2.010)	(2.058)	(2.110)	(2.018)
Revenue Support Grant	(1.743)	(1.202)	(0.900)	(0.634)	(0.388)	(0.177)
Main Government Funding	(3.682)	(2.789)	(2.910)	(2.693)	(2.498)	(2.194)
Year on Year change	-4%	-24%	4%	-7%	-7%	-12%
		0.894	(0.120)	0.217	0.195	0.303
New Homes Bonus	(0.596)	(1.053)	(1.357)	(1.436)	(1.450)	(1.498)
Direct Government Funding	(4.278)	(3.843)	(4.267)	(4.129)	(3.948)	(3.693)
Year on Year change	0%	-10%	11%	-3%	-4%	-6%

- 6.45 Overall the reduction in the main Government funding for 2015/16 of £0.9m is partly offset by the increase in New Homes Bonus. The above figures demonstrate the importance of the New Homes Bonus to the Council's financial future and any changes to NHB would be of major concern and require a fundamental rethink of the Council's MTFS and financial plans

6.46 Local Council Tax Support Scheme

6.47 The above figures include the Local Council Tax Support Grant. The LCTS replaced the national council tax benefit scheme in 2013/14. Instead of a fully funded benefit paid towards council tax, eligible claimants receive a discount against their council tax bill. The funding is no longer shown separately by the Government in the above figures. For 2013/14 the funding was split 60:40 between RSG and RRS. While Government claim that the LCTS funding is protected, it is difficult to see how this will be maintained as RSG reduces.

6.48 *The funding for Council Tax Support is to offset the reduction in the Council's Tax Base, and consequent loss of Council Tax income, arising from the introduction of the LCTS. Although shown separately in 2013/14, it has now been subsumed into the main grant so it is impossible to identify whether the funding has been maintained. The LCTS grant also includes an element for the parish/town councils.

6.49 The baseline figures include grants that have been rolled up into the totals and split between the RRS and RSG funding as follows:-

	2013/14 £m	2015/16 £m	2015/16 £m
In Revenue Support Grant:			
2011/12 Council Tax Freeze	0.095	0.093	0.091
Homelessness Prevention Funding	0.030	0.029	0.028
Council Tax Support Funding*	0.416	-	-
In Retained Business Rates			
2011/12 Council Tax Freeze	0.063	0.064	0.066
Homelessness Prevention	0.020	0.020	0.021
Council Tax Support Funding*	0.277	-	-

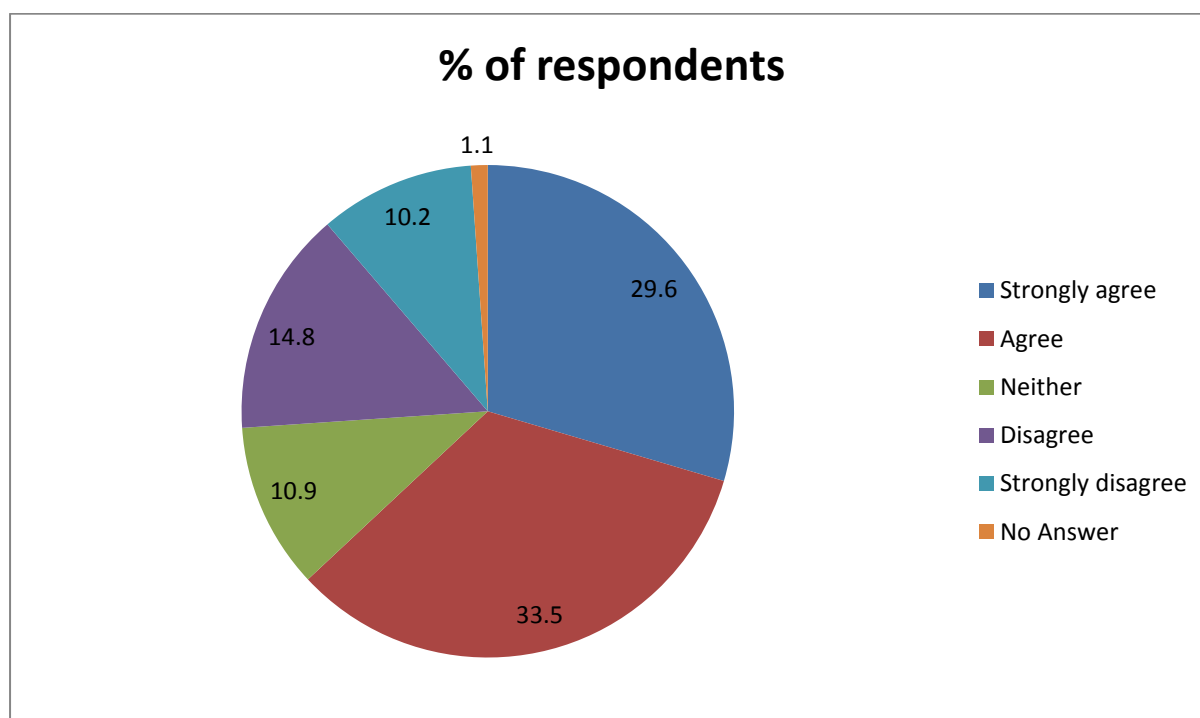
7 COUNCIL TAX

7.1 The other area of income for the Council is the level of Council Tax.

7.2 When considering the Council Tax level for 2015/16, Members will note the current level of Council Tax which is:-

	2014/15 Band D Average (£)
Essex County Council	1,086.75
Essex Fire Authority	66.42
Police and Crime Commissioner	144.27
Parish Councils	39.78
Rochford District Council	208.98
Total	1,546.20

- 7.3 The Government have maintained the principles for triggering a referendum to veto excessive council tax increases at 2%. During last year's budget process, there was some discussion in Government circles of setting a Council Tax threshold of 1.5% and this remains a consideration for future years.
- 7.4 For 2015/16, the Government has announced a further freeze grant, based on a 1% increase.
- 7.5 In considering whether or not to accept the grant and freeze council tax, Council will again consider the longer term impact of a further freeze on council tax income, against the background of further reductions in Government funding over the next 5 years.
- 7.6 The Council will also note the response to the question about a council tax increase in the public consultation carried out over the Autumn. In response to the question "I would be happy to see an increase in Council Tax if it avoided reductions in service" the response was:



- 7.7 Out of 284 respondents, 63% agreed that they would be happy to see an increase in Council Tax, 25% did not agree and 12% had no view or did not answer the questions.
- 7.8 Council need to determine the Council Tax level for 2015/16.

- 7.9 An increase of 1.98% would increase income by £30k in 2015/16, and £158k over 5 years, compared to a 1.5% increase.

	2015/16	2016/17	2017/18	2018/19	2019/20
Option 1 – 1.5% increase					
Council Tax Increase %	1.51%	1.50%	1.50%	1.50%	1.50%
Council Tax Band D Charge (£)	212.13	215.31	218.54	221.82	225.15
Council Tax Income (£m)	6.411	6.552	6.689	6.824	6.971

Option 2 – Freeze					
Council Tax Increase %	0.00%	1.50%	1.50%	1.50%	1.50%
Band D Rate £	208.98	212.11	215.29	218.52	221.80
Council Tax Income & Grant £m	6.384	6.523	6.658	6.790	6.935
Reduction in annual income	(0.027)	(0.030)	(0.032)	(0.034)	(0.036)
Reduction in GF Balance	(0.027)	(0.057)	(0.088)	(0.122)	(0.158)

- 7.10 Over the 5 years the average taxpayer would save £16.25 and the Council would have lost £158,000 in income.

Council Tax base

- 7.11 The Chief Finance Officer is delegated to set the tax base, which is based on the current council tax valuation list plus an estimate of changes anticipated to occur in 2015/16.
- 7.12 introduction of the Local Council Tax Support Scheme (LCTS) has meant a change in the way that the Council Tax Base is calculated. The LCTS is based on a discount rather than a benefit, so results in a reduction in the tax base. The reduction in the tax base caused by the discounts is offset by Government grant. For 2015/16, the tax base is calculated as follows:-

		Band D equivalents		
		2013-14	2014-15	2015-16
	Tax base	32,171.4	32,754.5	33,462.3
<i>Less</i>	LCTS Adjustment	(2,970.4)	(2,843.1)	(2,682.1)
<i>Less</i>	Collection Rate Adjustment	(583.92)	(598.23)	(554.0)
<i>Equals</i>	Tax Base for Council Tax calculation	28,617.1	29,313.2	30,226.2

- 7.13 The Council Tax Base is adjusted for the forecast Collection Rate and for 2015/16 this has been set at 98.2%, based on recent experience. Changes to this assumption would have the following impact:

Collection Rate	Tax Base -Band D equivalents	Change in Council Tax Income Increase / (Reduction) £
97.9%	30,134	(19,297)
98.0%	30,165	(12,865)
98.1%	30,195	(6,432)
98.3%	30,257	6432
98.4%	30,287	12,865

- 7.14 The increase in the tax base is due to:-

- the additional housing units in the districts;
- further changes in discounts and exemptions to commence from 1 April 2015;
- forecast reduction in discounts and exemptions as a result of additional fraud and compliance being undertaken in partnership with the Essex authorities.

- 7.15 For 2015/16, income from Council Tax for this Council will be approximately £6.4m. For this Council, the LCTS discounts are the equivalent of £560k (£594k in 2014/15).

- 7.16 The total Council Tax, including the amounts for Essex County Council, Essex Police and Crime Commission, Essex Fire Authority and the Town and Parish Councils will be set at the Council meeting on 24 February 2015.

Local Council Tax Support Scheme

- 7.17 There is unidentified funding in the Retained Rates Scheme and Revenue Support Grant to cover the reduction in the council tax base as a result of the move from a council tax benefit scheme to the LCTS which is delivered by discounts on council tax demands.
- 7.18 The total funding for the Rochford district scheme for 2013/14 was £4.44m of which £693,000 related to the district council and parish/town councils. In February 2014, the cost of the LCTS had fallen from £4.47m in February 2013, to £4.24m. At the end of Quarter 3 2014/15, the value of discounts had fallen further to £4.14m. For 2015/16, it is estimated that the value of discounts will be the equivalent of 2,682 Band D properties. The final value of the discounts in 2015/16 will depend on the Band D Council Tax charge but based on the 2014/15 average of £1,546, that's £4.15m (£581k for Rochford District Council).
- 7.19 Rochford District Council receives grant funding for the parish/town councils, but this is no longer shown as a separately identifiable amount.
- 7.20 The grant allocation to the parish/town councils has been based on the LCTS adjustments then reduced in line with the overall reduction in the RRS/RSG grant funding. The grant allocations for 2015/16 total £83k, down from £97k in 2014/15 and are distributed as follows, based on the impact of the LCTS discount:-

Town/Parish Council	Grant £
Ashingdon	2,675
Barling	2,166
Canewdon	2,520
Foulness	290
Great Wakering	5,916
Hawkwell	8,749
Hockley	12,331
Hullbridge	9,209
Paglesham	192
Rawreth	1,144
Rayleigh	20,674
Rochford	16,014
Stambridge	1,773
Sutton	346

- 7.21 The Parish/Town Councils have been notified of the above amounts so that they can set their budgets and precepts for 2015/16. They are also aware of the following principles covering future grant allocations:-
- The Government does not separately identify the amount of funding for LCTS. The District Council will not receive additional funding to cover any increased demand for the LCTS or reductions in collection rates. Therefore, if there is an increase in LCTS discounts, Parish/Town Councils will see a reduction in their tax base, with the consequent impact on their council tax. The District Council is unable to provide further funding to cover this impact.
 - Rochford District Council cannot guarantee that the amount of grant allocated to each parish/town council will be maintained in future years. Where the District Council receives a reduction in Government funding, it will pass on a proportionate reduction to the Parish/Town Councils.
 - Rochford District Council will aim to notify Parish/Town Councils as early as possible about the level of grant funding in future years, recognising that this may be dependent upon Government announcements.
- 7.22 The agreement of the final amount of grant for each parish/town council is delegated to the Council's Section 151 Officer and reported to Council as part of the MTFS each year. This allows early notification of the amounts to the individual parish/town councils.
- 7.23 The Local Government Finance Act 2012 requires the Government to carry out a review of the Local Council Tax Support Scheme (LCTS) within 3 years with consideration given as to whether it should be brought within the Universal Credit. This review will be due during 2015/16.
- 7.24 In light of a recent court decision, the consultation on the LCTS scheme for 2016/17 will need to be more closely aligned to any budget consultation.
- 7.25 The Council has worked with the other authorities in Essex, including the major preceptors, Essex County Council, Essex Fire Authority and the Police and Crime Commissioner on the design of its LCTS. As part of this work, the preceptors agreed to a cost/benefit sharing agreement. The agreement provides financial assistance to billing authorities to support additional collection activity. The agreement includes targets for collection of council tax. Without the investment, it was anticipated that our collection rate would fall by 0.9% in 2013/14 to 97.6%. With the investment, the target collection rate was 98.1%, while the final collection rate was 98.3%, a reduction of just 0.2%. The return on the investment was an estimated £317k against an investment of £45k
- 7.26 The Hardship Fund also established as part of the LCTS is partially funded by the major preceptors.

- 7.27 For 2014/15, the Council introduced changes to some of the technical discounts on council tax. The above agreement included a sharing agreement on the basis of the major preceptors repaying a percentage of their additional income back to the billing authority. The estimated additional income is £140,000 in 2015/16. A new sharing agreement has been arranged which will also incorporate investment in Fraud and Compliance work to improve the accuracy of discounts and exemptions awarded. The additional income from this investment has not been included in the MTFS as it is based on assumptions about the level of fraud and non-compliance in other authorities which were not yet available at the time of writing but will be an increase on the £140,000 mentioned above.

8 EXTERNAL GRANT FUNDING

8.1 External Funding

- 8.2 The Council has a good track record of attracting funding from external organisations to support new initiatives and service delivery. This is down to the work officers have done in identifying the funding streams and completing the bid documents.
- 8.3 If the Council wishes to become self sufficient in its financing, with no reliance on Revenue Support, not only does it need to maintain and increase the income from areas outside its normal fees and charges, it also needs to attract external grant funding.
- 8.4 In 2014/15, the funding received by the Council was:-

Grants for specific services:	Income
• Local Council Tax Support Scheme	£65,000
• Preventing Homelessness`	£50,000
• Individual Electoral Registration	£27,000
• Housing Benefit Admin	£171,000
• Business Rates collection	£85,500
Grants awarded after successful bidding	Income
• Weekly bin collection	£150,000
• Cherry Orchard	£59,000
• Sport England Active Colleagues	£28,000
• Disabled Facilities Grants	£168,000
• Music Month	£2,500

9 RESOURCE REQUIREMENTS

- 9.1 The starting point for preparing the budget estimates for 2015/16 is the Core Estimates from 2014/15 which are reviewed in detail by the Finance team in conjunction with service managers.
- 9.2 For 2015/16, changes to individual budgets are shown in the attached draft budget book (Appendix 2) with the percentage variation of estimate to estimate from 2014/15 to 2015/16 (Changes of £500 or less are not included).

Members' Allowances

- 9.3 The Council agreed in January 2011 to move away from annual reviews of the member remuneration scheme and the Independent Remuneration Panel will now only undertake a formal review of the scheme every four years. The first review was completed in 2014/15 and relates to the scheme for 2015/16. In subsequent years, the Scheme allows for the following annual amendments:-
- The level of basic and special responsibility allowances to be adjusted in line with the local government staff award.
 - Travelling expenses, Childcare and Carer's allowances to be increased by the retail price index available at the start of the new municipal year.
- 9.4 Members have agreed that for the fifth year, there should be no increases to their allowances, and a small increase to the hourly rate for other childcare.

Pension Revaluation

- 9.5 The Council belongs to the Local Government Pension Scheme which is a statutory scheme, the requirements of which are covered by legislation. The Council has no discretion in the operation of the scheme which is administered by Essex County Council.
- 9.6 The scheme is revalued every 3 years in order to determine the level of liabilities relating to current and future pensioners and assets. The results of the valuation are an updated contribution to the deficit in respect of past employees, which is a fixed amount, and an ongoing contribution rate for current employees which is based on a percentage of pensionable pay. The last revaluation took effect from April 2014. At the previous revaluation, the Council chose to reduce the deficit payment recovery period from 24 to 20 years in order to maintain the contribution rates at similar levels.
- 9.7 The 2014 revaluation resulted in an improvement in the funding position of the Scheme which means that the deficit contribution has reduced and the deficit recovery period has been reduced from 24 years to 20 years. The funding levels have improved because investment returns have been better than expected and salary increases have been lower than expected.

- 9.8 The ongoing contribution rate has increased because of changes to assumptions for investments in the future, mortality rate assumptions and estimate of how many members of the scheme will choose to opt for the 50/50 scheme (pay half the contributions to receive half the benefits).
- 9.9 The deficit payment has reduced from £765,333 to £690,000 per year and the on-going rate has increased from £610,555 to £690,101, giving a net improvement of £22,400 per year.
- 9.10 The scheme has undergone a number of changes recently in order to share costs between employers and employees and further changes to the scheme will be introduced from April 2014. The main change is the move from a Final Salary pension scheme to a Career Average pension scheme and changes to the contribution rates, with increases at the higher salary ranges. £100,000 has been included in the MTFS to cover the impact of the pension revaluations in 2017/18, when the council will seek to further reduce the deficit recovery period.

Contracts

- 9.11 The Environmental contracts (Recycling and Street Cleansing) have been extended from April 2015 for 7 years with a reduction in cost. When the Materials Recycling Facilities contract was let in 2010, the price of recyclables was at its highest and the Authority moved from paying for recyclables to be taken away, to generating income. When the contract is re-let in 2015, there is a risk that prices will have fallen affecting this income stream and this has been included in the budget estimates.
- 9.12 The leisure contract was awarded in 2002 for 20 years. The procurement for the next contract is likely to start at least 2 years before the current contract ends in 2022 and provision is included in the MTFS
- 9.13 The ICT contract was awarded in partnership with 3 other authorities and is due for renewal in April 2017 with the option of 2 further extensions of 2 years each. Provision is included in the Capital Programme to support the investment in IT infrastructure and prepare for the new contract arrangements.
- 9.14 The Council's insurance contract is due for renewal in July 2015. No change to costs have been assumed.

Elections

- 9.15 The requirement to register electors individually rather than by household has been introduced (Individual Electoral Registration). The Government have provided funding but additional provision has been included in the Budget.

- 9.16 The Boundary Commission is undertaking a review of the district council's wards. Once the review is completed, there will be all out elections for the District, rather than the election by thirds. Provision has been included for these elections in 2016. Following the results of the district council review, it may then be appropriate to conduct a review of the parish boundaries; this review would have to be conducted by district council officers.

Changes in Demographics and Population

- 9.17 The Rochford District covers an area of 65 square miles and is home to around 84,000 people. Rochford Ward has the highest number of 0-17 year olds representing 9.97% of that age group within the District. Hullbridge Ward has the highest number of people aged 65 and over representing 10.30% of that age group in Rochford. The District is one with an ever-increasing percentage of older residents. The area is relatively affluent, ranking 299 out of 326 authorities nationally, where 1 is the most deprived and 326 the least deprived. Owner occupied homes constitute 84% of households, 8.5% of homes are privately rented and 7.5% are social rentals. Average house prices are below both the county and national average, but 6th highest in Essex (Based on Band D – 3 bed Semi). The District has good levels of employment with around 79% of residents being economically active compared to the national figure of 77.5%.
- 9.18 Councils face considerable challenges in responding to an ageing population. Although not a social care provider, there will be impacts on the services required from the Council and we will need to work with others to redesign services and target them more effectively. The Council recently refreshed its Ageing Population Strategy which will continue to focus on practical solutions and actions to address the needs of local older people. The Strategy's five overall aims are:-
- To support the financial security of older people
 - To support access to mainstream services to older people
 - To support older people to lead healthy and active lifestyles
 - To support older people to feel safe and supported in their home and their neighbourhood
 - To support older people to make a positive contribution within their community
- 9.19 The actions identified in the Ageing Population Strategy will not commit the Council to significant investment beyond its normal and existing activities – rather it aims to raise awareness of the increase in the ageing population within the District in coming years and encourage services to make adjustments where necessary.

Universal Credit and Benefits

- 9.20 The Government have announced their plans to introduce a Universal Credit to replace the variety of benefits currently available, which includes housing benefit administered by local authorities. The original plan had been for this Universal Credit to be managed centrally by the Department of Works and Pensions (DWP) from 2013/14. However, recent Government announcements indicate that there is no clear timetable for the rollout. The current position of the DWP is that there will be no transfer of local authority benefit staff to DWP and any consequent redundancy costs will have to be borne by individual local authorities. However, DWP have also indicated that there will continue to be a need for local authorities to deal with face to face enquiries.
- 9.21 There are also plans to centralise fraud investigation activity. At this stage, the introduction of a Single Fraud Investigation Services and Universal Credit are expected to impact directly on the Council in October 2015.
- 9.22 The other Welfare changes being implemented by the Government will impact on the Council with an increase in enquiries for benefit information and advice and also it is expected that there will be an increase in demand for housing advice services. The Council is working with the other Essex authorities to manage the impact of these changes.

Localism Act 2011

- 9.23 The Localism Act was introduced to Parliament on 13 December 2010 and given Royal Assent on 15 November 2011. The Act aims to significantly decentralise power and decision-making to councils and neighbourhoods and gives local communities more control over housing and planning decisions but it is still not clear how these additional responsibilities for local authorities will be financed, particularly in the context of the reduced Government Grant settlement.
- 9.24 This report does not attempt to cover all the implications of this new legislation but just to highlight those issues which could have a significant impact on the MTFS in the future.
- 9.25 The right for residents to veto excessive Council Tax rises by referendum has been covered in the earlier Section on Council Tax.
- 9.26 The Act gives a community right to buy which would require local councils to draw up and publish a list of assets of community value. This right provides a route for community groups to express an interest in bidding for assets and there would also be a community right to challenge which would provide community groups, employees and parish councils with the right to bid to the council to take over the running of a service. The Council has not received any approaches under this Right.
- 9.27 Work is underway by the Local Land Charges Institute and Land Registry on moving to a national delivery of the land search service. There is as yet no

timetable for when this might be introduced. It will have an impact on the Council in terms of income from land charge searches and staffing.

Inflation

- 9.28 One impact of the economic situation is the effect on inflation and, in particular, the increased volatility which has made accurate forecasting difficult. The Council has outsourced a number of services which means that about £5m of expenditure is contracted out and the terms of the contracts allow for an annual increase based on retail price indices. The MTFS is based on the inflation forecasts used by the Government in their forecasts as inflation affects the Retained Rates Scheme. Inflation forecasts are for Retail Price Index rather than the Government's official inflation measure Consumer Price Index:

Inflation	2015/16 £m	2016/17 £m	2017/18 £m	2019/20 £m
Retail Price Index Forecast	2.2%	2.8%	2.8%	2.4%

- 9.29 Each change of 0.1% is equivalent to about £14,000 net expenditure. The risk that inflation is higher is managed through the General Fund balance.

Salaries

- 9.30 Salaries account for approximately £6.8m of the Council's expenditure. The cost of living rise for 2014/15 was 2.2% from January 2015 and covering the period to March 2016.
- 9.31 In addition to the annual savings target, the estimate for salaries includes a savings target which is achieved through staff turnover and tight management of vacancies, including challenging staff replacements.

9.32 The headcount and target information is shown below:-

	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000s	2014/15 £000s	2015/16
Original Salaries Estimate	7,512	7,511	6,898	6,987	7,126	6,453
Salary savings target	(400)	(921)	(400)	(415)	(300)	(200)
Target Cost	7,112	6,590	6,498	6,572	6,826	6,253
Actual Cost	6,831	6,477	6,490	6,690	6,587*	
Actual Savings	(681)	(1,034)	(408)	(297)	(539)	
Headcount (Full Time Equivalents)	209	214	211	206	190*	

*based on current estimates

- 9.33 In the Chancellor's 2012 autumn statement he announced that, following a two-year pay freeze for public sector workers, he was setting a cap of 1% on the cost of living rise for the two years from 2013. Pay awards in local government are covered by free collective bargaining by employers and the trade unions and are not subject to direct control by central government. However, it is considered reasonable to assume that future pay negotiations will take this cap into account. The MTFS has therefore assumed per year increases, albeit that the pay award in January 2015 covers up to and including March 2016.
- 9.34 The introduction of the single-tier pension from 2016 means the abolition of the Second State Pension (SSP). All those who are in occupational pension schemes such as the Local Government Pension Scheme currently opt out of the SSP. When it is abolished all employees will benefit from the new higher pension but will not longer be entitled to pay lower national insurance (NI) so their NI payments will increase. This will also affect employer NI contributions. The MTFS includes £14,000 based on the current staff profile.
- 9.35 At the time of writing, it is difficult to estimate accurately the final impact that the redesign will have on salaries but the following points will affect the costs that will be incurred in 2014/15 and the costs/savings that will be shown for 2015/16:-
- It is proposed that the budgets for vacancies ('vacancy pot'), currently not being actively recruited to, will cover the costs of any additional posts that are identified at the other levels. This will be done by the Assistant

Directors when they assess their requirements in light of the reduction of 15 posts from the tier 2 and tier 3 staff;

- Through the Redesign, voluntary redundancy has been agreed for 9 staff. The total termination costs will be £620,415 and will be recognised in 2014/15. 5 posts affected by the Redesign are vacant so there are no termination costs;
- The costs for the new posts will be between £762,500 and £782,800, depending on pay protection;
- It is difficult to forecast termination costs for compulsory redundancies as this is dependent upon slotting in to new posts;
- 2015/16 budget book shows:

Remove existing salary costs	(£1,620k)
Salary costs for new posts	£783k
Officers subject to VR/CR working notice	£14k
Net savings	(£823k)

Interest Forecasts

- 9.36 Although investment income is no longer a significant source of income for the Council, having fallen from £1m in 2007/08 to less than £100,000 per year, any increase in interest rates will generate additional income and affects borrowing costs.
- 9.37 The latest forecasts used in the MTFS for Base Rate are that it will remain at 0.5% until at least the end of 2016, 18 months later than anticipated in last year's MTFS.

Summary of Expenditure

- 9.38 The Council's expenditure is forecast to change over the life of the MTFS as follows:-

	2014/15 R	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m	2018/20 £m
Salaries	7.228	6.255	6.376	6.488	6.590	6.693
Other Employee Costs	1.099	1.179	1.190	1.200	1.212	1.224
Premises	0.704	0.726	0.738	0.729	0.747	0.765
Transport	0.125	0.122	0.123	0.126	0.129	0.132
Supplies and Services	2.106	1.980	1.921	1.803	1.915	1.934

	2014/15 R	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m	2018/20 £m
Contracted Services	4.580	4.676	4.771	4.867	5.034	5.155
Savings b/f	Note 1	Note 1	(0.100)	(0.400)	(0.500)	(0.700)
Benefits	18.483	18.506	18.506	18.506	18.506	18.506
Fees and Charges	(4.147)	(4.639)	(4.551)	(4.646)	(4.718)	(4.373)
Direct Grants and Subsidy	(19.550)	(19.238)	(19.076)	(19.035)	(19.022)	(19.010)
New Savings in year	0.000	(0.100)	(0.300)	(0.100)	(0.200)	(0.400)
Total	10.627	9.467	9.598	9.340	9.393	9.727
Change over previous year		-10.9%	1.4%	-2.7%	0.6%	3.6%

Note 1 – savings from previous years are included in the core estimates

10 FEES AND CHARGES

- 10.1 Although the Council reviews discretionary fees annually as part of the Budget Process, circumstances may change during the year necessitating in-year changes and Council has delegated in-year approval of discretionary fees to the Executive.
- 10.2 The proposals in respect of the charges for 2015/16 are shown in Appendix 3 to this report. Changes shown in the Appendix come into effect from 1 April each year, unless indicated otherwise.
- 10.3 The Council also undertakes to review existing services to identify opportunities for introducing or increasing charges, if appropriate. Charging users for services reduces the level of overall subsidy by Council Tax payers to a particular service.
- 10.4 Fees for Licensing, Planning and certain other services are not included within the schedule for fees and charges, as these are prescribed and the Council has no discretion. These are available on request from the relevant department and will be published on the Council's website.
- 10.5 In 2010, changes to the regulations for building control and land charges fees were introduced to ensure that fees covered the cost of the service only. The fees are reviewed at regular intervals and changes will be made if they are required because of changes to the cost of the service; these changes will be reported to the Executive. The current fees for Land Charges are included

in the appendix for approval. The current Building Control fees are not shown in the appendix due to the wide fee structure.

- 10.6 The Council continues to be successful in generating income through the provision of services to partners and other councils and approximately £317,000 (132,400 – 2013/14) will have been earned in 2014/15; examples include:-

Service	Income
• Payroll Service to Castle Point Council	£21,500
• Elections Payroll Services to Castle Point Council, Brentwood Council and Thurrock Council	£7,100
• Arboricultural and playground inspection services to the Rochford Housing Association	£29,200
• Grounds maintenance services to Parish Councils & Essex County Council	£18,900
• Legal Services – parishes and Environment Agency	£14,600
• Building control Partnership	£10,000
• Administration of Dutch Cottage and Finchfield bungalows	£10,600
• IT Backup Storage for Southend Council	£1,200
• Prosecution of fraud cases for Castle Point Council	£2,000
• Planning Programme Management	£2,000
• Dataset Work	£7,000
• Health Walks in Castle Point	£2,000
• Wild Woods Day	£1,600
• Salvation Army – Recycling	£8,200
• Council Tax Sharing Agreement	£142,000
• Essex LCTS Business Case - Collection Investment	£43,000

Car Parking Charges

- 10.7 The Council maintains a number of car parks and as a key principle, we charge for and manage our car parks to ensure residents can access town centre facilities, safely and easily. When reviewing its charges, the Councils

aims to set charges that will enable it to manage and maintain the car parks to the high standard expected by users and to manage and maintain proper controls over the use of town centre parking spaces as contributor to vital and viable town centres. The Council continues to provide free parking in its car parks on Saturday afternoons, Sundays and Bank Holidays. No changes are proposed to the charges for 2015/16.

11 MANAGEMENT OF RESERVES AND GENERAL FUND BALANCES

Introduction

- 11.1 The requirement for financial reserves is acknowledged in statute. Sections 32 and 43 of the Local Government Finance Act 1992 require authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. Within the existing statutory and regulatory framework, it is the responsibility of the Head of Finance, as the Chief Finance Officer, to advise the Authority about the level of reserves that it should hold.
- 11.2 There is no statutory minimum level of reserves but it is important to manage the level of reserves in order to:
- Maintain adequate balances to provide contingency funds for unforeseen events.
 - Provide resources to support the Council's long term spending plans
 - Avoid holding excessive amounts because of the opportunity costs in not utilising these resources.
- 11.3 The Council's Policy on Reserves is that, as part of the budget preparation process, the Council will carry out a risk assessment of any material items included in the budget that are based on forecasts or assumptions and that an appropriate level of reserve will be maintained based on the assessment of the probability of events occurring that would require some or all of those reserves to be drawn upon. The approved level of reserves is to be adhered to in order to support the Council in the achievement of its long term objectives. The Council will also establish and maintain earmarked reserves to build up resources and for each earmarked reserve there will be a clear protocol setting out:
- the reason for/purpose of the reserve
 - how and when the reserve can be used
 - procedures for the reserve's management and control
 - a process and timescale for review of the reserve to ensure continuing relevance and adequacy.

Earmarked Reserves

- 11.4 The Council maintains a number of earmarked reserves as a means of building up funds to cover expenditure on particular items. These reserves are used for a number of reasons including:-
- Sums set aside for major schemes
 - Self insurance
 - Ring fenced activities, for example Crime and Disorder
 - Repairs and Maintenance Reserve
 - Reserves retained for specific service use where under-spends are carried forward to enable better use of finances
 - Up to £10,000 of salary savings will be carried forward in a reserve to provide funding for corporate training initiatives.
 - Funds held on behalf of partnerships where the Council is effectively acting as banker, an example being the Local Strategic Partnership
 - Where grants have been received either specifically in relation to planning activities or have been allocated to planning activities, but have yet to be fully spent, and also where specific planning budgets have come in underspent, these residual funds have been retained in reserves in order to support the work on the Local Development Framework and in Planning policy.
- 11.5 The Council regularly reviews the reserves as part of the budget setting and closure of accounts processes to make sure that they are appropriate. Reserves should be used in accordance with the reasons they were set up and their use is authorised by the Section 151 Officer.
- 11.6 Forecast movement in the current Reserves and Balances is summarised below. These are estimates based on expenditure and plans at the time of writing the MTFS. A further report on Reserves and Balances will be made to Council as part of the closure of the accounts for 2014/15.

Earmarked Reserves	Balance as at 31 March		Reason for Reserve & Criteria for usage
	2014 £000s	2015 £000s	
Corporate	830	600	To meet Council's Corporate and Statutory objectives, for example Community Safety, Economic Development and Insurance Fund. This reserve also holds funds for outstanding legal claims and includes funds held on behalf of partnerships or ring-fenced for specific purposes

Earmarked Reserves	Balance as at 31 March		Reason for Reserve & Criteria for usage
	2014 £000s	2015 £000s	
Strategic Housing	127	157	Funds for provision of Strategic Housing. To meet Strategic Housing requirements and action to prevent homelessness.
ICT Strategy	7	-	Funds for ICT Strategy - maintained by additional surpluses on the General Fund identified at the end of the year Bids to utilise these funds are considered annually as part of the divisional plan and budget process and agreed by the Executive.
Projects	1,030	880	For specific projects including sports and arts activities and planning. To implement Member decisions and deliver priorities. This Reserve includes funds held on behalf of partnerships or is ring-fenced for specific purposes.
Repairs & Maintenance	174	62	Funds to maintain Council's assets at an acceptable level Use of the reserve is managed by the Financial Programmes Group.
Total	2,168	1,699	

- 11.7 If necessary the Section 151 Officer may approve the use of Earmarked Reserves to cover unexpected emergency expenditure.

General Fund Reserve

- 11.8 The Authority also has a General Fund reserve as a result of accumulated surpluses on the General Fund account.
- 11.9 The reserve is intended to provide sufficient safeguards against events that may happen that would impact on the Council's liquid cash resources and place the Council in an insolvent position. It therefore ensures the Council can set a balanced budget. It also enables the Council to undertake medium term financial planning and achieve its longer term objectives.

11.10 The current strategy is to build up General Fund balances going forward to prepare for the risks associated with the business rates retention scheme, further constraints on public spending including a change of Government and the triennial revaluation of the pension scheme and to build up funds for future investment in services or revenue generating schemes.

11.11 The level of the General Fund reserve is reviewed annually as part of the budget process and the current target for General Fund balances is:

General Fund	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Target	1.100	1.500	1.800	2.000	2.400	2.400

Collection Fund Reserve

11.12 As the Billing Authority, this Council collects Council Tax on behalf of Essex County Council, Essex Fire and Rescue Authority and Police and Crime Commissioner (all known as main precepting bodies). The amount of Council Tax to be collected includes an allowance for non-collection of Council Tax. When we collect more than the amount due, this surplus is held in the Collection Fund as a ring fenced amount and can be distributed to the main precepting bodies and ourselves on a proportionate basis, based on the Band D Council Tax amount for each body.

11.13 A forecast is made of the likely outturn surplus or deficit for the current financial year and this amount is then split across the main precepting bodies and this Council. For 2015/16 there will be a surplus on the collection fund, attributable to the billing authority and main preceptors as follows:

Recipient	Distribution Amount – Deficit/(Surplus)	
	2014/15 actual £000s	2015/16 proposed £000s
Rochford District Council	10	(104)
Essex County Council	46	(452)
Essex Police and Crime Commission	6	(60)
Essex Fire & Rescue Authority	3	(28)

12 IDENTIFICATION OF PRIORITIES

12.1 The Council has refreshed its Corporate Plan around its priorities of economic growth, homes and place.

12.2 The Localised Council Tax Support Scheme, which replaced Council Tax Benefit from April 2013, has been introduced by the Government because it

believes that local authorities are best placed to drive economic growth which will lead to job generation and reduce the demand for Council Tax Support.

- 12.3 Over the last few months the Council has been running a Budget consultation which has been available on-line, published in Rochford District Matters, publicised through social media and distributed at various public events. 284 residents responded; 182 online and 102 by hard copy.
- 12.4 Residents were asked to indicate how important each service is to them and the results are:

Service area	Very Important %	Medium Importance %	Low Importance %	No answer %
Street cleansing	72.2	21.8	3.9	2.1
Recycling collection	72.9	19.4	5.6	2.1
Community Safety	65.5	26.1	6.7	1.8
Woodlands, parks & open spaces	61.3	30.6	6.3	1.8
Environmental Health	56.7	31.3	9.2	2.8
Voluntary grants	42.6	42.3	13.7	1.4
Public conveniences	46.5	32.0	19.4	2.1
Economic Development	35.2	40.5	22.2	2.1
Leisure premises	25.7	47.9	25.0	1.4
Windmill	26.8	40.5	31.7	1.1

- 12.5 Residents were also asked the following questions and their responses are as shown below:-

Question – I would be happy to see	Strongly agree/Agree	Neither	Disagree/Strongly disagree
an increase in Council Tax if it avoided reductions in service	64%	11%	25%

Question – I would be happy to see	Strongly agree/Agree	Neither	Disagree/ Strongly disagree
an increase in the expenditure to resolve flooding issues, even where these are not the District Council's responsibility	59%	18%	23%
parking charges introduced at other open spaces in the District to support those facilities	32%	13%	55%

12.6 The consultation also gave residents the opportunity to identify their top 3 issues and the ones mentioned the most often were:-

- Community safety / tackling Anti-Social Behaviour
- Stop building on greenbelt
- Street lighting on*
- Flooding
- Better roads – sorting out pot holes (County function)
- Recycling
- Less Councillor pay / better conduct
- Free parking / reduce parking charges
- Litter / fly tipping
- Maintain / improve open spaces

12.7 **Part Night Street Lighting** – a Member Advisory Group has been established to look at the issues and implications arising from Essex County Council's decision to introduce part night lighting in some areas of the district. In order to support the work of the Group including detailed research and analysis, a one off budget of £30,000 will be allocated for 2015/16.

12.8 **Community Safety Accreditation Scheme (CSAS)**- a one off budget of £6,000 will be included for 2015/16 to enable the Council to become a member of the Police CSAS. The CSAS allows the Chief Constable to accredit Council staff with powers to tackle graffiti, litter, abandoned cars and anti-social behaviour.

12.9 **Flood Prevention Works** – in 2014, the Council set up the Surface Water Flood Action Group to work with partner agencies to address some of the issues that cause localised flooding in the district. Although the Council is not the lead authority for flood prevention works, Members allocated £18,000 from Earmarked Reserves to carry out priority works that would help prevent future flooding. In response to the work that Rochford District Council have been doing, Essex County Council have also agreed to contribute £50,000. In the public consultation, 59% of respondents agreed that they would be happy to see an increase in the expenditure to resolve flooding issues, even where these are not the District Council's responsibility. Therefore in order to

continue the work and work with agencies, the Council will introduce a budget of £25,000, in addition to the existing revenue provision for works on its land. Any unspent budget will be set aside in an earmarked reserve to potentially build up funds for larger schemes.

- 12.10 **Recycling** – In the public consultation, 73% of respondents identified recycling as being a very important service for them. An Essex County Council run Recycling Centre was originally sited in Great Wakering; this site was closed in 2000 and the Southend site in Stock Road became the nearest facility for residents living in that part of the district to use. In April 2011, residents were charged £3 by Southend Borough Council to use the Stock Road site. Residents could then claim the money back from Essex County Council. This system was in operation until two years ago, when it was agreed that the residents could enter Stock Road site free of charge. The annual cost of £30,000 was paid by Essex County Council to Southend Borough Council. This cost was subsequently increased, at which point, Essex County Council stopped payments, resulting in Rochford District residents no longer being permitted access after 1 April 2014. The closest Essex County Council run site is at Rayleigh, a distance of 11 miles from Great Wakering.
- 12.11 A pilot amenity vehicle scheme was introduced in Great Wakering to enable residents to dispose of excess waste and was funded by Essex County Council for 12 weeks. The scheme was well received but the costs of running the service are disproportionate to the Council's standard collection arrangements, costing £217 per tonne compared to £39 per tonne. Essex County Council declined to provide further funding and Rochford District Council agreed to fund the scheme for the rest of 2014/15.
- 12.12 The full year costs of running the amenity vehicle scheme are approximately £60,000. It is proposed to enter into negotiations with Southend Borough Council for a fixed price to be paid to them to open up the Stock Road Recycling Centre to Rochford residents. There will be an increase to the Recycling Contract budget to cover the forecast cost.
- 12.13 **Access to Services** – In order to respond more quickly to residents' issues raised on social media, the Council will work with partners on a social media strategy and invest in a social media management system. A budget of £7,500 will be required for this, which will fund up to 10 users within our Communications and Customer Services teams.
- 12.14 **Economic Growth** – In its Corporate Plan, the Council recognises that economic growth is crucial to the vitality of the district. The new funding regime, Business Rates Retention scheme, means that one of the main funding streams will be directly linked to growth in business rates, arising from new or enlarged businesses. The Council's Economic Growth Strategy sets out the plans for business support, helping businesses to grow, support for new business start-ups promoting inward investment opportunities and funding sources; and to show how the Council will be driving economic

development forward. A budget of £15,000 will be established to support these activities.

12.15 Pest Control Service – Since 2011, the Council has only been providing a free pest control service to residents in hardship. The Council will reintroduce a free pest control service to all residents. The details of the service will be agreed by the Portfolio Holder and the service will start in April 2015. The estimated cost is £40,000 per year but this will need to be reviewed as it is difficult to estimate demand. The hardship fund will still be available in appropriate circumstances for the treatment of other pests.

12.16 Grants to Voluntary Organisations – the allocation for 2015/16 was agreed by Council in December 2014 based on the process agreed by the Executive. The report to the Executive noted that a commissioning process would be set up to allocate the grant funding currently allocated to CAB and RRAVS. This is being developed with a view to implementing for a 3 year period from April 2016. Further reports will be brought into Members on the detailed arrangements.

13 MIND THE GAP

13.1 The Council continues to deliver savings and recent examples include:-

Budget	2014/15 REVISED	2015/16 changes compared to 2014/15
Bank Charges – Reduction in Bank charges due to a new contract with Lloyds Bank	36,200	(10,000)
Windmill – increase number of civil ceremonies by 10 and increase donations to running costs	19,600	(11,900)
Parks and Open spaces fees – Increase in sale of wood products, pitch hire fees and events.	(131,900)	(12,700)
Planning Policy Fees – provision of services externally	(11,500)	(10,500)
Refuse Collection Contract – renewal of contract will deliver savings, in particular through the financing of the new vehicles	2,200,600	(300,600)
Homelessness Contracted Accommodation – provision of additional temporary accommodation and bringing empty homes back into use. Secure additional nightly paid units under House to Homes lettings and implement homelessness prevention action plan.	350,000	(26,500)

- 13.2 With the Council's strategy to reduce reliance on Revenue Support Grant by increasing other income streams, the budget gap for the medium term financial strategy is based on increasing General Fund balances to support future investment.

	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Savings Required	0	0.100	0.300	0.300	0.300	0.300

- 13.3 It is considered reasonable to leave a gap of £100,000 for 2015/16 that will be met from in-year savings; the risk that this element of the gap will not be met, is addressed through the higher level of General Fund balances and will be identified at the mid year revision of budgets, which allows an opportunity to reign in spending if necessary.
- 13.4 As further reductions by the Government in public spending are expected over the medium term, The Council is developing a longer term approach to identifying cost reductions and income generation opportunities.

14 CAPITAL PROGRAMME

- 14.1 Capital expenditure supports the delivery of the Council's Corporate Plan through the following objectives:-
- To ensure that there are suitable assets to support delivery of services and enable access by all, both now and as services evolve.
 - To ensure that these assets are suitably maintained and enhanced.
 - To maximise the use of External Funding and provide the assets in the most cost effective and efficient manner.

Key Areas of Capital Spend and Funding

- 14.2 Rochford District Council is only a small authority and this is reflected in the Council's Capital Programme. Capital projects are generally small and infrequent and most expenditure is spent on ensuring that the District's assets are maintained and that the District is a modern and desirable area to live in.
- 14.3 Grant funding mainly relates to housing, for which we receive grants for items, such as disabled facilities, where we provide grants to the public to convert dwellings for the use of the disabled. The other main area of funding is Capital Receipts. The main sources of capital receipts are from disposal of assets and a contract arrangement with Rochford Housing Association.

Framework for managing and monitoring capital programme and risk management

- 14.4 To ensure that funds are prioritised and allocated to the right areas, the following criteria are applied to all bids for capital expenditure before being put in front of members for approval to be included in the capital programme.
- **Investment in statutory and priority services** to ensure the continuation of essential services and value for money
 - **Ensure that landlord and owner responsibilities are undertaken** including priority items identified through the asset management plan
 - **Improve infrastructure** that has an influence on economic activity and the wellbeing of the District. This mainly relates to the improvement of town and village centres.
 - **Priority items flowing from key strategy documents**
 - Schemes bringing in **external funding**
 - Schemes that **generate revenue** income or **reduce revenue costs**.
- 14.5 The first of these criteria will become the main priority with the reduction in the Capital Receipts pot, which is currently forecast to run out in 2016/17. The Council has agreed a programme for the development and disposal of various sites across the District over the next 4 years which will generate capital receipts, particularly as the housing market improves. With the continuing cuts in public sector funding, the Council will also continue to explore opportunities for invest to save schemes where capital investment can be used to generate revenue income or reduce revenue costs.
- 14.6 Unless indicated otherwise, further reports will be made to Members on the final proposals for the capital schemes which will include consideration of other options for delivering the required results and any on-going revenue costs. The reports to Members will identify the whole life costs of the projects, including any associated revenue costs as these need to be considered in the overall affordability of the project.

Capital Programme Risk Management

- 14.7 The capital programme is monitored throughout the year by a multi-disciplinary officer group (Financial Programmes Group). All items are considered at the start of the financial year for likelihood of problems being incurred and changes being necessary to the programme. Risk management is also a key factor in the project management of major schemes.

Capital Programme Monitoring and Reporting

- 14.8 Unfortunately, sometimes factors may cause projects to slip behind the planned timetable. This is monitored as part of the Financial Programmes Group work, and will be reported to officers and members as required by the

Financial Regulations. It will also be reported to Members as part of the Quarterly Financial Management Report which includes updates on the expenditure. Major capital schemes are also monitored as part of the Progress of Decisions report made to the Executive on a quarterly basis.

Capital Spending Proposals

14.9 The proposed Capital Programme is in Appendix 4. In addition, there are also some potential projects that have not yet been built into the Programme as further work is required on either their feasibility or detailed costings. They are not included in the Programme because of uncertainty about timing and costs.

- Land purchases to facilitate housing and the delivery of the Town Centre Action Plans.
- Non Religious Place of Ease at Hall Road Cemetery – this item will be kept under review until funding can be identified
- Buildings on the depot site are approaching the end of their useful life and some of the buildings are now unusable following flooding. As a result they will require replacement.
- As part of its on-going review of infrastructure and in particular to ensure that IT systems are future proofed, the Council may need to invest in IT hardware. Council may want to develop remote working to deliver savings from more efficient working and freeing up accommodation. Any proposals for investment will come via the ICT Strategy.

Capital Financing and Prudential Indicators

14.10 Local authorities are now able to determine their own borrowing requirements. However these have to be within the Prudential Code, the framework of which requires local authorities to demonstrate that its capital expenditure is prudent, affordable and sustainable.

14.11 All capital spending proposals are considered for their revenue impact over the life of the asset. This is built into the MTFS where significant to ensure that all proposals are affordable.

14.12 Much of what follows are technical issues that are required to be reported to Council; however the bottom line is the question of whether the Council can afford any new borrowing. Therefore when agreeing the Capital Programme, under the Prudential Code, the Council is required to consider a number of Prudential Indicators of affordability. It should be stressed that although the following borrowing indicators have been calculated, there may not be any actual borrowing as funding may come from other sources.

14.13 **Ratio of Financing Costs to Net Revenue Stream** – this indicator identifies the trend in the cost of capital (borrowing costs net of interest and investment income) against the net revenue stream. A negative figure shows that there is a net contribution to the revenue budget from investment income.

%	2013/14 Actual	2014/15 Estimate	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate
Ratio of Financing Costs to Net Revenue Stream	(0.36%)	(0.60%)	(0.22%)	0.06%	0.26%

14.14 **Estimates of the incremental impact of capital investment decision on the Council Tax** - this indicator identifies the trend in the cost of implementing changes in the Capital Programme compared to the current Capital Programme.

14.15 The Council is required to make reasonable estimates of the total capital expenditure that it plans to incur during the forthcoming financial year and at least the following two years. Council agreed the current Capital Programme in July 2013 and this is the starting point for considering the affordability of the proposed Capital Programme.

£	2013/14 Actual	2014/15 Estimate	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate
Council tax - band D	(0.18)	0.12	1.00	0.09	(0.02)

14.16 It must be stressed that these are only to be used as indicators and do not represent actual increases or decreases in Council Tax. The Code merely requires the potential change to Council Tax be identified to Council.

14.17 **Capital Financing Requirement (CFR)** – This indicator reports on the Council's underlying requirement to finance its current and historic capital expenditure, which has not been charged to revenue. The change year on year will be influenced by the capital expenditure within the year. The CFR is designed to measure the underlying need to borrow, or finance by other long-term liabilities, capital expenditure. With the purchase of the recycling vehicles, the Capital Programme will require borrowing or additional capital receipts to fund it. The business case for the recycling vehicles demonstrated that the savings on the contract cost, as a result of the Council funding the

purchase, outweighed the additional financing costs of any borrowing. The borrowing may not necessarily take place externally as the Council can use internal resources to fund borrowing.

14.18 The table shows the possible external debt, against the underlying capital borrowing need (the Capital Financing Requirement - CFR), showing that the authority is underborrowing compared to need.

	2013/14 Actual	2014/15 Estimate	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate
Borrowing	-	-	1,806	2,363	2,629
Capital Financing Requirement	1,061	1,061	2,867	3,424	3,690

15 MEDIUM TERM FINANCIAL PLAN

15.1 All the matters discussed in this report are brought together to produce the Council's MTFS for the period 2015/16 to 2019/20.

15.2 On the basis that all the proposals recommended in this report are agreed together with the core estimates, the MTFS can be summarised into a Medium Term Financial Plan.

15.3 With a Council Tax Freeze, the MTFP would be:

	2014-15 R £m	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m
Base Budget	10.476	10.667	9.467	9.598	9.340	9.393
Inflation	0.000	0.250	0.269	0.288	0.259	0.267
Planned Growth	1.886	0.576	0.051	0.025	0.154	0.034
Planned Reductions	(0.676)	(1.747)	(0.140)	(0.217)	0.000	(0.025)
Income Changes	(1.058)	(0.180)	0.250	(0.054)	(0.060)	0.358
Budgeted Expenditure	10.627	9.567	9.898	9.640	9.693	10.027
Savings Required	0.000	(0.100)	(0.300)	(0.300)	(0.300)	(0.300)
Net Expenditure	10.627	9.467	9.598	9.340	9.393	9.727
Financed By:						

	2014-15 R £m	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m
Government Support	(4.279)	(3.910)	(4.334)	(4.196)	(4.016)	(3.760)
Council Tax Income	(6.116)	(6.420)	(6.455)	(6.590)	(6.723)	(6.868)
Total Income	(10.394)	(10.330)	(10.789)	(10.787)	(10.738)	(10.628)
Use of General Fund Balances	(0.233)	0.000	0.000	0.000	0.000	0.000
Contribution to General Fund Balances	0.000	0.863	1.192	1.446	1.345	0.901

15.4 With a 1.5% Council Tax increase, the MFTP will be:

	2014-15 R £m	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m
Base Budget	10.476	10.667	9.467	9.598	9.340	9.393
Inflation	0.000	0.250	0.269	0.288	0.259	0.267
Planned Growth	1.886	0.576	0.051	0.025	0.154	0.034
Planned Reductions	(0.676)	(1.747)	(0.140)	(0.217)	0.000	(0.025)
Income Changes	(1.058)	(0.180)	0.250	(0.054)	(0.060)	0.358
Budgeted Expenditure	10.627	9.567	9.898	9.640	9.693	10.027
Savings Required	0.000	(0.100)	(0.300)	(0.300)	(0.300)	(0.300)
Net Expenditure	10.627	9.467	9.598	9.340	9.393	9.727
Financed By:						
Government Support	(4.279)	(3.843)	(4.267)	(4.129)	(3.948)	(3.693)
Council Tax Income	(6.116)	(6.515)	(6.553)	(6.690)	(6.824)	(6.972)
Total Income	(10.394)	(10.358)	(10.819)	(10.819)	(10.772)	(10.664)
Use of General Fund Balances	(0.233)	0.000	0.000	0.000	0.000	0.000
Contribution to General Fund Balances	0.000	0.891	1.222	1.478	1.379	0.937

- 15.5 The level of General Fund balances will depend on the Council Tax increase determined at this meeting and will be one of the following options:-

Council Tax change	General Fund Balance (£m)					
	2014/15 R £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19	2019/20 £m
Frozen	0.761	1.624	2.816	4.062	5.108	5.808
1.5% increase	0.761	1.652	2.874	4.152	5.231	5.968

- 15.6 The total net budget, before contribution from reserves, for 2015/16 is £9.47m, compared to a net budget for 2010/11 of £11.52m, a reduction of 22% over 5 years and a reduction in real terms of 39%. The net budget for 2014/15 was £10.32m.

16 RISK IMPLICATIONS

- 16.1 The risks to the MTFS and the financial standing of the Council are discussed within this report. The key controls for managing financial risks are the robust estimate process, a 5 year Medium Term Financial Plan, the in-year budget monitoring and detailed financial risk assessments.
- 16.2 The Council's main sources of income will be Council Tax, New Homes, Revenue Support Grant and Business Rates. The Council needs to be proactive in developing opportunities for growth in both new housing and local businesses in order to achieve growth in these income streams.
- 16.3 With the introduction of Police & Crime Commissioners, the Home Office have introduced new regulations covering the preparation of the Police budgets. The Police & Crime Commissioners must notify the Police & Crime Panels of proposed precept levels by 1 February each year. The Panel have one week to respond to the precept proposal and, if accepted, the precept is set. However, if the Panel do not accept the precept, the Commissioner has to respond to the Panel by 15 February with a revised precept. The Panel have until 22 February to review the revised precept and respond to Commissioner. If, at this stage, the Panel still does not accept the revised precept, the Commissioner has until 1 March to respond with a further revision. On this basis then, it could be 1 March before we receive the final precept from the Police and Crime Commissioner
- 16.4 The Government intend to have a national reset of the Business Rates Retention scheme in 2020 with a new baseline set and any growth achieved by this date subsumed within the national total for redistribution through the new baselines.
- 16.5 With the General Election in 2015, any change in Government may lead to changes in the funding regime for local authorities and change in policy that directly impacts on the Council and the services it delivers.

17 EQUALITIES AND DIVERSITY IMPLICATIONS

- 17.1 When considering changes to service delivery or the introduction of new charges, the Council must consider Equality and Diversity issues. The approach taken is to adopt a staged process:

Stage	Title	Purpose
1	Preliminary Assessment	Initial assessment to determine if there will be any adverse impact, carried out by the relevant member of the Senior Management Team. If there is no impact at all on any group of users or the community, then only this Stage needs completing.
2	Equality Risk Assessment	Scoring to assess the level of risk, carried out by relevant member of the Senior Management Team.
3	Equality Impact Assessment - Identifying Adverse Impact	Level of detail depends on risk assessment scoring but any removal or reduction in service must go through this stage. Completed by the relevant member of the Senior Management Team and a summary reported to Members at the time of the final decision making.
4	Sign Off	Approval and decision making details by Members
5	Implementation	Action Plan to implement and minimise impact. Completed by the relevant member of the Senior Management Team with a summary reported to Members at the time of the final decision making.

- 17.2 Where Council decides in principle to look at a particular area, with the decision on the detail referred to the Executive, the Equality Impact Assessment will be completed with the final report.

18 RECOMMENDATION

- 18.1 It is proposed that the Council **RESOLVES** to agree:-

- (1) The level of Council Tax for Rochford District Council for 2015/16 by recorded vote.

- (2) The Medium Term Financial Strategy for 2015/16 to 2019/20 including the proposals contained within this report, with the following key budgetary changes:-
- a) New budget of £7,500 for the Social Media Strategy and any required subscriptions.
 - b) New budget of £15,000 to support the delivery of the Economic Growth Strategy.
 - c) Increase to the Recycling contract costs to provide access for Rochford district residents to the Southend Borough Council amenity site in Stock Road.
 - d) New budget of £40,000 for reintroduction of a pest control service, final details to be determined by the Portfolio Holder for introduction from 1 April 2015.
 - e) New budget of £25,000 for flood prevention works.
 - f) New budget of £6,000 for Community Safety Accreditation
 - g) One off budget for 2015/16 of £30,000 to support the work of the Part Night Street Lighting Member Advisory Group.
- (3) The core estimates for 2015/16 as shown in the attached Draft Budget Book
- (4) The schedule of fees and charges for 2015/16.
- (5) The Capital Programme.
- (6) The use of Earmarked Reserves.
- (7) The Non Domestic Rates Return (NNDR1).



Yvonne Woodward

Head of Finance

Background Papers:-

None.

For further information please contact Yvonne Woodward (Head of Finance) on:-

Phone: 01702 318029

Email: yvonne.woodward@rochford.gov.uk

If you would like this report in large print, Braille or another language please contact 01702 318111.

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1

2015-16

Please e-mail to: nndr.statistics@communities.gsi.gov.uk by no later than 31 January 2015.
In addition, a certified copy of the form should be returned by no later than 31 January 2015 to the same email address

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Select your local authority's name from this list:

Richmond upon Thames
Richmondshire
Rochdale
Rochford
Rossendale
Rother

Rochford
E1540
Nick Scott
01702 318006
nick.scott@rochford.gov.uk

Authority Name
E-code
Local authority contact name
Local authority contact number
Local authority e-mail address

Ver 1.1

PART 1A: NON-DOMESTIC RATING INCOME

COLLECTIBLE RATES

£

1. Net amount receivable from rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs and accounting adjustments

16,353,709

TRANSITIONAL PROTECTION PAYMENTS

2. Sums due to the authority

0

3. Sums due from the authority

0

COST OF COLLECTION (See Note A)

4. Cost of collection formula

85,235

5. Legal costs

0

6. Allowance for cost of collection

85,235

SPECIAL AUTHORITY DEDUCTIONS

7. City of London Offset : Not applicable for your authority

0

DISREGARDED AMOUNTS

8. Amounts retained in respect of Designated Areas. Not applicable for your authority

0

9. Amounts retained in respect of Renewable Energy Schemes (See Note B)

0

of which:

10. sums retained by billing authority

0

11. sums retained by major precepting authority

0

NON-DOMESTIC RATING INCOME

12. Line 1 plus line 2, minus lines 3 and 6 - 9

16,268,474

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1

2015-16

Please e-mail to: nndr.statistics@communities.gsi.gov.uk by no later than 31 January 2015.
In addition, a certified copy of the form should be returned by no later than 31 January 2015 to the same email address

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Local Authority : Rochford

Ver 1.1

PART 1B: PAYMENTS

This page is for information only; please do not amend any of the figures

The payments to be made, during the course of 2105-16 to:

- i) the Secretary of State in accordance with Regulation 4 of the Non-Domestic Rating (Rates Retention) Regulations 2013;
- ii) major precepting authorities in accordance with Regulations 5, 6 and 7; and to be
- iii) transferred by the billing authority from its Collection Fund to its General Fund,

are set out below

	Column 1 Central Government	Column 2 Rochford	Column 3 Essex County Council	Column 4 Essex Fire Authority	Column 5 Total
Retained NNDR shares	£	£	£	£	£
13. % of non-domestic rating income to be allocated to each authority	50%	40%	9%	1%	100%
Non-Domestic Rating Income for 2015-16					
14. Non-domestic rating income from rates retention scheme	8,134,236	6,507,390	1,464,163	162,685	16,268,474
15. (less) qualifying relief in Enterprise Zones	0	0	0	0	0
16 TOTAL:	8,134,236	6,507,390	1,464,163	162,685	16,268,474
Other Income for 2015-16					
17. add: cost of collection allowance		85,235			85,235
18. add: amounts retained in respect of Designated Areas		0			0
19. add: amounts retained in respect of renewable energy schemes		0	0		0
20. add: qualifying relief in Enterprise Zones		0	0	0	0
21. add: City of London Offset : Not applicable for your authority		0			0
Estimated Surplus/Deficit on Collection Fund	£	£	£	£	£
22. Estimated Surplus/Deficit at end of 2014-15	-776,991	-621,593	-139,858	-15,540	-1,553,982
TOTAL FOR THE YEAR	£	£	£	£	£
23. Total amount due to authorities	7,357,245	5,971,032	1,324,305	147,145	14,799,727

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1

2015-16

Please e-mail to: ndr.statistics@communities.gsi.gov.uk by no later than 31 January 2015.
In addition, a certified copy of the form should be returned by no later than 31 January 2015 to the same email address

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Local Authority : Rochford

Ver 1.1

PART 1C: SECTION 31 GRANT (See Note C)

This page is for information only; please do not amend any of the figures

Estimated sums due from Government via Section 31 grant, to compensate authorities for the cost of changes to the business rates system announced in the 2013 & 2014 Autumn Statements

	Column 2 Rochford	Column 3 Essex County Council	Column 4 Essex Fire Authority	Column 5 Total
	£	£	£	£
2015-16 Multiplier Cap				
24. Cost of 2% cap on 2015-16 small business rates multiplier	94,899	21,352	2,372	118,623
Small Business Rate Relief				
25. Cost of temporary doubling of SBRR	325,798	73,304	8,144	407,246
26. Cost to authorities of maintaining relief on "first" property	0	0	0	0
"New Empty" Property Relief				
27. Cost to authorities of giving relief to newly-built empty property	0	0	0	0
"Long Term Empty" Property Relief				
28. Relief on occupation of "long-term empty" property	0	0	0	0
Retail Relief				
29. Relief provided to retail properties	117,507	26,438	2,938	146,883
TOTAL FOR THE YEAR	£	£	£	£
30. Total amount of Section 31 grant due to authorities	538,204	121,094	13,454	672,752

Certificate of Chief Financial Officer / Section 151 Officer

I confirm that the entries in this form are the best I can make on the information available to me and amounts are calculated in accordance with regulations made under Schedule 7B to the Local Government Act 1988. I also confirm that the authority has acted diligently in relation to the collection of non-domestic rates.

Name of Chief Financial Officer
or Section 151 Officer : _____

YVONNE WOODWARD

Signature : _____

Woodward

Date : _____

29/1/15

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2015-16

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Ver 1.1

Local Authority : Rochford

PART 2: NET RATES PAYABLE

You should complete column 1 only

GROSS RATES PAYABLE

(All data should be entered as +ve unless specified otherwise)

	Column 1 BA Area (exc. Designated areas) Complete this column £	Column 2 Designated areas Do not complete this column £	Column 3 TOTAL (All BA Area) Do not complete this column £
1. Rateable Value at 31/12/2014	40,566,315		40,566,315
2. Small business rating multiplier for 2015-16 (pence)	48.0		
3. Gross rates 2015-16 - (RV x multiplier)	19,471,831	0	
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)	120,000		
5. Forecast gross rates payable in 2015-16	19,591,831	0	19,591,831

TRANSITIONAL ARRANGEMENTS (See Note E) - Not applicable in 2015-16

6. Revenue foregone because increases in rates have been deferred (Show as -ve)	0	0	0
7. Additional income received because reductions in rates have been deferred (Show as +ve)	0	0	0
8. Net cost of transitional arrangements	0	0	
9. Changes as a result of estimated growth / decline in cost of transitional arrangements (+ = decline, - = increase)	0	0	
10. Forecast net cost of transitional arrangements	0	0	0

TRANSITIONAL PROTECTION PAYMENTS (See Note F) - Not applicable in 2015-16

11. Sum due to/(from) authority	0	0	0
---------------------------------	---	---	---

MANDATORY RELIEFS (See Note G) (All data should be entered as -ve unless specified otherwise)

Small Business Rate Relief

12. Forecast of relief to be provided in 2015-16	-1,605,568	0	-1,605,568
13. of which: relief on existing properties where a 2nd property is occupied	0	0	0
14. Additional yield from the small business supplement (Show as +ve)	392,423	0	392,423
15. Net cost of small business rate relief (line 12-line 14)	-1,213,145	0	-1,213,145

Charitable occupation

16. Forecast of relief to be provided in 2015-16	-987,459	0	-987,459
--	----------	---	----------

Community Amateur Sports Clubs (CASCs)

17. Forecast of relief to be provided in 2015-16	-13,518	0	-13,518
--	---------	---	---------

Rural rate relief

18. Forecast of relief to be provided in 2015-16	-265	0	-265
--	------	---	------

3.50

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2015-16

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Ver 1.1

Local Authority : Rochford

PART 2: NET RATES PAYABLE

You should complete column 1 only

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated areas	Column 3 TOTAL (All BA Area)
19. Forecast of mandatory reliefs to be provided in 2015-16 (Sum of lines 15 to 18)	-2,214,387	0	
20. Changes as a result of estimated growth/decline in mandatory relief (+ = decline, - = increase)	-217,097	0	
21. Total forecast mandatory reliefs to be provided in 2015-16	-2,431,484	0	-2,431,484

UNOCCUPIED PROPERTY (See Note H) (All data should be entered as -ve unless specified otherwise)

Partially occupied hereditaments

22. Forecast of 'relief' to be provided in 2015-16

0	0	0
---	---	---

Empty premises

23. Forecast of 'relief' to be provided in 2015-16

-324,427	0	-324,427
----------	---	----------

24. Forecast of unoccupied property 'relief' to be provided in 2015-16 (Line 22 + line 23)

-324,427	0	
----------	---	--

25. Changes as a result of estimated growth/decline in unoccupied property 'relief' (+ = decline, - = increase)

0	0	
---	---	--

26. Total forecast unoccupied property 'relief' to be provided in 2015-16

-324,427	0	-324,427
----------	---	----------

DISCRETIONARY RELIEFS (See Note J) (All data should be entered as -ve unless specified otherwise)

Charitable occupation

27. Forecast of relief to be provided in 2015-16

-22,877	0	-22,877
---------	---	---------

Non-profit making bodies

28. Forecast of relief to be provided in 2015-16

0	0	0
---	---	---

Community Amateur Sports Clubs (CASCs)

29. Forecast of relief to be provided in 2015-16

-345	0	-345
------	---	------

Rural shops etc

30. Forecast of relief to be provided in 2015-16

0	0	0
---	---	---

Small rural businesses

31. Forecast of relief to be provided in 2015-16

0	0	0
---	---	---

Other ratepayers

32. Forecast of relief to be provided in 2015-16

0		0
---	--	---

of which:

of which:

33. Relief given to Case A hereditaments

--

34. Relief given to Case B hereditaments

0

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2015-16

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Ver 1.1

Local Authority : Rochford

PART 2: NET RATES PAYABLE

You should complete column 1 only

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated areas	Column 3 TOTAL (All BA Area)
35. Forecast of discretionary relief to be provided in 2015-16 (Sum of lines 27 to 32)	-23,222	0	
36. Changes as a result of estimated growth/decline in discretionary relief (+ = decline, - = increase)	0	0	
37. Total forecast discretionary relief to be provided in 2015-16	-23,222	0	-23,222
DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT (See Note K) (All data should be entered as -ve unless specified otherwise)			
"New Empty" properties			
38. Forecast of relief to be provided in 2015-16	0	0	0
"Long term empty" properties			
39. Forecast of relief to be provided in 2015-16	0	0	0
Retail relief			
40. Forecast of relief to be provided in 2015-16	-289,544	0	-289,544
41. Forecast of discretionary reliefs funded through S31 grant to be provided in 2015-16 (Sum of lines 38 to 40)	-289,544	0	
42. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	0	0	
43. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2015-16	-289,544	0	-289,544
NET RATES PAYABLE			
44. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	£ 16,523,154	£ 0	£ 16,523,154

Checked by Chief Financial / Section 151 Officer :

Y. Woodwell

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2015-16

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Ver 1.1

Local Authority : Rochford

PART 3: COLLECTABLE RATES AND DISREGARDED AMOUNTS

You should complete column 1 only

Column 1
**BA Area (exc.
Designated areas)**
Complete this column

Designated areas
Column 2 Column 3

Do not complete this
column

Do not complete this
column

Column 4
**TOTAL
(All BA Area)**
Do not complete this
column

NET RATES PAYABLE

1. Sum payable by rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs

£

16,523,154

£

0

£

0

£

16,523,154

(LESS) LOSSES

2. Estimated bad debts in respect of 2015-16 rates payable

-40,000

0

0

-40,000

3. Estimated repayments in respect of 2015-16 rates payable

-129,445

0

0

-129,445

COLLECTABLE RATES

4. Net Rates payable less losses

16,353,709

0

0

16,353,709

DISREGARDED AMOUNTS

5. Renewable Energy

0

0

0

0

6. Transitional Protection Payment

0

0

7. Baseline

0

0

DISREGARDED AMOUNTS

8. Total Disregarded Amounts

0

0

**Total
Designated Areas**
0

Checked by Chief Financial / Section 151 Officer :

Woodward

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2015-16

All figures must be entered in whole £

If you are content with your answers please return this form to DCLG as soon as possible

Ver 1.1

Local Authority : Rochford

PART 4: ESTIMATED COLLECTION FUND BALANCE

OPENING BALANCE

1. Opening Balance (From Collection Fund Statement)	£	£
		-375,701

CREDITS

2. Total amount credited, or to be credited, to the Collection Fund in 2014-15	16,046,109	
3. Transitional protection payments received, or to be received in 2014-15	1,450	
4. Transfers/payments to the Collection Fund for end-year reconciliations	85,477	
5. Transfers/payments into the Collection Fund in 2014-15 in respect of a previous year's deficit	0	
6. Total Credits		16,133,036

CHARGES

7. Total amount charged, or to be charged, to the Collection fund in 2014-15	-223,025	
8. Transitional protection payments made, or to be made, in 2014-15	-23,904	
9. Payments made, or to be made, to the Secretary of State in respect of the central share in 2014-15	-8,309,526	
10. Payments made, or to be made to, major precepting authorities in respect of business rates income in 2014-15	-1,661,905	
11. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2014-15	-6,647,620	
12. Transfers made, or to be made, to the billing authority's General Fund; and payments made, or to be made, to a precepting authority in respect of disregarded amounts in 2014-15	-85,477	
13. Transfers/payments from the Collection Fund for end-year reconciliations	0	
14. Transfers/payments made from the Collection Fund in 2014-15 in respect of a previous year's surplus	-359,860	
15. Total Charges		-17,311,317
16. Adjustment for 5-Year Spread - not applicable for your authority		0

ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2014-15

17. Opening balance plus total credits, less total charges	£
	-1,553,982

Checked by Chief Financial / Section 151 Officer :



Appendix 2

CORPORATE MANAGEMENT		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR TERRY CUTMORE									
HEAD OF SERVICE NAME: A DAVE			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Supplies & Services									
Innovation Fund	16 170 5401	-	75,000	60,000	-	-	-	-	-100.0%
Subscriptions	16 170 1018	200	200	200	200	200	200	200	0.0%
Corporate Management	16 170 5400	1,495	-	-	-	-	-	-	-
Chartermark	16 170 5402	1,393	1,500	1,400	1,400	1,400	1,400	1,400	-6.7%
Freedom of Information Act	16 170 5403	28	-	-	-	-	-	-	-
LSP - Performance Reward Grant (Officers Salary)	16 170 5491	16,710	-	-	-	-	-	-	-
		19,826	76,700	61,600	1,600	1,600	1,600	1,600	
Contracted Services									
External Audit Fees - Main Audit & Outside Inspectors	16 170 5408	62,643	62,700	62,700	63,000	63,000	63,000	63,000	0.5%
External Audit Fees - Grant Claims	16 170 5410	6,777	15,400	15,400	15,700	16,100	16,400	16,400	1.9%
Bank Charges	16 170 5412	30,939	26,300	36,200	26,200	26,500	26,900	26,900	-0.4%
		100,359	104,400	114,300	104,900	105,600	106,300	106,300	
Support Services									
		748,666	691,400	542,300	588,200	604,600	615,900	615,900	
TOTAL EXPENDITURE		868,851	872,500	718,200	694,700	711,800	723,800	723,800	
INCOME									
Grants									
FOI Fees & Charges	16 170 8350	(50)	-	-	-	-	-	-	-
		(50)	-	-	-	-	-	-	-
TOTAL INCOME		(50)	-	-	-	-	-	-	-
TOTAL NET		868,801	872,500	718,200	694,700	711,800	723,800	723,800	

CHIEF EXECUTIVE PORTFOLIO HOLDER NAME: CLLR TERRY CUTMORE HEAD OF SERVICE NAME: A DAVE		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	16 174 1000	223,625	166,500	166,200	167,200	180,300	186,300		0.4%
Professional Fees	16 174 1006	-	700	400	400	400	400		-42.9%
Telephone Allowances	16 174 5502	59	-	-	-	-	-		
Training	16 174 1005	4,351	5,400	5,400	5,400	5,400	5,400		0.0%
Insurance	16 174 1140	1,201	1,300	1,400	1,500	1,600	1,700		15.4%
		229,236	173,900	173,400	174,500	187,700	193,800		
Transport Related									
Car Allowances	16 174 1120	2,613	1,800	1,800	1,800	1,800	1,800		0.0%
		2,613	1,800	1,800	1,800	1,800	1,800		
Supplies & Services									
Expenses	16 174 1130	1,079	600	1,100	1,100	1,100	1,100		83.3%
Equipment, Tools and Materials	16 174 1100	309	800	300	300	300	300		-62.5%
Conferences	16 174 5503	990	1,200	1,000	1,500	1,500	1,500		25.0%
		2,378	2,600	2,400	2,900	2,900	2,900		
Support Services									
		34,398	32,500	59,400	68,700	70,000	70,900		
TOTAL EXPENDITURE		268,625	210,800	237,000	247,900	262,400	269,400		
INCOME									
Provision of Services									
		(264,947)	(210,800)	(237,000)	(247,900)	(262,400)	(269,400)		
TOTAL INCOME		(264,947)	(210,800)	(237,000)	(247,900)	(262,400)	(269,400)		
TOTAL NET		3,678	-	-	-	-	-		

SENIOR MANAGEMENT TEAM (INCLUDING PA'S) PORTFOLIO HOLDER NAME: CLLR TERRY CUTMORE HEAD OF SERVICE NAME: A DAVE		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	16 172 1000	706,813	716,700	583,900	901,900	921,100	951,100	25.8%	
Professional Fees	16 172 1006	1,360	1,500	1,200	-	-	-	-100.0%	
Telephone Allowances	16 172 5480	197	200	200	-	-	-	-100.0%	
Training	16 172 1005	36,690	55,000	51,000	51,000	51,000	51,000	-7.3%	
Insurance	16 172 1140	7,206	6,300	8,400	24,000	25,000	26,000	281.0%	
		752,265	779,700	644,700	976,900	997,100	1,028,100		
Transport Related									
Car Allowances	16 172 1120	10,349	8,200	7,300	7,500	7,500	7,500	-8.5%	
		10,349	8,200	7,300	7,500	7,500	7,500		
Supplies & Services									
Expenses	16 172 113x	888	800	800	800	800	800	0.0%	
Equipment, Tools and Materials	16 172 1100	80	800	400	500	500	500	-37.5%	
Subscriptions		10,000	10,300	10,000	10,300	10,600	11,000	0.0%	
		10,968	11,900	11,200	11,600	11,900	12,300		
Support Services									
		84,826	69,800	50,000	52,300	55,300	56,800		
TOTAL EXPENDITURE		858,408	869,600	713,200	1,048,300	1,071,800	1,104,700		
INCOME									
Provision of Services		(178,563)	(165,000)	(713,200)	(1,048,300)	(1,071,800)	(1,104,700)		
TOTAL INCOME		(178,563)	(165,000)	(713,200)	(1,048,300)	(1,071,800)	(1,104,700)		
TOTAL NET		679,845	704,600	-	-	-	-		

OTHER OPERATING INCOME & EXPENDITURE SUMMARY									
PORTFOLIO HOLDER NAME: CLLR SIMON SMITH		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: Y WOODWARD			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Parish Receipts									
- Ashingdon	35 302 9524	42,815	48,977	48,977	53,146				8.5%
- Baring	35 302 9523	33,743	34,414	34,414	35,099				2.0%
- Canewdon	35 302 9526	27,913	29,582	29,582	31,019				4.9%
- Foulness Island	35 302 9525	2,344	2,390	2,390	2,438				2.0%
- Great Wakering	35 302 9528	53,966	55,018	55,018	55,018				0.0%
- Hawkwell	35 302 9530	131,812	141,589	141,589	154,315				9.0%
- Hockley	35 302 9532	229,448	229,487	229,487	229,000				-0.2%
- Hullbridge	35 302 9533	102,985	107,329	107,329	116,566				8.6%
- Pagelsham	35 302 9527	3,764	3,965	3,965	4,208				6.1%
- Rawreth	35 302 9529	18,006	18,831	18,831	18,928				0.5%
- Rayleigh	35 302 9531	349,687	363,690	363,690	365,989				0.6%
- Rochford	35 302 9534	97,221	103,226	103,226	114,370				10.8%
- Stambridge	35 302 9535	20,738	21,892	21,892	23,347				6.6%
- Sutton	35 302 9536	5,803	5,781	5,781	5,799				0.3%
Parish Council Tax Support Grants		109,069	97,300	97,300	84,000	72,000	67,000		-13.7%
		1,229,314	1,263,471	1,263,471	1,293,242	72,000	67,000		
	TOTAL EXPENDITURE	1,229,314	1,263,471	1,263,471	1,293,242	72,000	67,000		
INCOME									
Fees & Charges									
Net External Finance	17 175 8367	(108,031)	(66,058)	(90,000)	(52,000)	(65,000)	(125,000)		-21.3%
		(108,031)	(66,058)	(90,000)	(52,000)	(65,000)	(125,000)		
	TOTAL INCOME	(108,031)	(66,058)	(90,000)	(52,000)	(65,000)	(125,000)		
	TOTAL NET	1,121,283	1,197,413	1,173,471	1,241,242	7,000	(58,000)		

NON DISTRIBUTED COSTS SUMMARY			CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR SIMON SMITH				ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
HEAD OF SERVICE NAME: Y WOODWARD										
EXPENDITURE										
Employee Costs										
Pension	18 176 5525		10,875	813,400	813,300	813,300	813,300	813,300	813,300	0.0%
			10,875	813,400	813,300	813,300	813,300	813,300	813,300	
	TOTAL EXPENDITURE		10,875	813,400	813,300	813,300	813,300	813,300	813,300	
	TOTAL NET		10,875	813,400	813,300	813,300	813,300	813,300	813,300	

COUNCIL TAX PORTFOLIO HOLDER NAME: CLLR CHERYL ROE		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: Y WOODWARD			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Employee Costs									
Salaries	19 182 1000	303,954	293,100	300,200	312,300	321,600	326,400		6.6%
Insurance	19 182 1140	8,341	7,700	9,000	9,500	10,000	10,500		23.4%
		312,295	300,800	309,200	321,800	331,600	336,900		
Transport Related									
Car Allowances	19 182 1120	3,188	3,200	2,400	2,400	2,400	2,400		-25.0%
		3,188	3,200	2,400	2,400	2,400	2,400		
Supplies & Services									
Expenses	19 182 1130	264	100	200	200	200	200		100.0%
Equipment, Tools & Materials	19 182 1100	668	500	500	500	500	500		0.0%
Printing	19 182 1180	557	1,000	1,000	1,000	1,000	1,000		0.0%
Court Costs	19 182 5593	13,065	7,500	7,500	7,500	7,500	7,500		0.0%
Council Tax Development Fund	19 182 5592	1,800	1,800	1,800	1,800	1,800	1,800		0.0%
Direct Debit Guarantee	19 182 5594	65	100	100	100	100	100		0.0%
Single Occupant Discount Review	19 182 5607	1,500	2,000	-	-	-	-		-100.0%
IRRV Forum Sessions	19 182 4239	1,135	1,100	1,100	1,100	1,100	1,100		0.0%
Call Handling	19 182 4236	41,474	43,600	43,600	44,700	45,800	46,900		2.5%
Local Council Tax Support	19 182 5596	25,064	60,000	-	-	-	-		-100.0%
		85,592	117,700	55,800	56,900	58,000	59,100		
Contracted Services									
Baliff	19 182 5603	538	3,500	3,500	3,500	3,500	3,500		0.0%
Tracing	19 182 5605	2,120	2,500	2,500	2,500	2,500	2,500		0.0%
Annual Billing	19 182 5602	21,121	21,100	20,500	21,100	21,100	21,100		0.0%
		23,780	27,100	26,500	27,100	27,100	27,100		
Support Services									
		369,946	398,800	274,500	282,000	286,500	289,600		
TOTAL EXPENDITURE									
		794,801	847,600	668,400	690,200	705,600	715,100		
INCOME									
Fees & Charges									
Penalties Income	19 182 8293	(2,310)	-	(3,500)	(3,500)	(3,500)	(3,500)		
Court Costs	19 182 8593	(127,144)	(106,000)	(115,000)	(115,000)	(115,000)	(115,000)		8.5%
Council Tax Discounts & Exemptions	19 182 8529	(8,739)	(120,000)	(131,000)	(249,000)	(152,000)	(152,000)		107.5%
Local Council Tax Support Set Up Costs	19 182 8599	(17,870)	-	(42,800)	(42,900)	(42,900)	(42,900)		
		(156,063)	(226,000)	(292,300)	(410,400)	(313,400)	(313,400)		
Grants									
New Burdens Income	19 182 8598	(40,673)	(64,700)	(64,700)	-	-	-		
Local Council Tax Support Administration Subsidy	19 182 8597	-	(76,400)	(76,400)	(66,800)	(63,500)	(60,300)		
		(40,673)	(141,100)	(141,100)	(66,800)	(63,500)	(60,300)		
TOTAL INCOME									
		(196,736)	(367,100)	(433,400)	(477,200)	(376,900)	(373,700)		
TOTAL NET									
		598,065	480,500	235,000	213,000	328,700	341,400		

BUSINESS RATES								
PORTFOLIO HOLDER NAME: CLLR CHERYL ROE			CODE	2013/14	2014/15	2014/15	2015/16	2016/17
HEAD OF SERVICE NAME: Y WOODWARD				ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE
								2017/18
								ESTIMATE
								2014/15 ORIGINAL TO
								2015/16 ESTIMATE %
								CHANGE
EXPENDITURE								
Employee Costs								
Salaries	19 183 1000	24,369	26,500	26,500	26,800	27,100	27,400	1.1%
Insurance	19 183 1140	600	600	700	700	800	800	16.7%
		24,970	27,100	27,200	27,500	27,900	28,200	
Transport Related								
Car Allowances	19 183 1120	-	100	-	-	-	-	-100.0%
		-	100	-	-	-	-	
Supplies & Services								
Equipment, Tools and Materials	19 183 1100	22	100	100	100	100	100	0.0%
Court Costs	19 183 5622	1,855	1,000	1,000	1,000	1,000	1,000	0.0%
		1,877	1,100	1,100	1,100	1,100	1,100	
Contracted Services								
NNDR Development Fund	19 183 5620	900	900	900	900	900	900	0.0%
		900	900	900	900	900	900	
Support Services								
		134,731	142,400	58,600	67,200	68,300	69,600	
TOTAL EXPENDITURE		162,478	171,600	87,800	96,700	98,200	99,800	
INCOME								
Fees & Charges								
Court Costs	19 183 8622	(10,362)	(12,900)	(11,500)	(11,500)	(11,500)	(11,500)	-10.9%
		(10,362)	(12,900)	(11,500)	(11,500)	(11,500)	(11,500)	
Grants								
NNDR Pool Administration Grant	19 183 8373	(85,320)	(87,700)	(85,500)	(85,500)	(85,500)	(85,500)	-2.5%
		(85,320)	(87,700)	(85,500)	(85,500)	(85,500)	(85,500)	
TOTAL INCOME		(95,682)	(100,600)	(97,000)	(97,000)	(97,000)	(97,000)	
TOTAL NET		66,796	71,000	(9,200)	(300)	1,200	2,800	

CONDUCTING ELECTIONS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR TERRY CUTMORE									
HEAD OF SERVICE NAME: A DAVE									
EXPENDITURE									
Employee Costs									
Salaries	19 179 1000		46,882	45,600	46,150	47,700	49,750	49,400	4.6%
Insurance	19 179 1140		1,201	1,400	1,600	1,700	1,800	1,900	21.4%
			48,083	47,000	47,750	49,400	51,550	51,300	
Transport Related									
Car Allowances	19 179 1120		449	200	-	-	-	-	-100.0%
			449	200	-	-	-	-	
Supplies & Services									
Equipment, Tools and Materials & NNDR	19 179 1100		1,828	1,900	1,900	1,900	1,900	1,900	0.0%
Expenses	19 179 1130		82	100	200	200	200	200	100.0%
Cost of Elections	19 179 5555		5,000	70,000	70,000	70,000	90,000	5,000	0.0%
			6,909	72,000	72,100	72,100	92,100	7,100	
Support Services									
			78,571	69,200	67,800	76,100	78,200	79,400	
TOTAL EXPENDITURE			134,012	188,400	187,650	197,600	221,850	137,800	
TOTAL NET			134,012	188,400	187,650	197,600	221,850	137,800	

REGISTRATION OF ELECTORS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR TERRY CUTMORE									
HEAD OF SERVICE NAME: A DAVE									
EXPENDITURE									
Employee Costs									
Salaries	19 180 1000	48,271	45,600	46,150	47,700	49,750	49,400		4.6%
Insurance	19 180 1140	1,201	1,500	1,600	1,700	1,800	1,900		13.3%
		49,472	47,100	47,750	49,400	51,550	51,300		
Supplies & Services									
Expenses	19 180 1130	393	100	100	100	100	100		0.0%
Payments to Canvassers	19 180 5570	17,534	22,000	17,000	22,000	22,000	22,000		0.0%
Printing	19 180 1180	3,318	4,500	4,500	4,500	4,500	4,500		0.0%
IER Funding	19 180 4011	1,502	25,000	26,600	-	-	-		-100.0%
Bulk Postage	19 180 1014	5,195	4,000	4,000	4,000	4,000	4,000		0.0%
		27,941	55,600	52,200	30,600	30,600	30,600		
Support Services									
		58,676	55,400	72,300	79,700	80,800	82,100		
TOTAL EXPENDITURE		136,089	158,100	172,250	159,700	162,950	164,000		
INCOME									
Fees & Charges									
Sales	19 180 8370	(1,872)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)		0.0%
		(1,872)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)		
Grants									
IER Funding	19 180 8870	(23,341)	(15,900)	(26,600)	-	-	-		-100.0%
		(23,341)	(15,900)	(26,600)	-	-	-		
TOTAL INCOME		(25,213)	(17,600)	(28,300)	(1,700)	(1,700)	(1,700)		
TOTAL NET		110,876	140,500	143,950	158,000	161,250	162,300		

EMERGENCY PLANNING/HEALTH & SAFETY PORTFOLIO HOLDER NAME: CLLR KEITH GORDON HEAD OF SERVICE NAME: A DAVE		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	19 177 1000		46,138	41,300	41,300	41,800	42,900	43,400	1.2%
First Aid Courses/Additional On Call Officers	19 177 5536		1,547	6,900	23,900	23,900	23,900	23,900	246.4%
Insurance	19 177 1140		1,201	1,300	1,400	1,500	1,600	1,700	15.4%
			48,885	49,500	66,600	67,200	68,400	69,000	
Transport Related									
Car Allowances	19 177 1120		840	100	400	400	400	400	300.0%
			840	100	400	400	400	400	
Supplies & Services									
Expenses	19 177 1130		242	100	100	100	100	100	0.0%
Equipment, Tools & Materials	19 177 1100		290	1,500	500	500	500	500	-66.7%
Subscriptions	19 177 1018		-	100	-	-	-	-	-100.0%
Telephone	19 177 1011		26	100	-	-	-	-	-100.0%
Communication	19 177 5545		454	400	400	400	400	400	0.0%
Call-Out Service	19 177 5543		1,777	2,000	2,000	2,000	2,100	2,100	0.0%
Health & Safety	19 177 5539		3,750	3,000	3,000	3,000	3,000	3,000	0.0%
			6,539	7,200	6,000	6,000	6,100	6,100	
Support Services									
			82,524	75,200	121,700	116,300	119,900	120,700	
TOTAL EXPENDITURE			138,789	132,000	194,700	189,900	194,800	196,200	
INCOME									
Provision of Services									
			(14,952)	(15,200)	(22,300)	(22,600)	(22,700)	(22,700)	
TOTAL INCOME			(14,952)	(15,200)	(22,300)	(22,600)	(22,700)	(22,700)	
TOTAL NET			123,837	116,800	172,400	167,300	172,100	173,500	

LOCAL LAND CHARGES		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR CHERYL ROE									
HEAD OF SERVICE NAME: A BUGEJA									
EXPENDITURE									
Employee Costs									
Salaries	19 181 1000		11,249	23,400	18,800	-	-	-	-19.7%
Insurance	19 181 1140		4,574	4,800	4,700	4,900	5,100	5,300	
			15,823	28,200	23,500	4,900	5,100	5,300	
Supplies & Services									
Expenses	19 181 1130		105	100	-	-	-	-	-100.0%
Equipment, Tools, & Materials	19 181 1100		-	100	-	-	-	-	-100.0%
			105	200	-	-	-	-	
Support Services									
			99,159	93,300	75,000	75,300	77,100	78,100	
TOTAL EXPENDITURE			115,087	121,700	98,500	80,200	82,200	83,400	
INCOME									
Fees & Charges									
Land Searches	19 181 8371		(179,357)	(165,000)	(185,000)	(188,700)	(192,400)	(196,300)	12.1%
			(179,357)	(165,000)	(185,000)	(188,700)	(192,400)	(196,300)	
Provision of Services									
			(13,784)	(18,500)	(12,500)	(10,200)	(10,400)	(10,600)	
TOTAL INCOME			(193,141)	(183,500)	(197,500)	(198,900)	(202,800)	(206,900)	
TOTAL NET			(78,054)	(61,800)	(99,000)	(118,700)	(120,600)	(123,500)	

CULTURAL & HERITAGE - WINDMILL PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Premises Related									
Mill Tower Repairs & Maintenance	15 150 3330	4,799	16,200	8,500	5,600	8,200	5,900	-65.4%	
Mill Tower Special Items	15 150 1019	-	1,300	9,300	300	-	500	-76.9%	
Mill Tower National Non-Domestic Rates	15 150 1016	1,386	1,400	1,400	1,400	1,400	1,400	0.0%	
Mill Tower Insurance	15 150 1140	610	400	400	400	500	500	0.0%	
		6,795	19,300	19,600	7,700	10,100	8,300		
Supplies & Services									
Windmill - Running Costs	15 150 5164	3,632	3,500	3,500	3,500	3,500	3,500	0.0%	
Windmill - Running Costs	15 150 5566	1,681	500	500	500	500	500	0.0%	
Windmill - Licensing	15 150 5166	-	500	-	1,700	-	-	240.0%	
Subscriptions	15 150 1018	175	200	200	200	200	200	0.0%	
		5,488	4,700	4,200	5,900	4,200	4,200		
Capital Financing Costs									
Depreciation	15 150 1300	14,944	17,000	17,000	15,400	15,400	15,400	-9.4%	
		14,944	17,000	17,000	15,400	15,400	15,400		
Support Services									
		146,653	120,300	124,600	100,700	103,500	105,400		
TOTAL EXPENDITURE		173,880	161,300	165,400	129,700	133,200	133,300		
INCOME									
Fees & Charges									
Miscellaneous Income	15 150 8566	(12,477)	(8,000)	(11,500)	(12,300)	(12,300)	(12,300)	53.8%	
		(12,477)	(8,000)	(11,500)	(12,300)	(12,300)	(12,300)		
TOTAL INCOME		(12,477)	(8,000)	(11,500)	(12,300)	(12,300)	(12,300)		
TOTAL NET		161,403	153,300	153,900	117,400	120,900	121,000		

LEISURE PREMISES								
PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON			CODE	2013/14	2014/15	2014/15	2015/16	2016/17
HEAD OF SERVICE NAME: R EVANS				ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE
								2017/18
								ESTIMATE
								2014/15 ORIGINAL TO
								2015/16 ESTIMATE %
								CHANGE
EXPENDITURE								
Premises Related								
Repairs & Maintenance:								
Castle Hall	15 160 3334	-	500	500	500	500	500	0.0%
Freight House	15 160 3336	483	800	600	600	600	600	-25.0%
	15 160 3341							
Great Waking Sports Centre	15 160 3337	207	700	700	700	700	700	0.0%
	15 160 3342							
Clements Hall Leisure Centre	15 160 3339	1,222	2,600	2,600	2,600	2,600	2,700	0.0%
	15 160 3344							
Day Centres	15 151 3330	3,414	4,700	5,400	4,700	4,800	5,000	0.0%
	15 151 3331							
Rayleigh Leisure Centre	15 160 3357	85	2,100	1,600	1,600	1,600	1,600	-23.8%
	15 160 3358							
Special Items:								
National Non-Domestic Rates	15 148 1016	269,477	265,300	116,700	119,000	121,400	123,800	-55.1%
Great Waking Sports Centre Alarm	15 160 5337	-	800	800	800	800	800	0.0%
Insurance	15 160 1140	34,985	37,500	34,200	35,900	37,100	38,300	-4.3%
S.I Building Works	15 160 1019	-	-	-	2,300	31,000	11,500	
		309,874	315,000	163,100	168,700	201,100	185,500	
Contracted Services								
Leisure FM Contract Payment (net)	15 160 5333	199,465	204,400	233,600	210,300	215,600	221,000	2.9%
		199,465	204,400	233,600	210,300	215,600	221,000	
Capital Financing Costs								
Depreciation	15 160 1300	509,802	638,100	638,100	511,200	511,200	511,200	-19.9%
		509,802	638,100	638,100	511,200	511,200	511,200	
Support Services								
		165,484	146,300	152,300	139,200	141,500	144,300	
TOTAL EXPENDITURE		1,184,624	1,303,800	1,187,100	1,029,400	1,069,400	1,062,000	
INCOME								
Fees & Charges								
Great Waking Sports Centre Rent	15 160 8132	(1,125)	(9,000)	-	-	-	-	-100.0%
Grant to Voluntary Bodies - Day Centre	15 160 8979	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	0.0%
		(10,625)	(18,500)	(9,500)	(9,500)	(9,500)	(9,500)	
TOTAL INCOME		(10,625)	(18,500)	(9,500)	(9,500)	(9,500)	(9,500)	
TOTAL NET		1,173,999	1,285,300	1,177,600	1,019,900	1,059,900	1,052,500	

PARKS & OPEN SPACES								
PORTFOLIO HOLDER NAME: CLLR KEITH GORDON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE
EXPENDITURE								2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
Employee Costs								
Salaries	15 156 1000	355,740	384,800	338,000	290,600	303,300	306,700	-24.5%
Insurance	15 156 1140	10,828	11,600	9,200	9,600	10,000	10,400	-17.2%
		366,567	396,400	347,200	300,200	313,300	317,100	
Transport Related								
Transport & Plant	15 156 1170	19,257	8,200	12,700	13,500	14,200	15,000	64.6%
Car Allowances	15 156 1120	3,675	3,400	2,200	2,200	2,200	2,200	-35.3%
		22,932	11,600	14,900	15,700	16,400	17,200	
Premises Related								
Electricity	15 156 1009	1,300	1,300	-	-	-	-	-100.0%
Water	15 156 1012	-	500	-	-	-	-	-100.0%
Sewerage	15 156 1121	-	300	-	-	-	-	-100.0%
Repairs & Maintenance	15 156 3330	31,130	34,800	34,900	35,500	36,300	37,000	2.0%
Special Items	15 156 1019	-	29,000	500	500	500	500	-98.3%
		32,430	65,900	35,400	36,000	36,800	37,500	
Supplies & Services								
Equipment, Tools & Materials	15 156 1100	13,944	11,900	11,900	11,900	11,900	11,900	0.0%
Trees, Shrubs & Grounds	15 156 5233	3,307	3,300	3,300	3,300	3,300	3,300	0.0%
Subscriptions	15 156 1018	222	2,500	2,500	-	-	-	-100.0%
Expenses	15 156 1130	169	100	100	100	100	100	0.0%
Cherry Orchard Country Park	15 156 52xx	9,819	8,500	43,500	46,100	11,200	11,300	442.4%
Horse Riding Trails - Maintenance	15 156 5226	-	5,000	5,000	5,000	5,000	5,000	0.0%
Ecological Consultants	15 156 1015	700	-	-	-	-	-	
Wildlife Receptor	15 156 5280	-	-	24,000	-	-	-	
		28,160	31,300	90,300	66,400	31,500	31,600	
Contracted Services								
Annual Safety Audit	15 156 5232	540	1,300	1,300	1,300	1,300	1,300	0.0%
Weed & Pest Control	15 156 5236	2,160	2,200	2,300	2,300	2,300	2,400	4.5%
Play Equipment Repairs (Engineers)	15 156 5235	4,024	15,000	10,000	10,000	10,000	10,000	-33.3%
Contract Payments	15 156 5262	565,873	453,300	453,300	471,400	490,300	509,900	4.0%
Works Outside of Main Contract	15 156 5260	46,739	52,500	52,500	52,500	52,500	52,500	0.0%
Woodlands Contractors	15 156 5277	11,652	18,000	18,000	18,000	18,000	18,000	0.0%
Tree Survey Works	15 156 5276	2,025	2,300	2,300	2,300	2,300	2,300	0.0%
Utility Cost	15 156 5266	33,702	25,000	28,600	24,500	26,400	28,700	-2.0%
Contract Contingency	15 156 5261	8,317	-	50,000	50,000	50,000	50,000	
		675,031	569,600	618,300	632,300	653,100	675,100	
Capital Financing Costs								
Depreciation	15 156 1300	113,019	69,300	69,300	115,700	115,700	115,700	67.0%
		113,019	69,300	69,300	115,700	115,700	115,700	
Support Services								
		347,576	319,700	332,700	321,600	329,200	332,700	
TOTAL EXPENDITURE		1,585,716	1,463,800	1,508,100	1,487,900	1,496,000	1,526,900	

SPORTS DEVELOPMENT & PROMOTION PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON HEAD OF SERVICE NAME: R EVANS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Related									
Salaries	15 159 1000	39,996	37,200	37,200	37,700	38,900	39,300		1.3%
Contractors and Suppliers	15 169 5385	2,758	3,000	3,000	2,000	2,000	2,000		-33.3%
Insurance	15 159 1140	600	600	700	700	800	800		16.7%
		43,355	40,800	40,900	40,400	41,700	42,100		
Transport Related									
Car Allowance	15 159 1120	710	500	500	500	500	500		0.0%
		710	500	500	500	500	500		
Supplies & Services									
Activities	15 159 5305	3,721	6,800	6,800	6,800	6,800	6,800		0.0%
Active Rochford	15 159 5617	13,041	2,000	2,000	2,000	2,000	2,000		0.0%
Active Colleagues	15 159 5191	-	-	27,900	26,900	27,400	-		
		16,761	8,800	36,700	35,700	36,200	8,800		
Support Services									
		62,049	52,500	61,200	59,400	60,800	61,700		
TOTAL EXPENDITURE			122,876	102,600	139,300	136,000	139,200	113,100	
INCOME									
Fees & Charges									
Activities (net)	15 159 8305	(6,601)	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)		0.0%
		(6,601)	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)		
Grants									
Fusion Contribution - Sports Development	15 159 8345	(37,150)	(37,700)	(37,900)	(37,900)	(37,900)	(37,900)		0.5%
Active Rochford	15 159 8617	(22,125)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)		0.0%
Active Colleagues	15 159 8191	-	-	(27,900)	(26,900)	(27,400)	-		
		(59,275)	(39,700)	(67,800)	(66,800)	(67,300)	(39,900)		
TOTAL INCOME			(65,876)	(46,500)	(74,600)	(73,600)	(74,100)	(46,700)	
TOTAL NET			56,999	56,100	64,700	62,400	65,100	66,400	

LEISURE CLIENT ACCOUNT								
PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE
								2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE								
Employee Costs								
Salaries	15 167 1000	98,623	88,500	85,500	37,800	38,900	39,400	-57.3%
Insurance	15 167 1140	1,801	1,900	2,100	2,200	2,300	2,400	15.8%
		100,425	90,400	87,600	40,000	41,200	41,800	
Transport Related								
Car Allowances	15 167 1120	2,515	3,200	3,000	3,000	3,000	3,000	-6.3%
		2,515	3,200	3,000	3,000	3,000	3,000	
Supplies & Services								
Expenses	15 167 1130	637	600	400	400	400	400	-33.3%
Subscription	15 167 1018	2,340	2,400	2,400	2,500	2,600	2,700	4.2%
Equipment, Tools & Materials	15 167 1100	246	300	300	300	300	300	0.0%
Arts Development Equipment	15 167 5363	4,196	5,000	5,000	4,000	4,000	4,000	-20.0%
Arts Activities	15 167 5355	7,546	2,000	2,000	2,000	2,000	2,000	0.0%
Essex on Tour	15 167 5611	1,354	2,500	2,500	2,500	2,500	2,500	0.0%
Essex Book Festival	15 167 5612	-	400	400	400	400	400	0.0%
Holiday Initiatives (Wild Woods)	15 167 5358	4,023	1,500	800	-	-	-	-100.0%
Childrens Fund	15 167 5616	1,218	-	-	-	-	-	
Music Month	15 167 5610	12,086	4,000	2,500	2,500	2,500	2,500	-37.5%
Arts Council Funding	15 167 5360	10,349	-	-	-	-	-	
Essex Music Svcs & Royal Opera House	15 167 5361	5,741	-	-	-	-	-	
		49,736	18,700	16,300	14,600	14,700	14,800	
Capital Financing Costs								
Depreciation	15 167 1300	14,466	14,500	14,500	-	-	-	-100.0%
		14,466	14,500	14,500	-	-	-	
Support Services								
		133,210	126,700	134,400	149,000	152,300	154,600	
TOTAL EXPENDITURE		300,352	253,500	255,800	206,600	211,200	214,200	
INCOME								
Fees & Charges								
Fusion Contribution - Arts Officer	15 168 8349	(37,792)	(37,000)	(37,900)	(37,900)	(37,900)	(37,900)	2.4%
Arts Activities	15 167 8355	(12,025)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	0.0%
Cherry Orchard Leisure Event	15 167 8362	-	-	-	(1,500)	(1,500)	(1,500)	
Arts Council Funding	15 167 8360	(10,649)	-	-	-	-	-	
Essex Music Svcs & Royal Opera House	15 167 8361	(5,000)	-	-	-	-	-	
Essex on Tour	15 167 8611	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	0.0%
		(67,966)	(41,500)	(42,400)	(43,900)	(43,900)	(43,900)	
Grants								
Music Month	15 167 8610	(12,085)	(4,000)	(2,500)	(2,500)	(2,500)	(2,500)	-37.5%
		(12,085)	(4,000)	(2,500)	(2,500)	(2,500)	(2,500)	
Provision of Services								
		(258,094)	(208,000)	(210,900)	(160,200)	(164,800)	(167,800)	
TOTAL INCOME		(338,145)	(253,500)	(255,800)	(206,600)	(211,200)	(214,200)	
TOTAL NET		(37,792)	-	-	-	-	-	

DEVELOPMENT MANAGEMENT PORTFOLIO HOLDER NAME: CLLR IAN WARD HEAD OF SERVICE NAME: S SCRUTTON		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	13 124 1000	402,400	366,900	381,000	353,800	368,000	373,200	-3.6%	
Telephone Allowances	13 124 1200	98	100	-	-	-	-	-100.0%	
Insurance	13 124 1140	6,086	6,500	7,000	7,400	7,800	8,200	13.8%	
		408,585	373,500	388,000	361,200	375,800	381,400		
Transport Related									
Car Allowances	13 124 1120	15,544	11,400	11,300	11,300	11,300	11,300	-0.9%	
		15,544	11,400	11,300	11,300	11,300	11,300		
Supplies & Services									
Expenses	13 124 1130	612	500	500	500	500	500	0.0%	
Equipment, Tools, Materials	13 124 1100	2,058	2,100	2,100	2,100	2,100	2,100	0.0%	
Subscriptions	13 124 1018	7,406	8,000	7,200	7,200	7,300	7,500	-10.0%	
Advertising	13 124 1013	10,818	12,500	10,600	10,600	10,600	10,600	-15.2%	
Planning Portal	13 124 4667	275	300	300	300	300	300	0.0%	
Planning Appeals	13 124 4665	3,500	20,000	20,000	20,000	20,000	20,000	0.0%	
Planning Delivery	13 124 4673	84,817	-	-	-	-	-		
Holding Account for Development	13 124 4668	1,136	-	-	-	-	-		
Direct Action Enforcement	13 124 4674	1,260	-	-	-	-	-		
		111,882	43,400	40,700	40,700	40,800	41,000		
Contracted Services									
Consultancy Advice	13 124 4660	1,183	2,000	2,000	2,000	2,000	2,000	0.0%	
Specialist Planning Advice (ECC)	13 124 4669	21,658	21,700	21,700	22,200	22,600	23,100	2.3%	
		22,841	23,700	23,700	24,200	24,600	25,100		
Support Services									
		538,903	509,800	459,900	448,300	458,100	464,100		
TOTAL EXPENDITURE		1,097,755	961,800	923,600	885,700	910,600	922,900		
INCOME									
Fees & Charges									
Planning Fees	13 124 8239	(232,866)	(260,000)	(290,000)	(260,000)	(260,000)	(260,000)	0.0%	
High Hedges	13 124 8241	(500)	(500)	(500)	(500)	(500)	(500)	0.0%	
Discharge Condition Fee	13 124 8247	(3,805)	(5,000)	(4,000)	(4,000)	(4,000)	(4,000)	-20.0%	
Pre Application Advice	13 124 8240	(7,567)	(15,000)	(15,000)	(12,000)	(12,000)	(12,000)	-20.0%	
Planning Performance Agreements	13 124 8242	-	-	(35,500)	(25,500)	(25,500)	(25,500)		
ECC Urban Design Pre Application	13 124 8272	-	-	(2,000)	(2,000)	(2,000)	(2,000)		
Essex Planning Partnership Platform	13 124 8664	-	-	-	(2,000)	(3,000)	(4,000)		
Research Charge	13 124 8670	-	-	-	(500)	(500)	(500)		
External Training	13 124 8671	-	-	-	(500)	(500)	(500)		
		(244,238)	(280,500)	(347,000)	(307,000)	(308,000)	(309,000)		
Provision of Services									
		(177,632)	(141,100)	(119,500)	(120,100)	(125,000)	(127,400)		
TOTAL INCOME		(421,870)	(421,600)	(466,500)	(427,100)	(433,000)	(436,400)		
TOTAL NET		675,885	540,200	457,100	458,600	477,600	486,500		

PLANNING POLICY								
PORTFOLIO HOLDER NAME: CLLR IAN WARD		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18
HEAD OF SERVICE NAME: S SCRUTTON			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE
								2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE								
Employee Costs								
Salaries	13 131 1000		177,540	163,400	163,200	116,100	121,200	126,000
Insurance	13 131 1140		3,002	3,500	3,400	3,500	3,600	3,700
			180,542	166,900	166,600	119,600	124,800	129,700
Transport Related								
Car Allowance	13 131 1120		5,692	4,300	4,500	4,500	4,500	4,500
			5,692	4,300	4,500	4,500	4,500	4,500
Supplies & Services								
Expenses	13 131 1130		325	200	600	600	600	600
Local Development Framework/Core Strategy	13 131 4803		-	31,000	31,000	81,500	81,500	81,500
Equipment, Tools & Materials	13 131 1100		61	200	200	200	200	200
Research & Publicity	13 131 1013		-	400	2,500	2,500	2,500	2,500
			386	31,800	34,300	84,800	84,800	84,800
Support Services								
			183,555	166,400	173,700	177,500	182,400	183,500
TOTAL EXPENDITURE			370,175	369,400	379,100	386,400	396,500	402,500
INCOME								
Fees & Charges								
Local Development Framework	13 131 8269		-	-	(1,500)	(2,000)	(2,000)	(2,000)
External Service Provision	13 131 8670		-	-	(10,000)	(20,000)	(20,000)	(20,000)
			-	-	(11,500)	(22,000)	(22,000)	(22,000)
Provision of Services								
			(150,471)	(152,900)	(113,600)	(115,900)	(118,600)	(120,600)
TOTAL INCOME			(150,471)	(152,900)	(125,100)	(137,900)	(140,600)	(142,600)
TOTAL NET			219,704	216,500	254,000	248,500	255,900	259,900

CORPORATE POLICY AND PARTNERSHIP								
PORTFOLIO HOLDER NAME: CLLR TERRY CUTMORE		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18
HEAD OF SERVICE NAME: A DAVE			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE
								2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE								
Employee Costs								
Salaries	13 129 1000		55,498	62,300	48,500	64,200	67,400	68,200 3.0%
Insurance	13 129 1140		1,201	1,300	1,400	1,500	1,600	1,700 15.4%
			56,699	63,600	49,900	65,700	69,000	69,900
Transport Related								
Car Allowances	13 129 1120		230	300	100	100	100	100 -66.7%
			230	300	100	100	100	100
Supplies & Services								
Expenses	13 129 1130		6	100	-	-	-	- -100.0%
Equipment, Tools & Materials	13 129 1100		148	100	100	100	100	100 0.0%
			154	200	100	100	100	100
Support Services								
			70,889	54,600	83,600	79,900	82,500	83,200
TOTAL EXPENDITURE			127,972	118,700	133,700	145,800	151,700	153,300
INCOME								
Provision of Services								
			(32,953)	(30,500)	(34,400)	(37,600)	(39,000)	(39,500)
TOTAL INCOME			(32,953)	(30,500)	(34,400)	(37,600)	(39,000)	(39,500)
TOTAL NET			95,019	88,200	99,300	108,200	112,700	113,800

ECONOMIC DEVELOPMENT		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR MIKE STEPTOE									
HEAD OF SERVICE NAME: S SCRUTTON									
EXPENDITURE									
Employee Costs									
Salaries	13 130 1000		72,277	83,800	92,400	56,300	58,400	57,500	-32.8%
Insurance	13 130 1140		1,801	1,900	2,800	2,900	3,000	3,100	52.6%
			74,079	85,700	95,200	59,200	61,400	60,600	
Transport Related									
Car Allowances	13 130 1120		856	500	1,200	1,200	1,200	1,200	140.0%
			856	500	1,200	1,200	1,200	1,200	
Premises Related									
Dutch Cottage	13 130 1019		2,000	2,000	2,000	2,000	2,000	2,000	0.0%
			2,000	2,000	2,000	2,000	2,000	2,000	
Supplies & Services									
Expenses	13 130 1130		32	100	100	100	100	100	0.0%
Grants to Voluntary Organisations	13 130 1017		90,000	90,000	90,000	90,000	90,000	90,000	0.0%
Accommodation to Voluntary Bodies (internal recharge)	13 130 1017b		45,500	45,500	45,500	45,500	45,500	45,500	0.0%
Economic Development	13 130 4780		2,596	4,500	4,500	4,500	4,500	4,500	0.0%
Area Action Plan	13 130 4788		85,679	-	-	-	-	-	
Southend Business Awards	13 130 4784		3,575	3,000	3,000	3,000	3,000	3,000	0.0%
Breakfast Event	13 130 4785		3,723	3,200	3,200	-	-	-	-100.0%
Economic Growth Strategy	13 130		-	-	-	15,000	15,000	15,000	
Shop at My Local Campaign	13 130 4744		1,701	2,300	-	-	-	-	-100.0%
			232,807	148,600	146,300	158,100	158,100	158,100	
Capital Charges									
Revenue Expenditure Funded From Capital	13 130 1300		16,931	-	-	-	-	-	
			16,931	-	-	-	-	-	
Support Services									
			114,145	102,900	143,600	152,300	155,800	158,000	
TOTAL EXPENDITURE			440,817	339,700	388,300	372,800	378,500	379,900	

CEMETERIES & CHURCHYARDS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR KEITH GORDON									
HEAD OF SERVICE NAME: A BUGEJA/R EVANS									
EXPENDITURE									
Employee Costs									
Salaries	14 136 1000	-	-	40,000	41,600	42,600	43,200		
Insurance	14 136 1140	-	-	2,800	3,000	3,200	3,400		
		-	-	42,800	44,600	45,800	46,600		
Premises, Related Expenditure									
Repairs, Alterations & Maintenance	14 136 3330	3,106	8,000	4,500	4,500	4,600	4,800		-43.8%
Special Items	14 136 1019	-	2,000	3,000	-	-	500		-100.0%
National Non Domestic Rates	14 136 1016	1,571	1,600	1,600	1,600	1,600	1,600		0.0%
Insurance	14 136 1140	128	-	100	100	100	200		
Columbarium Exp	14 136 4180	237	-	-	-	-	-		
		5,041	11,600	9,200	6,200	6,300	7,100		
Supplies & Services									
Equipment, Tools & Materials	14 136 1100	2,768	3,800	1,400	1,400	1,400	1,400		-63.2%
		2,768	3,800	1,400	1,400	1,400	1,400		
Capital Financing Costs									
Depreciation	14 136 1300	-	9,000	9,000	4,800	4,800	4,800		-46.7%
		-	9,000	9,000	4,800	4,800	4,800		
Support Services									
		258,081	242,900	108,200	104,100	106,000	107,800		
TOTAL EXPENDITURE		265,890	267,300	170,600	161,100	164,300	167,700		
INCOME									
Fees & Charges									
Grave Purchases	14 136 8313	(50,784)	(60,000)	(55,000)	(56,300)	(57,500)	(58,600)		-6.2%
Interments	14 136 8309	(70,656)	(74,000)	(72,500)	(74,000)	(75,600)	(77,100)		0.0%
Columbarium Inc	14 136 8189	(3,150)	(10,800)	(3,600)	(3,600)	(3,600)	(3,600)		-66.7%
Monuments	14 136 8310	(19,514)	(19,000)	(19,500)	(19,800)	(20,200)	(20,600)		4.2%
		(144,104)	(163,800)	(150,600)	(153,700)	(156,900)	(159,900)		
TOTAL INCOME		(144,104)	(163,800)	(150,600)	(153,700)	(156,900)	(159,900)		
TOTAL NET		121,786	103,500	20,000	7,400	7,400	7,800		

ENVIRONMENTAL HEALTH		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR KEITH GORDON									
HEAD OF SERVICE NAME: R EVANS									
EXPENDITURE									
Employee Costs									
Salaries	14 139 1000		300,845	314,700	291,200	259,700	271,800	271,600	-17.5%
Insurance	14 139 1140		5,007	5,600	5,700	6,000	6,300	6,600	7.1%
Consultants	14 139 1015		169	-	-				
			306,020	320,300	296,900	265,700	278,100	278,200	
Transport Related									
Car Allowances	14 139 1120		8,523	8,300	8,400	8,400	8,400	8,400	1.2%
			8,523	8,300	8,400	8,400	8,400	8,400	
Supplies & Services									
Expenses	14 139 1130		1,747	600	800	800	800	800	33.3%
Equipment, Tools & Materials	14 139 1100		2,780	2,800	2,800	2,800	2,800	2,800	0.0%
Fees & Samples	14 139 4974		480	1,500	1,100	1,100	1,100	1,100	-26.7%
Subscriptions	14 139 1018		2,863	2,900	3,000	3,200	3,300	3,400	10.3%
Veterinary Licensing Fees	14 139 4987		2,026	2,300	2,000	2,100	2,100	2,200	-8.7%
Scores on the Doors	14 139 4988		1,471	2,000	2,000	2,000	2,000	2,000	0.0%
Individual Training - Angela Davies	14 139 4985		4,182	-	-	-	-	-	
Environmental Health Legal Fees	14 139 4520		225	-	-	-	-	-	
			15,773	12,100	11,700	12,000	12,100	12,300	
Contracted Services									
Consultants - Contaminated Land Invest.	14 139 4970								
Public Health (Control of Disease Act)	14 139 4975		528	1,500	1,500	1,500	1,500	1,500	0.0%
Contract Payments - Pest Control	14 139 4978		333	3,000	-	-	-	-	-100.0%
Pest Control Treatments	14 139 4976		400	2,000	1,700	41,700	41,800	41,800	1985.0%
Air Quality Review	14 139 4967		5,721	12,000	12,000	12,000	12,000	12,000	0.0%
Noise Monitoring	14 139 4979		499	800	700	800	800	800	0.0%
			7,481	19,300	15,900	56,000	56,100	56,100	
Capital Financing Costs									
Depreciation	14 139 1300		465	500	500	400	400	400	-20.0%
			465	500	500	400	400	400	
Support Services									
			338,488	327,000	302,400	295,900	302,800	306,000	
TOTAL EXPENDITURE			676,749	687,500	635,800	638,400	657,900	661,400	
INCOME									
Fees & Charges									
Veterinary Recharge	14 139 8322		(2,742)	(2,300)	(2,000)	(2,100)	(2,100)	(2,200)	-8.7%
Scheduled Installation Income	14 139 8968		(7,872)	(7,000)	(6,300)	(6,300)	(6,300)	(6,300)	-10.0%
Other Income	14 139 8497		(2,003)	(2,000)	(1,200)	(1,200)	(1,200)	(1,200)	-40.0%
Environmental Protection Act	14 139 8970		(909)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	0.0%
			(13,526)	(12,300)	(10,500)	(10,600)	(10,600)	(10,700)	
Other Income									
Contribution from Environmental Health Reserve				(5,000)	-	-	-	-	-100.0%
				(5,000)	-	-	-	-	
Provision of Services									
			(287,457)	(277,000)	(174,400)	(175,000)	(180,500)	(181,500)	
TOTAL INCOME			(300,982)	(294,300)	(184,900)	(185,600)	(191,100)	(192,200)	
TOTAL NET			375,767	393,200	450,900	452,800	466,800	469,200	

LICENSING									
PORTFOLIO HOLDER NAME: CLLR CHERYL ROE		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Employee Costs									
Salaries	14 133 1000	44,068	37,300	37,200	66,000	69,100	69,800	76.9%	
Insurance	14 133 1140	600	600	700	700	800	800	16.7%	
		44,669	37,900	37,900	66,700	69,900	70,600		
Transport Related									
Car Allowances	14 133 1120	1,601	1,200	1,200	1,200	1,200	1,200	0.0%	
		1,601	1,200	1,200	1,200	1,200	1,200		
Supplies & Services									
Subscription	14 133 1018	347	300	300	300	300	300	0.0%	
Equipment, Tools & Materials	14 133 1100	380	400	400	400	400	400	0.0%	
Expenses	14 133 1130	56	100	100	100	100	100	0.0%	
		783	800	800	800	800	800		
Support Services									
		100,855	97,500	75,000	77,200	78,800	79,900		

PUBLIC HEALTH									
PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Contracted Services									
Sewers & Ditch Clearance	14 138 4950	150	-	10,000	10,000	10,000	10,000		
Collection/Kennelling - Stray Dogs	14 138 4952	17,496	18,000	18,700	19,200	19,700	20,100		6.7%
		17,646	18,000	28,700	29,200	29,700	30,100		
Support Services									
		6,108	6,800	6,800	6,500	6,800	6,800		
	TOTAL EXPENDITURE	23,754	24,800	35,500	35,700	36,500	36,900		
INCOME									
Fees & Charges									
Kennelling Collection Fee	14 138 8514	(938)	(1,000)	(600)	(600)	(600)	(600)		-40.0%
		(938)	(1,000)	(600)	(600)	(600)	(600)		
	TOTAL INCOME	(938)	(1,000)	(600)	(600)	(600)	(600)		
	TOTAL NET	22,816	23,800	34,900	35,100	35,900	36,300		

HACKNEY CARRIAGE		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR CHERYL ROE									
HEAD OF SERVICE NAME: S SCRUTTON									
EXPENDITURE									
Employee Costs									
Salaries	14 144 1000		97,943	91,300	91,200	10,000	10,100	10,200	-89.0%
Insurance	14 144 1140		1,801	1,900	2,100	2,200	2,300	2,400	15.8%
			99,744	93,200	93,300	12,200	12,400	12,600	
Transport Related									
Car Allowances	14 144 1120		1,027	400	600	600	600	600	50.0%
			1,027	400	600	600	600	600	
Supplies & Services									
Expenses	14 144 1130		54	100	100	100	100	100	0.0%
Equipment, Tools & Materials	14 144 1100		1,846	2,000	2,000	2,000	2,000	2,000	0.0%
Publicity	14 144 1013		-	500	500	1,000	500	500	100.0%
Subscription	14 144 1018		76	100	100	100	100	100	0.0%
			1,976	2,700	2,700	3,200	2,700	2,700	
Support Services									
			106,156	72,000	68,000	72,800	73,300	74,800	
TOTAL EXPENDITURE			208,903	168,300	164,600	88,800	89,000	90,700	
INCOME									
Fees & Charges									
Vehicle Licensing	14 144 5051		(68,635)	(68,000)	(68,000)	(68,000)	(68,000)	(68,000)	0.0%
Driver Licensing	14 144 5052		(19,627)	(22,000)	(22,000)	(22,000)	(22,000)	(22,000)	0.0%
Operators Licensing	14 144 2024		(2,090)	(1,500)	(2,500)	(2,500)	(2,500)	(2,500)	66.7%
Other Miscellaneous Income	14 144 5054		(83)	(100)	(100)	(100)	(100)	(100)	0.0%
			(90,436)	(91,600)	(92,600)	(92,600)	(92,600)	(92,600)	
Provision of Services									
			(48,751)	(41,400)	(51,500)	(18,800)	(18,500)	(18,900)	
TOTAL INCOME			(139,186)	(133,000)	(144,100)	(111,400)	(111,100)	(111,500)	
TOTAL NET			69,717	35,300	20,500	(22,600)	(22,100)	(20,800)	

COAST PROTECTION									
PORTFOLIO HOLDER NAME: CLLR KEITH HUDSON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: Y WOODWARD			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Supplies & Services									
Contribution - Crouch Harbour		14 143 5040	2,100	2,100	2,100	2,100	2,100	2,100	0.0%
			2,100	2,100	2,100	2,100	2,100	2,100	
Support Services									
			3,212	3,300	2,400	2,500	2,500	2,600	
TOTAL EXPENDITURE			5,312	5,400	4,500	4,600	4,600	4,700	

STREET CLEANSING								
PORTFOLIO HOLDER NAME: CLLR KEITH GORDON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE
								2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE								
Employee Costs								
Salaries	14 137 1000	82,389	82,700	85,000	87,600	89,300	90,300	5.9%
Insurance	14 137 1140	4,369	3,600	3,700	3,900	4,100	4,300	8.3%
		86,758	86,300	88,700	91,500	93,400	94,600	
Transport Related								
Transport & Plant	14 137 1170	17,832	12,700	12,700	13,500	14,300	15,100	6.3%
		17,832	12,700	12,700	13,500	14,300	15,100	
Supplies & Services								
Equipment, Tools & Materials	14 137 1100	2,946	2,100	2,100	2,100	2,100	2,100	0.0%
Mobile Radio Maintenance	14 137 4642	150	200	200	200	200	200	0.0%
		3,096	2,300	2,300	2,300	2,300	2,300	
Contracted Services								
Contract Payments - Street Cleansing	14 137 4933	672,990	697,300	738,000	757,000	772,000	787,000	8.6%
Tip Clearance	14 137 4931	3,392	5,000	5,000	5,000	5,000	5,000	0.0%
Minor Groundworks	14 137 4924	4,185	5,000	5,000	5,000	5,000	5,000	0.0%
Graffiti Removal	14 137 4926	916	5,500	5,500	5,500	5,500	5,500	0.0%
Footpath Fouling - Notices	14 137 4928	500	500	500	500	500	500	0.0%
Continuous Improvement Fund	14 137 5263	5,026	-	-	-	-	-	
		687,009	713,300	754,000	773,000	788,000	803,000	
Support Services								
		332,625	321,000	105,000	95,000	97,500	98,700	
TOTAL EXPENDITURE		1,127,320	1,135,600	962,700	975,300	995,500	1,013,700	
INCOME								
Fees & Charges								
Graffiti Parish Recharge	14 137 8926	(4,430)	(200)	(100)	(100)	(100)	(100)	-50.0%
Continuous Improvement Fund	14 137 8516	-	-	-	-	-	-	
Recharge for Outside Work	14 137 8479	(413)	-	(400)	(400)	(400)	(400)	
		(4,843)	(200)	(500)	(500)	(500)	(500)	
Provision of Services								
		-	-	(41,700)	(43,100)	(43,800)	(44,400)	
TOTAL INCOME		(4,843)	(200)	(42,200)	(43,600)	(44,300)	(44,900)	
TOTAL NET		1,122,477	1,135,400	920,500	931,700	951,200	968,800	

RECYCLING COLLECTION PORTFOLIO HOLDER NAME: CLLR KEITH GORDON HEAD OF SERVICE NAME: R EVANS			CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE										
Employee Costs										
Salaries	14 146 1000		188,152	174,000	173,500	116,100	119,500	120,900		-33.3%
Insurance	14 146 1140		3,002	3,200	3,500	3,700	3,900	4,100		15.6%
			191,155	177,200	177,000	119,800	123,400	125,000		
Transport Related										
Car Allowances	14 146 1120		4,771	4,200	5,100	5,100	5,100	5,100		21.4%
			4,771	4,200	5,100	5,100	5,100	5,100		
Supplies & Services										
Equipment, Tools & Materials	14 146 1100		1,076	1,100	1,100	1,100	1,100	1,100		0.0%
Black Bags	14 146 5100		-		-		-	-		
Expenses	14 146 1130		747	1,600	400	400	400	400		-75.0%
Recycling Sacks	14 146 5101		452	4,000	2,000	2,000	2,000	2,000		-50.0%
Recycling Events & Promotions	14 146 5113		7,984	8,000	7,700	8,000	8,000	8,000		0.0%
Great Waking Freighters	14 146 4107		-	-	30,000	-	-	-		
			10,259	14,700	41,200	11,500	11,500	11,500		
Contracted Services										
Contract Payments - Refuse Collection	14 146 5107		2,349,153	2,270,300	2,200,600	1,940,000	1,990,000	2,030,000		-14.5%
			2,349,153	2,270,300	2,200,600	1,940,000	1,990,000	2,030,000		
Capital Financing Costs										
Depreciation	14 146 1301		321,415	367,000	367,000	400	400	400		-99.9%
			321,415	367,000	367,000	400	400	400		
Support Services										
			306,813	327,300	227,000	226,900	232,000	234,500		
TOTAL EXPENDITURE			3,183,565	3,160,700	3,017,900	2,303,700	2,362,400	2,406,500		
INCOME										
Grants										
Fuel Discounts regarding contract	14 146 8176		(45,000)	-	-	-	-	-		
Great Waking Freighters	14 146 8104		-	-	(30,000)	-	-	-		
			(45,000)	-	(30,000)	-	-	-		
Fees & Charges										
Bulk Recycling	14 146 8179		(31,067)	(28,000)	(35,000)	(36,000)	(37,000)	(38,000)		28.6%
Continuous Improvement Fund	14 146 8516		(9,583)	-	-	-	-	-		
Tipping Away Fee	14 146 8175		(8,570)	(3,000)	(3,200)	-	-	-		-100.0%
			(49,220)	(31,000)	(38,200)	(36,000)	(37,000)	(38,000)		
Provision of Services										
			(86,814)	(71,300)	(79,500)	(53,200)	(54,600)	(55,400)		
TOTAL INCOME			(181,034)	(102,300)	(147,700)	(89,200)	(91,600)	(93,400)		
TOTAL NET			3,002,531	3,058,400	2,870,200	2,214,500	2,270,800	2,313,100		

DEPOT									
PORTFOLIO HOLDER NAME: CLLR KEITH GORDON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: R EVANS			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Premises Related									
Repairs, Alterations & Maintenance	14 145 3330		2,259	3,000	1,200	2,800	2,900	2,900	-6.7%
National Non-Domestic Rates	14 145 1016		25,696	26,300	26,300	26,900	27,600	28,300	2.3%
			27,954	29,300	27,500	29,700	30,500	31,200	
Supplies & Services									
Expenses	14 145 1130		2	100	-	-	-	-	-100.0%
Depot Recovery Costs	14 145 5388		8,256	-	-	-	-	-	
			8,258	100	-	-	-	-	
Contracted Services									
Depot Security Contractor	14 145 5081		1,950	1,800	1,900	1,900	2,000	2,000	5.6%
			1,950	1,800	1,900	1,900	2,000	2,000	
Capital Financing Costs									
Depreciation	14 145 1300		238,994	243,600	243,600	20,300	20,300	20,300	-91.7%
			238,994	243,600	243,600	20,300	20,300	20,300	
Support Services									
			47,993	43,400	59,100	58,600	59,600	60,300	
TOTAL EXPENDITURE			325,150	318,200	332,100	110,500	112,400	113,800	
INCOME									
Provision of Services									
			(407,910)	(419,500)	-	-	-	-	
TOTAL INCOME			(407,910)	(419,500)	-	-	-	-	
TOTAL NET			(82,760)	(101,300)	332,100	110,500	112,400	113,800	

HIGHWAYS/ROADS (ROUTINE)									
PORTFOLIO HOLDER NAME: CLLR KEITH GORDON HEAD OF SERVICE NAME: R EVANS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Supplies & Services									
Salting	10 100 4006		390	1,000	1,000	1,000	1,000	1,000	0.0%
Highway Verge Improvements	10 100 4003		1,540	2,500	2,600	2,500	2,500	2,500	0.0%
Street/Footpath Lighting	10 100 4002		7,028	5,000	5,000	35,000	5,000	5,000	600.0%
Flood Prevention	10 100		-	-	-	25,000	25,000	25,000	100.0%
			8,958	8,500	8,600	63,500	33,500	33,500	
Capital Financing Costs									
Depreciation	101001300		566	-	-	1,200	1,200	1,200	
			566	-	-	1,200	1,200	1,200	
Support Services									
			323,066	181,700	307,300	302,900	304,600	310,900	
TOTAL EXPENDITURE			332,590	190,200	315,900	367,600	339,300	345,600	
INCOME									
Fees & Charges									
E.C.C. Contribution - Verge Maintenance	10 100 8105		(33,305)	(33,300)	(33,300)	(33,300)	(33,300)	(33,300)	0.0%
			(33,305)	(33,300)	(33,300)	(33,300)	(33,300)	(33,300)	
TOTAL INCOME			(33,305)	(33,300)	(33,300)	(33,300)	(33,300)	(33,300)	
TOTAL NET			299,285	156,900	282,600	334,300	306,000	312,300	

OFF STREET PARKING									
PORTFOLIO HOLDER NAME: CLLR MIKE STEPTOE		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
HEAD OF SERVICE NAME: S SCRUTTON			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE	
EXPENDITURE									
Employee Costs									
Salaries	10 103 1000	156,242	149,000	149,200	151,100	155,100	157,200		1.4%
Insurance	10 103 1140	5,813	6,300	9,100	9,600	10,100	10,600		52.4%
		162,055	155,300	158,300	160,700	165,200	167,800		
Premises Related									
Repairs, Alterations & Maintenance	10 103 3330	30,657	25,900	25,900	27,700	30,800	29,400		6.9%
Special Items	10 103 1019	3,000	-	-	6,100	1,100	9,000		
National Non-Domestic Rates	10 103 1016	135,451	138,800	138,600	142,000	145,600	149,200		2.3%
Electricity	10 103 1009	3,666	3,700	3,700	3,700	3,700	3,700		0.0%
Water & Sewerage	10 103 1012	2,737	3,400	2,700	2,700	2,800	2,900		-20.6%
		175,512	171,800	170,900	182,200	184,000	194,200		
Transport Related									
Transport & Plant	10 103 1170	4,208	3,400	3,100	3,300	3,500	3,700		-2.9%
Car Allowances	10 103 1120	1,135	1,900	1,700	1,700	1,700	1,700		-10.5%
		5,343	5,300	4,800	5,000	5,200	5,400		
Supplies & Services									
Expenses	10 103 1130	77	100	100	100	100	100		0.0%
Equipment Furniture & Materials	10 103 1100	2,044	1,500	1,500	1,500	1,500	1,500		0.0%
Uniforms	10 103 4104	371	400	500	500	500	500		25.0%
Printing	10 103 1180	3,092	4,000	3,500	3,500	3,500	3,500		-12.5%
Publicity	10 103 1013	-	500	500	500	500	500		0.0%
Subscriptions	10 103 1018	2,830	2,500	2,500	2,500	2,600	2,700		0.0%
Traffic Penalty Tribunal	10 103 4063	1,593	2,200	1,500	1,500	1,500	1,500		-31.8%
Machine Telecoms	10 103 4110	1,931	2,000	2,000	2,000	2,000	2,000		0.0%
Traffic Enforcement Officer	10 103 4072	1,100	1,100	1,100	1,100	1,100	1,100		0.0%
Machine Maintenance	10 103 4106	18,634	17,000	17,000	17,000	17,000	17,000		0.0%
Pay by Phone Administration Charge	10 103 4074	1,656	2,500	3,400	4,000	4,000	4,000		60.0%
		33,327	33,800	33,600	34,200	34,300	34,400		
Capital Charges									
Depreciation	10 103 1300	18,717	30,100	30,100	-	-	-		-100.0%
Impairment	10 103 1306	508,223	-	-	-	-	-		
		526,940	30,100	30,100	-	-	-		
Support Services									
		234,005	252,400	226,800	201,200	199,300	204,000		
TOTAL EXPENDITURE		1,137,183	648,700	624,500	583,300	588,000	605,800		
INCOME									
Fees & Charges									
Car Park Pay & Display	10 103 8122	(959,324)	(1,128,500)	(1,128,500)	(1,128,500)	(1,128,500)	(1,128,500)		0.0%
Cost Awarded	10 103 8130	(352)	-	-	-	-	-		
Other Rents	10 103 8119	(8,129)	(7,300)	(7,300)	(7,400)	(7,600)	(7,700)		1.4%
Permits/Season Tickets	10 103 8127	(74,595)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)		0.0%
Penalty Charge Notice Payments	10 103 8128	(57,116)	(70,000)	(40,000)	(50,000)	(50,000)	(50,000)		-28.6%
Commercial Use Of Space	10 103 8480	(213)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)		0.0%
		(1,099,730)	(1,272,300)	(1,242,300)	(1,252,400)	(1,252,600)	(1,252,700)		
Provision of Services									
		(156,058)	(24,500)	(8,900)	(9,000)	(9,300)	(9,400)		
TOTAL INCOME		(1,255,788)	(1,296,800)	(1,251,200)	(1,261,400)	(1,261,900)	(1,262,100)		
TOTAL NET		(118,605)	(648,100)	(626,700)	(678,100)	(673,900)	(656,300)		

PRIVATE SECTOR HOUSING RENEWAL PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON HEAD OF SERVICE NAME: S SCRUTTON		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	11 105 1000		96,390	89,300	63,900	83,000	85,400	86,500	-7.1%
Insurance	11 105 1140		1,201	1,300	1,400	1,500	1,600	1,700	15.4%
			97,591	90,600	65,300	84,500	87,000	88,200	
Transport Related									
Car Allowances	11 105 1120		4,401	3,100	2,300	2,300	2,300	2,300	-25.8%
			4,401	3,100	2,300	2,300	2,300	2,300	
Supplies & Services									
Expenses	11 105 1130		16	200	-	-	-	-	-100.0%
Equipment, Tools & Materials	11 105 1100		673	700	600	600	600	600	-14.3%
Fees & Samples	11 105 4151		-	100	100	100	100	100	0.0%
Landlord Accreditation Scheme	11 105 4148		-	2,500	-	-	-	-	-100.0%
Home Improvement Agencies	11 105 4147		10,000	10,000	10,000	10,000	10,000	10,000	0.0%
Energy Efficiency	11 105 4144		-	100	100	100	100	100	0.0%
			10,689	13,600	10,800	10,800	10,800	10,800	
Capital Financing Costs									
Revenue Expenditure Funded by Capital	11 105 1301		455,622	320,000	320,000	320,000	320,000	320,000	0.0%
			455,622	320,000	320,000	320,000	320,000	320,000	
Support Services									
			134,036	140,300	132,800	129,300	132,200	134,000	
TOTAL EXPENDITURE			702,338	567,600	531,200	546,900	552,300	555,300	
INCOME									
Grants									
Disabled Facilities/Private Sector Renewal Grants	11 105 8517		(166,531)	-	-	-	-	-	
			(166,531)	-	-	-	-	-	
Fees & Charges									
Inspection and Enforcement	11 105 85xx		(275)	-	(400)	(6,400)	(4,400)	(4,400)	
			(275)	-	(400)	(6,400)	(4,400)	(4,400)	
Provision of Services									
			(42,124)	(34,000)	(31,800)	(32,800)	(33,200)	(33,400)	
TOTAL INCOME			(208,929)	(34,000)	(32,200)	(39,200)	(37,600)	(37,800)	
TOTAL NET			493,409	533,600	499,000	507,700	514,700	517,500	

HOUSING ADVICE								
PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON		CODE	2013/14	2014/15	2014/15	2015/16	2016/17	2017/18
HEAD OF SERVICE NAME: S SCRUTTON			ACTUAL	ORIGINAL	REVISED	ESTIMATE	ESTIMATE	ESTIMATE
								2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE								
Support Services			25,660	26,100	30,600	30,100	30,700	31,000
TOTAL EXPENDITURE			25,660	26,100	30,600	30,100	30,700	31,000

HOMELESSNESS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR JO MCPHERSON									
HEAD OF SERVICE NAME: S SCRUTTON									
EXPENDITURE									
Employee Costs									
Salaries	11 106 1000		205,732	191,800	195,500	198,200	205,500	209,400	3.3%
Insurance	11 106 1140		4,453	4,500	4,800	5,000	5,200	5,400	11.1%
			210,185	196,300	200,300	203,200	210,700	214,800	
Transport Related									
Car Allowances	11 106 1120		3,923	3,500	3,500	3,500	3,500	3,500	0.0%
			3,923	3,500	3,500	3,500	3,500	3,500	
Supplies & Services									
Equipment, Tools & Materials	11 106 1100		896	900	900	900	900	900	0.0%
Expenses	11 106 1130		43	100	-	-	-	-	-100.0%
Removals & Storage	11 106 4176		10,838	15,000	13,000	11,000	9,000	9,000	-26.7%
Contracted Accommodation	11 106 4178		365,962	400,000	350,000	323,500	316,000	316,000	-19.1%
Housing Benefit Subsidy Adj	11 106 4179		155,336	214,400	105,000	105,000	105,000	105,000	-51.0%
Medical Assessments	11 106 4171		887	1,200	1,200	1,200	1,200	1,200	0.0%
Homelessness Prevention Initiatives	11 106 5796		6,016	-	-	-	-	-	
Rent Guarantee Scheme	11 106 4174		19,739	15,000	15,000	15,000	15,000	15,000	0.0%
Homelessness Grant	11 106 4170		-	21,700	-	-	-	-	-100.0%
Homelessness Improvements	11 106 4172		-	2,500	2,500	2,500	2,500	2,500	0.0%
HM Land Registry	11 106 4173		48	100	100	100	100	100	0.0%
Essex Wide Loan Rental Scheme	11 106 5631		1,480	-	-	-	-	-	
			561,245	670,900	487,700	459,200	449,700	449,700	
Support Services									
			270,944	251,000	264,700	264,400	270,000	273,400	
TOTAL EXPENDITURE			1,046,298	1,121,700	956,200	930,300	933,900	941,400	
INCOME									
Fees & Charges									
Homelessness Grant	11 106 8170		(50,000)	-	-	-	-	-	
Rent Guarantee Scheme	11 106 8174		(4,627)	-	-	-	-	-	
Contracted Accommodation Recharge	11 106 8134		(329,548)	(340,000)	(240,000)	(240,000)	(240,000)	(240,000)	-29.4%
Homelessness Preventions Initiatives	11 106 8796		(2,248)	-	-	-	-	-	
Removals and Storage Income	11 106 8676		-	(500)	-	-	-	-	-100.0%
			(386,423)	(340,500)	(240,000)	(240,000)	(240,000)	(240,000)	
Other Income									
Contribution from Reserve			-	-	(20,800)	-	-	-	
			-	-	(20,800)	-	-	-	
Provision of Services									
			(34,837)	(33,400)	(40,200)	(40,500)	(41,400)	(41,900)	
TOTAL INCOME			(421,260)	(373,900)	(301,000)	(280,500)	(281,400)	(281,900)	
TOTAL NET			625,038	747,800	655,200	649,800	652,500	659,500	

HOUSING BENEFIT ADMINISTRATION PORTFOLIO HOLDER NAME: CLLR CHERYL ROE HEAD OF SERVICE NAME: Y WOODWARD		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	11 108 1000		469,617	449,400	450,600	398,800	410,500	416,800	-11.3%
Insurance	11 108 1140		9,608	10,200	11,100	11,700	12,300	12,900	14.7%
			479,224	459,600	461,700	410,500	422,800	429,700	
Transport Related									
Car Allowances	11 108 1120		3,457	3,700	3,600	3,600	3,600	3,600	-2.7%
			3,457	3,700	3,600	3,600	3,600	3,600	
Supplies & Services									
Expenses	11 108 1130		298	200	200	200	200	200	0.0%
Equipment, Tools & Materials	11 108 1100		1,336	1,400	1,400	1,400	1,400	1,400	0.0%
Printing & Publicity	11 108 1180		5,460	6,000	6,000	6,000	6,000	6,000	0.0%
Court Cost Expenditure	11 108 4230		4,662	2,000	2,000	2,000	2,000	2,000	0.0%
Call Handling	11 108 4236		22,341	23,400	23,400	24,000	24,600	25,200	2.6%
IRRV Forum	11 108 4239		638	1,100	1,100	1,100	1,100	1,100	0.0%
Benefits Development Fund	11 108 4249		4,515	4,500	4,500	4,500	4,500	4,500	0.0%
Benefit Changes Guidance	11 108 4233		11,560	-	-	-	-	-	
On Line Training Manual	11 108 4243		1,489	1,100	1,100	1,100	1,100	1,100	0.0%
Local Authority Data Sharing	11 108 4232		17,155	-	-	-	-	-	
HB Reforms Transitional Funding	11 108 5636		5,875	-	-	-	-	-	
			75,329	39,700	39,700	40,300	40,900	41,500	
Support Services									
			348,011	310,300	317,400	321,200	327,800	331,300	
TOTAL EXPENDITURE			906,020	813,300	822,400	775,600	795,100	806,100	
INCOME									
Fees & Charges									
Local Authority Data Sharing	11 108 8232		(17,155)	-	-	-	-	-	
Benefit Changes Guidance	11 108 8233		(10,416)	-	-	-	-	-	
Discretionary Housing Income	11 108 8234		(99,169)	(99,000)	(85,000)	(85,000)	(85,000)	(85,000)	-14.1%
Court Costs	11 108 8230		-	(400)	(500)	(500)	(500)	(500)	25.0%
Ministry of Defence Income	11 108 8148		(663)	(300)	(700)	(500)	(500)	(500)	66.7%
DHP Overpayments Income	11 108 8149		(7,178)	-	-	-	-	-	
DWP Welfare Reforms Grant	11 108 8524		(12,202)	-	-	-	-	-	
HB Reforms Transitional Funding	11 108 8636		(4,672)	-	-	-	-	-	
			(151,456)	(99,700)	(86,200)	(86,000)	(86,000)	(86,000)	
Grants									
Administration Subsidy	11 108 8145		(377,829)	(256,100)	(256,100)	(225,800)	(198,300)	(188,400)	
			(377,829)	(256,100)	(256,100)	(225,800)	(198,300)	(188,400)	
Other Income									
Contribution from reserve	11 108 8231		-	-	(10,000)	-	-	-	
			-	-	(10,000)	-	-	-	
Provision of Services									
			(312,100)	(334,300)	(35,700)	(36,000)	(36,400)	(36,800)	
TOTAL INCOME			(841,385)	(690,100)	(388,000)	(347,800)	(320,700)	(311,200)	
TOTAL NET			64,635	123,200	434,400	427,800	474,400	494,900	

REVENUES INVESTIGATION SECTION		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR CHERYL ROE									
HEAD OF SERVICE NAME: Y WOODWARD									
EXPENDITURE									
Employee Costs									
Salaries	11 107 1000		108,633	101,300	109,400	126,500	130,300	131,700	24.9%
Insurance	11 107 1140		2,402	2,500	2,800	2,900	3,000	3,100	16.0%
			111,035	103,800	112,200	129,400	133,300	134,800	
Transport Related									
Car Allowances	11 107 1120		2,465	3,300	2,000	2,000	2,000	2,000	-39.4%
			2,465	3,300	2,000	2,000	2,000	2,000	
Supplies & Services									
Expenses	11 107 1130		331	200	200	200	200	200	0.0%
Equipment, Tools & Materials	11 107 1100		1,519	1,300	1,500	1,500	1,500	1,500	15.4%
Protective Clothing	11 107 5597		-	200	-	-	-	-	-100.0%
Anti Fraud Network	11 107 4203		1,852	3,900	3,900	3,900	3,900	3,900	0.0%
Land Registry Charges	11 107 1101		280	700	700	700	700	700	0.0%
			3,982	6,300	6,300	6,300	6,300	6,300	
Support Services									
			210,777	213,000	145,800	144,600	147,900	149,500	
TOTAL EXPENDITURE			328,258	326,400	266,300	282,300	289,500	292,600	
INCOME									
30% Fine for Fraud	11 107 8137		(5,994)	(2,000)	(6,000)	(1,500)	(500)	(500)	-25.0%
Castle Point Prosecution Income	11 107 8140		(2,588)	-	(3,000)	(3,000)	-	-	
Court Costs - Income from Prosecutions	11 107 8141		(6,805)	(5,000)	(2,000)	(2,000)	-	-	-60.0%
			(15,387)	(7,000)	(11,000)	(6,500)	(500)	(500)	
TOTAL INCOME			(15,387)	(7,000)	(11,000)	(6,500)	(500)	(500)	
TOTAL NET			312,871	319,400	255,300	275,800	289,000	292,100	

RECEPTION			CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR GILLIAN LUCAS GILL										
HEAD OF SERVICE NAME: R EVANS										
EXPENDITURE										
Employee Costs										
Salaries	12 110 1000		87,517	85,900	84,700	86,900	90,800	93,900		1.2%
Insurance	12 110 1140		3,603	3,900	3,500	3,700	3,900	4,100		-5.1%
			91,120	89,800	88,200	90,600	94,700	98,000		
Transport Related										
Car Allowances	12 110 1120		1,064	800	400	400	400	400		-50.0%
			1,064	800	400	400	400	400		
Supplies & Services										
Equipment, Tools & Materials	12 110 1110		2,928	2,500	2,500	2,500	2,500	2,500		0.0%
Access to Services	12 110 4321		1,606	2,400	2,400	2,400	2,400	2,400		0.0%
Expenses	12 110 1130		19	100	-	-	-	-		-100.0%
Office Telephone	12 110 1011		21,782	20,000	20,000	20,500	21,000	21,500		2.5%
Mobile Phones	12 110 4315		3,733	3,500	3,500	3,600	3,700	3,700		2.9%
Telephone Maintenance	12 110 4318		5,152	6,500	6,500	6,500	6,500	6,600		0.0%
EFM Call Logger	12 110 4320		-	-	-	-	-	-		
			35,220	35,000	34,900	35,500	36,100	36,700		
Capital Financing Costs										
Depreciation	12 110 1300		-	20,000	20,000	-	-	-		-100.0%
			-	20,000	20,000	-	-	-		
Support Services										
			190,081	162,000	171,100	178,100	179,100	181,000		
TOTAL EXPENDITURE			317,485	307,600	314,600	304,600	310,300	316,100		
INCOME										
Fees & Charges										
Postages and Telephones	12 110 8213		(1)	(100)	-	-	-	-		-100.0%
Mobile Phone Calls	12 110 8214		(113)	(200)	(200)	(200)	(200)	(200)		0.0%
			(114)	(300)	(200)	(200)	(200)	(200)		
Provision of Services			(317,371)	(307,300)	(314,400)	(304,400)	(310,100)	(315,800)		
TOTAL INCOME			(317,485)	(307,600)	(314,600)	(304,600)	(310,300)	(316,100)		
TOTAL NET			-	-	-	-	-	-		

INFORMATION & SUPPORT SERVICES		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR SIMON SMITH									
HEAD OF SERVICE NAME: Y WOODWARD									
EXPENDITURE									
Employee Costs									
Salaries	12 113 1000		378,368	364,800	412,800	380,700	396,900	404,800	4.4%
Insurance	12 113 1140		9,608	10,200	13,200	13,900	14,600	15,300	36.3%
			387,975	375,000	426,000	394,600	411,500	420,100	
Transport Related									
Car Allowances	12 113 1120		121	200	-	-	-	-	
			121	200	-	-	-	-	
Supplies & Services									
Expenses	12 113 1130		3	100	-	-	-	-	-100.0%
Equipment, Tools & Materials	12 113 1100		3,314	4,900	4,600	4,700	4,900	5,000	-4.1%
Subscriptions	12 113 1018		12,500	12,500	12,500	12,800	13,000	13,200	2.4%
Photocopier Maintenance	12 113 4393		6,732	5,000	5,000	5,100	5,200	5,200	2.0%
Photocopying/Printing supplies	12 113 4392		8,082	9,500	8,000	8,000	8,000	8,000	-15.8%
Central Printing _ Equipment	12 113 4394		11,357	15,000	13,000	13,000	13,200	13,200	-13.3%
Central Printing _ External	12 113 4396		2,246	2,500	2,500	2,500	2,500	2,500	0.0%
Central Stationery Provision	12 113 4348		3,832	5,000	4,700	4,700	4,700	4,700	-6.0%
Postal Charges - Franking	12 113 4349		28,701	28,000	35,000	35,900	36,600	37,300	28.2%
Postal Charges - Bulk Postage	12 113 1014		26,962	24,000	17,000	17,400	17,700	18,000	-27.5%
			103,729	106,500	102,300	104,100	105,800	107,100	
Capital Financing Costs									
Depreciation	12 113 4390		40,305	29,100	29,100	23,000	23,000	23,000	-21.0%
			40,305	29,100	29,100	23,000	23,000	23,000	
Support Services									
			228,965	208,200	270,600	282,600	287,200	289,700	
TOTAL EXPENDITURE			761,095	719,000	828,000	804,300	827,500	839,900	
INCOME									
Fees & Charges									
Printing and Copying	12 113 8216		(55)	(100)	(700)	(700)	(700)	(700)	600.0%
			(55)	(100)	(700)	(700)	(700)	(700)	
Provision of Services									
			(761,040)	(718,900)	(827,300)	(803,600)	(826,800)	(839,200)	
TOTAL INCOME			(761,095)	(719,000)	(828,000)	(804,300)	(827,500)	(839,900)	
TOTAL NET			-	-	-	-	-	-	

OFFICE ACCOMMODATION - ROCHFORD		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR MIKE STEPTOE									
HEAD OF SERVICE NAME: A BUGEJA									
EXPENDITURE									
Employee Costs									
Salaries	12 115 1000		31,910	30,500	29,400	30,200	30,800	31,100	-1.0%
Insurance	12 115 1140		9,918	10,500	9,200	9,700	10,200	10,700	-7.6%
			41,828	41,000	38,600	39,900	41,000	41,800	
Transport Related									
Car Allowances	12 115 1120		2,071	3,100	2,100	2,100	2,100	2,100	-32.3%
			2,071	3,100	2,100	2,100	2,100	2,100	
Premises Related									
Repairs, Alterations & Maintenance	12 115 3330		32,072	23,300	21,100	21,400	21,800	23,900	-8.2%
Special Items	12 115 1019		1,519	18,500	9,000	40,000	28,500	5,500	116.2%
National Non-Domestic Rates	12 115 1016		69,078	56,600	59,500	61,000	62,500	64,000	7.8%
Gas	12 115 1010		10,000	11,000	11,000	12,100	13,300	14,600	10.0%
Electricity	12 115 1009		24,621	26,400	26,400	29,000	32,000	35,100	9.8%
Water	12 115 1012		1,569	2,100	1,800	1,900	2,000	2,100	-9.5%
Sewerage	12 115 1121		2,155	2,100	2,200	2,300	2,400	2,600	9.5%
Paper Recycling	12 115 4457		2,729	2,700	2,700	-	-	-	-100.0%
Cleaning	12 115 1008		14,472	14,800	14,800	15,500	15,800	16,100	4.7%
Refuse Removal	12 115 5080		-	-	-	2,800	2,900	3,000	
			158,217	157,500	148,500	186,000	181,200	166,900	
Supplies & Services									
Expenses	12 115 1130		4	100	-	-	-	-	-100.0%
Equipment, Tools & Materials	12 115 1100		-	100	-	-	-	-	-100.0%
Cleaning Materials	12 115 1007		441	200	200	200	200	200	0.0%
PHS Equipment	12 115 4453		737	1,000	1,000	1,000	1,000	1,000	0.0%
Water Cooler Maintenance	12 115 4444		1,400	1,400	1,200	1,200	1,200	1,200	-14.3%
			2,582	2,800	2,400	2,400	2,400	2,400	
Capital Financing Reports									
Depreciation	12 115 1300		44,645	63,300	63,300	50,000	50,000	50,000	-21.0%
			44,645	63,300	63,300	50,000	50,000	50,000	
Support Services									
			159,028	142,800	144,200	132,500	135,300	137,400	
TOTAL EXPENDITURE			408,372	410,500	399,100	412,900	412,000	400,600	
INCOME									
Fees & Charges									
Rent	12 115 8221		(2,900)	(1,100)	(2,000)	(2,000)	(2,000)	(2,000)	81.8%
			(2,900)	(1,100)	(2,000)	(2,000)	(2,000)	(2,000)	
Provision of Services									
			(405,472)	(409,400)	(397,100)	(410,900)	(410,000)	(398,600)	
TOTAL INCOME			(408,372)	(410,500)	(399,100)	(412,900)	(412,000)	(400,600)	
TOTAL NET			-	-	-	-	-	-	

OFFICE ACCOMMODATION - RAYLEIGH		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR MIKE STEPTOE									
HEAD OF SERVICE NAME: A BUGEJA									
EXPENDITURE									
Employee Costs									
Salaries	12 114 1000		14,138	14,100	14,300	14,800	15,100	15,200	5.0%
Insurance	12 114 1140		3,237	2,300	2,200	2,300	2,400	2,500	0.0%
			17,376	16,400	16,500	17,100	17,500	17,700	
Transport Costs									
Car Allowances	12 114 1120		255	200	100	100	100	100	-50.0%
			255	200	100	100	100	100	
Premises, Related Costs									
Repairs, Alterations and Maintenance	12 114 3330		13,629	17,700	11,900	11,200	11,900	12,700	-36.7%
Special Items	12 114 1019		12,410	2,000	8,000	27,500	3,000	8,500	1275.0%
National Non Domestic Rates	12 114 1016		22,137	22,700	22,700	23,200	23,800	24,400	2.2%
Oil	12 114 4417		5,303	6,000	5,700	5,900	6,200	6,500	-1.7%
Electricity	12 114 1009		4,883	5,100	5,100	5,600	6,100	6,700	9.8%
Water	12 114 1012		179	200	200	200	200	200	0.0%
Sewerage	12 114 1121		205	200	200	200	200	200	0.0%
Refuse Removal	12 114 4422		407	500	500	600	600	600	20.0%
Cleaning of Civic Suite	12 114 4423		9,575	9,800	9,800	10,200	10,500	10,700	4.1%
			68,727	64,200	64,100	84,600	62,500	70,500	
Supplies & Services									
Cleaning Materials	12 114 1007		254	300	300	300	300	300	0.0%
Fixtures & Fittings	12 114 4419		-	200	200	200	200	200	0.0%
Rayleigh Water Cooler Maintenance	12 114 4444		357	300	300	300	300	300	0.0%
Audio-Visual Equipment Maintenance	12 114 4420		-	1,900	2,100	1,900	1,900	1,900	0.0%
			610	2,700	2,900	2,700	2,700	2,700	
Capital Financing Costs									
Depreciation	12 114 1300		7,132	17,500	17,500	7,900	7,900	7,900	-54.9%
			7,132	17,500	17,500	7,900	7,900	7,900	
Support Services									
			120,036	78,300	79,200	73,000	74,300	75,600	
TOTAL EXPENDITURE			214,136	179,300	180,300	185,400	165,000	174,500	
INCOME									
Fees & Charges									
Robing Room Rent	12 114 8219		(6,599)	(5,200)	(6,900)	(7,300)	(7,300)	(7,300)	40.4%
Voluntary Organisations	12 114 8979		(36,000)	(36,000)	(36,000)	(36,000)	(36,000)	(36,000)	0.0%
			(42,599)	(41,200)	(42,900)	(43,300)	(43,300)	(43,300)	
Provision of Services									
			(171,538)	(138,100)	(137,400)	(142,100)	(121,700)	(131,200)	
TOTAL INCOME			(214,136)	(179,300)	(180,300)	(185,400)	(165,000)	(174,500)	
TOTAL NET			-	-	-	-	-	-	

FINANCIAL SERVICES		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR SIMON SMITH									
HEAD OF SERVICE NAME: Y WOODWARD									
EXPENDITURE									
Employee Costs									
Salaries	12 120 1000		380,732	395,100	342,500	340,600	352,800	358,700	-13.8%
Professional Fees	12 120 1006		-	400	200	200	200	200	-50.0%
Insurance	12 120 1140		11,111	11,200	11,500	12,000	12,500	13,000	7.1%
			391,843	406,700	354,200	352,800	365,500	371,900	
Transport Costs									
Car Allowances	12 120 1120		1,240	500	1,000	1,000	1,000	1,000	100.0%
			1,240	500	1,000	1,000	1,000	1,000	
Supplies & Services									
Expenses	12 120 1130		1,360	700	900	900	900	900	28.6%
Equipment, Tools & Materials	12 120 1100		11,142	10,700	10,700	10,700	10,700	10,700	0.0%
Subscriptions	12 120 1018		4,961	5,200	5,600	5,800	5,800	5,900	11.5%
ATM	12 120 4552		2,800	2,800	2,800	2,800	2,800	2,800	0.0%
			20,263	19,400	20,000	20,200	20,200	20,300	
Contracted Services									
Tax Consultants	12 120 4577		1,550	1,800	1,700	1,700	1,700	1,800	-5.6%
Asset Valuation	12 120 4575		2,100	2,100	2,100	2,100	2,100	2,100	0.0%
Baliff Charges	12 120 4582		99	600	100	100	100	100	-83.3%
Treasury Management	12 120 4576		6,000	6,000	6,000	6,200	6,300	6,400	3.3%
Risk Management	12 120 5544		-	500	-	-	-	-	-100.0%
Security Services - Cash Collection	12 120 4551		4,519	5,300	5,400	5,400	5,400	5,400	1.9%
Procurement Support	12 120 4553		-	-	15,000	-	-	-	
			14,268	16,300	30,300	15,500	15,600	15,800	
Support Services									
			260,697	252,000	309,000	329,100	334,100	337,900	
TOTAL EXPENDITURE			688,310	694,900	714,500	718,600	736,400	746,900	
INCOME									
Fees & Charges									
Castle Point Borough Council Payroll Income	12 120 8532		(21,517)	(21,500)	(21,500)	(22,100)	(22,500)	(22,900)	2.8%
Trust Property Administration recharge	12 120 8235		(700)	(700)	(700)	(700)	(700)	(700)	0.0%
Other Payroll Services	12 120 8192		-	-	(7,100)	(4,000)	(4,100)	(4,200)	
Income from VAT on Car Allowances	12 120 8534		(1,506)	(1,500)	(1,000)	(1,000)	(1,000)	(1,000)	-33.3%
Contribution from Reserve			-	-	(15,000)	-	-	-	
			(23,723)	(23,700)	(45,300)	(27,800)	(28,300)	(28,800)	
Provision of Services									
			(807,282)	(820,300)	(669,200)	(690,800)	(708,100)	(718,100)	
TOTAL INCOME			(831,004)	(844,000)	(714,500)	(718,600)	(736,400)	(746,900)	
TOTAL NET			(142,690)	(149,100)	-	-	-	-	

HUMAN RESOURCES		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR GILLIAN LUCAS GILL									
HEAD OF SERVICE NAME: A DAVE									
EXPENDITURE									
Employee Costs									
Salaries	12 121 1000		166,108	163,200	166,900	98,800	101,500	102,900	-39.5%
Central Training Provision	12 121 4607		21,591	19,000	19,000	19,000	19,000	19,000	0.0%
Work Placements	12 121 1017		13,576	16,000	16,000	16,000	16,000	16,000	0.0%
Insurance	12 121 1140		2,402	2,500	2,800	2,900	3,000	3,100	16.0%
			203,677	200,700	204,700	136,700	139,500	141,000	
Transport Costs									
Car Allowances	12 121 1120		462	300	400	400	400	400	33.3%
			462	300	400	400	400	400	
Supplies & Services									
Expenses	12 121 1130		81	400	200	200	200	200	-50.0%
Equipment, Tools And Materials	12 121 1100		330	300	300	300	300	300	0.0%
Consultancy	12 121 4577		-	6,800	6,800	6,800	6,800	6,800	0.0%
Occupational Health	12 121 4604		5,220	7,000	7,000	7,000	7,000	7,000	0.0%
Staff Advertising	12 121 4602		31,915	10,000	10,000	10,000	10,000	10,000	0.0%
Job Evaluation Appeals	12 121 4605		802	2,000	1,000	1,000	1,000	1,000	-50.0%
Childcare Vouchers Management Fee	12 121 4611		1,240	1,200	1,200	1,200	1,200	1,200	0.0%
Staff Reward Scheme	12 121 4606		5,581	4,000	4,000	4,000	4,000	4,000	0.0%
Criminal Record Bureau	12 121 4612		-	1,000	1,000	800	800	800	-20.0%
Investors in People	12 121 4603		5,863	4,300	-	-	8,000	-	-100.0%
Attendance Bonus	12 121 4613		17,773	15,500	15,500	15,500	15,500	15,500	0.0%
			68,806	52,500	47,000	46,800	54,800	46,800	
Support Services									
			195,152	182,000	170,800	174,400	179,600	182,400	
TOTAL EXPENDITURE			468,097	435,500	422,900	358,300	374,300	370,600	
INCOME									
Fees & Charges									
Staff Parking Charge	12 121 8291		(22,520)	(27,000)	(26,000)	(26,000)	(26,000)	(26,000)	-3.7%
			(22,520)	(27,000)	(26,000)	(26,000)	(26,000)	(26,000)	
Provision of Services									
			(449,255)	(408,500)	(396,900)	(332,300)	(348,300)	(344,600)	
TOTAL INCOME			(471,775)	(435,500)	(422,900)	(358,300)	(374,300)	(370,600)	
TOTAL NET			(3,678)	-	-	-	-	-	

ESTATES MANAGEMENT		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR MIKE STEPTOE									
HEAD OF SERVICE NAME: A BUGEJA									
EXPENDITURE									
Employee Costs									
Salaries	12 122 1000		166,143	149,300	149,300	106,700	109,700	111,000	-28.5%
Insurance	12 122 1140		2,402	2,500	2,800	2,900	3,000	3,100	16.0%
			168,544	151,800	152,100	109,600	112,700	114,100	
Transport Costs									
Car Allowances	12 122 1120		4,290	3,700	2,400	2,400	2,400	2,400	-35.1%
Transport & Plant	12 122 1170		3,106	1,400	1,900	2,200	2,500	2,800	57.1%
			7,396	5,100	4,300	4,600	4,900	5,200	
Supplies & Services									
Expenses	12 122 1130		91	200	100	100	100	100	-50.0%
Equipment, Tools And Materials	12 122 1100		1,210	1,600	1,600	1,600	1,600	1,600	0.0%
			1,301	1,800	1,700	1,700	1,700	1,700	
Support Services									
			183,967	161,200	171,900	172,100	176,600	179,100	
TOTAL EXPENDITURE			361,208	319,900	330,000	288,000	295,900	300,100	
INCOME									
Fees & Charges									
Admin Charge/Rechargeable Income	12 122 8237		(500)	-	(500)	(500)	(500)	(500)	
Capital Works	12 122 6499		(3,850)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	0.0%
Finchfield Bungalows Trust Management Fee	12 122 8186		(10,600)	(10,600)	(10,600)	(10,600)	(10,600)	(10,600)	0.0%
			(14,950)	(20,600)	(21,100)	(21,100)	(21,100)	(21,100)	
Provision of Services									
			(345,650)	(299,300)	(308,900)	(266,900)	(274,800)	(279,000)	
TOTAL INCOME			(360,600)	(319,900)	(330,000)	(288,000)	(295,900)	(300,100)	
TOTAL NET			608	-	-	-	-	-	

COMMUNICATIONS		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR GILLIAN LUCAS GILL									
HEAD OF SERVICE NAME: A DAVE									
EXPENDITURE									
Employee Costs									
Salaries	12 123 1000		65,312	68,400	72,300	111,000	114,000	115,300	62.3%
Insurance	12 123 1140		1,201	1,300	2,100	2,200	2,300	2,400	69.2%
			66,513	69,700	74,400	113,200	116,300	117,700	
Transport Costs									
Car Allowances	12 123 1120		126	200	400	400	400	400	100.0%
			126	200	400	400	400	400	
Supplies & Services									
Equipment, Supplies and Materials	12 123 1100		2	100	100	100	100	100	0.0%
Newspaper (Rochford District Matters)	12 123 5437		25,597	30,000	26,500	27,100	27,600	28,100	-9.7%
Expenses	12 123 1130		-	-	300	300	300	300	
			25,599	30,100	26,900	27,500	28,000	28,500	
Support Services									
			103,898	96,400	104,500	98,100	101,200	101,700	
TOTAL EXPENDITURE			196,136	196,400	206,200	239,200	245,900	248,300	
INCOME									
Fees & Charges									
Rochford District Matters	12 123 8437		(21,655)	(23,600)	(20,400)	(20,100)	(20,100)	(20,100)	-14.8%
			(21,655)	(23,600)	(20,400)	(20,100)	(20,100)	(20,100)	
Provision of Services									
			(174,481)	(172,800)	(185,800)	(219,100)	(225,800)	(228,200)	
TOTAL INCOME			(196,136)	(196,400)	(206,200)	(239,200)	(245,900)	(248,300)	
TOTAL NET			-	-	-	-	-	-	

LEGAL SERVICES		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR CHERYL ROE									
HEAD OF SERVICE NAME: A BUGEJA									
EXPENDITURE									
Employee Costs									
Salaries	12 118 1000		217,430	194,400	198,500	148,500	156,700	158,400	-23.6%
Professional Fees	12 118 1006		1,165	1,100	1,100	1,100	1,100	1,100	0.0%
Insurance	12 118 1140		3,002	3,500	4,100	4,300	4,500	4,700	22.9%
			221,597	199,000	203,700	153,900	162,300	164,200	
Transport Costs									
Car Allowances	12 118 1120		564	500	700	700	700	700	40.0%
			564	500	700	700	700	700	
Supplies & Services									
Expenses	12 118 1130		1,073	1,000	1,500	1,500	1,500	1,500	50.0%
Equipment, Tools & Materials	12 118 1100		1,467	1,000	1,000	1,000	1,000	1,000	0.0%
Library	12 118 4521		8,432	12,600	9,600	9,900	10,200	10,400	-21.4%
Legal Fees	12 118 4520		2,714	12,000	12,000	12,000	12,000	12,000	0.0%
Land Charges Action Group	12 118 4891		9,694	-	-	-	-	-	
			23,379	26,600	24,100	24,400	24,700	24,900	
Support Services									
			166,586	151,700	187,500	198,300	202,400	205,000	
TOTAL EXPENDITURE			412,126	377,800	416,000	377,300	390,100	394,800	
INCOME									
Fees & Charges									
Legal Fees Income	12 118 85xx		(9,550)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)	0.0%
Rents	12 118 8224		(691)	(500)	(500)	(500)	(500)	(500)	0.0%
Southend Council Backup Storage	12 118 8283		(2,356)	(2,500)	(1,200)	(2,500)	(2,600)	(2,700)	0.0%
Parish Income	12 118 8190		-	-	(3,000)	(3,000)	(3,000)	(3,000)	
			(12,597)	(20,000)	(21,700)	(23,000)	(23,100)	(23,200)	
Provision of Services									
			(530,257)	(494,600)	(394,300)	(354,300)	(367,000)	(371,600)	
TOTAL INCOME			(542,854)	(514,600)	(416,000)	(377,300)	(390,100)	(394,800)	
TOTAL NET			(130,728)	(136,800)	-	-	-	-	

AUDIT & PERFORMANCE MANAGEMENT		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
EXPENDITURE									
Employee Costs									
Salaries	12 116 1000		142,320	155,400	148,000	127,000	131,000	132,400	-18.3%
Insurance	12 116 1140		3,603	3,900	3,500	3,700	3,900	4,100	-5.1%
			145,923	159,300	151,500	130,700	134,900	136,500	
Transport Costs									
Car Allowances	12 116 1120		236	100	200	200	200	200	100.0%
			236	100	200	200	200	200	
Supplies & Services									
Expenses	12 116 1130		97	200	100	100	100	100	-50.0%
Equipment, Tools & Materials	12 116 1100		214	200	200	200	200	200	0.0%
Subscriptions	12 116 1018		100	100	100	100	100	100	0.0%
			411	500	400	400	400	400	
Support Services									
			133,489	116,400	78,900	79,700	81,200	82,000	
TOTAL EXPENDITURE			280,059	276,300	231,000	211,000	216,700	219,100	
INCOME									
Provision of Services									
			(280,059)	(276,300)	(231,000)	(211,000)	(216,700)	(219,100)	
TOTAL INCOME			(280,059)	(276,300)	(231,000)	(211,000)	(216,700)	(219,100)	
TOTAL NET			-	-	-	-	-	-	

CUSTOMER SERVICES		CODE	2013/14 ACTUAL	2014/15 ORIGINAL	2014/15 REVISED	2015/16 ESTIMATE	2016/17 ESTIMATE	2017/18 ESTIMATE	2014/15 ORIGINAL TO 2015/16 ESTIMATE % CHANGE
PORTFOLIO HOLDER NAME: CLLR GILLIAN LUCAS GILL									
HEAD OF SERVICE NAME: R EVANS									
EXPENDITURE									
Employee Costs									
Salaries	14 142 1000		306,884	285,000	284,600	252,100	259,200	262,900	-11.5%
Training	14 142 1005								
Professional Fees	14 142 1006								
Insurance	14 142 1140		9,007	9,900	8,300	8,700	9,100	9,500	-12.1%
			315,891	294,900	292,900	260,800	268,300	272,400	
Supplies & Services									
Expenses	14 142 1130		269	100	100	100	100	100	0.0%
Equipment, Tools & Materials	14 142 1100		1,073	700	700	700	700	700	0.0%
			1,342	800	800	800	800	800	
Support Services									
			210,680	194,000	174,100	180,900	183,700	184,600	
TOTAL EXPENDITURE			527,913	489,700	467,800	442,500	452,800	457,800	
INCOME									
Fees & Charges									
Admin Charge	14 142 8237		(42)	-	-	-	-	-	
			(42)	-	-	-	-	-	
Provision of Services									
			(660,301)	(627,100)	(467,800)	(442,500)	(452,800)	(457,800)	
TOTAL INCOME			(660,343)	(627,100)	(467,800)	(442,500)	(452,800)	(457,800)	
TOTAL NET			(132,420)	(137,400)	-	-	-	-	

Environment					Appendix 3			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Licenses								
	Dangerous Wild Animals Act 1976	Non-Vatable	154.00	157.00	1 (Licence lasts two years)	290.00 Recovers actual cost	£600 - £150 average £290 Two-yearly licence Fee recommended does not deter keepers from applying and in line with Essex authorities	J Fowler
	Animal Boarding Establishment Act 1963	Non-Vatable	185.00	189.00	12	200.00 Recovers actual cost	£150-£255 Average £196 Recommended In line with Essex authorities	J Fowler
	Riding Establishments Act 1964							
	- Non Charitable	Non-Vatable	230.00	234.00	3	325.00 Inflation	£141 - £805 Average £364 Recommended in line with actual costs	J Fowler
	- Charitable	Non-Vatable	85.00	87.00	1	234.00 Actual costs	Others LAs do not have this PH decision to grant a discount for charitable purposes	J Fowler

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Mid year Vet inspection	Non-Vatable	42.00	Remove. Unused as cost factored in to Licence fee.	4	43.00 Inflation	Other authorities do not have this. Recommended fee based on actual costs	J Fowler
	Pet Animals Act 1951 & Breeding of Dogs Act 1973	Non-Vatable	180.00	184.00	2	180 Hold fee due to previous rise	£159 - £242 Average £183 Recommended In line with Essex authorities	J Fowler
	Home Boarding of Dogs	Non-Vatable	150.00	153.00	5	150 Hold fee due to previous rise	£64 - £150 Average £110 Recommended In line with Essex authorities	J Fowler
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>	Non-Vatable						

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Zoo Licensing								
	Application for grant of first licence	Non-Vatable	425.00	433.00	0	425 Hold fee due to previous rise	£150 - £1081 Average £559 Recommended based on actual costs	
	Application for renewal of licence	Non-Vatable	240.00	245.00	0	240 Hold fee due to previous rise	£149 - £1081 Average £645 Recommended based on actual costs	J Fowler
	Alteration of licence	Non-Vatable	130.00	133.00	0	130 Hold fee due to previous rise	£90 - £848 Average £566 Recommended based on actual costs	J Fowler
	Transfer of licence	Non-Vatable	130.00	133.00	0	130 Hold fee due to previous rise	£90 - £844 Average £469 Recommended based on actual costs	J Fowler
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>							
Scrap Metal Dealers								
	Site Licence - Initial application	Non-Vatable	338.00	344.00	4	338.00	SE Essex: £270 - £375, Recommended is In line with Essex authorities & reflects officer time	J Fowler

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Site - Renewal	Non-Vatable	269.00	274.00	0	269.00	SE Essex: £180-£283 Recommended is In line with Essex authorities & reflects officer time	J Fowler
	Site - Variation	Non-Vatable	65.00	66.00	0	65.00	SE Essex: £31-£283 Recommended is In line with Essex authorities & reflects officer time	J Fowler
	Collectors Licence - Initial application	Non-Vatable	224.00	228.00	10	224.00	SE Essex: £160-£283 Recommended is In line with Essex authorities & reflects officer time	J Fowler
	Collectors - Renewal	Non-Vatable	186.00	190.00	0	186.00	SE Essex: £128-£180 Recommended is In line with Essex authorities & reflects officer time	J Fowler

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Collectors - Variation	Non-Vatable	65.00	66.00	0	65.00	SE Essex: £31-£283 Recommended is In line with Essex authorities & reflects officer time	J Fowler
Alcohol, Regulated Entertainment & Late Night Refreshment Licence Fees:								
These are prescribed by regulations issued under the Licensing Act 2003 and vary dependent								J Fowler
Sex Establishments								
	Grant, renewal, variation or transfer (£2,040 refunded if no hearing)	Non-Vatable	2,360.00	2,410.00	0	2,800.00	£600 - £6,250 Average £2,883 Recommended based on actual costs	J Fowler
Sexual Entertainment Venues								
	Grant, renewal, variation or transfer (£2,040 refunded if no hearing)	Non-Vatable	2360 (previously listed as Sex Establishment)	2,900.00	0	2,830.00	£600 - £6,250 Average £2,883 Recommended based on actual costs	J Fowler
Other Establishments								
	Acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing & electrolysis	Non-Vatable	205.00	209.00	5	205.00	£115 -£202 Average £145 Recommended based on actual costs	M Howlett

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Hypnotism Consent	Non-Vatable	32.00	32.50	0	33.00	Most do not charge. Recommended based on officer costs	J Fowler
Gambling Licence Fees								
	Betting Office - grant/ provisional statement - £2,040 refunded if no hearing	Non-Vatable	2,440.00	2,490.00	1	2,440.00	Benchmarking information not available as all authorities are reviewing their charges in the light of recent legal challenges	J Fowler
	Annual Fee	Non-Vatable	195.00	199.00	8	195.00	Recommended fee is based on assessment of actual costs	J Fowler
	Variation	Non-Vatable	275.00	280.00	0	275.00		J Fowler
	Transfer/ Reinstatement	Non-Vatable	240.00	245.00	0	240.00		J Fowler
	Adult Gaming Centre - grant/ provisional statement £1,600 refunded if no hearing	Non-Vatable	2,000 Max	2,000.00	0	2,000 Max		J Fowler
	Annual Fee	Non-Vatable	195.00	199.00	1	195.00		J Fowler
	Variation	Non-Vatable	275.00	280.00	0	275.00		J Fowler
	Transfer/ Reinstatement	Non-Vatable	250.00	255.00	0	250.00		J Fowler
	Bingo Club - grant/ provisional statement £2,040 refunded if no hearing	Non-Vatable	2,440.00	2,490.00	0	2,440.00		J Fowler
	Annual Fee	Non-Vatable	195.00	199.00	0	195.00		J Fowler
	Variation	Non-Vatable	190.00	195.00	0	190.00		J Fowler
	Transfer/ Reinstatement	Non-Vatable	250.00	255.00	0	250.00		J Fowler
	Family Entertainment Centre - grant/ provisional statement £1,600 refunded if no hearing	Non-Vatable	2,000 max	2,000.00	0	2,000 max		J Fowler
			3.117					

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Annual Fee	Non-Vatable	195.00	199.00	0	195.00		J Fowler
	Variation	Non-Vatable	275.00	280.00	0	275.00		J Fowler
	Transfer/ Reinstatement	Non-Vatable	250.00	255.00	0	250.00		J Fowler
Street Trading								
	Street Trading Consent - Issue (annual)	Non-Vatable	250.00	255.00	2	250.00	£256-£2,600 The recommended fee is considered reasonable, the alternative fee option reflects actual costs.	J Fowler
	Street Trading Consent - Renewal (annual)	Non-Vatable	250.00	255.00	2	250.00	£256-£2,600. More than 3, additional £1,554 The recommended fee is considered reasonable, the alternative fee option reflects actual costs.	J Fowler

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Pavement Permissions - Issue (annual)	Non-Vatable	250.00	255.00	2	250.00	£256-£500 up to 3 days, more than 3 days, an additional £1,554 will be charged. The recommended fee is considered reasonable, the alternative fee option reflects actual costs.	J Fowler
	Pavement Permissions - Renewal (annual)	Non-Vatable	250.00	255.00	3	250.00	£256-£500 up to 3 days, more than 3 days, an additional £1,554 will be charged. The recommended fee is considered reasonable, the alternative fee option reflects actual costs.	J Fowler

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Street Trading - community events 1 day	Non-Vatable	0.00	0.00	3	21.00	no data Recommended maintain nil charge. Alternative option reflects actual cost	J Fowler
Hire of Windmill								
	For commercial use - 1 hour session on one floor	Standard	34.00	34.00	0		Difficult to compare for this fairly unique building. Most uses are for weddings or exhibitions	M H-White
	For commercial use - all day (7.5hr)	Standard	85.00	85.00	0			M H-White
	For non - commercial use - 1 hour session	Standard	17.00	17.00	0			M H-White
	For non - commercial use - all day (7.5hr)	Standard	42.50	42.50	0			M H-White
Wedding Hire								
	Mondays - Fridays Inclusive (am)	Standard	150.00	150.00			Again difficult to compare but Essex Registration Service view is that fairly consistent for this size of facility	M H-White
	Mondays - Fridays Inclusive (pm)	Standard	250.00	250.00				M H-White
	Saturday, Sunday and Bank Holidays	Standard	350.00	350.00	40.00			M H-White
	Wedding invitations (each)	Standard	1.50	1.50				M H-White
	Chair Cover Hire including sashes	Standard	60.00	60.00				M H-White

Environment					Units	Alternative Fee Option	Comments	LEAD OFFICER
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £				
Football								
	Alternative use of pitch - Sat	Non-Vatable	759.00	774.00	13		Recommended based on inflation increase. Fees increased 19 August 2014 Portfolio Holder Decision	M Hotten
	Alternative use of pitch - Sun	Non-Vatable	817.00	833.00	28		Recommended based on inflation increase. Fee increased 19 August 2014 Portfolio Holder decision	M Hotten
Casual Lettings Including Pavilion								
	Adults Sat	Standard	113.00	113.00	0	71.50	No uptake, above market price.	M Hotten
	Adults Sun	Standard	127.00	127.00	0	71.50	No uptake, above market price.	M Hotten
	Juniors Sat	Standard	76.00	76.00	0	36.00	No uptake, above market price.	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Juniors Sun	Standard	84.00	84.00	0	36.00	No uptake, above market price.	M Hotten
Established Junior Pitches								
	Alternative use of pitch - Sat	Non-Vatable	357.00	364.00	2	280.00	Recommended based on inflation increase. Alternative based on market price. Average £280 (£186-£347)	M Hotten
	Alternative use of pitch - Sun	Non-Vatable	383.00	390.00	18	288.00	Recommended based on inflation increase. Alternative based on market price. Average £288 (£186-£347)	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Mini Football								
	Alternative use of pitch - Sat	Non-Vatable	307.00	307.00	0	161.00	No uptake, above market price.	M Hotten
	Alternative use of pitch - Sun	Non-Vatable	363.00	363.00	1	198.00	Low uptake, above market price.	M Hotten
	NOTE: Fees may be reduced where clubs undertake some of the required tasks.							M Hotten
Pavilion Hire								
	Including changing rooms per 3 hour session.	Non-Vatable	80.00	80.00	0		Low uptake, above market price.	M Hotten
	NOTE: Hire in respect of Youth Clubs will be reduced by 50%							
Playgroups								
	Pre-School and mother and child - Morning Session	Non-Vatable	15.00	15.00	320	15.00	N/a - both nurseries are to be offered tenacy agreements which is more appropriate	M Hotten
	Pre-School and mother and child - Afternoon Session	Non-Vatable	15.00	15.00	320	15.00		M Hotten
NOTE: Fees do not include service charges. Reduction of 25% for registered charities								

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Cricket								
	Cricket	Non-Vatable	530.00	540.00	3	750.00	Average £750(£700- £822) - Other districts include cricket square management in the charge. Recommended based on inflation increase. Alternative option in line with average.	M Hotten
	Pavilion Hire (50% of pitch hire)							
Rustic Products								
Woodchips								
	Delivered within 5 miles	Standard	30.00	30.00	3	30.00	Limited market. The charges for woodchips on collection have been taken out as very rarely used.	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Firewood								
	Firewood (logs) per transit load delivered - Within District	5%	130.00	150.00	75	170.00	£110 to £150 (median of £127) Recommended is market price. The price is the top end of pricing which represents a substantial increase.	M Hotten
	Firewood (logs) per half transit load delivered - Within District	5%	75.00	95.00	14	85.00	as above	M Hotten
	Delivery within 5 miles of district boundary		5.00	5.00	-	10.00	Free to £10. While price increases upon logs are above the rate of inflation, a further increase upon delivery may be unpreferential	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Logs								
	1 Bag	5%	3.50	4.00	-	£5.00	Extremely variable due to differing qualities, bottom end of market is £4 per bag, at present there is no established market. Recommended fee reflects a relatively new market.	M Hotten
	1 Bag for wholesale		2.00		-		As above, bottom end of market is £2 per bag at present trying to establish market	M Hotten
Stakes								
	6ft Chestnut rustic fencing stakes (pointed end) each	Standard	2.50	2.75			Limited local market - usually purchase with other fencing materials	M Hotten
	6ft Chestnut rustic fencing stakes (pointed end) (more than 50)	Standard	2.25	2.50			as above	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Rustic Bench								
Rustic bench wth back				345.00				
Made from local claimed materials		Standard	225.00	245.00	1	158.00 Inflation increase	Extremely variable in price and quality. Norsey Wood - £85 Recommended based on labour, materials plus 10% profit	M Hotten
Open Spaces								
Memorials								
Formal bench including five year maintenance agreement		Non-Vatable	625.00	625.00	-	662.00 In line with Southend charges	Southend - £662; Maldon - £1012 Rochford Parks need more benches. Recommended based on labour, materials plus 10% profit	M Hotten
Backed bench including five year maintenance agreement		Non-Vatable	420.00	430.00	-		Moors Valley - £420,	M Hotten
Unbacked bench including five year maintenance agreement		Non-Vatable	330.00	330.00	-	85.00	Moors Valley - £330; Norsey Wood - £85	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Tree planting includes cost of tree.	Non-Vatable	150.00	150.00	-	62.00 Inflation	£450 - £200, average £300 Recommended based on enhanced service with labour, materials, tree and profit.	M Hotten
	Burial of pet ashes does not include memorial cost	Standard	60.00	60.00	-		There is no comparable service - priced to cover labour costs	M Hotten
Commercial use of open spaces								
Costs for licensed organisations to use open spaces for events.								
	- 'Low key' commercial use – e.g. Dog Walking Companies, 'Boot Camp' style fitness sessions where operators charge participants. (per annum)	Non-Vatable	300.00	300.00	2		Need to develop fuller range of charges relating to commercial use £30/month for 1 session a week; (£360) for year (Boot Camp)	M Hotten
	- General community events which are free at the point of entry (e.g. Sponsored Walks, Race for Life, Schools Orienteering).	Non-Vatable	Free		5		Usually Free	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	- Not for profit and commercial interest companies, special interest events, for which an entrance charge is made to help cover the organiser's costs. (per day)	Non-Vatable	200.00	200.00	1	£100	1 benchmark, 2 exisiting. Appears slightly high Average £108 Range £45-£181	M Hotten
	- Fully commercial, profit making events – e.g. Music concerts markets etc. (per event).	Non-Vatable	1,000.00	1,000.00	-		Need to develop fuller range of charges relating to commercial use Most cost are based upon event numbers and broken down into set up costs, event days, hard to compare	M Hotten
Access Licences								
	General Access Licences on to open spaces	Non-Vatable	£30	£30	New	£30	Cover cost of staff time to unlock/lock gates, issue keys etc. - none readily available	M Hotten
Tree Works								

3.129

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Work on Council trees for which there is no safety case. Hourly rate	Standard	£57	£57	New	£28 - 'meet the neighbour half way price' £68 Reflects commercial rates	Essex Trees (cheapest price - £68/hour) Recommended based on costs + 10%	M Hotten
	Trading Pitch in Open Spaces (Renewable every three years) subject to a tendering process		Competitive tender		1		Price set by competitive tender. Renewable every 3 years. Currently one is Hockley Woods.	M Hotten
Factual Statements								
	Research or completion of works in default of a notice period per hour (min charge - 1hr)	Non-Vatable	47.00	48.00	0 to 2 p.a.	47.00	Recommended fee based on actual costs, alternative fee is inflation increase. Countywide formula used	M Howlett
	Section 28(9) of Health and Safety at Work etc Act 1974 - per hour	Non-Vatable	47.00	48.00	0	47.00	Recommended fee based on actual costs, alternative fee is inflation increase.	M Howlett
Requests for Environmental Information					3.130			

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Up to 4 hours	Standard	188.00	192.00	to 10 p.a.	188.00	£63-£93 per request; Com premises standard up to £175.00 (4 LAs) Recommended based on actual costs - approximately 4 hours per search. Alternative option is inflation increase	M Howlett
	Per hour thereafter	Standard	47.00	48.00	0 to 2 p.a.	47.00	£65-£67.50/additional hours Recommended based on actual cost. Alternative option is inflation increase.	M Howlett
Fixed Penalty Notices								
Fixed Penalty notices can be awarded for a number of offences and range in value, a detailed listing can be found on the Council's website.								
Lost, Found or Stray Dogs								

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Statutory fee	Non-Vatable	78.00	80.00			No increase recommended	M Hotten
	Daily kennelling fee - plus vet fees if necessary	Non-Vatable	13.00	14.00			No increase recommended. £47-£72 first day + £30-£47 thereafter	M Hotten
	Microchip at the Kennels	Non-Vatable	18.00	19.00			No increase recommended. Average - £20	M Hotten

Environment								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Wheeled Bins								
	Set of 3 wheeled bins for new housing developments - charge levied on developer - bins provided for recycling service	Non-vatable	168.00	168.00	85	102-105	Average benchmarked price - £34/ bin. Top of price range on benchmarking - £56/bin.No increase recommended	B Saunders
Bulky Waste Collection								
Collection of bulky waste (household furniture) and electrical household items								
	- For one item	Non-Vatable	12.00	12.00	2,500	£10.30 - Inflation £21.00 - Average Minimum for more items	£2-£10. Average £8 each No increase recommended	B Saunders
	- Each additional item booked at same time	Non-Vatable	6.00					B Saunders

Description of Offence - Fixed Penalty Notices	Act	Penalty if paid early	Maximum Penalty conviction
1. Dropping Litter (including gum & cigarettes)	S87/8 EPA 1990 amended by S18 CNEA	£50	£2,500
2. Abandonment of Vehicle	S2 & 2A RD (A) Act 1978	£120	£2,500
3. Failure to remove dogs mess	S3 Dogs (FL) Act 1996	N/A	£1,000
4. Sale of vehicles on road	S3 CNEA 2005	£80	£2,500
5. Repair of vehicles on a road	S4 CNEA 2005	£80	£2,500
6. Waste Bin Offences	S46 & S47(ZA) EPA 1990	£60	£1,000
7. Graffiti	S43&44 ASBA 03, S1 CDA	£50	£5,000
8. Fly Posting	S43&44 ASBA 03, S224 TCPA	£50	£2,500

Environment				Units	Alternative Fee Option	Comments	LEAD OFFICER
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £				
9. Failure to comply with a street litter control notice	S94 & 94A EPA 1990	£60	£2,500				
10. Failure to comply with a litter clearing notice	S92 & S94 EPA 1990	£60	£2,500				
11. Cycling on footpath	S72 HA 1835	N/A	N/A				
12. No smoke free signage	S6 & 9 Health Act 2006	£150 (15D)	£1,000				
13. Smoking in a smoke free place	S7 & 9 Health Act 2006	£30 (15D)	£200				
14. Failure to produce waste documents	S34 EPA 1990	£180	Unlimited				
15. Failure to produce a Waste Carriers Licence	S5 & 5b COP(A) Act 1989	£180	Unlimited				
16. Noise from dwelling	S8 Noise Act 1996	£60	£5,000				
17. Noise from Licensed Premises	S8 Noise Act 1996	N/A	£20,000				
18. Leaflet Distribution on designated land	Sch 3A EPA 1990	£50	£2,500				
19. Offences under Dog Control Orders	S59 CNEA 2005	£60	£1,000				

<u>Legal, Estates and Member Services</u>					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Cemeteries								
Interments In Graves or Vaults								
	Interment Fee (New grave or re-open) :						Inflation increase only. All cemetery fees have been benchmarked against 7 Essex cemeteries and RDC are in the upper 10%	
	- Still Born - Under 1 Month	Non-Vatable	215.00	No Charge	1			A Thomas
	- Under 12 Years	Non-Vatable	323.00	331.00	0			A Thomas
	- Over 12 Years	Non-Vatable	656.00	672.00	67			A Thomas
	Exclusive Right of Burial (50% reduction for child under 12 buried in children's area)	Non-Vatable	733.00	751.00	60			A Thomas
	For the Interment of a Cremation Casket in a purchased grave	Non-Vatable	246.00	252.00	17			A Thomas
Interments in Cremation Plots								
	Interment Fee (New Grave or reopen)	Non-Vatable	246.00	252.00	64			A Thomas
	Exclusive Right of Burial	Non-Vatable	374.00	383.00	43			A Thomas

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Columbarium at Rayleigh cemetery								
Cost to scatter ashes including an engraved plaque on the memorial wall	Non-Vatable	400.00	410.00	2		New Charge This is a new concept and charges will need to be reviewed depending on take up.	A Thomas	
Cost for engraved plaque on memorial wall without scattering ashes	Non-Vatable	350.00	359.00	2			A Thomas	
Cost to inter ashes in Columbarium, including supply and engraving of memorial plaque for a period of 15 years with a renewal fee of £103 for a further 15 years	Non-Vatable	900.00	923.00	2			A Thomas	
Cost to inter ashes in Columbarium, including supply and engraving of memorial plaque for a period of 30 years	Non-Vatable	900.00	923.00	3			New charge A Thomas	
Cost of second set of ashes in Columbarium, including engraving memorial plaque	Non-Vatable	350.00	359.00	0				
Coloured, enamelled picture of the deceased to the plaque on the Memorial Wall or Columbarium	Non-Vatable	120.00	123.00	1			A Thomas	
15 year renewal fee	Non-Vatable	100.00	103.00	0			A Thomas	

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Rayleigh Cemetery Monuments, Headstones and Inscriptions								
	Earthen Graves A headstone set on a base with or without kerbstone surround is permitted.					All cemetery fees have been benchmarked against 7 Essex cemeteries and RDC are in the upper 10%		
	Headstone maximum height 91.4 cm from ground level, a maximum of 10.2 cm thick and 76.2 cm wide at its maximum width. A base of the same material maximum size 91.4 cm long 38.1 cm wide.	Non-Vatable	172.00	176.00	6		A Thomas	
	Kerbstone or border stone (height not exceeding 30.5cm)	Non-Vatable	172.00	176.00	0		A Thomas	
	Cremation plots						A Thomas	
	Memorials on cremation plots can vary in forms of memorial vase/inscription panel, open books etc, but restricted to a maximum height of 30.5 cm	Non-Vatable	172.00	176.00	0		A Thomas	
	Kerbstone around a cremation plot (7	Non-Vatable	172.00	176.00	0		A Thomas	
	Side panel for additional inscription. Size not to exceed 23 cm x 23 cm to match existing memorial	Non-Vatable	172.00	176.00	1		A Thomas	
	Any additional inscription on a memorial	Non-Vatable	74.00	76.00	13		A Thomas	

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Hall Road Cemetery Monuments, Headstones and Inscriptions								
Earthen Graves Since this is a Lawn Cemetery the only memorial permitted will be in the form of a headstone set on a base								
Maximum Height 91.4 cm from ground level, a maximum of 10.2 cm thick and 76.2 cm wide at its maximum width. A base of the same material maximum size 91.4 cm long 38.1 cm wide	Non-Vatable	172.00	176.00	40			A Thomas	
Cremation plots								
A memorial vase/inscription panel only is permitted. Size not to exceed 61 cm x 30.5 cm 23 cm x 23cm.	Non-Vatable	172.00	176.00	29			A Thomas	
Side panel for additional inscription. Size not to exceed 23 cm x 23 cm to match existing memorial	Non-Vatable	172.00	176.00	2			A Thomas	
Any additional inscription on a memorial	Non-Vatable	74.00	76.00	32			A Thomas	
NOTE: Flagstone and kerbstones are not applicable to Hall Road Cemetery								
NOTE: If the deceased had not been a Council Taxpayer, inhabitant or parishioner within the Rochford District within a period of three years prior to his or her death, then all the foregoing fees, payments and sums will be doubled.								

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Exhumation Charge								
	Each exhumation will be recharged on an actual costs basis plus VAT	Standard			0			A Thomas
Additional Fees								
	Registering Transfer of grant	Non-Vatable	80.00	82.00	51			A Thomas
Funerals Administration								
	National Assistance Act Funerals administration Fee	Standard	530.00	540.00	6 p.a.	530.00	Most Essex LAs £0. Neighbouring authority- £500 in 13/14 Recommended fee based on actual costs. Fee also has to be justified to the Treasury Solicitor. Not all estates have funds.	M Howlett

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
S106 Agreements								N Khan
	S106 Agreements - Single Domestic	Non-Vatable	135.00	137.70	0			N Khan
	S106 Agreements - Hourly Charge for Solicitor with over 8 years experience	Non-Vatable	217.00	221.34	5		set commercial rates	N Khan
	S106 Agreements - Hourly Charge for Solicitor/Legal Exec with over 4 years experience	Non-Vatable	192.00	195.84			5 agreements which will be costed according to seniority of officer involved.	N Khan
	S106 Agreements - Hourly Charge for Other Solicitors/Legal Execs	Non-Vatable	161.00	164.22				N Khan
	S106 Agreements - Hourly Charge for Trainee Solicitors, Paralegals and Equivalents	Non-Vatable	118.00	120.36				N Khan
Public Footpaths								
	Diversion, Extinguishment or Creation	Non-Vatable	1,750.00	1,785.00	1			N Khan
Access to Land								
	Access to Land	Non-Vatable	25.00	25.50	0			N Khan
Covenant Certificates								
	Where covenants exist a certificate required on sale of property.	Non-Vatable	50.00	51.00	0			N Khan

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Local Land Charges								
Fees for Supplementary Enquiries								
	Where relating to one parcel of land or	Non-Vatable	172.00	176.00	751			A Bugeja
	Where relating to several parts of land and delivered on a single form:- for the first parcel of land	Non-Vatable	172.00	176.00	see above			A Bugeja
	For each additional parcel of land the amount is fixed by arrangements between the solicitors and the district council	Non-Vatable	31.00	32.00	100			A Bugeja
	Where relating to one parcel of land or to several parcels and delivered in a single form, for each printed enquiry numbered in the form.	Non-Vatable	20.00	21.00	350			A Bugeja
	For each further enquiry added by solicitors and which the council is willing to answer.	Non-Vatable	36.00	37.00	3			A Bugeja

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Council Minutes Etc.								
	Parish List - Yearly Charge	Non-Vatable	169.00	add inflation	0		All documents can be accessed by public electronically. Demand low.	J Bostock
	Council - Yearly Charge	Non-Vatable	112.00	add inflation	0			J Bostock
	Council - Per Meeting	Non-Vatable	21.00	add inflation	0			J Bostock
	Committee - Yearly Charge	Non-Vatable	220.00	add inflation	0			J Bostock
	Committee - Per meeting	Non-Vatable	35.00	add inflation	0			J Bostock
	Sub Committee - Yearly Charge	Non-Vatable	125.00	add inflation	0			J Bostock
	Sub Committee - Per meeting	Non-Vatable	21.00	add inflation	0			J Bostock
	Committee report background papers							J Bostock
	Inspection fee (per item)	Non-Vatable	2.00	add inflation	0			J Bostock
Member Training								
	Charge for Parish Officers to attend RDC training courses (per person per session)	Standard unless Statutory when exempt	40.00	40.00	7		Introduced last municipal year. Favourable to rate set by Essex Assn of Local Councils. There have been 3 places taken to date this year.	J Bostock
	Charge for local authority Officers to attend RDC led training courses (per person per session)	Standard unless Statutory when exempt	new	45.00			Recommended by Standards Committee and agreed by Full Council - 21/10/14	J Bostock
Sewer Clearances								
	Cost of works apportioned to number of properties affected, with minimum charge of:	Non-Vatable	35.00	36.00	0			R Tatton Bennett

Legal, Estates and Member Services					THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE			
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Hire of Civic Suite								
	Council Chamber - Up to 3 hour session	Non-Vatable	92.00	94.00	0		Set following a review of other authority charges in Essex. For 2015/16 inflation increase only.	J Bostock
	Council Chamber - sessions over 3 hours / full day	Non-Vatable	154.00	157.00	2			J Bostock
	Additional Charge for use of video projection equipment (per 3 hour session)	Non-Vatable	13.00	13.00	0			J Bostock
All charges for commercial use will be increased by 100%								J Bostock

THIS INFORMATION WILL BE PUBLISHED IN THE BUDGET REPORT

<u>Finance</u>				THIS INFORMATION WILL BE PROVIDED TO MEMBERS IN THE AWAYDAY PAPERS ONLY			
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	comments	LEAD OFFICER
Copy Documents							
(VAT absorbed on items under £1.00 - VAT to be added in other cases)							
A4 Copy per Sheet	Standard	0.10	0.10	low		No change recommended as low income and broadly in line with other	D Tribe
A3 Copy per Sheet	Standard	0.30	0.30	demand			D Tribe
A2 Copy per Sheet	Standard	0.50	0.50	total			D Tribe
A1 Copy per Sheet	Standard	1.55	1.55	income			D Tribe
A0 Copy per Sheet	Standard	2.65	2.65	about £200			D Tribe
Photocopying for voluntary groups	Standard	Actual cost + 20%	Actual cost + 20% for basic items. Bespoke work costed per job.			Copying and printing service has been extended to Parish Councils and all voluntary	D Tribe
Letter of confirmation of registration on electoral register	Inclusive	15.50	15.50			None issued so far this year, but due to lack of requests rather than because of cost.	K Bridge
Data Protection Act 1998							
Subject Access Request	Non-Vatable	10.00	10.00				D Tribe

Freedom of Information Requests

Standard

Based on the copy per sheet fee above, and royal mail postage costs. Charge will only be made where the cost of printing and postage is in excess of £5

Statutory Fee - Charges for officer time may also be made if the time required to process a request is in excess of 18hrs at a rate of £25/hour

In all cases where a charge is applicable, the requestor will be notified before the request is processed.

Requests for Environmental Information follow a different charging regime and are detailed under the Head of Environmental Services

Key to VAT:	
Non-Vatable	No VAT to be added to the published fee.
Inclusive	The VAT charge is included in the published fee
X%	VAT needs to be added to the published fee at the rate stated.
Standard	VAT needs to be added to the published fee at the current standard rate. As at April 2012, the standard rate is 20%.

Planning and Transportation								
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Housing								
	Improvement and Prohibition Notices	Non-Vatable	400.00	450.00	-		It is only necessary to serve Notice in very few cases as owners tend to complete works before the notice is issued. The price was set from looking at similar prices across the County	S Neville
	Key-worker Sales Certificate	Inclusive	60.00	70.00	6		These relate to ad-hoc sales under a specific arrangement at the housing development on the ASDA/Rayleigh Leisure Centre site.	S Neville
	Property Inspection report to support Visa applications.	Non-Vatable	180.00	180.00	1		Only one inspection carried out to date	S Neville
	Charge for Service of Enforcement Notice			450.00				

Planning and Transportation								
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Caravan Site licencing								
Annual Fee								
1-5 pitches	Non-Vatable	NEW	417.00			The Mobile Homes Act 2013 introduced new powers to set fees for licencing and enforcement on caravan sites.	S Neville	
6-24 pitches	Non-Vatable	NEW	484.00					
25-99 pitches	Non-Vatable	NEW	652.00	3.00				
100-199 pitches	Non-Vatable	NEW	752.00	2.00				
200+ pitches	Non-Vatable	NEW	953.00	1.00				
Fee for New Licence								
1-5 pitches	Non-Vatable	NEW	618.00					
6-24 pitches	Non-Vatable	NEW	685.00					
25-99 pitches	Non-Vatable	NEW	801.00	3.00				
100-199 pitches	Non-Vatable	NEW	901.00	2.00				
200+ pitches	Non-Vatable	NEW	1,154.00	1.00				
Fee for Transfer of Licence	Non-Vatable	NEW	201.00					
Fee for Deposit of Site Rules	Non-Vatable	NEW	335.00					
Houses in Multiple Occupation								
Fee for Mandatory Licensing of Houses in Multiple Occupation (N.B. HMOs owned by a Registered Charity are exempt):				1 HMO		We only have one HMO and so this is not going to be a significant income stream	S Neville	
Up to 5 bedrooms	Non-Vatable	315.00	350.00				S Neville	
For each additional bedroom	Non-Vatable	52.50	55.00				S Neville	
Variation of Licence	Non-Vatable	50% of Fee	50% of fee				S Neville	

Planning and Transportation								
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Planning								
High Hedges								
	Standard Fee for processing a high hedges complaint	Non-Vatable	410.00	410.00	Low			J Whitlock
	Fee for processing a high hedges complaint - Concessionary (Benefits & Pensions)		120.00	120.00				
Pre-planning advice								
	Any proposal not meeting the categories below will be subject to a fee arranged by negotiation. On all major and strategic pre-application submissions and certain other submissions as considered necessary, advice will be required from Urban Design at Essex County Council who will set their own fees. Fees will not be refunded.							J Whitlock

Planning and Transportation								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	<u>Generic written advice only without officer viewing the site</u>							J Whitlock
	Householder (<i>Extensions, alterations, outbuildings etc</i>)	Standard	New	55.00	40	£25 to £75	Bulk of cases are the exchange of correspondence. 6 Essex authorities charge between £35 and £75. Proposal to introduce charge for this service. Householder pre-app charge. Currently comprises: A. Just written advice - no charge B. Meeting plus written advice - £120 charge. Potential income if we charged, based on the last two years: £25 charge = £975 to £1,275 income £55 charge = £1,925 to £2,530 income £75 charge = £2,325 to £3,075 income 6 Essex authorities charge between £35 and £75. Proposal is to introduce charge of £55 - forecast	J Whitlock
	Small (<i>1 dwelling or up to 999 sqm commercial floor area including small changes to plant and other alterations</i>)	Standard	250.00	250.00	12			J Whitlock
	Minor (<i>2-9 dwellings or 1000-1,999 sqm</i>)	Standard	250.00	250.00	6			J Whitlock
	Major (<i>10-99 dwellings or 2,000-4,999 sqm</i>)	Standard	770.00	770.00				J Whitlock
	Strategic (<i>>100 dwellings or >5,000 sqm</i>)	Standard	n/a	n/a				J Whitlock
	Listed Building	Standard	200.00	200.00				J Whitlock

Planning and Transportation								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	On all major and strategic pre-application submissions and certain other submissions as considered necessary, advice will be required from Urban Design at Essex County Council at the additional fee rate set out below:							
	Meeting with Written advice							
	Householder		120.00	120.00			Some Essex Authorities do charge for written advice - suggest Members consider a modest fee for this service . Estimated income £2,200 per year.	J Whitlock
	Small	Standard	300.00	300.00	8			J Whitlock
	Minor (1 Meeting up to 2 hours)	Standard	420.00	420.00	8			J Whitlock
	Major (1 Meeting up to 3 hours)	Standard	1,000.00	1,000.00				J Whitlock

Planning and Transportation								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Strategic (1 Meeting up to 3 hours)	Standard	1,500.00	1,500.00	low		The proposed increases, which will apply to larger schemes compare favourably with the scale of charge from other Essex Authorities. The number of developers likely to take the option is unlikely to be more than 6 p.a.	J Whitlock
	<i>alternatively</i> Strategic (2 Meetings)	Standard	2,250.00	2,250.00	low			J Whitlock
	<i>alternatively</i> Strategic (package of up to 6 Meetings)	Standard	7,900.00	7,900.00				J Whitlock
	Listed Building	Standard	395.00	395.00				J Whitlock
	Follow-up							
	Householder	Standard	120.00	120.00	1			J Whitlock
	Small	Standard	180.00	180.00				J Whitlock
	Minor	Standard	240.00	240.00				J Whitlock
	Major	Standard	700.00	700.00				J Whitlock
	Strategic	Standard	1,100.00	1,100.00				J Whitlock
	Listed Building	Standard	260.00	260.00				J Whitlock

Planning and Transportation							
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Retrospective Developments							
	Standard	NEW	20% of Pre Application Fee	5		Fee to be levied at an additional 20%, partly to act as a deterrent to those who do not apply for planning permission before undertaking developments. There have been 5 cases since pre application charges were introduced, so the income would be small.	J Whitlock
Planning Applications							
Fast Track Validation Charge						Optional service to provide a next working day response. This needs to be appropriately priced to avoid excessive demand that impacts on other work priorities. Estimated income based on 5-10% take up is £2,500 per annum	
	Householder		NEW	35.00			
	Other Applications		NEW	80.00			
	Major Applications			Not applicable			

Planning and Transportation								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Planning Performance Agreements								
	Strategic							J Whitlock
	100+ units	Standard	3,000	3,000				J Whitlock
	5,000 sqm+ commercial floor space	Standard						J Whitlock
	Site is 3 ha+	Standard						J Whitlock
	Large Major							J Whitlock
	50 - 99 units	Standard	2,500	2,500				J Whitlock
	2,000 - 4,999 sqm commercial floor space	Standard						J Whitlock
	Site is 2 - 3 ha	Standard						J Whitlock
	Standard Major							J Whitlock
	10 - 49 units	Standard	2,000	2,000				J Whitlock
	1,000 - 1,999 sqm commercial floor space	Standard						J Whitlock
	Site is 1 - 2 ha	Standard						J Whitlock
Plans								
	Replacement Local Plan (2006)		100.00	100.00	Low		Replaces Local Plan Second Deposit paper	Hollingworth
	Replacement Local Plan - Inspectors' Report)	Non-Vatable	55.00	55.00	Low			S Hollingworth
	Core Strategy	Non-Vatable	25.00	25.00	Low			S Hollingworth
	Annual Monitoring Report	Non-Vatable	10.00	10.00	Low			S Hollingworth
	Local Development Scheme	Non-Vatable	40.00	40.00	Low			S Hollingworth
	Statement of Community Involvement	Non-Vatable	5.00	5.00	Low			S Hollingworth
	Conservation Area Appraisal	Non-Vatable	5.00	5.00	Low			S Hollingworth
	Supplementary Planning Documents	Non-Vatable	5.00	10.00	Low			S Hollingworth

Planning and Transportation								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Research Charge								
	Undertaking history research and interpretations on status of current permissions, conditions or uses. Charge is per site for 2 hours work. If additional time is required, charge to be based on £55 per hour	Standard	NEW	55.00			Recommended charge £55 per site, which equates to 2 hours work, plus additional negotiated charge if more time is required, at rate of £55 per hour. Estimated income £4,000 per year	
Building Control								
	<i>These fees can be obtained from the building control pages on the Rochford District Council website.</i>							
Transportation					ticket numbers			
Car Parks								
	Old Ship Lane							
	Up to 1/2 hour	Inclusive	0.50	0.50				J Crawford For all car parking charges
	Up to 1 Hour	Inclusive	1.00	1.00				
	Up to 2 Hours	Inclusive	1.70	1.70				
	Up to 4 Hours	Inclusive	2.90	2.90				
	Websters Way/ Mill Hall							
	Up to 1/2 hour	Inclusive	0.50	0.50				
	Up to 1 Hour	Inclusive	1.00	1.00				

Planning and Transportation								
Fees & Charges		VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
	Up to 2 Hours	Inclusive	1.70	1.70				
	Up to 3 Hours	Inclusive	2.40	2.40				
	Up to 4 Hours	Inclusive	2.90	2.90				
	Hockley Woods							
	Up to 1 Hour	Inclusive	0.20	0.20				
	Up to 2 Hours	Inclusive	0.40	0.40				
	Up to 3 Hours	Inclusive	0.60	0.60				
	Up to 4 Hours	Inclusive	1.00	1.00				
	All Day	Inclusive	3.00	3.00				
	Annual Season Ticket	Inclusive	500.00	500.00	3			
	Mixed (including Freight House)							
	Up to 1/2 hour	Inclusive	0.50	0.50				
	Up to 1 Hour	Inclusive	1.00	1.00				
	Up to 2 Hours	Inclusive	1.70	1.70				
	Up to 3 Hours	Inclusive	2.40	2.40				
	Up to 4 Hours	Inclusive	2.90	2.90				
	Up to 5 Hours	Inclusive	3.60	3.60				
	All Day	Inclusive	5.00	5.00				
	The Approach							
	Day Ticket	Inclusive	4.00	4.00	2,955	4.50		

Planning and Transportation								
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER	
Season Tickets								
	The Approach, Rayleigh						J Crawford	
	Quarterly	Inclusive	200.00	200.00	27		J Crawford	
	Annual	Inclusive	700.00	700.00	15	reduced from 18 last year	J Crawford	
	Admin Fee for Refund of Season Ticket	Inclusive	30.00	30.00	4		J Crawford	
							J Crawford	
	All RDC Car Parks Excluding The Approach, Rayleigh							
	Quarterly	Inclusive	240.00	240.00	82		J Crawford	
	Annual	Inclusive	800.00	800.00	87		J Crawford	
	Admin Fee for Refund of Season Ticket	Inclusive	30.00	30.00	13		J Crawford	
	Market Traders							
	Valid for 3 months Tuesdays at the Freight House car park, Rochford and Wednesdays in the Market car park, Rayleigh		104.00	104.00				
	Valid for 3 months on Tuesdays at the Freight House car park, Rochford only		52.00	52.00				
	Valid for 3 months on Wednesdays at the Market car park, Rayleigh only - £52	Inclusive	52.00	52.00	40	104.00	Discount to reflect that ticket will only be valid for market days	J Crawford

Planning and Transportation									
Fees & Charges			VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER
Mobile Phone Payment									
	Transaction fee (charged by 3rd party)	Inclusive	0.20	0.20	3,524				J Crawford
	Text Receipt (Can opt out online)	Inclusive	0.10	0.10					J Crawford
	Text Reminder (Can opt out online)	Inclusive	0.10	0.10					J Crawford
Penalties									
	Higher Penalty Charge:-								
	If paid within 14 days	Non-Vatable	35.00	35.00	3,591				J Crawford
	If unpaid after 14 days	Non-Vatable	70.00	70.00					J Crawford
	If charge certificate issued	Non-Vatable	105.00	105.00					J Crawford
	If traffic enforcement centre involved	Non-Vatable	112.00	112.00					J Crawford
	Lower Penalty Charge:-								
	If paid within 14 days	Non-Vatable	25.00	25.00					J Crawford
	If unpaid after 14 days	Non-Vatable	50.00	50.00					J Crawford
	If charge certificate issued	Non-Vatable	75.00	75.00					J Crawford
	If traffic enforcement centre involved	Non-Vatable	82.00	82.00					J Crawford
	Staff Parking Permits								
	South Street Office Car Parks	Inclusive	400.00	400.00					J Crawford
	Other Car Parks	Inclusive	200.00	200.00					J Crawford
Commercial Parking									
	Commercial use of an off-street parking space (per bay)								
	- First day	Non-Vatable	20.00	20.00	1,000	25.00			J Desmond
	- Each day thereafter	Non-Vatable	7.50	7.50		10.00			J Desmond

Planning and Transportation							
Fees & Charges	VAT	2014/15 £	2015/16 Recommended Fee £	Units	Alternative Fee Option	Comments	LEAD OFFICER

Key to VAT:	
Non-Vatable	No VAT to be added to the published fee.
Inclusive	The VAT charge is included in the published fee
X%	VAT needs to be added to the published fee at the rate stated.
Standard	VAT needs to be added to the published fee at the current standard rate. As at April 2012, the standard rate is 20%.

CAPITAL PROGRAMME

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Chief Officer Key: AD(T) – Assistant Director (Transformation) AD(C/H) – Assistant Director (Community/Housing) AD(C) – Assistant Director (Commercial) AD(R) – Assistant Director (Resources) AD(L) – Assistant Director (Legal) AD(C&R/B) Assistant Director (Customer & Revenues/Benefits)								
Information & Communications								
ICT Strategy 2014/15 Increase due to: additional expenditure funded by Defra grant and budget virements to cover costs of data storage solution. 2015/16 £100,000 for business critical projects to complete refresh of servers, upon which the Council's IT runs, and upgrade the Document Management System; £200,000 for ICT upgrades and development of mobile working and related issues. The Investment will address infrastructure obsolescence and preparation for post Capita arrangements. Detailed proposals will be included in the ICT Strategy. The mobile phone contract is due for renewal from July 2015. Revised ICT Strategy will set out detailed plans and expenditure approved by Chief Officer in line with ICT Strategy	AD(T)	82,131	104,362	300,000	50,000	50,000	50,000	50,000

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Vehicles and Equipment								
Wheelie Bins Rolling budget for replacement of wheelie bins. Expenditure approved by Chief Officer	AD(E)	166,000	55,000	55,000	55,000	55,000	55,000	55,000
Vehicle Replacements 2014/15. Civic car replacement deferred.	AD(C)	75,000	50,000	-	56,700	50,000	36,000	-
Waste Vehicles The 2015/16 expenditure is the agreed replacement of the fleet of waste vehicles to enable revenue savings.	AD(E)	230,000	225,000	2,336,185	-	-	-	-
Cemetery Equipment Provision carried forward to 2015/16 for storage container. Additional container to be provided for the storage of emergency supplies.	AD(E)	20,000	500	10,000				
Replacement Telephony system Completed in 2014/15.	AD(T) & AD(C&R/B)	25,800	25,800	-	-	-	-	-
Equipment Replacement Programme 2014/15 – Increase of £18,144 due to equipment for individual Electoral Registration, fully funded by grant. 2015/16: £7,000 for post room equipment Building Control Online Payments – £1,000 Expenditure to be approved by Chief Officer	AD(R)	28,500	46,644	8,000	20,000	20,000	20,000	20,000

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Operational Assets								
Cemeteries Original allocation to Hall Road Extension £547k. Remaining £160k split to 2017/18 Total budget remains within original approved budget. Chief Officer to approve works: 2014/15 – £1,400 to capitalise revenue expenditure 2015/16 – £4,500 planned asset management works Any other expenditure to be approved by Executive	AD(E)	80,400	5,000	71,100	76,800	7,500		
Depot 2014/15 – costs for temporary replacement office accommodation a at the Council depot, funded from Earmarked Reserves and insurance settlement 2015/16 – provision for permanent replacement of buildings. Final cost will depend on scheme chosen and tenders received.	AD(C)		60,000	400,000	-	-		
Rochford Offices 2015/16 Programme: CCTV – £12,500 Air Conditioning – £10,000 Lighting upgrades – £10,000 Replacement of waterless urinals – £1,000 Final programme to be agreed by Executive	AD(C)	48,700	49,200	39,500	23,000	2,000	-	-

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Rayleigh Offices 2015/16 Programme: Replacement of waterless urinals – £5,500 Lighting upgrades – £13,500 CCTV replacement – £7,500 Final programme to be agreed by Executive	AD(C)	4,500	3,000	15,000	-	21,000	-	-
Windmill The costs of the works are being met from an Earmarked Reserve built up over time to provide funding.	AD(C)		12,500	750	-	-		
Car Parks 2015/16 Programme: Resurfacing Programme – £40,000 Lighting Upgrade – £5,000 Final programme to be agreed by Executive	AD(C)	26,500	20,000	45,000	35,000	40,000	40,000	35,000
Pavilion Refurbishments Programme of works to be agreed by Executive	AD(C)	60,000	40,000	30,000	30,000	30,000	30,000	30,000
Town & Village Improvements								
Community Funding £2,050 underspend from 2014/15 carried forward to be allocated in 2015/16. £15,000 provision for 2015/16 agreed by Council in December 2014, £9,790 awarded so far Expenditure approved by Executive	AD(L)	15,000	12,950	17,050	15,000	15,000	15,000	15,000

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Signage Enhancements Programme to replace and upgrade the highway directional signage to our facilities, including Council offices and leisure facilities. Expenditure will be approved by Chief Officer.	AD(C)	13,700	9,000	5,000	5,000	5,000	5,000	5,000
Parks & Play Facilities								
Play Spaces 2014/15 programme agreed by Portfolio Holder. Surfacing, fencing and play equipment at Recreation Ground, Pooles Lane, Hullbridge. Hullbridge Parish Council also providing a contribution and match funding for skateboard/BMX facilities at Canewdon Recreation ground.	AD(E)	50,000	28,500	25,000	25,000	25,000	25,000	25,000
Cherry Orchard Jubilee Country Park Unused budget has been carried forward. The Management Plan for the Country Park is currently under review.	AD(E)	262,600	8,000		250,000	-	-	-
Hockley Woods 2014/15 – Land purchase budget moved to separate line Programme of works to be agreed by Executive.	AD(E)	63,500	40,000	-	-	-	-	-
Land Purchase	AD(L)		23,500					
Leisure Buildings Detailed programme of works to be agreed by Executive	AD(C)	20,000	40,000	-	20,000		22,500	

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Parks & Open Spaces Programme 2015/16 – includes £10,000 to improve access at Millview Meadows.	AD(E) & AD(C)	40,400	35,000	59,500	25,000	25,000	25,000	25,000
Housing Home maintenance and Adaptation Grants	AD(C/H)	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Disabled Facilities Grants Funding for DFGs is likely to be centralised through Counties with effect from 2015/16 which may have funding implications.	AD(C/H)	250,000	300,000	250,000	250,000	250,000	250,000	250,000
Total Capital Programme		1,632,731	1,278,956	3,737,085	1,006,500	665,500	643,500	580,000

Statement on Financing of Programme

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Capital Grant 2014/15 Defra Grant for Geographical Data Sharing, DCLG grant for refuse vehicles & Individual Electoral Registration grant		237,131	255,275	-	-	-	-	-
Housing Grants Uncertainty over funding from 2015/16 onwards as it will become part of the Better Care Fund and paid to ECC.		167,892	167,892	150,000	150,000	150,000	150,000	150,000
Revenue Funding			72,500					
Prudential Borrowing Borrowing not required in 2014/15 as originally envisaged.				1,806,487	556,500	265,500	243,500	180,000
Capital Receipts Applied		1,227,708	860,789	1,851,098	300,000	250,000	250,000	250,000
Total Financing		1,632,731	1,278,956	3,737,085	1,006,500	665,500	643,500	580,000

Statement on Capital Receipts

	Chief Officer	Approved 2014/15	Proposed 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Capital Receipts B/fwd		2,091,887	2,091,887	1,551,098	-	-	-	-
Received in Year		320,000	320,000	300,000	300,000	250,000	250,000	250,000
Receipts used in year		(1,227,708)	(860,789)	(1,851,098)	(300,000)	(250,000)	(250,000)	(250,000)
Capital Receipts C/fwd		1,184,179	1,551,098	-	-	-	-	-