
MEDIUM TERM FINANCIAL STRATEGY 2014/15 – 2018/19

1 SUMMARY

- 1.1 To consider and approve the integrated 5 year Medium Term Financial Strategy (MTFS) starting in 2014/15.

2 INTRODUCTION

- 2.1 In preparing the Budget for 2014/15 and the Medium Term Financial Strategy covering the period to 2018/19, the Council needs to consider a range of factors, which are brought together with its priorities for consideration at this meeting to determine the MTFS and the key priorities for 2014/15 and beyond.
- 2.2 This report considers in detail the issues, assumptions and considerations made in preparing the MTFS, under the following headings:-
- Section 4 - Background to the MTFS
 - Section 5 - Government Funding
 - Section 6 - Council Tax
 - Section 7 - Resource Requirements
 - Section 8 - Fees and Charges
 - Section 9 - Management of Reserves and General Fund Balances
 - Section 10 – Identification of Priorities
 - Section 11 – Mind the Gap
 - Section 12 - Capital Programme
 - Section 13 - Medium Term Financial Plan
 - Section 14 – Pay Policy Statement 2014/15
 - Section 15 – Risk Implications
 - Section 16 – Equalities and Diversity Implications

3 QUESTIONS

- 3.1 Members are reminded that the normal practice of the Council is that questions of detail relating to the enclosed information, including the Appendices, should be raised in advance of the meeting. Questions should be addressed to Yvonne Woodward, Head of Finance, on 01702 318029 (email: yvonne.woodward@rochford.gov.uk) by Tuesday, 28 January 2014.

4 BACKGROUND

- 4.1 In line with the requirements of Section 25 of the Local Government Act 2003, the Head of Finance, as Chief Finance Officer for the Authority, can affirm the

robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves discussed later in this report.

- 4.2 The Council regularly reviews financial management arrangements including the budget process to ensure that they remain 'fit for purpose', and keeps the financial services function under review to consider capacity, resourcing and training needs.
- 4.3 The MTFS models income and expenditure over a 5 year period and is formally reviewed twice a year, once when the final accounts for the prior financial year have been completed and as part of the budget setting process for the forthcoming financial year.
- 4.4 The current MTFS has been produced following a continuing period of uncertainty around the global and national economic picture, and dramatic falls in some of the Council's income streams. Over the life of this Parliament, it is forecast that the real terms reduction in revenue spending power for Rochford District Council, excluding council tax and ring-fenced funding, will be 41.7%. The significant reductions in Government funding are considered in more detail later in this report together with the major changes to the way that local government is funded with the localisation of business rates.
- 4.5 The Chancellor's Autumn Statement on 4 December 2013 made clear that austerity will continue and it is against this background that the MTFS has been prepared.

5 GOVERNMENT FUNDING

- 5.1 The Government introduced major changes to the way that local government is funded from 2013/14 with the implementation of a Rates Retention Scheme.
- 5.2 The main principles of the Rates Retention Scheme (RRS) are:-
 - a) A Baseline Funding Level and Business Rates Baseline are set by Government.
 - b) The Business Rates baseline set 4 is not our income; it is the baseline against which the tariff, levy and safety net are assessed. Our income will be based on our forecast as reported in the NNDR1 return.
 - c) The difference between the Business Rates Baseline and the Baseline Funding Level determines the level of tariff.
 - d) The Government will take a central share of 50%, which means that there will remain a requirement for Revenue Support Grant (RSG). The remaining 50% is split with county/fire (80% to RDC, 18% to ECC and 2% to Fire).

- e) Future growth in business rates income will be split with 50% going to the Government as the central share, and 50% retained by local authorities, under the same split with the County and Fire as above. The growth is then subject to a levy of 50p in the £.
- f) The levy will fund a safety net for authorities who see unexpected reductions in their rates income, e.g. major employer closes. The safety net has been set at 92.5%.

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

		2013/14 £m	2014/15 £m	2015/16 £m
	Revenue Support Grant	2.282	1.742	1.193
<i>Plus</i>	Baseline Funding Level	1.518	1.548	1.590
<i>Equals</i>	Start-Up Funding Assessment	3.800	3.290	2.783
	Business Rates Baseline	6.180	6.301	6.474
	Tariff (Business Rates Baseline Less Baseline Funding Level)	(4.662)	(4.753)	(4.884)
	Safety Net Threshold (92.5% of Baseline Funding Level)	1.404	1.432	1.471

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

	2013/14 £m	2014/15 £m	2015/16 £m
In Revenue Support Grant:			
Council Tax Freeze	0.095	0.093	0.091
Homelessness Prevention Funding	0.030	0.029	0.028
Council Tax Support Funding	0.416	-	-
In Retained Business Rates			
Council Tax Freeze	0.063	0.064	0.066
Homelessness Prevention	0.020	0.020	0.021
Council Tax Support Funding	0.277	-	-

- 5.5 The funding for Council Tax Support is to offset the reduction in the Council's Tax Base, and consequent loss of Council Tax income, arising from the introduction of the LCTS. Although shown separately in 2013/14, it has now been subsumed into the main grant so it is impossible to identify whether the funding has been maintained.
- 5.6 To then forecast actual income for 2014/15, the forecast for business rates as prepared in the NNDR1 return is used. The following table shows the calculation of the income for RDC based on the NNDR1 forecasts:

		2013/14 £m	2014/15 £m	2015/16 £m
	Net NDR Rate Yield	15.580	17.014	17.959
<i>Less</i>	50% Central Share paid to Government	7.790	8.507	8.980
<i>Less</i>	9% Share paid to Essex County Council	1.402	1.531	1.616
<i>Less</i>	1% Share paid to Essex Fire & Rescue	0.156	0.170	0.180
<i>Equals</i>	40% Share retained by RDC	6.232	6.805	7.184
<i>Less</i>	Tariff paid to Government	(4.662)	(4.753)	(4.884)
<i>Plus</i>	Section 31 Grants	-	0.280	0.170
<i>Equals</i>	Pre-levy Income	1.570	2.332	2.470
<i>Less</i>	Levy on growth	(0.026)	(0.392)	(0.440)
<i>Equals</i>	Retained Business Rates Income	1.544	1.940	2.030
<i>Plus</i>	RSG	2.282	1.742	1.193
<i>Equals</i>	Funding	3.826	3.682	3.223

- 5.7 The Section 31 grants are to compensate the Council for the cost of changes to the business rates system announced in the 2013 Autumn Statement. At this stage, we have not received the funding for the extension of the Small Business Rate relief in 2013/14, so an estimate has been made of how much of the grant funding will be received in the financial years 2014/15 and 2015/16. The Section 31 grants are expected to be included in the calculation of the levy on growth.
- 5.8 The forecast above assumes that Small Business Rate relief will not continue into 2015/16.
- 5.9 Calculation of the levy on growth:-

		2013/14 £m	2014/15 £m
	RDC Retained Rates Forecast	6.232	7.085
<i>Less</i>	Tariff	(4.662)	(4.753)
<i>Equals</i>	Pre-Levy Income	1.570	2.332
<i>Less</i>	Baseline Funding Level	1.518	1.548
<i>Equals</i>	Growth	0.052	0.784
<i>Divided</i>	Levy of 50p in the £		
<i>Equals</i>	Levy	0.026	0.392

- 5.10 The baseline grant funding of £3.290 is a reduction of 13% compared to the baseline funding for 2013/14. The actual funding for 2014/15 will be £3.682m because of the growth in rateable value. This is a reduction of 4% compared to actual funding for 2013/14.

National Non Domestic Rates (NNDR) Forecasting

- 5.11 As part of the Government's extensive finance reform changes from April 2013, the Council has to formally agree the submission of its Non Domestic Rates baseline for the forthcoming financial year.
- 5.12 Under the Government's new Business Rates Retention model the NNDR1 form has become a key document in the budget setting process. It had been intended that there would be an initial submission of the NNDR1 form by mid December with a final version "signed-off by the Council" returned by 31 January. However, for 2014/15, the Government has been late in releasing the form with the draft NNDR1 only being received on 6th January and a final version received at the time of writing this report.
- 5.13 The NNDR1 shows the calculation of the amount to be retained, and the amounts to be paid to central government and major precepting authorities on the basis of the billing authority's estimate of its non-domestic rating income for the year.
- 5.14 Calculations of these shares of non-domestic rates income are recorded on the form in the NDR summary. There will be a retrospective cash adjustment in the following financial year based on the final position for the financial year in question.
- 5.15 One of the more significant changes to the NNDR1 is that it now includes the estimated adjustments to the NDR total arising from appeals and anticipated growth in rateable values. These have been based on an assessment of the outstanding appeals held by the Valuation Office, the historic experience on appeals and a judgement on likely impact over the coming year: The Government have announced a target for the Valuation Office, who manage appeals, to clear 95% of the backlog of appeals as at September 2013 by July 2015. This has been taken into account in the estimate of the impact of appeals on retained business rates.
- 5.16 The draft 2014/15 return required for submission to the DCLG by 31 January is attached for approval at Appendix 2.

New Homes Bonus (NHB)

- 5.17 This Government incentive to encourage more homes was introduced in 2011/12. It is based on the increase in new houses and bringing empty homes back into use and the grant matches Council Tax for 6 years, with 80% being received by the district council, as the planning authority, and 20% going to the county. The growth in housing is measured from a statistical

return which reports the Council Tax base as at September each year and the NHB is based on an average Council Tax rate.

- 5.18 There is also an additional reward of £350 for each new affordable home and Council provided Travellers' pitch, which is measured in April each year, again split 80:20 to districts and county.

- 5.19 Value of NHB:-

Financial Year	New Homes	Reduction in Empty Homes	Total change in housing	Affordable Homes (as at April)	Cumulative Amount of NHB Income £000s
2011/12	60	41	101	-	117
2012/13	68	62	130	-	266
2013/14	78	67	145	46	440
2014/15	112	14	126	13	596

- 5.20 Future years' forecasts are based on best estimates of the likely completions of new houses as measured in September each year. These estimates are regularly reviewed using the latest available information on build completions.

Financial Year	Total change in housing	Affordable Homes	Cumulative Amount of NHB £000s
2015/16	237	73	893
2016/17	233	44	1.18
2017/18	142	39	1.24
2018/19	116	30	1.24

- 5.21 The Government's aim with the NHB was that it would benefit communities who support development in their areas and act effectively as a reward or incentive get encourage communities to accept new housing. Because of the large reductions in funding for core services and the significant uncertainties over future funding, the NHB is currently planned to go into General Fund balances. The NHB will then continue to support the delivery of services across the District but also finance the capital programme which provides new and improved facilities.
- 5.22 During 2013, there was a Government consultation on top slicing 30% of total NHB to fund a Growth Fund for Local Economic Partnerships. The Government withdrew this proposal but are reviewing the scheme, including

whether bonus should be awarded for housing developments are given planning permission on appeal.

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

Local Council Tax Support Scheme

- 5.24 There is unidentified funding in the Finance Settlement to cover the reduction in the council tax base as a result of the move from a council tax benefit scheme to the LCTS which is delivered by discounts.
- 5.25 The total funding for the Rochford district scheme for 2013/14 was £4.44m of which £693,000 related to the district council and parish/town councils. In April 2013, the cost of the LCTS was £4.47m; since then the number of recipients has reduced and the discounts are now the equivalent of £4.35m. The estimate for 2014/15 is £4.35m but this will depend on the final council tax levels set by the preceptors.
- 5.26 Rochford District Council receives grant funding for the parish/town councils, but this is no longer shown as a separately identifiable amount.
- 5.27 The grant allocation to the parish/town councils has been based on the LCTS adjustments then reduced in line with the overall reduction in the grant funding. The grant allocations are as follows:

Town/Parish Council	Grant £
Ashingdon	2,651
Barling	2,549
Canewdon	2,640
Foulness	362
Great Wakering	6,871
Hawkwell	9,048
Hockley	15,368
Hullbridge	11,601
Paglesham	235

Town/Parish Council	Grant £
Rawreth	1,169
Rayleigh	23,023
Rochford	19,063
Stambridge	2,273
Sutton	364

- 5.28 The Parish/Town Councils have been notified of the above amounts so that they can set their budgets and precepts for 2014/15. They are also aware of the following principles covering future grant allocations:-
- The Government does not separately identify the amount of funding for LCTS. The District Council will not receive additional funding to cover any increased demand for the LCTS or reductions in collection rates. Therefore, if there is an increase in LCTS discounts, Parish/Town Councils will see a reduction in their tax base, with the consequent impact on their council tax. The District Council is unable to provide further funding to cover this impact.
 - Rochford District Council cannot guarantee that the amount of grant allocated to each parish/town council will be maintained in future years. Where the District Council receives a reduction in Government funding, it will pass on a proportionate reduction to the Parish/Town Councils.
 - Rochford District Council will aim to notify Parish/Town Councils as early as possible about the level of grant funding in future years, recognising that this may be dependent upon Government announcements.
- 5.29 The agreement of the final amount of grant for each parish/town council is delegated to the Head of Finance and reported to Council as part of the MTFS each year.
- 5.30 The Local Government Finance Act 2012 requires the Government to carry out a review of the Local Council Tax Support Scheme (LCTS) within 3 years with consideration given as to whether it should be brought within the Universal Credit.

Preventing Homelessness Grant

- 5.31 The Government have confirmed that they will continue to fund local authority preventing homelessness grant until 2015. Under the RRS, the grant funding will be rolled into the RRS although it is promised to remain visible. Although the money is not ring-fenced it will remain allocated to homelessness activity.

Any unused grant will be set aside in the earmarked reserve to protect this funding for homelessness activity.

Government Funding - Summary

- 5.32 Based on the considerations above, the MTFS is based on the following figures for Government funding. The figures will be revised as further information is made available by Government and as experience and knowledge increases on how the Rates Retention Scheme operates:

Summary Table	2013/14 £m	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Business Rates	1.544	1.940	2.030	1.997	2.065	2.135
Revenue Support Grant	2.282	1.742	1.193	0.733	0.388	0.206
New Homes Bonus	0.440	0.596	0.893	1.180	1.243	1.239
Direct Government Funding	4.267	4.278	4.116	3.910	3.695	3.580

- 5.33 The above figures include the Local Council Tax Support Grant. Overall the reduction in the main Government funding for 2014/15 is offset by the increase in New Homes Bonus. Overall the Council's Government funding has increased by 0.25% but the medium term expectation is for further reductions in Revenue Support Grant.

6 COUNCIL TAX

- 6.1 When considering the Council Tax level for 2014/15, Members have noted the current level of Council Tax and the Government's announcements on a further Council Tax freeze grant for 2014/15 and. Government have not yet confirmed the principles for triggering a referendum to veto excessive council tax increases; for 2013/14 it was 2% but an announcement is not expected until mid February.
- 6.2 For 2014/15, the Government has announced a further freeze grant, based on a 1% increase.
- 6.3 In considering whether or not to accept the grant and freeze council tax, Council have again considered the longer term impact of a further freeze on council tax income, against the background of further reductions in Government funding over the next 5 years.
- 6.4 The Council has also noted the response to the question about a council tax increase in the public consultation carried out over the Autumn. 49% of respondents agreed that they would be happy to see an increase in Council Tax if it avoided further reductions in services, 34% did not agree and 16% had no view or did not answer the questions.

6.5 Over 5 years, the loss in income from freezing council tax in 2014/15 would be approximately £300,000, even with the freeze grant on offer from the Government. This lost income would have to be recovered through future higher Council Tax increases, increases in fees and charges or reductions in services. In order to protect future delivery of services, the budget for 2014/15 has been based on a council tax increase of 1.89%. Band D would be £208.98, an increase of £3.87, which is equivalent to less than 8p per week. The increase is below the current level of inflation. This level of Council Tax will be confirmed by Full Council at its meeting to set the council tax on 18 February.

6.6 The introduction of the Local Council Tax Support Scheme (LCTS) has meant a change in the way that the Council Tax Base is calculated. The LCTS is based on a discount rather than a benefit, so results in a reduction in the tax base. The reduction in the tax base caused by the discounts is offset by Government grant. For 2014/15, the tax base is calculated as follows:

	2013/14	2014/15
Final Tax Base	31,528.0	32,056.3
Less LCTS Adjustment	2,911.0	2,743.1
Tax Base	28,617.1	29,313.2

6.7 The increase in the tax base is partly due to the additional housing units in the districts, but also the changes in discounts and exemptions agreed by Council to commence from 1 April 2014.

6.8 For 2014/15, income from Council Tax for this Council will be £6.12m. For this Council, the LCTS discounts are the equivalent of £573,000.

6.9 The total Council Tax, including the amounts for Essex County Council, Essex Police and Crime Commission, Essex Fire and Rescue Authority and the Town and Parish Councils will be set at the Council meeting on 18 February 2014.

7 RESOURCE REQUIREMENTS

7.1 The starting point for preparing the budget estimates for 2014/15 is the Core Estimates from 2013/14 which are reviewed in detail by the Finance team in conjunction with service managers.

7.2 The Budget Book is attached to this report as Appendix 1. This shows the proposed estimates for 2014/15.

7.3 For 2014/15, changes to individual budgets are shown in the attached budget with the percentage variation of estimate to estimate from 2013/14 to 2014/15 (Changes of £500 or less are not included.). Changes include:-

- The Planning Enforcement Officer post, a two year fixed term contract which has been successful in driving down the backlog of planning enforcement cases, to be made permanent.
- Emergency Planning Salaries to be increased by £6,000 to enable additional staff to be employed as on-call officers.
- Member Training budget to be increased by £3,000
- Local Development Framework budget to be set at £31,000 to cover the cost of work associated with the review and refresh of the Council's Core Strategy.
- A one off budget of £25,000 to be allocated for the costs of running a procurement for the Materials Recycling Facility Contract.

Members' Allowances

- 7.4 The Council agreed in January 2011 to move away from annual reviews of the member remuneration scheme and the Independent Remuneration Panel will now only undertake a formal review of the scheme every four years. The next review would be during 2014/15 and relate to the scheme for 2015/16. In the meantime, the Scheme allows for the following annual amendments:
- The level of basic and special responsibility allowances to be adjusted in line with the local government staff award.
 - Travelling expenses, Childcare and Carer's allowances to be increased by the retail price index available at the start of the new municipal year.
- 7.5 Members have agreed that for the fifth year, there should be no increases to their allowances including travelling expenses, Childcare and Carers.

Pension Revaluation

- 7.6 The Council belongs to the Local Government Pension Scheme which is a statutory scheme, the requirements of which are covered by legislation. The Council has no discretion in the operation of the scheme which is administered by Essex County Council.
- 7.7 The scheme is revalued every 3 years in order to determine the level of liabilities relating to current and future pensioners and assets. The results of the valuation are an updated contribution to the deficit in respect of past employees, which is a fixed amount, and an ongoing contribution rate for current employees which is based on a percentage of pensionable pay. The last revaluation takes effect from April 2014. At the last revaluation, the Council chose to extend the deficit payment recovery period from 20 to 24 years in order to maintain the contribution rates at similar levels.

- 7.8 The revaluation has resulted in an improvement in the funding position of the Scheme which means that the deficit contribution has reduced and the deficit recovery period has been reduced from 24 years to 20 years. The funding levels have improved because investment returns have been better than expected and salary increases have been lower than expected.
- 7.9 The ongoing contribution rate has increased because of changes to assumptions for investments in the future, mortality rate assumptions and estimate of how many members of the scheme will choose to opt for the 50/50 scheme (pay half the contributions to receive half the benefits).
- 7.10 The deficit payment has reduced from £765,333 to £690,000 per year and the on-going rate has increased from £610,555 to £690,101, giving a net improvement of £22,400 per year.
- 7.11 The scheme has undergone a number of changes recently in order to share costs between employers and employees and further changes to the scheme will be introduced from April 2014. The main change is the move from a Final Salary pension scheme to a Career Average pension scheme and changes to the contribution rates, with increases at the higher salary ranges. £100,000 has been included in the MTFS to cover the impact of the pension revaluations in 2017/18.

Contracts

- 7.12 The Environmental contracts (Recycling and Street Cleansing) are at an advanced stage of being extended from April 2015 for 7 years with a reduction in cost. When the Materials Recycling Facilities contract was let in 2010, the price of recyclables was at its highest and the Authority moved from paying for recyclables to be taken away, to generating income. When the contract is re-let in 2015, there is a risk that prices will have fallen affecting this income stream.
- 7.13 The leisure contract was awarded in 2002 for 20 years. The procurement for the next contract is likely to start at least 2 years before the current contract ends in 2022 and provision is included in the MTFS
- 7.14 The ICT contract was awarded in partnership with 3 other authorities and is due for renewal in April 2017 with the option of 2 further extensions of 2 years each.
- 7.15 With the demise of the Council's main Grounds Maintenance contractor in January 2012, interim arrangements were put in place while a full procurement process was followed to tender for the contract with implementation in winter 2013. A new contract is now in place at a significantly reduced cost.

Elections

- 7.16 The requirement to register electors individually rather than by household has been introduced (Individual Electoral Registration). The Government have provided funding but additional provision has been included in the Budget.
- 7.17 The Boundary Commission is undertaking a review of the district council's wards. Once the review is completed, there would be all out elections for the District, rather than the election by thirds. Provision has been included for these elections in 2016. Following the results of the district council review, it may then be appropriate to conduct a review of the parish boundaries; this review would have to be conducted by district council officers.

Changes in Demographics and Population

- 7.18 The Council recognises that it needs to have a good understanding of changing local demographics and what these mean for local services.
- 7.19 The Census 2011 showed a 6.1% increase in the population of the district from 78,483 (Census 2001) to 83,287. The three largest increases in population are the 60-64 year olds by 40.7% (1,765 additional people), 85+ year olds by 37.7% (575 additional people) and 80-84 year olds by 29.9% (553 additional people). The three largest percentage decreases in the population of Rochford are the 30-34 year olds by 24.2% (1,343 fewer people), 5-9 year olds by 13.4% (682 fewer children) and 35-39 year olds by 12.8% (781 fewer people).
- 7.20 Councils face considerable challenges in responding to an ageing population. Although not a social care provider, there will be impacts on the services required from the Council and we will need to work with others to redesign services and target them more effectively. The Council has developed an Ageing Population Strategy which will focus on practical solutions and actions to address the needs of local older people. The Strategy's six overall aims are:-
- To support the financial security of older people
 - To support access to mainstream services to older people
 - To support older people to lead healthy and active lifestyles
 - To support older people to feel safe and supported in their home and their neighbourhood
 - To support older people to make a positive contribution within their community
 - Preparing RDC as an organisation for the ageing population
- 7.21 The actions identified in the Ageing Population Strategy will not commit the Council to significant investment beyond its normal and existing activities – rather it aims to raise awareness of the increase in the ageing population within the District in coming years and encourage services to make adjustments where necessary.

Universal Credit and Benefits

- 7.22 The Government have announced their plans to introduce a Universal Credit to replace the variety of benefits currently available, which includes housing benefit administered by local authorities. The original plan had been for this Universal Credit to be managed centrally by the Department of Works and Pensions (DWP) from 2013/14. However, recent Government announcements indicate that there is no clear timetable for the rollout. The current position of the DWP is that there will be no transfer of local authority benefit staff to DWP and any consequent redundancy costs will have to be borne by individual local authorities. However, DWP have also indicated that there will continue to be a need for local authorities to deal with face to face enquiries.
- 7.23 There are also plans to centralise fraud investigation activity. Final details on the implementation timetable have not yet been confirmed. At this stage, the introduction of a Single Fraud Investigation Services and Universal Credit are not expected to impact directly on the Council until 2015.
- 7.24 The other Welfare changes being implemented by the Government will impact on the Council with an increase in enquiries for benefit information and advice and also it is expected that there will be an increase in demand for housing advice services. The Council is working with the other Essex authorities to manage the impact of these changes.

Localism Act 2011

- 7.25 The Localism Act was introduced to Parliament on 13 December 2010 and given Royal Assent on 15 November 2011. The Act aims to significantly decentralise power and decision-making to councils and neighbourhoods and gives local communities more control over housing and planning decisions but it is still not clear how these additional responsibilities for local authorities will be financed, particularly in the context of the reduced Government Grant settlement.
- 7.26 This report does not attempt to cover all the implications of this new legislation but just to highlight those issues which could have a significant impact on the MTFS in the future.
- 7.27 The right for residents to veto excessive Council Tax rises by referendum has been covered in the earlier Section on Council Tax.
- 7.28 The Act gives a community right to buy which would require local councils to draw up and publish a list of assets of community value. This right provides a route for community groups to express an interest in bidding for assets and there would also be a community right to challenge which would provide community groups, employees and parish councils with the right to bid to the council to take over the running of a service.

- 7.29 There are a number of proposals regarding Planning and Housing including powers and processes for parishes and neighbourhood forums to develop neighbourhood plans and development orders; depending on the detail of how this will work, it will require some support from district councils.
- 7.30 Work is underway by the Local Land Charges Institute and Land Registry on moving to a national delivery of the land search service. There is as yet no timetable for when this might be introduced. It will have an impact on the Council in terms of income from land charge searches and staffing.

Community Budgeting

- 7.31 In June 2011, the Government announced the second phase of the Local Government Resource Review. This aims to use community budgets to progress a shift in power from Whitehall to local authorities, communities, neighbourhoods and individuals.
- 7.32 The Government established a number of pilot areas to test how this can be achieved with Essex partners as one of the pilot areas. The Essex Community Budgeting proposal has been accepted by the Government and focused on the following themes:
- Health & Wellbeing
 - Skills for Employment
 - Infrastructure and Transport
 - Reducing Re-Offending
 - Reducing Domestic Abuse
 - Dealing with families with complex needs
 - Strengthening Communities
- 7.33 Business Cases setting out the proposals under each theme were submitted to Government in October 2012. The Business Cases set out what a single budget, or options for pooling and aligning resources, for the place would look like, the outcomes that would be delivered, governance arrangements, the redesign of services required to achieve the outcomes and how new financial approaches would work. They also identify what would need to happen locally to implement the options identified and what changes Government would need to make to support a successful implementation.

- 7.34 Pooling and/or aligning of budgets will have implications for the financial arrangements of all involved partners, but until the operational plan has been delivered and approved by Government, it is not possible to identify the impact. Essex Partners have started work on implementation plans for some aspects of the Community Budgeting work which is not reliant on Government. For the first 2 years (2013/14 and 2014/15), our contribution will be limited to staffing, alignment of policies and reallocation of existing funding. From 2015/16, it is anticipated that a direct financial contribution will be requested from the district councils but at this stage no provision has been included in the Council's MTFS.

Inflation

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

Inflation	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Retail Price Index Forecast	3.20%	2.81%	3.10%	3.40%	3.40%

- 7.36 The risk that inflation is higher is managed through the Minimum Level of Balances on the General Fund balance.

Salaries

- 7.37 Salaries account for approximately £6.8m of the Council's expenditure. The cost of living rise for 2013/14 was 1%.
- 7.38 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.

7.39 The headcount and target information is shown below:-

	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000s	2014/15 £000s
Original Salaries Estimate	7,756	7,512	7,511	6,898	6,987	7,126
Salary savings target	(387)	(400)	(921)	(400)	(415)	(300)
Target Cost	7,369	7,112	6,590	6,498	6,572	6,826
Actual Cost	7,256	6,831	6,477	6,490	6,630*	
Actual Savings	(500)	(681)	(1,034)	(488)	(357)*	
Headcount (Full Time Equivalents)	212	209	214	211	208*	

*based on current estimates

7.40 Three vacant posts have been taken out of the establishment in order to establish an Innovation Fund. This Fund will be used to fund service improvements that deliver long term savings or income generation. It is proposed that the Fund will be managed by the Chief Executive. The Fund of £75,000 is included in the Draft Budget Book under Corporate Management.

7.41 In the Chancellor's 2012 autumn statement he announced that, following a two-year pay freeze for public sector workers, he was setting a cap of 1% on the cost of living rise for the two years from 2013. Pay awards in local government are covered by free collective bargaining by employers and the trade unions and are not subject to direct control by central government. However, it is considered reasonable to assume that pay negotiations for 2014/15 would take this cap into account. The MTFs has therefore assumed 1% for 2014/15.

7.42 The introduction of the single-tier pension from 2016 means the abolition of the Second State Pension (SSP). All those who are in occupational pension schemes such as the Local Government Pension Scheme currently opt out of the SSP. When it is abolished all employees will benefit from the new higher pension but will not longer be entitled to pay lower national insurance (NI) so their NI payments will increase. This will also affect employer NI contributions. The MTFs includes £14,000 based on the current staff profile.

7.43 Another Government policy change to pensions arrangements also directly affects the Council's finances. Under auto-enrolment, all employers have to put their eligible staff into a pension scheme. Staff then have 3 months in

which to opt out of the scheme. This auto-enrolment happens every 3 years. Employers have been given different dates from which they must comply with the new requirements and our “staging date” is 1 February 2013. This means additional employer pension contributions of £72,000 have been included in the MTFS. The MTFS also includes future provision to cover the 3 yearly programme of auto-enrolment.

Interest Forecasts

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

Summary of Expenditure

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

Forecast Expenditure	2013/14 R £m	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Employee	7.800	8.004	8.124	8.251	8.368	8.487
Contracted	5.051	4.781	4.461	4.575	4.731	4.941
Benefits	17.337	17.237	17.237	17.237	17.237	17.237
Premises	0.891	0.859	0.883	0.911	0.942	0.974
Transport	0.119	0.121	0.124	0.128	0.133	0.137
Supplies and Services	1.815	2.158	2.154	2.200	2.181	2.322

8 FEES AND CHARGES

- 8.1 Although the Council reviews discretionary fees annually as part of the Budget Process, circumstances may change during the year necessitating in-year changes and Council has delegated in-year approval of discretionary fees to the Executive.
- 8.2 The Council also undertakes to review existing services to identify opportunities for introducing or increasing charges, if appropriate. Charging users for services reduces the level of overall subsidy by Council Tax payers to a particular service.
- 8.3 Fees for Licensing, Planning and certain other services are not included within the schedule for fees and charges, as these are prescribed and we have no discretion. These are available on request from the relevant department and will be published on the Council's website.

- 8.4 In 2010, changes to the regulations for building control and land charges fees were introduced to ensure that fees covered the cost of the service only. The fees are reviewed at regular intervals and changes will be made if they are required because of changes to the cost of the service; these changes will be reported to the Executive. The current fees for Land Charges are included in the appendix for approval. The current Building Control fees are not shown in the appendix due to the wide fee structure.
- 8.5 The Council will continue to provide wheelie bins for the recycling scheme to residents free of charge, where there has been no negligence or deliberate damage, but will introduce a charge to developers for the provision of a set of bins for any new dwellings including parkland homes. The charge will be £168 per set of bins.
- 8.6 A charge will be introduced for pre planning advice that is provided in written form to householders after a meeting with a planning officer. Generic written advice provided without an officer viewing the site in question will continue to be provided free of charge to householders.
- 8.7 The proposals in respect of the charges for 2014/15 are shown in Appendix 3 to this report. Changes shown in the Appendix come into effect from 1 April each year, unless indicated otherwise.
- 8.8 The Council continues to be successful in generating income through the provision of services to partners and other councils and approximately £132,400 will have been earned in 2013/14; examples include:
- £21,500 from providing Payroll Service to Castle Point Council and Trust Administration £700
 - £29,200 from providing arboricultural and playground inspection services to the Rochford Housing Association.
 - Grounds maintenance services are provided and recharged to Parish Councils and Essex County Council (£52,200)
 - Legal Services Partnership working has generated £6,500 this year.
 - The Council has earned £10,000 this year through the Building Control Partnership
 - Administration of Dutch Cottage and Finchfield Bungalows generated £10,600 for the General Fund
 - IT Backup Storage for Southend Council earns £2,400

Car Parking Charges

- 8.9 The Council maintains a number of car parks and as a key principle, we charge for and manage our car parks to ensure residents can access town

centre facilities, safely and easily. When reviewing its charges, the Councils aims to set charges that will enable it to manage and maintain the car parks to the high standard expected by users and to manage and maintain proper controls over the use of town centre parking spaces as contributor to vital and viable town centres. For a number of years, the Council has provided free parking in its car parks on Saturday afternoons. In order to encourage the turnover of parking and make available more spaces for visitors to the town centres, it is proposed to introduce Saturday afternoon charging.

- 8.10 Market Traders working the Rochford market on a Tuesday and the Rayleigh market on a Wednesday are now able to purchase a quarterly season ticket. This will allow them to park in the Freight House car park all day on a Tuesday and the Market car park all day on a Wednesday, saving them money and time paying at the machines.
- 8.11 The cost of the permits has been calculated on the general season ticket charges and offers traders a reduction in the daily charge. The Parking permits will be offered on a quarterly basis and will be available for both market days or either day, for those traders that operate in Rochford or Rayleigh.
- 8.12 The parking permits must be clearly displayed in the vehicle and will only be valid for market days within the specified car parks displayed on the permit.
- 8.13 The permit options are:-
1. Valid for 3 months Tuesdays at the Freight House car park, Rochford and Wednesdays in the Market car park, Rayleigh - £104
 2. Valid for 3 months on Tuesdays at the Freight House car park, Rochford only - £52
 3. Valid for 3 months on Wednesdays at the Market car park, Rayleigh only - £52
- 8.14 In addition, an increase is proposed to the parking tariffs to improve financial resilience, with the same linear charging arrangement as present:

Charging Period	Current	Proposed
30 minutes	40p	50p
1 hour	80p	£1.00
2 hours	£1.40	£1.70
3 hours	£2.00	£2.40
4 hours	£2.40	£2.90
5 hours	£3.00	£3.60
Daily	£5.00	£5.00 (no change)

- 8.15 The current estimates for the MTFS for fees and charges income, including the changes proposed, above are:-

	2013/14 R £m	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Parking	1.092	1.272	1.307	1.334	1.360	1.387
Planning	0.284	0.281	0.289	0.298	0.308	0.318
Land Charges	0.165	0.165	0.170	0.175	0.181	0.187
Building Control	0.230	0.230	0.236	0.244	0.252	0.261
Investments	0.138	0.068	0.068	0.068	0.068	0.068
Cemeteries	0.148	0.164	0.169	0.174	0.180	0.186
Recycling	1.457	1.278	1.065	1.065	1.065	1.065
Other Fees & Charges	0.635	0.881	0.906	0.924	0.942	0.961
Total	4.149	4.340	4.209	4.281	4.355	4.432

9 MANAGEMENT OF RESERVES AND GENERAL FUND BALANCES

Introduction

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

to build up resources and for each earmarked reserve there will be a clear protocol setting out:

- the reason for/purpose of the reserve
- how and when the reserve can be used
- procedures for the reserve's management and control
- a process and timescale for review of the reserve to ensure continuing relevance and adequacy.

Earmarked Reserves

9.4 The Council maintains a number of earmarked reserves as a means of building up funds to cover expenditure on particular items. These reserves are used for a number of reasons including:-

- Sums set aside for major schemes
- Self insurance
- Ring fenced activities, for example Crime and Disorder
- Repairs and Maintenance Reserve
- Reserves retained for specific service use where under-spends are carried forward to enable better use of finances
- Additional savings on the General Fund are kept in a reserve up to £250,000 -to provide funds for ICT development and improvements in line with the Council's agreed ICT Strategy.
- Up to £10,000 of salary savings will be carried forward in a reserve to provide funding for corporate training initiatives.
- Funds held on behalf of partnerships where the Council is effectively acting as banker, an example being the Local Strategic Partnership
- Where grants have been received either specifically in relation to planning activities or have been allocated to planning activities, but have yet to be fully spent, and also where specific planning budgets have come in underspent, these residual funds have been retained in reserves in order to support the work on the Local Development Framework and in Planning policy.

9.5 The Council regularly reviews the reserves as part of the budget setting and closure of accounts processes to make sure that they are appropriate. Reserves should be used in accordance with the reasons they were set up and their use is authorised by the Head of Finance.

9.6 Forecast movement in the current Reserves and Balances is summarised below. These are estimates based on expenditure and plans at the time of

writing the MTFS. A further report on Reserves and Balances will be made to Council as part of the closure of the accounts for 2011/12.

Earmarked Reserves	Balance as at 31 March			Reason for Reserve & Criteria for usage
	2013 £000s	2014 £000s	2015 £000s	
Corporate	809	467	451	To meet Council's Corporate and Statutory objectives, for example Community Safety, Economic Development and Insurance Fund. This reserve also holds funds for outstanding legal claims and includes funds held on behalf of partnerships or ring-fenced for specific purposes
Strategic Housing	133	155	155	Funds for provision of Strategic Housing. To meet Strategic Housing requirements and action to prevent homelessness.
ICT Strategy	150	250	250	Funds for ICT Strategy - maintained by additional surpluses on the General Fund identified at the end of the year Bids to utilise these funds are considered annually as part of the divisional plan and budget process and agreed by the Executive.
Projects	978	971	827	For specific projects including sports and arts activities and planning. To implement Member decisions and deliver priorities. This Reserve includes funds held on behalf of partnerships or is ring-fenced for specific purposes.

Earmarked Reserves	Balance as at 31 March			Reason for Reserve & Criteria for usage
	2013 £000s	2014 £000s	2015 £000s	
Repairs & Maintenance	138	70	70	Funds to maintain Council's assets at an acceptable level Use of the reserve is managed by the Financial Programmes Group.
Total	2,208	1,913	1,753	

9.7 If necessary the Head of Finance may approve the use of Earmarked Reserves to cover unexpected emergency expenditure.

9.8 In 2014/15, £18,000 of the Repairs and Maintenance Reserve will be earmarked for flood prevention works.

General Fund Reserve

9.9 The Authority also has a General Fund reserve as a result of accumulated surpluses on the General Fund account.

9.10 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. The reserve has been used in the last 3 years to cover the loss in income from fees.

9.11 The current strategy is to build up General Fund balances going forward to prepare for the risks associated with the business rates retention scheme, further constraints on public spending including a change of Government and the triennial revaluation of the pension scheme.

9.12 The level of the General Fund reserve is reviewed annually as part of the budget process.

9.13 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 in the following table.

9.14 The table includes a number of items that are not possible to quantify and therefore include a figure in the MTFs. 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	2015/16 £000s	By 2019/20 £000s
Adequacy of inflation provisions in budgets.	Over 50% of the Council's net expenditure is related to salaries which are nationally agreed and outside the control of the Council. 40% of the Council's 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 MTFS assumes 3% inflation for 2014/15 compared to Bank of England forecasts of 2%.	75	100
Effects of Capital Finance	Capital cash flows can be difficult to predict as they come from disposal of assets. If the Council were not able to finance capital expenditure, it would either have to cancel a project or fund it by borrowing.	30	100
Investment Income and uncertainty of interest rate assumptions	Assumptions on future rises in interest rates have been included in the MTFS. The risk is that rates do not rise as quickly as forecast.	10	50
Debt Collection and Uncertainty of Income	The Strategy includes targets for additional income and recovery of some income streams, which may not materialise.	150	250
Pension Revaluation	The pension revaluation in 2016 could result in additional payments, above what's been included in the MTFS, into the Local Government Pension Scheme.	-	100
Reduction in Grants	Except for the New Homes Bonus, only grant that has been confirmed is included in the budget and expenditure is not committed until the confirmation has been received. There are financial uncertainties about the funding stream from the new business rates retention scheme.	50	300
Reduction in main Government funding	With a General Election and possible change in Government and policy towards local authority funding, it is difficult to forecast and therefore prudent to build up balances to provide resilience against further, more severe, cuts.		500

LEVEL OF REVENUE BALANCES - A RISK BASED ASSESSMENT			
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 and legal claims.	300	300
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	50
Community Right to Bid	The costs to local authorities associated with implementation of the Right to Bid will be covered by central government (via New Burdens) during the Spending Review period. After this period, we will have to cover additional costs from within our own budgets. ,Government will provide a safety net for local authorities facing claims of over £20,000 in one year - either from a single claim or a number of separate claims .	20	20
Under-achievement of Efficiency Targets	The Strategy includes targets for savings which, if not achieved, could mean that reserves would have to be used to balance the budget.	100	750
Recommended Minimum Revenue Balances		785	2,520

Collection Fund Reserve

- 9.15 As the Billing Authority, this Council collects Council Tax on behalf of Essex County Council, Essex Fire and Rescue Authority and Police and Crime Commissioner (all known as main precepting bodies). The amount of Council Tax to be collected includes an allowance for non-collection of Council Tax, currently based on 98% 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.
- 9.16 A forecast is made of the likely outturn surplus or deficit for the current financial year and this amount is then split across the main precepting bodies and this Council. For 2014/15 there will be a deficit on the collection fund, attributable to the billing authority and main preceptors as follows:

Recipient	Distribution Amount - Deficit	
	2013/14 actual £000s	2014/15 proposed £000s
Rochford District Council	5	10
Essex County Council	24	46
Essex Police and Crime Commission	3	6
Essex Fire & Rescue Authority	1	3

10 IDENTIFICATION OF PRIORITIES

- 10.1 The Council is refreshing its Corporate Plan around its priorities of economic growth, housing and to make Rochford District a place which provides opportunities for the best possible quality of life for all who live, work and visit here.
- 10.2 The new funding regime, Business Rates Retention scheme, means that our main funding will be directly linked to growth in business rates, arising from new or enlarged businesses.
- 10.3 The Localised Council Tax Support Scheme, which replaced Council Tax Benefit from April 2013, has been introduced by the Government because it believes that local authorities are best placed to drive economic growth which will lead to job generation and reduce the demand for Council Tax Support.
- 10.4 Over the last few months the Council has been running a Budget consultation which has been available on-line, published in two editions of Rochford District Matters and distributed at various public events. In a change from previous years, respondents were asked to identify their top 5 and bottom 5 services for investment out of a list of Council services and the results are:.

Most important

Least Important

Community Safety

Communications

Voluntary Sector Grants

Leisure premises

Recycling

Economic Development

Public conveniences

Windmill

Street cleaning

Parks & open spaces

- 10.5 Priorities identified during this year's budget process include Planning Enforcement, with a temporary resource made permanent and Flood Prevention.

- 10.6 During the last 6 months, the District, like other parts of the country, has experienced severe flooding which has directly affected residents, with 34 properties still uninhabitable because of flood damage last August.
- 10.7 A meeting is being arranged with Essex County Council, the Environment Agency and Anglian Water to consider the arrangements for setting up a Rochford Flood Committee (RFC).
- 10.8 There is no intention to relieve Essex County Council of their responsibilities as the lead local flood authority (LLFA).
- 10.9 The RFC would, in conjunction with the county, work on the implementation of the Rochford elements of the South Essex Surface Water Management Plan. The RFC will play a key part in determining expenditure on flood alleviation schemes, both larger schemes requiring investment from multiple sources, including grants from relevant bodies, but also smaller schemes that may be funded directly from Rochford's sewers and drainage budget or under the Capital Programme.
- 10.10 The sewers and drainage budget currently sits under Public Health. The budget was originally established to carry out drainage maintenance work to properties over a certain age where the system served more than one property. In recent years, Anglian Water have taken responsibility for household drainage up to the boundary of the property and the budget has recently been used for small drainage works on the Council's property. Larger drainage works are done under the Capital Programme. Some of the underspend on the budget has been set aside in the Repairs and Maintenance Reserve with £18,000 available. For this reason, a new budget for 2013/14 was not required and was taken out when the Revised Estimates were presented to December's Council. No budget is planned for 2014/15, as the £18,000 is still available, and provides an opportunity to implement several small, but essential, flood alleviation schemes as identified by the RFC.
- 10.11 If Members agree the principle of a Rochford Flood Committee, the working arrangements (i.e. a full committee, sub committee or working group/forum, or advisory group reporting into the Executive) and the terms of reference will be prepared and reported to Council on 25 February 2014, taking account of the principles outlined above.

11 MIND THE GAP

- 11.1 The Council continues to deliver savings and recent examples include:-
- The planned extension of the recycling and street cleansing contracts from April 2015 for a further period of 7 years resulted in cost reductions of £150,000 in 2014/15 through the rationalisation of tipping points, removing one green/food crew and relinquishing responsibility for bin replacements. The contractor will also provide an early and late crew for litter and bin emptying in shopping areas, undertake additional community

litter picks, cleanse some unadopted streets and provide on-line and real-time reporting capability. They will incorporating the costs of running the weekly collection of waste from flats and provide increased capacity for schools and charity shop collections. Further savings have been made in respect of the procurement of vehicles.

- The Grounds Maintenance contract procurement was completed in 2013 and the estimate for 2014/15 is a total cost of £530,800, compared to £957,600; a reduction of £426,800. The target savings on the new contract were £197,000.
- The new ICT contract continues to deliver savings, with a reduction in 2014/15 of £56,500.
- Premises costs have reduced by £64,000 due to the disposal of Acacia House, the leasing of Great Woking Leisure Centre and the continuing energy efficiencies.

11.2 Bringing together the factors and assumptions discussed previously into the MTFS, identifies the budget gaps over the medium term.

Budget Gap	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Budget Gap	0.100	0.500	0.450	0.200	0.200

11.3 It is considered reasonable to leave a gap of £100,000 for 2014/15 that will be met from in-year savings; the risk that this element of the gap will not be met, is addressed through the Minimum Level of General Balances and will be identified at the mid year revision of budgets, which allows an opportunity to reign in spending if necessary.

11.4 As further reductions by the Government in public spending are expected over the medium term, The Council is developing a longer term approach to identifying cost reductions and income generation opportunities. During 2014/15, the Council will develop the following initiatives and report back to Members on progress:-

- Programme of activities to reduce homelessness and the associated expenditure
- Provision of temporary accommodation – consideration of options for the Council to increase the provision of temporary accommodation across the district.
- Housing Strategy to deliver affordable / supported housing in the district and reduce number of empty homes.
- Electronic delivery of papers to Members
- Review of burial provision across the District
- Economic Development Strategy that will drive growth in the economy, supporting and promoting new business, with the associated growth in

business rates income and strengthen rural business through local development frameworks

- Look at ways to encourage residents to use more efficient and effective ways of contacting the Council.
- Options for Cherry Orchard Jubilee Country Park, Upper Roach Valley and Hockley Woods including additional parking and improved facilities.
- Weekly collection scheme for flats and recycling incentive scheme
- Recycling Scheme – look at ways of improving the scheme while reducing the overall cost.
- Diversify wood produce sales
- Marketing woodland management skills to other authorities
- Procurement – continue the ongoing review of all contracts

- 11.5 The Council continues to focus on its assets to ensure that they are used to maximum benefit. During this year's budget process, Members considered the provision of public toilets but agreed to retain facilities across the district. However, it was acknowledged that some of the facilities are less well used than others and the majority require capital investment to bring them up to a more acceptable standard. At this stage, no further action will be taken in respect of semi-automatic facilities but as part of the ongoing asset review, a report will be made into the Executive on options for individual toilet blocks. The current programme of essential maintenance will continue and further discussions will take place with the parish/town councils with regard to refurbishments and the transfer of responsibility.

12 CAPITAL PROGRAMME

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

Key Areas of Capital Spend and Funding

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

Framework for managing and monitoring capital programme and risk management

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

Capital Programme Risk Management

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

Capital Programme Monitoring and Reporting

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

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

Capital Spending Proposals

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

- Potential for an Eco-Enterprise Centre in the District
- Land purchases to facilitate housing and the delivery of the Town Centre Action Plans.
- Non Religious Place of Ease at Hall Road Cemetery – this item will be kept under review until funding can be identified
- Public Conveniences - The provision and location of Public Conveniences in the District will be reviewed as part of the Asset Management Review. A Strategy on the Future Provision of Public Conveniences was agreed by the Executive in January 2012, at which time it was estimated that relocation and redesign of existing facilities may cost in the region of £300,000. Any plans for refurbishment will be considered in the review of toilet provision.
- Buildings on the depot site are approaching the end of their useful life and some of the buildings are now unusable following flooding in the summer. As a result they will require replacement. Options for meeting the Council's requirements are being explored including garage facilities at the site and a covered area for Hackney Carriage inspections. A detailed report with costings will be made to Members to agree the way forward.
- The Essex authorities have agreed an Integrated County Strategy that sets out the priority infrastructure projects that will support delivery of growth of the Essex economy. Essex County Council has ring-fenced £20m to provide part funding towards delivery plus £2m towards feasibility and project development costs. Projects have to be part funded by the sponsoring authority.

Capital Financing and Prudential Indicators

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

- 12.11 All capital spending proposals are considered for their revenue impact over the life of the asset. This is built into the MTFS where significant to ensure that all proposals are affordable.
- 12.12 Much of what follows are technical issues that are required to be reported to Council; however the bottom line is the question of whether the Council can afford any new borrowing. Therefore when agreeing the Capital Programme, under the Prudential Code, the Council is required to consider a number of Prudential Indicators of affordability. It should be stressed that although the following borrowing indicators have been calculated, there may not be any actual borrowing as funding may come from other sources.
- 12.13 **Ratio of Financing Costs to Net Revenue Stream** – this indicator identifies the trend in the cost of capital (borrowing costs net of interest and investment income) against the net revenue stream. A negative figure shows that there is a net contribution to the revenue budget from investment income.

	2013/14	2014/15	2015/16	2016/17
	Probable outturn	Estimate	Estimate	Estimate
Ratio of financing costs to net revenue stream	(0.5%)	0.2%	(0.3%)	(0.3%)

- 12.14 **Estimates of the incremental impact of capital investment decision on the Council Tax** - this indicator identifies the trend in the cost of implementing changes in the Capital Programme compared to the current Capital Programme.
- 12.15 The Council is required to make reasonable estimates of the total capital expenditure that it plans to incur during the forthcoming financial year and at least the following two years. Council agreed the current Capital Programme in July 2013 and this is the starting point for considering the affordability of the proposed Capital Programme.

	2013/14 Probable outturn	2014/15 Estimate	2015/16 Estimate	2016/17 Estimate
Current Capital Programme (£000s)	1,809	785	625	676
Proposed Capital expenditure (£000s)	1,649	3,169	713	739
Incremental impact of capital investment decisions -				
Increase in Council Tax (£ per band D per annum -	(0.06)	1.67	0.06	0.04

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

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

13 MEDIUM TERM FINANCIAL PLAN

13.1 All the matters discussed in this report are brought together to produce the Council's MTFS for the period 2014/15 to 2018/19.

13.2 On the basis that all the proposals recommended in this report are agreed together with the core estimates, the MTFS can be summarised into the following Medium Term Financial Plan:-

Net Expenditure	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Base Budget	10.100	10.317	9.855	9.792	9.824
Inflation	0.327	0.300	0.315	0.345	0.352
Planned Growth	0.641	0.010	0.069	0.035	0.155
Planned Reductions	(0.820)	(0.486)	(0.065)	(0.090)	0.000
Income Changes	0.169	0.214	0.069	(0.058)	(0.063)
Budgeted Expenditure	10.417	10.355	10.242	10.024	10.268
Savings Required	(0.100)	(0.500)	(0.450)	(0.200)	(0.200)
Net Expenditure	10.317	9.855	9.792	9.824	10.068
Financed By:					
Government Support	(4.278)	(4.116)	(3.910)	(3.695)	(3.580)
Council Tax Income	(6.116)	(6.283)	(6.453)	(6.607)	(6.759)
Total Income	(10.394)	(10.399)	(10.363)	(10.303)	(10.339)

Net Expenditure	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Contribution to General Fund Balances	0.077	0.544	0.571	0.478	0.271

13.3 General Fund balances are forecast to increase as follows:-

General Fund Balance	2013/14 R £m	2014/15 £m	2015/16 £m	2016/17 £m	2017/18 £m	2018/19 £m
Forecast Balance	0.753	0.829	1.373	1.944	2.422	2.693

13.4 The total net budget, before contribution from reserves, for 2014/15 is £10.32m, compared to a net budget for 2010/11 of £12.75m, a reduction of 19% over 4 years and a reduction in real terms of 27%. The net budget for 2013/14 was £10.1m.

14 PAY POLICY STATEMENT 2014/15

14.1 The Localism Act 2011 introduced a requirement for local authorities to publish a Pay Policy Statement in line with the guidance published by CLG. The Statement has to be adopted annually by Full Council before the start of each financial year and is attached as Appendix 5 to this report. The salary information included in the Statement will be amended following any national pay awards.

15 RISK IMPLICATIONS

15.1 The risks to the MTFS and the financial standing of the Council are discussed within this report. The key controls for managing financial risks are the robust estimate process, a 5 year Medium Term Financial Plan, the in-year budget monitoring, detailed financial risk assessments and the risk based approach to the Recommended Minimum Level of Balances. This provides an additional cushion against the uncertainties discussed in this Strategy.

15.2 The Council's main sources of income from 2013/14 will be Council Tax, New Homes, Revenue Support Grant and Business Rates. The Council needs to be proactive in developing opportunities for growth in both new housing and local businesses in order to achieve growth in these income streams.

15.3 With the introduction of Police & Crime Commissioners, the Home Office have introduced new regulations covering the preparation of the Police budgets. The Police & Crime Commissioners must notify the Police & Crime Panels of proposed precept levels by 1 February each year. The Panel have one week to respond to the precept proposal and, if accepted, the precept is set. However, if the Panel do not accept the precept, the Commissioner has to respond to the Panel by 15 February with a revised precept. The Panel have until 22 February to review the revised precept and respond to Commissioner. If, at this stage, the Panel still does not accept the revised precept, the

Commissioner has until 1 March to respond with a further revision. On this basis then, it could be 1 March before we receive the final precept from the Police and Crime Commissioner. It is currently planned to set the Council Tax on 18 February at the special Council meeting. However, if there is a delay to the Police precept notification, this Council meeting will need to be deferred.

- 15.4 The Government intend to have a national reset of the Business Rates Retention scheme in 2020 with a new baseline set and any growth achieved by this date subsumed within the national total for redistribution through the new baselines.
- 15.5 With the General Election in 2015, any change in Government may lead to changes in the funding regime for local authorities and change in policy that directly impacts on the Council and the services it delivers.

16 EQUALITIES AND DIVERSITY IMPLICATIONS

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

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

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

17 RECOMMENDATION

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

- (1) That the parking tariff be increased as set out in the report and parking charges be introduced for the period 1pm to 7pm on Saturdays.
- (2) that the principle of a 'forum' for considering surface water flooding issues in the district be agreed with the details of the arrangements and terms of reference reported back to Council on 25 February 2014.
- (3) The Medium Term Financial Strategy for 2014/18 to 2018/19 including the proposals contained within this report, with the following key budgetary changes:
 - a) The Planning Enforcement Officer post (PT 07) to be added to the permanent establishment.
 - b) Emergency Planning Salaries to be increased by £6,000 for additional on-call officers
 - c) Member Training budget to be increased by £3,000
 - d) Local Development Framework budget to be set at £31,000.
 - e) Materials Recycling Facility budget to be set at £25,000 for 2014/15 only.
 - f) An Innovation Fund to be set up funded by vacant posts removed from the Establishment.
- (4) The core estimates for 2014/15 as shown in the attached Draft Budget Book
- (5) That for the fifth consecutive year, Member Allowances and expenses will be frozen at the current levels for the civic year 2014/15.
- (6) The schedule of fees and charges for 2014/15.
- (7) The Capital Programme.
- (8) The use of Earmarked Reserves.
- (9) To review the provision of toilet facilities as part of the Council's ongoing Asset Management Review.

- (10) The Non Domestic Rates Return that must be submitted to the Department of Communities and Local Government by 31 January 2014, with the Head of Finance delegated to make changes to the final return.
- (11) The Head of Finance be delegated to set the amount of LCTS grant to be allocated to individual parish/town councils on the basis of the principles agreed by Council.
- (12) That the Pay Policy Statement for 2014/15 be adopted subject to any amendments arising from national pay settlements.

Yvonne Woodward

Head of Finance

Background Papers:-

None.

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

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

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	CENTRAL SERVICES - SUMMARY	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
		ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
1,753,207	The Corporate & Democratic Core	1,707,300	1,730,200	1,842,600	7.9%
1,129,901	Other Operating Income & Expenditure	1,039,214	1,066,114	1,198,313	15.3%
8,510	Non Distributed Costs	915,000	871,000	813,400	-11.1%
1,017,543	Central Services to the Public	1,028,427	980,400	935,400	-9.0%
3,909,161		4,689,941	4,647,714	4,789,713	

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Central Services - Summary

2012/2013 ACTUAL £	CORPORATE & DEMOCRATIC CORE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
746,709	Corporate Management	737,200	764,700	872,500	18.4%
1,002,599	Member & Committee Services	970,100	965,500	970,100	
3,900	Chief Executive	-	-	-	
1,753,207		1,707,300	1,730,200	1,842,600	

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Central Services - Summary

2012/2013 ACTUAL	CORPORATE MANAGEMENT	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: A Dave		£	£	£	
Supplies & Services						
-	Innovation Fund	16 170	-	-	75,000	100.0%
200	Subscriptions	16 170 1018	200	200	200	
1,027	Chartermark	16 170 5402	-	800	1,500	100.0%
761	LSP - Performance Reward Grant (Officers Salary)	16 170 5494	-	-	-	
1,988			200	1,000	76,700	
Contracted Services						
58,060	External Audit Fees - Main Audit & Outside Inspectors	16 170 5408	63,000	62,700	62,700	
26,640	External Audit Fees - Grant Claims	16 170 5410	15,000	15,400	15,400	2.7%
29,467	Bank Charges	16 170 5412	24,100	25,500	26,300	9.1%
114,166			102,100	103,600	104,400	
Support Services						
44,250	Chief Executive		43,200	42,000	40,100	
14,398	Community Services Client Account		13,400	13,000	13,200	
1,247	Information & Support Services		1,200	1,200	1,300	
41,783	Planning Policy		39,700	30,400	33,100	
52,515	Customer Services		52,200	64,800	66,400	
265,619	Financial Services		269,900	281,800	302,700	
92,828	Legal Services		95,400	99,000	102,600	
72,497	Audit & Performance Management		69,800	65,900	69,600	
13,677	Development Management		11,100	13,100	12,600	
-	Communications		-	800	900	
34,443	Environmental Health		35,000	48,100	48,900	
3,983	Recycling Collection		4,000	-	-	
637,240			634,900	660,100	691,400	
753,394	Total Expenditure		737,200	764,700	872,500	
Grants						
(986)	Capacity Building Fund	16 170 xxxx	-	-	-	
(5,700)	L.A.B.G.I	16 170 8353	-	-	-	
(6,686)			-	-	-	-
(6,686)	Total Income		-	-	-	-
746,709	Total Net Expenditure		737,200	764,700	872,500	

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Central Services - Summary

2012/2013 ACTUAL	CHIEF EXECUTIVE	CODE	ESTIMATES		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2013/2014 ORIGINAL	2013/2014 REVISED		
£	Head of Service: A Dave		£	£	£	
Employee Costs						
182,412	Salaries	16 174 1000	174,500	176,100	166,500	-4.6%
657	Professional Fees	16 174 1006	700	700	700	
92	Telephone Allowances	16 174 5502	100	100	-	
3,990	Training	16 174 1005	2,000	5,400	5,400	170.0%
1,623	Insurance	16 174 1140	1,700	1,200	1,300	
188,775			179,000	183,500	173,900	
Transport Related						
2,218	Car Allowances	16 174 1120	2,500	2,200	1,800	-28.0%
2,218			2,500	2,200	1,800	
Supplies & Services						
621	Expenses	16 174 xxxx	500	1,100	600	
279	Equipment, Tools and Materials	16 174 1100	1,200	800	800	
960	Conferences	16 174 5503	1,200	1,500	1,200	
1,860			2,900	3,400	2,600	
Support Services						
1,408	Reception		1,500	1,400	1,600	
1,039	Information & Support Services		1,000	1,000	1,100	
9,437	Office Accommodation - Rochford		8,000	8,200	8,200	
4,055	Financial Services		4,200	4,200	4,500	
4,987	Human Resources Services		5,100	5,100	5,300	
16,563	Computer Services		14,800	10,800	10,700	
249	Emergency Planning/Health and Safety		300	200	200	
6,164	Communications		8,200	800	900	
43,903			43,100	31,700	32,500	
236,756	Total Expenditure		227,500	220,800	210,800	
Provision of Services						
(44,250)	Corporate Management		(43,200)	(42,000)	(40,100)	
(69,868)	Member & Committee Services		(68,100)	(66,500)	(63,200)	
(13,974)	Corporate Policy & Partnership		(13,700)	(13,200)	(12,600)	
-	Economic Development		-	(6,600)	(6,300)	
(34,934)	Human Resources Services		(34,100)	(33,100)	(31,600)	
(8,151)	Financial Services		(8,000)	(7,700)	(7,400)	
(8,151)	Legal Services		(8,000)	(7,700)	(7,400)	
(8,151)	Community Services Client Account		(8,000)	(7,700)	(7,400)	
(15,138)	Planning Policy		(14,800)	(7,700)	(7,400)	
(15,138)	Customer Services		(14,800)	(7,700)	(7,400)	
(8,151)	Environmental Health		(8,000)	(7,700)	(7,400)	
(6,987)	Community Safety		(6,800)	(6,600)	(6,300)	
-	Conducting Elections		-	(6,600)	(6,300)	
(232,894)			(227,500)	(220,800)	(210,800)	
(232,894)	Total Income		(227,500)	(220,800)	(210,800)	
3,900	Total Net Expenditure		-	-	-	-

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Central Services - Summary

2012/2013 ACTUAL	MEMBER & COMMITTEE SERVICES	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: A Bugeja		£	£	£	
Employee Costs						
205,486	Salaries	16 171 1000	193,500	194,500	199,000	2.8%
5,237	Insurance	16 171 1140	4,700	5,800	6,100	29.8%
210,722			198,200	200,300	205,100	
Transport Related						
-	Car Allowances	16 171 1120	-	600	400	
3,752	Transport & Plant (Including Chairman's Car)	16 171 5452	3,100	3,400	2,700	
3,752			3,100	4,000	3,100	
Supplies & Services						
915	Expenses	16 171 xxxxa	800	400	400	
285	Equipment, Tools & Materials	16 171 xxxxb	700	500	600	
300,287	Members Allowances (Inc. Chairman's and Vice-Chairman's)	16 171 xxxxc	294,700	295,500	295,500	0.3%
2,778	Members Support & Training	16 171 5448	3,500	4,500	8,000	128.6%
246	Meeting Subsistence	16 171 5443	400	400	400	
1,320	Publicity / Public Notice Adverts	16 171 1013	1,000	1,100	1,100	
1,915	Citizens Award	16 171 5460	1,600	1,600	1,600	
955	Regalia Expenses	16 171 5442	700	700	700	
17,465	Subscriptions	16 171 1018	17,500	17,000	17,300	
1,018	Overview & Scrutiny Provision	16 171 5447	2,000	3,500	3,500	75.0%
610	Heritage Celebrations	16 171 5439	1,300	-	-	-100.0%
400	Area Committees Venue Costs	16 171 5461	500	600	600	
259	Holocaust Memorial	16 171 5445	400	300	300	
1,220	Members Legal Protection Policy	16 171 5450	1,800	-	-	-100.0%
12,496	Chairmans Account	16 171 5581	11,000	11,000	11,000	
12,763	Chairman's Charity	16 171 5574	-	-	-	
354,929			337,900	337,100	341,000	
Contracted Services						
6,616	Members Delivery	16 171 5451	8,500	7,500	8,500	
6,616			8,500	7,500	8,500	
Support Services						
69,868	Chief Executive		68,100	66,500	63,200	
8,467	Community Services Client Account		7,900	8,100	8,300	
34,007	Development Management		27,700	32,500	31,300	
74,394	Environmental Health		75,500	72,200	73,400	
3,645	Reception		3,900	3,700	4,000	

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Central Services - Summary

2012/2013 ACTUAL £	MEMBER & COMMITTEE SERVICES Continued Head of Service: A Bugeja	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
27,782	Information & Support Services		26,800	27,800	28,800	
12,018	Office Accommodation - Rochford		11,900	12,300	12,300	
99,359	Office Accommodation - Rayleigh		99,700	95,600	91,200	
14,725	Financial Services		15,000	15,100	16,200	
13,338	Human Resources Services		13,500	13,700	14,100	
51,602	Computer Services		44,300	36,900	36,200	
27,880	Legal Services		24,500	29,800	30,900	
3,082	Communications		4,600	1,600	1,700	
663	Emergency Planning/Health and Safety		700	500	500	
440,830			424,100	416,300	412,100	
Capital Financing Costs						
372	Depreciation	16 171 1300	300	300	300	
372			300	300	300	
1,017,221	Total Expenditure		972,100	965,500	970,100	
Fees & Charges						
	Member Training	16 171 8xxx	(2,000)	-	-	-100.0%
(1,396)	Civic Banquet	16 171 8573	-	-	-	
(13,227)	Chairman's Charity	16 171 8576	-	-	-	
(14,622)			(2,000)	-	-	
(14,622)	Total Income		(2,000)	-	-	
1,002,599	Total Net Expenditure		970,100	965,500	970,100	

Central Services - Summary

2012/2013 ACTUAL £	OTHER OPERATING INCOME & EXPENDITURE SUMMARY	ESTIMATES 2013/2014 ORIGINAL £	2013/2014 REVISED £	2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
1,129,901	Other Operating Income & Expenditure	1,039,214	1,066,114	1,198,313	15.3%
1,129,901		1,039,214	1,066,114	1,198,313	

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Central Services - Summary

2012/2013 ACTUAL £	OTHER OPERATING INCOME & EXPENDITURE	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Parish Precepts:					
45,959	- Ashingdon	35 302 9524	42,815	42,815	48,977	14.4%
35,840	- Barling	35 302 9523	33,743	33,743	34,414	2.0%
29,627	- Canewdon	35 302 9526	27,913	27,913	29,582	6.0%
2,700	- Foulness Island	35 302 9525	2,344	2,344	2,390	
62,000	- Great Wakering	35 302 9528	53,966	53,966	55,018	1.9%
138,934	- Hawkwell	35 302 9530	131,812	131,812	141,589	7.4%
247,170	- Hockley	35 302 9532	229,448	229,448	229,487	
93,564	- Hullbridge	35 302 9533	102,985	102,985	107,329	4.2%
4,000	- Paglesham	35 302 9527	3,764	3,764	3,965	
20,000	- Rawreth	35 302 9529	18,006	18,006	18,831	4.6%
354,000	- Rayleigh	35 302 9531	349,687	349,687	363,690	4.0%
113,557	- Rochford	35 302 9534	97,221	97,221	103,226	6.2%
23,000	- Stambidge	35 302 9535	20,738	20,738	21,892	5.6%
6,184	- Sutton	35 302 9536	5,803	5,803	5,781	
	Parish Council Tax Support Grants		109,069	109,069	97,300	-10.8%
1,176,535	Total Expenditure		1,229,314	1,229,314	1,263,471	
	Fees & Charges					
(46,634)	Net External Finance	17 175 8367	(190,100)	(163,200)	(65,158)	-65.7%
(46,634)	Total Income		(190,100)	(163,200)	(65,158)	
1,129,901	Total Net Expenditure		1,039,214	1,066,114	1,198,313	

Central Services - Summary

2012/2013 ACTUAL £	NON DISTRIBUTED COSTS SUMMARY	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE %
		ORIGINAL £	REVISED £	ESTIMATE £	CHANGE
8,510	Non Distributed Costs	915,000	871,000	813,400	-11.1%
8,510	Total Net Expenditure	915,000	871,000	813,400	

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Central Services - Summary

2012/2013 ACTUAL		NON DISTRIBUTED COSTS	ESTIMATES			
£	Head of Service: Yvonne Woodward	CODE	2013/2014 ORIGINAL £	2013/2014 REVISED £	2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
Employee Costs						
8,510	Pension	18 176 5525	915,000	914,000	813,400	-11.1%
8,510			915,000	914,000	813,400	
8,510	Total Expenditure		915,000	914,000	813,400	
Contribution from Reserve						
	Pension Equalisation Reserve	Reserve	-	(43,000)	-	
-			-	(43,000)	-	
-	Total Income		-	(43,000)	-	
8,510	Total Net Expenditure		915,000	871,000	813,400	

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Central Services - Summary

2012/2013 ACTUAL £	CENTRAL SERVICES TO THE PUBLIC	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
632,091	Local Tax Collection	664,727	650,700	480,500	-27.7%
55,092	Council Tax	39,500	38,900	71,000	79.7%
(49,724)	Business Rate Account	-	-	-	
	Council Tax Benefits				
168,022	Conducting Elections	117,850	121,100	189,900	61.1%
141,287	Registration of Electors	135,250	127,700	139,000	2.8%
112,342	Emergency Planning	110,200	115,500	116,800	6.0%
(39,843)	Local Land Charges	(39,100)	(73,500)	(61,800)	58.1%
(1,724)	Community Services Client Account	-	-	-	
1,017,543	Total Net Expenditure	1,028,427	980,400	935,400	

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Central Services - Summary

2012/2013 ACTUAL £	COUNCIL TAX Head of Service: J.Bourne	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
258,308	Salaries	19 182 1000	262,600	283,500	293,100	11.6%
5,952	Insurance	19 182 1140	6,000	7,300	7,700	28.3%
264,261			268,600	290,800	300,800	
Transport Related						
-	Car Allowances	19 182 1120	-	3,000	3,200	100.0%
-			-	3,000	3,200	
Supplies & Services						
2,534	Expenses	19 182 xxxxa	2,700	100	100	-96.3%
258	Equipment, Tools & Materials	19 182 1100	700	500	500	
490	Printing	19 182 1180	1,300	1,000	1,000	
304	Publicity	19 182 1013	-	-	-	
5,036	Court Costs	19 182 5593	7,500	7,500	7,500	
1,800	Council Tax Development Fund	19 182 5592	1,800	1,800	1,800	
64	Direct Debit Guarantee	19 182 5594	100	100	100	
1,734	Single Occupant Discount Review	19 182 5607	-	2,000	2,000	100.0%
960	IRRV Forum Sessions	19 182 4239	1,000	1,100	1,100	
40,856	Call Handling	19 182 4236	42,300	42,300	43,600	3.1%
-	Local Council Tax Support	19 182 5596	100,000	100,000	60,000	-40.0%
54,036			157,400	156,400	117,700	
Contracted Services						
2,894	Bailiff & Tracing	19 182 xxxxc	6,000	6,000	6,000	
18,781	Annual Billing	19 182 5602	19,600	21,100	21,100	7.7%
21,675			25,600	27,100	27,100	
Support Services						
48,768	Reception		51,800	49,100	53,900	
912	Emergency Planning/Health and Safety		1,000	700	700	
18,290	Information & Support Services		17,700	18,300	19,000	
12,256	Office Accommodation - Rochford		11,900	12,300	12,300	
22,858	Community Services Client Account		21,300	19,500	19,800	
32,864	Financial Services		33,400	33,800	36,300	
18,325	Human Resources Services		18,600	18,800	19,400	
148,226	Computer Services		108,900	91,100	87,500	
2,425	Legal Services		2,100	-	-	
9,123	Audit & Performance Management		8,800	8,300	8,800	
966	Customer Services		600	900	900	
101,725	Housing Benefit Administration		109,700	103,800	139,300	
7,705	Communication		7,700	800	900	
424,445			393,500	357,400	398,800	
764,416	Total Expenditure		845,100	834,700	847,600	
Fees & Charges						
(98,636)	Court Costs	19 182 8593	(106,000)	(106,000)	(106,000)	
(33,689)	Council Tax Discounts & Exemptions	19 182 8529	(33,700)	(7,300)	(120,000)	256.1%
(132,325)			(139,700)	(113,300)	(226,000)	
Grants						
-	Local Council Tax Support Funding	19 182 8598	(40,673)	(70,700)	(64,700)	59.1%
-	Local Council Tax Support Administration Subsidy	19 182 8597	-	-	(76,400)	100.0%
-			(40,673)	(70,700)	(141,100)	
(132,325)	Total Income		(180,373)	(184,000)	(367,100)	
632,091	Total Net Expenditure		664,727	650,700	480,500	

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Central Services - Summary

2012/2013 ACTUAL £	BUSINESS RATES Head of Service: J.Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	£	
	Employee Costs					
6,877	Salaries	19 183 1000	28,300	23,400	26,500	-6.4%
541	Insurance	19 183 1140	500	600	600	
7,418			28,800	24,000	27,100	
	Transport Related					
-	Car Allowances		-	100	100	
-			-	100	100	
	Supplies & Services					
	Expenses	19 183 xxxx	100	-	-	
39	Equipment, Tools and Materials	19 183 1100	200	100	100	
702	Court Costs	19 183 5622	500	1,000	1,000	
741			800	1,100	1,100	
	Contracted Services					
38,835	NNDR Partnership	19 183 5624	-	-	-	
900	NNDR Development Fund	19 183 5620	900	900	900	
-	Bailiff/Tracing Agents	19 183 56xx	500	-	-	
39,735			1,400	900	900	
	Support Services					
2,536	Community Services Client Account		2,400	8,500	8,600	
6,829	Financial Services		7,000	7,000	7,500	
3,834	Computer Services		2,400	7,800	7,500	
7,655	Audit & Performance Management		7,400	7,000	7,300	
81,380	Housing Benefit Administration		87,800	83,000	111,400	
1,541	Communication		1,500	-	-	
555	Legal Services		500	-	-	
70	Reception		100	100	100	
104,401			109,100	113,400	142,400	
152,295	Total Expenditure		140,100	139,500	171,600	
	Fees & Charges					
(13,012)	Court Costs	19 183 8622	(12,900)	(12,900)	(12,900)	
(13,012)			(12,900)	(12,900)	(12,900)	
	Grants					
(84,191)	NNDR Pool Administration Grant	19 183 8373	(87,700)	(87,700)	(87,700)	
(84,191)			(87,700)	(87,700)	(87,700)	
(97,203)	Total Income		(100,600)	(100,600)	(100,600)	
55,092	Total Net Expenditure		39,500	38,900	71,000	

Central Services - Summary

Before 2013/14, Council Tax Benefit provided support for groups with low incomes towards the payment of their council tax bills. From April 2013, Council Tax Benefit was replaced by localised support for Council Tax. Local Authorities have set up new schemes to support people in their own areas. This has been integrated into the Collection Fund and the Council Tax system as a whole, and will provide support to households as a reduction in the amount of Council Tax as part of the discount arrangements.

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Central Services - Summary

2012/2013 ACTUAL £	CONDUCTING ELECTIONS Head of Service: Sarah Fowler	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
45,756	Salaries	19 179 1000	41,450	43,300	45,600	10.0%
-	Insurance	19 179 1140	2,600	2,800	2,900	
45,756			44,050	46,100	48,500	
Transport Related						
-	Car Allowances	19 179 1120	-	400	200	
-			-	400	200	
Supplies & Services						
1,978	Equipment, Tools and Materials & NNDR	19 179 1100	1,900	1,900	1,900	
162	Expenses	19 179 xxxx	300	100	100	
54,915	Cost of Elections	19 179 5555	5,000	5,000	70,000	1300.0%
57,055			7,200	7,000	72,000	
Support Services						
-	Chief Executive		-	6,600	6,300	
-	Information & Support Services		13,700	14,300	14,800	
9,951	Office Accommodation - Rochford		4,000	4,100	4,100	
2,774	Financial Services		2,800	2,800	3,000	
6,650	Human Resources Services		3,400	3,400	3,500	
4,954	Legal Services		4,400	5,200	5,400	
31,500	Customer Services		28,400	28,600	29,300	
5,716	Depot		4,200	-	-	
4,623	Communication		4,600	2,500	2,700	
850	Environmental Health		900	-	-	
5,468	Audit & Performance Management		-	-	-	
166	Emergency Planning/Health and Safety		200	100	100	
72,651			66,600	67,600	69,200	
175,461	Total Expenditure		117,850	121,100	189,900	
Fees & Charges						
(7,440)	Parish Recharges	19 179 8369	-	-	-	
(7,440)			-	-	-	
(7,440)	Total Income		-	-	-	
168,022	Total Net Expenditure		117,850	121,100	189,900	

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Central Services - Summary

2012/2013 ACTUAL £	REGISTRATION OF ELECTORS Head of Service: Sarah Fowler	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
44,823	Salaries	19 180 1000	41,450	43,300	45,600	10.0%
44,823			41,450	43,300	45,600	
Supplies & Services						
705	Expenses	19 180 xxxx	300	100	100	
18,518	Payments to Canvassers	19 180 5570	22,000	22,000	22,000	
4,406	Printing	19 180 1180	4,500	4,500	4,500	
-	Advertising	19 180 1013	500	-	-	
-	IER Funding	19 180 4011	-	6,000	25,000	100.0%
3,660	Bulk Postage	19 180 1014	4,000	4,000	4,000	
27,289			31,300	36,600	55,600	
Support Services						
4,268	Financial Services		4,300	4,400	4,700	
-	Human Resources Services		3,400	3,400	3,500	
4,672	Reception		5,000	4,700	5,200	
41,412	Computer Services		31,800	33,500	32,100	
-	Audit & Performance Management		5,300	5,000	5,200	
4,501	Customer Services		12,400	3,600	3,700	
-	Local Land Charges		300	-	-	
1,541	Communication		1,500	800	900	
14,203	Information & Support Services		-	-	-	
166	Emergency Planning/Health and Safety		200	100	100	
70,763			64,200	55,500	55,400	
142,874	Total Expenditure		136,950	135,400	156,600	
Fees & Charges						
(1,587)	Sales	19 180 8370	(1,700)	(1,700)	(1,700)	
(1,587)			(1,700)	(1,700)	(1,700)	
Grants						
-	IER Funding	19 180 8870	-	(6,000)	(15,900)	100.0%
-			-	(6,000)	(15,900)	
(1,587)	Total Income		(1,700)	(7,700)	(17,600)	
141,287	Total Net Expenditure		135,250	127,700	139,000	

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Central Services - Summary

2012/2013 ACTUAL	EMERGENCY PLANNING/HEALTH & SAFETY	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO	
			ORIGINAL	REVISED		ESTIMATE	%
£	Head of Service: A Dave		£	£	£	CHANGE	
Employee Costs							
56,590	Salaries	19 177 1000	56,200	42,200	41,300	-26.5%	
900	First Aid Courses / Additional On Call Officers	19 177 5536	1,200	900	6,900	475.0%	
1,082	Insurance	19 177 1140	1,200	1,200	1,300		
58,572			58,600	44,300	49,500		
Transport Related							
1,856	Car Allowances	19 177 1120	2,000	1,400	100	-95.0%	
-	Transport & Plant	19 177 1170	300	-	-	-100.0%	
1,856			2,300	1,400	100		
Supplies & Services							
95	Expenses	19 177 xxxxa	200	100	100		
2,380	Equipment, Tools & Materials & Subscriptions	19 177 xxxx	2,600	1,600	1,600	-38.5%	
72	Telephone	19 177 1011	100	100	100		
391	Communication	19 177 5545	400	400	400		
-	Emergency Exercise	19 177 5540	400	-	-		
1,911	Call-Out Service	19 177 5543	2,000	2,000	2,000		
3,405	Health & Safety	19 177 5539	2,000	4,500	3,000	50.0%	
551	Sand Bags	19 177 5541	500	-	-		
8,806			8,200	8,700	7,200		
Support Services							
35,461	Corporate Policy & Partnership		33,300	27,000	25,200		
1,452	Office Accommodation - Rochford		4,000	4,100	4,100		
4,481	Financial Services		4,500	4,600	4,900		
3,325	Human Resources Services		3,400	3,400	3,500		
11,042	Computer Services		9,900	10,800	10,700		
3,082	Communications		3,100	5,700	6,100		
2,596	Leisure Client Account		2,600	2,000	2,100		
-	Recycling Collection		-	900	900		
-	Planning Policy		-	2,400	2,600		
1,155	Environmental Health		1,200	-	-		
-	Legal Services		-	500	500		
-	Parks & Open Spaces		-	15,200	14,600		
62,595			62,000	76,600	75,200		
131,828	Total Expenditure		131,100	131,000	132,000		
Provision of Services							
(497)	Off street parking		(500)	(400)	(400)		
(166)	Housing Strategy		(200)	(100)	(100)		
(249)	Private Sector Housing Renewal		(300)	(200)	(200)		
(581)	Homelessness		(600)	(500)	(500)		
(1,327)	Revenues Investigation Section		(1,400)	(1,100)	(1,000)		
(331)	Housing Benefit Administration		(400)	(300)	(300)		
(497)	Reception		(500)	(400)	(400)		
(1,325)	Information & Support Services		(1,400)	(1,100)	(1,000)		
(84)	Office Accommodation Rayliegh		(100)	(100)	(100)		
(166)	Office Accommodation Rochford		(200)	(100)	(100)		
(497)	Audit & Performance Management		(500)	(400)	(400)		
(830)	Computer Services		(900)	(700)	(700)		
(581)	Legal Services		(600)	(500)	(500)		
(1,161)	Financial Services		(1,200)	(900)	(900)		
(415)	Human Resources		(400)	(300)	(300)		
(331)	Estates Management		(400)	(300)	(300)		
(830)	Development Management		(900)	(700)	(700)		
(497)	Planning & Building Control Administration		(500)	(400)	(400)		
(497)	Building Control - Client Account		(500)	(400)	(400)		
(331)	Corporate Policy & Partnership		(400)	(300)	(300)		

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Central Services - Summary

2012/2013 ACTUAL	EMERGENCY PLANNING/HEALTH & SAFETY	CODE	ESTIMATES		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2013/2014 ORIGINAL	2013/2014 REVISED		
£	Head of Service: A Dave		£	£	£	
Provision of Services continued						
	(249) Economic Development		(300)	(200)	(200)	
	(497) Planning Policy		(500)	(400)	(400)	
	(331) Community Safety		(400)	(300)	(300)	
	(84) Licensing		(100)	(100)	(100)	
	(1,078) Environmental Health		(1,100)	(900)	(800)	
	(1,243) Customer Service		(1,300)	(1,000)	(1,000)	
	(249) Hackney Carriage		(300)	(200)	(200)	
	(415) Depot		(400)	(300)	(300)	
	(331) Recycling Collection		(400)	(300)	(300)	
	(664) Parks & Open Spaces		(700)	(300)	(300)	
	(415) Leisure Client Account		(400)	(300)	(300)	
	(663) Member & Committee Services		(700)	(500)	(500)	
	(249) Chief Executive		(300)	(200)	(200)	
	(166) Conducting Elections		(200)	(100)	(100)	
	(166) Registration of Electors		(200)	(100)	(100)	
	(249) Local Land Charges		(300)	(200)	(200)	
	(912) Council Tax		(1,000)	(700)	(700)	
	(166) Community Services Client Account		(200)	(100)	(100)	
	(166) Communication		(200)	(100)	(100)	
(19,486)	Total Income		(20,900)	(15,500)	(15,200)	
112,342	Total Net Expenditure		110,200	115,500	116,800	

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Central Services - Summary

2012/2013 ACTUAL £	LOCAL LAND CHARGES Head of Service: A Bugeja	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
71,030	Salaries	19 181 1000	76,800	22,900	23,400	-69.5%
4,689	Insurance	19 181 1140	4,900	4,600	4,800	
75,720			81,700	27,500	28,200	
Supplies & Services						
43	Expenses	19 181 xxxx	100	100	100	
-	Equipment, Tools, & Materials	19 181 1100	100	-	100	
43			200	100	200	
Support Services						
7,314	Office Accommodation - Rochford		8,000	8,200	8,200	
5,335	Financial Services		5,400	5,500	5,900	
4,987	Human Resources Services		5,100	5,100	5,300	
16,563	Computer Services		14,900	5,400	5,400	
13,482	Legal Services		11,900	14,300	14,800	
2,841	Information & Support Services		2,700	2,800	2,900	
2,187	Audit & Performance Management		2,100	2,000	2,100	
21,764	Customer Services		20,000	30,800	31,500	
18,482	Development Management		15,000	17,600	17,000	
249	Emergency Planning / Health and Safety		300	200	200	
93,204			85,400	91,900	93,300	
168,967	Total Expenditure		167,300	119,500	121,700	
Fees & Charges						
(128,478)	Land Searches	19 181 8371	(160,000)	(175,000)	(165,000)	3.1%
(128,478)			(160,000)	(175,000)	(165,000)	
Provision of Services						
(42,575)	Cemeteries & Churchyards Open		(22,900)	(13,300)	(13,600)	
(2,687)	Street Cleansing		-	-	-	
-	Registration of Electors		(300)	-	-	
(6,833)	Reception		(1,600)	(4,100)	(4,300)	
(6,505)	Development Management		(1,100)	(200)	(200)	
(1,968)	Building Control		(1,000)	(200)	(200)	
(6,813)	Environmental Health		(11,700)	-	-	
(8,196)	Recycling Collection		(2,900)	-	-	
(430)	Sports Development		(600)	(100)	(100)	
(1,956)	Private Sector Housing Renewal		(3,700)	-	-	
(493)	Homelessness		(600)	(100)	(100)	
(1,874)	Parks & Open Spaces		-	-	-	
(80,331)			(46,400)	(18,000)	(18,500)	
(208,809)	Total Income		(206,400)	(193,000)	(183,500)	
(39,843)	Total Net Income		(39,100)	(73,500)	(61,800)	

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Central Services - Summary

2012/2013 ACTUAL £	COMMUNITY SERVICES CLIENT ACCOUNT Head of Service: J. Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
121,436	Salaries	19 185 1000	112,700	113,900	116,600	3.5%
-	Training	19 185 xxxx	2,600	2,600	2,600	
1,082	Insurance	19 185 1140	1,200	1,200	1,300	
122,518			116,500	117,700	120,500	
	Transport Related					
1,239	Car Allowances	19 185 1120	1,200	1,300	1,000	
1,239			1,200	1,300	1,000	
	Supplies & Services					
119	Expenses	19 185 xxxxa	100	-	-	
10,128	Equipment, Tools & Materials & Subscriptions	19 185 1xxx	10,400	10,400	10,700	
10,247			10,500	10,400	10,700	
	Support Services					
865	Reception		900	900	1,000	
6,866	Office Accommodation - Rochford		4,000	4,100	4,100	
3,201	Financial Services		3,300	3,300	3,500	
3,325	Human Resources Services		3,400	3,400	3,500	
11,042	Computer Services		9,900	10,800	10,700	
8,151	Chief Executive		8,000	7,700	7,400	
166	Emergency Planning/Health and Safety		200	100	100	
-	Legal Services		-	2,400	2,500	
33,616			29,700	32,700	32,800	
167,620	Total Expenditure		157,900	162,100	165,000	
	Provision of Services					
(14,398)	Corporate Management		(13,400)	(13,000)	(13,200)	
(8,467)	Member & Committee Services		(7,900)	(8,100)	(8,300)	
(22,858)	Council Tax		(21,300)	(19,500)	(19,800)	
(2,536)	Business Rates		(2,400)	(8,500)	(8,600)	
(23,283)	Housing Benefit Administration		(21,700)	(16,200)	(16,500)	
(2,536)	Culture & Heritage		(2,400)	(3,200)	(3,300)	
(16,934)	Housing Strategy		(15,800)	(15,400)	(15,700)	
(14,398)	Homelessness		(13,400)	(16,200)	(16,500)	
(38,957)	Leisure Client Account		(36,300)	(34,100)	(34,700)	
(15,666)	Private Sector Housing Renewal		(14,600)	(14,200)	(14,400)	
(9,310)	Community Safety		(8,700)	(13,700)	(14,000)	
(169,344)			(157,900)	(162,100)	(165,000)	
(169,344)	Total Income		(157,900)	(162,100)	(165,000)	
(1,724)	Total Net Expenditure		-	-	-	

Central Services - Summary

2012/2013 ACTUAL £	CULTURAL, ENVIRONMENTAL & PLANNING SUMMARY	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
2,690,186	Cultural & Related Services	2,473,700	2,204,700	2,229,500	-9.9%
1,951,222	Planning & Development	1,691,900	1,749,600	1,820,200	7.6%
3,056,568	Environmental Services	3,688,300	3,568,400	3,836,800	4.0%
7,697,976	Total Net Expenditure	7,853,900	7,522,700	7,886,500	

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Central Services - Summary

2012/2013 ACTUAL £	CULTURAL & RELATED SERVICES - SUMMARY	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
167,759	Culture & Heritage - Windmill	186,100	146,700	153,300	-17.6%
	Recreation & Sport				
1,128,753	Leisure Premises	1,233,600	1,291,100	1,285,300	4.2%
1,320,515	Parks & Open Spaces	1,003,800	713,400	734,800	-26.8%
49,842	Sports Development & Promotion	50,200	53,500	56,100	11.8%
	For balancing only				
23,318	Leisure Client Account	-	-	-	
2,690,186		2,473,700	2,204,700	2,229,500	

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Central Services - Summary

2012/2013 ACTUAL	CULTURE & HERITAGE - WINDMILL	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J Bourne		£	£	£	
	Premises Related					
9,324	Mill Tower Repairs & Maintenance	15 150 xxxx	8,500	5,600	16,200	90.6%
-	Mill Tower Special Items	15 150 xxxxa	11,000	11,000	1,300	-88.2%
1,350	Mill Tower National Non-Domestic Rates	15 150 1016	1,400	1,400	1,400	
573	Mill Tower Insurance	15 150 1140	400	400	400	
11,247			21,300	18,400	19,300	
	Supplies & Services					
12,586	Windmill - Running Costs	15 150 516x	7,300	4,000	4,000	-45.2%
-	Windmill - Licensing	15 150 5166	500	500	500	
170	Subscriptions	15 150 1018	200	200	200	
12,756			8,000	4,700	4,700	
	Support Services					
125,278	Leisure Client Account		134,100	101,000	106,100	
2,536	Community Services		2,400	3,200	3,300	
3,414	Financial Services		3,500	3,500	3,800	
4,623	Communication		4,600	3,200	3,400	
3,591	Estates Management		3,200	3,700	3,700	
139,443			147,800	114,600	120,300	
	Capital Financing Costs					
17,214	Depreciation	15 150 1300	17,000	17,000	17,000	
17,214			17,000	17,000	17,000	
180,660	Total Expenditure		194,100	154,700	161,300	
	Fees & Charges					
(12,901)	Miscellaneous Income	15 150 xxxxb	(8,000)	(8,000)	(8,000)	
(12,901)			(8,000)	(8,000)	(8,000)	
(12,901)	Total Income		(8,000)	(8,000)	(8,000)	
167,759	Total Net Expenditure		186,100	146,700	153,300	

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2012/2013 ACTUAL	LEISURE PREMISES	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J Bourne		£	£	£	
	Premises Related					
	Repairs & Maintenance:					
880	Castle Hall	15 160 xxxx	500	500	500	
650	Freight House	15 160 xxxxa	1,000	800	800	
490	Great Waking Sports Centre	15 160 xxxxb	700	700	700	
3,129	Clements Hall	15 160 xxxxc	2,600	2,600	2,600	
7,028	Day Centres	15 151 xxxx	5,000	4,700	4,700	
2,016	Rayleigh Leisure Centre	15 160 xxxxd	2,600	2,600	2,100	
	Special Items:					
262,042	National Non-Domestic Rates	15 1xx 1016	272,500	269,200	265,300	-2.6%
3,265	Great Waking Sports Centre Alarm	15 160 5337	3,500	-	800	-77.1%
32,660	Insurance	15 160 1140	34,300	35,700	37,500	9.3%
3,199	S.I Building Works	15 160 1019	-	-	-	-
315,359			322,700	316,800	315,000	
	Contracted Services					
193,262	Leisure FM Contract Payment (net)	15 160 5333	171,800	199,200	204,400	19.0%
193,262			171,800	199,200	204,400	
	Support Services					
37,522	Parks & Open Spaces		32,300	75,900	73,200	
47,780	Leisure Client Account		49,900	37,700	39,500	
4,268	Financial Services		4,300	4,400	4,700	
22,682	Estates Management		20,200	22,800	23,000	
3,082	Communications		3,100	-	-	
4,954			-	5,700	5,900	
120,287			109,800	146,500	146,300	
	Capital Financing Costs					
501,156	Depreciation	15 160 1300	638,100	638,100	638,100	
6,689	Impairment		-	-	-	
507,845			638,100	638,100	638,100	
1,136,753	Total Expenditure		1,242,400	1,300,600	1,303,800	
	Fees & Charges					
-	Great Waking Sports Centre Rent	15 160 8132	-	-	(9,000)	100.0%
(8,000)	Grant to Voluntary Bodies - Day Centre	Vol	(8,800)	(9,500)	(9,500)	8.0%
(8,000)			(8,800)	(9,500)	(18,500)	
(8,000)	Total Income		(8,800)	(9,500)	(18,500)	
1,128,753	Total Net Expenditure		1,233,600	1,291,100	1,285,300	

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2012/2013 ACTUAL £	PARKS & OPEN SPACES Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
249,710	Salaries	15 156 1000	293,700	344,200	384,800	31.0%
9,245	Insurance	15 156 1140	6,800	11,000	11,600	70.6%
258,955			300,500	355,200	396,400	
Transport Related						
9,300	Transport & Plant	15 156 1170	16,000	8,000	8,200	-48.8%
-	Car Allowances	15 156 1120	-	4,300	3,400	100.0%
9,300			16,000	12,300	11,600	
Premises Related						
32,850	Repairs, Alterations & Maintenance & Electricity/Water	15 156 xxxx	45,900	40,400	36,900	-19.6%
6,231	Special Items	15 156 1019	-	-	29,000	100.0%
39,080			45,900	40,400	65,900	
Supplies & Services						
10,884	Equipment, Tools & Materials	15 156 1100	11,900	11,900	11,900	
158	Trees, Shrubs & Grounds	15 156 xxxxa	500	3,300	3,300	560.0%
100	Subscriptions	15 156 1018	2,500	2,500	2,500	
995	Expenses	15 156 113x	800	100	100	
4,593	Cherry Orchard Country Park	15 156 5278	8,500	8,500	8,500	
2,293	Horse Riding Trails - Maintenance	15 156 5226	5,000	5,000	5,000	
2,250	Ecological Consultants	15 156 1015	3,500	3,500	-	-100.0%
590	Litter/Dog Bin Emptying	15 156 4791	4,300	-	-	-100.0%
21,864			37,000	34,800	31,300	
Contracted Services						
1,240	Annual Safety Audit	15 156 5232	1,300	1,300	1,300	
-	Weed & Pest Control	15 156 5236	1,700	2,200	2,200	
8,917	Play Equipment Repairs (Engineers)	15 156 5235	15,000	15,000	15,000	
909,738	Contract Payments	15 156 5262	602,500	577,500	453,300	-24.8%
47,887	Works Outside of Main Contract	15 156 5260	52,500	52,500	52,500	
12,391	Woodlands Contractors	15 156 5277	18,000	18,000	18,000	
225	Tree Survey Works	15 156 5276	2,300	2,300	2,300	
-	Utility Costs	15 156 5266	-	25,000	25,000	100.0%
980,398			693,300	693,800	569,600	
Support Services						
25,594	Financial Services		26,000	16,900	18,100	
40,699	Estates Management		36,100	38,300	38,300	
1,468	Audit & Performance Management		1,400	1,300	1,400	
76,290	Customer Services		56,700	67,300	68,900	
17,953	Recycling Collection		15,800	1,800	1,900	
10,787	Communication		10,800	8,100	9,000	
4,791	Reception		5,100	4,800	5,400	
16,563	Computer Services		64,300	69,100	69,300	
20,369	Information & Support Sevices		19,700	20,800	21,600	
18,201	Legal Services		16,000	29,300	30,400	
2,843	Office Accomodation Rochford		4,000	4,100	4,100	
13,338	Human resources		13,600	13,400	13,700	
30,676	Environmental Health		31,100	16,000	16,300	
664	Emergency Planninh/Health and safety		700	300	300	
1,874	Local land Charges		-	-	-	
-	Depot		-	20,500	21,000	
282,110			301,300	312,000	319,700	
Capital Financing Costs						
120,112	Depreciation	15 156 1300	69,300	69,300	69,300	
127,602	Impairment	15 156 1306	-	-	-	
247,714			69,300	69,300	69,300	
1,839,421	Total Expenditure		1,463,300	1,517,800	1,463,800	

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2012/2013 ACTUAL	PARKS & OPEN SPACES	CODE	ESTIMATES		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2013/2014 ORIGINAL	2013/2014 REVISED		
£	Head of Service: R Evans		£	£	£	
Fees & Charges						
(13,474)	Land & Access Charges	15 156 xxxxc	(15,300)	(16,500)	(15,300)	
(12,461)	Pavilions	15 156 8336	(3,400)	(10,000)	(10,000)	194.1%
(47,498)	Hire of Pitches	15 156 833x	(48,000)	(38,400)	(38,400)	-20.0%
(29,240)	Service Level Agreement - Rochford Housing Association	15 156 8507	(29,700)	(29,200)	(29,200)	
(18,884)	Recharge to Parishes	15 156 8508	(18,900)	(18,900)	(18,900)	
(11,876)	Miscellaneous Sales & Fees	15 156 8xxx	(15,800)	(17,300)	(15,800)	
(1,427)	Site Fee	15 156 8339	(3,000)	(3,000)	(3,000)	
(134,860)			(134,100)	(133,300)	(130,600)	
Other Income						
-	Contribution from Reserve		-	(51,100)	-	
-			-	(51,100)	-	
Grants						
(12,735)	Cherry Orchard Grant		(12,800)	(12,800)	(12,800)	
(12,735)			(12,800)	(12,800)	(12,800)	
Provision of Service						
(37,522)	Leisure Premises		(32,300)	(75,900)	(73,200)	
(106,240)	Cemeteries & Churchyards - Open		(80,700)	(151,800)	(146,400)	
(72,829)	Highways General		(64,500)	(182,100)	(175,700)	
(18,477)	Office Accommodation - Rochford		(16,100)	(45,500)	(43,900)	
(18,477)	Office Accommodation - Rayleigh		(16,100)	(30,400)	(29,300)	
(56,469)	Off Street Parking		(48,400)	(30,400)	(29,300)	
(61,296)	Development Management		(54,500)	(75,900)	(73,200)	
-	Emergency Planning		-	(15,200)	(14,600)	
(371,311)			(312,600)	(607,200)	(585,600)	
(518,906)	Total Income		(459,500)	(804,400)	(729,000)	
1,320,515	Total Net Expenditure		1,003,800	713,400	734,800	

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Central Services - Summary

2012/2013 ACTUAL £	SPORTS DEVELOPMENT & PROMOTION Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Related						
38,691	Salaries	15 159 1000	36,000	36,400	37,200	3.3%
1,695	Contractors and Suppliers	15 169 5385	3,000	3,000	3,000	
-	Insurance	15 159 1140	500	600	600	
40,386			39,500	40,000	40,800	
Transport Related						
-	Car Allowances	15 159 1120	-	800	500	
-			-	800	500	
Supplies & Services						
567	Expenses	15 159 xxxx	800	-	-	-100.0%
65	Equipment, Tools & Materials	15 159 1100	-	-	-	-
7,132	Activities	15 159 5305	6,800	6,800	6,800	
9,096	Active Rochford	15 159 5617	2,000	2,000	2,000	
20,300	Local Priority Fund	15 159 5618	-	-	-	
37,160			9,600	8,800	8,800	
Support Services						
25,609	Leisure Client Account		26,300	19,800	20,800	
4,888	Reception		5,200	4,900	5,400	
1,611	Office Accommodation - Rochford		-	-	-	
6,402	Financial Services		6,500	6,600	7,100	
728	Customer Services		1,700	1,000	1,000	
-	Computer Services		-	5,500	5,300	
291	Local Land Charges		600	100	100	
4,623	Communication		4,600	12,000	12,800	
1,700	Environmental Health		1,700	-	-	
45,851			46,600	49,900	52,500	
123,398	Total Expenditure		95,700	99,500	102,600	
Fees & Charges						
(6,145)	Activities (net)	15 159 8305	(6,800)	(6,800)	(6,800)	
(6,145)			(6,800)	(6,800)	(6,800)	
Grants						
(36,711)	Virgin Active Contribution - Sports Development	15 159 8345	(36,700)	(37,200)	(37,700)	2.7%
(10,400)	Active Rochford	15 159 8617	(2,000)	(2,000)	(2,000)	
(20,300)	Local Priority Fund	15 159 8618	-	-	-	
(67,411)			(38,700)	(39,200)	(39,700)	
(73,556)	Total Income		(45,500)	(46,000)	(46,500)	
49,842	Total Net Expenditure		50,200	53,500	56,100	

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Central Services - Summary

2012/2013 ACTUAL £	LEISURE CLIENT ACCOUNT Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	ESTIMATE £	
Employee Costs						
115,159	Salaries	15 167 1000	129,400	84,400	88,500	-31.6%
2,706	Insurance	15 167 1140	2,300	1,800	1,900	
117,864			131,700	86,200	90,400	
Transport Related						
1,184	Car Allowances	15 167 1120	2,000	2,100	3,200	60.0%
1,184			2,000	2,100	3,200	
Supplies & Services						
2,214	Expenses	15 167 xxxx	2,600	600	600	-76.9%
2,704	Equipment, Tools & Materials & Subscriptions	15 167 1xxx	2,700	2,600	2,700	
5,017	Arts Development Equipment	15 167 5363	5,000	5,000	5,000	
10,052	Arts Activities	15 167 5355	2,000	2,000	2,000	
4,917	Youth Arts Project	15 167 5163	-	-	-	
2,479	Essex on Tour	15 167 5611	2,500	2,500	2,500	
400	Essex Book Festival	15 167 5612	400	400	400	
7,031	Holiday Initiatives (Wild Woods)	15 167 5358	1,500	1,500	1,500	
16,543	Childrens Fund	15 167 5616	-	-	-	
15,616	Music Month	15 167 5610	4,000	4,000	4,000	
1,286	Heritage Lottery Fund	15 167 5613	-	-	-	
68,259			20,700	18,600	18,700	
Capital Financing Costs						
14,466	Depreciation	15 167 1300	14,500	14,500	14,500	
14,466			14,500	14,500	14,500	
Support Services						
38,957	Community Services Client Account		36,300	34,100	34,700	
120	Reception		100	100	100	
8,643	Office Accommodation - Rochford		8,000	8,200	8,200	
10,457	Financial Services		10,700	10,800	11,600	
8,351	Human Resources Services		8,500	8,600	8,800	
27,605	Computer Services		24,800	21,500	21,300	
139	Legal Services		4,400	-	-	
35,541	Information & Support Services		34,300	34,200	36,900	
4,029	Audit & Performance Management		3,900	3,700	3,900	
7,705	Communication		7,700	800	900	
415	Emergency Planning/Health and Safety		400	300	300	
141,962			139,100	122,300	126,700	
343,735	Total Expenditure		308,000	243,700	253,500	
Fees & Charges						
(36,681)	Virgin Active Contribution - Arts Officer	15 168 8349	(36,700)	(37,000)	(37,000)	
(17,669)	Arts Activities	15 167 8355a	(2,000)	(2,000)	(2,000)	
(3,673)	Hoilday Initiatives Income	15 167 8358	-	-	-	
(2,500)	Essex on Tour	15 167 8611	(2,500)	(2,500)	(2,500)	
(60,523)			(41,200)	(41,500)	(41,500)	

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Central Services - Summary

2012/2013 ACTUAL £	LEISURE CLIENT ACCOUNT - Continued Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
	Grant					
(12,685)	Music Month	15 167 8610	(4,000)	(4,000)	(4,000)	
(12,685)			(4,000)	(4,000)	(4,000)	
	Provision of Services					
(125,278)	Culture & Heritage		(134,100)	(101,000)	(106,100)	
(47,780)	Leisure Premises		(49,900)	(37,700)	(39,500)	
(25,609)	Sports Development & Promotion		(26,300)	(19,800)	(20,800)	
(45,946)	Community Safety		(49,900)	(37,700)	(39,500)	
(2,596)	Emergency Planning		(2,600)	(2,000)	(2,100)	
(247,209)			(262,800)	(198,200)	(208,000)	
(320,417)	Total Income		(308,000)	(243,700)	(253,500)	
23,318	Total Net Expenditure		-	-	-	

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2012/2013 ACTUAL £	PLANNING & DEVELOPMENT - SUMMARY	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
302,562	Building Control Client Account	323,900	290,000	291,400	-10.0%
(13,310)	Building Control Fee Account	(71,000)	(60,200)	(68,700)	-3.2%
586,485	Development Management	477,100	559,400	540,200	13.2%
325,187	Planning Policy	299,800	327,600	356,900	19.0%
125,158	Corporate Policy & Partnership	116,300	93,700	88,200	-24.2%
	Environmental Initiatives				
414,117	Economic Development	344,100	319,200	339,700	-1.3%
211,024	Community Safety	201,700	219,900	272,500	35.1%
-	Planning & Building Control Administration	-	-	-	
1,951,222	Total Net Expenditure	1,691,900	1,749,600	1,820,200	

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2012/2013 ACTUAL	BUILDING CONTROL - CLIENT ACCOUNT	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
218,611	Salaries	13 126 1000	242,900	217,800	205,700	-15.3%
3,247	Insurance	13 126 1140	3,400	3,700	3,900	
221,858			246,300	221,500	209,600	
Transport Related						
12,691	Car Allowances	13 126 1120	13,000	13,900	11,500	-11.5%
12,691			13,000	13,900	11,500	
Supplies & Services						
22	Expenses	13 126 xxxxa	100	-	-	
3,034	Equipment, Tools & Materials	13 126 xxxxb	4,100	4,000	3,500	-14.6%
800	Dangerous Structures	13 127 4741	500	500	500	
3,856			4,700	4,500	4,000	
Contracted Services						
375	Consultants	13 126 1015	600	500	-	-100.0%
375			600	500	-	
Support Services						
20,892	Planning Policy		19,900	15,200	16,500	
19,025	Reception		20,200	19,100	21,000	
12,038	Office Accommodation - Rochford		11,900	12,300	12,300	
7,256	Financial Services		7,400	7,500	8,000	
10,013	Human Resources Services		10,200	11,200	10,600	
18,226	Estates Management		16,200	18,800	19,000	
33,126	Computer Services		29,800	32,300	32,000	
36,026	Information & Support Services		34,800	36,100	37,400	
5,651	Customer Services		-	6,500	6,700	
89,535	Planning & Building Control Administration		85,500	62,300	65,200	
1,896	Local Land Charges		1,000	200	200	
2,497	Environmental Health		2,500	-	-	
497	Emergency Planning/Health and Safety		500	400	400	
7,379	Legal Services		11,100	7,500	7,800	
264,058			251,000	229,400	237,100	
502,838	Total Expenditure		515,600	469,800	462,200	
Provision of Services						
(189,131)	Building Control Fee Account		(181,000)	(169,800)	(161,300)	
(11,145)	Environmental Health		(10,700)	(10,000)	(9,500)	
(200,276)			(191,700)	(179,800)	(170,800)	
(200,276)	Total Income		(191,700)	(179,800)	(170,800)	
302,562	Total Net Expenditure		323,900	290,000	291,400	

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Central Services - Summary

2012/2013 ACTUAL	BUILDING CONTROL - FEE ACCOUNT	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED	ESTIMATE	
£	Head of Service: S Scrutton		£	£	£	
Support Services						
189,131	Building Control Client Account		181,000	169,800	161,300	
189,131			181,000	169,800	161,300	
189,131	Total Expenditure		181,000	169,800	161,300	
Fees & Charges						
(202,441)	Building Control Fees	13 127 82xx	(252,000)	(230,000)	(230,000)	-8.7%
(202,441)			(252,000)	(230,000)	(230,000)	
(202,441)	Total Income		(252,000)	(230,000)	(230,000)	
(13,310)	Total Net Expenditure		(71,000)	(60,200)	(68,700)	

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Central Services - Summary

2012/2013 ACTUAL	DEVELOPMENT MANAGEMENT	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
357,952	Salaries	13 124 1000	374,500	374,300	366,900	-2.0%
98	Telephone Allowances	13 124 1200	100	100	100	
5,493	Insurance	13 124 1140	5,800	6,200	6,500	12.1%
363,543			380,400	380,600	373,500	
Transport Related						
13,747	Car Allowances	13 124 1120	15,600	14,100	11,400	-26.9%
13,747			15,600	14,100	11,400	
Supplies & Services						
651	Expenses	13 124 113x	800	500	500	
6,188	Equipment, Tools, Materials and Subscriptions	13 124 1xxx	10,100	10,100	10,100	
11,078	Advertising	13 124 1013	12,500	12,500	12,500	
175	Planning Portal	13 124 4667	300	300	300	
21,702	Planning Appeals	13 124 4665	20,000	20,000	20,000	
10,990	Planning Delivery	13 124 4673	-	-	-	
(644)	Holding Account for Development	13 124 4668	-	-	-	
2,030	Direct Action Enforcement	13 124 4674	-	-	-	
52,170			43,700	43,400	43,400	
Contracted Services						
259	Consultancy Advice	13 124 4660	2,000	2,000	2,000	
18,048	Specialist Planning Advice (ECC)	13 124 4669	20,500	21,700	21,700	5.9%
18,307			22,500	23,700	23,700	
Support Services						
61,296	Parks and Open Spaces		54,500	75,900	73,200	
41,783	Planning Policy		39,700	26,900	29,300	
190,263	Planning & Building Control Administration		181,600	132,500	138,400	
18,406	Environmental Health		18,100	-	-	
27,922	Reception		29,700	28,100	30,900	
11,993	Office Accommodation - Rochford		11,900	12,300	12,300	
16,662	Human Resources Services		16,900	17,100	17,800	
56,485	Computer Services		50,300	54,600	54,100	
41,824	Legal Services		40,800	60,500	62,700	
6,936	Audit & Performance Management		6,500	6,300	6,700	
18,013	Information & Support Services		17,400	18,100	18,700	
60,749	Customer Services		53,100	55,900	57,300	
6,505	Local Land Charges		1,100	200	200	
2,152	Housing Strategy		3,600	3,900	4,000	
3,082	Communication		3,100	800	900	
830	Emergency Planning/Health and Safety		900	700	700	
2,485	Estates Management		2,200	2,600	2,600	
567,388			531,400	496,400	509,800	
1,015,155	Total Expenditure		993,600	958,200	961,800	
Fees & Charges						
(244,096)	Planning Fees	13 124 8239	(361,400)	(237,000)	(260,000)	-28.1%
(120)	High Hedges	13 124 8241	(500)	(500)	(500)	
(4,856)	Discharge Condition Fee	13 124 8247	(5,000)	(5,000)	(5,000)	
(20,870)	Pre Application Advice	13 124 8240	(25,000)	(10,000)	(15,000)	-40.0%
(5,400)	Holding Account for Development	13 124 8244	-	-	-	
(275,342)			(391,900)	(252,500)	(280,500)	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL	DEVELOPMENT MANAGEMENT - Continued	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
	Provision of Services					
(34,007)	Member & Committee Services		(27,700)	(32,500)	(31,300)	
(14,786)	Environmental Health		(12,000)	(14,100)	(13,600)	
(18,482)	Homelessness		(15,000)	(17,600)	(17,000)	
(2,957)	Estates Management		(2,400)	(2,800)	(2,700)	
(11,089)	Legal Services		(9,000)	(10,600)	(10,200)	
(18,482)	Local Land Charges		(15,000)	(17,600)	(17,000)	
(33,194)	Planning Policy		(27,000)	(31,700)	(30,600)	
(3,696)	Housing Benefit Administration		(3,000)	(3,500)	(3,400)	
(2,957)	Economic Development		(2,400)	(2,800)	(2,700)	
(13,677)	Corporate Management		(11,100)	(13,100)	(12,600)	
(153,329)			(124,600)	(146,300)	(141,100)	
(428,670)	Total Income		(516,500)	(398,800)	(421,600)	
586,485	Total Net Expenditure		477,100	559,400	540,200	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL	PLANNING POLICY Head of Service: S Scrutton	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£			£	£	£	
Employee Costs						
277,116	Salaries	13 131 1000	260,200	270,800	279,900	7.6%
280	Professional Fees	13 131 1006	300	300	300	
98	Telephone Allowances	13 131 1200	100	100	100	
8,414	Training	13 131 1005	11,000	11,000	13,000	18.2%
3,788	Insurance	13 131 1140	4,000	4,300	4,500	
289,696			275,600	286,500	297,800	
Transport Related						
7,954	Car Allowances	13 131 1120	8,100	7,800	6,100	-24.7%
7,954			8,100	7,800	6,100	
Supplies & Services						
999	Expenses	13 131 113x	700	500	500	
6,717	Local Development Framework / Core Strategy	13 131 4803	-	-	31,000	100.0%
111	Equipment, Tools & Materials	13 131 1100	200	200	200	
-	Research & Publicity	13 131 1013	400	400	400	
7,827			1,300	1,100	32,100	
Support Services						
1,239	Housing Strategy		1,800	2,000	2,000	
1,817	Reception		1,900	1,800	2,000	
23,864	Office Accommodation - Rochford		19,900	20,100	20,500	
7,042	Financial Services		7,200	7,300	7,800	
10,013	Human Resources Services		10,200	10,300	10,600	
38,647	Computer Services		34,700	37,600	37,300	
7,898	Information & Support Services		7,600	7,900	8,200	
33,194	Development Management		27,000	31,700	30,600	
7,705	Communication		7,700	32,700	33,600	
855	Homelessness		900	900	900	
5,918	Environmental Health		6,000	-	-	
15,138	Chief Executive		14,800	7,700	7,400	
497	Emergency Planning/Health and Safety		500	400	400	
33,034	Legal Services		33,600	12,200	12,400	
-	Customer Services		-	100	100	
186,863			173,800	172,700	173,800	
492,340	Total Expenditure		458,800	468,100	509,800	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL	PLANNING POLICY - Continued	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
	Provision of Services					
(41,783)	Corporate Management		(39,700)	(30,400)	(33,100)	
(20,892)	Building Control Client Account		(19,900)	(15,200)	(16,500)	
(41,783)	Development Management		(39,700)	(26,900)	(29,300)	
(10,446)	Hackney Carriage		(10,000)	-	-	
(20,892)	Off Street Parking		(19,900)	(15,200)	(16,500)	
-	Corporate Policy & Partnership		-	(5,700)	(6,200)	
(31,338)	Economic Development		(29,800)	(34,900)	(38,000)	
-	Emergency Planning		-	(2,400)	(2,600)	
-	Housing Strategy		-	(6,800)	(7,400)	
-	Coast Protection		-	(3,000)	(3,300)	
(167,134)			(159,000)	(140,500)	(152,900)	
(167,152)	Total Income		(159,000)	(140,500)	(152,900)	
325,187	Total Net Expenditure		299,800	327,600	356,900	

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Central Services - Summary

2012/2013 ACTUAL	CORPORATE POLICY & PARTNERSHIP	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: A Dave		£	£	£	
Employee Costs						
84,217	Salaries	13 129 1000	87,300	71,400	62,300	-28.6%
1,623	Insurance	13 129 1140	1,700	1,200	1,300	
85,841			89,000	72,600	63,600	
Transport Related						
-	Car Allowances	13 129 1120	-	400	300	
-			-	400	300	
Supplies & Services						
993	Expenses	13 129 113x	1,100	100	100	-90.9%
25	Equipment, Tools & Materials	13 129 1100	200	100	100	
1,018			1,300	200	200	
Support Services						
13,974	Chief Executive		13,700	13,200	12,600	
3,085	Office Accommodation - Rochford		4,000	4,100	4,100	
3,841	Financial Services		3,900	4,000	4,300	
6,650	Human Resources Services		6,700	6,800	7,000	
16,563	Computer Services		14,800	10,800	10,700	
8,030	Audit & Performance Management		7,700	7,300	7,700	
-	Planning Policy		-	5,700	6,200	
6,164	Communications		6,200	1,600	1,700	
331	Emergency Planning/Health and Safety		400	300	300	
4,954	Legal Services		8,900	-	-	
16,426	Customer Services		-	-	-	
80,018			66,300	53,800	54,600	
166,877	Total Expenditure		156,600	127,000	118,700	
Provision of Services						
(35,461)	Emergency Planning		(33,300)	(27,000)	(25,200)	
(6,258)	Human Resources		(7,000)	(6,300)	(5,300)	
(41,719)			(40,300)	(33,300)	(30,500)	
(41,719)	Total Income		(40,300)	(33,300)	(30,500)	
125,158	Total Net Expenditure		116,300	93,700	88,200	

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Central Services - Summary

2012/2013 ACTUAL	ECONOMIC DEVELOPMENT	CODE	ESTIMATES		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2013/2014 ORIGINAL	2013/2014 REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
58,542	Salaries	13 130 1000	97,000	67,900	83,800	-13.6%
1,623	Insurance	13 130 1140	1,700	1,800	1,900	
60,166			98,700	69,700	85,700	
Transport Related						
-	Car Allowances	13 130 1120	-	700	500	
-			-	700	500	
Premises Related						
2,000	Dutch Cottage	13 130 1019	2,000	2,000	2,000	
2,000			2,000	2,000	2,000	
Supplies & Services						
699	Expenses	13 130 113x	1,000	100	100	-90.0%
117,399	Grants to Voluntary Organisations	13 130 1017	90,000	90,000	90,000	
44,300	Accommodation to Voluntary Bodies (internal recharge)	13 130 1017b	44,300	45,500	45,500	2.7%
6,574	Economic Development	13 130 4780	4,500	4,500	4,500	
82,056	Area Action Plans	13 130 4782	-	-	-	
3,150	Southend Business Awards	13 130 4784	3,200	3,200	3,200	
2,594	Breakfast Event	13 130 4785	3,000	3,000	3,000	
-	Subscriptions	13 130 1018	10,000	-	-	-100.0%
4,910	Chambers of Trade	13 130 4782	-	-	-	
2,485	Shop at My Local Campaign	13 130 4744	2,000	2,000	2,300	
264,167			158,000	148,300	148,600	
Support Services						
-	Customer Services		-	100	100	
577	Reception		600	600	600	
6,382	Office Accommodation - Rochford		4,000	4,100	4,100	
5,975	Financial Services		6,000	6,100	6,600	
4,987	Human Resources Services		5,100	5,100	5,300	
16,578	Computer Services		14,800	16,200	16,100	
2,356	Information & Support Services		2,300	2,400	2,400	
2,957	Development Management		2,400	2,800	2,700	
31,338	Planning Policy		29,800	34,900	38,000	
7,705	Communication		7,700	13,700	14,600	
1,301	Environmental Health		1,300	-	-	
249	Emergency Planning/Health and Safety		300	200	200	
7,379	Legal Services		11,100	5,700	5,900	
-	Chief Executive		-	6,600	6,300	
87,784			85,400	98,500	102,900	
414,117	Total Expenditure		344,100	319,200	339,700	
414,117	Total Net Expenditure		344,100	319,200	339,700	

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Central Services - Summary

2012/2013 ACTUAL	COMMUNITY SAFETY	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J Bourne		£	£	£	
Employee Costs						
97,055	Salaries	13 132 1000	102,300	101,600	141,900	38.7%
2,165	Insurance	13 132 1140	2,300	3,000	3,200	39.1%
99,220			104,600	104,600	145,100	
Transport Related						
-	Car Allowances	13 132 1120	-	1,300	1,000	100.0%
-			-	1,300	1,000	
Supplies & Services						
2,724	Expenses	13 132 113x	2,800	600	600	-78.6%
-	Equipment, Tools & Materials	13 132 1100	100	100	100	
3,246	Crime & Disorder	13 132 4826	-	-	-	
7,978	Police Crime Commissioner Funding	13 132 4839	-	-	-	
675	Domestic Abuse Panel	13 132 4844	-	-	-	
(5,367)	Communities Holding Account	13 132 4835	-	-	-	
9,255			2,900	700	700	
Support Services						
1,803	Reception		1,900	1,800	2,000	
10,223	Office Accommodation - Rochford		8,000	8,200	8,200	
10,670	Financial Services		10,800	10,900	11,700	
6,650	Human Resources Services		6,700	6,800	7,000	
22,084	Computer Services		19,800	21,500	21,300	
485	Information & Support Services		500	500	500	
3,082	Communication		3,100	5,000	5,300	
9,310	Community Services Client Account		8,700	13,700	14,000	
45,946	Leisure Client Account		49,900	37,700	39,500	
1,502	Environmental Health		1,500	-	-	
6,987	Chief Executive		6,800	6,600	6,300	
331	Emergency Planning / Health and Safety		400	300	300	
828	Estates Management		700	900	900	
1,111	Legal Services		1,000	8,300	8,700	
121,012			119,800	122,200	125,700	
229,487	Total Expenditure		227,300	228,800	272,500	
Grants						
(13,340)	Safer & Stronger Communities	13 132 xxxx	-	-	-	
(2,206)	Partnership Income	13 132 8844	-	-	-	
(2,918)	Domestic Abuse Awareness Officer (Funded from Reserve)	13 132 8868	(25,600)	(8,900)	-	-100.0%
(18,464)			(25,600)	(8,900)	-	
(18,464)	Total Income		(25,600)	(8,900)	-	
211,024	Total Net Expenditure		201,700	219,900	272,500	

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Central Services - Summary

2012/2013 ACTUAL £	PLANNING & BUILDING CONTROL ADMINISTRATION Head of Service: S Scrutton	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
118,118	Salaries	13 125 1000	110,500	48,900	54,000	-51.1%
3,247	Insurance	13 125 1140	3,400	2,400	2,500	-26.5%
121,364			113,900	51,300	56,500	
Supplies & Services						
2,546	Equipment, Tools & Materials	13 125 1100	2,500	2,500	2,500	
2,546			2,500	2,500	2,500	
Support Services						
3,289	Reception		3,500	3,300	3,600	
71,221	Information & Support Services		68,700	71,400	73,900	
11,993	Office Accommodation - Rochford		11,900	12,300	12,300	
14,938	Financial Services		15,200	15,300	16,500	
10,013	Human Resources Services		10,200	10,300	10,600	
40,772	Computer Services		34,700	26,300	25,600	
1,541	Communication		1,500	-	-	
-	Customer Services		3,000	-	-	
497	Emergency Planning/Health and Safety		500	400	400	
1,657	Estates Management		1,500	1,700	1,700	
155,921			150,700	141,000	144,600	
279,832	Total Expenditure		267,100	194,800	203,600	
Provision of Services						
(190,263)	Development Management		(181,600)	(132,500)	(138,400)	
(89,535)	Building Control		(85,500)	(62,300)	(65,200)	
(279,798)			(267,100)	(194,800)	(203,600)	
(279,798)	Total Income		(267,100)	(194,800)	(203,600)	
-	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	ENVIRONMENTAL SERVICES - SUMMARY	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
57,578	Cemeteries & Churchyards	35,600	99,900	103,500	190.7%
532,234	Environmental Health	525,700	525,000	533,300	1.4%
51,676	Licensing	48,800	60,700	60,600	24.2%
52,371	Public Health	59,500	23,600	23,800	-60.0%
124,943	Public Conveniences	126,500	146,700	146,400	15.7%
46,002	Hackney Carriage	41,800	32,700	35,300	-15.6%
3,641	Coast Protection	3,600	5,100	5,400	50.0%
855,660	Street Cleansing	887,500	1,006,900	1,034,100	16.5%
2,666,068	Recycling Collection	3,068,200	3,037,700	3,058,300	-0.3%
(1,333,200)	Recycling Disposal	(1,108,900)	(1,369,900)	(1,163,900)	5.0%
	For Balancing only				
(405)	Depot	-	-	-	
3,056,568	Total Net Expenditure	3,688,300	3,568,400	3,836,800	

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Central Services - Summary

2012/2013 ACTUAL	CEMETERIES & CHURCHYARDS	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: A Bugeja / R Evans		£	£	£	
	Premises Related Expenditure					
1,344	Repairs, Alterations & Maintenance	14 136 xxxx	6,800	8,200	8,000	17.6%
5,470	Special Items	14 136 1019	-	-	2,000	100.0%
1,530	National Non Domestic Rates	14 136 1016	1,600	1,600	1,600	
114	Insurance	14 136 1140	200	-	-	
8,458			8,600	9,800	11,600	
	Supplies & Services					
363	Equipment, Tools & Materials	14 136 1100	400	3,800	3,800	850.0%
(1,500)	Water	14 136 1012	-	-	-	
(1,137)			400	3,800	3,800	
	Support Services					
-	Communications		-	3,200	3,400	
106,240	Parks & Open Spaces		80,700	151,800	146,400	
2,347	Financial Services		2,400	2,400	2,600	
9,296	Legal Services		8,200	10,400	10,800	
12,771	Customer Services		21,600	42,900	44,000	
42,575	Local Land Charges		22,900	13,300	13,600	
21,128	Estates		18,800	21,900	22,100	
194,358			154,600	245,900	242,900	
	Capital Financing Costs					
-	Depreciation	14 136 1300	-	-	9,000	100.0%
-			-	-	9,000	
201,679	Total Expenditure		163,600	259,500	267,300	
	Fees & Charges					
(55,772)	Grave Purchases	14 136 8313	(43,000)	(60,000)	(60,000)	39.5%
(69,758)	Interments	14 136 8309	(66,000)	(76,000)	(74,000)	12.1%
(18,572)	Monuments	14 136 8xxx	(19,000)	(23,600)	(29,800)	56.8%
(144,102)	Total Income		(128,000)	(159,600)	(163,800)	
57,578	Total Net Expenditure		35,600	99,900	103,500	

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Central Services - Summary

2012/2013 ACTUAL £	ENVIRONMENTAL HEALTH Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
403,275	Salaries	14 139 1000	385,500	420,400	431,200	11.9%
-	Telephone Allowances	14 139 1200	100	-	-	
16,500	Training	14 139 1005	13,000	14,000	14,000	7.7%
7,238	Insurance	14 139 1140	5,900	6,300	6,600	11.9%
427,013			404,500	440,700	451,800	
Transport Related						
9,288	Car Allowances	14 139 1120	8,800	11,200	9,300	
9,288			8,800	11,200	9,300	
Supplies & Services						
2,003	Expenses	14 139 113x	1,600	700	700	-56.3%
1,380	Equipment, Tools & Materials	14 139 1100	3,000	2,900	2,900	
1,817	Fees & Samples	14 139 4974	2,500	1,500	1,500	-40.0%
1,571	Subscriptions	14 139 1018	2,000	2,900	2,900	45.0%
1,987	Veterinary Licensing Fees	14 139 4987	2,300	2,300	2,300	
1,001	Scores on the Doors	15 139 4988	2,000	1,500	2,000	
9,759			13,400	11,800	12,300	
Contracted Services						
2,120	Consultants - Contaminated Land Invest.	14 139 4970	-	-	-	
1,814	Public Health (Control of Disease Act)	14 139 4975	1,500	1,500	1,500	
3,667	Contract Payments - Pest Control	14 139 4978	4,100	3,000	3,000	-26.8%
832	Pest Control Treatments	14 139 4976	2,000	2,000	2,000	
20,509	Air Quality Review	14 139 4967	17,000	16,100	12,000	-29.4%
(4)	Climate CO2de	14 139 4986	16,000	-	-	-100.0%
264	Noise Monitoring	14 139 4979	1,000	700	800	
29,200			41,600	23,300	19,300	
Support Services						
11,145	Building Control Client Account		10,700	10,000	9,500	
14,786	Development Management		12,000	14,100	13,600	
28,748	Customer Services		43,200	43,800	44,900	
4,576	Audit & Performance Management		4,400	4,200	4,400	
19,476	Reception		20,700	19,400	21,500	
81,128	Information & Support Services		78,300	81,300	84,100	
20,696	Office Accommodation - Rochford		15,900	17,100	16,000	
18,566	Financial Services		18,900	19,100	20,500	
21,650	Human Resources Services		21,400	22,300	22,900	
71,774	Computer Services		64,700	54,000	53,700	
10,156	Legal Services		13,500	20,600	21,300	
6,462	Local Land Charges		11,700	-	-	
9,246	Communication		9,300	6,400	6,800	
8,151	Chief Executive		8,000	7,700	7,400	
1,078	Emergency Planning/Health and Safety		1,100	900	800	
1,657	Estates Management		1,500	6,800	7,000	
329,294			335,300	327,700	334,400	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	ENVIRONMENTAL HEALTH - Continued Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Capital Financing Costs					
465	Depreciation	14 139 1300	500	500	500	
465			500	500	500	
805,020	Total Expenditure		804,100	815,200	827,600	
	Fees & Charges					
(1,690)	Veterinary Recharge	14 139 8322	(2,300)	(2,300)	(2,300)	
(8,769)	Scheduled Installation Income	14 139 8968	(10,500)	(7,500)	(7,000)	-33.3%
(2,675)	Other Income	14 139 8xxx	(2,000)	(2,300)	(2,000)	
(1,178)	Environmental Protection Act	14 139 8970	(1,000)	(1,000)	(1,000)	
(14,313)			(15,800)	(13,100)	(12,300)	
	Other Income					
-	Contribution from Environmental Health Reserve		-	(5,000)	(5,000)	100.0%
-			-	(5,000)	(5,000)	
	Provision of Services					
(74,394)	Member & Committee Services		(75,500)	(72,200)	(73,400)	
(17,745)	Development Management		(18,100)	-	-	
(30,182)	Licensing		(30,700)	(56,100)	(57,100)	
(1,752)	Estates Management		(1,800)	-	-	
(7,704)	Human Resources		(7,800)	(16,000)	(16,300)	
(34,443)	Corporate Management		(35,000)	(48,100)	(48,900)	
(1,155)	Emergency Planning		(1,200)	-	-	
(16,746)	Street Cleansing		(17,000)	(16,000)	(16,300)	
(850)	Public Conveniences		(900)	-	-	
(18,446)	Recycling Collection		(18,800)	(8,000)	(8,200)	
(9,348)	Recycling Disposal		(9,500)	(8,000)	(8,200)	
(30,676)	Parks & Open Spaces		(31,100)	(16,000)	(16,300)	
-	Communications		-	(23,700)	(24,100)	
(1,265)	Customer Services		(1,300)	(8,000)	(8,200)	
(850)	Conducting Elections		(900)	-	-	
(1,502)	Community Safety		(1,500)	-	-	
(1,700)	Sports Development & Promotion		(1,700)	-	-	
(2,497)	Building Control Client Account		(2,500)	-	-	
(1,301)	Economic Development		(1,300)	-	-	
(5,918)	Planning Policy		(6,000)	-	-	
(258,473)			(262,600)	(272,100)	(277,000)	
(272,786)	Total Income		(278,400)	(290,200)	(294,300)	
532,234	Total Net Expenditure		525,700	525,000	533,300	

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Central Services - Summary

2012/2013 ACTUAL £	LICENSING Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
40,823	Salaries	14 133 1000	38,200	40,000	37,300	-2.4%
541	Insurance	14 133 1140	500	600	600	
41,364			38,700	40,600	37,900	
	Transport Related					
1,444	Car Allowances	14 133 1120	1,500	1,600	1,200	
1,444			1,500	1,600	1,200	
	Supplies & Services					
250	Subscription	14 133 1018	300	300	300	
354	Equipment, Tools & Materials	14 133 1100	900	400	400	
31	Expenses	14 133 113x	100	100	100	
634			1,300	800	800	
	Support Services					
11,774	Legal Services		14,800	14,600	15,100	
1,662	Human Resources Services		1,700	1,700	1,800	
1,596	Office Accommodation - Rochford		-	-	-	
798	Reception		900	800	900	
4,908	Financial Services		5,000	5,000	5,400	
6,158	Computer Services		5,300	5,800	5,800	
2,745	Customer Services		11,400	3,100	3,100	
7,067	Information & Support Services		6,800	7,100	7,300	
30,182	Environmental Health		30,700	56,100	57,100	
3,082	Communications		3,100	800	900	
84	Emergency Planning/Health and Safety		100	100	100	
70,056			79,800	95,100	97,500	
113,498	Total Expenditure		121,300	138,100	137,400	
	Fees & Charges					
(48,681)	Liquor Licensing	14 133 8969	(56,000)	(56,000)	(56,000)	
(3,389)	Other Licence	14 133 8xxx	(4,000)	(10,900)	(10,000)	150.0%
(5,730)	Gaming License	14 133 8318	(8,000)	(6,000)	(6,000)	-25.0%
(4,023)	Animal Welfare Licensing	14 133 8526	(4,500)	(4,500)	(4,800)	
(61,823)			(72,500)	(77,400)	(76,800)	
(61,823)	Total Income		(72,500)	(77,400)	(76,800)	
51,676	Total Net Expenditure		48,800	60,700	60,600	

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Central Services - Summary

2012/2013 ACTUAL £	PUBLIC HEALTH Head of Service: R Evans	CODE	ESTIMATES 2013/2014 ORIGINAL REVISED £ £		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
Contracted Services						
595	Sewers & Ditch Clearance	14 138 4950	10,000	-	-	-100.0%
16,129	Collection/Kennelling - Stray Dogs	14 138 4952	18,000	18,000	18,000	
16,724			28,000	18,000	18,000	
Support Services						
1,067	Financial Services		1,100	1,100	1,100	
-	Estates Management		-	4,300	4,300	
-	Customer Services		300	400	400	
3,082	Communication		3,100	-	-	
29,337	Recycling Collection		25,700	1,000	1,000	
2,777	Legal Services		2,500	-	-	
36,263			32,700	6,800	6,800	
52,987	Total Expenditure		60,700	24,800	24,800	
Fees & Charges						
(616)	Kennelling Collection Fee	14 138 8514	(1,200)	(1,200)	(1,000)	
(616)			(1,200)	(1,200)	(1,000)	
(616)	Total Income		(1,200)	(1,200)	(1,000)	
52,371	Total Net Expenditure		59,500	23,600	23,800	

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Central Services - Summary

2012/2013 ACTUAL £	PUBLIC CONVENIENCES Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related Costs					
6,467	Repairs, Alterations & Maintenance	14 141 333x	4,300	4,700	400	-90.7%
5,378	National Non Domestic Rates	14 141 1016	5,600	5,500	5,700	
2,680	Electricity	14 141 1009	4,700	4,700	4,700	
7,833	Water / Sewerage	14 141 1xxx	8,100	7,500	7,500	-7.4%
623	Insurance	14 141 1140	500	700	700	
22,980			23,200	23,100	19,000	
	Contracted Services					
71,409	Contract Cleaning	14 141 1008	78,300	78,900	81,000	3.4%
71,409			78,300	78,900	81,000	
	Support Services					
4,178	Depot		4,200	20,500	21,000	
3,201	Financial Services		3,300	3,300	3,500	
-	Customer Services		100	-	-	
1,541	Communication		1,500	-	-	
3,304	Recycling Collection		2,000	2,600	2,600	
850	Environmental Health		900	-	-	
6,249	Estates Management		5,600	6,700	6,800	
19,324			17,600	33,100	33,900	
	Capital Financing Costs					
11,229	Depreciation	14 141 1300	11,600	11,600	12,500	7.8%
11,229			11,600	11,600	12,500	
124,943	Total Expenditure		130,700	146,700	146,400	
	Fees & Charges					
-	Hullbridge Parish Council Income	14 141 8185	(4,200)	-	-	-100.0%
-			(4,200)	-	-	-100.0%
-	Total Income		(4,200)	-	-	-100.0%
124,943	Total Net Expenditure		126,500	146,700	146,400	

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Central Services - Summary

2012/2013 ACTUAL £	HACKNEY CARRIAGE Head of Service: S Scrutton	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
94,285	Salaries	14 144 1000	88,200	89,200	91,300	3.5%
1,623	Insurance	14 144 1140	1,700	1,800	1,900	
95,908			89,900	91,000	93,200	
Transport Related Costs						
-	Car Allowances	14 144 1120	-	600	400	
-			-	600	400	
Supplies & Services						
835	Expenses	14 144 113x	600	100	100	
1,414	Equipment, Tools & Materials	14 144 1100	2,000	2,000	2,000	
793	Publicity	14 144 1013	500	500	500	
100	Subscription	14 144 1018	100	100	100	
3,142			3,200	2,700	2,700	
Support Services						
25,843	Off Street Parking		23,800	23,900	24,500	
7,688	Office Accommodation - Rayleigh		7,600	7,200	6,900	
4,695	Financial Services		4,800	4,800	5,200	
4,987	Human Resources Services		5,100	5,100	5,300	
17,413	Computer Services		15,300	16,700	16,600	
10,446	Planning Policy		10,000	-	-	
2,148	Information & Support Services		2,100	2,100	2,200	
1,618	Reception		1,700	1,600	1,800	
249	Emergency Planning/Health and Safety		300	200	200	
11,570	Legal Services		10,200	9,000	9,300	
86,658			80,900	70,600	72,000	
185,708	Total Expenditure		174,000	164,900	168,300	
Fees & Charges						
(66,869)	Vehicle Licensing	14 144 5051	(68,000)	(68,000)	(68,000)	
(21,020)	Driver Licensing	14 144 5052	(22,000)	(22,000)	(22,000)	
(1,260)	Operators Licensing	14 144 2024	(2,000)	(1,500)	(1,500)	
(188)	Other Miscellaneous Income	14 144 5054	(100)	(100)	(100)	
(89,337)			(92,100)	(91,600)	(91,600)	
Provision of Services						
(50,369)	Off Street Parking		(40,100)	(40,600)	(41,400)	
(50,369)			(40,100)	(40,600)	(41,400)	
(139,706)	Total Income		(132,200)	(132,200)	(133,000)	
46,002	Total Net Expenditure		41,800	32,700	35,300	

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Central Services - Summary

2012/2013 ACTUAL £	COAST PROTECTION Head of Service: Yvonne Woodward	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
2,100	Supplies & Services					
2,100	Contribution - Crouch Harbour	14 143 5040	2,100	2,100	2,100	
			2,100	2,100	2,100	
	Support Services					
-	Planning Policy		-	3,000	3,300	
1,541	Communications		1,500	-	-	
1,541			1,500	3,000	3,300	
3,641	Total Expenditure		3,600	5,100	5,400	

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Central Services - Summary

2012/2013 ACTUAL	STREET CLEANSING	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: R Evans		£	£	£	
	Contracted Services					
650,303	Contract Payments - Street Cleansing	14 137 4933	671,300	677,000	697,300	3.9%
4,447	Tip Clearance	14 137 4931	5,000	5,000	5,000	
4,325	Minor Groundworks	14 137 4924	5,000	5,000	5,000	
3,999	Graffiti Removal	14 137 4926	5,500	5,500	5,500	
373	Footpath Fouling - Notices	14 137 4928	500	500	500	
663,448			687,300	693,000	713,300	
	Support Services					
127,978	Depot		151,900	226,000	230,600	
3,201	Financial Services		3,300	3,300	3,500	
30,301	Customer Services		13,000	19,800	20,300	
13,218	Recycling Collection		11,900	35,200	36,000	
3,082	Communication		3,100	4,700	5,000	
16,746	Environmental Health		17,000	16,000	16,300	
2,687	Local land Charges		-	-	-	
-	Legal Services		-	9,000	9,300	
197,213			200,200	314,000	321,000	
860,660	Total Expenditure		887,500	1,007,000	1,034,300	
	Fees & Charges					
-	Graffiti Parish Recharge	14 137 8926	-	(100)	(200)	
(5,000)	Continuous Improvement Fund	14 137 8516	-	-	-	
(5,000)			-	(100)	(200)	
(5,000)	Total Income		-	(100)	(200)	
855,660	Total Net Expenditure		887,500	1,006,900	1,034,100	

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Central Services - Summary

2012/2013 ACTUAL £	RECYCLING COLLECTION Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
204,876	Salaries	14 146 1000	197,600	169,900	174,000	-11.9%
2,165	Insurance	14 146 1140	2,800	3,000	3,200	
207,040			200,400	172,900	177,200	
Transport Related						
1,660	Car Allowances	14 146 1120	1,800	3,200	4,200	133.3%
1,660			1,800	3,200	4,200	
Supplies & Services						
1,227	Equipment, Tools & Materials	14 146 xxxx	3,000	3,000	3,000	
3,237	Expenses	14 146 xxxxa	2,700	1,600	1,600	-40.7%
-	Recycling Sacks	14 146 5101	3,000	2,000	2,000	-33.3%
7,531	Recycling Events & Promotions	14 146 5113	8,000	8,000	8,000	
8,052	Waste Contract Communications	14 146 5117	-	-	-	
20,047			16,700	14,600	14,600	
Contracted Services						
2,272,574	Contract Payments - Refuse Collection	14 146 5107	2,329,400	2,350,000	2,270,300	-2.5%
2,272,574			2,329,400	2,350,000	2,270,300	
Support Services						
259,031	Depot		261,600	123,400	125,900	
10,241	Reception		10,900	10,300	11,300	
13,762	Office Accommodation - Rochford		11,900	12,300	12,300	
11,950	Financial Services		12,200	12,400	12,800	
6,650	Human Resources Services		6,700	6,800	7,000	
22,084	Computer Services		19,800	21,500	21,300	
90,164	Customer Services		100,500	104,500	107,100	
4,226	Information & Support Services		4,100	4,200	4,400	
720	Audit & Performance Management		700	700	700	
8,196	Local Land Charges		2,900	-	-	
4,623	Communication		4,700	15,000	16,000	
18,446	Environmental Health		18,800	8,000	8,200	
331	Emergency Planning/Health and Safety		400	300	300	
450,424			455,200	319,400	327,300	
Capital Financing Costs						
-	Depreciation	14 146 1301	327,700	327,700	367,000	12.0%
-			327,700	327,700	367,000	
2,951,745	Total Expenditure		3,331,200	3,187,800	3,160,600	

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Central Services - Summary

2012/2013 ACTUAL £	RECYCLING COLLECTION - Continued Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Grants						
(45,000)	Fuel Discounts regarding contract	14 146 8176	(45,000)	(45,000)	-	-100.0%
(45,000)			(45,000)	(45,000)	-	
Fees & Charges						
(28,391)	Bulk Recycling	14 146 8179	(34,000)	(28,000)	(28,000)	-17.6%
(5,000)	Waste Management - Continuous Improvement Fund	14 146 8516	-	-	-	
-	Tipping Away Fee	14 146 8175	(2,000)	(7,300)	(3,000)	50.0%
(33,391)			(36,000)	(35,300)	(31,000)	
Provision of Services						
(17,953)	Parks & Open Spaces		(15,800)	(1,800)	(1,900)	
(661)	Human Resources		-	-	-	
(13,218)	Street Cleansing		(11,900)	(35,200)	(36,000)	
(134,489)	Recycling Disposal		(118,600)	(25,100)	(25,700)	
	Emergency Planning/Health and Safety		-	(900)	(900)	
(29,337)	Public Health		(25,700)	(1,000)	(1,000)	
(3,304)	Public Conveniences		(2,000)	(2,600)	(2,600)	
(4,341)	Depot		(4,000)	(3,100)	(3,100)	
-	Communications		-	(100)	(100)	
(3,983)	Corporate Management		(4,000)	-	-	
(207,286)			(182,000)	(69,800)	(71,300)	
(285,677)	Total Income		(263,000)	(150,100)	(102,300)	
2,666,068	Total Net Expenditure		3,068,200	3,037,700	3,058,300	

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Central Services - Summary

2012/2013 ACTUAL £	RECYCLING DISPOSAL Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
380	Subscriptions	14 147 1018	400	400	400	
380			400	400	400	
	Contracted Services					
(46,633)	Recycling Banks - Payments to Contractors	14 147 5125	10,000	8,000	8,000	-20.0%
-	MRF Contract Renewal Fees		-	-	25,000	100.0%
(46,633)			10,000	8,000	33,000	
	Capital Financing Costs					
5,317	Depreciation	14 147 1300	-	-	-	
5,317			-	-	-	
	Support Services					
133,828	Recycling Collection		118,600	25,100	25,700	
4,623	Communication		4,600	15,000	16,000	
9,348	Environmental Health		9,500	8,000	8,200	
147,799			132,700	48,100	49,900	
106,863	Total Expenditure		143,100	56,500	83,300	
	Fees & Charges					
(964,737)	Recycling Credits & Sales (Contractors)	14 147 8330	(972,000)	(972,000)	(1,001,200)	3.0%
(108,472)	MRF Gate Fee Income	14 147 8xxx	(106,000)	(104,500)	(107,000)	0.9%
(216,855)	Avoided Disposal Credit	14 147 8569	(174,000)	(349,900)	(139,000)	-20.1%
(1,290,063)			(1,252,000)	(1,426,400)	(1,247,200)	
	Grants					
(150,000)	Flats Recycling Rollout Grant	14 147 8561	-	-	-	
(150,000)			-	-	-	
(1,440,063)	Total Income		(1,252,000)	(1,426,400)	(1,247,200)	
(1,333,200)	Total Net Expenditure		(1,108,900)	(1,369,900)	(1,163,900)	

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Central Services - Summary

2012/2013 ACTUAL £	DEPOT Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
62,239	Salaries	14 145 1000	86,400	80,600	82,700	-4.3%
3,865	Insurance	14 145 1140	2,900	3,400	3,600	24.1%
66,104			89,300	84,000	86,300	
Premises Related						
3,745	Repairs, Alterations & Maintenance	14 145 xxxx	3,300	3,000	3,000	
25,004	National Non-Domestic Rates	14 145 1016	26,000	25,700	26,300	
28,749			29,300	28,700	29,300	
Transport Related						
13,755	Transport & Plant	14 145 1170	14,200	12,500	12,700	-10.6%
13,755			14,200	12,500	12,700	
Supplies & Services						
70	Expenses	14 145 11xx	200	100	100	
2,234	Equipment, Tools and Materials	14 145 1100	2,100	2,100	2,100	
150	Mobile Radio Maintenance	14 145 4642	200	200	200	
2,454			2,500	2,400	2,400	
Contracted Services						
1,650	Depot Security Contractor	14 145 5081	2,200	1,700	1,800	
1,650			2,200	1,700	1,800	
Support Services						
728	Reception		800	700	800	
7,042	Financial Services		7,200	7,300	7,800	
8,351	Human Resources Services		8,500	8,600	8,800	
27,605	Computer Services		24,800	21,500	21,300	
208	Information & Support Services		200	200	200	
4,341	Recycling Collection		4,000	3,100	3,100	
415	Emergency Planning/Health and Safety		400	300	300	
828	Estates Management		700	1,100	1,100	
49,518			46,600	42,800	43,400	
Capital Financing Costs						
235,623	Depreciation	14 145 1300	238,800	238,800	243,600	2.0%
235,623			238,800	238,800	243,600	
397,855	Total Expenditure		422,900	410,900	419,500	
Fees & Charges						
(1,357)	Recharge re outside work	14 145 8479	(1,000)	-	-	-100.0%
(1,357)			(1,000)	-	-	

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Central Services - Summary

2012/2013 ACTUAL	DEPOT - Continued	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: R Evans		£	£	£	
	Provision of Services					
(4,178)	Public Conveniences		(4,200)	(20,500)	(21,000)	
(127,978)	Street Cleansing		(151,900)	(226,000)	(230,600)	
(259,031)	Recycling Collection		(261,600)	(123,400)	(125,900)	
-	Parks & Open Spaces		-	(20,500)	(21,000)	
-	Customer Services		-	(20,500)	(21,000)	
(5,716)	Conducting Elections		(4,200)	-	-	
(396,902)			(421,900)	(410,900)	(419,500)	
(398,259)	Total Income		(422,900)	(410,900)	(419,500)	
(405)	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	HIGHWAYS, ROADS & TRANSPORT - SUMMARY	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
		ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
58,252	Highways/Roads (Routine)	47,000	165,000	156,900	233.8%
(481,739)	Off Street Parking	(482,900)	(473,800)	(648,100)	34.2%
(423,487)		(435,900)	(308,800)	(491,200)	

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Central Services - Summary

2012/2013 ACTUAL £	HIGHWAYS/ROADS (ROUTINE) Head of Service: R Evans	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	ESTIMATE £	
	Supplies & Services					
-	Salting	10 100 4006	1,000	1,000	1,000	
2,082	Highway Verge Improvements	10 100 4003	4,500	4,500	2,500	-44.4%
9,036	Street/Footpath lighting	10 100 4002	5,000	5,000	5,000	
11,118			10,500	10,500	8,500	
	Support Services					
72,829	Parks & Open Spaces		64,500	182,100	175,700	
2,485	Estates Management		2,200	3,300	3,400	
2,347	Financial Services		2,400	2,400	2,600	
2,777	Legal Services		2,500	-	-	
80,439			71,600	187,800	181,700	
91,557	Total Expenditure		82,100	198,300	190,200	
	Fees & Charges					
(33,305)	E.C.C. Contribution - Verge Maintenance	10 100 8105	(35,100)	(33,300)	(33,300)	-5.1%
(33,305)			(35,100)	(33,300)	(33,300)	
(33,305)	Total Income		(35,100)	(33,300)	(33,300)	
58,252	Total Net Expenditure		47,000	165,000	156,900	

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Central Services - Summary

2012/2013 ACTUAL £	OFF STREET PARKING Head of Service: S Scrutton	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
152,080	Salaries	10 103 1000	141,600	145,500	149,000	5.2%
5,957	Insurance	10 103 1140	5,900	6,000	6,300	
158,038			147,500	151,500	155,300	
Premises Related						
17,690	Repairs, Alterations & Maintenance	10 103 333x	35,400	33,000	25,900	-26.8%
665	Special Items	10 103 1019	-	-	-	
127,471	National Non-Domestic Rates	10 103 1016	132,100	135,500	138,800	5.1%
3,694	Electricity	10 103 1009	3,700	3,700	3,700	
3,337	Water & Sewerage	10 103 1012	3,400	3,400	3,400	
152,857			174,600	175,600	171,800	
Transport Related						
5,113	Transport & Plant	10 103 1170	2,900	3,200	3,400	
-	Car Allowances	10 102 1120	-	1,200	1,900	100.0%
5,113			2,900	4,400	5,300	
Supplies & Services						
1,052	Expenses	10 103 11xx	900	100	100	-88.9%
2,122	Equipment & Supplies	10 103 xxxx	1,800	1,800	1,900	
3,360	Printing	10 103 1180	4,100	4,000	4,000	
508	Publicity	10 103 1013	500	500	500	
2,310	Subscriptions	10 103 1018	2,700	2,400	2,500	
2,278	Traffic Penalty Tribunal	10 103 4063	2,300	2,200	2,200	
1,910	Machine Telecoms	10 103 4110	2,000	2,000	2,000	
1,133	Traffic Enforcement Centre	10 103 4072	1,100	1,100	1,100	
6,958	Machine Maintenance	10 103 4106	17,000	17,000	17,000	
-	Environmental Enhancements	10 103 4101	200	-	-	
-	Pay by Phone Administration Charge	10 103 4074	-	5,000	2,500	100.0%
21,630			32,600	36,100	33,800	
Support Services						
Woodlands Unit						
32,989	Reception		35,100	33,600	36,300	
56,469	Parks & Open Spaces		48,400	30,400	29,300	
29,838	Office Accommodation - Rayleigh		30,200	29,000	27,600	
26,185	Estates Management		23,300	14,300	14,400	
16,432	Financial Services		16,700	16,900	18,100	
10,013	Human Resources Services		10,200	10,300	10,600	
52,879	Computer Services		42,100	40,400	43,000	
7,696	Legal Services		6,700	3,800	4,000	
50,369	Hackney Carriage		40,100	40,600	41,400	
20,892	Planning Policy		19,900	15,200	16,500	
10,217	Audit & Performance Management		9,800	8,900	9,800	
831	Information & Support Services		800	800	900	
1,541	Communication		1,500	-	-	
242	Customer Services		200	100	100	
497	Emergency Planning/Health and Safety		500	400	400	
317,090			285,500	244,700	252,400	
Capital Charges						
17,911	Depreciation	10 103 4100	30,100	30,100	30,100	
(45,390)	Impairment	10 103 1306	-	-	-	
(27,479)			30,100	30,100	30,100	
627,248	Total Expenditure		673,200	642,400	648,700	

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Central Services - Summary

2012/2013 ACTUAL	OFF STREET PARKING - Continued	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: S Scrutton		£	£	£	% CHANGE
	Fees & Charges					
(908,379)	Car Park Pay & Display	10 103 xxxxa	(948,500)	(948,500)	(1,128,500)	19.0%
(19,850)	Public Transport Income	10 103 8543	-	-	-	
(7,248)	Other Rents	10 103 8119	(7,300)	(7,300)	(7,300)	
(67,103)	Permits/Season Tickets	10 103 8127	(65,000)	(65,000)	(65,000)	
(79,661)	Penalty Charge Notice Payments	10 103 8128	(110,000)	(70,000)	(70,000)	-36.4%
(902)	Commercial Use Of Space	10 103 8480	(1,500)	(1,500)	(1,500)	
(1,083,143)			(1,132,300)	(1,092,300)	(1,272,300)	
	Provision of Services					
(25,843)	Hackney Carriage		(23,800)	(23,900)	(24,500)	
(25,843)			(23,800)	(23,900)	(24,500)	
(1,108,986)	Total Income		(1,156,100)	(1,116,200)	(1,296,800)	
(481,739)	Total Net (Income)		(482,900)	(473,800)	(648,100)	

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Central Services - Summary

2012/2013 ACTUAL £	HOUSING SERVICES GENERAL FUND - SUMMARY	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
		ORIGINAL £	REVISED £		
148,901	Housing Strategy	115,900	125,000	127,600	10.1%
288,462	Private Sector Housing Renewal	564,700	526,400	533,600	-5.5%
23,578	Housing Advice	24,500	25,400	26,100	6.5%
541,818	Homelessness	545,200	609,400	747,800	37.2%
(83,290)	Housing Benefit Payments	(85,900)	(169,995)	(217,800)	153.6%
131,035	Housing Benefit Administration	136,300	65,600	123,200	-9.6%
292,959	Revenues Investigation Section Account RHA Income	315,500	304,400	319,400	1.2%
1,343,463	Total Net Expenditure	1,616,200	1,486,205	1,659,900	

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Central Services - Summary

2012/2013 ACTUAL £	HOUSING STRATEGY Head of Service: J.Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
100,879	Salaries	11 104 1000	93,500	94,800	97,100	3.9%
98	Telephone Allowance	11 104 1200	100	100	100	
1,082	Insurance	11 104 1140	1,200	1,200	1,300	
102,060			94,800	96,100	98,500	
Transport Related						
1,556	Car Allowances	11 104 1120	1,500	2,100	1,600	
1,556			1,500	2,100	1,600	
Supplies & Services						
461	Expenses	11 104 113x	600	100	100	
440	Equipment, Tools, Materials & Subscriptions	11 104 11xx	600	600	600	
10,000	Housing Coordinator - Thames Gateway	11 104 4141	10,000	10,000	10,000	
	Transfer Incentive Scheme	11 104 4155	2,000	2,000	2,000	
10,901			13,200	12,700	12,700	
Support Services						
16,934	Community Services Client Account		15,800	15,400	15,700	
-	Communication		-	800	900	
12,142	Private Sector Renewal		13,400	16,800	17,000	
8,546	Homelessness		8,500	9,300	9,600	
8,312	Reception		8,800	8,400	9,200	
4,938	Office Accommodation - Rochford		4,000	4,100	4,100	
4,055	Financial Services		4,200	4,200	4,500	
3,325	Human Resources Services		3,400	4,000	3,500	
11,042	Computer Services		9,900	10,800	10,700	
3,810	Information & Support Services		3,700	3,800	3,900	
	Planning Policy		-	6,800	7,400	
166	Emergency Planning/Health and Safety		200	100	100	
73,269			71,900	84,500	86,600	
187,786	Total Expenditure		181,400	195,400	199,400	
Provision of Services						
(1,738)	Housing Advice		(2,900)	(3,100)	(3,200)	
(14,065)	Homelessness		(23,700)	(25,500)	(26,000)	
(19,854)	Private Sector Housing Renewal		(33,500)	(35,900)	(36,600)	
(2,152)	Development Management		(3,600)	(3,900)	(4,000)	
(1,076)	Planning Policy		(1,800)	(2,000)	(2,000)	
(38,885)			(65,500)	(70,400)	(71,800)	
(38,885)	Total Income		(65,500)	(70,400)	(71,800)	
148,901	Total Net Expenditure		115,900	125,000	127,600	

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Central Services - Summary

2012/2013 ACTUAL £	PRIVATE SECTOR HOUSING RENEWAL Head of Service: J.Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
122,290	Salaries	11 105 1000	114,700	87,300	89,300	-22.1%
1,623	Insurance	11 105 1140	1,700	1,200	1,300	
123,913			116,400	88,500	90,600	
	Transport Related					
4,265	Car Allowances	11 105 1120	5,300	4,100	3,100	-41.5%
4,265			5,300	4,100	3,100	
	Supplies & Services					
41	Expenses	11 105 113x	100	200	200	
515	Equipment, Tools & materials	11 105 1100	700	700	700	
7	Fees & Samples	11 105 4151	200	100	100	
-	Landlord Accreditation Scheme	11 105 4148	2,500	-	2,500	
10,000	Home Improvement Agencies	11 105 4147	14,700	10,000	10,000	-32.0%
-	Care Alarms	11 105 4150	100	-	-	
75	Energy Efficiency	11 105 4144	300	100	100	
10,637			18,600	11,100	13,600	
	Support Services					
19,854	Housing Strategy		33,500	35,900	36,600	
2,693	Reception		2,900	2,700	3,000	
5,051	Office Accommodation - Rochford		4,000	4,100	4,100	
4,908	Financial Services		5,000	5,000	5,400	
4,987	Human Resources Services		5,100	5,100	5,300	
17,387	Customer Services		7,100	16,200	16,600	
16,563	Computer Services		14,800	10,800	10,700	
5,296	Audit & Performance Management		5,100	4,800	5,100	
21,546	Information & Support Services		20,800	21,600	22,400	
1,956	Local Land Charges		3,700	-	-	
3,082	Communication		-	-	-	
15,666	Community Services Client Account		14,600	14,200	14,400	
249	Emergency Planning/Health and Safety		300	200	200	
16,192	Legal Services		14,300	15,700	16,500	
135,431			131,200	136,300	140,300	
	Capital Financing Costs					
263,044	Revenue Expenditure Funded by Capital	11 105 1301	320,000	320,000	320,000	
263,044			320,000	320,000	320,000	
537,290	Total Expenditure		591,500	560,000	567,600	
	Provision of Services					
(12,142)	Housing Strategy		(13,400)	(16,800)	(17,000)	
(12,142)	Homelessness		(13,400)	(16,800)	(17,000)	
(24,283)			(26,800)	(33,600)	(34,000)	
	Grants					
(224,080)	Disabled Facilities/Private Sector Renewal Grants	11 105 8517	-	-	-	
(224,080)			-	-	-	
	Fees & Charges					
(465)	Miscellaneous Income	11 105 85xx	-	-	-	
(465)			-	-	-	
(248,828)	Total Income		(26,800)	(33,600)	(34,000)	
288,462	Total Net Expenditure		564,700	526,400	533,600	

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Central Services - Summary

2012/2013 ACTUAL £	HOUSING ADVICE Head of Service: J.Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Support Services					
1,738	Housing Strategy		2,900	3,100	3,200	
19,063	Homelessness		19,100	22,300	22,900	
2,777	Legal Services		2,500	-	-	
23,578			24,500	25,400	26,100	
23,578	Total Net Expenditure		24,500	25,400	26,100	

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Central Services - Summary

2012/2013 ACTUAL £	HOMELESSNESS Head of Service: J.Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
195,967	Salaries	11 106 1000	192,900	187,000	191,800	-0.6%
3,788	Insurance	11 106 1140	4,000	4,300	4,500	
199,755			196,900	191,300	196,300	
Transport Related						
3,645	Car Allowances	11 106 1120	5,500	4,500	3,500	-36.4%
3,645			5,500	4,500	3,500	
Supplies & Services						
59	Equipment, Tools & Materials	11 106 1100	900	900	900	
153	Expenses	11 106 113x	300	100	100	
15,336	Removals & Storage	11 106 4176	25,000	15,000	15,000	-40.0%
423,554	Contracted Accommodation	11 106 417x	480,000	608,200	614,400	28.0%
1,182	Medical Assessments	11 106 4171	1,500	1,200	1,200	
5,900	Homelessness Prevention Initiatives	11 106 5796	-	-	-	
23,920	Rent Guarantee Scheme	11 106 4174	15,000	15,000	15,000	
-	Homelessness Grant	11 106 4170	16,000	21,700	21,700	35.6%
-	Homelessness Improvements	11 106 4172	2,500	2,500	2,500	
83	HM Land Registry	11 106 4173	100	100	100	
470,187			541,300	664,700	670,900	
Support Services						
14,398	Community Services Client Account		13,400	16,200	16,500	
18,482	Development Management		15,000	17,600	17,000	
14,065	Housing Strategy		23,700	25,500	26,000	
5,725	Customer Services		600	7,900	8,100	
12,142	Private Sector Renewal		13,400	16,800	17,000	
17,749	Telephone & Reception		18,900	17,900	19,600	
11,698	Office Accommodation - Rochford		8,000	8,200	8,200	
40,546	Financial Services		40,700	41,400	45,200	
11,675	Human Resources Services		11,800	12,000	12,300	
49,055	Computer Services		41,200	41,800	43,200	
1,536	Legal Services		1,400	8,000	8,300	
27,920	Information & Support Services		26,900	28,000	29,000	
493	Local Land Charges		600	100	100	
3,082	Communication		3,100	-	-	
581	Emergency Planning/Health and Safety		600	500	500	
229,146			219,300	241,900	251,000	
902,732	Total Expenditure		963,000	1,102,400	1,121,700	

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Central Services - Summary

2012/2013 ACTUAL	HOMELESSNESS - Continued	CODE	ESTIMATES		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2013/2014 ORIGINAL	REVISED		
£	Head of Service: J.Bourne		£	£	£	
	Fees & Charges					
(50,000)	Homelessness Grant	11 106 8170	(44,300)	(50,000)	-	-100.0%
(13,331)	Rent Guarantee Scheme	11 106 8174	(13,000)	-	-	-100.0%
(260,352)	Contracted Accommodation Recharge	11 106 8134	(280,000)	(380,000)	(340,000)	21.4%
(9,475)	Homelessness Preventions Initiatives	11 106 8796	-	-	-	
1,023	Essex Wide Rental Loan Scheme	11 106 8631	-	-	-	
(315)	Removals and Storage Income	11 106 8676	(2,000)	(500)	(500)	-75.0%
(332,450)			(339,300)	(430,500)	(340,500)	
	Other Income					
-	Contribution from Reserve		(50,000)	(30,000)	-	-100.0%
-			(50,000)	(30,000)	-	
	Provision of Services					
(8,546)	Housing Strategy		(8,500)	(9,300)	(9,600)	
(19,063)	Housing Advice		(19,100)	(22,300)	(22,900)	
(855)	Planning Policy		(900)	(900)	(900)	
(28,464)			(28,500)	(32,500)	(33,400)	
(360,914)	Total Income		(417,800)	(493,000)	(373,900)	
541,818	Total Net Expenditure		545,200	609,400	747,800	

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Central Services - Summary

2012/2013 ACTUAL £	HOUSING BENEFIT PAYMENTS Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Transfer Payments					
17,295,717	Rent Allowances	11 109 4271	17,017,800	17,476,000	17,017,800	
-	Rent Rebates	Rebates	219,100	322,300	219,100	
17,295,717			17,236,900	17,798,300	17,236,900	
17,295,717	Total Expenditure		17,236,900	17,798,300	17,236,900	
	Grants					
(16,506,299)	Rent Allowance Subsidy	11 109 8210	(16,774,700)	(17,244,300)	(16,774,700)	
(114,395)	Rent Rebates Subsidies	subsidy	(98,100)	(151,600)	(98,100)	
(616,736)	Recoveries	11 109 82xx	(280,000)	(364,195)	(367,500)	31.3%
(141,577)	Homelessness Accomodation Recharge	11 109 8286	(170,000)	(208,200)	(214,400)	26.1%
(17,379,007)			(17,322,800)	(17,968,295)	(17,454,700)	
(17,379,007)	Total Income		(17,322,800)	(17,968,295)	(17,454,700)	
(83,290)	Total Net Expenditure		(85,900)	(169,995)	(217,800)	

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Central Services - Summary

2012/2013 ACTUAL £	HOUSING BENEFIT ADMINISTRATION Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
449,567	Salaries	11 108 1000	456,800	438,800	449,400	-1.6%
8,658	Insurance	11 108 1140	9,100	9,700	10,200	12.1%
458,225			465,900	448,500	459,600	
Transport Related						
974	Car Allowances	11 108 1120	-	3,900	3,700	100.0%
974			-	3,900	3,700	
Supplies & Services						
3,588	Expenses	11 108 11xx	4,500	200	200	-95.6%
728	Equipment, Tools & Materials	11 108 1100	2,400	1,400	1,400	-41.7%
4,595	Printing & Publicity	11 108 xxxxa	7,000	6,000	6,000	-14.3%
1,887	Court Cost Expenditure	11 108 4230	2,000	2,000	2,000	
21,994	Call Handling	11 108 4236	22,700	22,700	23,400	3.1%
960	CIPFA Consortium	11 108 4239	1,000	1,100	1,100	
-	Tracing Agents	11 108 4241	100	-	-	
4,515	Benefits Development Fund	11 108 4249	4,500	4,500	4,500	
628	Benefit Changes Guidance	11 108 4233	-	-	-	
1,713	ATLAS Expenditure	11 108 5651	-	-	-	
230	Temporary Set Up Costs	11 108 5528	-	-	-	
466	Employment Support Allowance	11 108 4290	-	-	-	
1,489	On Line Training Manual	11 108 4243	1,500	1,500	1,100	
4,935	Housing Benefit Reforms	11 108 4231	-	-	-	
47,727			45,700	39,400	39,700	
Support Services						
23,283	Community Services Client Account		21,700	16,200	16,500	
21,846	Reception		23,200	21,900	24,200	
54,455	Information & Support Services		52,500	54,500	56,500	
26,832	Office Accommodation - Rochford		23,800	24,700	24,500	
20,913	Financial Services		21,200	21,500	23,100	
26,675	Human Resources Services		27,000	26,600	28,400	
88,337	Computer Services		79,300	80,700	80,100	
49,847	Audit & Performance Management		48,000	45,300	47,900	
3,696	Development Management		3,000	3,500	3,400	
331	Emergency Planning/Health and Safety		400	300	300	
4,954	Legal Services		4,400	5,200	5,400	
321,169			304,500	300,400	310,300	
828,096	Total Expenditure		816,100	792,200	813,300	
Fees & Charges						
(10,991)	Discretionary Housing Income	11 108 8234	(38,600)	(99,200)	(99,000)	156.5%
(284)	Court Costs	11 108 8230	(400)	(400)	(400)	
(327)	Ministry of Defence Income	11 108 8148	(300)	(700)	(300)	
(24,160)	Miscellaneous income	11 108 8xxx	-	-	-	
(35,761)			(39,300)	(100,300)	(99,700)	
Grants						
(417,159)	Administration Subsidy	11 108 8145	(377,200)	(377,200)	(256,100)	-32.1%
(417,159)			(377,200)	(377,200)	(256,100)	

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Central Services - Summary

2012/2013 ACTUAL £	HOUSING BENEFIT ADMINISTRATION - Continued Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Provision of Services					
(61,035)	Revenues Investigation Section		(65,800)	(62,300)	(83,600)	
(101,725)	Council Tax		(109,700)	(103,800)	(139,300)	
(81,380)	Business Rates		(87,800)	(83,000)	(111,400)	
(244,140)			(263,300)	(249,100)	(334,300)	
(697,061)	Total Income		(679,800)	(726,600)	(690,100)	
131,035	Total Net Expenditure		136,300	65,600	123,200	

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Central Services - Summary

2012/2013 ACTUAL £	REVENUES INVESTIGATION SECTION Head of Service: J Bourne	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
104,983	Salaries	11 107 1000	123,700	113,300	101,300	-18.1%
2,165	Insurance	11 107 1140	2,300	2,400	2,500	
107,147			126,000	115,700	103,800	
Transport Related						
2,032	Car Allowances	11 107 1120	2,000	2,300	3,300	65.0%
2,032			2,000	2,300	3,300	
Supplies & Services						
612	Expenses	11 107 113x	600	200	200	
1,234	Equipment & Protective Clothing	11 107 xxxx	1,800	1,500	1,500	
-	Subscription - Local Authority Investigation Group	11 107 1018	100	-	-	
3,628	Anti Fraud Network	11 107 4203	1,700	3,900	3,900	129.4%
506	Land Registry Charges	11 107 1101	1,000	700	700	
5,980			5,200	6,300	6,300	
Support Services						
61,035	Housing Benefit Administration		65,800	62,300	83,600	
10,428	Reception		11,100	10,500	11,500	
70,874	Information & Support Services		68,400	72,200	75,200	
8,197	Office Accommodation - Rochford		4,000	4,100	4,100	
7,469	Financial Services		7,600	7,600	8,200	
6,650	Human Resources Services		6,700	6,800	7,000	
22,084	Computer Services		19,800	21,500	21,300	
201	Audit & Performance Management		200	200	200	
	Communication		-	800	900	
1,327	Emergency Planning/Health and Safety		1,400	1,100	1,000	
2,647	Legal Services		2,300	-	-	
190,912			187,300	187,100	213,000	
306,072	Total Expenditure		320,500	311,400	326,400	
Fees & Charges						
(7,452)	30% Fine for Fraud	11 107 8137	(4,000)	(2,000)	(2,000)	-50.0%
(113)	Pocket Books & Wallets	11 107 814x	-	-	-	
(5,547)	Court Costs - Income from Prosecutions	11 107 8141	(1,000)	(5,000)	(5,000)	400.0%
(13,113)			(5,000)	(7,000)	(7,000)	
(13,113)	Total Income		(5,000)	(7,000)	(7,000)	
292,959	Total Net Expenditure		315,500	304,400	319,400	

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Central Services - Summary

2012/2013 ACTUAL £	APPORTIONED OVERHEADS SUMMARY	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
		ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
12	Reception	-	-	-	
0	Information & Support Services	-	-	-	
(0)	Office Accommodation - Rochford	-	-	-	
(0)	Office Accommodation - Rayleigh	-	-	-	
18,260	Financial Services	-	-	-	
(3,862)	Human Resources Services	-	-	-	
(0)	Estates Management	-	-	-	
1	Computer Services	-	-	-	
-	Communications	-	-	-	
(13)	Legal Services	-	-	-	
(256)	Audit Services & Process Review	-	-	-	
2,926	Customer Services	-	-	-	
	RHA Income				
17,067	Total Net Expenditure	-	-	-	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	RECEPTION Head of Service: Sarah Fowler	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
84,437	Salaries	12 110 1000	105,700	77,000	85,900	-18.7%
3,247	Insurance	12 110 1140	3,400	3,700	3,900	
87,684			109,100	80,700	89,800	
Transport Related						
-	Car Allowances	12 110 1120	-	1,100	800	100.0%
-			-	1,100	800	
Supplies & Services						
3,278	Equipment, Tools & Materials	12 110 xxxx	3,600	2,700	2,500	-30.6%
4,051	Access to Services	12 110 4321	3,000	3,000	2,400	-20.0%
628	Expenses	12 110 11xx	700	100	100	-85.7%
19,028	Office Telephone	12 110 1011	21,000	20,000	20,000	-4.8%
3,240	Mobile Phones	12 110 4315	3,600	3,800	3,500	
7,327	Telephone Maintenance	12 110 4318	7,500	8,500	6,500	-13.3%
37,553			39,400	38,100	35,000	
Support Services						
12,978	Office Accommodation - Rayleigh		13,600	13,000	12,400	
38,715	Office Accommodation - Rochford		31,900	32,800	32,800	
6,189	Financial Services		6,300	6,300	6,800	
10,013	Human Resources Services		10,200	10,300	10,600	
33,126	Computer Services		29,800	32,300	32,000	
40,139	Customer Services		48,600	59,300	60,800	
6,833	Local Land Charges		1,600	4,100	4,300	
3,082	Communication		3,100	-	-	
497	Emergency Planning/Health and Safety		500	400	400	
1,732	Information and Support Services		1,800	1,900	1,900	
153,305			147,400	160,400	162,000	
Capital Financing Costs						
-	Depreciation	12 110 1300	-	-	20,000	100.0%
-			-	-	20,000	
278,541	Total Expenditure		295,900	280,300	307,600	
Fees & Charges						
(45)	Postages and Telephones	12 110 8213	(100)	(100)	(100)	
(404)	Mobile Phone Calls	12 110 8214	(200)	(300)	(200)	
(449)			(300)	(400)	(300)	
Provision of Services						
(1,408)	Chief Executive		(1,500)	(1,400)	(1,600)	
(1,618)	Hackney Carriage		(1,700)	(1,600)	(1,800)	
(3,645)	Member & Committee Services		(3,900)	(3,700)	(4,000)	
(48,768)	Council Tax		(51,800)	(49,100)	(53,900)	
(4,672)	Registration of Electors		(5,000)	(4,700)	(5,200)	
(865)	Community Services Client Account		(900)	(900)	(1,000)	
(70)	Business Rates		(100)	(100)	(100)	
(4,792)	Parks & Open Spaces		(5,100)	(4,800)	(5,400)	
(120)	Leisure Client Account		(100)	(100)	(100)	
(19,025)	Building Control Client Account		(20,200)	(19,100)	(21,000)	
(27,922)	Development Management		(29,700)	(28,100)	(30,900)	
(1,817)	Planning Policy		(1,900)	(1,800)	(2,000)	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL	RECEPTION - Continued	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: Sarah Fowler		£	£	£	% CHANGE
Provision of Services - continued						
(577)	Economic Development		(600)	(600)	(600)	
(1,803)	Community Safety		(1,900)	(1,800)	(2,000)	
(3,289)	Planning & Building Control Administration		(3,500)	(3,300)	(3,600)	
(19,476)	Environmental Health		(20,700)	(19,400)	(21,500)	
(798)	Licensing		(900)	(800)	(900)	
(10,241)	Recycling		(10,900)	(10,300)	(11,300)	
(4,726)	Customer Services		-	-	-	
(728)	Depot		(800)	(700)	(800)	
(32,989)	Off Street Parking		(35,100)	(33,600)	(36,300)	
(8,312)	Housing Strategy		(8,800)	(8,400)	(9,200)	
(2,693)	Private Sector Renewal		(2,900)	(2,700)	(3,000)	
(17,749)	Homelessness		(18,900)	(17,900)	(19,600)	
(21,846)	Housing Benefit Administration		(23,200)	(21,900)	(24,200)	
(10,428)	Revenues Investigation Section		(11,100)	(10,500)	(11,500)	
-	Information & Support Services		(3,300)	(3,100)	(3,400)	
(6,968)	Financial Services		(7,400)	(7,000)	(7,700)	
(5,599)	Human Resources Services		(5,900)	(5,600)	(6,200)	
(2,858)	Estates Management		(3,000)	(2,900)	(3,200)	
(3,102)	Computer Services		(5,000)	(4,800)	(5,200)	
(4,000)	Legal Services		(4,300)	(4,000)	(4,400)	
(288)	Audit & Performance Management		(300)	(300)	(300)	
(4,888)	Sports Development and Promotion		(5,200)	(4,900)	(5,400)	
(278,081)			(295,600)	(279,900)	(307,300)	
(278,529)	Total Income		(295,900)	(280,300)	(307,600)	
12	Total Net Expenditure		-	-	-	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	INFORMATION & SUPPORT SERVICES Head of Service: Sarah Fowler	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
337,820	Salaries	12 113 1000	331,300	341,100	364,800	10.1%
8,658	Insurance	12 113 1140	9,100	9,700	10,200	12.1%
346,478			340,400	350,800	375,000	
Transport Related						
-	Car Allowances	12 113 1120	-	200	200	
-			-	200	200	
Supplies & Services						
17	Expenses	12 113 xxxxa	100	100	100	
3,655	Equipment, Tools & Materials	12 113 xxxxb	4,800	4,500	4,900	
13,000	Subscriptions	12 113 1018	12,500	12,500	12,500	
5,000	Photocopier Maintenance	12 113 4393	5,000	5,000	5,000	
9,702	Photocopying / Printing supplies	12 113 4392	10,000	9,500	9,500	
14,953	Central Printing - Equipment	12 113 4394	15,000	15,000	15,000	
1,741	Central Printing - External	12 113 4396	2,500	2,500	2,500	
4,310	Central Stationery Provision	12 113 4348	5,500	5,000	5,000	
27,625	Postal Charges - Franking	12 113 4349	28,000	28,000	28,000	
23,675	Postal Charges - Bulk Postage	12 113 1014	24,000	24,000	24,000	
103,679			107,400	106,100	106,500	
Support Services						
-	Reception		3,300	3,100	3,400	
39,895	Office Accommodation - Rochford		35,800	36,900	36,800	
16,005	Financial Services		16,300	16,400	17,600	
26,675	Human Resources Services		27,100	27,500	28,200	
88,337	Computer Services		79,300	91,500	90,800	
2,964	Audit & Performance Management		2,800	2,700	2,800	
24,391	Customer Services		14,900	17,500	17,900	
4,623	Communication		4,600	1,600	1,700	
1,325	Emergency Planning/Health and Safety		1,400	1,100	1,000	
7,258	Legal Services		6,400	7,700	8,000	
211,473			191,900	206,000	208,200	
Capital Financing Costs						
29,148	Depreciation	12 113 4390	29,100	29,100	29,100	
29,148			29,100	29,100	29,100	
690,778	Total Expenditure		668,800	692,200	719,000	
Fees & Charges						
(118)	Printing and Copying	12 113 8216	(200)	(100)	(100)	
(118)			(200)	(100)	(100)	
Provision of Services						
(1,039)	Chief Executive		(1,000)	(1,000)	(1,100)	
(27,782)	Member & Committee Services		(26,800)	(27,800)	(28,800)	
(18,290)	Council Tax		(17,700)	(18,300)	(19,000)	
-	Conducting Elections		(13,700)	(14,300)	(14,800)	
(71,221)	Planning & Building Control Administration		(68,700)	(71,400)	(73,900)	
(81,128)	Environmental Health		(78,300)	(81,300)	(84,100)	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	INFORMATION & SUPPORT SERVICES - Continued Head of Service: Sarah Fowler	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	ESTIMATE £	
	Provision of Services					
(54,455)	Housing Benefit Administration		(52,500)	(54,500)	(56,500)	
(70,874)	Revenues Investigation Section		(68,400)	(72,200)	(75,200)	
(4,642)	Financial Services		(4,500)	(4,600)	(4,800)	
(42,053)	Estates Management		(42,500)	(42,100)	(43,700)	
(33,116)	Legal Services		(31,900)	(33,200)	(34,300)	
(2,841)	Local Land Charges		(2,700)	(2,800)	(2,900)	
(35,541)	Leisure Client Account		(34,300)	(34,200)	(36,900)	
(36,026)	Building Control Client Account		(34,800)	(36,100)	(37,400)	
(18,013)	Development Management		(17,400)	(18,100)	(18,700)	
(7,898)	Planning Policy		(7,600)	(7,900)	(8,200)	
(2,356)	Economic Development		(2,300)	(2,400)	(2,400)	
(485)	Community Safety		(500)	(500)	(500)	
(7,067)	Licensing		(6,800)	(7,100)	(7,300)	
(2,148)	Hackney Carriage		(2,100)	(2,100)	(2,200)	
(4,226)	Recycling Collection		(4,100)	(4,200)	(4,400)	
(6,235)	Customer Services		(6,000)	(6,200)	(6,500)	
(208)	Depot		(200)	(200)	(200)	
(831)	Off St Parking		(800)	(800)	(900)	
(1,247)	Corporate Management		(1,200)	(1,200)	(1,300)	
(3,810)	Housing Strategy		(3,700)	(3,800)	(3,900)	
(21,546)	Private Sector Housing Renewal		(20,800)	(21,600)	(22,400)	
(27,920)	Homelessness		(26,900)	(28,000)	(29,000)	
(30,830)	Communications		(29,700)	(30,900)	(32,000)	
(20,369)	Parks & Open Spaces		(19,700)	(20,800)	(21,600)	
(14,203)	Registration of Electors		-	-	-	
(34,017)	Human Resources Services		(32,900)	(34,100)	(35,300)	
(2,286)	Computer Services		(2,200)	(2,300)	(2,400)	
(4,226)	Audit & Performance Management		(4,100)	(4,200)	(4,400)	
(1,732)	Reception		(1,800)	(1,900)	(1,900)	
(690,661)			(668,600)	(692,100)	(718,900)	
(690,778)	Total Income		(668,800)	(692,200)	(719,000)	
0	Total Net Expenditure		-	-	-	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	OFFICE ACCOMODATION - ROCHFORD Head of Service: Albert Bugeja	NEW CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
35,808	Salaries	12 115 1000	26,500	29,600	30,500	15.1%
9,092	Insurance	12 115 1140	10,100	10,000	10,500	
44,901			36,600	39,600	41,000	
Transport Related						
-	Car Allowances	12 115 1120	-	2,100	3,100	100.0%
-			-	2,100	3,100	
Premises Related						
42,380	Repairs, Alterations & Maintenance	12 115 xxxxa	39,300	36,800	23,300	-40.7%
3,243	Special Items	12 115 1019	-	-	18,500	100.0%
71,340	National Non-Domestic Rates	12 115 1016	74,200	70,900	56,600	-23.7%
9,456	Gas	12 115 1010	22,000	10,000	11,000	-50.0%
36,980	Electricity	12 115 1009	25,300	24,700	26,400	4.3%
3,875	Water & Sewerage	12 115 xxxxb	4,700	4,100	4,200	
2,781	Paper Recycling	12 115 4457	2,200	2,700	2,700	
13,447	Cleaning	12 115 1008	14,500	14,500	14,800	
183,503			182,200	163,700	157,500	
Supplies & Services						
2,475	Expenses	12 115 11xx	2,100	100	100	-95.2%
8,471	Equipment, Tools & Materials	12 115 xxxx	2,400	2,700	2,700	
10,946			4,500	2,800	2,800	
Support Services						
18,477	Parks & Open Spaces		16,100	45,500	43,900	
10,243	Financial Services		10,400	10,500	11,300	
3,325	Human Resources Services		3,400	3,400	3,500	
81,509	Estates Management		72,500	78,000	78,600	
11,042	Computer Services		9,900	5,600	5,400	
1,541	Communications		1,500	-	-	
-	Customer Services		700	-	-	
166	Emergency Planning/Health and Safety		200	100	100	
126,303			114,700	143,100	142,800	
Capital Financing Costs						
41,924	Depreciation	12 115 1300	60,200	60,200	63,300	5.1%
62,853	Impairment	12 115 1306	-	-	-	
104,777			60,200	60,200	63,300	
470,429	Total Expenditure		398,200	411,500	410,500	
Fees & Charges						
-	Rent	12 115 8221	-	(1,100)	(1,100)	-100.0%
-			-	(1,100)	(1,100)	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	OFFICE ACCOMODATION - ROCHFORD - Continued Head of Service: Albert Bugeja	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	ESTIMATE £	
	Provision of Services					
(9,437)	Chief Executive		(8,000)	(8,200)	(8,200)	
(12,018)	Member & Committee Services		(11,900)	(12,300)	(12,300)	
(12,256)	Council Tax		(11,900)	(12,300)	(12,300)	
(9,951)	Conducting Elections		(4,000)	(4,100)	(4,100)	
(1,452)	Emergency Planning		(4,000)	(4,100)	(4,100)	
(7,314)	Local Land Charges		(8,000)	(8,200)	(8,200)	
(6,866)	Community Services Client Account		(4,000)	(4,100)	(4,100)	
(1,611)	Sports Development & Promotion		-	-	-	
(8,643)	Leisure Client Account		(8,000)	(8,200)	(8,200)	
(12,038)	Building Control Client Account		(11,900)	(12,300)	(12,300)	
(11,993)	Development Management		(11,900)	(12,300)	(12,300)	
(23,864)	Planning Policy		(19,900)	(20,100)	(20,500)	
(3,085)	Corporate Policy & Partnership		(4,000)	(4,100)	(4,100)	
(6,382)	Economic Development		(4,000)	(4,100)	(4,100)	
(10,223)	Community Safety		(8,000)	(8,200)	(8,200)	
(11,993)	Planning & Building Control Administration		(11,900)	(12,300)	(12,300)	
(20,696)	Environmental Health		(15,900)	(17,100)	(16,000)	
(1,596)	Licensing		-	-	-	
(13,762)	Recycling		(11,900)	(12,300)	(12,300)	
(4,991)	Communications		(4,000)	(4,100)	(4,100)	
(36,479)	Customer Services		(31,900)	(32,800)	(32,800)	
(2,843)	Parks & Opens Spaces		(4,000)	(4,100)	(4,100)	
(4,938)	Housing Strategy		(4,000)	(4,100)	(4,100)	
(5,051)	Private Sector Housing Renewal		(4,000)	(4,100)	(4,100)	
(11,698)	Homelessness		(8,000)	(8,200)	(8,200)	
(26,832)	Housing Benefit Administration		(23,800)	(24,700)	(24,500)	
(8,197)	Revenues Investigation Section		(4,000)	(4,100)	(4,100)	
(38,715)	Reception		(31,900)	(32,800)	(32,800)	
(39,895)	Information & Support Services		(35,800)	(36,900)	(36,800)	
(30,307)	Financial Services		(23,900)	(24,600)	(24,600)	
(12,431)	Human Resources Services		(11,900)	(12,300)	(12,300)	
(13,057)	Estates Management		(8,000)	(8,200)	(8,200)	
(21,566)	Computer Services		(19,900)	(20,500)	(20,500)	
(19,569)	Legal Services		(15,900)	(16,400)	(16,400)	
(8,681)	Audit & Performance Management		(8,000)	(8,200)	(8,200)	
(470,429)			(398,200)	(410,400)	(409,400)	
(470,429)	Total Income		(398,200)	(411,500)	(410,500)	
(0)	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	OFFICE ACCOMODATION - RAYLEIGH Head of Service: Albert Bugeja	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
12,604	Salaries	12 114 1000	13,900	13,500	14,100	
3,086	Insurance	12 114 1140	2,200	2,200	2,300	
15,690			16,100	15,700	16,400	
Transport Costs						
-	Car Allowances	12 114 1120	-	300	200	
-			-	300	200	
Premises Related Costs						
25,327	Repairs, Alterations and Maintenance	12 114 33xx	22,800	19,400	17,700	-22.4%
879	Special Items	12 114 1019	9,000	9,000	2,000	-77.8%
21,526	National Non Domestic Rates	12 114 1016	22,400	22,100	22,700	
5,063	Oil	12 114 4417	6,000	5,600	6,000	
3,738	Electricity	12 114 1009	4,100	4,800	5,100	24.4%
348	Water & Sewerage	12 114 xxxx	400	400	400	
500	Refuse Removal	12 114 4422	500	500	500	
9,421	Cleaning of Civic Suite	12 114 4423	9,700	9,600	9,800	
66,801			74,900	71,400	64,200	
Supplies & Services						
161	Equipment, Tools & Materials	12 114 xxxxb	500	900	800	
-	Audio-Visual Equipment Maintenance	12 114 4420	1,900	1,900	1,900	
52	Expenses	12 114 113x	-	-	-	
213			2,400	2,800	2,700	
Support Services						
18,477	Parks & Open Spaces		16,100	30,400	29,300	
5,335	Financial Services		5,400	5,500	5,900	
1,662	Human Resources Services		1,700	1,700	1,800	
1,541	Communications		1,500	-	-	
5,521	Computer Services		4,900	-	-	
	Customer Services		700	-	-	
84	Emergency Planning/Health and Safety		100	100	100	
58,635	Estates Management		52,200	40,900	41,200	
91,255			82,600	78,600	78,300	
Capital Financing Costs						
17,164	Depreciation	12 114 1300	17,200	17,200	17,500	
17,164	Revenue Expenditure Funded by Capital		17,200	17,200	17,500	
191,123	Total Expenditure		193,200	186,000	179,300	
Fees & Charges						
-	Rent	12 114 8218	(1,100)	-	-	-100.0%
(4,959)	Robing Room Rent	12 114 8219	(5,500)	(5,200)	(5,200)	
(36,300)	Voluntary Organisations	12 114 8979	(35,500)	(36,000)	(36,000)	
(41,259)			(42,100)	(41,200)	(41,200)	
Provision of Services						
(99,359)	Member & Committee Services		(99,700)	(95,600)	(91,200)	
(7,688)	Hackney Carriage		(7,600)	(7,200)	(6,900)	
(29,838)	Off Street Parking		(30,200)	(29,000)	(27,600)	
(12,978)	Reception		(13,600)	(13,000)	(12,400)	
(149,863)			(151,100)	(144,800)	(138,100)	
(191,123)	Total Income		(193,200)	(186,000)	(179,300)	
(0)	Total Net Expenditure		-	-	-	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL £	FINANCIAL SERVICES Head of Service: Yvonne Woodward	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	ESTIMATE £	
Employee Costs						
443,183	Salaries	12 120 1000	461,000	473,000	527,800	14.5%
3,056	Training	12 120 xxxx	6,200	6,200	6,200	
738	Professional Fees	12 120 1006	600	600	600	
10,018	Insurance	12 120 1140	10,500	11,600	12,200	16.2%
456,994			478,300	491,400	546,800	
Transport Costs						
1,729	Car Allowances	12 120 1120	1,700	2,700	1,800	
1,729			1,700	2,700	1,800	
Supplies & Services						
2,886	Expenses	12 120 xxxxa	3,100	900	900	-71.0%
9,528	Equipment, Tools & Materials	12 120 1100	10,800	10,800	10,800	
5,020	Subscriptions	12 120 1018	5,100	5,000	5,200	
2,709	ATM	12 120 4552	2,600	2,800	2,800	
20,144			21,600	19,500	19,700	
Contracted Services						
1,550	Tax Consultants	12 120 4577	1,800	1,800	1,800	
2,100	Asset Valuation	12 120 4575	2,100	2,100	2,100	
570	Bailiff Charges	12 120 4582	600	600	600	
6,000	Treasury Management	12 120 4576	6,000	6,000	6,000	
165	Risk Management	12 120 5544	500	500	500	
5,050	Security Services - Cash Collection	12 120 4551	5,000	5,100	5,300	
15,435			16,000	16,100	16,300	
Support Services						
8,151	Chief Executive		8,000	7,700	7,400	
6,968	Reception		7,400	7,000	7,700	
4,642	Information & Support Services		4,500	4,600	4,800	
30,307	Office Accommodation - Rochford		23,900	24,600	24,600	
23,312	Human Resources Services		23,800	24,200	24,800	
127,207	Computer Services		100,300	106,300	102,600	
14,059	Legal Services		18,200	10,700	11,100	
74,137	Audit & Performance Management		71,400	67,400	71,200	
1,541	Communication		1,500	800	900	
1,161	Emergency Planning		1,200	900	900	
2,107	Estates Management		1,900	3,400	3,400	
293,593			262,100	257,600	259,400	
787,894	Total Expenditure		779,700	787,300	844,000	
Fees & Charges						
(21,513)	Castle Point Borough Council Payroll Income	12 120 8532	(21,500)	(21,500)	(21,500)	
(700)	Trust Property Administration recharge	Trust	(700)	(700)	(700)	
(2,000)	Miscellaneous Income	12 120 8533	-	-	-	
(1,498)	Income from VAT on Car Allowances	12 120 8534	(1,500)	(1,500)	(1,500)	
(25,711)			(23,700)	(23,700)	(23,700)	
Provision of Services						
(265,619)	Corporate Management		(269,900)	(281,800)	(302,700)	
(4,055)	Chief Executive		(4,200)	(4,200)	(4,500)	
(14,725)	Member & Committee Services		(15,000)	(15,100)	(16,200)	
(32,864)	Council Tax		(33,400)	(33,800)	(36,300)	
(6,829)	Business Rate Account		(7,000)	(7,000)	(7,500)	
(2,774)	Conducting Elections		(2,800)	(2,800)	(3,000)	
(4,268)	Registration of Electors		(4,300)	(4,400)	(4,700)	
(4,481)	Emergency Planning		(4,500)	(4,600)	(4,900)	

APPENDIX 1

Central Services - Summary

2012/2013 ACTUAL	FINANCIAL SERVICES - Continued	NEW CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE % CHANGE
£	Head of Service: Yvonne Woodward		£	£	£	
	Provision of Services - Continued					
(5,335)	Local Land Charges		(5,400)	(5,500)	(5,900)	
(3,201)	Community Services Client Account		(3,300)	(3,300)	(3,500)	
(3,414)	Culture & Heritage - Windmill		(3,500)	(3,500)	(3,800)	
(4,268)	Leisure Premises		(4,300)	(4,400)	(4,700)	
(25,594)	Parks & Open Spaces		(26,000)	(16,900)	(18,100)	
(6,402)	Sports Development & Promotion		(6,500)	(6,600)	(7,100)	
(10,457)	Leisure Client Account		(10,700)	(10,800)	(11,600)	
(7,256)	Building Control Client Account		(7,400)	(7,500)	(8,000)	
(7,042)	Planning Policy		(7,200)	(7,300)	(7,800)	
(3,841)	Corporate Policy & Partnership		(3,900)	(4,000)	(4,300)	
(5,975)	Economic Development		(6,000)	(6,100)	(6,600)	
(10,670)	Community Safety		(10,800)	(10,900)	(11,700)	
(14,938)	Planning & Building Control Administration		(15,200)	(15,300)	(16,500)	
(2,347)	Cemeteries & Churchyards - Open		(2,400)	(2,400)	(2,600)	
(18,566)	Environmental Health		(18,900)	(19,100)	(20,500)	
(4,908)	Licensing		(5,000)	(5,000)	(5,400)	
(1,067)	Public Health		(1,100)	(1,100)	(1,100)	
(3,201)	Public Conveniences		(3,300)	(3,300)	(3,500)	
(4,695)	Hackney Carriage		(4,800)	(4,800)	(5,200)	
(3,201)	Street Cleansing		(3,300)	(3,300)	(3,500)	
(11,950)	Recycling Collection		(12,200)	(12,400)	(12,800)	
(10,030)	Customer Services		(10,200)	(10,300)	(11,100)	
(7,042)	Depot		(7,200)	(7,300)	(7,800)	
(2,347)	Highways / Roads Routine		(2,400)	(2,400)	(2,600)	
(16,432)	Off Street Parking		(16,700)	(16,900)	(18,100)	
(4,055)	Housing Strategy		(4,200)	(4,200)	(4,500)	
(4,908)	Private Sector Housing Renewal		(5,000)	(5,000)	(5,400)	
(40,546)	Homelessness		(40,700)	(41,400)	(45,200)	
(20,913)	Housing Benefit Administration		(21,200)	(21,500)	(23,100)	
(7,469)	Revenues Investigation Section Account		(7,600)	(7,600)	(8,200)	
(6,189)	Reception		(6,300)	(6,300)	(6,800)	
(16,005)	Information & Support Services		(16,300)	(16,400)	(17,600)	
(10,243)	Office Accommodation - Rochford		(10,400)	(10,500)	(11,300)	
(5,335)	Office Accommodation - Rayleigh		(5,400)	(5,500)	(5,900)	
(10,841)	Human Resources Services		(11,000)	(11,100)	(12,000)	
(5,122)	Estates Management		(5,200)	(5,300)	(5,700)	

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Central Services - Summary

2012/2013 ACTUAL	FINANCIAL SERVICES - Continued	NEW CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: Yvonne Woodward		£	£	£	% CHANGE
	Provision of Services - Continued					
(11,097)	Computer Services		(11,300)	(11,400)	(12,200)	
(10,457)	Legal Services		(10,700)	(10,800)	(11,600)	
(46,863)	Audit & Performance Management		(47,600)	(48,100)	(51,700)	
(14,085)	Communications		(14,300)	(14,400)	(15,500)	
(743,923)			(756,000)	(763,600)	(820,300)	
(769,634)	Total Income		(779,700)	(787,300)	(844,000)	
18,260	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	HUMAN RESOURCES Head of Service: A Dave	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
165,213	Salaries	12 121 1000	166,800	155,900	163,200	-2.2%
11,960	Central Training Provision	12 121 4607	19,000	16,000	19,000	
16,037	Work Placements	12 121 1017	16,000	16,000	16,000	
2,706	Insurance	12 121 1140	2,800	2,400	2,500	
195,916			204,600	190,300	200,700	
Transport Related						
-	Car Allowances	12 121 1120	-	500	300	
-			-	500	300	
Supplies & Services						
1,227	Expenses	12 121 1xxx	1,300	200	400	-69.2%
648	Equipment, Tools and Materials	12 121 1100	800	300	300	
171	Provisions	12 121 46xx	-	-	-	
-	Consultancy	12 121 4577	1,800	6,800	6,800	277.8%
-	Nalگو Room Hire	12 121 4610	100	-	-	
5,418	Occupational Health	12 121 4604	7,000	5,000	7,000	
6,613	Staff Advertising	12 121 4602	10,000	45,000	10,000	
630	Job Evaluation Appeals	12 121 4605	2,000	2,000	2,000	
1,200	Childcare Vouchers Management Fee	12 121 4611	1,200	1,200	1,200	
4,518	Staff Reward Scheme	12 121 4606	4,000	4,000	4,000	
1,316	Criminal Record Bureau	12 121 4612	1,300	1,000	1,000	
4,300	Investors In People	12 121 4603	4,300	7,300	4,300	
17,863	Attendance Bonus	12 121 4613	15,500	15,500	15,500	
43,904			49,300	88,300	52,500	
Support Services						
34,957	Chief Executive		34,100	33,100	31,600	
5,599	Reception		5,900	5,600	6,200	
13,092	Office Accommodation - Rochford		11,900	12,300	12,300	
10,841	Financial Services		11,000	11,100	12,000	
31,428	Computer Services		27,200	29,300	28,800	
13,152	Audit & Performance Management		12,700	12,000	12,600	
34,017	Information & Support Services		32,900	34,100	35,300	
300	Customer Services		200	-	-	
3,082	Communications		3,100	12,600	13,400	
7,704	Environmental Health		7,800	16,000	16,300	
415	Emergency Planning/Health and Safety		400	300	300	
6,258	Corporate Policy and partnership		7,000	6,300	5,300	
4,954	Legal Services		8,900	7,600	7,900	
165,799			163,100	180,300	182,000	
405,619	Total Expenditure		417,000	459,400	435,500	
Other Income						
-	Contribution from Reserve		-	(35,000)	-	
-			-	(35,000)	-	
Fees & Charges						
(22,880)	Staff Parking Charge	12 121 8291	(25,000)	(27,000)	(27,000)	8.0%
(22,880)			(25,000)	(27,000)	(27,000)	
Provision of Services						
(4,987)	Chief Executive		(5,100)	(5,100)	(5,300)	
(13,338)	Member & Committee Services		(13,500)	(13,700)	(14,100)	
(18,325)	Council Tax		(18,600)	(18,800)	(19,400)	
(6,650)	Conducting Elections		(3,400)	(3,400)	(3,500)	
	Registration of Electors		(3,400)	(3,400)	(3,500)	
(3,325)	Emergency Planning		(3,400)	(3,400)	(3,500)	
(4,987)	Local Land Charges		(5,100)	(5,100)	(5,300)	
(3,325)	Community Services Client Account		(3,400)	(3,400)	(3,500)	
(13,338)	Parks & Open Spaces		(13,600)	(13,400)	(13,700)	

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Central Services - Summary

2012/2013 ACTUAL	HUMAN RESOURCES - Continued	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: A Dave		£	£	£	% CHANGE
	Provision of Services - continued					
(8,351)	Leisure Client Account		(8,500)	(8,600)	(8,800)	
(10,013)	Building Control Client Account		(10,200)	(11,200)	(10,600)	
(16,662)	Development Management		(16,900)	(17,100)	(17,800)	
(10,013)	Planning Policy		(10,200)	(10,300)	(10,600)	
(6,650)	Corporate Policy & Partnership		(6,700)	(6,800)	(7,000)	
(4,987)	Economic Development		(5,100)	(5,100)	(5,300)	
(6,650)	Community Safety		(6,700)	(6,800)	(7,000)	
(10,013)	Planning & Building Control Administration		(10,200)	(10,300)	(10,600)	
(21,650)	Environmental Health		(21,400)	(22,300)	(22,900)	
(1,662)	Licensing		(1,700)	(1,700)	(1,800)	
(4,987)	Hackney Carriage		(5,100)	(5,100)	(5,300)	
(6,650)	Recycling Collection		(6,700)	(6,800)	(7,000)	
(25,013)	Customer Services		(25,400)	(25,700)	(26,400)	
(8,351)	Depot		(8,500)	(8,600)	(8,800)	
(10,013)	Off Street Parking		(10,200)	(10,300)	(10,600)	
(3,325)	Housing Strategy		(3,400)	(4,000)	(3,500)	
(4,987)	Private Sector Housing Renewal		(5,100)	(5,100)	(5,300)	
(11,675)	Homelessness		(11,800)	(12,000)	(12,300)	
(26,675)	Housing Benefit Administration		(27,000)	(26,600)	(28,400)	
(6,650)	Revenues Investigation Section		(6,700)	(6,800)	(7,000)	
(10,013)	Reception		(10,200)	(10,300)	(10,600)	
(26,675)	Information & Support Services		(27,100)	(27,500)	(28,200)	
(3,325)	Office Accommodation - Rochford		(3,400)	(3,400)	(3,500)	
(1,662)	Office Accommodation - Rayleigh		(1,700)	(1,700)	(1,800)	
(23,312)	Financial Services		(23,800)	(24,200)	(24,800)	
(6,688)	Estates Management		(6,700)	(6,800)	(7,000)	
(16,662)	Computer Services		(16,700)	(16,900)	(17,400)	
(11,675)	Legal Services		(11,800)	(12,000)	(12,300)	
(10,013)	Audit & Performance Management		(10,200)	(10,300)	(10,600)	
(3,325)	Communications		(3,400)	(3,400)	(3,500)	
(386,601)			(392,000)	(397,400)	(408,500)	
(409,481)	Total Income		(417,000)	(459,400)	(435,500)	
(3,862)	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	ESTATES MANAGEMENT Head of Service: A Bugeja	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
160,040	Salaries	12 122 1000	154,600	151,200	149,300	-3.4%
2,165	Insurance	12 122 1140	2,300	2,400	2,500	
162,204			156,900	153,600	151,800	
Transport Related						
4,176	Car Allowances	12 122 1120	4,100	4,400	3,700	
1,455	Transport & Plant	12 122 1170	2,100	1,400	1,400	-33.3%
5,631			6,200	5,800	5,100	
Supplies & Services						
52	Expenses	12 122 11xx	400	200	200	
442	Equipment, Tools, Materials	12 122 1100	900	1,600	1,600	77.8%
493			1,300	1,800	1,800	
Support Services						
2,957	Development Management		2,400	2,800	2,700	
2,858	Reception		3,000	2,900	3,200	
42,053	Information & Support Services		42,500	42,100	43,700	
13,057	Office Accommodation - Rochford		8,000	8,200	8,200	
5,122	Financial Services		5,200	5,300	5,700	
6,688	Human Resources Services		6,700	6,800	7,000	
22,084	Computer Services		19,800	21,500	21,300	
50,030	Legal Services		48,600	63,000	65,300	
2,187	Audit and Process Review		2,100	2,000	2,100	
1,541	Communications		1,500	1,600	1,700	
1,752	Environmental Health		1,800	-	-	
331	Emergency Planning/Health and Safety		400	300	300	
150,662			142,000	156,500	161,200	
Total Expenditure						
318,991			306,400	317,700	319,900	
Fees & Charges						
-	Admin Charge/Rechargeable Income	12 122 8237	(1,500)	-	-	-100.0%
-	Capital Works	cap	(20,000)	(10,000)	(10,000)	-50.0%
(11,100)	Finchfield Bungalows Trust Management Fee	Finch	(11,000)	(10,600)	(10,600)	
(11,100)			(32,500)	(20,600)	(20,600)	

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Central Services - Summary

2012/2013 ACTUAL	ESTATES MANAGEMENT	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: A Bugeja		£	£	£	% CHANGE
	Provision of Services					
(18,226)	Building Control Client Account		(16,200)	(18,800)	(19,000)	
(2,485)	Highways General		(2,200)	(3,300)	(3,400)	
(26,185)	Off Street Parking		(23,300)	(14,300)	(14,400)	
(40,699)	Parks & Open Spaces		(36,100)	(38,300)	(38,300)	
(22,682)	Leisure Premises		(20,200)	(22,800)	(23,000)	
(81,509)	Office Accommodation Rochford		(72,500)	(78,000)	(78,600)	
-	Public Health		-	(4,300)	(4,300)	
(3,591)	Culture and Heritage - Windmill		(3,200)	(3,700)	(3,700)	
(828)	Depot		(700)	(1,100)	(1,100)	
(6,249)	Public Conveniences		(5,600)	(6,700)	(6,800)	
(58,635)	Office Accommodation Rayleigh		(52,200)	(40,900)	(41,200)	
(21,128)	Cemeteries and Churchyards		(18,800)	(21,900)	(22,100)	
(1,657)	Environmental Health		(1,500)	(6,800)	(7,000)	
(2,107)	Audit and Performance Management		(1,900)	(3,400)	(3,400)	
(2,107)	Computer Services		(1,900)	(3,400)	(3,400)	
(7,753)	Legal Services		(6,900)	(15,700)	(15,800)	
(2,107)	Financial Services		(1,900)	(3,400)	(3,400)	
(2,485)	Development Management		(2,200)	(2,600)	(2,600)	
(1,657)	Planning and Building Control Administration		(1,500)	(1,700)	(1,700)	
(828)	Community Safety		(700)	(900)	(900)	
(4,971)	Customer Services		(4,400)	(5,100)	(5,200)	
(307,891)			(273,900)	(297,100)	(299,300)	
(318,991)	Total Income		(306,400)	(317,700)	(319,900)	
(0)	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	COMPUTER SERVICES Head of Service: Sarah Fowler	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
273,978	Salaries	12 117 1000	258,100	268,900	296,900	15.0%
5,411	Insurance	12 117 1140	4,500	5,500	5,800	28.9%
279,389			262,600	274,400	302,700	
Transport Related						
1,239	Car Allowances	12 117 1120	-	1,500	1,200	100.0%
1,239			-	1,500	1,200	
Supplies & Services						
1,404	Expenses	12 117 11xx	400	400	400	
1,166	Equipment, Tools & Materials and Subscriptions	12 117 1100	1,100	1,100	1,100	
102,855	IT Upgrades/Developments	12 117 4496	40,000	40,000	40,000	
10,725	Essex On-Line Partnership	12 117 4498	10,500	10,500	2,100	-80.0%
214,854	IT Strategy	12 117 4495	-	-	-	
-	Consultancy	12 117 4457	-	12,500	-	
331,003			52,000	64,500	43,600	
Premises Related						
3,000	Electricity	12 117 1009	6,000	3,000	3,000	-50.0%
3,000			6,000	3,000	3,000	
Contracted Services						
643,610	Contract Payment	12 117 4502	400,000	400,000	360,000	-10.0%
3,081	Computer Consumables	12 117 4503	4,000	3,000	2,500	-37.5%
70	Data Protection Fees	12 117 4505	100	100	100	
(3,965)	License and Support Payments	12 117 4504	350,000	325,000	335,000	-4.3%
-	IT System Failure Recovery Costs		-	36,500	-	
642,795			754,100	764,600	697,600	
Support Services						
3,102	Reception		5,000	4,800	5,200	
21,566	Office Accommodation - Rochford		19,900	20,500	20,500	
11,097	Financial Services		11,300	11,400	12,200	
16,662	Human Resources Services		16,700	16,900	17,400	
5,468	Audit & Performance Management		5,300	5,000	5,200	
2,286	Information & Support Services		2,200	2,300	2,400	
39,598	Customer Services		38,000	37,000	37,900	
3,082	Communication		3,100	-	-	
830	Emergency Planning/Health and Safety		900	700	700	
2,107	Estates Management		1,900	3,400	3,400	
105,838			104,300	102,000	104,900	
Capital Financing Costs						
74,885	Depreciation	12 117 1300	102,800	102,800	109,600	6.6%
74,885			102,800	102,800	109,600	
1,438,150	Total Expenditure		1,281,800	1,312,800	1,262,600	
Fees & Charges						
(84)	Street Naming & Numbering	12 117 8101	(100)	(100)	(100)	
-	IT System Failure Recovery from Contractor		-	(36,500)	-	
(84)			(100)	(36,600)	(100)	
Provision of Services						
(19,752)	Off Street Parking		(12,300)	(8,100)	(11,000)	
(87,495)	Council Tax		(54,400)	(31,900)	(28,700)	
(3,834)	Business Rates		(2,400)	(2,400)	(2,100)	

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Central Services - Summary

2012/2013 ACTUAL	COMPUTER SERVICES - Continued	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: Sarah Fowler		£	£	£	% CHANGE
	Provision of Services - Continued					
(19,328)	Registration of Electors		(12,000)	(12,000)	(10,800)	
(7,646)	Planning & Building Control Administration		(4,800)	(4,800)	(4,300)	
(49,912)	Financial Services		(31,000)	(31,000)	(27,900)	
(3,823)	Human Resources Services		(2,400)	(2,400)	(2,100)	
(7,434)	Member & Committee Services		(4,600)	(4,600)	(4,200)	
(850)	Hackney Carriage		(500)	(500)	(500)	
(637)	Licensing		(400)	(400)	(400)	
(10,407)	Homelessness		(6,500)	(4,100)	(5,800)	
(1,274)	Development Management		(800)	(800)	(700)	
(16,563)	Chief Executive		(14,800)	(10,800)	(10,700)	
(5,521)	Office Accommodation - Rayleigh		(4,900)	-	-	
(44,168)	Member & Committee Services		(39,700)	(32,300)	(32,000)	
(60,732)	Council Tax		(54,500)	(59,200)	(58,800)	
	Business Rate Account		-	(5,400)	(5,400)	
(22,084)	Registration of Electors		(19,800)	(21,500)	(21,300)	
(11,042)	Emergency Planning		(9,900)	(10,800)	(10,700)	
(16,563)	Local Land Charges		(14,800)	(5,400)	(5,400)	
(11,042)	Community Services Client Account		(9,900)	(10,800)	(10,700)	
(16,563)	Parks & Open Spaces		(64,300)	(69,100)	(69,300)	
(27,605)	Leisure Client Account		(24,800)	(21,500)	(21,300)	
(33,126)	Building Control Client Account		(29,800)	(32,300)	(32,000)	
(55,211)	Development Management		(49,500)	(53,800)	(53,400)	
(38,647)	Planning Policy		(34,700)	(37,600)	(37,300)	
(16,563)	Corporate Policy & Partnership		(14,800)	(10,800)	(10,700)	
(16,563)	Economic Development		(14,800)	(16,200)	(16,100)	
(22,084)	Community Safety		(19,800)	(21,500)	(21,300)	
(33,126)	Planning & Building Control Administration		(29,900)	(21,500)	(21,300)	
(71,774)	Environmental Health		(64,700)	(54,000)	(53,700)	
(5,521)	Licensing		(4,900)	(5,400)	(5,400)	
(16,563)	Hackney Carriage		(14,800)	(16,200)	(16,100)	
(22,084)	Recycling Collection		(19,800)	(21,500)	(21,300)	
(82,816)	Customer Services		(74,400)	(80,700)	(80,100)	
(27,605)	Depot		(24,800)	(21,500)	(21,300)	
(33,126)	Off Street Parking		(29,800)	(32,300)	(32,000)	
(11,042)	Communications		(9,800)	(11,000)	(10,600)	
-	Sports Development and Promotion		-	(5,500)	(5,300)	
(11,042)	Housing Strategy		(9,900)	(10,800)	(10,700)	
(16,563)	Private Sector Housing Renewal		(14,800)	(10,800)	(10,700)	
(38,647)	Homelessness		(34,700)	(37,700)	(37,400)	
(88,337)	Housing Benefit Administration		(79,300)	(80,700)	(80,100)	
(22,084)	Revenues Investigation Section		(19,800)	(21,500)	(21,300)	
(33,126)	Reception		(29,800)	(32,300)	(32,000)	
(88,337)	Information & Support Services		(79,300)	(91,500)	(90,800)	
(11,042)	Office Accommodation - Rochford		(9,900)	(5,600)	(5,400)	
(77,295)	Financial Services		(69,300)	(75,300)	(74,700)	
(27,605)	Human Resources Services		(24,800)	(26,900)	(26,700)	
(22,084)	Estates Management		(19,800)	(21,500)	(21,300)	
(38,647)	Legal Services		(34,700)	(37,700)	(37,400)	
(33,126)	Audit & Performance Management		(29,800)	(32,300)	(32,000)	
(1,438,065)			(1,281,700)	(1,276,200)	(1,262,500)	
(1,438,149)	Total Income		(1,281,800)	(1,312,800)	(1,262,600)	
1	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL £	COMMUNICATION Head of Service: A Dave	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
74,221	Salaries	12 123 1000	67,800	60,800	68,400	0.9%
1,082	Insurance	12 123 1140	1,200	1,200	1,300	
75,303			69,000	62,000	69,700	
Transport Related						
-	Car Allowances	12 123 1120	-	100	200	
-			-	100	200	
Supplies & Services						
118	Equipment, Supplies and Materials	12 123 1100	100	100	100	
21,704	Newspaper (Rochford District Matters)	12 123 5437	30,000	30,000	30,000	
67	Expenses	12 123 11xx	-	-	-	
21,889			30,100	30,100	30,100	
Support Services						
4,991	Office Accomodation Rochford		4,000	4,100	4,100	
3,325	Human Resources		3,400	3,400	3,500	
-	Recycling Collection		-	100	100	
30,830	Information & Support Services		29,700	30,900	32,000	
14,085	Financial Services		14,300	14,400	15,500	
14,656	Legal Services		17,400	6,200	6,400	
166	Emergency Planning/Health and Safety		200	100	100	
11,042	Computer Services		9,800	11,000	10,600	
-	Environmental Health		-	23,700	24,100	
79,093			78,800	93,900	96,400	
Total Expenditure						
176,286			177,900	186,100	196,400	
Fees and Charges						
(22,182)	Rochford District Matters	12 123 8437	(23,600)	(23,600)	(23,600)	
(22,182)			(23,600)	(23,600)	(23,600)	
Provision of Services						
(1,541)	Office Accomodation Rayleigh		(1,500)	-	-	
(1,541)	Office Accomodation Rochford		(1,500)	-	-	
(1,541)	Legal Services		(1,500)	(6,700)	(7,200)	
(1,541)	Estates Management		(1,500)	(1,600)	(1,700)	
(3,082)	Member & Committee Services		(4,600)	(1,600)	(1,700)	
(3,082)	Human Resources		(3,100)	(12,600)	(13,400)	
(6,164)	Corporate Policy & Partnership		(6,200)	(1,600)	(1,700)	
	Corporate Management		-	(800)	(900)	
(6,164)	Chief Executive		(8,200)	(800)	(900)	
(3,082)	Emergency Planning		(3,100)	(5,700)	(6,100)	
(3,082)	Licensing		(3,100)	(800)	(900)	
(3,082)	Street Cleansing		(3,100)	(4,700)	(5,000)	
(3,082)	Public Health		(3,100)	-	-	
(9,246)	Environmental Health		(9,300)	(6,400)	(6,800)	
(1,541)	Public Conveniences		(1,500)	-	-	
(4,623)	Recycling Collection		(4,700)	(15,000)	(16,000)	
(4,623)	Recycling Disposal		(4,600)	(15,000)	(16,000)	
(10,787)	Parks & Open Spaces		(10,800)	(8,100)	(9,000)	
	Woodlands					
(3,082)	Reception		(3,100)	-	-	
(4,623)	Information & Support Services		(4,600)	(1,600)	(1,700)	
(3,082)	Computer Services		(3,100)	-	-	
(4,623)	Customer Services		(4,600)	(1,600)	(1,700)	
(4,623)	Conducting Elections		(4,600)	(2,500)	(2,700)	
(1,541)	Registration of Electors		(1,500)	(800)	(900)	
(3,082)	Private Sector Housing Renewal		-	-	-	
(3,082)	Homelessness		(3,100)	-	-	
	Revenues Investigation Section		-	(800)	(900)	
(3,082)	Community Safety		(3,100)	(5,000)	(5,300)	
(4,623)	Culture & Heritage - Windmill		(4,600)	(3,200)	(3,400)	
(4,623)	Sports Development & Promotion		(4,600)	(12,000)	(12,800)	
(3,082)	Leisure Premises		(3,100)	-	-	

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Central Services - Summary

(7,705)	Leisure Client Account	(7,700)	(800)	(900)
(7,705)	Council Tax	(7,700)	(800)	(900)

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Central Services - Summary

2012/2013 ACTUAL	COMMUNICATION	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE % CHANGE
£	Head of Service: A Dave		£	£	£	
	Provision of Services continued					
(1,541)	Business Rates		(1,500)	-	-	
(1,541)	Audit & Performance Management		(1,500)	-	-	
(1,541)	Financial Services		(1,500)	(800)	(900)	
-	Cemeteries & Churchyards		-	(3,200)	(3,400)	
(1,541)	Off Street Parking		(1,500)	-	-	
(3,082)	Development Management		(3,100)	(800)	(900)	
(1,541)	Planning & Building Control Administration		(1,500)	-	-	
	Building Control		-	-	-	
(7,705)	Economic Development		(7,700)	(13,700)	(14,600)	
(7,705)	Planning Policy		(7,700)	(32,700)	(33,600)	
-	Housing Strategy		-	(800)	(900)	
(1,541)	Coast Protection		(1,500)	-	-	
(154,103)			(154,300)	(162,500)	(172,800)	
(176,286)	Total Income		(177,900)	(186,100)	(196,400)	
-	Total Net Expenditure		-	-	-	

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Central Services - Summary

2012/2013 ACTUAL	LEGAL SERVICES	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: A J Bugeja		£	£	£	
	Employee Costs					
316,749	Salaries	12 118 1000	301,800	302,100	313,500	3.9%
98	Telephone Allowances	12 118 1200	100	100	100	
2,082	Professional Fees	12 118 1006	2,400	1,800	1,800	-25.0%
3,676	Training	12 118 1005	5,000	3,800	6,200	24.0%
3,788	Insurance	12 118 1140	4,000	4,300	4,500	
326,393			313,300	312,100	326,100	
	Transport Related					
2,340	Car Allowances	12 118 1120	2,200	2,900	2,500	
2,340			2,200	2,900	2,500	
	Supplies & Services					
2,529	Expenses	12 118 113x	2,100	1,200	1,200	-42.9%
1,048	Equipment, Tools & Materials	12 118 xxxx	1,200	1,100	1,100	
9,851	Library	12 118 4521	12,800	12,400	12,600	
72,920	Legal Fees	12 118 4520	12,000	12,000	12,000	
86,348			28,100	26,700	26,900	
	Support Services					
8,151	Chief Executive		8,000	7,700	7,400	
11,089	Development Management		9,000	10,600	10,200	
4,000	Reception		4,300	4,000	4,400	
33,116	Information & Support Services		31,900	33,200	34,300	
19,569	Office Accommodation - Rochford		15,900	16,400	16,400	
10,457	Financial Services		10,700	10,800	11,600	
11,675	Human Resources Services		11,800	12,000	12,300	
38,647	Computer Services		34,700	37,700	37,400	
1,640	Audit & Performance Management		1,600	1,500	1,600	
1,541	Communications		1,500	6,700	7,200	
581	Emergency Planning/Health and Safety		600	500	500	
7,753	Estates Management		6,900	15,700	15,800	
148,221			136,900	156,800	159,100	
563,303	Total Expenditure		480,500	498,500	514,600	
	Fees & Charges					
(117,127)	Legal Fees Income	12 118 85xx	(22,000)	(18,500)	(17,000)	-22.7%
(403)	Rents	12 118 8224	(500)	(500)	(500)	
(2,281)	Southend Council Backup Storage	12 118 8283	(2,600)	(2,400)	(2,500)	
(119,811)			(25,100)	(21,400)	(20,000)	
	Provision of Services					
(92,828)	Corporate Management		(95,400)	(99,000)	(102,600)	
(27,880)	Member & Committee Services		(24,500)	(29,800)	(30,900)	
(2,425)	Council Tax		(2,100)	-	-	
-	Emergency Planning / Health & safety		-	(500)	(500)	

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Central Services - Summary

2012/2013 ACTUAL	LEGAL SERVICES - Continued	CODE	ESTIMATES 2013/2014		2014/2015 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: A J Bugeja		£	£	£	
	Provision of Services - Continued					
(4,954)	Conducting Elections		(4,400)	(5,200)	(5,400)	
(13,482)	Local Land Charges		(11,900)	(14,300)	(14,800)	
	Leisure Client Account		(4,400)	-	-	
(41,824)	Development Management		(40,800)	(60,500)	(62,700)	
(9,296)	Cemeteries & Churchyards - Open		(8,200)	(10,400)	(10,800)	
(1,111)	Community Safety		(1,000)	(8,300)	(8,700)	
(10,156)	Environmental Health		(13,500)	(20,600)	(21,300)	
(2,777)	Highways/Roads Routine		(2,500)	-	-	
(1,536)	Homelessness		(1,400)	(8,000)	(8,300)	
(4,954)	Housing Benefit Administration		(4,400)	(5,200)	(5,400)	
(2,647)	Housing Benefit Fraud		(2,300)	-	-	
(14,059)	Financial Services		(18,200)	(10,700)	(11,100)	
(50,030)	Estates Management		(48,600)	(63,000)	(65,300)	
(7,679)	Off St Parking		(6,700)	(3,800)	(4,000)	
(16,192)	Private Sector Housing Renewal		(14,300)	(15,700)	(16,500)	
(2,777)	Housing Advice		(2,500)	-	-	
(7,258)	Information and Support Services		(6,400)	(7,700)	(8,000)	
(4,954)	Audit and Performance Management		(4,400)	(5,200)	(5,400)	
(4,954)	Human Resources		(8,900)	(7,600)	(7,900)	
(14,656)	Communications		(17,400)	(6,200)	(6,400)	
(7,379)	Building Control Client Account		(11,100)	(7,500)	(7,800)	
(4,954)	Corporate Policy		(8,900)	-	-	
(7,379)	Economic Development		(11,100)	(5,700)	(5,900)	
(32,963)	Planning Policy		(33,600)	(12,200)	(12,400)	
(11,570)	Licensing		(14,800)	(14,600)	(15,100)	
(2,777)	Public Health		(2,500)	-	-	
(2,777)	Customer Services		(2,500)	-	-	
(11,570)	Hackney Carriage		(10,200)	(9,000)	(9,300)	
(18,200)	Parks and Open Spaces		(16,000)	(29,300)	(30,400)	
(4,954)	Leisure Premises		-	(5,700)	(5,900)	
-	Street Cleansing		-	(9,000)	(9,300)	
(555)	Business rates		(500)	-	-	
-	Community Services Client Account		-	(2,400)	(2,500)	
(443,505)			(455,400)	(477,100)	(494,600)	
(563,316)	Total Income		(480,500)	(498,500)	(514,600)	
(13)	Total Net Expenditure		-	-	-	

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Central Services - Summary



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Central Services - Summary

2012/2013 ACTUAL £	AUDIT & PERFORMANCE MANAGEMENT Head of Service: Yvonne Woodward	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £	ESTIMATE £	
	Employee Costs					
171,291	Salaries	12 116 1000	164,600	144,700	155,400	-5.6%
3,247	Insurance	12 116 1140	3,400	3,700	3,900	
174,538			168,000	148,400	159,300	
	Transport Related					
-	Car Allowances	12 116 1120	-	200	100	
-			-	200	100	
	Supplies & Services					
391	Expenses	12 116 11xx	500	200	200	
318	Equipment, Tools & Materials	12 116 1xxx	200	300	300	
709			700	500	500	
	Support Services					
288	Reception		300	300	300	
8,681	Office Accommodation - Rochford		8,000	8,200	8,200	
46,863	Financial Services		47,600	48,100	51,700	
10,013	Human Resources Services		10,200	10,300	10,600	
33,126	Computer Services		29,800	32,300	32,000	
4,226	Information & Support Services		4,100	4,200	4,400	
1,541	Communication		1,500	-	-	
497	Emergency planning/health and Safety		500	400	400	
2,107	Estates Management		1,900	3,400	3,400	
4,954	Legal Services		4,400	5,200	5,400	
112,296			108,300	112,400	116,400	
287,544	Total Net Expenditure		277,000	261,500	276,300	
	Provision of Services					
(72,497)	Corporate Management		(69,800)	(65,900)	(69,600)	
(8,030)	Corporate Policy & Partnership		(7,700)	(7,300)	(7,700)	
(9,123)	Council Tax		(8,800)	(8,300)	(8,800)	
(7,655)	Business Rates		(7,400)	(7,000)	(7,300)	
(5,468)	Elections		(5,300)	(5,000)	(5,200)	
(2,187)	Local Land Charges		(2,100)	(2,000)	(2,100)	
(4,029)	Leisure Client Account		(3,900)	(3,700)	(3,900)	
(1,468)	Parks & Open Spaces		(1,400)	(1,300)	(1,400)	
(6,936)	Development Management		(6,500)	(6,300)	(6,700)	
(4,576)	Environmental Health		(4,400)	(4,200)	(4,400)	
(720)	Recycling Collection		(700)	(700)	(700)	
(49,847)	Housing Benefits Administration		(48,000)	(45,300)	(47,900)	
(201)	Revenues Investigation Section		(200)	(200)	(200)	
(74,137)	Financial Services		(71,400)	(67,400)	(71,200)	
(13,152)	Human Resources Services		(12,700)	(12,000)	(12,600)	
(2,187)	Estates Management		(2,100)	(2,000)	(2,100)	
(2,964)	Information & Support Services		(2,800)	(2,700)	(2,800)	
(5,468)	Computer Services		(5,300)	(5,000)	(5,200)	
(1,640)	Legal Services		(1,600)	(1,500)	(1,600)	
(10,217)	Off St Parking		(9,800)	(8,900)	(9,800)	
(5,296)	Private Sector Renewal		(5,100)	(4,800)	(5,100)	
(287,800)			(277,000)	(261,500)	(276,300)	
(287,800)	Total Income		(277,000)	(261,500)	(276,300)	
(256)	Total Net Expenditure		-	-	-	

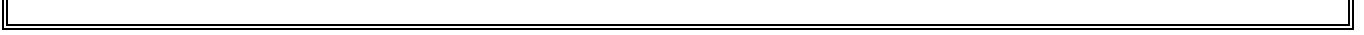
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Central Services - Summary

2012/2013 ACTUAL	CUSTOMER SERVICES	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE % CHANGE
£	Head of Service: S Fowler		£	£	£	
Employee Costs						
347,834	Salaries	14 142 1000	327,000	385,200	399,300	22.1%
12,826	Training	14 142 1005	14,000	14,000	13,000	-7.1%
267	Professional Fees	14 142 1006	300	300	300	
8,117	Insurance	14 142 1140	8,500	10,400	10,900	28.2%
369,044			349,800	409,900	423,500	
Transport Related						
1,402	Car Allowances	14 142 1120	1,400	1,500	1,100	
1,402			1,400	1,500	1,100	
Supplies & Services						
263	Expenses	14 142 113x	400	300	300	
705	Equipment, Tools & Materials	14 142 1100	800	800	800	
969			1,200	1,100	1,100	
Support Services						
4,726	Reception		-	-	-	
36,479	Office Accommodation - Rochford		31,900	32,800	32,800	
10,030	Financial Services		10,200	10,300	11,100	
25,013	Human Resources Services		25,400	25,700	26,400	
-	Depot		-	20,500	21,000	
82,816	Computer Services		74,400	80,700	80,100	
6,235	Information & Support Services		6,000	6,200	6,500	
4,623	Communication		4,600	1,600	1,700	
1,265	Environmental Health		1,300	8,000	8,200	
15,138	Chief Executive		14,800	7,700	7,400	
1,243	Emergency Planning/health and Safety		1,300	1,000	1,000	
4,971	Estates Management		4,400	5,100	5,200	
2,777	Legal Services		2,500	-	-	
195,316			176,800	199,600	201,400	
566,730	Total Expenditure		529,200	612,100	627,100	
Provision of Services						
(52,515)	Corporate Management		(52,200)	(64,800)	(66,400)	
(28,748)	Environmental Health		(43,200)	(43,800)	(44,900)	
(2,745)	Licensing		(11,400)	(3,100)	(3,100)	
(16,426)	Corporate Policy		-	-	-	
(76,290)	Parks & Open Spaces		(56,700)	(67,300)	(68,900)	
(30,301)	Street Cleansing		(13,000)	(19,800)	(20,300)	
(90,164)	Recycling Collection		(100,500)	(104,500)	(107,100)	
	Office Accommodation - Rayleigh		(700)	-	-	
	Office Accommodation - Rochford		(700)	-	-	
	Planning & Building Control Administration		(3,000)	-	-	
(728)	Sports Development & Promotion		(1,700)	(1,000)	(1,000)	
(12,771)	Cemeteries & Churchyards		(21,600)	(42,900)	(44,000)	
(242)	Off St Parking		(200)	(100)	(100)	
	Public Health		(300)	(400)	(400)	
(17,387)	Private Sector Renewal		(7,100)	(16,200)	(16,600)	
(5,725)	Homelessness		(600)	(7,900)	(8,100)	
(163)	Planning Policy		-	(100)	(100)	

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2012/2013 ACTUAL	CUSTOMER SERVICES - Continued	CODE	ESTIMATES 2013/2014		2014/2015	ESTIMATE TO
			ORIGINAL	REVISED	ESTIMATE	ESTIMATE
£	Head of Service: S Fowler		£	£	£	% CHANGE
(31,500)	Conducting Elections		(28,400)	(28,600)	(29,300)	
(4,501)	Registration of Electors		(12,400)	(3,600)	(3,700)	
(40,139)	Reception		(48,600)	(59,300)	(60,800)	
(24,391)	Information & Support Services		(14,900)	(17,500)	(17,900)	
(39,598)	Computer Services		(38,000)	(37,000)	(37,900)	
(60,749)	Development Management		(53,100)	(55,900)	(57,300)	
(5,651)	Building Control		-	(6,500)	(6,700)	
-	Economic Development		-	(100)	(100)	
(21,764)	Local Land Charges		(20,000)	(30,800)	(31,500)	
-	Public Conveniences		(100)	-	-	
(966)	Council Tax		(600)	(900)	(900)	
(300)	Human Resources		(200)	-	-	
(563,764)			(529,200)	(612,100)	(627,100)	
	Fees & Charges					
(41)	Administration Charge	14 142 8237	-	-	-	
(41)			-	-	-	
(563,805)	Total Income		(529,200)	(612,100)	(627,100)	
2,926	Total Net Expenditure		-	-	-	

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**2014-15**

Please e-mail to: ndr.statistics@communities.gsi.gov.uk by no later than 31 January 2014.
 In addition, a certified copy of the form should be returned by no later than 31 January 2014 to
 Dennis Herbert, Department for Communities and Local Government, Zone 5/J6 Eland House, Bressenden Place, London SW1E 5DU
 All figures should be rounded to the nearest pound.

Select your local authority's name from this list:

Richmond upon Thames	-
Richmondshire	-
Rochdale	-
Rochford	-

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

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

Ver 1.0

PART 1A: NON-DOMESTIC RATING INCOME
COLLECTIBLE RATES

£

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

17,076,485

TRANSITIONAL PROTECTION PAYMENTS

2. Sums due to the authority

22,415

3. Sums due from the authority

0

COST OF COLLECTION (See Note A)

4. Cost of collection formula

85,320

5. Legal costs

0

6. Allowance for cost of collection

85,320

SPECIAL AUTHORITY DEDUCTIONS

7. City of London Offset

0

DISREGARDED AMOUNTS

8. Amounts retained in respect of Enterprise Zones

0

9. Amounts retained in respect of NDD areas

0

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

0

of which:

11. sums retained by billing authority

0

12. sums retained by major precepting authority

0

NON-DOMESTIC RATING INCOME

13. Line 1 plus line 2, minus lines 3 and 6 - 10

17,013,580

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**2014-15**Please e-mail to: nndr.statistics@communities.gsi.gov.uk by no later than 31 January 2014.

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All figures should be rounded to the nearest pound.

Local Authority : Rochford**PART 1B: PROVISIONAL PAYMENTS**

The payments to be made, during the course of 2014-15 to:

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

are set out below

	Column 1 Central Government £	Column 2 Rochford £	Column 3 Essex County Council £	Column 4 Essex Fire Authority £	Column 5 Total £
Non-Domestic Rating Income for 2014-15					
14. Non-domestic rating income from rates retention scheme	8,506,790	6,805,432	1,531,222	170,136	17,013,580
15. (less) Enterprise Zone discounts	0				
16	TOTAL: 8,506,790				
Other Income for 2014-15					
17. add: cost of collection allowance)		85,320			85,320
18. add: amounts retained in respect of Enterprise Zones		0			0
19. add: amounts retained in respect of NDD Area		0			0
20. add: amounts retained in respect of renewable energy schemes		0	0		0
21. add Enterprise Zone Discounts		0	0	0	0
22. add: City of London Offset		0			0
Estimated Surplus/Deficit on Collection Fund	£	£	£	£	£
23. Estimated Surplus/Deficit at end of 2013-14	0	0	0	0	0
TOTAL FOR THE YEAR	£	£	£	£	£
24. Total amount of non-domestic rates due to authorities	8,506,790	6,890,752	1,531,222	170,136	17,098,900

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1**2014-15**Please e-mail to: ndr.statistics@communities.gsi.gov.uk by no later than 31 January 2014.

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All figures should be rounded to the nearest pound.

Local Authority : Rochford

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

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

	Column 2 Rochford £	Column 3 Essex County Council £	Column 4 Essex Fire Authority £	Column 5 Total £
2014-15 Multiplier Cap				
25. Cost of 2% cap on 2014-15 small business rates multiplier	146,857	33,043	3,671	183,571
Small Business Rate Relief				
26. Cost to authorities of temporary doubling in 2014-15	279,796	62,954	6,995	349,745
27. Cost to authorities of maintaining relief on "first" property	20,000	4,500	500	25,000
"New Empty" Property Relief				
28. Cost to authorities of giving relief to newly-built empty property	0	0	0	0
"Long Term Empty" Property Relief				
29. Relief on occupation of "long-term" empty property	2,000	450	50	2,500
Retail Relief				
30. Relief provided to retail properties	2,000	450	50	2,500
Adjustments to Tariffs & Top Ups				
31. Tariff adjustments	0	0	0	
32. Top Up adjustments	0	0	0	
TOTAL FOR THE YEAR	£	£	£	£
33. Total amount of Section 31 grant due to authorities	450,653	101,397	11,266	563,317

Certificate of Chief Financial Officer

I certify that the entries in lines 3, 12, 19, 20, 36, 39 and 40 of this form are the best I can make on the information available to me and that the figures given in lines 1 and 2 used in the calculating the amount shown in lines 36 and 40 are, to the best of my knowledge and belief those shown in the rating list for my authority as at 30 September 2012, subject to any order made before 15 January 2013 under the Local Government Act 1972 implementing boundary changes. I also certify that the authority has made proper arrangements for securing efficiency and effectiveness in relation to the collection of non-domestic rates. I also certify to the best of my knowledge and belief that any amount included as legal costs in line 22 and discretionary relief in line 24 meet the conditions set out in the Non-Domestic Rating (Rates Retention) Regulations 2013.

Name of Chief Financial Officer
or Section 151 Officer :

Signature :

Date :

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2014-15

Ver 1.0

Local Authority : Rochford

PART 2: RELIEFS

	Column 1 BA Area (exc. NDD & EZ) £	Column 2 NDD Area £	Column 3 Enterprise Zone £	Column 4 TOTAL (All BA Area) £
GROSS RATES PAYABLE (See Note D)				
1. Rateable Value at 31/12/2013	40,911,385	0	0	40,911,385
2. Small business rating multiplier for 2014-15 (pence) 47.1				
3. Gross rates 2014-15 - (RV x multiplier)	19,269,262	0	0	
4. Estimated growth/decline in gross rates	600,000	0	0	
5. Forecast gross rates payable in 2014-15	19,869,262	0	0	19,869,262
TRANSITIONAL ARRANGEMENTS (See Note E)				
6. Revenue foregone because increases in rates have been deferred	23,865			23,865
7. Additional income received because reductions in rates have been deferred	1,451			1,451
8. Net cost of transitional arrangements	22,415	0	0	
9. Changes as a result of estimated growth/decline in transitional relief	0	0	0	
10. Forecast net cost of transitional arrangements	22,415	0	0	22,415

TRANSITIONAL PROTECTION PAYMENTS (See Note F)

11. Sum due to/(from) authority	22,415	0	0	22,415
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MANDATORY RELIEFS (See Note G)**Small Business Rate Relief**

12. Forecast of relief to be provided in 2014-15	1,448,982	0	0	1,448,982
13. of which: relief on existing properties where a 2nd property is occupied	50,000	0	0	50,000
14. Additional yield from the small business supplement	336,227	0	0	336,227
15. Net cost of small business rate relief (line 12-line 14)	1,112,754	0	0	1,112,754

Charitable occupation

16. Forecast of relief to be provided in 2014-15	950,172	0	0	950,172
--------------------------------------------------	---------	---	---	---------

Community Amateur Sports Clubs (CASCs)

17. Forecast of relief to be provided in 2014-15	11,394	0	0	11,394
--------------------------------------------------	--------	---	---	--------

Rural rate relief

18. Forecast of relief to be provided in 2014-15	259	0	0	259
--------------------------------------------------	-----	---	---	-----

19. Total forecast of mandatory reliefs to be provided in 2014-15 (Sum of lines 15 to 18)	2,074,580	0	0	
20. Changes as a result of estimated growth/decline in mandatory relief	218,000	0	0	
21. Total forecast mandatory reliefs to be provided in 2014-15	2,292,580	0	0	2,292,580

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2014-15

Ver 1.0

Local Authority : Rochford

PART 2: RELIEFS

	Column 1 BA Area (exc. NDD & EZ)	Column 2 NDD Area	Column 3 Enterprise Zone	Column 4 TOTAL (All BA Area)
UNOCCUPIED PROPERTY (See Note H)				
Partially occupied hereditaments				
22. Forecast of relief to be provided in 2014-15	0	0	0	0
Empty premises				
23. Forecast of relief to be provided in 2014-15	252,869	0	0	252,869
24. Total forecast of unoccupied property relief to be provided in 2014-15 (Line 22 + line 23)	252,869	0	0	
25. Changes as a result of estimated growth/decline in unoccupied property relief	0	0	0	
26. Total forecast unoccupied property relief to be provided in 2014-15	252,869	0	0	252,869
DISCRETIONARY RELIEFS (See Note J)				
Charitable occupation				
27. Forecast of relief to be provided in 2014-15	8,987	0	0	8,987
Non-profit making bodies				
28. Forecast of relief to be provided in 2014-15	0	0	0	0
Community Amateur Sports Clubs (CASCs)				
29. Forecast of relief to be provided in 2014-15	0	0	0	0
Rural shops etc				
30. Forecast of relief to be provided in 2014-15	0	0	0	0
Small rural businesses				
31. Forecast of relief to be provided in 2014-15	0	0	0	0
Other ratepayers				
32. Forecast of relief to be provided in 2014-15	0	0	0	0
33. Total forecast of discretionary relief to be provided in 2014-15 (Sum of lines 27 to 32)	8,987	0	0	
34. Changes as a result of estimated growth/decline in discretionary relief	0	0	0	
35. Total forecast discretionary relief to be provided in 2014-15	8,987	0	0	8,987
36. Relief given to Case A hereditaments	of which:		of which:	
			0	
37. Relief given to Case B hereditaments	0			

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2014-15

Ver 1.0

Local Authority : Rochford

PART 2: RELIEFS

	Column 1 BA Area (exc. NDD & EZ)	Column 2 NDD Area	Column 3 Enterprise Zone	Column 4 TOTAL (All BA Area)
DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT (See Note K)				
"New Empty" properties				
38. Forecast of relief to be provided in 2014-15	0 #			0
"Long term empty" properties				
39. Forecast of relief to be provided in 2014-15	5,000			5,000
Retail relief				
40. Forecast of relief to be provided in 2014-15	5,000			5,000

41. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2014-15 (Sum of lines 38 to 40)	10,000	0	0	
42. Changes as a result of estimated growth/decline in Section 31 discretionary relief	0	0	0	
43. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2014-15	10,000	0	0	10,000

NET RATES PAYABLE

	£	£	£	£
44. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	17,292,411	0	0	17,292,411

Checked by Chief Financial Officer :

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2014-15

Ver 1.0

Local Authority : Rochford

PART 3: ALLOWABLE DEDUCTIONS

	Column 1 BA Area (exc. NDD & EZ) £	Column 2 NDD Area £	Column 3 Enterprise Zone £	Column 4 TOTAL (All BA Area) £
NET RATES PAYABLE				
1. Sum payable by rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs	17,292,411	0	0	17,292,411
(LESS) LOSSES				
2. Estimated bad debts in respect of 2014-15 rates payable	90,000	0	0	90,000
3. Estimated repayments in respect of 2014-15 rates payable	125,926	0	0	125,926
COLLECTIBLE RATES				
4. Net Rates payable less losses	17,076,485	0	0	17,076,485
OTHER ADJUSTMENTS:				Total Renewable Energy
5. Renewable Energy	0			0
6. Transitional Protection Payment		0	0	
7. Baseline		0	0	
DISREGARDED AMOUNTS		£	£	£
8. Collectible Rates		0	0	0

Checked by Chief Financial Officer :

Planning and Transportation				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Planning				
High Hedges				
	Standard Fee for processing a high hedges complaint	Non-Vatable	410.00	410.00
	Fee for processing a high hedges complaint - Concessionary (Benefits & Pensions)		120.00	120.00
Pre-planning advice				
	<i>Any proposal not meeting the categories below will be subject to a fee arranged by negotiation.</i>			
	<u>Generic written advice only without officer viewing the site</u>			
	Householder (<i>Extensions, alterations, outbuildings etc</i>)	Standard	-	-
	Small (<i>1 dwelling or up to 999 sqm commercial floor area including small changes to plant and other alterations</i>)	Standard	120.00	250.00
	Minor (<i>2-9 dwellings or 1000-1,999 sqm</i>)	Standard	120.00	250.00
	Major (<i>10-99 dwellings or 2,000-4,999 sqm</i>)	Standard	300.00	770.00
	Strategic (<i>>100 dwellings or >5,000 sqm</i>)	Standard	N/A	N/A
	Listed Building	Standard	120.00	200.00
	<u>Meeting with Written advice</u>			
	Householder		-	120.00
	Small	Standard	300.00	300.00
	Minor (1 Meeting up to 2 hours)	Standard	420.00	420.00
	Major (1 Meeting up to 3 hours)	Standard	840.00	1,000.00
	Strategic (1 Meeting up to 3 hours)	Standard	1,200.00	1,500.00
	<i>alternatively</i> Strategic (2 Meetings)	Standard	1,800.00	2,250.00
	<i>alternatively</i> Strategic (package of up to 6 Meetings)	Standard	4,200.00	7,900.00
	Listed Building	Standard	240.00	395.00
	<u>Follow-up</u>			
	Householder	Standard	120.00	120.00
	Small	Standard	180.00	180.00
	Minor	Standard	240.00	240.00
	Major	Standard	600.00	700.00
	Strategic	Standard	900.00	1,100.00
	Listed Building	Standard	180.00	260.00

Planning and Transportation				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Plans				
	Replacement Local Plan (2006)		-	100.00
	Replacement Local Plan (Inspectors Report	Non-Vatable	-	55.00
	Core Strategy	Non-Vatable	20.00	25.00
	Annual Monitoring Report	Non-Vatable	40.00	10.00
	Local Development Scheme	Non-Vatable	40.00	40.00
	Statement of Community Involvement	Non-Vatable	40.00	5.00
	Conservation Area Appraisal	Non-Vatable	75.00	5.00
	Supplementary Planning Documents	Non-Vatable	40.00	5.00
Building Control				
	<i>These fees can be obtained from the building control pages on the Rochford District Council website.</i>			
Transportation				
Car Parks				
	Old Ship Lane			
	Up to 1/2 hour	Inclusive	0.40	0.50
	Up to 1 Hour	Inclusive	0.80	1.00
	Up to 2 Hours	Inclusive	1.40	1.40
	Up to 4 Hours	Inclusive	2.40	2.90
	Websters Way/			
	Mill Hall			
	Up to 1/2 hour	Inclusive	0.40	0.50
	Up to 1 Hour	Inclusive	0.80	1.00
	Up to 2 Hours	Inclusive	1.40	1.70
	Up to 3 Hours	Inclusive	2.00	2.40
	Up to 4 Hours	Inclusive	2.40	2.90
	Hockley Woods			
	Up to 1 Hour	Inclusive	0.20	0.20
	Up to 2 Hours	Inclusive	0.40	0.40
	Up to 3 Hours	Inclusive	0.60	0.60
	Up to 4 Hours	Inclusive	1.00	1.00
	All Day	Inclusive	3.00	3.00
	Annual Season Ticket	Inclusive	500.00	500.00

Planning and Transportation				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
	Mixed (including Freight House)			
	Up to 1/2 hour	Inclusive	0.40	0.50
	Up to 1 Hour	Inclusive	0.80	1.00
	Up to 2 Hours	Inclusive	1.40	1.70
	Up to 3 Hours	Inclusive	2.00	2.40
	Up to 4 Hours	Inclusive	2.40	2.90
	Up to 5 Hours	Inclusive	3.00	3.60
	All Day	Inclusive	5.00	5.00
	The Approach			
	Day Ticket	Inclusive	4.00	4.00
Season Tickets				
	The Approach, Rayleigh			
	Quarterly	Inclusive	200.00	200.00
	Annual	Inclusive	700.00	700.00
	Admin Fee for Refund of Season Ticket	Inclusive	30.00	30.00
	All RDC Car Parks Excluding The Approach, Rayleigh			
	Quarterly	Inclusive	240.00	240.00
	Annual	Inclusive	800.00	800.00
	Admin Fee for Refund of Season Ticket	Inclusive	30.00	30.00
	Market Traders			
	Valid for 3 months Tuesdays at the Freight House car park, Rochford and Wednesdays in the Market car park, Rayleigh		-	104.00
	Valid for 3 months on Tuesdays at the Freight House car park, Rochford only		-	52.00
	Valid for 3 months on Wednesdays at the Market car park, Rayleigh only - £52	Inclusive	-	52.00
Mobile Phone Payment				
	Transaction fee (charged by 3rd party)	Inclusive	0.20	0.20
	Text Receipt (Can opt out online)	Inclusive	0.10	0.10
	Text Reminder (Can opt out online)	Inclusive	0.10	0.10

Planning and Transportation				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Penalties				
	Higher Penalty Charge:-			
	If paid within 14 days	Non-Vatable	35.00	35.00
	If unpaid after 14 days	Non-Vatable	70.00	70.00
	If charge certificate issued	Non-Vatable	105.00	105.00
	If traffic enforcement centre involved	Non-Vatable	112.00	112.00
	Lower Penalty Charge:-			
	If paid within 14 days	Non-Vatable	25.00	25.00
	If unpaid after 14 days	Non-Vatable	50.00	50.00
	If charge certificate issued	Non-Vatable	75.00	75.00
	If traffic enforcement centre involved	Non-Vatable	82.00	82.00
Staff Parking Permits				
	South Street Office Car Parks	Inclusive	400.00	400.00
	Other Car Parks	Inclusive	200.00	200.00
Commercial Parking				
	Commercial use of an off-street parking space (per bay)			
	- First day	Non-Vatable	20.00	20.00
	- Each day thereafter	Non-Vatable	7.50	7.50
Hackney Carriage				
Vehicle Licence				
	Hackney Carriage Vehicle Licence	Non-Vatable	250.00	250.00
	Wheelchair Accessible Hackney Carriage Vehicle Licence	Non-Vatable	200.00	200.00
	Private Hire Vehicle Licence	Non-Vatable	200.00	200.00
	Wheelchair Accessible Private Hire Vehicle Licence	Non-Vatable	150.00	150.00
Other Charges				
	Interim Vehicle Inspection	Non-Vatable	30.00	30.00
	Replacement Vehicle Licence Plate	Non-Vatable	10.00	10.00
	Replacement Drivers Badge	Non-Vatable	10.00	10.00
	Replacement Door Stickers x 2	Non-Vatable	10.00	10.00
	Replacement Flexiplate Platform	Non-Vatable	10.00	10.00
	Change of Vehicle	Non-Vatable	50.00	50.00
	Transfer of Interest	Non-Vatable	20.00	20.00
	Temporary Magnetic Door Sticker x 2 (Refundable deposit)	Non-Vatable	20.00	20.00

Planning and Transportation				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Driver Licences				
	Hackney Carriage AND Private Hire Drivers Licence combined			
	- First Application (inclusive of up to 4 knowledge tests)	Non-Vatable	120.00	120.00
	- Additional knowledge tests	Non-Vatable	20.00	20.00
	- Renewal	Non-Vatable	60.00	60.00
	Private Hire Drivers Licence (Restricted)			
	- First Application (inclusive of up to 4 knowledge tests)	Non-Vatable	100.00	100.00
	- Additional knowledge tests	Non-Vatable	20.00	20.00
	- Renewal	Non-Vatable	50.00	50.00
	DVLA Check	Non-Vatable	6.00	6.00
	Data and Barring Service Disclosure	Non-Vatable	44.00	44.00
Private Hire Operators Licences				
	Annual Licence - Up to 3 vehicles/ per annum	Non-Vatable	70.00	70.00
	Annual Licence - Over 3 vehicles	Non-Vatable	100.00	100.00

Legal Estates & Member Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Cemeteries				
Interments In Graves or Vaults				
	Interment Fee (New grave or re-open) :			
	- Still Born - Under 1 Month	Non-Vatable	215.00	215.00
	- Under 12 Years	Non-Vatable	323.00	323.00
	- Over 12 Years	Non-Vatable	656.00	656.00
	Exclusive Right of Burial (<i>50% reduction for child under 12 buried in children's area</i>)	Non-Vatable	733.00	733.00
	For the Interment of a Cremation Casket in a purchased grave	Non-Vatable	246.00	246.00
Interments in Cremation Plots				
	Interment Fee (New Grave or reopen)	Non-Vatable	246.00	246.00
	Exclusive Right of Burial	Non-Vatable	374.00	374.00
Columbarium at Rayleigh cemetery				
	Cost to scatter ashes including an engraved plaque on the memorial wall	Non-Vatable	400.00	400.00
	Cost for engraved plaque on memorial wall without scattering ashes	Non-Vatable	350.00	350.00
	Cost to inter ashes in Columbarium, including supply and engraving of memorial plaque for a period of 15 years with a renewal fee of £100 for a further 15 years	Non-Vatable	900.00	900.00
	Cost to inter ashes in Columbarium, including supply and engraving of memorial plaque for a period of 30 years	Non-Vatable	1,000.00	900.00
	Cost of second set of ashes in Columbarium, including engraving memorial plaque	Non-Vatable	350.00	350.00
	Coloured, enamelled picture of the deceased to the plaque on the Memorial Wall or Columbarium	Non-Vatable	120.00	120.00
	15 year renewal fee	Non-Vatable	100.00	100.00
Rayleigh Cemetery Monuments, Headstones and Inscriptions				
	Earthen Graves			
	A headstone set on a base with or without kerbstone surround is permitted.			
	Headstone maximum height 91.4 cm from ground level, a maximum of 10.2 cm thick and 76.2 cm wide at its maximum width. A base of the same material maximum size 91.4 cm long 38.1 cm wide.	Non-Vatable	172.00	172.00
	Kerbstone or border stone (height not exceeding	Non-Vatable	172.00	172.00

Legal Estates & Member Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
	Cremation plots			
	Memorials on cremation plots can vary in forms of memorial vase/inscription panel, open books etc, but restricted to a maximum height of 30.5 cm	Non-Vatable	172.00	172.00
	Kerbstone around a cremation plot (76cm x 76cm)	Non-Vatable	172.00	172.00
	Side panel for additional inscription. Size not to exceed 23 cm x 23 cm to match existing memorial	Non-Vatable	172.00	172.00
	Any additional inscription on a memorial	Non-Vatable	74.00	74.00
Hall Road Cemetery Monuments, Headstones and Inscriptions				
	Earthen Graves Since this is a Lawn Cemetery the only memorial permitted will be in the form of a headstone set on a base			
	Maximum Height 91.4 cm from ground level, a maximum of 10.2 cm thick and 76.2 cm wide at its maximum width. A base of the same material maximum size 91.4 cm long 38.1 cm wide	Non-Vatable	172.00	172.00
	Cremation plots			
	A memorial vase/inscription panel only is permitted. Size not to exceed 61 cm x 30.5 cm 23 cm x 23cm.	Non-Vatable	172.00	172.00
	Side panel for additional inscription. Size not to exceed 23 cm x 23 cm to match existing memorial	Non-Vatable	172.00	172.00
	Any additional inscription on a memorial	Non-Vatable	74.00	74.00
NOTE: Flagstone and kerbstones are not applicable to Hall Road Cemetery				
NOTE: If the deceased had not been a Council Taxpayer, inhabitant or parishioner within the Rochford District within a period of three years prior to his or her death, then all the foregoing fees, payments and sums will be doubled.				
Funerals Administration				
	National Assistance Act funerals administration Fee	Inclusive	461.00	530.00
Exhumation Charge				
	Each exhumation will be recharged on an actual costs basis plus VAT	Standard		
Additional Fees				
	Registering Transfer of grant	Non-Vatable	80.00	80.00
Sewer Clearances				
	Cost of works apportioned to number of properties affected, with minimum charge of:	Non-Vatable	35.00	35.00
Public Footpaths				
	Diversion, Extinguishment or Creation	Non-Vatable	1,750.00	1,750.00
S106 Agreements				
	S106 Agreements - Single Domestic Dwellings	Non-Vatable	135.00	135.00
	S106 Agreements - Hourly Charge for Solicitor with over 8 years experience	Non-Vatable	217.00	217.00
	S106 Agreements - Hourly Charge for Solicitor/Legal Exec with over 4 years experience	Non-Vatable	192.00	192.00
	S106 Agreements - Hourly Charge for Other Solicitors/Legal Execs	Non-Vatable	161.00	161.00

Legal Estates & Member Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
	S106 Agreements - Hourly Charge for Trainee Solicitors, Paralegals and Equivalents	Non-Vatable	118.00	118.00
Access to Land				
	Access to Land	Non-Vatable	25.00	25.00
Covenant Certificates				
	Where covenants exist a certificate required on sale of property.	Non-Vatable	50.00	50.00
Local Land Charges				
Fees for Supplementary Enquiries				
	Where relating to one parcel of land only	Non-Vatable	172.00	172.00
	Where relating to several parts of land and delivered on a single form:- for the first parcel of land	Non-Vatable	172.00	172.00
	For each additional parcel of land the amount is fixed by arrangements between the solicitors and the district council	Non-Vatable	31.00	31.00
	Where relating to one parcel of land or to several parcels and delivered in a single form, for each printed enquiry numbered in the form.	Non-Vatable	20.00	20.00
	For each further enquiry added by solicitors and which the council is willing to answer.	Non-Vatable	36.00	36.00

Legal Estates & Member Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Council Minutes Etc.				
	Parish List - Yearly Charge	Non-Vatable	169.00	169.00
	Council - Yearly Charge	Non-Vatable	112.00	112.00
	Council - Per Meeting	Non-Vatable	21.00	21.00
	Committee - Yearly Charge	Non-Vatable	220.00	220.00
	Committee - Per meeting	Non-Vatable	35.00	35.00
	Sub Committee - Yearly Charge	Non-Vatable	125.00	125.00
	Sub Committee - Per meeting	Non-Vatable	21.00	21.00
	Committee report background papers			
	Inspection fee (per item)	Non-Vatable	2.00	2.00
Hire of Civic Suite				
	Council Chamber - Up to 3 hour session	Non-Vatable	92.00	92.00
	Council Chamber - sessions over 3 hours / full day	Non-Vatable	154.00	154.00
	Additional Charge for use of video projection equipment (per 3 hour session)	Non-Vatable	13.00	13.00
	All charges for commercial use will be increased by 100%			
Member Training				
	Charge for Parish Officers to attend RDC led training courses per person per session	Standard unless Statutory when exempt	40.00	40.00

Environmental Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Licenses				
	Dangerous Wild Animals Act 1976	Non-Vatable	149.00	154.00
	Animal Boarding Establishment Act 1963	Non-Vatable	179.00	185.00
	Riding Establishments Act 1964			
	- Non Charitable	Non-Vatable	313.00	230.00
	- Charitable	Non-Vatable	82.00	85.00
	Mid year Vet inspection	Non-Vatable	125.00	42.00
	Pet Animals Act 1951 & Breeding of Dogs Act 1973	Non-Vatable	159.00	180.00
	Home Boarding of Dogs	Non-Vatable	64.00	150.00
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>	Non-Vatable		
Zoo Licensing				
	Application for grant of first licence	Non-Vatable	226.00	425.00
	Application for renewal of licence	Non-Vatable	149.00	240.00
	Alteration of licence	Non-Vatable	90.00	130.00
	Transfer of licence	Non-Vatable	90.00	130.00
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>			
Scrap Metal Dealers				
	Site Licence - Initial application	Non-Vatable	327.00	338.00
	Site - Renewal	Non-Vatable	260.00	269.00
	Site - Variation	Non-Vatable	63.00	65.00
	Collectors Licence - Initial application	Non-Vatable	217.00	224.00
	Collectors - Renewal	Non-Vatable	180.00	186.00
	Collectors - Variation	Non-Vatable	63.00	65.00
Alcohol, Regulated Entertainment & Late Night Refreshment Licence Fees:				
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.				
Sex Establishments				
	Grant renewal, variation or transfer (£2,040 refunded if no hearing)	Non-Vatable	2,716.00	2,360.00

Environmental Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Other Establishments				
	Acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing & electrolysis	Non-Vatable	205.00	205.00
	Hypnotism Consent	Non-Vatable	56.00	32.00
Gambling Licence Fees				
	Betting Office - grant/ provisional statement - £2,040 refunded if no hearing	Non-Vatable	2,265.00	2,440.00
	Annual Fee	Non-Vatable	533.00	195.00
	Variation	Non-Vatable	1,133.00	275.00
	Transfer/ Reinstatement	Non-Vatable	907.00	240.00
	Adult Gaming Centre - grant/ provisional statement £1,600 refunded if no hearing	Non-Vatable	1,512.00	2,000 Max
	Annual Fee	Non-Vatable	753.00	195.00
	Variation	Non-Vatable	753.00	275.00
	Transfer/ Reinstatement	Non-Vatable	907.00	250.00
	Bingo Club - grant/ provisional statement £2,040 refunded if no hearing	Non-Vatable	2,645.00	2,440.00
	Annual Fee	Non-Vatable	887.00	195.00
	Variation	Non-Vatable	1,322.00	190.00
	Transfer/ Reinstatement	Non-Vatable	907.00	250.00
	Family Entertainment Centre - grant/ provisional statement £1,600 refunded if no hearing	Non-Vatable	1,512.00	2,000 max
	Annual Fee	Non-Vatable	564.00	195.00
	Variation	Non-Vatable	753.00	275.00
	Transfer/ Reinstatement	Non-Vatable	718.00	250.00
Street Trading				
	Street Trading Consent - Issue (annual)	Non-Vatable	256.00	250.00
	Street Trading Consent - Renewal (annual)	Non-Vatable	256.00	250.00
	Pavement Permissions - Issue (annual)	Non-Vatable	256.00	250.00
	Pavement Permissions - Renewal (annual)	Non-Vatable	256.00	250.00
	Street Trading - community events 1 day	Non-Vatable	£0	0.00

Environmental Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Rustic Products				
Woodchips				
	Delivered within 5 miles	Standard	29.00	30.00
Firewood				
	Firewood (logs) per transit load delivered - Within District	5%	120.00	130.00
	Firewood (logs) per half transit load delivered - Within District	5%	70.00	75.00
	Delivery within 5 miles of district boundary		5.00	5.00
Logs				
	1 Bag	5%	3.50	3.50
	1 Bag for wholesale		2.00	2.00
Stakes				
	6ft Chestnut rustic fencing stakes (pointed end) each	Standard	2.50	2.50
	6ft Chestnut rustic fencing stakes (pointed end) (more than 50)	Standard	2.25	2.25
Rustic Bench				
	Made from local claimed materials	Standard	154.00	225.00
Open Spaces				
Memorials				
	Formal bench including five year maintenance agreement	Non-Vatable	625.00	625.00
	Backed bench including five year maintenance agreement	Non-Vatable	420.00	420.00
	Unbacked bench including five year maintenance agreement	Non-Vatable	330.00	330.00
	Tree planting includes cost of tree.	Non-Vatable	60.00	150.00
	Burial of pet ashes does not include memorial cost	Standard	60.00	60.00
Commercial use of open spaces				
Costs for licensed organisations to use open spaces for events.				
	- 'Low key' commercial use – e.g. Dog Walking Companies, 'Boot Camp' style fitness sessions where operators charge participants. (per annum)	Non-Vatable	300.00	300.00
	- General community events which are free at the point of entry (e.g. Sponsored Walks, Race for Life, Schools Orienteering).	Non-Vatable	Free	Free

Environmental Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
	- Not for profit and commercial interest companies, special interest events, for which an entrance charge is made to help cover the organiser's costs. (per day)	Non-Vatable	200.00	200.00
	- Fully commercial, profit making events – e.g. Music concerts markets etc. (per event).	Non-Vatable	1,000.00	1,000.00
Access Licences				
	General Access Licences on to open spaces	Non-Vatable	-	£30
Tree Works				
	Work on Council trees for which there is no safety case. Hourly rate	Standard	-	£57
	Trading Pitch in Open Spaces (Renewable every three years) subject to a tendering process			Competitive tender
Funerals Administration				
	National Assistance Act Funerals administration Fee	Standard	461.00	530.00
Factual Statements				
	Research or completion of works in default of a notice period per hour (min charge - 1hr)	Non-Vatable	56.00	47.00
	Section 28(9) of Health and Safety at Work etc Act 1974 - per hour	Non-Vatable	123.00	47.00
Requests for Environmental Information				
	Up to 4 hours	Standard	101.00	188.00
	Per hour thereafter	Standard	26.00	47.00
Fixed Penalty Notices				
Fixed Penalty notices can be awarded for a number of offences and range in value, a detailed listing can be found on the Council's website.				
Football				
	Alternative use of pitch - Sat	Non-Vatable	707.00	730.00
	Alternative use of pitch - Sun	Non-Vatable	761.00	786.00
Casual Lettings Including Pavilion				
	Adults Sat	Standard	109.00	113.00
	Adults Sun	Standard	123.00	127.00
	Juniors Sat	Standard	74.00	76.00
	Juniors Sun	Standard	81.00	84.00

Environmental Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Established Junior Pitches				
	Alternative use of pitch - Sat	Non-Vatable	346.00	357.00
	Alternative use of pitch - Sun	Non-Vatable	371.00	383.00
Mini Football				
	Alternative use of pitch - Sat	Non-Vatable	297.00	307.00
	Alternative use of pitch - Sun	Non-Vatable	351.00	363.00
	NOTE: Fees may be reduced where clubs undertake some of the required tasks.			
Pavilion Hire				
	Including changing rooms per 3 hour session. NOTE: Hire in respect of Youth Clubs will be reduced by 50%	Non-Vatable	77.00	80.00
Playgroups				
	Pre-School and mother and child - Morning Session	Non-Vatable	15.00	15.00
	Pre-School and mother and child - Afternoon Session	Non-Vatable	15.00	15.00
	NOTE: Fees do not include service charges. Reduction of 25% for registered charities			
Cricket				
	Cricket	Non-Vatable	513.00	530.00
	Pavilion Hire (50% of pitch hire)			
Lost, Found or Stray Dogs				
	Statutory fee	Non-Vatable	78.00	78.00
	Daily kennelling fee - plus vet fees if necessary	Non-Vatable	13.00	13.00
	Microchip at the Kennels	Non-Vatable	18.00	18.00
Wheeled Bins				
	Set of 3 wheeled bins for new housing developments - charge levied on developer - bins provided for recycling service	Non-vatable	n/a	168.00
Bulky Waste Collection				
Collection of bulky waste (household furniture) and electrical household items				
	- For one item	Non-Vatable	10.00	12.00
	- Each additional item booked at same time	Non-Vatable	5.00	6.00

Information & Customer Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Copy Documents				
	(VAT absorbed on items under £1.00 - VAT to be added in other cases)			
	A4 Copy per Sheet	Standard	0.10	0.10
	A3 Copy per Sheet	Standard	0.30	0.30
	A2 Copy per Sheet	Standard	0.50	0.50
	A1 Copy per Sheet	Standard	1.55	1.55
	A0 Copy per Sheet	Standard	2.65	2.65
	Printing for voluntary groups	Standard	n/a	Actual cost + 20%
	Letter of confirmation of registration on electoral register	Inclusive	15.50	15.50
Data Protection Act 1998				
	Subject Access Request	Non-Vatable	10.00	10.00

Community Services				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Housing				
	Improvement and Prohibition Notices	Non-Vatable	400.00	400.00
	Fee for Mandatory Licensing of Houses in Multiple Occupation (N.B. HMOs owned by a Registered Charity are exempt):			
	Up to 5 bedrooms	Non-Vatable	315.00	315.00
	For each additional bedroom	Non-Vatable	52.50	52.50
	Variation of Licence	Non-Vatable	50% of Fee	50% of Fee
	Key-worker Sales Certificate	Inclusive	60.00	60.00
	Property Inspection report to support Visa applications.	Non-Vatable	180.00	180.00
Hire of Windmill				
	For commercial use - 1 hour session on one floor	Standard	34.00	34.00
	For commercial use - all day (7.5hr)	Standard	85.00	85.00
	For non - commercial use - 1 hour session on one floor	Standard	17.00	17.00
	For non - commercial use - all day (7.5hr)	Standard	42.50	42.50
Wedding Hire				
	Mondays - Fridays Inclusive (am)	Standard	150.00	150.00
	Mondays - Fridays Inclusive (pm)	Standard	250.00	250.00
	Saturday, Sunday and Bank Holidays	Standard	350.00	350.00
	Wedding invitations (each)	Standard	1.50	1.50
	Chair Cover Hire including sashes	Standard	60.00	60.00

People & Policy				
Fees & Charges		VAT	2013/14 £	2014/15 Recommended Fee £
Publications				
	Origins of Rochford Book	Non-Vatable	1.50	1.50
	Origins of Rayleigh Book	Non-Vatable	1.50	1.50
	Old House Guide	Non-Vatable	1.00	1.00

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

APPENDIX 4

	Approved	Revised	Estimate	Estimate	Estimate	Estimate	Estimate	Commentary
	2013/14	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2014/2015
Information & Communications								
ICT Strategy	72,397	47,400	75,000	50,000	50,000	50,000	50,000	Allocation is for implementation of ICT Strategy and Code of Connection compliance to ensure continued access to Government's networks.
Vehicles and Equipment								
Wheelie Bins	114,127	114,000	55,000	55,000	55,000	55,000	55,000	Rolling budget for replacement of wheelie bins.
Vehicle Replacements	73,000	48,000	75,000	-	36,000	20,000	-	2014/15 provision for replacement depot vehicle and possible replacement of civic car. Civic Car replacement to be reported to Executive. Depot vehicle purchase to be approved by Head of Service.
Waste Vehicles		230,000	1,620,000	-	-	-	-	The 2014-15 allocation is to purchase a fleet of waste vehicles for the main recycling collection contract to enable revenue savings.
Cemetery Equipment	65,000	45,000	20,000	-	-	-	-	Equipment to fund cemeteries being brought in house
Telephony system	100,000	100,000	-	-	-	-	-	
Equipment Replacement Programme	53,500	51,500	23,500	50,000	50,000	50,000	50,000	2014/15 Printer equipment - £12,500 Woodlands equipment - £5,000 Noise Equipment - £6,000 Expenditure to be approved by Head of Service
Operational Assets								
Cemeteries	42,000	42,000	160,400	-	-	-		Original allocation to Hall Road Extension £535k plus £12k for staff facilities. Total budget remains within original approved budget.
Depot	31,000	31,000	-	-	-	-		

APPENDIX 4

	Approved	Revised	Estimate	Estimate	Estimate	Estimate	Estimate	Commentary
	2013/14	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2014/2015
Rochford Offices	116,896	106,800	31,000	21,000	23,000	2,000	-	Detailed programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Rayleigh Offices	12,000	12,000	4,500	15,000	-	21,000	-	Detailed programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Windmill	2,500	2,500	-	-	-	-		
Acacia House	21,200	21,200						
Car Parks	-	-	26,500	12,000	27,000	7,000	32,000	Pay & Display car park resurfacing in 2014/15. Detailed programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Pavilion Refurbishments	56,709	26,700	60,000	30,000	30,000	30,000	30,000	Programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Town & Village improvements								
Public Conveniences	30,000	30,000	-	-	-	-	-	
Big society Funding	48,472	48,500	15,000	15,000	15,000	15,000	15,000	Allocations for 2014/15 agreed. £2,407 remaining for a later grant round or to carry forward into 2015/16.
Signage Enhancements	5,000	5,000	10,000	10,000	10,000	5,000	5,000	Programme to replace and upgrade the highway directional signage to our facilities, including council offices and leisure facilities. Expenditure will be approved by Head of Service.

APPENDIX 4

	Approved	Revised	Estimate	Estimate	Estimate	Estimate	Estimate	Commentary
	2013/14	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2014/2015
Parks & Play Facilities								
Play Spaces	50,000	50,000	50,000	50,000	50,000	50,000	50,000	Programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Cherry Orchard Jubilee Country Park	312,646	25,000	252,600	35,000	-	-	-	Unused budget has been carried forward. Any changes will be reported to the Executive. The Management Plan for the Country Park is currently under review, and therefore all expenditure other than for the pet cemetery and lake works is now frozen until the review is complete.
Hockley Woods	45,000	45,000	300,000	-	-	-	-	£100,000 match funding for natural play equipment, £200,000 for car park. Subject to final approval by Executive and obtaining match funding.
Leisure Buildings	30,000	30,000	20,000	-	22,500	20,000	22,500	Detailed programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Parks & Open Spaces Programme	43,739	43,700	50,000	50,000	50,000	50,000	50,000	Detailed programme of works to be agreed by Executive as part of annual review of Asset Management Plan
Housing								
Home maintenance and Adaptation Grants	142,146	142,000	70,000	70,000	70,000	70,000	70,000	
Disabled Facilities Grants	341,397	352,000	250,000	250,000	250,000	250,000	250,000	Funding for DFGs is likely to be centralised through Counties with effect from 2015/16 which may have funding implications.
Total Capital Programme	1,808,729	1,649,300	3,168,500	713,000	738,500	695,000	679,500	

APPENDIX 4

	Approved	Revised	Estimate	Estimate	Estimate	Estimate	Estimate	Commentary
	2013/14	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2014/2015
Statement of Financing								
Capital Grant	-	230,000	-	-	-	-	-	
Housing Grants	150,000	160,717	167,892	150,000	150,000	150,000	150,000	Uncertainty over funding from 2015/16 onwards as it will become part of the Better Care Fund and paid to ECC.
Prudential Borrowing			1,093,866	317,000	338,500	295,000	419,500	
Capital Receipts Required	1,658,729	1,258,583	1,906,742	246,000	250,000	250,000	110,000	
Total Financing	1,808,729	1,649,300	3,168,500	713,000	738,500	695,000	679,500	
Statement of Capital Receipts								
Capital Receipts B/fwd	1,385,309	1,857,958	1,564,742	-	-	-	-	
Received in Year:								
Asset disposals	67,500	636,367	10,000	10,000	10,000	10,000	10,000	
VAT shelter	329,000	329,000	332,000	236,000	240,000	240,000	100,000	
Used in year	(1,658,729)	(1,258,583)	(1,906,742)	(246,000)	(250,000)	(250,000)	(110,000)	
Capital Receipts C/fwd	123,080	1,564,742	-	-	-	-	-	

Rochford District Council

PAY POLICY STATEMENT 2014/15

1. Introduction

- 1.1 This Pay Policy Statement (PPS) sets out the Council's approach to the remuneration of its employees to comply with provisions of the Localism Act 2011 to increase accountability, transparency and fairness in the setting of local pay.
- 1.2 This PPS is produced in accordance with Chapter 8 of the Localism Act 2011 ("the Act"). It was approved by a meeting of Rochford District Council on 28 January 2014. It is made available on the Council's website which also includes separately published data on salary information relating to Chief Officers.
- 1.3 This PPS complies with the requirements of the Localism Act and the guidance "Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011, published 17 February 2012).

2. Definitions

- 2.1 Pay Spine - For employees subject to the 'National Agreement on Pay and Conditions of Service of the National Joint Council for Local Government Services' (commonly known as the 'Green Book'), the Council uses a pay spine based on national Spinal Column Points. This pay spine is divided into pay bands, which contain incremental points. The banded grading structure is shown in the Appendix.
- 2.2 The definition of "chief officer" and "deputy chief officer" in the Localism Act means that it includes posts in addition to the normal statutorily defined posts. The chief officers for the Council are the Senior Management Team. The 3 statutory Chief Officer are the Chief Executive (Head of Paid Service), Head of Legal, Estates and Member Services (Monitoring Officer) and Head of Finance (Section 151 officer). The deputy chief officers are those service managers who report directly to a statutory chief officer.
- 2.3 Employees on Scale 2 are defined as our lowest-paid employees. The Council also employs apprentices who are paid on a fixed rate below the pay spine and receive free professional training as part of their employment and the Council may employ temporary staff to deliver specific time limited activities such as sport coaches, whose remuneration will be based on market rates

3. General Principles Applying to Remuneration of Chief Officers and Employees

- 3.1 All posts have been subject to a job evaluation process to determine the correct grading for the post and to ensure consistency and equality.
- 3.2 The recruitment of the Chief Executive, Chief Officers and Deputy Chief Officers is covered by the Council's Constitution.
- 3.3 The salary for new appointments or promotions will be made at a salary point within the range for the post dependent on skills, knowledge, experience and abilities. Full Council, or a meeting of Members, would be offered the opportunity to vote before salary packages exceeding £100,000 in respect of new appointments are offered. For this purpose, salary packages would include salary, allowances and any benefits in kind.
- 3.4 Individuals will normally receive an annual increment, subject to the top of their grade not being exceeded and subject to satisfactory performance. In exceptional circumstances (e.g. examination success), individuals will receive accelerated increments. Again, this is subject to the top of their grade not being exceeded. Some employees are on a career matrix where progression through the increments will depend on meeting certain criteria.
- 3.5 The values of the scale points in the pay grades are updated by the pay awards notified from time to time by the National Joint Council for Local Government Services, Joint Negotiating Committee for Chief Officers of Local Authorities and Joint Negotiating Committee for Chief Executives of Local Authorities.
- 3.6 The Chief Executive, as Head of Paid Service, has delegated authority to determine and issue guidelines with regard to national and local pay awards. Where national pay awards only cover certain grades, the Chief Executive can determine whether the award should be extended to all grades including Chief Officers.
- 3.7 At the time of preparing this policy, there have been no such increases in the national pay spine since April 2009. If there is a national agreement for a pay award for 2013/14, the appendix to this PPS will be updated.
- 3.8 The Council does not apply performance-related pay or bonuses.
- 3.9 On ceasing to be employed by the Council, individuals will only receive compensation in circumstances that:
 - (a) are relevant (e.g. redundancy); and
 - (b) are in accordance with the various employer discretions provided by the Local Government Pension Scheme (LGPS); and/or
 - (c) comply with the specific term(s) of a compromise agreement.

- 3.10 Any decision to re-employ an individual who was previously employed by the Council and, on ceasing to be employed, was in receipt of a severance or redundancy payment, or the appointment of a Chief Executive or Head of Service who is already in receipt of a pension under the LGPS, will be made on merit.
- 3.11 The Council has a Flexible Retirement policy setting out when this might be allowed. This is where an individual aged 55 or over who reduces their grade or hours of work (or both) may receive all or part of their LGPS benefits immediately, even though they haven't left the Council's employment. This will be allowed only in circumstances where it is demonstrated to be in the Council's interests.
- 3.12 Where changes to a job description result in a downgrading of the post or employees are permanently redeployed to a post with a lower salary, the individual may be entitled to a limited period of pay protection.
- 3.13 Salary sacrifice schemes are available.

4. Additional Payments

In addition to the basic salary for the post, staff may be eligible for other payments including:

- Subsistence, Essential and Casual Car User allowances and reimbursement of mileage in line with the National Agreement on Pay and Conditions.
- Acting Up allowance where an officer covers the duties of a higher grade position.
- All Staff who maintain a 100% attendance during a 6 month period may qualify to receive an award.
- The Council rewards exceptional performance through its Staff Award scheme, which is based on nominations from staff.
- Additional payments are made to some staff who undertake additional duties such as on-call officers, health and safety departmental co-ordinators, committee attendance and first aiders.
- The Council may pay where membership of a professional organisation is a requirement to carry out the role.
- Overtime is paid in line with the Council's policy, up to staff grade PO2. No overtime is paid to staff above grade PO2.

5. Remuneration of the Chief Officers

- 5.1 All general principles set out in Section 4 apply to the Senior Management Team. The Senior Management Team's salary range is in accordance with an agreed salary banding and published on the Council's website and reproduced in the Appendix. All managerial staff are subject to annual appraisal, and progression on the scale only happens if satisfactory progress is evidenced.
- 5.2 The Chief Executive also receives a Returning Officer and Deputy Returning Officer fee in respect of County, District and Town/Parish Council elections. The fee for undertaking this role is calculated in accordance with a formula previously agreed by the Council. Fees for conducting Parliamentary Elections, European, Police and Crime Commissioner Elections and referenda are determined by way of a Statutory Instrument.

6. Relationship between the lowest and highest paid employees

- 6.1 The Act requires authorities to set out the relationship between the remuneration for their highest paid staff compared to their lowest paid employees and to explain what they think the relationship should be. The Hutton Review recommended the publication of an organisation's pay multiple – the ratio between the highest paid employee and the mean average earnings across an organisation - as a means of illustrating that relationship and this is the approach adopted in this PPS.
- 6.2 The Council's current pay multiples, set out below for general guidance, are:
- The ratio of the highest earning officer to the median average of all other employees is 4.5
 - The ratio of the median average Chief Officers earnings to the median average of all other employees is 3
- 6.3 The relationship between earnings at the highest and lowest levels is controlled by job evaluation.

7. Tax Avoidance

- 7.1 The Council is committed to supporting the Government in tackling all forms of tax avoidance. In some circumstances, it can be more cost effective and appropriate to employ individuals through private companies. In these rare instances, compliance with HMRC tax legislation is checked and value for money would need to be demonstrated.

8. Transparency and Access to Information

- 8.1 This Policy will be published on the Council's website once it has been approved by Full Council. The Council also publishes details and the salary ranges of the Chief Officers on its website.
- 8.2 The Council will publish details of the remuneration for the Chief Officers in its Financial Statements on the website by 30 June after the year end. The Financial Statements will also include a note setting out the number of employees whose remuneration was £50,000 or more in bands of £5,000.

9. Review

- 9.1 The Localism Act 2011 requires relevant authorities to prepare a Pay Policy Statement for each subsequent financial year. Our next Statement will be for 2015/16 and will be submitted to Full Council for approval by 31 March 2015.
- 9.2 If it should be necessary to amend the Statement during the year that it applies, an appropriate resolution will be made by Full Council. This does not apply to the updating of the Appendix on salary scales if there is a nationally set pay award agreed.

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

APPENDIX**GRADING STRUCTURE**

Grade	Scale Point Range	
	From	To
Scale 1	5	11
Scale 2	11	13
Scale 3	14	17
Scale 4	18	21
Scale 5	22	25
Scale 6	26	28
SO1	29	31
SO2	32	34
PO1 - 18	33	50
SM1	50	53
SM2	54	58
SM3	59	63
SM4	64	68
SM5	69	73
SM6	74	79
CE	80	84

SENIOR MANAGEMENT TEAM REMUNERATION*

Grade	Salary Range	
	From	To
SM4	£63,077	£69,386
SM5	£74,542	£81,995
SM6	£84,187	£95,120
CE	103,706	114,620

*this will be updated if there is a national pay award made after Council have adopted the 2014/15 Pay Policy Statement.