
MEDIUM TERM FINANCIAL STRATEGY 2010/11

1 SUMMARY

- 1.1 To consider and approve the integrated 5 year Medium Term Financial Strategy (MTFS) starting in 2010/11. This is attached as Appendix 1.

2 INTRODUCTION

- 2.1 The Council brings together all its priorities for consideration at this meeting to determine the MTFS and the key priorities for 2010/11 and beyond. The Medium Term Financial Strategy covers:-

- The draft core estimates for 2010/11
- Government support for 2010/11
- Council Tax for 2010/11 and capping
- Management of reserves
- The total proposed budget for 2010/11
- Savings and Efficiency requirements for 2010/11
- Fees and charges for 2010/11
- The Capital Programme and Prudential Borrowing

3 BACKGROUND

- 3.1 In line with the requirements of Section 25 of the Local Government Act 2003, the Head of Finance, Audit & Performance Management, 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.
- 3.2 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.
- 3.3 The MTFS models income and expenditure over a 5 year period and is 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 CORE ESTIMATES 2010/11

- 4.1 The summary Budget Book is attached to this report as Appendix 2. This shows proposed estimates for 2010/11 and the percentage variation of estimate to estimate from 2009/10 to 2010/11. Changes of £500 or less have been removed. This summary is used as Members have found this presentation particularly useful in focusing on the expenditure and income of the Authority without the complication of recharges.
- 4.2 The Budget Book does not include new budgets discussed at the Members' January Awayday for submission to Council for approval. These are included in the MTFs.
- 4.3 The Budget Book also does not include capital financing costs such as depreciation as they are reversed out before the calculation of the amount to be collected from council tax, so there is a nil effect on the Council's total revenue expenditure.
- 4.4 The Budget for 2010/11 is based on an increase in the average Band D Council Tax of 1.96%. Rochford District Council's share of the total Council tax for Rochford residents is approximately 13% (13p for every £ collected). The total Council Tax, including the amounts for Essex County Council, Essex Police Authority, Essex Fire and the Town/Parish Councils will be set at the Council meeting on 16th February 2010.
- 4.5 The Council has to respond to statutory requirements and a new requirement for 2010/11 is to implement the Political Parties and Elections Act 2009 which will offer residents the chance to register individually either through rolling registration or the annual canvas, which potentially means a doubling of registration forms to be processed. A new budget of £5,000 has been included in the Budget for 2010/11.
- 4.6 A priority for the Council is to deliver its Climate Change Strategy (The Climate CO₂de) – this is being achieved in partnership with Essex County Council and a new budget of £7,000 has been included for 2010/11.
- 4.7 Additionally £57,000 has been included for the Cost of Elections to bring the budget back in line with 2008/09 when District elections were last held. This was not required in 2009/10 as elections were for the County Council and Europe.
- 4.8 A Service Level Agreement to manage the waiting list until the introduction of Choice Based lettings was set up with Rochford Housing Association. It finishes in March 2010 so there is a loss of income.
- 4.9 Where savings have been identified and matched to individual budgets, these are included in the Medium Term Financial Plan as a reduction in Growth Items.

- 4.10 The Council receives Local Area Business Growth Incentive Grant from government. For 2010/11, £55,000 of this grant has been allocated to delivering the Economic Development Strategy and £50,000 to continuing the work on the Local Development Framework.
- 4.11 The Council has a programme of building works, outside of the normal repairs and maintenance. These are listed as an appendix to the MTFS. The budget of £80,000 for 2010/11 is £10,000 lower than 2009/10.
- 4.12 The Council has a target to reduce annual expenditure by £1.5m by 2012/13 and will achieve this by reducing costs in 2010/11 by £750,000 and a further reduction of £750,000 in 2011/12. Progress on identifying and achieving savings will be monitored by the Executive.
- 4.13 Members are reminded that the normal practice of the Council is that questions of detail relating to the enclosed information should be raised in advance of the meeting. Questions should be addressed to Yvonne Woodward, Head of Finance, Audit & Performance Management on 01702 318029 (email: yvonne.woodward@rochford.gov.uk).

5 FEES AND CHARGES

- 5.1 The Discretionary charges for services are included as an appendix to the MTFS. No changes have been proposed to car parking charges in view of the comprehensive review being undertaken by the Review Committee. The recommendations and conclusions of the Review Committee will be considered by the Executive in due course for a decision before the Summer recess. It would then be possible for any changes to be implemented from October 2010. The same timetable for reviewing car parking charges would be followed in future years.

6 RECOMMENDATION

- 6.1 It is proposed that the Council **RESOLVES** to agree:
- (1) The Medium Term Financial Strategy for 2010/11 to 2014/15 including changes to budgets.
 - (2) The core estimates for 2010/11
 - (3) The 2010/11 Council Tax for Rochford District Council as set out in the MTFS
 - (4) The schedule of fees and charges for 2010/11
 - (5) That the car parking charges be reviewed annually by July for implementation of any changes in October, if appropriate.

(6) The Capital Programme

Yvonne Woodward

Head of Finance, Audit & Performance Management

Background Papers:-

None

For further information please contact Yvonne Woodward on:-

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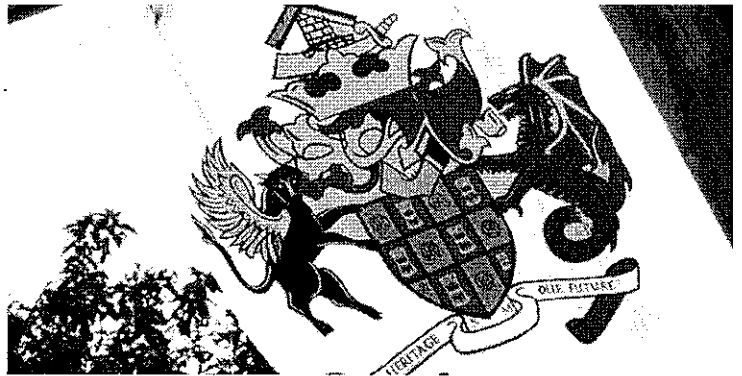
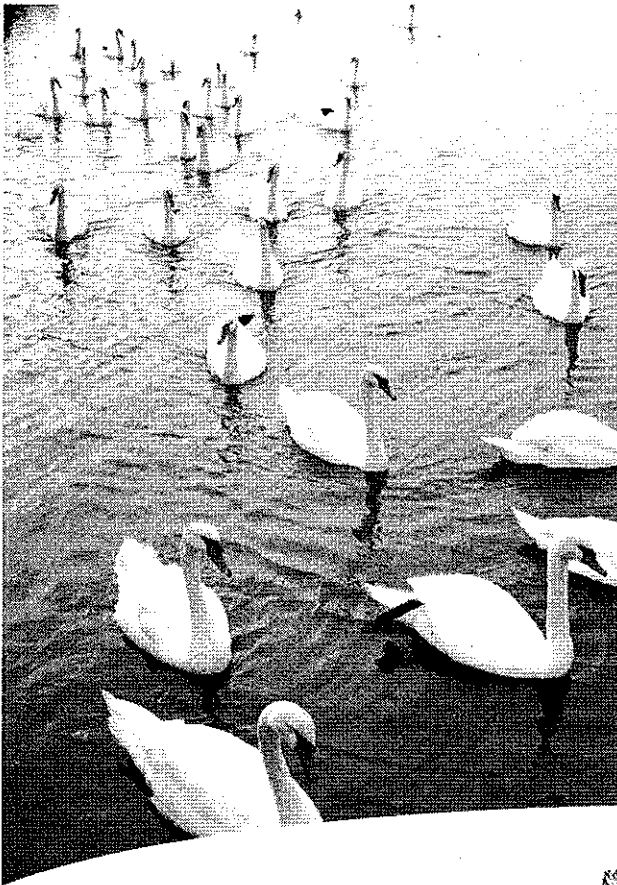
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If you would like this report in large print, Braille or another language please contact 01702 546366.

Rochford District Council

January 2010

Medium Term Financial Strategy 2010 to 2014



The purpose of this strategy is to inform Rochford District residents and stakeholders of the Council's financial performance and plans for 2010-2014.

Our Vision

" to make Rochford District a place which provides opportunities for the best quality of life for all who live, work and visit here"

Corporate Priorities

- Making a difference to our people
- Making a difference to our community
- Making a difference to our environment
- Making a difference to our local economy

We are always keen to improve our strategy and the way in which we present financial information. We would welcome your suggestions which should be sent to:

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EXECUTIVE SUMMARY

The Medium Term Financial Strategy sets out the Council's spending plans for the next 5 years for both revenue and capital expenditure.

Council's Spending Plans

Through a careful strategy over the last few years of building up General Fund balances, the Council was prepared for a number of major increases to expenditure in 2008/09. However, the Council's spending plans have had to be constrained by the impact of the economic downturn on the level of income. In particular, planning, building control, investment income and land charges have seen a reduction of nearly £1m (31%) since 2007/8.

The revised estimates for 2009/10 were agreed by Council in December 2009 with a total of £13.1m which was in line with original estimates. These form the basis of the core estimates for producing the 2010/11 budget.

The Council's total revenue expenditure for 2010/11 is estimated at £12.8m, compared to £13.1m for 2009/10. The Council will be spending £1.6m in 2010/11 to deliver its Capital Programme.

The Council has identified a clear set of priorities linked to our Corporate Objectives of Making a Difference to:

- Our People
- Our Community
- Our Environment
- Our Local Economy

which we will deliver through the Corporate Plan over the next 5 years. For 2010/10, the following will be our main areas of focus under each Objective :

Making a difference to our people:

- Continue to deliver efficiency savings
- Achieve the Excellence level of the Equality Standard for local government (formerly level 5) by the end of 2010.
- Achieve the Member Development Charter by the end of 2010.

Making a difference to our Community:

- Improving our council tax and benefits service
- Continue to improve service access and delivery for our community.

- Continuing to develop and consolidate our partnership arrangements via the LSP and other partnerships such as the Crime and Disorder Reduction Partnership (CDRP) to develop and improve service provision to our communities, particularly around the ageing population.

Making a difference to our environment

- Progressing the Joint Area Action Plan in partnership with Southend Borough Council, covering London Southend Airport and its environs.
- Progressing the LDF Core Strategy through its inquiry stage.
- Implementing the Action Plan that supports the Council's Climate Change and Sustainability Strategy – Climate CO2de

Making a difference to our local economy:

- Progressing the three town centre studies for Hockley, Rochford and Rayleigh to detailed action plans for each centre.
- Implementing the Action Plan associated with the Council's new Economic Development Strategy, particularly those measures highlighted to combat recession and encourage regeneration.

Council Tax

For 2010/11, Rochford District Council's council tax will be increasing by 1.96%. For a Band D property this means it will go from £197.28 to £201.15, an increase of £3.87 per year, or just under 7p per week. The Council Tax bill for Rochford residents is made up of Essex County Council, Essex Fire, Essex Police Authority and the parish/town council amounts.

Government Support

The increase in funding for 2010/11 is £108,000, an increase of 2.2%. The Government is holding back some of the money it calculates as required, in order to distribute amongst other authorities who fall below a minimum level of rise.

Government Grant For Rochford

	Amount of Grant £000s	Amount held back £000s
2007/08	4,758	148
2008/09	4,906	156
2009/10	5,013	137
2010/11	5,121	114

MEDIUM TERM FINANCIAL STRATEGY 2010/11 – 2014/15

1 INTRODUCTION

1.1 The Council brings together all its priorities for consideration at the January Council meeting to determine the Medium Term Financial Strategy ("the Strategy") and the key priorities for 2010/11 and beyond. This Strategy covers:-

- The draft core estimates for 2010/11.
- Government support for 2010/11.
- Council Tax for 2010/11 and capping
- Management of resources.
- The total proposed budget for 2010/11.
- Savings and efficiency requirements for 2010/11.
- Fees and Charges for 2010/11.
- The Capital Programme and Prudential Borrowing.

1.2 The Council publishes a detailed Budget Book showing 2009/10 and 2010/11 budget estimates.

1.3 In line with the requirements of Section 25 of the Local Government Act 2003, the Head of Finance, Audit & Performance Management, 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. The budget estimates are based on realistic projections about pay, inflation and known service and capital expenditure plans.

1.4 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.

2 BACKGROUND

2.1 This Strategy models income and expenditure over a 5 year period and is reviewed twice a year, once when the final accounts for the prior financial year have been completed and secondly as part of the budget setting process for the forthcoming financial year.

2.2 The current Strategy has been produced during a period of uncertainty around the global and national economic picture, dramatic falls in some of the Council's income streams and the knowledge that we are entering a period of significant restraint in public funding which will make the financial position of local authorities much more difficult from 2011/12 onwards.

2.3 The Strategy is the bringing together of the Council's requirements to identify how it will resource its plans and strategies and achieve both its short and

medium objectives. The main driver is the Council's Corporate Plan, which sets out the Council's strategic direction.

2.4 The mechanism for developing the Strategy is an ongoing process involving the formulation and adoption of strategies, such as the IT Strategy or Workforce Development Plan, which include resource requirements. These are collated for consideration during the budget process and if new resources are required, they are prioritised in order to ensure that the Council's limited resources are used in the most effective way. Each Service also prepares a Divisional Plan which articulates the plans for the service and how the service is involved in the delivery of the Council's corporate objectives.

2.5 The Strategy considers a number of issues which are brought together to produce the Budget for 2010/11 and Medium Term Financial Plan for the period 2011/12 to 2014/15 and these are listed below with separate sections in the Strategy.

- Government Support
- Council Tax levels
- Reserves and General Fund Balance
- Income from Fees and Charges and Investments
- Inflation
- Budgetary Changes
- Pension Revaluation 2011
- Efficiencies and Savings Requirements
- Partnerships
- External Funding
- Identification of Priorities and Non-Priorities
- Capital Programme
- Value for Money
- Risk Management

3 GOVERNMENT SUPPORT

3.1 2010/11 is the final year of the grant distribution under the Government's 3 year 2007 Comprehensive Spending Review (CSR07). We will receive £5,120,758 for 2010/11. This is an increase of £108,010 (2.15%) compared to 2009/10.

With this increase, Rochford is still the 2nd lowest funded Council in Essex, and 34th lowest in England on a grant per head of population basis.

3.2 The Government is holding back £114,000 under the Floor Damping Block, which is part of the grant distribution model. Therefore, although the Government has assessed Rochford as in need of additional funding, that additional funding is still being held back in order to provide minimum level increases to other authorities who fall below the floor. The £114,000 is equivalent to about £3.63 on a Band D council tax bill, or a 1.8% council tax rise.

3.3 A summary of the amounts held back since 2005/06 is shown below:

Year	Amount held back under Floor Damping Block £
2005/06	138,000
2006/07	274,654
2007/08	148,374
2008/09	155,960
2009/10	136,597
2010/11	113,975

3.4 The Strategy is a 5 year plan but we do not know what we will receive in 2011/12 onwards. The Strategy currently assumes that funding increases will be lower in 2011/12 than in previous years. As the country moves through recession and the government's approach to public spending becomes clearer, the estimates for 2011/12 onwards will need to be refined.

3.5 During the preparation of the Strategy, the Council has considered a number of scenarios looking at the effect of Government grant reductions and will be developing contingency plans to prepare for worst case scenarios.

3.6 The Council only includes grants in its budgets that have been confirmed. Provisional allocations which may have been announced or be out for consultation are not included.

4 COUNCIL TAX FOR 2010/11

4.1 For 2010/11, the recommended tax increase will be 1.96%, resulting in a council tax for a Band D property of £201.15, which is an increase of £3.87 per year, or 7p per week.

4.2 The increase in government grant does not cover the inflation increases in the core estimates of about £1/4m. The Government has also made clear that there will be no extra funding to local authorities to help address the ongoing shortfalls in income.

4.3 It also has to be remembered that Rochford's Council Tax has only a minimal effect on the total Council Tax bill due to its low relative size to Essex County Council, Essex Police and Essex Fire. Overall it is expected to be around 13% of the total Council Tax bill (or 13p for every £1 collected).

4.4 Current Council tax for Band D 2009/10

	2009/10
	£
Essex County Council	1,066.50
Essex Fire Authority	64.62
Essex Police Authority	128.25
Average Parish/Town Council	30.05
Rochford District Council	197.28
Total	<u>1,486.70</u>

4.5 In determining the actual level of Council Tax, Members have taken into account the following section on capping.

4.6 Capping

4.7 The Secretary of State has two options for deciding how to deal with authorities who he considers have set excessive budgets or increases in council tax. The Secretary can either "designate" an authority which means that it is capped in the current financial year, or "nominate" an authority which means that he sets a notional budget for the current financial year to be used for comparison in the following year so effectively the capping is delayed for a year. Announcements regarding the action to be taken are normally made after the start of the financial year to which they relate.

- 4.8 In deciding whether to designate or nominate, the Secretary uses two criteria determined each year by Government. The last year that capping was used was in 2009/10 when criteria based on the level of council tax rise and the increase in budget were used. Only the authorities who met both criteria had their budgets nominated.
- 4.9 The budget increase is based on the budget requirement which is calculated after the drawdown of balances. The Authority had followed a strategy of building up General Fund balances in order to prepare for the environmental contract renewals in 2008 and the housing transfer in 2007. Use of balances for 2010/11 means that the overall increase in budget requirement for 2010/11 is 2.3%, well below the capping criteria previously used.
- 4.10 The only announcement from Government so far has been:
- The average Band D Council Tax increase for 2009/10 was 3%
 - The Government anticipates this amount to fall further in 2010/11 whilst authorities protect and improve front line services. In fact, we expect the average Band D Council Tax increase in England to achieve a 16 year low in 2010/11
 - Capping principles have always been determined on year by year basis to take into account current economic and social circumstances and this will again be the case in relation to 2010/11
 - It would, therefore, be a mistake for any authority to assume that previous years' capping principles will apply to 2010/11
- 4.11 We should not trigger the capping criteria if the Government applies the 5% cap. However, there is a risk that, particularly if other councils achieve low council tax rises, the Government could impose a lower cap. The impact of this would be that we would have to find additional savings because of the reduction in income and also send out new council tax bills, which would incur additional costs. New bills would also have to be sent out if one of our precepting bodies were capped.

5 MANAGEMENT OF RESERVES – POLICY

- 5.1 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, Audit & Performance Management, as the Chief Finance Officer, to advise the Authority about the level of reserves that it should hold.
- 5.2 There is no statutory minimum level of reserves
- 5.3 It is important to manage the level of reserves for the following reasons:

- 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.

5.4 The Council has therefore agreed that the policy on reserves is:

“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 be maintained for each item 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 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.”

6 MANAGEMENT OF RESERVES – REVIEW OF EARMARKED RESERVES

6.1 This section of the Strategy applies the above policy to reserves earmarked for particular projects or future service demands.

6.2 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 Head of Finance, Audit and Performance Management.”

6.3 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
- Surpluses arising from trading accounts, for example Building Control, or ring fenced activities, for example Crime and Disorder and Decriminalised Parking Enforcement
- Reserves retained for specific service use where under spends are carried forward to enable better use of finances
- Ring fencing grants received by departments for specific uses

- Additional savings on the General Fund up to £250,000 are kept in a reserve to provide funds for IT development and improvements in line with the Council's agreed ICT Strategy.
- Funds held on behalf of partnerships where the Council is effectively acting as banker, examples include the Local Strategic Partnership.

6.4 Forecast movement in the current Earmarked Reserves is summarised below. These are estimates based on expenditure and plans at the time of writing the Strategy. A further report on Earmarked Reserves will be made to Council as part of the closure of the accounts for 2009/10.

Earmarked Reserves	Balance at 31 March 2009 £000s	Balance at 31 March 2010 £000s	Balance at 31 March 2011 £000s	Reason for Reserve	Criteria for usage
Corporate	419	337	348	To meet Council's Corporate and Statutory objectives	To meet Corporate objectives and develop the Corporate image.
Housing	128	83	83	Funds for provision of Strategic Housing.	To meet Housing requirement
IT Strategy	313	250	250	Funds for IT 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.
Projects	868	883	759	For specific projects including Economic Development.	To implement Member decisions and deliver priorities.
Repairs & Maintenance	130	130	130	Funds to maintain Council's assets at an acceptable level.	Use of the reserve is managed by the the Financial Programmes Group.
Total	1,858	1,683	1,570		

6.5 Following the successful transfer of the Council's housing stock to the Rochford Housing Association in September 2007, the Housing Revenue Account (HRA) was closed at the end of 2008/09 and the balance in the HRA amalgamated with the General Fund Reserve.

7 MANAGEMENT OF RESERVES – REVIEW OF GENERAL FUND RESERVE

- 7.1 The Authority also has a General Fund reserve as a result of accumulated surpluses on the General Fund account.
- 7.2 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. A recent example of this was the steady build up of the reserve since 2003 in order to meet the additional costs from 2008/09 of the new environmental contracts (Refuse collection/Recycling/Street Cleansing and Grounds Maintenance) and also to manage the impact of the housing transfer in September 2007. Part of the strategy on general fund balances going forward is to prepare for the constraints on public spending and the revaluation of the pension scheme.
- 7.3 The level of the General Fund reserve is reviewed annually as part of the budget process.
- 7.4 In line with the policy on management of reserves, a detailed risk assessment has been carried out by officers during the budget preparation process on the material items and the key risks are summarised below.
- 7.5 It includes a number of items where it is not possible to quantify and therefore include a figure in the Strategy. In view of this, it is essential that the Council has a sufficient level of uncommitted reserves set aside to support this approach. The figures quoted below are based on experience and current indications and give a recommended minimum level for uncommitted revenue balances.

LEVEL OF REVENUE BALANCES - - A RISK BASED ASSESSMENT			
ITEM	CONSIDERATION TO ASSESS FIGURES TO INCLUDE	2010/11 £000s	2011/12 Onwards £000s
Adequacy of inflation provisions in budgets.	Nearly 50% of the Council's gross expenditure is related to salaries which are nationally agreed and outside the control of the Council. 40% of the Council's gross expenditure is covered by contracts which include retail price index annual rises. Assumptions on inflation and cost of living rises are included in the Strategy. The risk is that the assumptions made will be too low.	70	70

ITEM	CONSIDERATION TO ASSESS FIGURES TO INCLUDE	2010/11 £000s	2011/12 Onwards £000s
Effects of Capital Finance	Capital cashflows can be difficult to predict as historically they have been from right to buy sales and the Council has now transferred its housing stock. If the Council were not able to finance capital expenditure, it would have to be met from revenue or the project could not take place. Capital balances are relatively healthy. Revenue costs of existing capital projects are included in the Strategy	Nil	Nil
Investment Income and uncertainty of interest rate assumptions	Assumptions on future rises in interest rates have been included in the Strategy. The risk is that rates do not rise as quickly as forecast.	100	120
Debt Collection and Uncertainty of Income	A small recovery in income streams included for 2010/11 may not materialise.	70	100
Pension Revaluation	The pension revaluation in 2011 could result in additional payments into the Local Government Pension Scheme of anything up to £1/2m.	Nil	330
Reduction in Grants	Only grant that has been confirmed is included in the budget and expenditure is not committed until the confirmation has been received.	Nil	Nil
Unpredictable and demand-led expenditure	This would be managed through robust budgetary control during the year and the budget setting process. However, as budgets become tighter, flexibility to accommodate the unexpected reduces and mandatory demand led items represent unavoidable expenditure that has to be financed. Main areas of risk are homelessness and benefits.	Nil	Nil

ITEM	CONSIDERATION TO ASSESS FIGURES TO INCLUDE	2010/11 £000s	2011/12 Onwards £000s
Emergency Expenditure	Resulting from unforeseen events. Although the Council has comprehensive insurance cover, there may be incidents which are not covered or where Government assistance is only partial. In the event of such an incident, significant costs may have to be met from revenue reserves.	50	100
Underachievement of Efficiency Targets	Apart from the risk of not achieving nationally set efficiency savings, the Strategy includes cashable savings. If these are not achieved, revenue reserves would have to be used to balance the budget.	400	500
Recommended Minimum Revenue Balances		690	1,220

7.6 Forecast General Fund balances:

	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
£m	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
<u>Balance Carried Forward</u>	2,172	939	939	1,042	1,198	1,320

8 MANAGEMENT OF RESERVES – REVIEW OF COLLECTION FUND RESERVE

- 8.1 As the Billing Authority, we collect council tax on behalf of Essex County Council, Essex Fire Authority and Essex Police Authority (known as main precepting bodies). The amount of council tax to be collected includes an allowance for non-collection of council tax, currently based on 98.5% collection rate. 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.
- 8.2 As the billing authority, we have to pay over an agreed amount to each of the main precepting bodies on a monthly basis of approximately £3.3m per month. If there were any interruption to the income from council tax, Rochford District Council would still have to pay this amount over. It is therefore considered

prudent to maintain the Collection Fund at a level that generates sufficient investment income to cover any interruption to council tax collection. For 2010/11, the level is £590,000 plus any surplus identified at the end of 2008/09. This will allow the distribution of £339,000 in the following amounts:

Recipient	Distribution Amount	
	2009/10 actual £000s	2010/11 proposed £000s
Rochford District Council	57	51
Essex County Council	270	243
Essex Police Authority	32	29
Essex Fire Authority	16	15

9 INCOME FROM FEES AND CHARGES AND INVESTMENTS

- 9.1 The Council's policy on its fees and charges is to review existing charges annually. Car parking charges will be reviewed separately with decision on changes to be made in July for implementation in October each year.
- 9.2 Changes in charges come into effect from 1 April each year, unless indicated otherwise.
- 9.3 The Council also undertakes to review existing services to identify opportunities for introducing charges, if appropriate. Charging users for services reduces the level of overall subsidy by council tax payers to a particular service.
- 9.4 All fees and charges have been reviewed and the proposals in respect of the discretionary charges for 2010/11 are shown in Appendix B to this report.
- 9.5 Fees for Gambling Licence and Liquor Licence applications are not included within the schedule for fees and charges, as there are various categories of charge. These are available on the Council's website and can be obtained direct from the Licensing Section.

9.6 Since 2007/8, income from planning, building control, parking fees, investment income and land charges has fallen by nearly £1m year. The impact on these budgets is shown below:

Item	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000
Building Control	265	198	253	256
Planning	262	196	220	224
Parking Fees and Permits	1,012	1,017	955	1,015
Land Searches	230	96	130	130
Investment Income	1,004	744	254	240
TOTAL	2,773	2,251	1,812	1,865

9.7 A risk to the Land Charges income is an ongoing legal challenge from personal Search companies regarding the right to receive environmental information at no charge. This situation is being carefully monitored.

9.8 In the current economic climate, it is difficult to predict when the property and consumer markets will increase. In the medium term, the following increases in annual income have been included in the Strategy to reflect anticipated recovery of income streams

Annual Increases in Income	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000
Land Charges	29	44	58	15
Planning/Building Control	32	48	64	16
Investment Income	236	104	-	-

9.9 If the economy and property markets recover more quickly, then these assumptions can be revised at each annual review of the Strategy.

9.10 Investment Income

9.11 The Council has a relatively small investment portfolio made up of reserves and cashflow balances. Investments are made in fixed term deposits or call accounts with banks or building societies who meet the creditworthiness criteria set out in the Council's Treasury Management Strategy.

9.12 Following several years of good returns, averaging about 6%, there have been a series of reductions in the bank base rate. Investment income has fallen from a high of £1m in 2007/8 to £1/4m per year. The bank base rate is 0.5% and is not expected to fall further.

9.13 Forecasts for interest rates are considered as part of the Annual Treasury Management Strategy but, in summary, average returns are expected to be:

2010/2011 1.50%

2011/2012 3.50%

2012/2013 4.50%

9.14 The Strategy assumption on recovery of investment returns is based on these forecasts. The risk of lower rates or a slower increase is managed through the level of balances.

10 BUDGETARY CHANGES

10.1 The Council has to respond to statutory requirements and new requirement for 2010/11 is to implement the Political Parties and Elections Act 2009 which will offer residents the chance to register individually either through rolling registration or the annual canvas, which potentially means a doubling of registration forms to be processed. A budget of £5,000 has been included in the Budget for 2010/11.

10.2 Additional £57,000 for the Cost of Elections to bring the budget back in line with 2008/09 when District elections were last held. This was not required in 2009/10 as elections were for ECC and Europe.

10.3 A Service Level Agreement to manage the waiting list until the introduction of Choice Based lettings was set up with Rochford Housing Association. It finishes in March 2010 so there is a loss of income.

10.4 Where savings have been identified and matched to individual budgets, these are included in the Medium Term Financial Plan as a reduction in Growth Items.

10.5 The Council receives Local Area Business Growth Incentive Grant from government. For 2010/11, £55,000 of this grant has been allocated to delivering the Economic Development Strategy and £50,000 to continuing the work on the Local Development Framework.

10.6 The Council has a programme of building works, outside of the normal repairs and maintenance. These are listed in appendix A. The budget for 2010/11 is £10,000 lower than 2009/10.

10.7 Pension Revaluation 2011

10.8 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. The scheme is administered by Essex County Council.

- 10.9 The scheme is revalued every 3 years in order to determine the level of liabilities relating to current and future pensioners and assets. The scheme has also undergone a number of changes recently in order to share costs between employers and employees and further changes to the scheme are currently out for consultation.
- 10.10 The next revaluation is due to take effect from April 2011. The last 2 years have seen a drop in asset values as equities and property have both fallen in value.
- 10.11 There is a risk that the revaluation in 2011 could see significant increases to the Council's contributions to the scheme. At this stage it is difficult to assess the impact of any recovery in asset values over the next 12 months and the reduction in the increase in employers' contributions as a result of changes to cost sharing arrangements and the increased contributions from employees.
- 10.12 Because of the uncertainties surrounding the pension scheme revaluation and changes to its financing, increases have been built into the Medium Term Financial Plan from 2011/12 but these will need to be reviewed regularly as firmer information is received from Essex County Council. The Council recognises the need to keep this firmly on the horizon as a potential major financial implication for the authority in 2011.

10.13 Inflation

- 10.14 One impact of the economic situation is the effect on inflation. 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.
- 10.15 Salaries account for £7m of the Council's expenditure and the cost of living rise for 2009/10 was 1%. The assumption used for financial planning is 0% rise for 2010/11 and inflation at 2%.

11 EFFICIENCY AND SAVINGS REQUIREMENT

11.1 The Council has a target to reduce annual expenditure by £1.5m by 2012/13 and will achieve this by reducing costs in 2010/11 by £750,000 and a further reduction of £750,000 in 2011/12.

11.2 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. Over the last 2 years, the target has been exceeded as shown below:

	2007/8 £000	2008/9 £000	2009/10 £000
Original Salaries Estimate	7,200	7,468	7,756
Salary savings target	(250)	(300)	(387)
Target Cost	6,950	7,168	7,369
Actual Cost	6,572	7,101	7,247*
Actual Savings	628	367	509

* forecast based on costs to end of December 2009

For 2010/11, the Salaries estimates and target savings are:

	2010/11 £000
Original Salaries Estimate	7,512
Salary savings target	(400)
Target Cost	7,112

11.3 The Council's Strategy for achieving the savings of £750,000 in 2010/11 and 2011/12 is based on:

- Review of existing services and organisational delivery
- Implementation of Performance Management Framework with clear targets to improve efficiencies.
- A focus on high priority services
- A commitment to work with partners to deliver efficiency across public services
- A continuing programme of IT development linked to service improvements
- Robust management of sickness
- Ongoing workforce planning and development linked to service improvements
- More effective and collaborative procurement taking full advantage of the opportunities available through the Procurement Agency for Essex, Essex On-line Partnership and the Regional Centre of Excellence.
- Completing the implementation of an electronic document records and management system
- Managing vacancies so that posts are not automatically replaced
- Programme of Value for Money and Service Reviews.
- Review of existing contract arrangements

11.4 Rochford Council has already exposed all of its major services to outside competition. Therefore, attempts to produce significant further savings and efficiencies through outsourcing or third party arrangement may be limited.

11.5 Progress on identifying and achieving savings will be monitored by the Executive.

12 PARTNERSHIPS

12.1 The Council has a sound record in working in partnership with other bodies in order to increase capacity in order to deliver its objectives.

12.2 These partnerships include

- VirginActive to deliver a high quality leisure service to residents
- Groundwork Trust South Essex (GTSE) for Thames Gateway
- Rayleigh and Rochford District Association for Voluntary Service

- Springboard Housing Association to deliver our handyman and gardening for the elderly services
- Wyvern Community Transport to provide transport assistance to less able residents

12.3 Other examples of partnership working which deliver efficiencies and cost savings include:

- Chelmsford Borough Council who collect our National Non-Domestic Rates
- Basildon District Council who provide our out of hours contact service
- Essex County Council who provide officer support to implement the Climate Code Action Plan
- The Department of Works and Pension who have a fraud investigation officer based in, and working with, the Council's Benefits team.

12.4 The Council is part of the Rochford Local Strategic Partnership (LSP) which is delivering the Sustainable Community Strategy for the district.

12.5 The Council has developed a Partnership Guidance which outlines the approach to be taken in considering new partnerships. The Council also has an annual programme of reviewing existing partnerships to ensure that they provide added value.

13 EXTERNAL FUNDING

13.1 The Council has a good track record of bringing in external funding. The majority of grants are allocated or confirmed during the financial year to which they relate. The Council has a policy of not budgeting expenditure related to grant funding until written confirmation is received.

14 IDENTIFICATION OF PRIORITIES

14.1 Members have to make the choice between competing priorities with the reduced funds available, consider the impact that a proposal can make and also the ability to implement the proposal.

14.2 The following have been identified as the priorities for 2010/11, aligned under the Council's Corporate Objectives:

Making a difference to our people:

- Continue to deliver efficiency savings
- Achieve the Excellence level of the Equality Standard for local government (formerly level 5) by the end of 2010.

- Achieve the Member Development Charter by the end of 2010.

Making a difference to our Community:

- Improving our council tax and benefits service
- Continue to improve service access and delivery for our community.
- Continuing to develop and consolidate our partnership arrangements via the LSP and other partnerships such as the Crime and Disorder Reduction Partnership (CDRP) to develop and improve service provision to our communities, particularly around the ageing population.

Making a difference to our environment

- Progressing the Joint Area Action Plan in partnership with Southend Borough Council, covering London Southend Airport and its environs.
- Progressing the LDF Core Strategy through its inquiry stage.
- Implementing the Action Plan that supports the Council's Climate Change and Sustainability Strategy – Climate CO2de

Making a difference to our local economy:

- Progressing the three town centre studies for Hockley, Rochford and Rayleigh to detailed action plans for each centre.
- Implementing the Action Plan associated with the Council's new Economic Development Strategy, particularly those measures highlighted to combat recession and encourage regeneration.

14.3 For a number of the priorities progress can be made through existing resources or current programmes of action. Many of the items will be addressed through the Local Development Framework. Others will be met by partnership working. Two new budgets will be created with £7,000 allocated to the Climate Code Action Plan and £5,000 to implement the Political Parties and Elections Act 2009.

15 IDENTIFICATION OF NON PRIORITIES

15.1 Members have considered many competing priorities, some of which have been considered either a low or non-priority. The Council have decided that the following continue to be lower priorities and no additional resource should be allocated to them. However, the Council will respond to reports or complaints on any of these issues.

- Provision of on street residents parking in the District.
- Maintaining the quantity of Bring Banks in the area at the current level

- Transferring Dutch Cottage to the Town Council.
- Proactive enforcement of the non-smoking and Sunday trading
- Maintaining stand-alone CCTV in shopping parades.
- Proactive action on empty residential property
- Proactive investigation of contaminated land.

16 TOTAL PROPOSED BUDGET FOR 2010/11

- 16.1 The revised estimates for 2009/10 were agreed by Council in December 2009 with a total of £13.1m which was in line with original estimates. These form the basis of the core estimates for producing the 2010/11 budget.
- 16.2 The draft core estimates for 2010/11 total £12.8m, compared to £13.1m for 2009/10.
- 16.3 The core estimates for 2010/11 are prepared based on projections about pay rises, inflation and planned service growth as discussed above.
- 16.4 The Council brings together its Vision for Rochford, the Sustainable Community Strategy, our role as the "green gateway" in the Thames Gateway South Essex Strategy, IT Strategy, Economic Development Strategy and Workforce Development Plan amongst others, into the Corporate Plan to identify what it needs to deliver for the whole community of Rochford district.
- 16.5 In determining the Council's priorities, Members consider them against our key objectives which are detailed in the Council's Corporate Plan.
- 16.6 The budget process is then about identifying the allocation of the resources so that the Council can deliver these ambitions for the district.

17 MEDIUM TERM FINANCIAL PLAN

17.1 Bringing together all the components discussed in this Strategy, the Council is able to produce a 5 year Medium Term Financial Plan covering the period up to 2014/15:

£000s	2009/10 Original Estimate	2009/10 Revised Estimates	2010/11 Budget	2011/12 Plan	2012/13 Plan	2013/14 Plan	2014/15 Plan
1 Base Budget	12,615	13,927	13,097	12,750	11,708	11,811	11,997
2 Inflation	504	(70)	272	271	249	236	240
3 Changes to Expenditure	509	(651)	84	(266)	49	72	72
4 Income Changes	250	72	47	(297)	(195)	(122)	(30)
5 Savings	(780)	(181)	(750)	(750)	-	-	-
6 Net Budget	13,097	13,097	12,750	11,708	11,811	11,997	12,278
7 Government Support	(5,035)	(5,035)	(5,150)	(5,172)	(5,224)	(5,276)	(5,329)
8 Collection Fund Adjustment	(57)	(57)	(52)	(50)	(20)	(20)	(20)
9 Council Tax Income	(6,160)	(6,160)	(6,316)	(6,486)	(6,669)	(6,858)	(7,051)
10 Use of Reserves	(1,846)	(1,846)	(1,233)	-	-	-	-
11 Contribution to Reserves	-	-	-	-	102	157	122
General Fund Forecast							
12 Opening Balance	687	809	2,172	939	939	1,042	1,198
13 Change in fund	1,123	1,363	(1,233)	-	102	157	122
14 Closing Balance	1,810	2,172	939	939	1,042	1,198	1,320

18 CAPITAL PROGRAMME

18.1 The Council has agreed a Capital Strategy which sets out how the Council intends to maximise the use of available capital resources in order to achieve its objectives and includes references to other key documents that influence capital investment. The strategy outlines the framework for management, planning and monitoring needed to ensure that any capital investment undertaken helps to achieve the Council's objectives.

18.2 The strategy has identified criteria for capital investment to ensure that the Council's limited resources are spent in the most cost effective way to achieve the Council's objectives. These criteria are:

- A. Investment in statutory and priority services** to ensure the continuation of essential services and value for money
- B. Ensure that landlord and owner responsibilities are undertaken** including priority items identified through the asset management plan
- C. Improve infrastructure** that has an influence on economic activity and the wellbeing of the Authority. This mainly relates to the improvement of town and village centres.
- D. Priority items flowing from key strategy documents**
- E. Schemes bringing in external funding**

18.3 The Capital Strategy is closely linked to the Asset Management Plan and the two documents combine to explain how the Council will use assets and capital investment to enable continuous improvement in service delivery. The Medium Term Financial Strategy takes into account the revenue implications arising from capital investment decisions.

18.4 The proposed capital programme is shown as Appendix C.

19 PRUDENTIAL BORROWING

19.1 Local authorities are now able to determine their own borrowing requirements. However these have to be within the Prudential Code.

19.2 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 Authority 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.

19.3 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.

19.4 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 represents a contribution to the revenue budget from investment income.

PRUDENTIAL INDICATORS					
	2008/9	2009/10	2010/11	2011/12	2012/13
	Actual	Probable outturn	Estimate	Estimate	Estimate
Ratio of financing costs to net revenue stream	(7%)	(2%)	(2%)	(3%)	(3%)

19.5 The increase in 2008/09 reflects the higher returns from investment.

19.6 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.

19.7 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 June 2009 and this is the starting point for considering the affordability of the proposed Capital Programme.

	2008/9	2009/10	2010/11	2011/12	2012/13
	Actual	Probable outturn	Estimate	Estimate	Estimate
Current Capital Programme (£000s)	3,252*	1,896	1,224	529	538
Proposed Capital expenditure (£000s)	2,901*	1,732	1,593	672	595
Incremental impact of capital investment decisions -					
Increase in Council Tax (£ per band D per annum -	(0.13)*	(0.06)	0.13	0.05	0.02

*This compares the final spend on capital against the estimated spend.

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.

19.8 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 Council's expectations for the CFR are shown below:

CFR	31/03/08 £000s Estimate	31/03/09 £000s Estimate	31/03/10 £000s Estimate	31/03/11 £000s Estimate	31/03/12 £000s Estimate
Total	430	-	-	-	-

19.9 This indicator is designed to measure the underlying need to borrow, or finance by other long-term liabilities, capital expenditure. Currently the future Capital Programme is being fully financed by capital receipts. Although this measures the need for borrowing, the borrowing may not necessarily take place externally. It is not anticipated that it will be necessary to undertake any other borrowing to finance the capital programme, although temporary short-term borrowing may have to be undertaken for cash flow purposes.

20 VALUE FOR MONEY

20.1 Value For Money (VFM) is the relationship between economy, efficiency and effectiveness and good VFM is achieved where there is the best balance between all 3 elements ie relatively low cost, high productivity and successful outcomes. The Council has a VFM Strategy in place in order to have a proactive practical approach to achieving and demonstrating VFM. This is now incorporated within this strategy. In particular, the Council will:

- Focus on high priority services such as Revenues and Benefits
- Maintain its commitment to work with partners to deliver efficiency across public services, for example the Crime and Disorder Reduction Partnership
- Continue to develop and embed a comprehensive Performance Management culture throughout all divisions to ensure delivery of sustained improvements
- Continue to deliver a programme of IT development linked to service improvements as identified in the IT Strategy
- Maintain its commitment to effective and collaborative procurement taking full advantage of the opportunities available through the Procurement Agency for Essex, Essex On-Line Partnership and the Regional Centre of Excellence.
- Deliver a Workforce Development Plan that ensures that our staff have the right skills and knowledge to meet the future.
- Implement the VFM Action Plan and clearly articulate the Council's commitment to achieving and demonstrating the VFM that it achieves.

21 RISK MANAGEMENT

- 21.1 The Corporate Risk Register includes the risk that “there is a mismatch between plans and available funding”. The Strategy demonstrates how the Council is managing its plans within available funds including contingency for any unexpected demands.
- 21.2 A Risk Assessment is carried out at the beginning of the budget preparation process and is updated as more current information becomes available.
- 21.3 The main areas of risk are managed through maintaining a level of General Fund balances.
- 21.4 If the Council did not have an approved Management of Reserves policy in place there is a possibility that the level of reserves maintained may be inadequate and the Council may find itself in an insolvent position or under able to deliver services.
- 21.5 All the services of the Council rely on resources, which are approved within the Strategy. When looking at expenditure and income, the Council must be aware of the risks involved. The information used for this strategy is based on the best information available to officers of the Council.

APPENDIX A

Special Building Works

Rochford Office Accommodation
Ongoing replacement of carpets and blinds
IT office – Replacement lighting
3-15 South Street – rear paving repairs
Sungard Server Room – installation of emergency lighting
Sungard Server Room – Air conditioning
Rayleigh Office Accommodation
Renewal of floor coverings and blinds – on going
Resurface and level kitchen floor
Depot
Decommissioning and removal of redundant underground and above ground fuel and oil tanks and the associated equipment
Car Parks
Bellingham Lane Car Park - Redo existing lining to both car parking areas
Grange Community Centre , Little Wheatleys Chase – reline car park and yellow line roadways
Recreation Grounds/open spaces
Paths, Walls and structures
Cemeteries / Churchyards
Closed Churchyard Maintenance
Rayleigh Cemetery – Repainting of front metal fencing
Windmill
Windmill External repainting
Sports Centres
Clements Hall Recreation - Sports Centre area - resurface footpath from substation to entrance bridge.

APPENDIX B
Schedule of discretionary charges

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
Concessionary fares <i>(charges where VAT is absorbed)</i>		
Taxi Voucher Scheme membership	7.00	7.00
Duplicate Taxi voucher ID card	10.00	10.00
Duplicate bus pass	10.00	10.00
Car Parks		
Old Ship Lane		
Up to 1 hour	0.60	0.60
Up to 2 hours	1.20	1.20
Websters Way/Mill Hall		
Up to 1 hour	0.60	0.60
Up to 2 hours	1.20	1.20
Up to 3 hours	1.80	1.80
Up to 4 hours	2.40	2.40
Others		
Up to 1 hour	0.60	0.60
Up to 2 hours	1.20	1.20
Up to 3 hours	1.80	1.80
Up to 4 hours	2.40	2.40
Up to 5 hours	3.00	3.00
All day	5.00	5.00
Approach		
Day ticket	5.00	To be agreed
Season Tickets <i>(prices inc VAT)</i>		
Quarterly	240.00	
Annual	800.00	
Admin fee for refund	30.00	
Penalty charges (off street)		
Higher Penalty Charge		
- if paid within 14 days	35.00	35.00
- if unpaid after 14 days	70.00	70.00
- if charge certificate issued	105.00	105.00
- if traffic enforcement centre involved	110.00	110.00
Lower Penalty Charge		
- if paid within 14 days	25.00	25.00
- if unpaid after 14 days	50.00	50.00
- if charge certificate issued	75.00	75.00
- if traffic enforcement centre involved	80.00	80.00

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
On-street parking dispensation		
- First day	15.00	15.00
- Each day thereafter	5.00	5.00
<i>NB for multiple bay applications, only the first bay is subject to the first charge, all others are charged at the subsequent day rate.</i>		
Commercial Parking <i>(Commercial use of an off-street parking space per day)</i>		
- First day	20.00	20.00
- Each day thereafter	7.50	7.50
<i>NB for multiple bay applications, only the first bay is subject to the first charge, all others are charged at the subsequent day rate.</i>		
Public Footpaths		
Diversion, Extinguishment or Creation <i>(plus VAT)</i>	1500.00	1500.00
Hackney Carriage & Private Hire Vehicle Licensing <i>(charges are VAT exempt)</i>		
Vehicle licence		
Hackney Carriage Vehicle Licence	250.00	250.00
Hackney Carriage Vehicle Licence	200.00	200.00
Private Hire Vehicle Licence	200.00	200.00
Wheelchair Accessible Private Hire Vehicle Licence	150.00	150.00
Other charges		
Interim vehicle inspection <i>(for vehicles over 6 years old)</i>	30.00	30.00
Replacement Vehicle Licence Plate	10.00	10.00
Replacement Drivers Badge	10.00	10.00
Replacement Door Stickers (x2)	10.00	10.00
Magnetic Door Sticker (Private Hire only) (x2)	15.00	15.00
Replacement Flexiplate Platform	10.00	10.00
Change of Vehicle	50.00	50.00
Transfer of Interest	20.00	20.00
Driver Licences		
Hackney Carriage or Private Hire Drivers Licence - First Application	100.00	100.00
Hackney Carriage or Private Hire Drivers Licence - Renewal	50.00	50.00
Both Drivers Licences - First Application	120.00	120.00
Both Drivers Licences - Renewal	70.00	70.00
DVLA check	5.00	5.00
Criminal Records Disclosure <i>(charge set by CRB)</i>	36.00	36.00
Private Hire Operators Licences		
Annual Licence – up to 3 vehicles	70.00	70.00

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
Annual Licence - Over 3 vehicles	100.00	100.00
Other licences <i>(charges exempt from VAT)</i>		
Dangerous Wild Animals Act 1976	131.00	134.00
Animal Boarding Establishment Act 1963	162.00	165.00
Riding Establishments Act 1964	276.00	282.00
Pet Animals Act 1951 & Breeding of Dogs Act 1973	142.00	145.00
Variation of conditions – half annual licence fee		
Home Boarding of dogs	57.00	58.00
Motor Salvage Operators Licence-issue/renewal	181.00	185.00
Sex establishments: grant renewal, variation or transfer (£2,400 refunded if no hearing)	2424.00	2472.00
Acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing & electrolysis	180.00	185.00
Alcohol, regulated entertainment & late night refreshment licence fees <i>(These are prescribed by regulations issued under the Licensing Act 2003 and vary dependent on the application type, therefore please contact licensing department for further information or refer to the licensing area of the Council website)</i>		
Gambling licence fees <i>(for fees for casinos and tracks please contact licensing department or refer to the licensing area of the Council's website).</i>		
Betting office		
- grant/provisional statement	2020.00	2060.00
- annual fee	404.00	412.00
- variation	1010.00	1030.00
- transfer/reinstatement	808.00	824.00
Adult gaming centre		
- grant/provisional statement	1347.00	1374.00
- annual fee	673.00	685.00
- variation	673.00	685.00
- transfer/reinstatement	808.00	824.00
Bingo club		
- grant/provisional statement	2357.00	2404.00
- annual fee	673.00	685.00
- variation	1178.00	1201.00
- transfer/reinstatement	808.00	824.00
Family entertainment centre		
- grant/provisional statement	1347.00	1374.00
- annual fee	504.00	514.00
- variation	673.00	685.00
- transfer/reinstatement	639.00	652.00
Gambling permit fees <i>(These are prescribed by regulations issued under the Gambling Act 2005, therefore please contact the licensing department for further information or refer to the licensing</i>		

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
<i>area of the Council website."</i>		
Surrender notes for unsound food (VAT to be added)		
- per hour or part thereof	50.00	51.00
Street trading		
- issue	181.00	185.00
- renewal	181.00	185.00
Pavement permissions		
- issue	181.00	185.00
- renewal	181.00	185.00
Export of food documentation (provision and/or authorisation, plus additional fees recharges on an actual cost basis)		
- per hour or part thereof (min charge 1 hour)	50.00	51.00
Zoo licensing		
Application for grant of first licence	199.00	203.00
Application for renewal of licence	131.00	134.00
Grant of first licence	419.00	429.00
Renewal of licence	578.00	590.00
Alteration of licence	79.00	81.00
Transfer of licence	79.00	81.00
Factual Statements (VAT to be added)		
Section 28(9) of Health & Safety at Work etc Act 1974 plus cost of photography necessary	111.00	113.00
Housing		
Charge for the service of Statutory Enforcement Notice under the Housing Acts (fitness enforcement)	300.00	300.00
Fee for Mandatory Licensing of Houses in Multiple Occupation (HMO)		
- up to 5 bedrooms	300.00	300.00
- for each additional bedroom	50.00	50.00
- variation of licence (NB HMOs owned by registered charity are exempt)	50% of fee	50% of fee

Cemeteries

(Charges exempt from VAT except for additional inscriptions & exhumations)

**Interments in grave or vaults for which exclusive right of burial has
been granted** (Note - interment fees are inclusive of excavation charges and

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
<i>registration)</i>		
Internment fee (new grave or re-open		
- still born –under 1 month	185.00	190.00
- under 12 years	275.00	282.00
- over 12 years	495.00	505.00
Exclusive right of burial (50% reduction for child under 12 buried in children's area)	550.00	565.00
Internment of cremation casket in a purchased grave	185.00	190.00
Internment in cremation plots with or without exclusive rights of burial		
- internment fee (new grave or re-open)	185.00	190.00
- exclusive right of burial	280.00	287.00
Monuments, gravestones, tablets & monumental inscription		
For the right to erect or place: - flat stone not exceeding 60cm x 45cm - headstone up to 90cm - nameplate of any description (other than a headstone) - kerbstone or border stone (height not exceeding 30cm) - tablet or vase - cross - kerbstone or border stone (height not exceeding 30cm) child's plot - flower vase or tablet (45x37cm) on a grave in which the exclusive right of burial has not been purchased - memorial case (37cm long x 22cm wide x 30cm high) and inscription panel for cremation plot - kerbstone around a cremation plot	130.00	133.00
Additional inscription on a gravestone tablet or monument (VAT to be added)	56.00	57.00
<i>NB: 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. □</i>		
Exhumation charge <i>Each exhumation charge will be recharged on an actual cost basis plus VAT</i>	Based on cost	Based on cost
Additional fees fixed by the Council		
Registering transfer of grant	60.00	62.00
Leisure (grounds maintenance contract) <i>Note: all charges subject to consultation with the grounds maintenance contractor</i>		

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
Football (see note 1)		
Exclusive use of a pitch		
- Saturday	960.00	979.00
- Sunday/Max	1040	1061
Alternate use of pitch		
- Saturday	485.00	495.00
- Sunday/Max	527.00	535.00
Casual lettings including pavilion (VAT to be added)		
Adults		
- Saturday	72.00	73.00
- Sunday/Max	84.00	86.00
Juniors		
- Saturday	41.00	42.00
- Sunday/Max	58.00	59.00
<i>Note: Junior teams 40% less on use of senior pitches</i>		
Established junior pitches		
Exclusive use of pitch		
- Saturday	505.00	515.00
- Sunday/Max	589.00	601.00
Alternative use of pitch		
- Saturday	273.00	278.00
- Sunday/Max	313.00	319.00
<i>(exclusive use by cub scouts league 80% of junior charge)</i>		
Mini Football (see note 2)		
Exclusive use of pitch		
- Saturday	263.00	268.00
- Sunday/Max	412.00	420.00
Alternative use of pitch		
- Saturday	201.00	205.00
- Sunday/Max	292.00	298.00
<i>Notes</i>		
1. In the event of a shortened season these prices will be charged pro rata 27/32		
2. Includes 2 hour usage (am or pm) and pavilion hire		
Pavilion hire		
Per 3 hour session, including changing rooms <i>(note: hire in respect of youth clubs will be reduced by 50%)</i>	41.00	42.00
Leisure (other than Leisure Contract)		
Playgroups		
Preschool and mother & child		
- morning session	8.50	8.70

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
- afternoon session	9.55	9.75
<i>Note: all playgroups using the pavilion for 5 or more session per week will have a 10% reduction in the booking fee</i>		
Tennis		
Casual bookings (55 mins) <i>(charges where VAT is absorbed)</i>		
Per court		
-adult any day	3.50	3.60
- junior any day	2.30	2.35
Cricket	138.43	141.00
High Hedges		
Fee for processing a high hedges complaint	320.00	320.00
Concessionary (benefits & pensioners)	100.00	100.00
Rustic products <i>(all prices are inclusive of VAT)</i>		
Woodchips		
-collected from Hockley Woods per bag	2.00	3.00
-collected from Hockley Woods per m ³	16.00	17.00
-delivered within district m ³	21.00	25.00
Firewood (logs) per transit load delivered	60.00	75.00
Tracking pitch in Hockley Woods	415.00	425.00
Hire of Civic Suite (per 3 hour session)		
-Council Chamber	52.00	53.00
-additional charge for use of video projection equipment	12.00	12.25
<i>Note: all charges for commercial use will be increased by 100%</i>		
Local land charges <i>(exempt from VAT unless stated)</i>		
<i>Note</i>		
<i>-charge is subject to any increase by ECC</i>		
<i>- fees for supplementary part 1 enquiries are inclusive of statutory LLC1 fee</i>		
Fees for supplementary enquiries		
Part I		
(a) where relating to one parcel of land only, as defined in Rule 2(2) (CON29)	172.00	172.00
(b) where relating to several parcels of land (which a single requisition for an Official Search would cover) and delivered on a single form:		
- for the first parcel of land	172.00	172.00
- for each additional parcel of land (provided that where the fee on that basis would exceed £150, the amount is to be fixed by arrangement between the solicitors and the Council)	31.00	31.00
Part 11		

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
Where relating to one parcel of land only or to several parcels (as mentioned above) and delivered in a single form		
- for each printed enquiry numbered in the form	20.00	20.00
- for each further enquiry added by solicitors and which the Council is willing to answer	36.00	36.00
Council minutes etc (<i>charges exclusive of VAT</i>)		
Parish list-yearly charge	151.00	154.00
Council – per annum	100.00	102.00
Council – per meeting	18.00	18.50
Committee – per annum	197.00	201.00
Committee – per meeting	31.00	32.00
Sub committee – per annum	111.00	113.25
Sub committee – per meeting	18.00	18.50
Committee report background papers		
Inspection fee (per item)	1.25	1.50
Local Plan – replacement second deposit paper	100.00	100.00
Local Plan – replacement second deposit – CDROM	25.00	25.00
Inspectors report	25.00	25.00
Land availability – residential	30.00	30.00
Land availability – industrial	20.00	20.00
Annual monitoring report	40.00	40.00
Local Development Scheme	40.00	40.00
Statement of community involvement	40.00	40.00
Rochford Conservation Area Appraisal	75.00	75.00
Rayleigh Conservation Area Appraisal	75.00	75.00
Supplementary planning documents	40.00	40.00
Core Strategy Development Plan document (final version only)	100.00	100.00
Any documents on CD	12.00	12.00
Urban Capacity Study (CD only)	50.00	50.00
Copy documents (<i>VAT absorbed on items under £1 but added to others</i>)		
A4 copy per sheet	0.10	0.10
A3 copy per sheet	0.30	0.30
A2 copy per sheet	0.50	0.50
A1 copy per sheet	1.55	1.55
A0 copy per sheet	2.65	2.65
Following items charged per sheet at the above rates		
- Tree Preservation Order or similar		

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
- Copies of planning consents, building regulations, stop notice		
- Microfiche planning consent		
- Public path order		
- Casual photocopying of documents		
- Plans		
- Fax (internal use only)		
- Ordnance survey sheets		
Miscellaneous items		
Requests for environmental information		
- up to 4 hours	90.00	92.00
- 4-8 hours	173.00	176.00
- over 8 hours	173.00	176.00
Plus per hour thereafter	24.00	24.00
S106 agreements		
- single domestic dwellings	125.00	127.00
- other (charge based on actual costs associated with the preparation and completion of S106 agreements)	120.00 per hour	120.00 per hour
Rochford Matters		
- full page advertisement	800.00	800.00
- half page advertisement	400.00	400.00
- quarter page advertisement	200.00	200.00
Origins of Rochford book	1.50	1.50
Origins of Rayleigh book	1.50	1.50
Old House guide	1.00	1.00
Letter of confirmation of registration on electoral register	15.00	15.00
Mobile Exhibition Unit – per day inc staff costs	160.00	160.00
Photocopying charge – per A4 (town & parish council, voluntary organisation)	0.10	0.10
Sewer clearance (minimum charge) <i>Total cost of the sewer clearance works will be split and charged to the affected properties with a minimum charge of £15 per property</i>	15.00	15.00

Hire of Windmill		
Commercial use		
- 1 hour on 1 floor	17.00	17.00
- all day (7.5 hr)	85.00	85.00
Non commercial use		
- 1 hour on 1 floor	17.00	17.00

	1/4/09 to 31/3/10 £	With effect from 1/4/10 £
- all day (7.5hr)	42.50	42.50
<i>Note: charities & community organisations to contact the Council direct for prices</i>		
Wedding hire (for use of ground floor for day of wedding and set up the day before		
Monday-Friday	250.00	250.00
Saturday, Sunday & Bank Holiday	350.00	350.00
Services provided via contractors (cost on request call 01702 318045)		
Treatment of rats and mice in domestic premises (Cost on request call 1702 318045)		
Treatment of wasps and bees in domestic premises	38.00	39.00
Treatment of other pests in domestic premises	76.00	77.00
Reclaim fee for Stray Dogs (Cost on request call 1702 318045)		
-statutory fee	25.00	25.00
- daily kennelling fee	12.00	12.00
- transport fee	21.00	21.00
- admin fee (plus vets fees if necessary)	6.00	7.00
- microchip at kennels	15.00	17.00
Fixed Penalty Notices		
Litter distribution of free advertising materials, dog control orders, fly posting & graffiti	75.00	75.00
Litter clearing-street litter or receptacle notice	100.00	100.00
Abandoned vehicles	200.00	200.00
Production of waste documents	300.00	300.00

General Fund Capital Programme & Financing Estimates							APPENDIX C - CAPITAL PROGRAMME		
	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2013/14	Estimate 2014/15	Commentary	
Information & Communications									
ICT Strategy	81,000	81,000	56,000	30,000	30,000	30,000	30,000	Annual allocation to support implementation of ICT Strategy which is approved and monitored by Portfolio Holder. Normal allocation of £30,000 increased for 2010/11 using some of the Equipment Replacement Provision.	
Vehicles and Equipment									
Wheellie Bins	122,500	122,500	55,000	55,000	55,000	55,000	55,000	Annual allocation for wheellie bin replacements. Additional £67,500 in 2009/10 only funded by grant from Essex County Council for expansion of recycling scheme. Reported as part of quarterly capital programme monitoring.	
Vehicle Replacements	32,000	-	41,000	23,700	32,100	48,000	-	Programme of replacement based on life, maintenance and use. Green options and scrappage scheme will be investigated before any vehicles are replaced. Reported as part of quarterly capital programme monitoring	
Equipment Replacement Programme	65,000	65,000	16,500	60,000	60,000	60,000	60,000	Use of budget will be decided by Portfolio Holder.	
Depot Yard Resurfacing	65,000	34,000	-	-	-	-	-	Works completed in 2009/10	

3.45

	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2013/14	Estimate 2014/15	Commentary
Operational Assets								
Hill Road Cemetery Extension	248,841	248,841	147,854	-	-	-	-	Total cost of scheme is £535k, profiled as: 2005/06 - £2,850 actual 2006/07 - £119,888 actual 2007/08 - £4,408 actual 2008/09 - £11,159 actual 2009/10 - £248,841 estimate 2010/11 - £147,854 estimate Decision on scheme made by Executive and monitored through
Rochford Offices - Electrical Works	80,000	80,000	60,000					2010/11 - Phase 3 following completion of survey. Executive decision as part of Asset Management Plan
Acacia House Boiler				30,000				Any works proposed for 2011/12 will need to take place once decision on future of building is made.
Rayleigh Accommodation - Heating	66,000	66,000						Designs have been drawn up and the detailed costings are being completed. A planning application will be submitted in due course and the decision on the final scheme will be subject to Executive approval.
Rochford reception & office improvements	35,000	35,000	475,000					No longer required
Office Accommodation - Building Works	50,000	-						

3.46

	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2012/13	Estimate 2014/15	Commentary
Pavilion Refurbishments	30,000	30,000	45,000	30,000	30,000	30,000	30,000	Annual allocation for a rolling programme to improve standard of facilities, details of which would be subject to Executive decision.
Town & Village improvements								
District Boundary Signs	29,500	7,000	-	-	-	-	-	The final cost of the new signs was only £7,000
Public Conveniences	30,500	37,500	15,000	15,000	15,000	15,000	15,000	Annual allocation for a rolling programme, subject to Executive decision on schemes to be included. Great Wakering scheme to be completed in 2009/10.
Parks & Play Facilities								
Play Spaces	100,000	100,000	50,000	50,000	50,000	50,000	50,000	Rolling programme of improvements - decision on schemes to be delivered subject to Executive decision.
Cherry Orchard Jubilee Country Park	100,200	100,200	115,000	150,000	95,000			The Executive on 9 December 2009 agreed a programme of works totalling £360,000 over the next 3 years.
Parks & Open Spaces Programme	100,000	100,000	50,000	50,000	50,000	50,000	50,000	Rolling Programme of improvements - decision on which schemes will be delivered is subject to Executive decision.
Sweyne Park	191,000	191,000						£76,000 budget was brought forward from 2008/09 and additional £75,000 expenditure is funded by a grant.

3.47

	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2012/13	Estimate 2014/15	Commentary
Great Wakering Youth Facilities	80,026	80,026	-	-	-	-	-	Budget will be carried forward to 2010/11.
Teen Shelters Rolling Programme	27,500	27,500	-	-	-	-	-	Schemes completed in 2009/10 with match funding from parish/town councils.
Clements Hall Bridleway Extension	28,000	15,200						A scheme was agreed at Executive on 9 December at a cost of £15,200.
Rawreth Recreation Ground - Extension to Car Park	30,000	7,800						A scheme was agreed at Executive on 9 December at a cost of £7,800.

3.48

	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2012/13	Estimate 2014/15	Commentary
New Items Council buildings - Climate CO ₂ de Actions			57,500					This supports the delivery of the Climate CO ₂ de and demonstrates the Council's commitment to reducing the impact of the Council's buildings and staff on the environment. The money will fund energy saving projects such as: -upgrade of heating in Council offices heating system, Old House boiler and thermostatic radiators which allow better control of heat levels -hand driers in staff toilets -loft insulation in offices. Capital Strategy Criteria met: B-Ensure that landlord and owner responsibilities are undertaken D-Priority items flowing from key strategy documents. Executive decision as part of implementation of Climate CO ₂ de and subject to sound business case.
Old House roof			25,000					Survey identified need for repairs to the roof. Capital Strategy Criteria met: B-Ensure that landlord and owner responsibilities are undertaken Executive decision as part of approval of Asset Management Plan.

3.49

New Items	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2012/13	Estimate 2014/15	Commentary
Rayleigh Office Accommodation - Structural Repairs			25,000					Balcony and steps at the back of the Members' Library. Final cost will be confirmed once survey has been completed. Capital Strategy Criteria met: B-Ensure that landlord and owner responsibilities are undertaken Executive decision as part of Asset Management Plan
Brooklands Grove - vehicle access			30,000					To enable maintenance vehicles, such as Connaught, access onto site. Capital Strategy Criteria met: B-Ensure that landlord and owner responsibilities are undertaken Executive decision as part of Asset Management Plan
Sensory Garden Information Board			1,500					Rayleigh Town Council suggestion Capital Strategy Criteria met: C-Improving infrastructure - relating to town centre improvements

3.50

	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2012/13	Estimate 2014/15	Commentary
Rayleigh Cemetery railings			8,000					Replacement of railings that are unfit and create a snagging hazard. Railings run along section of raised footway adjacent to cemetery and the works will improve pedestrian safety and appearance of area so enhancing Council image. Capital Strategy Criteria met: B-Ensure that landlord and owner responsibilities are undertaken Head of Service decision.
Sub Total	1,592,067	1,428,567	1,273,354	493,700	338,000	417,100	290,000	
Housing								
Home maintenance and Adaptation Grants	107,441	107,441	70,000	70,000	70,000	70,000	70,000	
Disabled Facilities Grants	196,000	196,000	250,000	108,000	108,000	108,000	108,000	
Total Housing	303,441	303,441	320,000	178,000	178,000	178,000	178,000	
Total Capital Programme	1,895,508	1,732,008	1,593,354	671,700	516,000	595,100	468,000	

3.51

Programme	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2012/13	Estimate 2014/15	Commentary
Financing								
Total Expenditure	1,895,508	1,732,008	1,593,354	671,700	595,100	516,000	468,000	
Financed by:								
Capital Grant	137,500	137,500	-	-	-	-	-	
Housing Grants	173,205	173,205	150,000	64,800	64,800	64,800	64,800	
Capital Receipts Required for General Fund	1,584,803	1,421,303	1,443,354	606,900	530,300	451,200	403,200	
Total Financing	1,895,508	1,732,008	1,593,354	671,700	595,100	516,000	468,000	

3.5d

Statement on	Approved 2009/2010	Revised 2009/2010	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2013/14	Estimate 2014/15	Commentary
Capital Receipts	2,589,749	2,589,749	2,303,446	1,308,092	1,005,192	720,892	608,692	
Capital Receipts B/fwd								
Received in Year	50,000	50,000	50,000	50,000	10,000	10,000	10,000	Right to buy, mortgages and disposal of assets
VAT shelter receipt	1,085,000	1,085,000	398,000	254,000	236,000	329,000	232,000	
Use in year	(1,584,803)	(1,421,303)	(1,443,354)	(606,900)	(530,300)	(451,200)	(403,200)	
Capital Receipts C/fwd	2,139,946	2,303,446	1,308,092	1,005,192	720,892	608,692	447,492	

3.53

If you require this document in large print, Braille or another language then please contact:

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APPENDIX 2 - BUDGET BOOK

2008/09 ACTUAL £	BUILDING CONTROL - CLIENT ACCOUNT Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
297,532	Salaries	13 126 1000	295,400	262,300	241,700	-18.2%
1,690	Training	13 126 xxxx	700	700	700	
2,453	Insurance	13 126 1140	2,500	2,400	2,500	
301,674			298,600	265,400	244,900	
	Transport Related					
15,414	Car Allowances	13 126 1120	17,700	17,300	17,600	
15,414			17,700	17,300	17,600	
	Supplies & Services					
2,281	Expenses	13 126 xxxx	200	100	100	-50.0%
3,742	Equipment, Tools & Materials	13 126 xxxx	3,800	5,800	4,000	
6,023			4,000	5,900	4,100	
	Contracted Services					
1,125	Consultants	13 126 1015	1,000	1,000	1,000	
1,125			1,000	1,000	1,000	
	Grants					
(673)	Partner Authority		-	-	-	
(673)			-	-	-	

2008/2009 ACTUAL £	BUILDING CONTROL - FEE ACCOUNT Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Fees & Charges					
(51,004)	Deposit of Plans	13 127 825x	(59,800)	(65,800)	(66,800)	11.7%
(147,014)	First Inspection	13 127 82xx	(170,200)	(187,200)	(189,200)	11.2%
(198,017)			(230,000)	(253,000)	(256,000)	

3.55

2008/2009 ACTUAL	DEVELOPMENT CONTROL Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
442,165	Salaries	13 124 1000	490,600	451,100	457,400	-6.8%
98	Telephone Allowances	13 124 1200	100	100	100	
2,786	Training	13 124 1005	5,000	3,500	3,500	-30.0%
5,079	Insurance	13 124 1140	5,300	5,100	5,400	
450,128			501,000	459,800	466,400	
	Transport Related					
13,106	Car Allowances	13 124 1120	12,900	15,500	15,800	22.5%
3,741	Staff Parking	13 124 1160	3,700	4,200	4,200	
16,847			16,600	19,700	20,000	
	Supplies & Services					
967	Expenses	13 124 113x	1,100	800	800	
1,914	Equipment, Tools & Materials	13 124 1100	2,500	2,000	2,000	
12,569	Advertising	13 124 1013	14,100	14,100	14,500	
560	Planning Portal	13 124 4667	300	300	300	
35,000	Planning Appeals	13 124 4665	15,000	25,000	20,000	33.3%
-	Planning Delivery	13 124 4671	-	-	-	
51,011			33,000	42,200	37,600	
	Contracted Services					
1,950	Consultancy Advice	13 124 4660	1,700	2,500	2,500	47.1%
15,492	Specialist Planning Advice (ECC)	13 124 4669	15,800	15,800	16,300	
17,442			17,500	18,300	18,800	
	Fees & Charges					
(196,484)	Planning Fees	13 124 8239	(200,000)	(220,000)	(224,000)	12.0%
-	High Hedges	13 124 8241	-	-	-	
(1,306)	Discharge Condition Fee	13 124 8247	(15,000)	(5,000)	(5,000)	-66.7%
-	Miscellaneous Income	13 124 8240	(100)	(200)	(200)	
(197,790)			(215,100)	(225,200)	(229,200)	

3-56

2008/2009 ACTUAL £	PLANNING POLICY Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
246,947	Salaries	13 131 1000	256,800	255,400	260,500	1.4%
306	Professional Fees	13 131 1006	300	400	400	
98	Telephone Allowances	13 131 1200	100	100	100	
6	Training	13 131 1005	400	200	200	
2,453	Insurance	13 131 1140	2,500	2,400	2,500	
249,810			260,100	258,500	263,700	
Transport Related						
6,809	Car Allowances	13 131 1120	7,000	8,100	8,300	18.6%
6,809			7,600	8,100	8,300	
Supplies & Services						
1,254	Expenses	13 131 113x	600	1,300	1,300	116.7%
-	Local Development Framework	13 131 4803	-	29,000	-	
705	Equipment, Tools & Materials	13 131 1100	300	300	300	
-	Research & Publicity	13 131 1013	700	700	700	
-	Conservation Grants	13 131 1017	5,200	5,000	5,200	
-	Subscriptions	13 131 1018	300	300	300	
1,959			7,100	36,600	7,800	
Fees & Charges						
(105)	Local Development Framework	13 131 8269	(700)	-	-	
(105)			(700)	-	-	
Grants						
(1,905)	Planning Delivery Grant	13 131 8670	-	-	-	
(1,905)			-	-	-	

2008/2009 ACTUAL £	PLANNING ADMINISTRATION Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
94,778	Salaries	13 125 1000	95,100	93,000	74,300	-21.9%
-	Training	13 125 1005	100	100	100	
1,401	Insurance	13 125 1140	1,400	1,400	1,500	
96,179			96,600	94,500	75,900	
Supplies & Services						
3	Expenses	13 125 113x	100	-	-	
2,104	Equipment, Tools & Materials	13 125 1100	2,700	2,700	3,700	37.0%
2,108			2,800	2,700	3,700	
Fees & Charges						
(19)	Miscellaneous Income (Copying)	13 125 82xx	(100)	(100)	(100)	
(19)			(100)	(100)	(100)	

2008/2009 ACTUAL £	HACKNEY CARRIAGE Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
88,005	Salaries	14 144 1000	89,100	87,200	88,000	-1.2%
1,610	Training	14 144 1005	1,400	1,800	1,800	
1,051	Insurance	14 144 1140	1,100	1,000	1,100	
90,666			91,600	90,000	90,900	
Supplies & Services						
1,575	Expenses	14 144 113x	1,600	1,000	1,000	-37.5%
3,711	Equipment, Tools & Materials	14 144 1100	2,900	3,200	3,200	
429	Printing and Publicity	14 144 xxxx	700	700	700	
-	Subscription - National Association of Taxi & F	14 144 1018	100	100	100	
-	Rochford Quality Taxi Partnership	14 144 4034	-	3,400	-	
5,714			5,300	8,400	5,000	
Fees & Charges						
(62,856)	Vehicle Licensing	14 144 5051	(65,000)	(66,000)	(66,000)	1.5%
(20,753)	Driver Licensing	14 144 5052	(18,000)	(20,000)	(20,000)	11.1%
(2,090)	Operators Licensing	14 144 2024	(2,500)	(2,000)	(2,000)	
(5,109)	Other Miscellaneous Income	14 144 5054	(1,300)	(2,000)	(2,000)	53.8%
(90,808)			(86,800)	(90,000)	(90,000)	
Grants						
-	Rochford Quality Taxi Partnership		-	(3,400)	-	
-			-	(3,400)	-	
Contribution to/from reserve						
(2,456)	Contribution from reserve		-	-	-	
(2,456)			-	-	-	

2008/2009 ACTUAL £	HIGHWAYS/ROADS (ROUTINE) Head of Service: G P Woolhouse	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Supplies & Services						
-	White Lines - Taxi Ranks	10 100 4007	700	700	700	
4,918	Signage & Equipment	10 100 4xxx	9,000	8,500	8,500	
8,542	Highway Verge Improvements	10 100 4003	10,000	10,000	10,000	
13,460			19,700	19,200	19,200	
Fees & Charges						
(33,305)	E.C.C. Contribution - Verge Maintenance	10 100 8105	(33,300)	(33,300)	(33,300)	
(33,305)			(33,300)	(33,300)	(33,300)	

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2008/2009 ACTUAL	ON STREET PARKING Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
	Employee Costs					
76,377	Salaries	10 102 1000	89,400	87,900	88,300	-1.2%
968	Training	10 102 1005	900	900	900	
1,401	Insurance	10 102 1140	1,400	1,400	1,500	
<u>78,746</u>			<u>91,700</u>	<u>90,200</u>	<u>90,700</u>	
	Transport Related					
3,030	Transport & Plant	10 102 1170	3,000	2,900	3,000	
<u>3,030</u>			<u>3,000</u>	<u>2,900</u>	<u>3,000</u>	
	Supplies & Services					
28	Expenses	10 102 11xx	200	400	400	
1,430	Equipment, Tools and Materials	10 102 xxxx	2,500	1,900	1,900	-24.0%
2,811	Traffic Penalty Tribunal	10 102 4063	3,000	3,000	3,000	
1,900	Traffic Enforcement Centre	10 102 4072	2,000	1,900	1,900	
3,173	Management Fee	10 102 4067	3,300	3,300	3,300	
9,283	Essex County Council Reimbursement	10 102 4061	9,700	9,700	9,700	
2,055	Publicity & Printing	10 102 xxxx	2,900	2,600	2,600	
<u>20,680</u>			<u>23,600</u>	<u>22,800</u>	<u>22,800</u>	
	Fees & Charges					
(165,077)	Penalty Charge Notice Payments	10 102 8113	(145,000)	(145,000)	(145,000)	
-	Dispensations	10 102 8112	(100)	(500)	(500)	
(57,697)	Contribution from reserve		-	-	-	
<u>(222,773)</u>			<u>(145,100)</u>	<u>(145,500)</u>	<u>(145,500)</u>	

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2008/2009 ACTUAL £	OFF STREET PARKING Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
120,386	Salaries	10 103 1000	116,300	113,800	113,800	-2.1%
1,389	Training	10 103 1005	900	900	900	
4,081	Insurance	10 103 1140	4,300	4,200	4,400	
125,856			121,500	118,900	119,100	
Premises Related						
24,750	Repairs, Alterations & Maintenance	10 103 333x	25,500	26,300	28,300	11.0%
4,950	Special Items	10 103 1019	20,000	20,000	7,000	-65.0%
99,215	National Non-Domestic Rates	10 103 1016	103,200	105,500	109,800	6.4%
(1,516)	Lights & Power	10 103 xxxx	6,700	3,700	3,700	-44.8%
3,634	Water & Sewerage	10 103 1012	3,800	3,600	3,700	
131,032			159,200	159,100	162,500	
Transport Related						
4,175	Transport & Plant	10 103 1170	3,500	2,600	2,700	-22.9%
4,175			3,500	2,600	2,700	
Supplies & Services						
2,463	Expenses	10 103 11xx	2,600	2,700	2,700	
20,194	Equipment, Supplies & Maintenance	10 103 xxxx	21,300	20,300	20,300	-4.7%
892	Printing	10 103 1180	1,700	2,700	2,700	58.8%
919	Publicity	10 103 1013	500	500	500	
615	Subscriptions	10 103 1018	700	2,200	2,300	228.6%
1,874	Traffic Penalty Tribunal	10 103 4063	1,600	2,000	2,000	
-	Penalty Charge Notice Stationery & Bags	10 103 4069	400	400	400	
1,100	Traffic Enforcement Centre	10 103 4072	1,100	1,100	1,100	
6,189	ECC Reimbursement	10 103 4112	6,500	6,500	6,500	
560	Environmental Services Treatment	10 103 4102	400	400	400	
500	Environmental Enhancements	10 103 4101	700	700	700	
35,305			37,500	39,500	39,600	
Fees & Charges						
(850,325)	Car Park Pay & Display	10 103 xxxx	(850,000)	(790,000)	(850,000)	
	Market Rents	10 103 8118	(3,200)	(3,200)	(3,200)	
(5,177)	Other Rents	10 103 8119	(2,100)	(2,100)	(2,200)	
(167,041)	Permits/Season Tickets	10 103 8127	(200,000)	(165,000)	(165,000)	-17.5%
15,050	Costs Awarded	10 103 8130	-	-	-	
(86,090)	Penalty Charge Notice Payments	10 103 8128	(105,000)	(105,000)	(105,000)	
(3,286)	Commercial Use Of Space	10 103 8480	(500)	(1,000)	(800)	
-	Parking Reserve Adjustment	10 103 8131	20,000	-	-	
(139,250)	Contribution from reserve	10 103 1302	-	-	-	
(1,236,119)			(1,140,800)	(1,066,300)	(1,126,200)	

2008/2009 ACTUAL	PUBLIC TRANSPORT Head of Service: S Scrutton	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
26,591	Salaries	10 101 1000	26,300	25,700	25,700	-2.3%
-	Training	10 101 1005	100	100	100	
350	Insurance	10 101 1140	400	300	300	
<u>26,942</u>			<u>26,800</u>	<u>26,100</u>	<u>26,100</u>	
	Supplies & Services					
142	Expenses	10 101 113x	200	-	-	
	Concessionary Travel Scheme:-					
808,882	Bus Passes	10 101 4032	926,000	840,600	840,000	-9.3%
9,023	National Bus Pass Set Up Costs	10 101 4073	-	-	-	
171	Equipment, Tools & Materials	10 101 1100	200	100	100	
80,779	Taxi Voucher Scheme	10 101 4030	120,000	100,000	100,000	-16.7%
45,611	Community Transport Grant - ECC	10 101 1017	47,000	47,000	48,500	3.2%
<u>944,608</u>			<u>1,093,400</u>	<u>987,700</u>	<u>988,600</u>	
	Fees & Charges					
(1,732)	Concessions - Fees & Charges	10 101 8106	(1,100)	(1,500)	(1,500)	
(23,497)	Taxi Voucher Scheme Contribution from ECC	10 101 8109	(24,200)	(24,200)	(24,500)	
(2,754)	Membership Fee - Taxi Vouchers	10 101 8107	(3,000)	(3,000)	(3,000)	
(45,611)	Community Transport Grant - ECC	10 101 8108	(47,000)	(47,000)	(48,500)	3.2%
<u>(73,594)</u>			<u>(75,300)</u>	<u>(75,700)</u>	<u>(77,500)</u>	
	Grants					
(141,405)	Government Grant - Concessionary Travel Scl	10 101 8103	(144,700)	(144,700)	(148,800)	2.8%
<u>(141,405)</u>			<u>(144,700)</u>	<u>(144,700)</u>	<u>(148,800)</u>	

2008/2009 ACTUAL	LOCAL LAND CHARGES	CODE	ESTIMATES		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2009/2010 ORIGINAL	2009/2010 REVISED		
£	Head of Service: A Bugeja		£	£	£	
	Employee Costs					
58,032	Salaries	19 181 1000	58,600	58,200	59,000	
226	Training	19 181 1005	200	200	200	
6,550	Insurance	19 181 1140	6,900	3,900	4,100	-40.6%
64,808			65,700	62,300	63,300	
	Supplies & Services					
207	Expenses	19 181 xxxx	100	300	300	
87	Equipment, Tools, & Materials	19 181 1100	200	200	200	
294			300	500	500	
	Fees & Charges					
(96,383)	Fees and Charges	19 181 8371	(120,000)	(130,000)	(130,000)	8.3%
(96,383)			(120,000)	(130,000)	(130,000)	

2008/2009 ACTUAL	CEMETERIES & CHURCHYARDS - OPEN (ROCHFORD)	CODE	ESTIMATES		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2009/2010 ORIGINAL	2009/2010 REVISED		
£	Head of Service: A Bugeja		£	£	£	
	Premises Related Expenditure					
720	Repairs, Alterations & Maintenance	14 136 xxxx	3,000	6,200	4,900	63.3%
987	Special Items	14 136 1019	1,500	1,500	3,000	100.0%
1,317	National Non Domestic Rates	14 136 1016	1,300	1,300	1,400	
164	Insurance	14 136 1140	100	100	100	
3,187			5,900	9,100	9,400	
	Supplies & Services					
772	Equipment, Tools & Materials	14 136 1100	600	600	600	
772			600	600	600	
	Fees & Charges					
(44,323)	Grave Purchases	14 136 8313	(40,000)	(43,100)	(43,100)	7.7%
(65,990)	Interments	14 136 8309	(57,000)	(61,500)	(61,500)	7.9%
(12,751)	Monuments	14 136 8310	(12,000)	(14,400)	(14,400)	20.0%
(123,064)			(109,000)	(119,000)	(119,000)	

2008/2009 ACTUAL £	CEMETERIES & CHURCHYARDS - CLOSED (RAYLEIGH & PARISH) Head of Service: A Bugeja	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related Expenditure					
124	Repairs, Alterations & Maintenance	14 136 333x	5,000	2,700	2,100	-58.0%
8,104	Special Items	14 136 1019	7,000	7,000	5,000	-28.6%
508	National Non Domestic Rates	14 136 1016	700	600	600	
-	Insurance	14 136 1140	100	100	100	
8,736			12,800	10,400	7,800	
	Supplies & Services					
331	Equipment, Tools & Materials	14 136 1100	300	300	300	
331			300	300	300	
	Contracted Services					
109	Parish Churchyards Maintenance	14 136 4890	500	500	500	
109			500	500	500	

2008/2009 ACTUAL £	Technical Services Head of Service: A Bugeja	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
259,737	Salaries	12 122 1000	179,100	147,700	152,400	-14.9%
-	Training	12 122 1005	2,000	2,000	2,000	
2,102	Insurance	12 122 1140	1,800	2,100	2,200	
261,839			182,900	151,800	156,600	
	Transport Related					
6,552	Car Allowances	12 122 1120	9,300	4,700	4,800	-48.4%
621	Staff Parking	12 122 1160	600	700	700	
1,881	Transport & Plant	12 122 1170	1,600	1,600	1,600	
9,054			11,500	7,000	7,100	
	Supplies & Services					
32	Expenses	12 122 11xx	400	100	100	
1,621	Equipment, Tools, Materials	12 122 1100	1,100	1,300	2,400	118.2%
1,653			1,500	1,400	2,500	
	Fees & Charges					
288	Admin Charge/Rechargeable Income	12 122 8237	(400)	-	-	
(19,700)	Capital Works		(20,000)	(41,700)	(22,900)	14.5%
(19,412)			(20,400)	(41,700)	(22,900)	

2008/2009 ACTUAL	LEGAL SERVICES Head of Service: A J Bugeja	CODE	ESTIMATES 2008/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
Employee Costs						
277,616	Salaries	12 118 1000	289,800	267,500	274,500	-5.3%
98	Telephone Allowances	12 118 1200	100	100	100	
3,192	Professional Fees	12 118 1006	3,700	3,500	3,800	
840	Training	12 118 1005	2,500	2,500	2,500	
3,804	Insurance	12 118 1140	2,500	2,400	2,500	
285,550			298,600	276,000	283,400	
Transport Related						
1,694	Car Allowances	12 118 1120	1,800	1,900	2,000	11.1%
1,694			1,800	1,900	2,000	
Premises Related Costs						
-	Repairs, Alterations & Maintenance	12 118 33xx	500	600	600	
1,800	Special Items		-	-	-	
-	National Non Domestic Rates - Additional Propertie	12 118 1016	600	-	-	
1,800			1,100	600	600	
Supplies & Services						
1,380	Expenses	12 118 113x	1,100	1,200	1,200	
649	Equipment, Tools & Materials	12 118 1100	1,000	1,000	4,000	300.0%
10,059	Library	12 118 4521	13,800	12,800	12,800	-7.2%
-	Advertising General	12 118 1013	600	-	-	
9,195	Legal Fees	12 118 4520	12,000	12,000	12,000	
192	Subscription - Association of Council Secretaries &	12 118 1018	200	200	200	
100	General Estate Management	12 118 4523	100	200	200	
(15)	Planning Appeals General	12 118 4522	-	-	-	
21,561			28,800	27,400	30,400	
Fees & Charges						
(40,200)	Legal Fees Income	12 118 8520	(12,000)	(12,000)	(15,000)	25.0%
(498)	Rents	12 118 8224	(100)	(500)	(500)	
(40,698)			(12,100)	(12,500)	(15,500)	

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2008/2009 ACTUAL £	OFFICE ACCOMMODATION - ROCHFORD Head of Service: Albert Bugeja	NEW CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
36,185	Salaries	12 115 1000	38,600	37,100	37,800	-2.1%
7,756	Insurance	12 115 1140	8,000	7,200	7,600	
43,941			46,600	44,300	45,400	
Premises Related						
33,961	Repairs, Alterations & Maintenance	12 115 xxxx	45,700	53,300	55,000	20.4%
43,620	Special Items	12 115 1019	38,200	38,200	28,000	-26.7%
64,334	National Non-Domestic Rates	12 115 1016	66,900	67,500	70,200	4.9%
7,260	Gas	12 115 1010	7,000	8,500	8,500	21.4%
40,498	Electricity	12 115 1009	65,000	41,000	41,000	-36.9%
4,803	Water & Sewerage	12 115 xxxx	6,000	4,500	4,500	-25.0%
5,889	Paper Recycling	12 115 4457	1,900	2,200	2,200	
43,571	Cleaning	12 115 1008	44,800	43,500	43,500	-2.9%
4,129	Window Cleaning	12 115 4456	4,000	4,000	4,000	
-	Refuse Removal	12 115 6080	4,300	3,600	3,600	-16.3%
248,065			283,800	266,300	260,500	
Supplies & Services						
1,809	Expenses	12 115 11xx	1,600	1,400	1,400	
3,023	Equipment, Tools & Materials	12 115 xxxx	3,200	2,500	2,500	-21.9%
4,832			4,800	3,900	3,900	

2008/2009 ACTUAL £	OFFICE ACCOMMODATION - RAYLEIGH Head of Service: Albert Bugeja	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
20,778	Salaries	12 114 1000	20,800	14,900	14,900	-28.4%
4,290	Insurance	12 114 1140	4,500	4,200	4,400	
25,068			25,300	19,100	19,300	-23.7%
	Premises Related Costs					
17,370	Repairs, Alterations and Maintenance	12 114 33xx	26,100	16,500	19,900	-23.8%
9,700	Special Items	12 114 1019	1,400	1,400	1,000	
19,173	National Non Domestic Rates	12 114 1016	19,900	20,100	20,900	5.0%
10,261	Oil	12 114 4417	7,500	9,000	9,000	20.0%
1,362	Electricity	12 114 1009	3,800	3,800	3,800	
478	Water & Sewerage	12 114 xxxx	500	500	500	
414	Refuse Removal	12 114 4422	500	500	500	
624	Window Cleaning	12 114 4421	1,100	1,100	1,100	
8,604	Cleaning of Civic Suite	12 114 4423	5,000	4,600	4,600	
67,986			65,800	57,500	61,300	
	Supplies & Services					
4,643	Equipment, Tools & Materials	12 114 xxxx	2,000	1,500	1,500	
4,225	Audio-Visual Equipment Maintenance	12 114 4420	4,600	4,300	4,300	
8,868			6,600	5,800	5,800	
	Rents & Charges					
(1,100)	Rent	12 114 8218	(2,900)	(5,100)	(5,100)	75.9%
(2,564)	Heating Barrington's	12 114 8220	-	(2,500)	(2,500)	
(1,800)	Robing Room Rent	12 114 8219	-	(4,000)	(4,000)	
-	Hiring of Civic Chamber	12 114 8282	-	(500)	-	
(5,464)			(2,900)	(12,100)	(11,600)	
(6,500)	Voluntary Organisations		(6,800)	(6,500)	(6,700)	
(6,500)			(6,800)	(6,500)	(6,700)	

2008/2009 ACTUAL £	COMMITTEE SERVICES Head of Service: Albert Bugeja	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
303,240	Salaries	16 171 1000	317,300	309,700	161,800	-49.0%
235	Professional Fees	16 171 1006	200	300	300	
215	Training	16 171 1005	1,600	1,000	1,500	
3,372	Insurance	16 171 1140	3,500	3,500	3,700	
307,062			322,600	314,500	167,300	
Transport Related						
1,181	Car Allowances	16 171 1120	1,200	1,200	1,300	
2,960	Transport & Plant	16 171 5452	2,300	2,900	3,000	30.4%
4,141			3,500	4,100	4,300	
Supplies & Services						
1,532	Expenses	16 171 xxxx	1,400	1,600	1,600	
800	Equipment, Tools & Materials	16 171 xxxx	800	800	800	
-	Members' Site Visits	16 171 5446	100	100	100	
287,583	Members Allowances (Inc. Chairman's and Vice-Chairman's)	16 171 xxxx	288,500	287,000	287,000	
-	Public Meetings	16 171 5434	100	100	100	
20,000	Members Support & Training	16 171 5448	20,800	20,800	20,800	
371	Meeting Subsistence	16 171 5443	700	600	600	
2	Hospitality General & Gifts	16 171 5430	500	500	500	
11,938	Chairman's Account	16 171 5571	10,000	11,000	11,000	10.0%
2,893	Publicity / Public Notice Adverts	16 171 1013	3,300	3,300	3,300	
1,548	Citizens Award	16 171 5460	1,500	1,600	1,600	
36,995	Newspaper	16 171 5437	39,300	36,000	36,000	
4,058	Regalia Expenses	16 171 5442	-	1,000	1,000	
74	Community Liaison	16 171 5444	100	100	100	
24,786	Subscriptions	16 171 1018	25,200	24,100	22,600	-10.3%
2,639	Overview & Scrutiny Provision	16 171 5447	5,000	5,000	5,000	
842	Heritage Celebrations	16 171 5439	4,500	3,500	3,500	-22.2%
10,968	Area Committees Venue Costs	16 171 5461	10,500	10,500	10,500	
10,000	Youth Council	16 171 5420	5,000	5,000	5,000	
172	Holocaust Memorial	16 171 5445	300	300	300	
1,208	Members Legal Protection Policy	16 171 5450	1,300	1,300	1,300	
8,262	Chair Charity	16 171 5xxx	-	-	-	
426,672			418,900	414,200	412,700	
Contracted Services						
13,780	Members Delivery	16 171 5451	15,000	10,000	11,200	-25.3%
13,780			15,000	10,000	11,200	
Fees & Charges						
(28,620)	Newspaper Sponsorship	16 171 8437	(22,900)	(23,200)	(23,600)	3.1%
(1,970)	Sales	16 171 xxxx	-	-	-	
(8,333)	Civic Banquet	16 171 8470	-	-	-	
(38,923)			(22,900)	(23,200)	(23,600)	

2008/2009 ACTUAL	WOODLANDS UNIT Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Related						
143,909	Salaries	15 158 1000	151,200	154,600	77,900	-48.5%
1,618	Training	15 158 1005	3,200	3,200	3,200	
1,820	Insurance	15 158 1140	1,900	1,800	1,900	
147,348			156,300	159,600	83,000	
Premises Related						
921	Repairs, Alterations & Maintenance	15 158 xxxx	1,100	1,100	1,100	
516	Electricity	15 158 1009	500	500	500	
1,436			1,600	1,600	1,600	
Transport Related						
2,035	Car Allowances	15 158 1120	1,100	3,300	3,400	209.1%
1,243	Staff Parking	15 158 1160	1,200	1,400	1,400	
9,007	Transport & Plant	15 158 1170	8,600	8,400	8,700	
12,285			10,900	13,100	13,500	
Supplies & Services						
882	Expenses	15 158 xxxx	1,900	100	100	
5,326	Equipment, Tools & Materials	15 158 1100	5,700	5,500	5,500	
4,854	Cherry Orchard Country Park	15 158 5278	6,000	6,000	8,500	41.7%
339	Horse Riding Trails - Maintenance	15 158 5281	1,500	1,500	1,500	
1,340	Subscriptions	15 158 1018	1,300	900	900	
-	Cherry Orchard Grant Works	15 158 5287	-	2,600	2,600	
9,935	Urban Tree Planting Scheme	15 158 5286	10,000	10,000	10,000	
1,300	Consultancy	15 158 1015	3,500	3,500	3,500	
-	Litter/Dog Bin Emptying - Cherry Orchard	15 158 4791	-	5,100	7,000	
23,975			29,900	35,200	39,600	
Contracted Services						
18,155	Contractors & Suppliers	15 158 5277	18,800	24,800	18,800	
4,500	Tree Survey Works	15 158 5276	2,300	2,300	2,300	
22,655			21,100	27,100	21,100	
Fees & Charges						
(2,630)	Miscellaneous Sales & Fees	15 158 83xx	(5,400)	(5,000)	(5,000)	
(400)	Ice Cream Site Fee	15 158 8339	-	-	(400)	
(1,566)	Woodland Misc	15 158 8510	-	-	-	
(19,500)	RHA Income	15 158 1304	-	(19,500)	(19,500)	
(24,096)			(5,400)	(24,500)	(24,900)	
Grants						
(3,616)	Grants	15 158 8340	(3,600)	(3,600)	(3,600)	
-	Cherry Orchard Grant	15 158 8287	-	(2,600)	(2,600)	
(3,616)			(3,600)	(6,200)	(6,200)	

2008/2009 ACTUAL £	MAINTENANCE OF GROUNDS HOLDING ACCOUNT Head of Service: R.Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
37,820	Salaries	15 157 1000	39,000	38,200	140,400	260.0%
-	Training	15 157 1005	100	100	500	
350	Insurance	15 157 1140	400	300	300	
<u>38,170</u>			<u>39,500</u>	<u>38,600</u>	<u>141,200</u>	
	Transport Related					
3,136	Transport & Plant	15 157 1170	2,700	2,600	2,700	
-	Car Allowances	15 157 1120	-	-	-	
<u>3,136</u>			<u>2,700</u>	<u>2,600</u>	<u>2,700</u>	
	Supplies & Services					
-	Expenses	15 157 113x	-	100	100	
<u>-</u>			<u>-</u>	<u>100</u>	<u>100</u>	
	Contracted Services					
860,512	Contract Payments	15 157 5262	901,100	901,100	919,100	2.0%
8,400	Works Outside of Main Contract	15 157 5260	6,400	6,400	6,400	
-	Continuous Improvement Fund	15 157 5263	-	5,000	5,000	
<u>868,912</u>			<u>907,500</u>	<u>912,500</u>	<u>930,500</u>	
	Fees & Charges					
(128,600)	Service Level Agreement - Rochford Housing Assoc	15 157 8507	(133,100)	(133,100)	(135,700)	2.0%
(20,548)	Recharge to Parishes	15 157 8508	(21,000)	(21,000)	(21,500)	
-	Continuous Improvement Fund	15 157 8516	-	(5,000)	(5,000)	
<u>(149,148)</u>			<u>(154,100)</u>	<u>(159,100)</u>	<u>(162,200)</u>	

2008/2009 ACTUAL £	PARKS & OPEN SPACES Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related					
55,217	Repairs, Alterations & Maintenance	15 156 xxxx	55,000	46,800	63,000	14.5%
28,440	Special Items	15 156 1019	2,800	2,800	10,000	257.1%
1,722	Insurance	15 156 1140	1,800	1,200	1,300	
<u>85,379</u>			<u>59,600</u>	<u>50,800</u>	<u>74,300</u>	
	Supplies & Services					
4,769	Equipment, Tools & Materials	15 156 1100	6,300	6,200	6,200	
6,955	Trees, Shrubs & Grounds	15 156 xxxx	7,000	7,000	7,000	
2,000	Subscriptions	15 156 1018	2,400	2,300	2,400	
<u>13,724</u>			<u>15,700</u>	<u>15,500</u>	<u>15,600</u>	
	Contracted Services					
1,216	Annual Safety Audit	15 156 5232	1,400	1,400	1,400	
(171)	Maintenance of Bridleways	15 156 5226	4,500	4,500	4,500	
1,250	Ragwort Control	15 156 5236	2,000	3,300	3,500	75.0%
44	Signs	15 156 5230	-	100	-	
<u>2,339</u>			<u>7,900</u>	<u>9,300</u>	<u>9,400</u>	
	Fees & Charges					
(11,974)	Land & Access Charges	15 156 8335	(14,300)	(14,300)	(14,300)	
(1,540)	Pavilions	15 156 8336	(1,000)	(2,000)	(2,000)	100.0%
(403)	Hire of Pitches	15 156 8338	(400)	(400)	(400)	
<u>(13,917)</u>			<u>(15,700)</u>	<u>(16,700)</u>	<u>(16,700)</u>	

3.70

2008/2009 ACTUAL	ENVIRONMENTAL HEALTH Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
414,338	Salaries	14 139 1000	478,200	410,200	471,700	-1.4%
197	CENTRAL SERVICES - INFORMATION	14 139 1200	200	200	200	
7,414	& SUPPORT SERVICES	14 139 1005	7,500	5,000	7,200	
4,882	Insurance	14 139 1140	5,000	5,000	5,300	
426,831			490,900	420,400	484,400	
	Transport Related					
15,602	Car Allowances	14 139 1120	20,900	17,500	17,800	-14.8%
5,646	Staff Parking	14 139 1160	6,200	5,100	5,600	-9.7%
21,247			27,100	22,600	23,400	
	Supplies & Services					
883	Expenses	14 139 113x	700	1,600	1,600	128.6%
7,162	Equipment, Tools & Materials	14 139 1100	5,000	5,000	5,000	
4,415	Fees & Samples	14 139 4974	8,000	2,500	2,500	-68.8%
-	Exclusions From Work	14 139 4966	500	500	500	
545	Subscription - Nat. Society for Clean Air & Env. Prot	14 139 1018	700	600	600	
-	Veterinary Licensing Fees	14 139 4987	-	2,500	2,500	
-	Environmental Health Legal Fees	14 139 4329	-	3,000	-	
13,005			14,900	15,700	12,700	
	Contracted Services					
5,552	Consultancy Fees	14 139 1015	4,500	4,500	4,500	
17,000	Consultants - Contaminated Land Invest.	14 139 4970	17,000	17,000	17,000	
(727)	Public Health (Control of Disease Act)	14 139 4975	1,500	1,500	1,500	
24,878	Contract Payments - Pest Control	14 139 4978	28,000	28,000	29,000	3.6%
1,992	Pest Control Treatments	14 139 4976	3,000	3,000	3,000	
17,000	Air Quality Review	14 139 4967	17,000	17,000	17,000	
11,929	Food Hygiene Contractors	14 139 4980	19,000	19,000	19,000	
-	Climate CO2de	14 139 4986	-	3,000	23,000	
(540)	Abandoned Vehicles	14 139 4977	1,700	700	1,000	-41.2%
-	Noise Monitoring	14 139 4979	3,000	3,000	3,000	
18,723	Pollution Prevention Control Inspection	14 139 4968	-	8,900	8,900	
4,000	Sewer Works	14 139 4981	4,000	4,000	1,000	-75.0%
-	Scores on the Doors	14 139 4988	-	-	5,000	
99,807			98,700	109,600	132,900	
	Fees & Charges					
(1,040)	Veterinary Recharge	14 139 8322	(1,500)	(1,500)	(1,500)	
(11,412)	Scheduled Installation Income	14 139 8968	(12,100)	(10,500)	(10,500)	-13.2%
-	Other Income	14 139 xxxx	(400)	(500)	(100)	
(4,424)	Contaminated Land	14 139 8323	-	(200)	-	
(560)	Access to Environmental Info	14 139 8970	-	(1,000)	(600)	
(17,436)			(14,000)	(13,700)	(12,700)	

2008/2009 ACTUAL £	LICENSING Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
83,595	Salaries	14 133 1000	83,900	40,400	37,100	-55.8%
50	Training	14 133 1005	600	600	600	
339	Expenses	14 133 113x	200	200	200	
701	Insurance	14 133 1140	700	700	700	
<u>84,686</u>			<u>85,400</u>	<u>41,900</u>	<u>38,600</u>	
	Transport Related					
2,477	Car Allowances	14 133 1120	2,500	1,500	1,500	-40.0%
1,243	Staff Parking	14 133 1160	1,200	700	700	
<u>3,719</u>			<u>3,700</u>	<u>2,200</u>	<u>2,200</u>	
	Supplies & Services					
-	Consultants	14 133 1015	500	500	500	
220	Subscription	14 133 1018	200	200	200	
1,010	Equipment, Tools & Materials	14 133 1100	1,000	1,000	1,000	
-	Online Payment Portal	14 133 5921	1,000	5,000	-	
-	Test Purchases	14 133 4960	300	-	-	
<u>1,230</u>			<u>2,000</u>	<u>6,700</u>	<u>1,700</u>	
	Fees & Charges					
(47,816)	Liquor Licensing	14 133 8969	(40,000)	(42,000)	(42,000)	5.0%
(6,132)	Other Licence	14 133 8319	(5,300)	(1,500)	(1,500)	-71.7%
(5,260)	Gaming License	14 133 8318	(4,000)	(4,700)	(4,700)	17.5%
-	Animal Welfare Licensing	14 133 8526	(5,300)	(4,200)	(4,200)	-20.8%
<u>(59,207)</u>			<u>(49,300)</u>	<u>(52,400)</u>	<u>(52,400)</u>	

2008/2009 ACTUAL £	PUBLIC HEALTH Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Contracted Services					
5,533	Sewers & Ditch Clearance	14 138 4950	10,000	-	-	
1,761	S.98 Contribution	14 138 4951	-	-	-	
15,262	Collection/Kennelling - Stray Dogs	14 138 4952	16,500	16,500	17,000	
<u>22,555</u>			<u>26,500</u>	<u>16,500</u>	<u>17,000</u>	
	Fees & Charges					
-	Kennelling Collection Fee	14 138 8514	(1,500)	(1,000)	(1,200)	
<u>-</u>			<u>(1,500)</u>	<u>(1,000)</u>	<u>(1,200)</u>	

2008/2009 ACTUAL £	PUBLIC CONVENIENCES Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related Costs					
17,279	Repairs, Alterations & Maintenance	14 141 333x	9,000	6,100	11,300	25.6%
3,150	Special Items		3,500	3,500	-	
4,668	National Non Domestic Rates	14 141 1016	4,900	5,000	5,200	
7,863	Electricity	14 141 1009	9,000	9,000	9,000	
6,630	Water / Sewerage	14 141 1xxx	3,600	6,600	6,600	83.3%
195	Insurance	14 141 1140	200	200	200	
39,786			30,200	30,400	32,300	
	Contracted Services					
62,800	Contract Cleaning	14 141 1008	67,600	67,600	69,000	2.1%
62,800			67,600	67,600	69,000	

2008/2009 ACTUAL £	STREET CLEANSING Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
1,595	Dog Fouling & Litter Bins	14 137 4923	6,200	6,200	6,200	
-	TABS Maintenance	14 137 4934	4,500	4,500	4,500	
10,000	Street Scene Environmental Works	14 137 4925	20,000	20,000	20,000	
11,595			30,700	30,700	30,700	
	Contracted Services					
533,400	Contract Payments - Street Cleansing	14 137 4933	552,100	573,100	584,600	5.9%
3,459	Tip Clearance	14 137 4931	5,000	3,500	3,500	-30.0%
2,610	Minor Groundwork's	14 137 4924	6,000	6,000	6,000	
8,000	Graffiti Removal	14 137 4926	15,500	15,500	15,500	
21	Footpath Fouling - Notices	14 137 4928	1,000	1,000	1,000	
-	Continuous Improvement Fund	14 137 5263	-	5,000	5,000	
547,490			579,600	604,100	615,600	
	Fees & Charges					
(1,120)	E.C.C. Contribution to Street Cleansing	14 137 8314	(1,100)	(1,300)	(1,300)	18.2%
-	Dog Bin Sponsorship	14 137 8315	(1,300)	(1,300)	-	-100.0%
(18,000)	Litter Picking	14 137 8513	-	-	-	
(5,200)	Golden Cross - Litter Picking	14 137 8512	(5,200)	(5,200)	(5,300)	
(75)	Fixed Penalty Notices	14 137 8503	(7,800)	-	(1,000)	-87.2%
-	Continuous Improvement Fund	14 137 8516	-	(5,000)	(5,000)	
-	Contract Defaults	14 137 8523	-	(30,000)	(30,000)	
(24,395)			(15,400)	(42,800)	(42,600)	

2008/2009 ACTUAL £	RECYCLING COLLECTION Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
176,128	Salaries	14 146 1000	192,800	179,100	216,800	12.4%
3,750	Training	14 146 1005	3,500	6,000	6,000	71.4%
2,102	Insurance	14 146 1140	2,200	2,100	2,200	
9,359	Agency Staff	14 146 1022	-	-	-	
<u>191,339</u>			<u>198,500</u>	<u>187,200</u>	<u>225,000</u>	
Transport Related						
2,559	Car Allowances	14 146 1120	3,900	1,700	1,700	-56.4%
<u>2,559</u>			<u>3,900</u>	<u>1,700</u>	<u>1,700</u>	
Supplies & Services						
2,363	Equipment, Tools & Materials	14 146 xxxx	4,100	4,100	4,100	
2,875	Expenses	14 146 xxxx	1,700	2,300	2,300	35.3%
10,500	Recycling Sacks	14 146 5101	3,500	3,500	3,500	
-	Clearance of Banks	14 146 5108	1,500	-	-	
9,569	Recycling Events & Promotions	14 146 5113	8,000	8,000	8,000	
1,614	European Metal Recycling	14 146 5112	-	-	-	
-	Waste Management - Continuous Improvement Fun	14 146 5117	-	5,000	5,000	
-	Bulk Waste Administration	14 146 5128	36,000	-	-	
6,803	Recycling Collection Publicity	14 146 1013	-	-	-	
<u>33,725</u>			<u>54,800</u>	<u>22,900</u>	<u>22,900</u>	
Contracted Services						
1,954,900	Contract Payments - Refuse Collection	14 146 5107	2,036,300	2,078,800	2,163,700	6.3%
-	Green Waste Recycling	14 146 5109	-	-	-	
-	Kerbside Recycling	14 146 5111	-	-	-	
(445)	Recycling Provisions/ Contractors	14 146 5111	-	-	-	
<u>1,954,455</u>			<u>2,036,300</u>	<u>2,078,800</u>	<u>2,163,700</u>	
Grants						
(1,625)	Waste Performance and Efficiency	14 146 8104	-	-	-	
-	Bulk Waste Collection	14 146 8179	(146,000)	(36,000)	(36,000)	-75.3%
-	Waste Management - Continuous Improvement Fun	14 146 8516	-	(5,000)	(5,000)	
-	Recycling Contract Defaults	14 146 8522	-	(1,100)	(1,100)	
<u>(1,625)</u>			<u>(146,000)</u>	<u>(42,100)</u>	<u>(42,100)</u>	

2008/2009 ACTUAL £	RECYCLING DISPOSAL Head of Service: R Evans	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Supplies & Services						
250	Subscriptions	14 147 1018	300	300	300	
<u>250</u>			<u>300</u>	<u>300</u>	<u>300</u>	
Contracted Services						
43,596	Recycling Banks - Payments to Contractors	14 147 5125	47,000	37,000	37,000	-21.3%
202,063	MRF Gate Fees	14 147 5127	207,000	365,000	376,000	81.6%
<u>245,658</u>			<u>254,000</u>	<u>402,000</u>	<u>413,000</u>	
Fees & Charges						
(610,455)	Recycling Credits & Sales (Contractors)	14 147 833x	(471,100)	(903,500)	(868,500)	84.4%
<u>(610,455)</u>			<u>(471,100)</u>	<u>(903,500)</u>	<u>(868,500)</u>	

3.74

2008/2009 ACTUAL	DEPOT	CODE	ESTIMATES		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2009/2010 ORIGINAL	REVISED		
£	Head of Service: R Evans		£	£	£	
	Employee Costs					
62,150	Salaries	14 145 1000	92,000	69,600	70,300	-23.6%
850	Training	14 145 1005	2,200	-	-	-100.0%
2,202	Insurance	14 145 1140	2,300	1,900	2,000	-13.0%
<u>65,202</u>			<u>96,500</u>	<u>71,500</u>	<u>72,300</u>	
	Premises Related					
5,220	Repairs, Alterations & Maintenance	14 145 xxxx	6,100	6,400	5,500	-9.8%
-	Special Items		5,600	5,600	18,000	221.4%
8,085	National Non-Domestic Rates	14 145 1016	8,400	8,500	8,800	
2,719	Gas/Electricity	14 145 xxxx	200	-	200	
430	Water/Sewerage	14 145 1xxx	200	-	200	
<u>16,454</u>			<u>20,500</u>	<u>20,500</u>	<u>32,700</u>	
	Transport Related					
10,872	Transport & Plant	14 145 1170	11,400	11,100	11,600	
<u>10,872</u>			<u>11,400</u>	<u>11,100</u>	<u>11,600</u>	
	Supplies & Services					
961	Expenses	14 145 11xx	100	100	100	
3,041	Equipment, Tools & Materials	14 145 1100	2,600	2,600	2,600	
-	Mobile Radio Maintenance	14 145 4642	1,900	1,900	1,900	
<u>4,002</u>			<u>4,600</u>	<u>4,600</u>	<u>4,600</u>	
	Contracted Services					
1,800	Depot Security Contractor	14 145 5081	1,900	1,900	1,900	
<u>1,800</u>			<u>1,900</u>	<u>1,900</u>	<u>1,900</u>	
	Fees & Charges					
-	Recharge re outside work	14 145 8479	(100)	-	-	
<u>-</u>			<u>(100)</u>	<u>-</u>	<u>-</u>	

3.75

APPENDIX 2 - BUDGET BOOK

2008/2009 ACTUAL £	CUSTOMER SERVICES Head of Service: S Fowler	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
326,269	Salaries	14 142 1000	342,800	351,200	356,000	3.9%
-	Telephone Allowances	14 142 1200	-	-	-	
1,110	Training	14 142 1005	3,700	3,700	3,700	
151	Professional Fees	14 142 1006	200	200	200	
4,555	Insurance	14 142 1140	4,700	5,200	5,500	17.0%
<u>332,085</u>			<u>351,400</u>	<u>360,300</u>	<u>365,400</u>	
	Transport Related					
3,482	Car Allowances	14 142 1120	1,600	2,100	2,200	
<u>3,482</u>			<u>1,600</u>	<u>2,100</u>	<u>2,200</u>	
	Supplies & Services					
665	Expenses	14 142 113x	700	500	500	
349	Equipment, Tools & Materials	14 142 1100	700	900	800	
<u>1,014</u>			<u>1,400</u>	<u>1,400</u>	<u>1,300</u>	
	Fees & Charges					
(3,095)	Administration Charge	14 142 8237	(300)	(900)	(500)	
<u>(3,095)</u>			<u>(300)</u>	<u>(900)</u>	<u>(500)</u>	

2008/2009 ACTUAL	CONDUCTING ELECTIONS	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: Sarah Fowler		£	£	£	
	Employee Costs					
36,528	Salaries	19 179 1000	35,350	34,700	35,650	
1,699	Training	19 179 1005	1,700	1,700	1,700	
1,051	Insurance	19 179 1140	1,100	1,000	1,100	
39,278			38,150	37,400	38,450	
	Supplies & Services					
2,007	Equipment, Tools and Materials	19 179 1100	2,200	2,200	2,200	
56	Expenses	19 179 xxxx	100	400	400	
74,768	Cost of Elections	19 179 5555	18,000	18,000	75,000	316.7%
76,831			20,300	20,600	77,600	

2008/2009 ACTUAL	REGISTRATION OF ELECTORS	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: Sarah Fowler		£	£	£	
	Employee Costs					
44,811	Salaries	19 180 1000	35,350	34,700	35,650	0.8%
39	Professional Fees	19 180 1006	-	-	-	
44,850			35,350	34,700	35,650	
	Supplies & Services					
512	Expenses	19 180 xxxx	500	400	400	
19,929	Payments to Canvassers	19 180 5570	24,000	24,000	24,000	
2,916	Printing	19 180 1180	6,000	6,000	6,000	
691	Advertising	19 180 1013	800	800	800	
4,423	Bulk Postage	19 180 1014	9,500	9,500	9,500	
28,471			40,800	40,700	40,700	
	Fees & Charges					
(1,845)	Sales	19 180 8370	(1,500)	(1,500)	(1,500)	
(1,845)			(1,500)	(1,500)	(1,500)	

2008/2009 ACTUAL £	CENTRAL SERVICES - RECEPTION TEAM Head of Service: Sarah Fowler	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
86,517	Salaries	12 110 1000	85,200	85,800	108,800	27.7%
1,752	Insurance	12 110 1140	1,800	1,700	1,800	
-	Training	12 110 1005	1,000	500	1,000	
88,269			88,000	88,000	111,600	
Supplies & Services						
30	Equipment, Tools & Materials	12 110 xxxx	900	2,600	2,400	166.7%
48,500	Access to Services	12 110 4321	50,000	50,000	25,000	-50.0%
307	Expenses	12 110 11xx	300	900	900	200.0%
28,896	Office Telephone	12 110 1011	32,500	30,000	30,000	-7.7%
6,338	Mobile Phones	12 110 4315	7,100	5,900	5,100	-28.2%
7,071	Telephone Maintenance	12 110 4318	8,000	7,500	7,500	
643	Office Call Box	12 110 4316	700	-	-	
72	Fax Machine	12 110 4317	400	200	200	
91,856			99,900	97,100	71,100	
Fees & Charges						
(250)	Postages and Telephones	12 110 8213	(100)	(100)	(100)	
(246)	Mobile Phone Calls	12 110 8214	(200)	(200)	(200)	
(496)			(300)	(300)	(300)	

2008/2009 ACTUAL £	CENTRAL SERVICES - INFORMATION & SUPPORT SERVICES Head of Service: Sarah Fowler	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
270,739	Salaries	12 113 1000	280,100	261,700	297,100	6.1%
500	Training	12 113 1005	2,000	1,000	2,000	
5,606	Insurance	12 113 1140	5,800	5,600	5,900	
276,845			287,900	268,300	305,000	5.9%
Supplies & Services						
145	Expenses	12 113 xxxx	600	300	300	
18,847	Equipment, Tools & Materials	12 113 xxxx	6,600	7,100	7,300	10.6%
-	Subscriptions	12 113 1018	12,400	13,000	13,400	8.1%
9,328	Photocopier Maintenance	12 113 4393	9,000	9,000	9,000	
9,802	Photocopying / Printing supplies	12 113 4392	14,000	13,000	13,000	-7.1%
32,206	Central Printing - Equipment	12 113 4394	32,000	32,000	32,000	
405	Central Printing - Supplies	12 113 4395	300	300	300	
7,523	Central Printing - External	12 113 4396	9,000	8,000	8,000	-11.1%
10,941	Central Stationery Provision	12 113 4348	11,900	11,900	11,900	
-	E-Procurement Support	12 113 4347	2,000	1,500	1,500	
49,987	Postal Charges - Franking	12 113 4349	50,000	50,000	50,000	
35,922	Postal Charges - Bulk Postage	12 113 1014	36,700	36,100	35,700	-2.7%
60	Postal Charges - Other	12 113 4350	100	100	100	
-	Protective Clothing	12 113 4341	700	500	500	
-	Copyright License	12 113 4391	-	-	-	
175,167			185,300	182,800	183,000	
Fees & Charges						
(420)	Printing and Copying	12 113 8216	(400)	(700)	(500)	
(420)			(400)	(700)	(500)	

3.78

2008/2009 ACTUAL	COMPUTER SERVICES Head of Service: Sarah Fowler	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
Employee Costs						
222,602	Salaries	12 117 1000	299,700	313,600	412,100	37.5%
3,602	Training	12 117 1005	5,500	5,500	6,800	23.6%
3,153	Insurance	12 117 1140	3,300	3,800	4,000	21.2%
<u>229,357</u>			<u>308,500</u>	<u>322,900</u>	<u>422,900</u>	
Transport Related						
897	Vehicles & Plant	12 117 1170	1,000	1,000	900	
<u>897</u>			<u>1,000</u>	<u>1,000</u>	<u>900</u>	
Supplies & Services						
1,783	Expenses	12 117 11xx	1,100	2,300	2,300	109.1%
1,935	Equipment, Tools & Materials	12 117 1100	2,100	2,100	2,100	
-	Subscription - SOCITM	12 117 1018	1,000	1,000	1,000	
92,796	IT Upgrades/Developments	12 117 4496	114,700	114,700	115,000	
9,751	Mapping Service	12 117 4500	10,200	10,200	10,200	
10,200	Essex On-Line Partnership	12 117 4498	11,000	10,400	11,000	
2,254	Mobile Exhibition Unit - General Works	12 117 4506	1,000	1,000	1,000	
	IT Strategy	12 117 4495	-	-	-	
<u>118,719</u>			<u>141,100</u>	<u>141,700</u>	<u>142,600</u>	
Contracted Services						
888,768	Contract Payment	12 117 4502	913,000	913,000	913,000	
3,569	Computer Consumables	12 117 4503	7,000	6,000	6,000	-14.3%
70	Data Protection Fees	12 117 4505	100	100	100	
<u>892,408</u>			<u>920,100</u>	<u>919,100</u>	<u>919,100</u>	
Fees & Charges						
(35,205)	RHA Income		-	-	-	
-	Mobile Exhibition Unit Hire	12 117 8271	(1,000)	(1,000)	(1,000)	
-	Southend Backup Storage	12 117 8283	-	(2,000)	(2,000)	
<u>(35,205)</u>			<u>(1,000)</u>	<u>(3,000)</u>	<u>(3,000)</u>	

2008/2009 ACTUAL £	OTHER OPERATING INCOME & EXPENDITURE	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Fees & Charges					
(1,001,843)	Net External Finance	17 175 8367	(339,001)	(253,901)	(236,392)	-30.3%
(1,001,843)			(339,001)	(253,901)	(236,392)	

2008/2009 ACTUAL £	NON DISTRIBUTED COSTS	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Yvonne Woodward					
	Employee Costs					
1,007,127	Pension	18 176 5525	869,500	869,500	905,300	4.1%
1,007,127			869,500	869,500	905,300	
	Contribution from Reserve					
	FRS 17 Adjustments		-	-	-	
(55,900)	Redundancy & Financial Strain		(55,900)	-	-	
-	Pension Equalisation Reserve		(43,000)	-	(43,000)	
(55,900)			(98,900)	-	(43,000)	

2008/2009 ACTUAL £	COAST PROTECTION	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Yvonne Woodward					
	Supplies & Services					
2,000	Contribution - Crouch Harbour	14 143 5040	2,100	2,100	2,200	
2,000			2,100	2,100	2,200	

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2008/2009 ACTUAL £	FINANCIAL SERVICES Head of Service: Yvonne Woodward	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
420,854	Salaries	12 120 1000	421,300	430,600	414,900	-1.5%
7,951	Training	12 120 xxxx	5,500	9,500	8,000	45.5%
275	Professional Fees	12 120 1006	300	300	300	
6,614	Insurance	12 120 1140	6,900	6,700	7,000	
	Class 1a NICS	12 120 4584	-	-	-	
435,694			434,000	447,100	430,200	
	Transport Costs					
1,152	Car Allowances	12 120 1120	1,100	1,500	1,500	
1,152			1,100	1,500	1,500	
	Supplies & Services					
1,669	Expenses	12 120 xxxx	1,800	1,700	1,700	
14,147	Equipment, Tools & Materials	12 120 1100	11,600	15,900	15,900	37.1%
15,816			13,400	17,600	17,600	
	Contracted Services					
4,725	Tax Consultants	12 120 4577	4,000	3,000	3,000	-25.0%
2,750	Asset Valuation	12 120 4575	2,800	2,800	2,800	
515	Bailiff Charges	12 120 4582	800	500	500	
6,000	Treasury Management	12 120 4576	6,000	6,000	6,000	
770	Risk Management	12 120 5544	2,500	2,500	2,500	
14,760			16,100	14,800	14,800	
	Fees & Charges					
-	VAT on Car Allowance	82 231 8974	(1,800)	-	-	
(5,690)	Thames Gateway Income	12 120 8489	(7,500)	(7,500)	(7,500)	
(5,690)	Income Relating to Company Searches	12 120 8499	-	-	-	
			(9,300)	(7,500)	(7,500)	

3.81

2008/2009 ACTUAL	CASHIERS	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE	% CHANGE
			ORIGINAL	REVISED			
£	Head of Service: Yvonne Woodward		£	£	£		
	Employee Costs						
37,392	Salaries	12 119 1000	38,300	37,500	37,500		-2.1%
	Training	12 119 1005	100	100	100		
1,051	Insurance	12 119 1140	1,100	1,000	1,100		0.0%
<u>38,443</u>			<u>39,500</u>	<u>38,600</u>	<u>38,700</u>		
	Supplies & Services						
	Equipment, Tools & Materials	12 119 1100	200	100	200		
			<u>200</u>	<u>100</u>	<u>200</u>		
	Contracted Services						
10,710	Security Services - Cash Collection	12 119 455x	11,000	11,000	11,000		
<u>10,710</u>			<u>11,000</u>	<u>11,000</u>	<u>11,000</u>		
	Other Income						
(9,000)	RHA Income		-	-	-		
<u>(9,000)</u>			<u>-</u>	<u>-</u>	<u>-</u>		

2008/2009 ACTUAL	AUDIT & PERFORMANCE MANAGEMENT	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE	% CHANGE
			ORIGINAL	REVISED			
£	Head of Service: Yvonne Woodward		£	£	£		
	Employee Costs						
171,513	Salaries	12 116 1000	177,200	170,600	172,500		-2.7%
1,292	Training	12 116 1005	1,000	2,100	2,100		110.0%
2,102	Insurance	12 116 1140	2,200	2,100	2,200		
<u>174,907</u>			<u>180,400</u>	<u>174,800</u>	<u>176,800</u>		
	Supplies & Services						
608	Expenses	12 116 11xx	600	1,000	1,000		66.7%
441	Equipment, Tools & Materials	12 116 1100	400	400	400		
<u>1,049</u>			<u>1,000</u>	<u>1,400</u>	<u>1,400</u>		

3.82

2008/2009 ACTUAL	COUNCIL TAX Head of Service: J.Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
-	Salaries	19 182 1100	-	298,500	278,900	
2,483	Training	19 182 1005	5,100	2,900	2,900	-43.1%
4,204	Insurance	19 182 1140	4,400	4,200	4,400	
6,687			9,500	305,600	286,200	
	Transport Related					
865	Car Allowances	19 182 1120	900	900	900	
635	Staff Parking	19 182 1160	600	700	700	
1,499			1,500	1,600	1,600	
	Supplies & Services					
1,399	Expenses	19 182 xxxx	1,000	1,300	1,300	
1,647	Equipment, Tools & Materials	19 182 xxxx	2,300	2,800	2,800	
984	Printing / Publicity	19 182 1xxx	3,500	3,300	3,300	
12,225	Court Costs	19 182 5593	11,000	12,000	12,000	9.1%
1,800	Council Tax Development Fund	19 182 5592	1,900	1,800	1,900	
78	Direct Debit Guarantee	19 182 5594	200	200	200	
1,949	Single Occupant Discount Review	19 182 5607	1,500	1,500	-	
2,030	Application for Crystal Development	19 182 5590	2,500	2,500	2,500	
-	CIPFA Consortium	19 182 4239	-	-	1,200	
-	Capita Call Centre	19 182 4236	-	38,300	38,300	
22,112			23,900	63,700	63,500	
	Contracted Services					
2,596	Bailiff & Tracing	19 182 xxxx	5,800	6,000	6,000	
19,952	Billing Print Contract	19 182 5602	22,000	21,000	21,000	-4.5%
2,254	Bailiff & Information Gathering Costs	19 182 xxxx	-	-	-	
24,803			27,800	27,000	27,000	
	Fees & Charges					
(116,299)	Court Costs	19 182 8593	(166,100)	(166,000)	(166,000)	
(9,606)	Single Occupant Discount Review	19 182 5607	-	-	-	
-	Credit Card Transaction Commission	19 182 8372	-	(4,700)	(4,700)	
(125,905)			(166,100)	(170,700)	(170,700)	

2008/2009 ACTUAL £	BUSINESS RATES Head of Service: J.Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
-	Equipment, Tools & Materials	19 183 1100	300	-	-	
249	Court Costs	19 183 5622	500	500	500	
-	Printing	19 183 1180	200	-	-	
249			1,000	500	500	
	Contracted Services					
37,525	NNDR Partnership	19 183 5624	38,700	38,700	39,900	3.1%
900	NNDR Development Fund	19 183 5620	900	900	900	
489	Bailiff/Tracing Agents	19 183 56xx	500	500	500	
1,835	Rating Empty Property Rate Act (REPR)	19 183 5629	-	-	-	
-	Business Rates Deferral Scheme	19 183 5619	-	11,800	-	
40,749			40,100	51,900	41,300	
	Fees & Charges					
(11,729)	Court Costs	19 183 8622	(20,500)	(15,000)	(15,000)	-26.8%
-	Business Rates Deferral Scheme	19 183 8519	-	(11,800)	-	
(11,729)			(20,500)	(26,800)	(15,000)	
	Grants					
(87,590)	NNDR Pool Administration Grant	19 183 8373	(85,000)	(88,500)	(88,500)	4.1%
(3,128)	Rating Empty Property Rate Act (REPR)	19 183 8515	-	-	-	
(90,718)			(85,000)	(88,500)	(88,500)	

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2008/2009 ACTUAL £	COUNCIL TAX BENEFITS Head of Service: J.Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
4,486,153	Transfer Payments					
4,486,153	Council Tax Rebates	19 184 5640	4,643,500	4,739,200	4,881,400	5.1%
			4,643,500	4,739,200	4,881,400	
(4,534,576)	Grants					
(4,534,576)	Housing Benefit Subsidy	19 184 8375	(4,689,000)	(4,799,200)	(4,931,100)	5.2%
			(4,689,000)	(4,799,200)	(4,931,100)	

2008/2009 ACTUAL £	HOUSING BENEFIT PAYMENTS Head of Service: J.Bourne	NEW CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
12,325,430	Transfer Payments					
-	Rent Allowances	11 109 4271	12,385,100	13,404,600	13,806,800	11.5%
12,325,430	Rent Rebates		120,100	60,300	62,100	-48.3%
			12,505,200	13,464,900	13,868,900	
(11,857,204)	Grants					
(59,480)	Rent Allowance Subsidy	11 109 8210	(12,262,000)	(13,192,900)	(13,588,100)	10.8%
(477,831)	Rent Rebates Subsidies		(50,000)	(32,200)	(33,100)	-33.8%
(12,394,515)	Recoveries	11 109 82xx	(400,000)	(450,000)	(450,000)	12.5%
			(12,712,000)	(13,675,100)	(14,071,200)	

2008/2009 ACTUAL	HOUSING BENEFIT ADMINISTRATION Head of Service: J Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
28,385	Salaries		-	388,700	397,800	
25,586	Training	11 108 xxxx	22,000	25,000	25,000	13.6%
5,255	Insurance	11 108 1140	5,500	5,200	5,500	
59,227			27,500	418,900	428,300	
	Transport Related					
604	Car Allowances	11 108 1120	900	900	900	
-	Staff Parking	11 108 1160	600	-	-	
604			1,500	900	900	
	Supplies & Services					
777	Expenses	11 108 11xx	1,300	1,000	1,000	
3,109	Equipment, Tools & Materials	11 108 1100	4,000	4,000	4,000	
3,812	Printing & Publicity	11 108 xxxx	10,000	9,000	9,000	-10.0%
2,994	Court Cost Expenditure	11 108 4230	2,500	2,000	2,000	
59,906	Capita Call Centre	11 108 4236	62,200	20,500	20,500	-67.0%
1,750	CIPFA Consortium	11 108 4239	1,800	1,800	1,200	-33.3%
175	Tracing Agents	11 108 4241	400	300	300	
4,315	Benefits Development Fund	11 108 4249	4,400	4,300	4,400	
1,200	Department for Work & Pensions - Local Ho	11 108 4254	1,200	1,200	-	
3,714	Citizenview Searches	11 108 1102	2,000	2,000	2,000	
5,000	Single Housing Benefit Extract (SHBE) Scan	11 108 5521	-	-	-	
15,840	Employment Support Allowance	11 108 4290	-	-	-	
89	Discretionary Housing Payments - Private Tr	11 108 4234	-	-	-	
-	In and Out of Work	11 108 5524	-	4,000	-	
102,681			89,800	50,100	44,400	
	Fees & Charges					
(3,534)	Discretionary Housing Income	11 108 8234	(19,000)	(22,700)	(22,700)	19.5%
(4,416)	Court Costs	11 108 8230	(1,000)	(1,200)	(1,200)	
(748)	Ministry of Defence Income	11 108 8148	(800)	(800)	(800)	
(8,698)			(20,800)	(24,700)	(24,700)	
	Grants					
(438,334)	Administration Subsidy	11 108 8145	(438,300)	(502,700)	(450,400)	2.8%
-	In and Out of Work	11 108 8524	-	(4,000)	-	
(15,840)	Employment Support Allowance	11 108 8290	-	-	-	
(454,174)			(438,300)	(506,700)	(450,400)	

2008/2009 ACTUAL	REVENUES INVESTIGATION SECTION Head of Service: J. Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
	Employee Costs					
116,951	Salaries	11 107 1000	135,000	136,300	140,600	4.1%
7,582	Training	11 107 1005	4,500	7,000	7,000	55.6%
1,752	Insurance	11 107 1140	1,800	2,100	2,200	
126,285			141,300	145,400	149,800	
	Transport Related					
2,363	Car Allowances	11 107 1120	2,800	2,400	2,400	
2,485	Staff Parking	11 107 1160	2,500	2,800	2,800	
4,848			5,300	5,200	5,200	
	Supplies & Services					
4,365	Expenses	11 107 113x	5,700	5,800	5,900	
2,942	Equipment, Tools & Materials	11 107 xxxx	3,000	3,300	3,300	
-	Subscription - Local Authority Investigation C	11 107 1018	100	100	100	
3,789	Anti Fraud Network	11 107 4203	3,200	3,200	3,200	
1,033	Publicity & Advertising	11 107 1013	1,500	1,000	1,000	
370	Land Registry Charges	11 107 1101	1,000	1,000	1,000	
-	Court Costs Prosecutions	11 107 5141	-	1,200	1,200	
12,499			14,500	15,600	15,700	
	Fees & Charges					
(4,097)	30% Fine for Fraud	11 107 8137	(5,000)	(4,000)	(4,000)	-20.0%
(635)	Court Costs - Income from Prosecutions	11 107 8141	(700)	(700)	(700)	
(4,732)			(5,700)	(4,700)	(4,700)	

2008/2009 ACTUAL	COMMUNITY SERVICES CLIENT ACCOUNT Head of Service: J. Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
	Employee Costs					
808,218	Salaries	19 185 1000	868,300	110,900	112,800	-87.0%
135	Training	19 185 1005	700	200	200	
701	Insurance	19 185 1140	700	700	700	
809,054			869,700	111,800	113,700	
	Transport Related					
1,186	Car Allowances	19 185 1120	1,100	1,400	1,400	
1,186			1,100	1,400	1,400	
	Supplies & Services					
175	Expenses	19 185 xxxx	200	100	100	
72	Equipment, Tools & Materials	19 185 1100	500	500	500	
248			700	600	600	

2008/2009 ACTUAL	CULTURE & HERITAGE - WINDMILL Head of Service: J Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
	Premises Related					
11,430	Mill Tower Repairs & Maintenance	15 150 xxxx	12,000	12,100	24,900	107.5%
900	Mill Tower Special Items	15 150 xxxx	6,000	6,000	3,000	-50.0%
1,298	Mill Tower National Non-Domestic Rates	15 150 1016	2,000	1,500	1,500	
860	Mill Tower Insurance	15 150 1140	900	800	800	
14,488			20,900	20,400	30,200	
	Supplies & Services					
8,603	Windmill - Running Costs	15 150 516x	8,000	8,000	8,000	
2,000	Windmill - Licensing	15 150 5166	2,500	1,500	1,500	-40.0%
7,107	Subscriptions	15 150 xxxx	4,400	1,900	1,900	-56.8%
-	Rayleigh Windmill Grant	15 150 5567	-	-	-	
17,710			14,900	11,400	11,400	
	Fees & Charges					
(4,575)	Miscellaneous Income	15 150 xxxx	(3,200)	(6,000)	(6,000)	87.5%
(186)	Windmill Seats and Litter Bins	15 150 8332	-	(100)	-	
(4,761)			(3,200)	(6,100)	(6,000)	

2008/2009 ACTUAL	LEISURE PREMISES Head of Service: J Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related					
	Repairs & Maintenance:					
715	Castle Hall	15 160 xxxx	300	400	400	
1,107	Freight House	15 160 xxxx	700	800	800	
1,783	Great Wakering Sports Centre	15 160 xxxx	1,100	1,300	1,300	
1,355	Clements Hall	15 160 xxxx	2,700	3,000	3,300	22.2%
2,059	Day Centres	15 151 xxxx	2,300	2,400	2,600	
193	Rayleigh Leisure Centre	15 160 xxxx	3,900	4,400	4,400	
	Special Items:					
-	Great Wakering Sports Centre		1,000	1,000	-	
9,450	Clements Hall	15 155 1019	2,500	2,500	5,000	100.0%
222,892	National Non-Domestic Rates	15 xxx xxxx	234,700	234,000	243,300	3.7%
7,500	Great Wakering Youth Facilities	15 160 5335	-	-	-	
27,517	Insurance	15 160 1140	28,400	28,000	29,400	3.5%
900	SI Building Works	15 156 1019	-	-	-	
275,471			277,600	277,800	290,500	
	Contracted Services					
291,828	Leisure FM Contract Payment (net)	15 160 5333	302,000	292,200	292,200	-3.2%
291,828			302,000	292,200	292,200	
	Fees & Charges					
(50)	Miscellaneous Income	15 160 8347	-	-	-	
(19,900)	Amortisation of RLC		-	-	-	
(19,950)			-	-	-	
	Grants					
(7,500)	Contribution to Great Wakering Youth Facilities		-	-	-	
(7,500)			-	-	-	
	Provision of Services					
(9,300)	Grant to Voluntary Day Centre		(9,700)	(9,300)	(9,600)	
(9,300)			(9,700)	(9,300)	(9,600)	

2008/2009 ACTUAL £	SPORTS DEVELOPMENT & PROMOTION Head of Service: J Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Related					
35,443	Salaries	15 159 1000	35,900	35,100	36,100	
2,607	Sports Coaches	15 169 5385	6,200	2,000	3,200	-48.4%
699	Expenses	15 159 xxxx	700	200	200	
350	Insurance	15 159 1140	400	300	300	
39,100			43,200	37,600	39,800	
	Supplies & Services					
-	Equipment, Tools & Materials	15 159 1100	1,800	1,800	2,000	
(25)	Leisure Contractor Holiday Initiatives	15 159 5307	7,500	-	-	
10,968	Summer Swimming Scheme Provision	15 159 5306	12,500	14,700	12,500	
14,265	Activities	15 159 5305	5,000	4,000	5,000	
37,763	Active Rochford	15 159 5617	26,000	4,100	4,100	-84.2%
3,900	Rochford Sports Council (Grant)	15 159 1017	4,100	-	-	
-	Local Priority Fund	15 159 5618	-	19,400	19,400	
66,871			56,900	44,000	43,000	
	Fees & Charges					
(14,265)	Activities (net)	15 159 8305	(7,000)	(7,000)	(7,000)	
(14,265)			(7,000)	(7,000)	(7,000)	
	Grants					
(34,939)	Holmes Place Contribution - Sports Develop	15 159 8345	(35,900)	(35,600)	(36,600)	1.9%
(37,763)	Active England	15 159 8617	(26,000)	(4,100)	(4,100)	-84.2%
-	Local Priority Fund	15 159 8618	-	(19,400)	(19,400)	
(72,702)			(61,900)	(59,100)	(60,100)	

3.90

2008/2009 ACTUAL £	LEISURE CLIENT ACCOUNT Head of Service: J Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
120,713	Salaries	15 167 1000	123,600	117,500	125,300	1.4%
1,023	Training	15 167 1005	1,000	1,500	1,500	
1,051	Insurance	15 167 1140	1,100	1,000	1,100	
122,787			125,700	120,000	127,900	
	Transport Related					
2,388	Car Allowances	15 167 1120	2,500	3,200	3,300	32.0%
621	Staff Parking	15 167 1160	600	700	700	
3,009			3,100	3,900	4,000	
	Supplies & Services					
3,069	Expenses	15 167 xxxx	2,800	2,600	2,600	
346	Equipment, Tools & Materials	15 167 1100	500	400	500	
4,393	Arts Development Equipment	15 167 5363	5,000	5,000	5,000	
9,221	Arts Activities	15 167 5355	-	4,000	2,000	
-	Essex on Tour	15 167 5611	2,200	3,300	2,500	
400	Essex Book Festival	15 167 5612	400	-	400	
-	Holiday Initiatives	15 167 5358	-	1,500	1,500	
34,327	Big Lottery Fund	15 167 5615	27,500	27,500	27,500	
35,088	Children's Fund	15 167 5616	17,500	17,500	-	
10,541	Music Month	15 167 5610	5,000	5,000	5,000	
46,741	Heritage Lottery Fund	15 167 5613	-	16,300	-	
2,150	Special Projects (Arts/Music)	15 167 xxxx	-	-	-	
146,275			60,900	83,100	47,000	
	Fees & Charges					
(35,133)	Holmes Place Contribution - Arts Officer	15 168 8349	(36,700)	(29,600)	(36,700)	
(9,221)	Arts Activities	15 167 8355	(2,000)	(4,000)	(2,000)	
-	Sport England Salary Contribution	15 167 8619	-	(4,700)	(9,600)	
(34,327)	Big Lottery Fund	15 167 8615	(27,500)	(27,500)	(27,500)	
(35,088)	Children's Fund	15 167 8616	(17,500)	(17,500)	-	
-	Essex on Tour	15 167 8611	(2,200)	(3,300)	(2,500)	
(16,250)	Heritage Lottery Fund	15 167 8613	-	(16,300)	-	
(2,150)	Special Projects (Arts/Music)	15 167 835x	-	-	-	
(132,169)			(85,900)	(102,900)	(78,300)	
	Grant					
(10,541)	Music Month	15 167 8610	(5,000)	(5,000)	(5,000)	
(10,541)			(5,000)	(5,000)	(5,000)	

3.91

2008/2009 ACTUAL £	HOUSING STRATEGY Head of Service: J.Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
96,390	Salaries	11 104 1001	117,100	114,500	116,200	-0.8%
1,092	Training	11 104 1005	2,500	1,000	1,000	-60.0%
1,051	Insurance	11 104 1140	1,100	1,000	1,100	
98,534			120,700	116,500	118,300	
Transport Related						
1,329	Car Allowances	11 104 1120	1,300	1,400	1,400	
621	Staff Parking	11 104 1160	600	700	700	
1,950			1,900	2,100	2,100	
Supplies & Services						
367	Expenses	11 104 113x	300	500	500	
232	Equipment, Tools, Materials & Subscriptions	11 104 11xx	800	800	800	
10,000	Housing Coordinator - Thames Gateway	11 104 4141	10,000	10,000	10,000	
10,000	Choice Base Lettings	11 104 4154	10,000	4,000	10,000	
-	Transfer Incentive Scheme	11 104 4155	3,000	2,000	2,000	-33.3%
375	Supported Housing Index	11 104 4156	400	400	400	
500	Subscriptions	11 104 1018	-	-	-	
21,474			24,500	17,700	23,700	

3.92

2008/2009 ACTUAL £	PRIVATE SECTOR HOUSING RENEWAL Head of Service: J.Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
172,138	Salaries	11 105 1000	173,100	169,300	172,800	
532	Training	11 105 1005	1,500	1,000	1,000	
1,401	Insurance	11 105 1140	1,400	1,400	1,500	
98	Telephone Allowances	11 105 1200	100	100	100	
<u>174,170</u>			<u>176,100</u>	<u>171,800</u>	<u>175,400</u>	
Transport Related						
5,827	Car Allowances	11 105 1120	5,800	6,900	7,000	20.7%
1,256	Staff Parking	11 105 1160	1,200	1,400	1,400	
<u>7,084</u>			<u>7,000</u>	<u>8,300</u>	<u>8,400</u>	
Supplies & Services						
253	Expenses	11 105 113x	300	200	200	
639	Equipment, Tools & materials	11 105 1100	500	700	700	
78	Fees & Samples	11 105 4151	200	200	200	
29,100	Handy Person Service	11 105 4146	30,300	29,300	29,300	-3.3%
29,100	Gardening for the Elderly	11 105 4149	30,300	29,300	29,300	-3.3%
81	Consultancy Fees	11 105 1015	300	300	300	
14,700	Care & Repair	11 105 4147	15,300	15,300	15,300	
212	Care Alarms	11 105 4150	300	200	200	
199	Energy Efficiency	11 105 4144	400	400	2,000	400.0%
<u>74,363</u>			<u>77,900</u>	<u>75,900</u>	<u>77,500</u>	
Grants						
(107,000)	Disabled Facilities Grant		-	-	-	
(96,800)	Private Sector Renewal Grant		-	-	-	
<u>(203,800)</u>						
Other Income						
(83,236)	RHA Income	11 105 1304	-	(83,200)	-	
<u>(83,236)</u>				<u>(83,200)</u>		

2008/2009 ACTUAL £	HOMELESSNESS Head of Service: J.Bourne	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
107,126	Salaries	11 106 1000	164,300	160,700	161,500	-1.7%
222	Training	11 106 1005	1,500	1,000	1,000	
2,102	Insurance	11 106 1140	2,200	2,100	2,200	
109,449			168,000	163,800	164,700	
	Transport Related					
3,318	Car Allowances	11 106 1120	5,000	4,800	4,900	
-	Staff Parking	11 106 1160	2,500	2,800	2,800	
2,512	Revenue Expenditure funded from the Capit	11 106 1160	-	-	-	
5,830			7,500	7,600	7,700	
	Supplies & Services					
753	Equipment, Tools & Materials	11 106 xxxx	1,000	1,000	1,000	
484	Expenses	11 106 113x	700	300	300	
18,891	Removals & Storage	11 106 4176	20,000	20,000	20,000	
177,450	Contracted Accommodation	11 106 4178	140,000	160,000	140,000	
2,280	Medical Assessments	11 106 4171	2,500	2,500	2,500	
20,600	Grants & Contributions	11 106 1017	21,100	20,600	21,200	
10,000	Rent Guarantee Scheme	11 106 4174	10,000	10,000	10,000	
30,000	Homelessness Grant	11 106 4170	30,000	30,000	30,000	
20,000	Homelessness Improvements	11 106 4172	20,000	5,000	5,000	-75.0%
36	HM Land Registry	11 106 4173	-	100	100	
-	Repossessions Prevention Fund	11 106 5630	-	28,500	-	
-	Recession Impact	11 106 5550	-	7,400	-	
-	Essex Wide Rental Loan Scheme	11 106 5631	-	6,500	6,500	
280,493			245,300	291,900	236,600	
	Fees & Charges					
(30,000)	Homelessness Grant	11 106 8170	(30,000)	(31,000)	(31,000)	3.3%
(1,764)	Rent Guarantee Scheme	11 106 8174	(1,000)	(5,000)	(1,000)	
(99,350)	Contracted Accommodation Recharge	11 106 8134	(50,000)	(60,000)	(50,000)	
-	Repossessions Prevention Fund	11 106 8630	-	(28,500)	-	
-	Recession Impact	11 106 8550	-	(7,400)	-	
-	Essex Wide Rental Loan Scheme	11 106 8631	-	(6,500)	(6,500)	
(131,114)			(81,000)	(138,400)	(88,500)	

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2008/2009 ACTUAL £	EMERGENCY PLANNING/HEALTH & SAFETY Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
42,971	Salaries	19 177 1000	43,000	36,500	66,600	54.9%
709	Training	19 177 1005	500	-	800	
978	First Aid Courses	19 177 5536	1,400	1,200	1,200	
350	Insurance	19 177 1140	400	700	700	
45,008			45,300	38,400	69,300	
	Transport Related					
2,070	Car Allowances	19 177 1120	2,600	1,300	1,400	-46.2%
904	Transport & Plant	19 177 1170	400	300	400	
2,974			3,000	1,600	1,800	
	Supplies & Services					
80	Expenses	19 177 xxxx	200	200	200	
1,151	Equipment, Tools & Materials & Subscriptions	19 177 xxxx	2,100	1,700	1,700	
-	Telephone	19 177 1011	100	100	100	
553	Communication	19 177 5545	400	400	400	
845	Emergency Exercise	19 177 5540	800	800	800	
1,390	Call-Out Service	19 177 5543	2,000	2,000	2,000	
3,038	Health & Safety	19 177 5539	6,500	4,500	4,500	-30.8%
611	Sand Bags	19 177 5541	2,000	700	900	-55.0%
12,000	Civil Contingencies Act	19 177 5537	15,900	12,000	-	-100.0%
19,666			30,000	22,400	10,600	

2008/2009 ACTUAL £	CORPORATE POLICY & PARTNERSHIP Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
129,032	Salaries	13 129 1000	212,600	190,400	208,000	-2.2%
303	Training	13 129 1005	500	300	300	
2,803	Insurance	13 129 1140	2,900	2,800	2,900	
132,138			216,000	193,500	211,200	
	Transport Related					
484	Car Allowances	13 129 1120	1,100	1,200	1,200	
484			1,100	1,200	1,200	
	Supplies & Services					
793	Expenses	13 129 113x	1,200	400	400	
899	Equipment, Tools & Materials	13 129 1100	800	900	900	
4,800	Subscriptions	13 129 1018	4,900	5,000	5,100	
6,492			6,900	6,300	6,400	

2008/2009 ACTUAL £	ENVIRONMENTAL INITIATIVES Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
5,000	Community Plan	13 128 4765	5,000	5,000	5,000	
10,000	Subscriptions	13 128 1018	10,300	10,000	10,300	
15,000			15,300	15,000	15,300	

3.95

2008/2009 ACTUAL £	ECONOMIC DEVELOPMENT Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
37,067	Salaries	13 130 1000	38,900	61,400	63,200	62.5%
(140)	Training	13 130 1005	100	200	100	
350	Insurance	13 130 1140	400	300	300	
<u>37,277</u>			<u>39,400</u>	<u>61,900</u>	<u>63,600</u>	
	Transport Related					
621	Staff Parking	13 130 1160	600	700	700	
<u>621</u>			<u>600</u>	<u>700</u>	<u>700</u>	
	Premises Related					
2,000	Dutch Cottage	13 130 1019	2,000	2,000	2,000	
<u>2,000</u>			<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	
	Supplies & Services					
415	Expenses	13 130 113x	300	100	100	
30,824	Grants to Voluntary Organisations	13 130 1017	45,600	44,600	45,200	
19,656	NNDR Charitable Relief & Other Costs	13 130 1017	26,100	25,100	25,900	
81,400	Rochford & Rayleigh CAB's (grant)	13 132 1017	82,200	82,200	84,700	3.0%
15,800	Accommodation to Voluntary Bodies (grant)	13 132 1017	16,500	15,800	16,300	
2,900	Economic Development	13 130 4780	5,000	5,000	5,000	
-	LABGI Projects		-	-	141,800	
3,150	Southend Business Awards	13 130 4784	3,200	3,200	3,200	
5,070	Breakfast Event	13 130 4785	3,000	3,000	3,000	
30,571	Subscriptions	13 130 1018	35,800	32,400	33,200	-7.3%
-	Southend Airport JAAP	13 130 4789	-	51,300	-	
10,000	Heritage Initiatives	13 130 4742	7,500	-	-	
-	Business Directory	13 130 4782	1,000	-	-	
-	Area Action Plans		160,000	82,300	-	
-	Eco Enterprise Centre Rochford	13 130 4790	-	25,000	-	
-	Helping New Business		-	17,800	-	
-	Shop at My Local Campaign	13 130 4744	-	5,000	5,000	
<u>199,786</u>			<u>386,200</u>	<u>392,800</u>	<u>363,400</u>	
	Contribution To/From Reserve					
-	Contribution From Reserve		-	(10,000)	(29,900)	
<u>-</u>			<u>-</u>	<u>(10,000)</u>	<u>(29,900)</u>	

3%

2008/2009 ACTUAL £	COMMUNITY SAFETY Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
78,099	Salaries	13 132 1000	98,600	86,500	96,800	-1.8%
200	Training	13 132 1005	200	200	200	
1,401	Insurance	13 132 1140	1,400	1,700	1,800	
79,700			100,200	88,400	98,800	
	Transport Related					
1,215	Car Allowances	13 132 1120	1,500	-	-	
1,215			1,500	-	-	
	Supplies & Services					
573	Expenses	13 132 113x	1,000	3,000	3,100	210.0%
45	Equipment, Tools & Materials	13 132 1100	300	300	300	
5,000	Crime & Disorder	13 132 4826	10,000	5,000	5,000	-50.0%
10,000	Star Partnership	13 132 4834	-	-	-	
4,158	57 South Street - National Non Domestic Rates	13 132 1016	4,300	2,200	-	
99,190	Safer & Stronger Communities	13 132 4839	-	-	-	
55,250	57 South Street		-	-	-	
1,774	Neighbourhood Watch	13 132 4842	-	-	-	
(1,560)	Communities Holding Account	13 132 4835	-	-	-	
174,430			15,600	10,500	8,400	
	Grants					
(102,300)	Safer & Stronger Communities	13 132 xxxx	-	-	-	
(5,000)	Building Safer Communities	13 132 xxxx	-	-	-	
(107,300)			-	-	-	

2008/2009 ACTUAL	CHIEF EXECUTIVE Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
Employee Costs						
179,993	Salaries	16 174 1000	181,800	176,000	176,000	-3.2%
676	Professional Fees	16 174 1006	400	800	900	
98	Telephone Allowances	16 174 5502	100	100	100	
975	Training	16 174 1005	600	1,000	1,000	
701	Insurance	16 174 1140	700	700	700	
182,443			182,600	178,600	178,700	
Transport Related						
2,005	Car Allowances	16 174 1120	2,200	2,100	2,200	
2,005			2,200	2,100	2,200	
Supplies & Services						
583	Expenses	16 174 xxxx	500	500	500	
2,234	Equipment, Tools and Materials	16 174 1100	2,100	2,100	2,100	
708	Conferences	16 174 5503	800	800	900	
-	Staff Suggestion Scheme	16 174 5501	1,000	600	1,000	
3,525			4,400	4,000	4,500	

2008/2009 ACTUAL	HUMAN RESOURCES Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
Employee Costs						
136,371	Salaries	12 121 1000	151,300	146,800	146,900	-2.9%
8,129	Occupational Health	12 121 4604	15,000	15,000	15,000	
973	Training	12 121 1005	1,000	1,000	1,000	
37,196	Central Training Provision	12 121 4607	41,000	41,000	41,000	
10,968	Relocation & Recruitment	12 121 460x	10,500	7,500	7,500	-28.6%
64,978	Staff Advertising	12 121 4602	50,000	39,500	40,000	-20.0%
120	Job Evaluation Appeals	12 121 4605	2,000	2,000	2,000	
561	Childcare Vouchers Management Fee	12 121 4611	700	700	700	
5,767	Staff Reward Scheme	12 121 4606	4,000	4,000	4,000	
(222)	Work Placements	12 121 1017	11,000	26,000	26,000	136.4%
2,102	Insurance	12 121 1140	2,200	2,100	2,200	
-	Criminal Record Bureau	12 121 4612	100	500	500	
4,340	Investors In People	12 121 4603	4,300	4,300	4,300	
3,910	Agency Staff	12 121 1022	-	-	-	
275,195			304,500	290,400	291,100	
Supplies & Services						
109	Expenses	12 121 1xxx	200	100	100	
2,072	Equipment, Tools and Materials	12 121 xxxx	12,000	12,500	600	-95.0%
23,215	Provisions	12 121 46xx	22,400	23,000	23,000	2.7%
129	Nalگو Room Hire	12 121 4610	-	100	100	
(6,500)	Contribution to/from reserve	12 121 1302	-	-	-	
19,025			23,200	35,700	23,800	

3.98

2008/2009 ACTUAL	CORPORATE MANAGEMENT Head of Service: P Warren	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
	Supplies & Services					
55,911	Comprehensive Area Assessment	16 170 5400	30,000	20,000	30,000	
200	Subscriptions	16 170 1018	200	200	200	
1,500	Chartermark	16 170 5402	1,500	1,500	1,500	
-	HCOP - Voluntary Support Grant	16 170 550x	-	65,000	-	
(1,650)	Disabled Go Project	16 170 5507	3,500	3,500	3,500	
45,000	LSP - Performance Reward Grant	16 170 5491	-	-	-	
48,811	LABGI	16 170 5353	-	-	-	
12,000	Crystalmark	16 170 5415	-	-	-	
20,000	Building Capacity East - Hard to Reach Groups			20,000	29,000	
181,772			35,200	110,200	64,200	
	Contracted Services					
129,900	External Audit Fees - Main Audit & Outside Insp	16 170 540x	144,300	137,700	127,600	-11.6%
39,687	External Audit Fees - Grant Claims	16 170 5410	36,000	29,000	29,600	-17.8%
37,134	Bank Charges	16 170 5412	21,800	31,500	32,800	50.5%
206,721			202,100	198,200	190,000	
	Contribution To/From Reserves					
-	Contribution from reserve		-	(20,000)	-	
-			-	(20,000)	-	
	Grants					
(1,850)	Disabled Go Project	16 170 8502	(3,500)	(3,500)	-	
-	HCOP - Voluntary Support Grant	16 170 8504	-	(65,000)	-	
-	L.A.B.G.I	16 170 8353	-	(37,600)	-	
(41,500)	LSP - Performance Reward Grant	16 170 8491	-	-	-	
(43,350)			(3,500)	(106,100)	-	

APPENDIX 2 - BUDGET BOOK

2008/2009 ACTUAL £	INTERNAL SERVICES CLIENT ACCOUNT Head of Service: R J Honey	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
148,302	Salaries	16 173 1000	150,900	146,100	148,800	-1.4%
98	Telephone Allowances	16 173 5490	100	100	100	
1,385	Professional Fees	16 173 1006	1,400	2,000	2,000	42.9%
-	Training	16 173 1005	600	600	600	
701	Insurance	16 173 1140	700	700	700	
150,486			153,700	149,500	152,200	
Transport Related						
1,296	Car Allowances	16 173 1120	1,400	1,400	1,400	
1,296			1,400	1,400	1,400	
Supplies & Services						
275	Expenses	16 173 xxxx	300	300	300	
-	Equipment, Tools & Materials	16 173 1100	300	200	200	
1,399	Subscriptions	16 173 1018	1,400	1,400	300	
1,674			2,000	1,900	800	

3.100

APPENDIX 2 - BUDGET BOOK

2008/2009 ACTUAL £	EXTERNAL SERVICES CLIENT ACCOUNT Head of Service: G P Woolhouse	CODE	ESTIMATES 2009/2010		2010/2011 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
143,172	Salaries	16 172 1000	146,000	141,300	144,000	-1.4%
-	Telephone Allowance	16 172 5480	100	100	100	
151	Professional Fees	16 172 1006	200	400	400	
76	Training	16 172 1005	600	300	300	
701	Insurance	16 172 1140	700	700	700	
144,099			147,600	142,800	145,500	
	Transport Related					
1,370	Car Allowances	16 172 1120	1,500	1,600	1,600	
1,370			1,500	1,600	1,600	
	Supplies & Services					
368	Expenses	16 172 xxxx	400	400	400	
229	Conference Expenses	16 172 5481	700	700	400	
564	Equipment, Tools & Materials	16 172 1100	400	400	400	
1,160			1,500	1,500	1,200	

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