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## BUDGET STRATEGY 2007/08

### 1 SUMMARY

- 1.1 To consider and approve the integrated 5 year budget strategy starting in 2007/08.

### 2 INTRODUCTION

- 2.1 The Council brings together all its priorities for consideration at this meeting to determine the budget strategy and the key priorities for 2007/08 and beyond. This report covers:-

- The revised estimates for 2006/07.
- The draft core estimates for 2007/08.
- Government support for 2007/08.
- Council Tax for 2007/08.
- Management of resources.
- The total proposed budget for 2007/08.
- Gershon requirements for 2007/08.
- Fees and Charges for 2007/08.
- The Capital Programme and Prudential Borrowing.
- The Housing Revenue Account.

- 2.2 The summary budget book has already been distributed to Members. This shows the revised estimates, proposed estimates for 2007/08 and the variation estimate to estimate. A list of questions raised by Members will be presented to this meeting.

- 2.3 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.

### 3 REVISED ESTIMATES FOR 2006/07

- 3.1 The revised estimates total £10.207m, against the original estimate of £10.207m. Members will see the areas where the revised estimates vary from the original in the summary budget book already issued. As the overall total remains the same, Members can agree to accept the revised estimates and agree to changes by way of virement.

### 4 THE DRAFT CORE ESTIMATES FOR 2007/08

- 4.1 The draft core estimates for 2007/08 total £10.731m. Overall this is an increase of 5.13% over the original estimate for 2006/07. There are no individual major additions to the core estimates. Expenditure due to the new concessionary travel scheme introduced in April 2006 has increased.

**5 GOVERNMENT SUPPORT FOR 2007/08**

5.1 This is the second year of the new grant distribution model. The increase in Government funding will be £357,000. Although in itself, it is a reasonable increase, a number of points need to be remembered:-

- With this increase, Rochford is still the 2<sup>nd</sup> lowest funded Council in Essex and the 31<sup>st</sup> lowest in England on a grant per head of population basis.
- The Government are holding back £148,374 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.

**6 COUNCIL TAX FOR 2007/08**

6.1 Prior to 2005/06 the Council had agreed a 5-year strategy based on a tax increase of 9% per year. However this strategy had to be revised in view of the Government's intention to cap authorities who they considered to have increased Council Tax higher than their model changes. Therefore the strategy for 2005/06 was amended to one based on tax increases of around 5% per year.

6.2 For 2007/08 the recommended tax increase will be 4.90%. Although the grant settlement was an improvement over previous years the Council is the 31<sup>st</sup> lowest funded on a grant per head of population basis in England and the lowest in Essex. The Council will also have to guard against future grant distribution changes that are possible under the new three-year model that will commence in 2008/09. It also has to be remembered that Rochford's Council Tax has only a minimal effect on the total Council Tax 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).

**7 MANAGEMENT OF RESOURCES****Earmarked Reserves**

7.1 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 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

- 7.2 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.
- 7.3 Appendix A shows the forecast movement in the reserves but it must be stressed that these are only best estimates based on expenditure and plans at this time.

## **8 TOTAL PROPOSED BUDGET FOR 2007/08**

- 8.1 For 2007/08 a number of priorities were identified. These were initially considered at the Members Awayday held on 25<sup>th</sup> November 2006. Members at the Awayday agreed a list of key priorities from the total list that would go forward for future discussion in relation to the budget for 2007/08.
- 8.2 In determining the Council's priorities, Members were mindful of the Council's overall vision to make Rochford district the place of choice in the County to live, work and visit and our role as the "green gateway" in the Strategy for the Thames Gateway South Essex area. In considering the priorities, Members considered them against our key objectives to achieve our Vision, namely:
- To provide quality cost effective services
  - To work towards a safer and more caring community
  - To promote a green and sustainable environment
  - To encourage a thriving local economy
  - To improve the quality of life for people in our District
  - To maintain and enhance our local heritage and culture
- 8.3 At the Member Awayday held on 20<sup>th</sup> January Members considered the key priorities against the estimated resource position of the Council following the grant distribution shown above. Members at the Awayday agreed that the following areas should be proposed for approval by the Council for 2007/08:-

**Choice Based Lettings (CBL)** – Community Services Committee agreed to support a bid to the Department for Communities and Local Government for funding for a sub-regional CBL Scheme in order to ensure the Council implements a scheme by the statutory deadline of 2010. £20,000 has been included in the budget for 2007/08

**Elections** – The Electoral Administration Act has introduced a number of increased requirements dealing with the elections including:

- Collecting date of birth and signatures for all absent voters

- Scanning this information for later use to match against postal votes, both when the postal votes are received prior to the day of election and also those that are received on the day and dealt with at the Count
- Requirement for each voter to sign for their ballot paper, protecting identity and preserving the signatures
- Bar codes and watermarks for ballot papers.

The estimated additional cost of £50,000 has been included in the budget.

**Contaminated Land** - There will be a major project to deal with the sites identified on Foulness Island which will require releasing a Senior Environmental Health Officer whose work will need to be covered and £10,000 has been allocated for this.

**Handyman/Gardening for the Elderly Service** – the Authority already runs a successful service which will be extended and more widely promoted with an additional £27,500.

**Great Wakering Youth Facilities** - the lack of suitable facilities for the young people in Great Wakering has been identified as a priority area for members to look at and £27,500 has been included in order to complete full consultation, appraisal of options and to start building up funds towards any proposals.

- 8.4 The above are the items where new resource allocations are proposed for approval. For a number of priorities progress can be made through existing resources or an existing programme of action. Many of the items will be addressed through the Local Development Framework. Others will be met by partnership working, particularly if there is a key supplier of the service identified.
- 8.5 Members have to make the choice between competing priorities and have to consider the impact that a proposal can make and also the ability to implement the proposal. At this stage, Members identified a new Swimming Pool, Park and Ride and Public Transport Information schemes as low priorities in the context of allocating additional budget.

Members will not want to lose sight of the full list of priorities originally identified, as services require different emphasis from year to year and therefore some may be seen as a key priority for the future.

- 8.6 The total budget for 2007/08 and beyond will be a combination of;-
- The proposed core budget covered earlier in this report.
  - The priorities shown above
  - The progression of the Local Area Agreement initiative with any funding requirements being met by funding achieved through the current agreement.

- Expansion of Recycling to be met by additional income generated from recycling and any additional grants that can be secured.
- The Council has to have a flexible approach to issues arising from the Thames Gateway. Therefore key projects together with any funding implications will have to be considered when they arise throughout the year.

8.7 Although the level of General Fund balances has been set at around 10% of net budget, as the Head of Finance, Audit and Performance Management believes this is a prudent level, there is a fall below this level forecast for 2008/09 as the impact of the major contract renewals is felt. However, the Strategy shows that balances will start to build up to the agreed level by 2011/12.

The resultant Medium Term Financial Strategy can be summarised as follows:

<b>Budget Strategy --- 2006/07 - 20011/12</b>		<b>5.0%</b>	<b>4.9%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>
		<b>2006/07</b>	<b>2007/08</b>	<b>2008/09</b>	<b>2009/10</b>	<b>20010/11</b>	<b>2011/12</b>
		<b>Revised</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>
<b>1</b>	<b>Projected permitted expenditure</b>	<b>9,704,636</b>	<b>10,359,841</b>	<b>10,740,063</b>	<b>11,196,844</b>	<b>11,673,304</b>	<b>12,173,456</b>
<b>2</b>	<b>Opening draft budget</b>	10,357,000	10,364,300	10,711,526	11,215,181	11,433,187	11,559,882
<b>3</b>		<b>10,357,000</b>	<b>10,364,300</b>	<b>10,711,526</b>	<b>11,215,181</b>	<b>11,433,187</b>	<b>11,559,882</b>
	Planned Growth/Cost Pressures						
<b>4</b>	<b>Pension increases</b>			45,000			
<b>5</b>	<b>End of Sewerage scheme contribution</b>			(43,000)			
<b>6</b>	<b>Kerbside recycling/contract renewal</b>			500,000			
<b>7</b>	<b>Capital charges - Rayleigh Leisure</b>						
<b>8</b>	<b>Strategic policy development (Planning and Housing)</b>			25,000	35,000	40,000	
<b>9</b>	<b>Homelessness and Housing Advice improvements</b>			(20,000)			
<b>10</b>	<b>New Priorities</b>		135,000	(80,000)			
<b>11</b>	<b>Total</b>	<b>0</b>	<b>135,000</b>	<b>427,000</b>	<b>35,000</b>	<b>40,000</b>	<b>0</b>
<b>12</b>	<b>Adjusted budget</b>	10,357,000	10,499,300	11,138,526	11,250,181	11,473,187	11,559,882
<b>13</b>	<b>Savings to be achieved includes new Gershon cashable</b>	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
<b>14</b>	<b>Additional income review</b>			(100,000)		(100,000)	
<b>15</b>	<b>Adjusted Budget b/Fwd</b>	10,207,000	10,349,300	10,888,526	11,100,181	11,223,187	11,409,882
<b>16</b>	<b>Inflation on adjusted budget</b>		362,226	326,656	333,005	336,696	342,296
<b>17</b>	<b>Total budget</b>	<b>10,207,000</b>	<b>10,711,526</b>	<b>11,215,181</b>	<b>11,433,187</b>	<b>11,559,882</b>	<b>11,752,179</b>
	<b>General Fund position</b>						
<b>18</b>	<b>Change in General Fund</b>	(502,364)	(351,685)	(475,118)	(236,343)	113,422	421,277
<b>19</b>	<b>Net Budget</b>	<b>9,704,636</b>	<b>10,359,841</b>	<b>10,740,063</b>	<b>11,196,844</b>	<b>11,673,304</b>	<b>12,173,456</b>
	<b>General Fund</b>						
<b>21</b>	<b>Balance Bought Forward</b>	2,211,894	1,709,530	1,357,845	882,727	646,384	759,806
<b>22</b>	<b>Change in fund</b>	(502,364)	(351,685)	(475,118)	(236,343)	113,422	421,277
<b>23</b>	<b>Balance Carried Forward</b>	1,709,530	1,357,845	882,727	646,384	759,806	1,181,083
<b>24</b>	<b>Balance should be 10% of Total Budget</b>	1,020,000	1,070,000	1,120,000	1,140,000	1,160,000	1,180,000

**9 GERSHON REQUIREMENTS 2007/08**

- 9.1 The Government has adopted the Gershon recommendations to make savings within all public services. As a consequence, this Council will be under an obligation to make savings over the coming years. There will be two broad types of savings-those that reduce budget requirement but still deliver the same service (called cashable savings) and non cashable savings which are those where services can be expanded at no extra cost. Within the budget strategy, the Council has included provisional targets for cashable savings of £150,000 per year from 2006/07.
- 9.2 Rochford has, for many years, been the lowest spending Council in Essex based on expenditure per head of the population. Clearly, savings should be easier to identify for a Council that is a high spending one rather than our position.
- 9.3 Rochford Council has already exposed all of its major services to outside competition. No credit will be granted for this past action and therefore attempts to produce significant further savings and efficiencies are denied to us until those contracts expire.
- 9.4 Initial proposals for the 2007/08 Gershon savings will be presented to Policy, Finance & Strategic Management Committee on 15 March 2007.

**10 FEES AND CHARGES FOR 2007/08**

- 10.1 The proposed charges in respect of the discretionary charges for 2007/08 are shown in Appendix B to this report. All fees and charges are reviewed and the Council's policy is to increase in line with inflation, where appropriate.
- 10.2 Members will recall that for 2005/06 a new strategy was agreed in respect of off street parking charges, which included a commitment to review the charges every two years. In December 2006 the two year review of these charges was carried out, and it was agreed that from 1 July 2007, charges will be increased (the basic 1 hour fee to be increased from 50p to 60p). It was agreed to maintain Saturday afternoon parking as free.

**11 CAPITAL PROGRAMME AND PRUDENTIAL BORROWING**

- 11.1 The proposed capital programme in respect of General Fund services is shown as Appendix C. Within the General Fund programme there are a number of new items relating to maintenance and enhancement of the Council's assets. The approval to any detailed scheme will be at a later date.
- Purchase of Elections software and equipment - £10,000
  - Oxford Parade Footway reconstruction - £10,000
  - Freight House Car Park: Provision of lighting scheme - £18,000

- Development of open space around Rayleigh Leisure Centre -£50,000

11.2 In line with the decision previously mentioned to look at youth facilities in Great Wakering, a provision has been included in the Programme for 2008/09. Any decision on how or when this will be spent, will be made at later date through reports to committee.

## 12 PRUDENTIAL BORROWING

12.1 Members will recall that Local Authorities are now able to determine their own borrowing requirements. However these have to be within the Prudential Code. 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 the 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.

12.2 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.

12.3 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.

%	2005/06	2006/07	2007/08	2008/09	2009/10
	Actual	Estimate	Estimate	Estimate	Estimate
HRA	15	16	15	N/A	N/A
General Fund	(6)	(6)	(4)	(4)	(4)

12.4 It can be seen from the above that our percentage of financing costs remains steady.

12.5 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 three-year Capital Programme compared to the current Capital Programme.

12.6 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 on 27 June 2006 and this is the starting point for considering the affordability of the proposed Capital Programme.



	2006/07 £000s	2007/08 £000s	2008/09 £000s	2009/10 £000s
General Fund Capital Expenditure				
Current Programme	1,540	434	379	345
Proposed Programme	1,594	570	419	545
Incremental impact on Council Tax (per Band D per year)	£ 0.07	£ 0.21	£ 0.06	£ 0.31

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.

- 12.7 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:

	31/03/06 £000s Actual	31/03/07 £000s Estimate	31/03/08 £000s Estimate	31/03/09 £000s Estimate	31/03/10 £000s Estimate
<b>Total</b>	10,396	10,616	10,916	10,016	9,116

- 12.8 This indicator is designed to measure the underlying need to borrow, or finance by other long term liabilities, capital expenditure. As previously mentioned although this measures the need for borrowing, the borrowing may not necessarily take place externally. The increase in 2005/06 to 2007/08 is due to Prudential Borrowing, which was undertaken through internal borrowing and is included in the Annual Treasury Management and Investment Strategy report to this Council meeting. 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. As previously mentioned, the indicators are to identify to Council the potential impact of borrowing following agreement of the capital programme.

### 13 HOUSING REVENUE ACCOUNT

- 13.1 Following the majority vote of tenants in favour of a transfer of housing to the Rochford Housing Association, work is now underway to ensure the transfer takes place later in 2007. In view of the ongoing discussions, the draft Housing Revenue Account budget will be prepared as part of the transfer arrangements.

- 13.2 Housing rents are currently determined in line with Government guidelines for rent restructuring and therefore there is no local decision other than to comply with these requirements. For 2007/08 the Government have increased the formula for calculating target rents. These are the rents that current rents have to progress towards. By increasing these targets the real rents will increase. Therefore for 2007/08 the average rent increase will be 5% however individual increases are as high as 7%. It is important for tenants to realise that these increases are a direct result of Government policy and nothing to do with any decision about progress towards LSVT.
- 13.3 The new target rents actually produce an average increase higher than 5% however the Government requires the Council to limit the increase to 5%. The Government will however be removing resources from the Housing Revenue Account at the higher rate. The Government have accepted that Authorities need to be compensated for this loss and have said that this will be dealt with through the subsidy system.

#### **14 RISK IMPLICATIONS**

- 14.1 All the services of the Council rely on resources, which are approved within the budget 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.

#### **15 RECOMMENDATION**

- 15.1 It is proposed that the Council **RESOLVES**

- (1) The revised estimates for 2006/07
- (2) The core estimates for 2007/08
- (3) The priorities identified for 2007/08
- (4) The 2007/08 Council Tax for Rochford District Council at 4.9%
- (5) The schedule of fees and charges
- (6) The Capital Programme

Yvonne Woodward

Head of Finance, Audit & Performance Management

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**Background Papers:-**

None

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## APPENDIX A

## EARMARKED RESERVES

## - FORECAST OF MOVEMENT 2006-07 &amp; 2007-08

Title of Reserve	ACTUAL	FORECAST		FORECAST		Reason for Reserve	Criteria for Usage
	Balance at 31-Mar-06 £	Movement 2006/07 £	Balance at 31-Mar-07 £	Movement 2007/08 £	Balance at 31-Mar-08 £		
Air Quality	3,028	(3,028)	-	-	-	Holds unused budget	Budget Holder can approve use of reserve.
Capacity Building	25,000	-	25,000	-	25,000	Holds unused grant income	Budget Holder can approve use of reserve for qualifying expenditure to meet capacity building milestones
Community Strategy	28,214	(10,000)	18,214	(10,000)	8,214	Funds to support development of Community Strategy	Reserve earmarked for specific community plan initiatives.
Community Transport	17,000	(17,000)	-	-	-	Contingency for funding new scheme	HFAPM can approve use of reserve where budget is overspent.
Comprehensive performance /best value	28,214	(28,214)	-	-	-	Funds for activities which support CPA/Best Value	HFAPM can approve use of funds to support revenue expenditure. £10k of reserve is being returned to funds
Contaminated Land	27,155	(8,000)	19,155	-	19,155	Funding to meet Contaminated Land legislation	Budget holder can approve use of reserve to cover qualifying expenditure
Crime & Disorder	118,133	(61,800)	56,333	(20,000)	36,333	Holds grants received for crime & disorder activities	Crime & Disorder Reduction Partnership can approve use of money for appropriate projects.
Crouch & Roach Flood	10,000	(10,000)	-		-	Hold funds set aside for Survey	Balance will be returned to funds at year end

Reserve							Criteria for Usage
	31-Mar-06 £	2006/07 £	31-Mar-07 £	2007/08 £	31-Mar-08 £		
Survey							
Economic Development	8,366	(2,000)	6,366	(2,000)	4,366	Funds to support economic development activities	Budget holder can approve use of reserve to cover qualifying expenditure
Freedom of Information	18,062	(2,285)	15,777	-	15,777	One off budget allocated in 2004/05 to cover costs of meeting FoI legislation	Budget holder can approve use of reserve to cover qualifying expenditure
Housing Benefit	37,719	(12,000)	25,719	(25,719)	-	Holds grants received for HB administration	Budget holder in consultation with HFAPM can approve use of reserve to cover qualifying expenditure. £12k spent on Capita Partnership 06/07 and its likely remaining balances will be spent 07/08
HRA - Medical Support	11,000	1,700	12,700	-	12,700	Funds held pending receipt of invoices from Southend NHS Trust	To be used for payment of invoices.
HRA - Resource Accounting	22,922	(5,000)	17,922	(10,000)	7,922	Funds to support introduction of full resource accounting for the HRA	HFAPM can approve use of reserve where budget is overspent.
HRA Stock Option	68,025	(68,025)	-	-	-	Holds funding set aside to cover costs of Stock Option process	Budget holder can approve use of reserve to cover qualifying expenditure
Insurance	26,600		26,600	-	26,600	Contingency for uninsured losses	HFAPM sets level of reserve based on claims history. Minimum level is set at £26,000

Title of Reserve	ACTUAL	FORECAST		FORECAST		Reason for Reserve	Criteria for Usage
	Balance at 31-Mar-06 £	Movement 2006/07 £	Balance at 31-Mar-07 £	Movement 2007/08 £	Balance at 31-Mar-08 £		
IT Strategy	47,803	(47,803)	-	-	-	Funds for IT Strategy	Budget holder can approve use of reserve to cover qualifying expenditure.
Major Repairs (HRA)	55,586	-	55,586	-	55,586	Carries forward balance on Major Repairs Allowance for HRA Capital Programme	HFAPM can approve use of reserve where required for capital programme
Parking Services	67,400	(20,000)	47,400	(20,000)	27,400	On Street Parking Ring Fenced Surplus	
Rayleigh Leisure Centre	500,000	(500,000)	-	-	-	In Budget Strategy to be returned to General Fund balances in 2006/07	Agreed as part of Medium Term Financial Strategy 2006/07
Pension Equalisation	101,500	(58,500)	43,000	(43,000)	-	Funds identified to cover future pension cost increases	HFAPM approves use of reserve.
Planning Appeals	38,149	(7,000)	31,149	-	31,149	Contingency for planning appeals	HFAPM approves use of reserve to cover cost of planning appeals. Minimum level is agreed with Head of Legal Services based on outstanding appeals
Planning Delivery Grant	232,329	59,934	292,263	(150,000)	142,263	Holds grant received for Planning Delivery	Budget Holder can approve use of reserve. Minimum level is linked to future plans for expenditure, particularly salaries.
Private Sector Housing Reserve	40,000	(30,000)	10,000	-	10,000	Holds funds to finance the Housing Survey.	Reserve agreed by Members and for use for specific purpose. Change of use would require committee approval.
Homelessness	32,826	-	32,826	-	32,826	Holds grant received for Priority Needs	Budget Holder can approve use of reserve. Minimum level is linked to future plans for expenditure, particularly salaries.

Title of Reserve	ACTUAL	FORECAST		FORECAST		Reason for Reserve	Criteria for Usage
	Balance at 31-Mar-06 £	Movement 2006/07 £	Balance at 31-Mar-07 £	Movement 2007/08 £	Balance at 31-Mar-08 £		
Redundancy & Financial Strain	200,000	(144,100)	55,900	(55,900)	-	Funds to cover restructuring costs	HFAPM approves use of reserve.
Repairs & Maintenance	118,246	(60,000)	58,246	-	58,246	Funds for Building works special items which were not completed as originally planned; civic suite works being completed as capital item & contingency for reception/civic suite works	Usage of reserve is agreed by SMT and FPG. Minimum level is linked to outstanding planned works.
Sports & Art Projects	55,614	(10,000)	45,614	(10,000)	35,614	Holds grants received for sports & art projects	Budget Holder can approve use of reserve. Minimum level is linked to future plans for expenditure
Grounds Maintenance	15,000	-	15,000	(15,000)	-	Budget set aside for Survey works in preparation for the Grounds Maintenance contract	HFAPM approves use of reserve.
Street Cleansing	17,686	(10,686)	7,000	(7,000)	-	Unspent budget set aside to fund street scene works	HFAPM approves use of reserve.
Tourism Development	4,378	(4,378)	-	-	-	Unspent budget set aside to enable completion of Tourism Study and follow up work	HFAPM approves use of reserve.
West Street	176,912	6,750	183,662	7,797	191,459	Proceeds from CPO	Awaiting instruction from HLS. Funds held on behalf of Estate
Waste Disposal	26,000	(21,000)	5,000	(5,000)	-	Unspent budget set aside to cover future service improvements	Budget holder can approve use of reserve to cover qualifying expenditure
<b>Total</b>		<b>(1,069,407)</b>	<b>1,106,432</b>	<b>(365,822)</b>	<b>740,610</b>		

## APPENDIX B

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>Current 2006/07 £</b>	<b>Proposed 2007/08 £</b>
<b><u>CONCESSIONARY FARES</u></b> (Charges where VAT is absorbed)		
Taxi Voucher Scheme Membership	6.50	6.50
Duplicate Bus Pass	6.50	6.50
<b><u>CAR PARKS</u></b>		
<u>Old Ship Lane</u>		
Up to 1 hour	0.50	0.60
Up to 2 hours	1.00	1.20
<u>Websters Way / Mill Hall</u>		
Up to 1 hour	0.50	0.60
Up to 2 hours	1.00	1.20
Up to 3 hours	1.50	1.80
Up to 4 hours	2.00	2.40
<u>Mixed</u>		
Up to 1 hour	0.50	0.60
Up to 2 hours	1.00	1.20
Up to 3 hours	1.50	1.80
Up to 4 hours	2.00	2.40
Up to 5 hours	2.50	3.00
All day	3.50	4.00
Weekly	16.50	Delete
<u>Approach</u>		
Day Ticket	3.50	4.00
<u>Season Tickets (Price includes VAT)</u>		
Quarterly	175.00	220.00
Annual	580.00	730.00
Admin fee for refund of season ticket	25.00	30.00
Penalty ( off street parking)		
Penalty fines	60.00	60.00
Penalty fines - if paid within 14 days	30.00	30.00
Penalty fines - if unpaid after 56 days	90.00	90.00
<u>Commercial Parking</u>		
Dispensation to park on-street (per bay)		
- First day		15.00
- Each day thereafter		5.00
NB For multiple bay applications, only the first bay is subject to the first day charge, all others are charged at the subsequent day rate.		
Commerical use of an off-street parking space (per bay)		
- First day		15.00
- Each day thereafter		5.00
day charge, all others are charged at the subsequent day rate.		



<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>Current 2006/07 £</b>	<b>Proposed 2007/08 £</b>
<b><u>PUBLIC FOOTPATHS</u></b>		
Diversion, Extinguishment or Creation (plus VAT)	700.00	850.00
Each additional path on same Order (plus VAT) (Plus advertisement costs)	185.00	350.00
<b><u>HOUSE PURCHASE LOANS</u></b>		
(Charges where VAT must be added)		
Secondary Enquiry Charge	125.00	N/A
<b><u>HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENSING</u></b>		
(Charges exempt from VAT)		
<b><u>Vehicle Licence</u></b>		
Hackney Carriage Vehicle Licence	250.00	250.00
Wheelchair Accessible 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
<b><u>Other Charges</u></b>		
Interim vehicle inspection (for vehicles over 6 years old)	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
<b><u>Driver Licences</u></b>		
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
Criminal Records Disclosure (charge set by CRB)	34.00	34.00
<b><u>Private Hire Operators Licences</u></b>		
Annual Licence - up to 3 vehicles / per annum	70.00	70.00
Annual Licence - Over 3 vehicles	100.00	100.00

<u>SCHEDULE OF DISCRETIONARY CHARGES</u>		Current 2006/07 £	Proposed 2007/08 £	
<u>LICENCES ETC.</u>				
(Charges exempt from VAT)				
Dangerous Wild Animals Act 1976	} Plus	120.00	123.00	
Animal Boarding Establishment Act 1963		consultants	148.00	152.00
Riding Establishments Act 1964		fees where	252.00	259.00
Pet Animals Act 1951 & Breeding of Dogs Act 1973		appropriate	130.00	133.00
<i>Variation of conditions - half annual licence fee</i>				
Home Boarding of Dogs		52.50	52.50	
Motor Salvage Operators Licence		77.00	79.00	
Sex Establishments: —				
Non refundable application fee		6,200.00	6,355.00	
Fee for Issue of Licence (if granted)		6,200.00	6,355.00	
Non refundable Annual Renewal of Licence fee		6,200.00	6,355.00	
Ear Piercing, Electrolysis, Acupuncture & Tatooist Registration		144.00	148.00	
Surrender notes for unsound food (VAT to be added)				
- per hour or part thereof (minimum charge 1 hour)		39.00	40.00	
Street Trading Consent	- issue	143.00	147.00	
	- renewal	67.00	69.00	
Pavement Permissions	- issue	143.00	147.00	
	- renewal	67.00	69.00	
Export of food documentation - per hour or part thereof (minimum charge 1 (provision and/or authorisation, plus additional fees recharged on an actual cost basis)		17.00	18.00	
Access to Land		5.00	5.00	
<u>ZOO LICENSING</u>				
Application for grant of first licence	} Plus	181.00	186.00	
Application for renewal of licence		consultants	120.00	123.00
Grant of first licence		fees	383.00	393.00
Renewal of licence		and	528.00	541.00
Alteration of licence		inspection	71.00	73.00
Transfer of licence		expenses	71.00	73.00
<u>FACTUAL STATEMENTS</u>				
(VAT to be added)				
Section 28(9) of Health & Safety at Work etc Act 1974 plus cost of photographs as necessary		100.00	103.00	
<u>REPAIR NOTICE ETC</u>				
Charge for the service of Statutory Enforcement Notice under the Housing Acts (fitness enforcement)		320.00	300.00	

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>Current 2006/07 £</b>	<b>Proposed 2007/08 £</b>
<b><u>CEMETERIES</u></b>		
(Charges exempt from VAT except for additional inscriptions & exhumations)		
<b><u>Interments in grave or vaults for which exclusive right of burial has been granted</u></b>		
<b><u>Note - interment fees are inclusive of excavation charges and registration</u></b>		
Interment Fee (new grave or re-open)		
Still Born - under 1 month	175.00	185.00
Under 12 years	242.00	255.00
Over 12 years	412.00	430.00
Exclusive right of burial (50% reduction for child under 12 buried in children	391.00	440.00
For the interment of a cremation casket in a purchased grave	170.00	185.00
<b><u>Interments in Cremation Plots with or without exclusive rights of burial</u></b>		
Interment Fee (new grave or re-open)	170.00	185.00
Exclusive right of burial	222.00	250.00
<b><u>Monuments, Gravestones, Tablets and Monumental Inscription</u></b>		
For the right to erect or place:-		
A flat stone not exceeding 60cm x 45cm	86.00	95.00
A Headstone up to 90cm		
A nameplate of any description (other than a headstone)		
Kerbstone or border stone (height not exceeding 30cm)		
A tablet or vase		
A cross		
Kerbstone or Border Stone (Height not exceeding 30cm) Childs plot		
A flower vase or tablet (45x37cm) on a grave in which the exclusive right of burial has not been purchased		
A memorial case (37cm long x 22cm wide x 30cm high) and inscription panel for cremation plot		
Kerbstone around a cremation plot		
Any additional inscription on a gravestone tablet or monument (VAT to be added)	47.00	50.00
<i>NOTE: If the deceased had not been a Council Taxpayer, inhabitant or parishioner within the Rochford District period of three years prior to his or her death, then all the foregoing fees, payments and sums will be doubled</i>		
<b><u>Exhumation Charge</u></b>		
Each exhumation will be recharged on an actual costs basis plus VAT		
<b><u>Additional fees fixed by the Council</u></b>		
Saturday morning burials	180.00	Delete
Registering Transfer of Grant	52.00	55.00
<b><u>Fees payable for the Maintenance of graves etc</u></b>		
(Charges where VAT must be added)		
Banking and Turfing Grave	59.00	Delete
Upkeep, cutting and weeding (per annum)	59.00	Delete
Upkeep for 5 years, including washing monument	295.00	Delete
Washing monument (per occasion)	59.00	Delete

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>Current 2006/07 £</b>	<b>Proposed 2007/08 £</b>
<b><u>LEISURE (Other than Leisure Contract)</u></b>		
<b>Note - All charges subject to consultation with the Grounds Maintenance Contractor</b>		
<u>Hockey</u> (Note 1 below applies) (Charges exempt from VAT, except casual lettings)		
Exclusive use of pitch	530.00	545.00
Alternate use of pitch	270.00	278.00
Casual lettings including Pavilion (where VAT must be added)	51.00	52.00
<u>Rugby/Football</u> (Note 1 below applies) (Charges exempt from VAT)		
Exclusive use of a pitch		
-Class 'A' Pitch	885.00	910.00
-Class 'B' Pitch	642.00	660.00
Alternate use of pitch		
-Class 'A' Pitch	445.00	458.00
-Class 'B' Pitch	318.00	327.00
<u>Casual Lettings Including Pavilion</u> (where VAT must be added)		
-Adults	64.00	66.00
-Juniors	39.00	40.00
<i>NOTE: Junior Teams 40% less on use of senior pitches</i>		
<u>Established Junior Pitches</u>		
Exclusive use of pitch		
- Class 'A' Pitch	467.00	481.00
- Class 'B' Pitch	307.00	316.00
Alternative use of pitch		
- Class 'A' Pitch	249.00	256.00
- Class 'B' Pitch	170.00	175.00
- Club use	146.00	150.00
(Exclusive use by Cub Scouts League 80% of junior Charge)		
<u>Mini Football</u> (Note 2 below applies)		
Exclusive use of pitch	244.00	251.00
Alternate use of pitch	184.00	189.00
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		
<u>Pavilion Hire</u> (Note below applies)		
Including Changing Rooms - per 3 hour session	37.00	38.00
<i>NOTE: Hire in respect of Youth Clubs will be reduced by 50%</i>		

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>Current 2006/07 £</b>	<b>Proposed 2007/08 £</b>
<b><u>LEISURE (Other than Leisure Contract) continued</u></b>		
<b><u>Playgroups</u></b>		
Pre-School and mother and child		
-Morning Session	9.00	9.25
-Afternoon Session	7.95	8.15
-Brownies Evening Session	3.40	3.50
NOTE: All playgroups using pavilion for five or more sessions per week will have a 10% reduction in the booking fee (minute 344/83 refers)		
<b><u>Tennis</u></b>		
<b><u>Casual Bookings (55 minute sessions)</u></b>		
(Charges where VAT is absorbed)		
Per Court    - Adult - Any Day	3.20	3.30
- Junior - Any Day	2.10	2.15
<b><u>HIGH HEDGES</u></b>		
Fee for processing a High Hedges Complaint		
Standard Fee	320.00	320.00
Concessionary (Benefits & Pensions)	100.00	100.00
<b><u>RUSTIC PRODUCTS</u></b>		
(All prices are inclusive of VAT)		
<b><u>Woodchips</u></b>		
Collected from Hockley Woods per bag	2.20	2.00
Collected from Hockley Woods per m³.	15.50	16.00
Delivered within District m³.	21.00	21.00
	-	
Rustic Bench	30.90	50.00
Firewood (logs) per transit load delivered	51.50	60.00
Woodlands Walks leaflet	F.O.C	F.O.C
Stakes ( 5½ft/1.6m chestnut fencing) per stake	1.00	1.00
<b><u>HIRE OF CIVIC SUITE</u></b>		
(Per 3 hour session)		
Council Chamber - per hour	49.00	50.50
Additional charge for use of Video Projection equipment - per hour	10.50	11.00
All charges for commercial use will be increased by 100%		

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>		<b>2006/07</b>	<b>2007/08</b>
		£	£
<b><u>LOCAL LAND CHARGES</u></b>			
(Charges exempt from VAT except where stated)			
<b>Note - charge is subject to any increase in E.C.C. charge</b>			
<b>- fees for supplementary part 1 enquiries are inclusive of statutory LLC1 fee</b>			
<b><u>Fees for Supplementary Enquiries</u></b>			
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 £150.00, the amount is to be fixed by arrangement between the solicitors and the District Council)		31.00	31.00
Part II where relating to one parcel of land only or to several parcels (as above-mentioned) and delivered in a single form			
For each printed enquiry numbered in the form.		26.00	26.00
For each further enquiry added by solicitors and which the Council is willing to answer		36.00	36.00
<b><u>COUNCIL MINUTES ETC.</u></b>			
(Charges exclusive of VAT)			
Parish List	-Yearly Charge	138.00	142.00
Council	- per annum	91.00	94.00
Council	- per meeting	16.00	16.50
Committee	- per annum	180.00	185.00
Committee	- per meeting	28.00	29.00
Sub Committee	- per annum	101.00	104.00
Sub Committee	- per meeting	16.00	16.50
Committee Report Background Papers			
Inspection Fee (per item)		1.00	1.20
Local Plan - First Review		42.00	Delete
Local Plan - replacement second deposit - paper		77.00	100.00
Local Plan - replacement second deposit - CD-ROM (VAT to be absorbed)		10.50	12.00
Inspectors report		22.00	25.00
Industrial directory		7.00	Delete
MOD Document		13.00	Delete
Land Availability - Residential		26.00	30.00
Land Availability - Industrial		15.50	20.00
Annual Monitoring Report			40.00
Local Development Scheme			40.00
Statement of Community Involvement			40.00
Rochford Conservation Area Appraisal			75.00
Rayleigh Conservation Area Appraisal			75.00

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>2006/07</b>	<b>2007/08</b>
	£	£
Supplementary Planning Documents		40.00
Core Strategy Development Plan Document (final version only)		100.00
Any documents on CD		12.00
Urban Capacity Study CD only		50.00
<b><u>COPY DOCUMENTS</u></b>		
(VAT absorbed on items under £1.00 - VAT to be added in other cases)		
A4 copy per sheet	0.10	0.10
A3 copy per sheet	0.20	0.20
A2 copy per sheet	0.40	0.40
A1 copy per sheet	1.45	1.45
A0 copy per sheet	2.55	2.55
ALL ITEMS BELOW ARE CHARGED PER SHEET AT THE ABOVE RATES		
Tree Preservation order or similar	1.70	
Copies of Planning Consents, Building Regulations, Stop No	22.00	
Microfiche Planning Consent	16.50	
Public Path Orders	16.50	
Casual photocopying of documents (per A4/A3 sheets)	0.60	
Colour photocopying	1.00	
Copying Charge (A0/A1 Size)	2.00	
Plans	28.00	
FAX - Internal use only - first page	1.75	
- each subsequent page	0.70	
Ordnance Survey Sheets	22.00	28.00
<b><u>MISCELLANEOUS ITEMS</u></b>		
Research per hour or part thereof (VAT to be added)	50.00	50.00
Requests for Environmental Information		
Up to 4 hours	80.00	80.00
4-8 hours	155.00	160.00
Over 8 hours	155.00	160.00
	21.00	22.00
Engrossment of Conveyances	64.00	65.00
S106 Agreements - Single Domestic Dwellings	91.00	120.00
S106 Agreements - Other The charge will be based on actual costs associated with the preparation and completion of 106 agreements		
Notice of Assignment/Notice of charge	59.00	60.00
Handling charges (Deeds)	32.00	Delete
Rochford Matters - Half page advertisement	Price on application	
Origins of Rochford Book	1.50	1.50
Origins of Rayleigh Book	1.50	1.50
Old House Guide	1.00	1.00
Guest room accommodation charge - per night ( including VAT)	20.00	20.00

<b><u>SCHEDULE OF DISCRETIONARY CHARGES</u></b>	<b>Current 2006/07 £</b>	<b>Proposed 2007/08 £</b>
Inspection of other electoral documents on deposit	11.20	12.00
Letter of confirmation of registration on electoral register	N/A	15.00
Mobile Exhibition unit - per day (plus staffing costs)	150.00	150.00
Photocopying charge (per copy A4) - Town & Parish Council, voluntary orga	0.10	0.10
Sewer Clearances. Minimum charge: Costs over £15.00 per household are apportioned.	15.00	15.00
<b><u>HIRE OF WINDMILL</u></b>		
For Commercial Use - 3 hour session on one floor	17.00	17.00
Charities & Community Organisations should contact the Council direct for prices		



## APPENDIX C

## GENERAL FUND CAPITAL PROGRAMME AND FINANCING ESTIMATES

Line		Estimate	Revised	Estimate	Estimate	Estimate	Estimate	Estimate
Ref		2006/07	2006/07	2007/08	2008/09	2009/2010	2010/11	2011/12
	<b>Information and communications technologies</b>							
1	IT requirements	30,000	30,000	30,000	30,000	30,000	30,000	30,000
2								
3	<b>Vehicles and equipment</b>							
4	Wheelie Bins	45,000	45,000	50,000	55,000	55,000	55,000	55,000
5	Vehicle Replacements - Cleansing	-	-	15,700	16,000	32,000		
6	Vehicle Replacements - Property / Grounds Maintenance	22,800	-	-	-	-	16,000	-
7	Vehicle Replacements - Woodlands	-	17,000	-	-	-	-	-
8	Vehicle Replacements - Corporate Policy	-	-	-	-	-	25,000	-
9	Photocopiers	-	-	-	40,000	-	-	-
10	<b>Repairs and improvements to operational assets</b>							
11	Depot	20,000	20,000	-	-	-	-	-
12	Hall Road Cemetery Extension	20,000	122,000	45,000	10,000	180,000	178,000	-
13	Environmental Measures on Industrial Estates	15,000	15,000	-	-	-	-	-
14	Clements Hall - Car Park Surfacing	21,000	21,000	-	-	-	-	-
15	Market - Car Park surfacing	25,000	1,000	-	-	-	-	-
16	<b>Town and Village improvements</b>							
17	District Boundary Signs	7,000	-	-	-	-	-	-
18	<b>Open Spaces and play facilities</b>							
19	Play Spaces	50,000	50,000	50,000	50,000	50,000	50,000	50,000
20	Cherry Orchard Jubilee Country Park	295,000		-	-	-	-	-
21	- Purchase of land for extending park		225,000	-	-	-	-	-
22	- Planning Applications, surveys and consultation.		45,000	-	-	-	-	-
23	- Capital Works for existing park		25,000	-	-	-	-	-
24	Rayleigh Leisure Centre	736,000	473,000	73,200	-	-	-	-
25	Clements Hall - Replace Skateboard Ramp	10,000	38,000	-	-	-	-	-
26	Great Wakering Youth Facilities	25,000	25,000	-	-	-	-	-

Line Ref		Estimate 2006/07	Revised 2006/07	Estimate 2007/08	Estimate 2008/09	Estimate 2009/2010	Estimate 2010/11	Estimate 2011/12
27	<b>Proposed New Items</b>							
28	Elections			10,000	-	-	-	-
29	Freight House Lighting			18,000	-	-	-	-
30	Oxford Parade Footway			10,000				
31	Sweyne Park/Rayleigh Leisure Centre			40,000	-	-	-	-
32	Great Wakering Youth Facilities				65,000			
33	Boundary Signs			-	40,000	-	-	-
34								
35	<b>Total For General Fund</b>	<b>1,321,800</b>	<b>1,152,000</b>	<b>341,900</b>	<b>306,000</b>	<b>347,000</b>	<b>354,000</b>	<b>135,000</b>
	<b>Other Housing</b>							
36	Funding for Tyne Avenue Site	50,000	-	-	-	-	-	-
37	Support for Housing Associations	-	150,000	-	-	-	-	-
38	Home maintenance and Adaptation Grants	70,000	144,000	70,000	70,000	70,000	70,000	70,000
39	Disabled Grants	108,000	148,000	158,000	108,000	108,000	108,000	108,000
40		<b>228,000</b>	<b>442,000</b>	<b>228,000</b>	<b>178,000</b>	<b>178,000</b>	<b>178,000</b>	<b>178,000</b>
41	<b>Other Housing - financing</b>							
42	Grant	65,000	119,000	65,000	65,000	65,000	65,000	65,000
43	S106 Funds	50,000	50,000		-	-	-	-
44	New Capital Receipts	113,000	273,000	163,000	113,000	113,000	113,000	113,000
45		<b>228,000</b>	<b>442,000</b>	<b>228,000</b>	<b>178,000</b>	<b>178,000</b>	<b>178,000</b>	<b>178,000</b>

**CAPITAL PROGRAMME – STATEMENT OF CAPITAL FINANCING ESTIMATES**

	Statement on Capital Receipts	Estimate 2006/07	Revised 2006/07	Estimate 2007/08	Estimate 2008/09	Estimate 2009/10	Estimate 2010/11	Estimate 2011/12
	<b>Capital Programme financing</b>							
46	Capital Grant	-	12,000	-	-	-		-
47	Planning Delivery Grant	20,000	20,000					
48	Capital Fin. Requirement/Prudential Borrowing	736,000	473,000	73,200	-	-		-
49	Capital Receipts Required	565,800	647,000	268,700	306,000	347,000	354,000	135,000
50		<b>1,321,800</b>	<b>1,152,000</b>	<b>341,900</b>	<b>306,000</b>	<b>347,000</b>	<b>354,000</b>	<b>135,000</b>
51								
52	<b>Capital Receipts B/fwd</b>	521,229	1,116,897	396,897	265,197	146,197	(13,803)	(180,803)
53	Received in Year - Housing	200,000	200,000	300,000	300,000	300,000	300,000	300,000
54	Received in Year - General Fund	-	-	-	-	-	-	-
55	Use in the year - Housing	(113,000)	(273,000)	(163,000)	(113,000)	(113,000)	(113,000)	(113,000)
56	Use in year - General Fund	(565,800)	(647,000)	(268,700)	(306,000)	(347,000)	(354,000)	(135,000)
57	Capital Receipts C/fwd	<b>42,429</b>	<b>396,897</b>	<b>265,197</b>	<b>146,197</b>	<b>(13,803)</b>	<b>(180,803)</b>	<b>(128,803)</b>