
MEDIUM TERM FINANCIAL STRATEGY 2011/12 – 2015/16

1 SUMMARY

- 1.1 To consider and approve the integrated 5 year Medium Term Financial Strategy (MTFS) starting in 2011/12.

2 INTRODUCTION

- 2.1 In preparing the Budget for 2011/12 and the Medium Term Financial Strategy covering the period to 2015/16, 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 2011/12 and beyond.

- 2.2 This report considers in detail the issues, assumptions and considerations made in preparing the MTFS, under the following headings:-

- Background to the MTFS
- Core estimates
- Council Tax
- Government Funding
- Management of reserves
- External Factors affecting the Budget
- Financial Assumptions
- Budget Gap
- The total proposed budget
- Fees and charges
- The Capital Programme and Prudential Borrowing
- Consultation
- Priorities

- 2.3 This report also considers 2 items referred from the Executive held on 19 January 2011. The 2 items relate to Area Committees and Member Allowances. The report of the Executive on these items is to follow. Any other items referred from the Executive will be considered at the next ordinary meeting of Council on 22 February 2011.

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).

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 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 period of uncertainty around the global and national economic picture and dramatic falls in some of the Council's income streams. Since the Coalition Government produced their Spending Review in June 2010, the Council has been preparing for the significant reductions in Government funding, which were finally provisionally announced on 13 December 2010 and are considered in more detail in Section 7.

5 CORE ESTIMATES 2011/12

- 5.1 The starting point for preparing the estimate for 2011/12 is the Core Estimates from 2010/11 which are reviewed in detail by the Finance team in conjunction with service managers.
- 5.2 The summary Budget Book is attached to this report as Appendix 1. This shows proposed estimates for 2011/12 and the percentage variation of estimate to estimate from 2010/11 to 2011/12. Changes of £500 or less have been removed. This summary is used as Members have found this presentation particularly useful in focusing on the expenditure and income of the Authority without the complication of recharges.
- 5.3 The Budget Book does not include changes to budgets discussed and agreed at the Members' January Awayday and detailed in this report for submission to Council for approval.
- 5.4 The Budget Book also does not include capital financing costs such as depreciation as these are reversed out before the calculation of the amount to be collected from Council Tax, so there is a nil effect on the Council's total revenue expenditure.

- 5.5 Members' Allowances have been reviewed by the Independent Remuneration Panel. Recommendations are being initially considered by the Executive on 19 January. As part of this MTFS Report, the Executive will refer its recommendations on the Allowances to this Council meeting for consideration and a recommendation relating to this is included at the end of this report. The assumptions included in this report regarding Budget Gap and Net Expenditure are based on a zero increase to the cost of Members' Allowances.

6 COUNCIL TAX

- 6.1 When agreeing the Council Tax level for 2011/12, Members have considered the current level of Council Tax and Government funding for a Council Tax freeze.
- 6.2 The current Band D Council Tax for Rochford District Council is £201.15 and this was levied on a council tax base of 31,398.81. Forecast income from Council Tax for this Council for 2010/11 is £6.316m.
- 6.3 The Budget for 2011/12 is based on a zero increase in the average Band D Council Tax. The council tax base for 2011/12 has been set at 31,385.71 so forecast income will be £6.313m, a reduction of £2,600.
- 6.4 The Government are funding the Council Tax freeze for 2011/12 on the basis of a 2.5% increase and this funding is to be received for each of the 4 years of the current Spending Review.
- 6.5 The freeze is a voluntary measure for local authorities; however it does have longer term implications which have been considered in preparing the MTFS. The Government's funding applies to a freeze in 2011/12, with the same annual funding in the period to 2014/15 to compensate local authorities for income foregone due to the 2011/12 freeze. This Council will receive about £158,000 in annual grant. If this annual funding is not made permanent, the Council will face the choice of implementing a large Council Tax increase once the funding ceases in 2015/16, or taking another significant cut to our Government funding that year. While the Council Tax grant is welcomed in the short term, the fact that it may cease after the current Spending Review period means that councils will immediately face, in effect, a further cut in 2015/16 when they lose around 2.5% of their council tax revenue unless they choose to impose a substantial Council Tax rise to nullify the shortfall. However, the Council may be better placed to deal with this difficult decision in a few years if the economic conditions have improved as forecast.
- 6.6 For the purposes of the MTFS, the assumption is that the Council Tax increases in 2012/13 onwards will be around 2.5%, which is broadly in line with inflation forecasts. Decisions regarding the actual increase for 2012/13 will be taken during next year's budget process.
- 6.7 For 2012/13 onwards, the Government's proposals in the Localism Bill presented to Parliament on 13 December will include provisions to give

residents the power to veto excessive increases by requiring local authorities to hold a referendum on any proposed rise above a certain threshold. Details of how the threshold would work have not yet been provided but are expected to be set by the Secretary of State, in a similar way to the capping criteria used in previous years. For 2011/12 it is expected that capping criteria will be set by the Secretary of State once councils have agreed their Council Tax levels.

- 6.8 The total Council Tax, including the amounts for Essex County Council, Essex Police Authority, Essex Fire and Rescue Authority and the Town and Parish Councils will be set at the Council meeting on 22 February 2011.

7 GOVERNMENT FUNDING

- 7.1 The provisional announcement about local authority funding (the Formula Grant) was made on 13 December 2010, somewhat later than expected and set out the toughest local government finance settlement in living memory. The grant announcement is subject to consultation with a closing date of 17 January. The provisional Formula Grant for this Council is £3.637m for 2011/12, compared to £5.121m for 2010/11.
- 7.2 The 2010/11 grant has been adjusted to give a baseline for 2010/11 of £4.358m, taking off the following to reflect transfer of responsibility away from district councils:-
- £735,000 for concessionary fares – compared to the Council's net cost of about £686,000;
 - £33,000 for private sewers
- 7.3 The Formula Grant for 2011/12 is calculated by assessing the Relative Need of the authority to deliver services and Relative Resource amount which measures the capacity of the authority to raise local tax. For 2011/12, the Formula Grant for 2011/12 was calculated to be £4.142m. However the Government then applied Floor Damping. This is applied to guarantee that no authority receives less than the maximum level of reduction in grant. For this Council £504,511 has been deducted for Floors to give the £3.637m Formula Grant for 2011/12; this is a 16.5% reduction compared to the adjusted 2010/11 grant. The £3.637m does not cover the cost of delivering statutory services which is estimated to be approximately £9.7m.
- 7.4 For 2012/13, the grant is £3.257m, a further reduction of 10.5%, after £415,899 for Floors has been deducted.
- 7.5 The Council has historically lost funding through the Floor Damping Block although, in previous years, it was used to ensure that other authorities received a minimum increase in grant.

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

Year	Amount held back under Floor Damping Block £000s
2005/06	138
2006/07	275
2007/08	148
2008/09	156
2009/10	137
2010/11	114
2011/12	505
2012/13	416

7.7 The Government have only announced funding for the next 2 years, although the Spending Review in June 2011 gave the totals for Formula Grant to 2014/15, as follows:-

	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
Formula Grant Total (£M)	28	25	23.4	23.2	21.9
% reduction on previous year	N/A	-10.7%	-6.4%	-0.9%	-5.6%

7.8 As the MTFS also includes 2013/14 to 2015/16, it needs to include an assumed level of Government grant after 2012/13. The Government have announced a whole scale review of local Government financing, with a report later in 2011 on changes to the Formula Grant from 2013/14. The Government are consulting on changes to the Business Rates regime which are planned to be introduced from 2013 and will further affect the level of Formula Grant. At this stage, the assumption is that from 2013/14 changes in Formula Grant will be in line with the Spending Review forecasts. However, there is a financial risk that the reduction may be more in line with the reduction seen for 2012/13, as shown below:-

	<u>2013/14</u>	<u>2014/15</u>
Current Assumption in MTFS £000s	3,228	3,047
% Reduction on previous year	-0.9%	-5.6%
Worst Case (based on 2012/13 reduction) £000s	2,917	2,612
% Reduction on previous year	-10.4%	-10.4%
Shortfall in Funding £000s	311	435

7.9 The Leader of the Council, together with the Portfolio Holder for Finance and the Head of Finance had a meeting with Andrew Stunnell MP, the Parliamentary Under Secretary of State at Communities and Local Government, to present the Council's concerns regarding the tough financial settlement and the implications for this Council.

7.10 **Comparison with Essex Authorities** - The following tables provide some comparisons to the other Essex districts:-

Authority	Table 1 - Formula Grant – After Floor Damping		
	2010/11 Adjusted grant # £000s	2011/12 Grant £000s	2012/13 Grant £000s
Basildon	14,066	11,727	10,414
Tendring	12,605	10,865	9,672
Colchester	10,964	9,262	8,425
Braintree	9,040	7,611	6,643
Epping Forest	8,710	7,340	6,461
Chelmsford	8,769	7,329	6,659
Harlow	7,491	6,318	5,629
Castle Point	5,632	4,693	4,124
Brentwood	4,694	3,906	3,354
Rochford	4,358	3,637	3,257
Maldon	3,954	3,331	2,926
Uttlesford	3,826	3,187	2,771

#after adjustments for Concessionary Fares & Private Sewers

Authority	Table 2 - Floor Damping Amount of Grant awarded or (held back)	
	2011/12 £000s	2012/13 £000s
Tendring	161	93
Brentwood	110	11
Braintree	27	(93)
Maldon	(90)	(97)
Uttlesford	(192)	(115)
Epping Forest	(271)	(242)
Castle Point	(308)	(283)
Harlow	(446)	(390)
Rochford	(505)	(416)
Basildon	(1,035)	(989)
Colchester	(1,328)	(1,144)
Chelmsford	(1,414)	(1,131)

Authority	Table 3 - Percentage Reduction in Grant compared to previous year	
	Reduction 2011/12	Reduction 2012/13
Brentwood	16.8%	14.1%
Uttlesford	16.7%	13.1%
Braintree	15.8%	12.7%
Maldon	15.8%	12.2%

Authority	Table 3 - Percentage Reduction in Grant compared to previous year	
	Reduction 2011/12	Reduction 2012/13
Castle Point	16.7%	12.1%
Epping Forest	15.7%	12.0%
Basildon	16.6%	11.2%
Tendring	13.8%	11.0%
Harlow	15.7%	10.9%
Rochford	16.5%	10.5%
Colchester	15.5%	9.0%
Chelmsford	16.4%	9.1%

Authority	Table 4 - Grant per head £/head of population		
	2010/11 Grant #	2011/12 Grant	2012/13 Grant
Harlow	92.34	77.88	69.39
Tendring	82.70	71.29	63.46
Basildon	78.78	65.68	58.33
Epping Forest	69.68	58.72	51.69
Castle Point	62.63	52.18	45.86
Brentwood	62.59	52.08	44.73
Braintree	61.53	51.81	45.22
Maldon	61.44	51.76	45.47
Colchester	59.30	50.10	45.57
Chelmsford	51.24	42.82	38.91
Rochford	51.23	42.76	38.30
Uttlesford	49.82	41.51	36.08

#after adjustments for Concessionary Fares & Private Sewers

- 7.11 If we received the same amount per head of population of, for example, Brentwood, this Council would have received an additional £800,000.

8 MANAGEMENT OF RESERVES AND GENERAL FUND BALANCES

- 8.1 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.

8.2 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.

8.3 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.

9 EARMARKED RESERVES

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

- Sums set aside for major schemes
- Self insurance
- Ring fenced activities, for example Crime and Disorder
- Reserves retained for specific service use where under-spends are carried forward to enable better use of finances
- Ring fenced grants received by departments for specific uses
- Additional savings on the General Fund up to £250,000 are kept in a reserve to provide funds for ICT development and improvements in line with the Council's agreed ICT Strategy
- Funds held on behalf of partnerships where the Council is effectively acting as banker, an example being the Local Strategic Partnership

- 9.2 The Council regularly reviews the reserves as part of the budget setting and closure of accounts processes to make sure that they are appropriate. Reserves should be used in accordance with the reasons they were set up and their use is authorised by the Head of Finance.
- 9.3 This year's review of Earmarked Reserves has identified £78,000 which can be returned to General Fund balances in respect of the following items:-
- Contaminated Land
 - Air Quality
- 9.4 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 2010/11.

Earmarked Reserves	Balance as at 31 March			Reason for Reserve & Criteria for usage
	2010 £000s	2011 £000s	2012 £000s	
Corporate	545	427	104	To meet Council's Corporate and Statutory objectives, for example Community Safety, Economic Development and Insurance Fund.
Strategic Housing	167	55	76	Funds for provision of Strategic Housing. To meet Strategic Housing requirements and action to prevent homelessness.
ICT Strategy	250	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	1,152	733	483	For specific projects including sports and arts activities and planning. To implement Member decisions and deliver priorities.
Repairs & Maintenance	150	67	87	Funds to maintain Council's assets at an acceptable level. Use of the reserve is managed by the Financial Programmes Group.
Total	2,264	1,532	1,000	

10 GENERAL FUND RESERVE

- 10.1 The Authority also has a General Fund reserve as a result of accumulated surpluses on the General Fund account.
- 10.2 The reserve is intended to provide sufficient safeguards against events that may happen that would impact on the Council's liquid cash resources and place the Council in an insolvent position. It therefore ensures the Council can set a balanced budget. It also enables the Council to undertake medium term financial planning and achieve its longer term objectives. A recent example of this was the steady build up of the reserve in order to meet the additional costs from 2008/09 of the new environmental contracts (Refuse collection/Recycling/Street Cleansing and Grounds Maintenance). Part of the recent strategy on General Fund balances going forward has been to prepare for the constraints on public spending and the revaluation of the pension scheme.
- 10.3 The level of the General Fund reserve is reviewed annually as part of the budget process.
- 10.4 In line with the policy on management of reserves, a detailed risk assessment has been carried out by officers during the budget preparation process on the material items and the key risks are summarised in the following table.
- 10.5 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	2011/12 £000s	By 2015/16 £000s
Adequacy of inflation provisions in budgets.	Nearly 50% of the Council's gross expenditure is related to salaries which are nationally agreed and outside the control of the Council. 40% of the Council's gross expenditure is covered by contracts which include retail price index annual rises. Assumptions on inflation and cost of living rises are included in the Strategy. The risk is that the assumptions made will be too low	60	100

ITEM	CONSIDERATION TO ASSESS FIGURES TO INCLUDE	2011/12 £000s	By 2015/16 £000s
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.	Nil	50
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.	Nil	50
Debt Collection and Uncertainty of Income	A small recovery in income streams included for 2011/12 may not materialise.	40	40
Pension Revaluation	The pension revaluation in 2013 could result in additional payments into the Local Government Pension Scheme.	Nil	400
Reduction in Grants	Only grant that has been confirmed is included in the budget and expenditure is not committed until the confirmation has been received.	Nil	Nil
Unpredictable and demand-led expenditure	This would be managed through robust budgetary control during the year and the budget setting process. However, as budgets become tighter, flexibility to accommodate the unexpected reduces and mandatory demand led items represent unavoidable expenditure that has to be financed. Main areas of risk are homelessness and benefits.	20	40
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

ITEM	CONSIDERATION TO ASSESS FIGURES TO INCLUDE	2011/12 £000s	By 2015/16 £000s
Underachievement of Efficiency Targets	Apart from the risk of not achieving nationally set efficiency savings, the Strategy includes cashable savings. If these are not achieved, revenue reserves would have to be used to balance the budget.	450	600
Recommended Minimum Revenue Balances		620	1,330

11 COLLECTION FUND RESERVE

11.1 As the Billing Authority, this Council collects Council Tax on behalf of Essex County Council, Essex Fire and Rescue Authority and Essex Police Authority (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 98.5% collection rate compared to a current collection rate on target for 98.7%. When we collect more than the amount due, this surplus is held in the Collection Fund as a ring fenced amount and can be distributed to the main precepting bodies and ourselves on a proportionate basis, based on the Band D Council Tax amount for each body.

11.2 A forecast is made of the likely outturn surplus for the current financial year and this amount is then split across the main precepting bodies and this Council. It is considered prudent to maintain the Collection Fund at a level that provides for underestimation of the surplus and this level is £150,000, equivalent to the collection rate for Council Tax being 0.5 percentage points below current levels. This will allow the distribution of £586,000 in the following amounts:-

Recipient	Distribution Amount	
	2010/11 actual	2011/12 proposed
	£000s	£000s
Rochford District Council	51	90
Essex County Council	243	419
Essex Police Authority	29	51
Essex Fire Authority	15	26

12 OTHER EXTERNAL FACTORS AFFECTING THE BUDGET

12.1 The Coalition Government have made a number of announcements which will affect local authorities over the next few years and these are summarised below. However, at this stage while the detail is still awaited, it is not possible to include definitive financial figures in the MTFS:-

12.2 Changes in Demographics and Population

12.3 The Council recognises that it needs to have a good understanding of changing local demographics and what these mean for local services.

12.4 It is anticipated that the 2011 Census will show that the District's population is closer to 85,000 than the current estimate of 82,000. A potential financial benefit is that when calculating our Formula Grant for 2012/13, the Relative Needs Amount will be calculated slightly higher as some elements are related to population sizes. On the other hand, an increase in population may lead to additional costs where budget estimates are based on current population estimates.

12.5 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 is developing 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 will be:-

- 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

12.6 The actions so far identified in the draft 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. The Ageing Population Strategy will be reported to Members for approval after the Budget has been agreed.

12.7 Council Tax Benefits

12.8 The Spending Review in June announced that the Council Tax Benefits budget will be reduced by 10% with local authorities given control over how this cut is applied so that it is done in a way appropriate for the local area. This change is planned to come in from 2013/14. The Council currently receives approximately £4.2m in subsidy to cover the cost of Council Tax benefits and it is expected that the subsidy will be cut by the 10%. This will leave the Council with difficult decisions to make in regard to how best to allocate the remaining budget and if the Council decides not to reduce benefits by the full 10%, this will be an additional cost to the General Fund. The MTFs assumes that the 10% reduction in subsidy will be matched by a 10% reduction in benefit payments.

- 12.9 Preparing for these changes, applying the reductions and responding to benefit claimants' reactions will all create additional work for the Revenues and Benefits Team.

12.10 Universal Credit and Benefits

- 12.11 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 plan is for this Universal Credit to be managed centrally by the Department of Works and Pensions from 2013/14. There are also plans to centralise fraud investigation activity. These proposals will have a significant impact on the Revenues and Benefits team and in 2011/12 the Council will have to begin preparing for these changes

12.12 New Homes Bonus

- 12.13 This Government incentive is to encourage more homes and has recently been out to consultation on the detail of how it will work. The current proposal is that it will be based on new houses and bringing empty homes back into use and the grant will match Council Tax for 6 years, with 80% being received by the district council, as the planning authority, and 20% going to the county. The consultation proposed the growth in housing would be measured from a statistical return which reports the Council Tax base as at October each year and that the bonus would be based on an average Council Tax rate (£1,439 for a band D, compared to our Band D rate of £1,519). The details of the scheme will be announced in January 2011.

- 12.14 Based on the proposals in the consultation, which are all subject to change, this would give the Council a bonus next year of approximately £116,000. There will also be an additional reward of £350 for each new affordable home but the consultation did not make clear how this would be measured by Government.

- 12.15 £946m has been set aside by the Government over the Spending Review period. In 2011-12 this is almost £200m (equivalent to 140,000 homes) and £250m (equivalent to 170,000 homes) in each of the remaining years. Funding beyond these levels will come from the Formula Grant (Revenue Support Grant & Redistributed NNDR), creating a risk that Formula Grant will be further reduced.

- 12.16 The Council's policy for external grants is to not budget for them until confirmation of amounts is received, so the estimate of £116,000 is not included in the MTFS.

12.17 Localism Bill

- 12.18 The Localism Bill was presented to Parliament on 13 December 2010 with its Second Reading Debate due to take place early in the New Year. The Government have said that this Bill aims to significantly decentralise power and decision-making to councils and neighbourhoods and give local

communities more control over housing and planning decisions but have not indicated how additional responsibilities for local authorities will be financed, particularly in the context of the reduced Government Grant settlement.

- 12.19 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.
- 12.20 The right for residents to veto excessive Council Tax rises by referendum from 2012/13 has been covered in paragraph 6.7.
- 12.21 Reforms to the Housing Revenue Account (HRA) subsidy system are proposed. Although this Council no longer has a HRA, there could be some small financial benefit as the pooling of 75% of receipts from the Council's small mortgage portfolio would cease which would give an additional £7,000 per annum to the Capital Programme.
- 12.22 The Bill proposes to give 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.
- 12.23 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.
- 12.24 A surprise inclusion in the Bill is to give the Secretary of State the power to order English councils to contribute to the UK's obligation to pay an EU fine. The EU treaty clearly states that only governments are liable for fines. This measure imposes a new regime for the Government to impose fines extra judicially, by executive action. It is unclear what the results of this will be but the Local Government Association have suggested that it could result in significant and unjustified financial strain for authorities that are already facing extremely testing circumstances.
- 12.25 Local authorities must publish a senior pay and policy statement which includes seven mandated headings. This should be in place and voted on by Council by 31 March 2012 for the 2012/13 financial year.
- 12.26 **National Non Domestic Rates (NNDR)**
- 12.27 The Government's White Paper Local Growth: Realising Every Place's Potential published in October 2010 includes two proposals which could have a significant financial impact:-
- Introduction of Tax Increment Financing Powers which would enable local authorities to borrow against future growth in NNDR in order to

finance economic regeneration activities. This would be dependent on local authorities receiving a share of any growth in local NNDR receipts.

- Plans to undertake a Local Government Resource Review in the New Year which will include looking at local retention of NNDR in order to provide incentives for local economic growth. Any changes are due to be implemented in 2013/14. Out of the £25bn total Formula Grant, £19bn is redistributed NNDR so any changes to the current regime will have a significant impact on the Formula Grant and will be considered as part of the Government's review. For this Council, our Formula Grant of £3.64m includes £2.8m of redistributed NNDR in 2011/12, compared to the amount collected from local Rochford district businesses of £14m.

12.28 On Street Parking Arrangements

- 12.29 The current Agency Agreement under which the Council provides Decriminalised Parking Enforcement for On Street parking on behalf of Essex County Council ends on 31 March 2011. New arrangements will be put in place for a local authority partnership to deliver the service from April 2011. There will be some residual costs from overheads to be addressed but the final detail of the business case for partnerships have not yet been finalised.

12.30 Concessionary Bus Pass Scheme

- 12.31 Responsibility for this Scheme passes from district councils to county councils with effect from April 2011. There has been an associated transfer of funding within the Formula Grant for 2011/12, as previously mentioned in the section on Government funding. Essex County Council has asked districts to continue providing local front line services for which they will pay and this Council has submitted a quotation to provide the service. Although this Council lost out through the transfer of funding in the Formula Grant, if the quotation is agreed by Essex County Council, there will be a nil net effect on the General Fund.

13 FINANCIAL ASSUMPTIONS

- 13.1 In addition to the issues considered above, there are a number of other assumptions and factors which are considered in preparing the MTFS:

13.2 Inflation

- 13.3 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 Government's Office of Budget Responsibility's latest forecasts for inflation as measured by Consumer Price Index:-

	Forecast for Quarter 4 of calendar year:				
	2011	2012	2013	2014	2015
CPI Forecast	2.8	1.9	2	2	2

The risk that inflation is higher is managed through the Minimum Level of Balances for the General Fund Balance, as discussed in Section 8.

Salaries

- 13.4 Salaries account for £7m of the Council's expenditure. The cost of living rise for 2010/11 was 0%. The assumption used for financial planning is 0% rise for 2011/12 and linked to inflation from 2012/13 onwards, the latter will be reviewed and updated during next year's budget process.
- 13.5 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.
- 13.6 In addition the Council's headcount has reduced over the last 3 years. The headcount and target information is shown below:-

	2008/9 £000	2009/10 £000	2010/11 £000
Original Salaries Estimate	7,468	7,756	7,512
Salary savings target	(300)	(387)	(400)
Target Cost	7,168	7,369	7,112
Actual Cost	7,101	7,256	7,118*
Actual Savings	(367)	(500)	(394)*
End of Year Headcount (Full Time Equivalents)	219	212	207*

* forecast based on revised estimates

- 13.7 For 2011/12, the Salaries estimates and target savings are:-

	2011/12 £000
Original Salaries Estimate	7,512
Salary savings target	921
Target Cost	6,591

- 13.8 The above Target Cost for 2011/12 includes salary savings arising from changes to the Senior Management Team and other organisational restructures which have not yet been included in the Core Estimates as they are subject either to staff consultation or final Member approval, together with other proposals discussed later in this report.

13.9 Interest Forecasts

13.10 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 in 2010/11, any increase in interest rates will generate additional income and has been factored into the MTFS.

13.11 The latest forecasts used in the MTFS for Base Rate are:-

Predicted Base Rate Changes	
Period (Quarter & Financial Year)	Average Base Rate %
Q1 2011/12	0.50
Q2 2011/12	0.50
Q3 2011/12	0.50
Q4 2011/12	0.75
Q1 2012/13	1.00
Q2 2012/13	1.25
Q3 2012/13	1.50
Q4 2012/13	1.75
Q1 2013/14	2.25

13.12 Investment income is forecast to be:-

Financial Year	Income £000s
2010/11	90
2011/12	94
2012/13	132
2013/14	182
2014/15	232

13.13 Pension Revaluation

13.14 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.

13.15 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 a contribution rate for current employees which is based on a percentage of pensionable pay. The last revaluation takes effect from April 2011 and gave the Council a number of options for deficit contribution rates.

- Option 1 - deficit payment over 20 years
(4.5% increase per annum)
- Option 2 - deficit payment over 24 years

Option 3 - (4.5% increase per annum)
deficit payment over 24 years
(flat rate for 3 years and then 4.5% increase per annum)

- 13.16 The current deficit payment is £753,532 in respect of past employees and the above options would produce the following rates for the next 3 years until the next triennial revaluation:-

Deficit Contribution for past employees	2011/12 £000s	2012/13 £000s	2013/14 £000s	Total £000s
Option 1	855	893,	934	2,682
Option 2	732	765	799	2,296
Option 3	765	765	765	2,296

- 13.17 The Council has decided to extend the deficit recovery period from 20 to 24 years, under Option 3, to keep the level of contributions stable and reduce the impact on tax payers.
- 13.18 The scheme has undergone a number of changes recently in order to share costs between employers and employees and further changes to the scheme are currently out for consultation, and these will impact on the next revaluation which takes effect from April 2014. The interim revaluations received in the meantime will be reported to Members. The Council's policy is to aim for a shortening of the deficit recovery period at the next revaluation.

14 BUDGET GAP

- 14.1 Bringing together the factors and assumptions discussed previously into the MTFS, identifies the budget gaps over the medium term. As a result, the Council has a target to reduce annual expenditure by £1.4m in 2011/12 with a further reduction of £0.9m in 2012/13.
- 14.2 Over the last 12-18 months, the Council has been preparing for the 2011/12 budget process as it was expecting major cost reductions in 2011/12 and scenario planning had included worst case options on Government funding. Since the Spending Review in June 2010, planning for cost reduction intensified and a number of informal sessions were held with Members to keep them updated on progress.
- 14.3 In July, the Executive received a report on the MTFS which reported that £413,000 of savings had been identified for 2010/11 and on 14 December, Council agreed the revised estimates for 2010/11 which included those plus an additional £464,500 of savings for 2010/11, of which £753,000 will continue into 2011/12.
- 14.4 Since then, further areas of potential cost reduction or increased income have been identified for 2011/12 and included in the core estimates:-

Line	Item	2011/12 Onwards (unless stated)
1	Recycling – additional income has been generated from the rollout of the scheme to caravans and flats and the new Materials Recycling Contract. There have also been fuel savings from using nearer recycling facilities and there will be additional income from the Bring Banks.	604,000
2	Provision of payroll service to Castle Point Borough Council	23,000
3	Reduction in scope of Council office/window cleaning contract	10,000
4	Windmill –range of packages to support the promotion of the windmill as a wedding venue.	12,000
5	External Audit Fees – Internal Audit are carrying out a larger amount of testing on behalf of our external auditors and in addition the level of inspection activity will be reduced next year.	27,000
6	Homelessness – changes to homelessness procedures, to improve efficiency and reduce time that families spend in Bed & Breakfast accommodation.	24,000
7	Cash Collections– automation of the Payment Facilities at Rayleigh and Rochford.	5,000
8	Allow Network Rail to lay a cable across our land will generate annual income	1,000
9	Offer a trading pitch for a café as well as the existing ice cream pitch and increase current charge from £400.	1,500
10	Urban Tree Planting Scheme # Savings are for 2011/12 and 2012/13 only.	10,000#
11	Member Training – a number of changes can be made to the training provision for Members including reduction in catering, using the Civic Suite for all courses, reducing the number of courses and encouraging more use of e-learning facilities.	12,000
12	Shrubs/Planting – stop routine replacement of shrubs and seasonal planting around the district.	6,000
13	Work Placements – reduction in budget for new apprentices.	10,000

14.5 However, these do not address the whole budget gap and this report now considers a number of more difficult decisions for Council to consider.

14.6 When considering changes to service delivery or the introduction of new charges, the Council must consider Equality and Diversity issues. The

approach taken during this budget process is set out in Section 21. 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.

14.7 Taxi Voucher Scheme

- 14.8 This scheme is currently part funded by a Community Transport grant from Essex County Council (ECC) which ends March 2011 and this Council is one of few authorities to continue to offer this benefit following the introduction and expansion of the Concessionary Bus Pass Scheme.
- 14.9 The Taxi Voucher scheme was introduced to provide travel for special groups in the community unable to use conventional forms of public transport. To qualify for taxi vouchers residents of the District must be in receipt of an Attendance Allowance (higher level), Disability Living Allowance (mobility component), war pension (mobility supplement), or be blind or partially sighted. Furthermore, applicants are required to confirm they are unable to use conventional forms of public transport, do not have a vehicle of their own, and do not hold a bus pass. Taxi vouchers can be used for any journey, including leisure trips, and there is no restriction preventing the destination for a trip being outside the district. Members of the scheme can travel to hospital appointments, lunch clubs, further education and so on. The trips tend to be focused on health or social requirements rather than leisure activities.
- 14.10 The Taxi Voucher Scheme is budgeted for £75,500 net in the current financial year. The total budget is £100,000 but the scheme is currently supported by a £24,500 grant payment from ECC.
- 14.11 ECC provides the Council with a total grant of £63,000 for a community transport service in the District. The balance of the grant minus the scheme contribution is paid to Wyvern Community Transport (WCT).
- 14.12 From 1 April 2011, ECC has determined that the full amount of community transport grant must be paid to WCT and it will then no longer be possible for the Council to use part of the grant for the scheme.
- 14.13 There are 376 members of the scheme. If the current grant of £24,500 is apportioned evenly across all scheme members, each member would have received a grant of £65 towards the cost of taxi fares. In 2009/10 the average number of journeys per member was 28 and the total average cost per member was £226.
- 14.14 WCT are funded by a grant from ECC but also seek sponsorship from other organisations. Qualification for the scheme provided by WCT is less onerous than the taxi voucher scheme. Users must still be residents of the District, but there is no requirement to provide evidence of receipt of allowances. The key criteria are that users have restricted mobility and are unable to access public transport.

- 14.15 An Equality Impact Assessment of implementing a decision to end the scheme has been completed including consideration of actions to minimise its impact. The equality objectives for transportation are:-
- To enable the disabled and elderly to access services, visit hospital, day care centres, relatives and friends, etc – this reduces isolation and increases independence.
 - To ensure that a number of licensed taxis are accessible to the elderly and disabled.
- 14.16 The scheme is unique to Rochford within Essex. All authorities have community transport schemes, with wheel chair accessible buses and usually 'social cars'. The proposal to end the scheme would not therefore reduce the access to an appropriate scheme for travel for the disabled elderly that is in any way worse than services provided elsewhere.
- 14.17 WCT currently operate four wheelchair accessible minibuses and seven social cars within the Rochford District
- 14.18 The 4 buses operated by WCT are fully wheelchair compliant and residents who require visits to the hospital or their GP, for example, will continue to be able to do so. The taxi voucher scheme does provide some additional flexibility in that users can travel in the evening and at weekends when WCT is not available. However, many users of WCT do not require assistance during the evening or at weekends because family members are available to assist. Also, journeys currently made outside of WCT's operating times, at night or at weekends, are unlikely to be to access essential services.
- 14.19 The assessment of the equality and diversity implications of ending the taxi voucher scheme has taken into account the arrangements for the operation of the taxi voucher scheme versus the scheme provided by WCT and it is concluded there would be no adverse implications. Residents not able to access public transport would be able to use the WCT scheme to travel to hospital/GP appointments and so on.
- 14.20 Whilst there would perhaps be some loss of flexibility for current scheme users, it is not considered that journeys in the evenings or at weekends, particularly leisure trips, can be categorised in the same way as essential trips for healthcare or medical appointments. It should also be borne in mind that taxis capable of taking wheelchairs will continue to be available within the District for hire, though no longer with a subsidy.
- 14.21 When the taxi vouchers scheme was first introduced, the community transport scheme was not operating in the District. WCT has been operating for over five years and is now well established with four wheelchair accessible minibuses and seven social cars in the District. WCT is able to provide the services required for residents not able to use conventional forms of public transport. As WCT has developed its service, some taxi voucher scheme members use their vouchers to access WCT services.

- 14.22 In conclusion, it is considered there will not be a negative impact. The disabled/elderly will continue to be able to benefit from the services provided by WCT to get access to services, visit the hospital, relatives and so on.
- 14.23 Whilst it is concluded the facilities provided by WCT are more than adequate for the needs of residents currently using the taxi voucher scheme, an assessment has also been made of whether there is a need to either provide a transition arrangement for withdrawing the voucher scheme or alternatively financial support to WCT to assist the delivery of their services.
- 14.24 On the first point, it is concluded that transitional arrangements are not required, given the well developed service now provided by WCT. On the second point, there is no doubt that WCT, which is mainly funded by a grant from ECC, with some private sponsorship, is an organisation that could be considered for grant funding along with other groups and organisations that may seek help from the Council. That being the case, in bringing the taxi voucher scheme to an end, it would be appropriate to consider whether a grant might be paid to WCT in support of the services they provide and this is discussed in the consideration on Grants to Voluntary Organisations from paragraph 14.25.
- 14.25 Grants to voluntary organisations**
- 14.26 The total budget for grants is £143,000, which is distributed across Rayleigh, Rochford & District Association for Voluntary Service, Citizens' Advice Bureau, Homeless Action Resource Project (HARP) and as small grants to voluntary organisations.
- 14.27 During the budget process, two issues with links to Grants to Voluntary Organisations have been identified:-
- Wyverns' Community Transport (WCT) – as discussed in paragraph 14.24 WCT may approach the Council for funding in support of the services they provide.
 - Disabled Go – the Council is currently registered with this organisation who provides a website which gives information about access to a range of buildings, including Council, across the District. The subscription of £3,500 has been paid by external funding but this ends this year. If the Council does not continue the subscription, the information held on the website will become out of date as annual surveys will no longer be completed.
- 14.28 The Council provides local groups with access to a national database of alternative grant providers.
- 14.29 The total budget for grants for 2011/12 will be set at £90,000. The above items will be included when the Executive decides on the specific allocation of the general grant pot. The Equality Impact Assessment will be reported to the Executive at the same time.

14.30 In addition to the above general grant pot, the Council also has a budget of £26,700 for the award of discretionary discounts for business rates, in addition to the mandatory discounts which some organisations are legally entitled to. While mandatory reliefs are met by the NNDR pooling arrangements, i.e. they do not impact on council taxpayers, the cost of discretionary discounts is a charge to the Council's General Fund. The policy for awarding discretionary discounts was agreed by Members in April 2005 and it is now timely that a review of these reliefs be undertaken with the aim of reducing the cost by £4,500 per year.

14.31 Handy Person and Gardening Services

14.32 Following detailed reviews of the services provided by Springboard Housing Association (SHA), new arrangements were introduced for 2010/11 regarding the financing of the schemes and savings of £25,000 have been made. The current cost of the schemes is estimated at £33,700.

14.33 The aim of the two schemes is to provide a subsidised service to residents who are either elderly and/or on low income for both the handyperson service and a "garden clearance" service. The handyperson scheme will carry out a range of household jobs such as fitting locks, handrails, repairing lights etc. and was originally linked to the falls prevention work. The garden scheme is intended to be a clearance of overgrown gardens rather than a regular maintenance service and is linked to the principle of deterring potential criminal activity by removing the visible perception that a resident is "vulnerable" from the appearance of the garden. Whilst both schemes are subsidised the resident is still required to make a payment for the service of £6 and £9 per hour, respectively.

14.34 In view of the requirement to make budgetary efficiencies, all the Council's services have been assessed and considered through the budget process, taking into account the level of funding provided to the schemes and the numbers of users. These schemes have undergone two Value for Money reviews in the last 3 years and the perception is that they offer limited value for money.

14.35 Springboard Housing, who operate the scheme on the Council's behalf, survey the users of the services on an ongoing basis, to gain their views and satisfaction with the service they have received. There has been no specific consultation on these proposals to stop the funding.

14.36 To quantify the extent of impact, in the first 9 months of 2010/11, 232 jobs gardening jobs have been carried out and 244 handyperson jobs. There are a few residents who will have made use of the scheme on more than one occasion and therefore, as a proportion of the community, the users make up a very small percentage.

14.37 There is no specific or deliberate discrimination and the numbers involved are very limited. There are other similar services available in the area and whilst

the current schemes are subsidised, users of the service are still expected to make a payment, so will not be losing a completely free service.

- 14.38 To monitor the impact of removing these services, the Council will liaise with Groundwork over the future take up of their Greenaiders gardening scheme to analyse whether or not there is any significant increase in take up when the Council funded schemes are stopped. In order to mitigate the impact, the Council will talk to local groups such as Lions Club and Round Table about volunteers providing similar services and the Council will undertake to promote similar schemes that are available in the local area and make users of the services aware of these alternative schemes and how to contact them.

14.39 Democratic Services

- 14.40 The Review Committee has completed a detailed review of Area Committees and its recommendations are being reported to the Executive on 19 January. As part of this Budget Report, the Executive will refer its own recommendations on Area Committees, to this Council meeting for consideration.
- 14.41 The Council will also look at reducing the number of meetings held during the year. For example, with the removal of the Standards Board framework by the Government, a separate Standards Committee will no longer be required and so it is proposed that the Standards Committee will be amalgamated with the Audit Committee and the number of meetings reduced.
- 14.42 In addition, Officers will also investigate the feasibility and costs of making changes to the current arrangements for sending all committee papers and post out to Members in 2 courier drops per week.
- 14.43 The savings target from changes to Democratic Services will be £18,000 per year. Final proposals will be included in a report to Council on the Civic timetable for 2011/12

14.44 Pest Control Service

- 14.45 Currently a free pest control service is provided for all individuals on benefits and, in addition, it is free for all residents for rats and mice treatments. The cost of providing these free services is approximately £18,000, which is effectively a subsidy by Council Tax payers.
- 14.46 The provision of this service will be reviewed to look at alternative options with a view to reducing the budget by at least £13,000 per annum. There are a number of considerations before a decision on how to reduce the cost of providing this service can be made, including the impact on the frequency of pest problems and impact on users. The Executive will therefore consider the matter in detail.

14.47 Council Buildings

14.48 During the budget process, the use of existing assets has been reviewed to see if alternative options for managing them or providing the existing services could be identified.

14.49 In line with the Government's stated aims regarding more local control of community assets, discussions have been taking place with the town and parish councils regarding their interest in taking on Council assets. At this stage, no decisions have been finalised.

14.50 The cost of maintaining Council buildings is a significant financial cost to the General Fund and, in order to meet the budget gap, some difficult decisions regarding assets need to be taken. In particular, over the next few months, the Council will be looking at:-

- The future management of the Great Wakering Leisure Centre and, if no alternative arrangements can be found including transfer of ownership, closing the facility in order to save approximately £80,000 per year, with savings of £40,000 in 2011/12.
- Not using Acacia House as Council Offices by December 2011, with staff being moved into alternative existing accommodation, to save £46,000 per year with savings of at least £17,000 in 2011/12.
- A feasibility study for all the Council's office buildings and options for their future.
- The future management and provision of public conveniences, around the District, to reduce the running costs by £15,000 in 2011/12 and £45,000 in 2012/13.

14.51 Car Parking

14.52 There will be a wide ranging review of parking policy and practices with a view to generating a £100,000 contribution towards the Budget Gap in 2011/12. The results of the review and recommendations will be reported to the Executive.

14.53 Staffing Costs

14.54 The Council has consistently been clear that it values staff, even more so in these difficult financial times. The discussion in Section 13 demonstrates how the Council's headcount has reduced in the last 3 years. However, as a significant cost, the Council cannot avoid looking at options to reduce salary costs.

14.55 Officers currently park for free at either the Freight House or at the various Council buildings in Rochford and Rayleigh by virtue of displaying a Corporate Logo sticker on their car. Because of the way the Freight House runs and is

managed by Virgin Active, it is not practical to introduce pay and display parking at this car park. The Council values its staff and wishes to avoid arbitrary reductions in headcount in order to achieve the cost reductions required. Therefore Members have discussed the option of introducing charges for parking for staff. This would be done on the basis of charging for the Logo sticker with a premium added for a different colour sticker to allow parking at the Council buildings. It would be voluntary as staff could choose not to use staff parking.

- 14.56 It is estimated that this will generate approximately £30,000 per annum.
- 14.57 Currently officers do not have to pay for drinks from the vending machines provided around the Council, and this costs approximately £28,000 per annum for the provisions and staff costs. Officers are investigating options to introduce charging to cover these costs and the most practical and cost effective option will be introduced by April 2011.
- 14.58 Introducing charging for parking and drinks will save approximately £58,000. The current privileges are not contractual terms so the Council is just required to give 12 week's notice of the changes.
- 14.59 In addition, an officer group is looking at a Green Travel Plan for the Council including staff and Member travel and the amounts paid in, for example, car allowances. Proposals for changes to the current car allowance and travel expenses scheme, to deliver savings of £20,000 per annum, will be reported to the Executive.
- 14.60 A number of changes to the Senior Management Team and other organisational changes were agreed in principle by the Executive to reduce costs and will deliver savings of approximately £366,000 per year.
- 14.61 The Council will aim to reduce staff costs by a further £100,000 per year through offering voluntary redundancy, voluntary reduction in hours and career breaks. An additional £50,000 at least will be saved through freezing specific posts in 2011/12.

15 FEES AND CHARGES

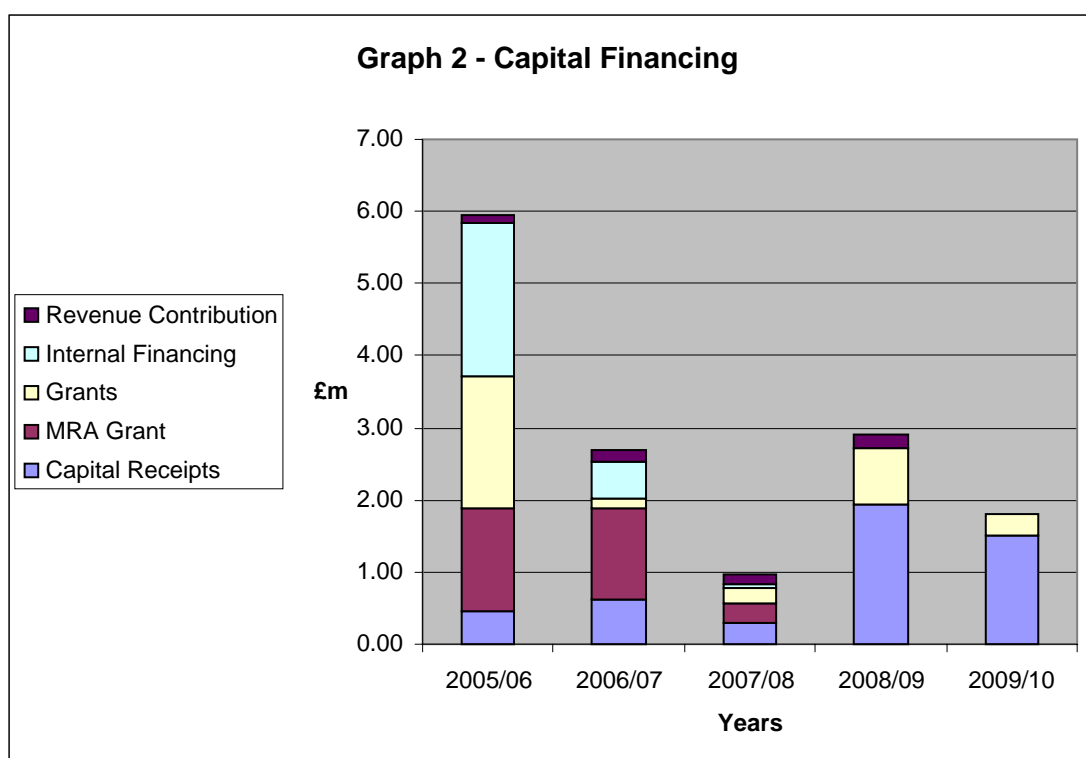
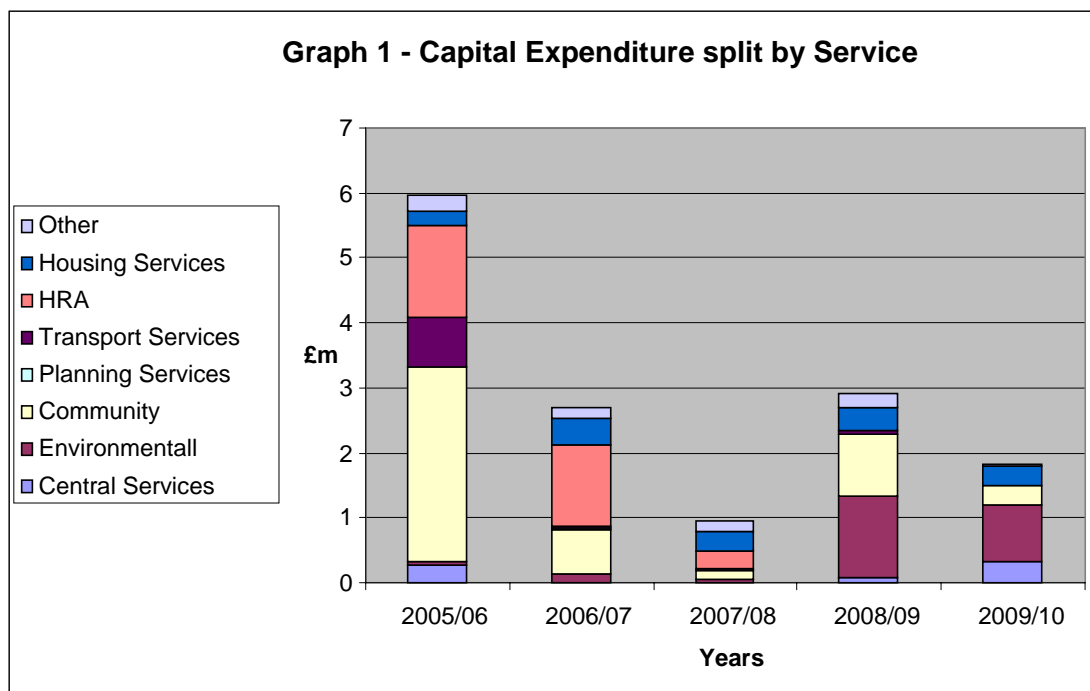
- 15.1 The Council's policy on its fees and charges is to review existing charges annually as part of the budget, except for car parking charges which are considered separately.
- 15.2 Although the Council reviews discretionary fees annually as part of the Budget Process, circumstances may change during the year necessitating in-year changes. It is recommended to delegate in-year approval of discretionary fees to the Executive.
- 15.3 The Council also undertakes to review existing services to identify opportunities for introducing or increasing charges, if appropriate. All discretionary fees and charges have been reviewed and a number of changes

have been identified this year in view of the exceptional financial situation and significant budget gap. Charging users for services reduces the level of overall subsidy by Council Tax payers to a particular service.

- 15.4 Fees for Licensing and certain other applications 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.
- 15.5 In 2010, changes to the regulations for building control and land charges fees were introduced to ensure that fees covered the cost of the service only. The fees are reviewed at regular intervals and changes will be made if they are required because of changes to the cost of the service; these changes will be reported to the Executive.
- 15.6 The Government are currently consulting on changes to the planning fee regulations with a view to making the fees cover the costs of the service. The aim is to introduce the changes with effect from October 2011. Currently the Council's planning service is a net cost of approximately £0.75m so any increase in fees could have a potential financial benefit. However, it will depend on the detail of the final scheme and what costs qualify for consideration.
- 15.7 The proposals in respect of the charges for 2011/12 are shown in Appendix 2 to this report. Changes in charges come into effect from 1 April each year, unless indicated otherwise.

16 CAPITAL PROGRAMME

- 16.1 The Capital Strategy of the Council is now incorporated within the MTFS. 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.
- 16.2 **Key Areas of Capital Spend and Funding**
- 16.3 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.
- 16.4 The two graphs below show the capital expenditure for each service over the last six years (graph 1) and how this was funded (graph 2).



- 16.5 Grant funding mainly relates to non HRA 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 last 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. The graph demonstrates the Council's reliance on capital receipts.

16.6 Framework for managing and monitoring capital programme and risk management

16.7 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**

16.8 For the majority of the capital schemes, further reports will be made to Members on the final proposals which will include consideration of other options for delivering the required results and any ongoing revenue costs. Where the cost of the scheme is more than £50,000, whole life costings will be calculated.

16.9 Capital Programme Risk Management

16.10 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.

16.11 Capital Spending Proposals

16.12 The proposed Capital Programme is in Appendix 3. 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:-

- Options for the land at the Approach Car Park in Rayleigh.
- Potential for an Eco-enterprise Centre in the District.
- Land purchases to facilitate housing and the delivery of Town Centre Action Plans.
- Replacement of Pay and Display Machines as part of the review of Parking Policy and Practices.

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

16.14 Capital Financing and Prudential Indicators

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

16.16 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.

16.17 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.

16.18 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.

	2010/11	2011/12	2012/13	2013/14
	Probable outturn	Estimate	Estimate	Estimate
Ratio of financing costs to net revenue stream	(0.6%)	(0.7%)	(2.1%)	(3.9%)

16.19 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.

16.20 The Council is required to make reasonable estimates of the total capital expenditure that it plans to incur during the forthcoming financial year and at least the following two years. Council agreed the current Capital Programme in June 2010 and this is the starting point for considering the affordability of the proposed Capital Programme.

	2009/10 Actual	2010/11 Probable outturn	2011/12 Estimate	2012/13 Estimate	2013/14 Estimate
Current Capital Programme (£000s)	1,201	2,279	834	757	516
Proposed Capital expenditure (£000s)	1,201	1,297	1,567	772	501
Incremental impact of capital investment decisions -					
Increase in Council Tax (£ per band D per annum)	(0.03)*	(0.41)	0.31	0.01	(0.01)

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

- 16.21 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.
- 16.22 Capital Financing Requirement (CFR) – This indicator reports on the Council's underlying requirement to finance its current and historic capital expenditure, which has not been charged to revenue. The change year on year will be influenced by the capital expenditure within the year. The Council's expectations for the CFR are that it will remain negative for the next 3 financial years. The CFR is designed to measure the underlying need to borrow, or finance by other long-term liabilities, capital expenditure. Currently the future Capital Programme is being fully financed by capital receipts. Although this measures the need for borrowing, the borrowing may not necessarily take place externally. It is not anticipated that it will be necessary to undertake any other borrowing to finance the capital programme. However, the Annual Treasury Management Strategy recognises that it may be more cost effective to borrow externally when interest rates are low or are expected to rise quickly.

17 IDENTIFICATION OF PRIORITIES

- 17.1 Members have to make the choice between competing priorities with the reduced funds available, consider the impact that a proposal can make and also the ability to implement the proposal. As previously discussed, for this year's budget process, the focus has had to be on reducing costs even where this may impact on service delivery.
- 17.2 However, the Council still has to provide a range of services and the following have been identified as the priorities for 2011/12, aligned under the Council's Corporate Objectives:-
- 17.3 **Making a difference to our people:**
- Continue to deliver efficiency savings and identify opportunities for increasing income.
 - To continue to focus on Workforce Development to improve the Council's leadership capacity, the skills and capacity of the workforce, and the organisation as a whole.
 - To continue to ensure the Council's asset base remains fit for purpose to meet the Council's organisational, service and budgetary requirements.
 - To continue the procurement work for the new ICT contract which will be awarded from April 2013.
 - To plan and prepare for the impact of the introduction of the Universal Credit.

17.4 Making a difference to our Community:

- Secure the delivery of 950 houses by 2016, which equates to 190 units in 2011/12, including up to 35% affordable units (social rented and intermediate housing).
- Continuing to develop and consolidate our partnership arrangements around the Local Strategic Partnership and other partnership structures to ensure more effective and efficient delivery.

17.5 Making a difference to our environment

- Adopt the Core Strategy as the Council's key land-use planning document, and progress the Allocations and Development Management Development Plan Documents to inquiry.
- Implementing the Action Plan that supports the Council's Climate Change and Sustainability Strategy – Climate CO₂de.
- Continue to improve recycling rates with the new Materials Recovery Facilities contract and complete the roll out of the new scheme to flats and mobile home sites.
- Continue to improve customer facilities and access arrangements for Cherry Orchard Jubilee Country Park.

17.6 Making a difference to our local economy:

- Progressing the three town centre studies for Hockley, Rochford and Rayleigh to detailed action plans for each centre.
- Implementing the Action Plan associated with the Council's new Economic Development Strategy, particularly those measures highlighted to combat recession and encourage regeneration of the local economy.
- Progressing the Joint Area Action Plan in partnership with Southend Borough Council, covering London Southend Airport and its environs.

18 CONSULTATION

18.1 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.

18.2 There were a total of 350 responses, of which 130 were on-line and 220 were paper versions. From a list of services, the survey asked respondents to identify their top priorities and /or more expenditure and which services were low priority and/or should have less expenditure. Analysis of the responses has given the following results, which have stayed broadly the same during the whole survey period:

18.3 The top 3 priorities were:-

- Tackling anti-social behaviour and environmental crime, which included dog fouling, fly tipping and litter/graffiti prosecution;
- Waste and Recycling services
- Street Cleaning and Litter picking, which also included verge cutting and litter bins;

18.4 The bottom 3 priorities and identified as the top 3 for less expenditure were:-

- Parks and Open Spaces, which includes Woodlands, Urban Trees, recreation areas and Cherry Orchard Jubilee Country Park;
- Sports, Culture and Leisure, which includes leisure centres, sports and arts activities, and the Windmill;
- Car Parks

18.5 The feedback from the above consultation has been considered by Members during the budget process and some of the budgetary decisions are in line with the consultation responses, including reducing the cost of woodlands, and protecting Waste and Recycling services, Street Cleaning and Community Safety.

18.6 Consultation was also conducted with the Chamber of Trade representatives.

19 MEDIUM TERM FINANCIAL STRATEGY

19.1 All the matters discussed in this report are brought together to produce the Council's MTFS for the period 2011/12 to 2015/16.

19.2 On the basis that all the proposals recommended in this report are agreed together with the core estimates, the total value of cost reductions for 2011/12 included in the budget estimates will be £1.18m, against a target of £1.4m, leaving a budget gap of £220,000 which will be addressed following closure of the 2010/11 Accounts.

19.3 Work on addressing the 2012/13 Budget Gap is already underway and one area that the Council will look at, in partnership with our contractor, is the Recycling Service and in particular what savings opportunities might be from reviewing the frequency of certain collections.

- 19.4 The MTFs can be summarised into the following Medium Term Financial Plan:

£000s		2011/12	2012/13	2013/14	2014/15	2015/16
		Estimate	Estimate	Estimate	Estimate	Estimate
1	Base Budget	12,752	10,518	9,794	9,756	9,885
2	Inflation	270	295	186	195	198
3	Planned Reductions	(2,247)	(229)	(10)	-	-
4	Income Changes	(35)	(86)	(114)	(66)	-
5	Savings Required	(222)	(704)	(100)	-	-
6	Net Budget	10,518	9,794	9,756	9,885	10,083
7	Government Grant	(3,637)	(3,257)	(3,228)	(3,047)	(3,047)
8	Collection Fund	(90)	(30)	(20)	(20)	(20)
9	Council Tax Income	(6,313)	(6,492)	(6,675)	(6,864)	(7,057)
10	Use of Reserves	(319)	-	-	-	-
11	Contribution to Reserves	-	143	325	204	41
12	General Fund Balances:					
13	Balance Bought Forward	940	621	765	1,090	1,294
14	Change in fund	(319)	143	325	204	41
15	Balance Carried Forward	621	765	1,090	1,294	1,336

- 19.5 The total net budget, before contribution from reserves 2011/12 is £10.5m, compared to a net budget for 2010/11 of £12.8m, a reduction of 18%.
- 19.6 In the medium term, the following items may impact on the above Medium Term Financial Plan and these are managed through the annual review of the MTFs and the risk managed approach to the Recommended Minimum Level of Balances, as outlined in paragraph 10.5:

Financial Year	Detail
2013/14	Pension revaluation - see paragraph 13.13. Contribution rates will change from 1 April 2014 but amount will depend on the revaluation completed in 2013.
2013/14	The ICT contract will be relet from April 2013. Savings of nearly £200,000 were achieved in 2009/10 when the contract was extended to March 2013. Difficult to forecast what costs are likely to be.

Financial Year	Detail
2015/16	The Environmental contracts were awarded in 2008 for 7 years with option to extend for further 7 years. Any changes to the contract arrangements at this stage may have financial implications.
2020-22	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.
2013/14	Changes to benefits with the introduction of the Universal Credit and reduction in Council Tax benefits announced by Government.

20 RISK IMPLICATIONS

- 20.1 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.

21 EQUALITIES AND DIVERSITY IMPLICATIONS

- 21.1 When considering changes to service delivery or the introduction of new charges, the Council must consider Equality and Diversity issues. The approach taken during this budget process, in view of the number of budgetary amendments, has been 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

Stage	Title	Purpose
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.

22 RECOMMENDATION

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

- (1) The Executive's recommendations regarding the Review Committee's report on the future of Area Committees including any specific recommendations as reported separately to this Council.
- (2) The Executive's recommendations regarding the Remuneration Scheme proposed by the Independent Panel including any specific recommendations as reported separately to this Council.
- (3) The Medium Term Financial Strategy for 2011/12 to 2015/16 including the proposals contained within this report to meet the 2011/12 £1.4m Budget Gap, with the following key budgetary changes for 2011/12:-
 - (a) Total salary budget of £6.591m.
 - (b) New budgets totalling £58,000 for income from staff parking and vending machine charges.
 - (c) Budget for grants to voluntary organisations to be amalgamated and set at £90,000.
 - (d) Reduction in budget of £4,500 for discretionary NNDR relief.
 - (e) Removal of budgets for the Taxi Voucher, Handy Person and Gardening Services.
 - (f) Reduction of £18,000 in the cost of Democratic Services.
 - (g) Reduction of £13,000 in the cost of the Pest Control Service.
 - (h) Reduction of £40,000 for the cost of the Great Wakering Leisure Centre either from alternative management arrangements, including transfer of ownership or, if no alternatives, closure of the facility.
 - (i) Reduction of £15,000 for the cost of providing public conveniences either from alternative management arrangements including transfer of ownership or, if no alternatives, possibly closing some facilities.
 - (j) Reduction of £17,000 in office accommodation costs by not using Acacia House as council offices.

- (4) The core estimates for 2011/12 as shown in the attached Draft Budget Book.
- (5) The 2011/12 Council Tax for Rochford District Council remains unchanged at £201.15 for a Band D property.
- (6) The schedule of fees and charges for 2011/12.
- (7) To delegate in year changes to discretionary fees and charges to the Executive.
- (8) The Capital Programme.
- (9) That any interim revaluations of the Pension Scheme are reported to Members and that at the next triennial revaluation of the Scheme, the Council aims to reduce the deficit recovery period to 20 years or less.
- (10) That the progress in meeting the 2011/12 Budget Gap is reported to the Executive on a quarterly basis.

Yvonne Woodward

Head of Finance

Background Papers:-

None

For further information please contact Yvonne Woodward on:-

Tel:- 01702 318029

E-Mail:- yvonne.woodward@rochford.gov.uk

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

2009/10 ACTUAL £	BUILDING CONTROL - CLIENT ACCOUNT	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: S Scrutton					
	Employee Costs					
283,813	Salaries	13 126 1000	241,700	219,700	220,900	-8.6%
360	Training	13 126 xxxx	700	-	-	
2,442	Insurance	13 126 1140	2,500	2,000	2,100	
286,615			244,900	221,700	223,000	
	Transport Related					
14,924	Car Allowances	13 126 1120	17,600	15,300	15,600	-11.4%
14,924			17,600	15,300	15,600	
	Supplies & Services					
-	Expenses	13 126 xxxx	100	100	100	
3,760	Equipment, Tools & Materials	13 126 xxxx	4,000	3,600	3,700	
3,760			4,100	3,700	3,800	
	Contracted Services					
629	Consultants	13 126 1015	1,000	1,000	1,000	
629			1,000	1,000	1,000	

2009/2010 ACTUAL £	BUILDING CONTROL - FEE ACCOUNT	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: S Scrutton					
	Fees & Charges					
(56,072)	Deposit of Plans	13 127 825x	(66,800)	(66,800)	(84,000)	25.7%
(157,668)	First Inspection	13 127 82xx	(189,200)	(189,200)	(216,000)	14.2%
(213,739)			(256,000)	(256,000)	(300,000)	

2009/2010 ACTUAL	DEVELOPMENT CONTROL	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
430,704	Salaries	13 124 1000	457,400	366,800	397,500	-13.1%
98	Telephone Allowances	13 124 1200	100	100	100	
900	Training	13 124 1005	3,500	-	-	
5,057	Insurance	13 124 1140	5,400	4,400	4,600	-14.8%
436,760			466,400	371,300	402,200	
Transport Related						
14,630	Car Allowances	13 124 1120	15,800	13,500	13,800	-12.7%
3,956	Staff Parking	13 124 1160	4,200	4,200	4,400	
18,586			20,000	17,700	18,200	
Supplies & Services						
877	Expenses	13 124 113x	800	600	600	
1,475	Equipment, Tools & Materials	13 124 1100	2,000	1,600	1,600	
14,100	Advertising	13 124 1013	14,500	14,500	14,500	
300	Planning Portal	13 124 4667	300	300	300	
25,000	Planning Appeals	13 124 4665	20,000	20,000	20,000	
41,752			37,600	37,000	37,000	
Contracted Services						
1,762	Consultancy Advice	13 124 4660	2,500	2,500	2,500	
16,178	Specialist Planning Advice (ECC)	13 124 4669	16,300	16,300	16,300	
17,941			18,800	18,800	18,800	
Fees & Charges						
(242,388)	Planning Fees	13 124 8239	(224,000)	(264,000)	(264,000)	17.9%
(200)	High Hedges	13 124 8241	-	-	-	
(5,714)	Discharge Condition Fee	13 124 8247	(5,000)	(5,000)	(5,000)	
-	Miscellaneous Income	13 124 8240	(200)	-	-	
(248,303)			(229,200)	(269,000)	(269,000)	

2009/2010 ACTUAL	PLANNING POLICY	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
	Employee Costs					
252,420	Salaries	13 131 1000	260,500	263,600	266,400	2.3%
306	Professional Fees	13 131 1006	400	400	400	
98	Telephone Allowances	13 131 1200	100	100	100	
280	Training	13 131 1005	200	5,700	5,700	
2,442	Insurance	13 131 1140	2,500	2,700	2,800	
255,546			263,700	272,500	275,400	
	Transport Related					
7,327	Car Allowances	13 131 1120	8,300	7,800	8,000	
7,327			8,300	7,800	8,000	
	Supplies & Services					
1,697	Expenses	13 131 113x	1,300	1,100	1,100	
29,000	Local Development Framework	13 131 4803	50,000	-	-	-100.0%
219	Equipment, Tools & Materials	13 131 1100	300	200	200	
588	Research & Publicity	13 131 1013	700	600	600	
5,000	Conservation Grants	13 131 1017	5,200	-	-	-100.0%
3,639	Gypsy Needs Survey	13 131 4807	-	-	-	
-	Subscriptions	13 131 1018	300	-	-	
-	Habitats Directive Grant	13 131 4285	-	16,800	-	
40,143			57,800	18,700	1,900	
	Fees & Charges					
(16,835)	Gypsy Needs Assessments	13 131 8281	-	-	-	
-	Grant	13 131 1017	-	(16,800)	-	
(16,867)			-	(16,800)	-	

2009/2010 ACTUAL	PLANNING & BUILDING CONTROL ADMINISTRATION	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
	Employee Costs					
91,180	Salaries	13 125 1000	74,300	117,600	123,700	66.5%
50	Training	13 125 1005	100	-	-	
1,395	Insurance	13 125 1140	1,500	2,700	2,800	86.7%
92,625			75,900	120,300	126,500	
	Supplies & Services					
2,166	Equipment, Tools & Materials	13 125 1100	3,700	3,000	3,000	-18.9%
2,167			3,700	3,000	3,000	
	Fees & Charges					
-	Miscellaneous Income (Copying)	13 125 82xx	(100)	-	-	
-			(100)	-	-	

2009/2010 ACTUAL	HACKNEY CARRIAGE	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
86,289	Salaries	14 144 1000	88,000	89,400	90,200	2.5%
695	Training	14 144 1005	1,800	-	-	
1,046	Insurance	14 144 1140	1,100	1,200	1,300	
88,030			90,900	90,600	91,500	
Supplies & Services						
1,350	Expenses	14 144 113x	1,000	1,600	1,600	60.0%
3,093	Equipment, Tools & Materials	14 144 1100	3,200	2,600	2,600	-18.8%
-	Printing and Publicity	14 144 xxxx	700	700	700	
106	Subscription - National Association of Taxi & Private Hire	14 144 1018	100	100	100	
2,834	Rochford Quality Taxi Partnership	14 144 4034	-	-	-	
7,383			5,000	5,000	5,000	
Fees & Charges						
(66,410)	Vehicle Licensing	14 144 5051	(66,000)	(66,000)	(66,000)	
(18,518)	Driver Licensing	14 144 5052	(20,000)	(20,000)	(20,000)	
(1,770)	Operators Licensing	14 144 2024	(2,000)	(2,000)	(2,000)	
(1,432)	Other Miscellaneous Income	14 144 5054	(2,000)	(2,000)	(2,000)	
(88,130)			(90,000)	(90,000)	(90,000)	
Grants						
(3,350)	Rochford Quality Taxi Partnership		-	-	-	
(3,350)			-	-	-	
Contribution to/from reserve						
(3,933)	Contribution from reserve		-	-	-	
(3,933)			-	-	-	

2009/2010 ACTUAL	HIGHWAYS/ROADS (ROUTINE)	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: G P Woolhouse		£	£	£	
Supplies & Services						
3,575	Special Items		-	-	-	
-	White Lines - Taxi Ranks	10 100 4007	700	200	200	
4,998	Signage & Equipment	10 100 4xxx	8,500	11,700	7,900	-7.1%
6,625	Highway Verge Improvements	10 100 4003	10,000	8,000	8,000	-20.0%
15,198			19,200	19,900	16,100	
Fees & Charges						
(33,305)	E.C.C. Contribution - Verge Maintenance	10 100 8105	(33,300)	(33,300)	(33,300)	
(33,305)			(33,300)	(33,300)	(33,300)	

2009/2010 ACTUAL	ON STREET PARKING	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
90,626	Salaries	10 102 1000	88,300	84,800	-	-100.0%
-	Training	10 102 1005	900	-	-	-
1,395	Insurance	10 102 1140	1,500	2,000	-	-100.0%
92,021			90,700	86,800	-	
Transport Related						
3,243	Transport & Plant	10 102 1170	3,000	3,200	-	-100.0%
3,243			3,000	3,200	-	
Supplies & Services						
230	Expenses	10 102 11xx	400	200	-	-100.0%
5,231	Equipment, Tools and Materials	10 102 xxxx	1,900	1,700	-	-100.0%
3,116	Traffic Penalty Tribunal	10 102 4063	3,000	3,000	-	-100.0%
1,500	Traffic Enforcement Centre	10 102 4072	1,900	1,900	-	-100.0%
3,210	Management Fee	10 102 4067	3,300	3,300	-	-100.0%
8,803	Essex County Council Reimbursement	10 102 4061	9,700	8,800	-	-100.0%
1,491	Publicity & Printing	10 102 xxxx	2,600	1,700	-	-100.0%
23,581			22,800	20,600	-	
Fees & Charges						
(151,617)	Penalty Charge Notice Payments	10 102 8113	(145,000)	(150,000)	-	-100.0%
(670)	Dispensations	10 102 8112	(500)	(500)	-	-100.0%
131,913	Contribution from reserve		-	-	-	
(20,374)			(145,500)	(150,500)	-	

2009/2010 ACTUAL	OFF STREET PARKING	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
Employee Costs						
112,868	Salaries	10 103 1000	113,800	114,200	205,100	80.2%
-	Training	10 103 1005	900	-	-	
4,189	Insurance	10 103 1140	4,400	4,000	4,200	
117,058			119,100	118,200	209,300	
Premises Related						
26,566	Repairs, Alterations & Maintenance	10 103 333x	28,300	28,300	28,900	2.1%
3,450	Special Items	10 103 1019	7,000	800	-	-100.0%
97,746	National Non-Domestic Rates	10 103 1016	109,800	126,700	131,800	20.0%
2,872	Lights & Power	10 103 xxxx	3,700	8,000	5,000	35.1%
3,650	Water & Sewerage	10 103 1012	3,700	3,300	2,000	-45.9%
134,285			152,500	167,100	167,700	
Transport Related						
2,776	Transport & Plant	10 103 1170	2,700	1,500	1,500	-44.4%
696	Staff Parking		-	-	-	
3,472			2,700	1,500	1,500	
Supplies & Services						
2,651	Expenses	10 103 11xx	2,700	1,900	1,900	-29.6%
3,267	Equipment, Supplies & Maintenance	10 103 1100	3,200	3,900	3,200	
2,711	Printing	10 103 1180	2,700	3,100	2,700	
298	Publicity	10 103 1013	500	500	500	
2,253	Subscriptions	10 103 1018	2,300	2,200	2,300	
2,022	Traffic Penalty Tribunal	10 103 4063	2,000	2,000	2,000	
-	Penalty Charge Notice Stationery & Bags	10 103 4069	400	-	400	
1,000	Traffic Enforcement Centre	10 103 4072	1,100	1,100	1,100	
5,869	ECC Reimbursement	10 103 4112	6,500	5,900	-	-100.0%
-	Environmental Services Treatment	10 103 4102	400	-	-	
390	Environmental Enhancements	10 103 4101	700	400	700	
15,770	Machine Maintenance	10 103 4106	17,100	16,300	16,300	-4.7%
36,235			39,600	37,300	31,100	
Capital Financing Costs						
6,063	Depreciation	10 103 4100	7,400	6,100	6,100	-17.6%
6,063			7,400	6,100	6,100	
Fees & Charges						
(779,711)	Car Park Pay & Display	10 103 xxxx	(850,000)	(810,000)	(810,000)	-4.7%
(5,177)	Market Rents	10 103 8118	(3,200)	(3,200)	(3,200)	
-	Other Rents	10 103 8119	(2,200)	(2,200)	(2,200)	
(166,500)	Permits/Season Tickets	10 103 8127	(165,000)	(165,000)	(165,000)	
(340)	Costs Awarded	10 103 8130	-	-	-	
(79,209)	Penalty Charge Notice Payments	10 103 8128	(105,000)	(100,000)	(100,000)	-4.8%
(920)	Commercial Use Of Space	10 103 8480	(800)	(800)	(800)	
(1,031,857)			(1,126,200)	(1,081,200)	(1,081,200)	

2009/2010 ACTUAL	PUBLIC TRANSPORT	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: S Scrutton		£	£	£	
	Employee Costs					
25,480	Salaries	10 101 1000	25,700	26,100	26,100	
-	Training	10 101 1005	100	-	-	
349	Insurance	10 101 1140	300	400	400	
25,829			26,100	26,500	26,500	
	Supplies & Services					
-	Expenses	10 101 113x	-	100	100	
	Concessionary Travel Scheme:-					
822,641	Bus Passes	10 101 4032	840,000	835,300	-	-100.0%
45	Equipment, Tools & Materials	10 101 1100	100	100	100	
90,318	Taxi Voucher Scheme	10 101 4030	100,000	100,000	70,000	-30.0%
46,979	Community Transport Grant - ECC	10 101 1017	48,500	47,500	-	
959,983			988,600	983,000	70,200	
	Fees & Charges					
(1,718)	Concessions - Fees & Charges	10 101 8106	(1,500)	(1,500)	-	-100.0%
-	Taxi Voucher Pass - Duplicate Charge	10 101 8111	-	(100)	(100)	
(23,727)	Taxi Voucher Scheme Contribution from ECC	10 101 8109	(24,500)	(24,500)	-	-100.0%
(3,306)	Membership Fee - Taxi Vouchers	10 101 8107	(3,000)	(3,000)	(3,000)	
(47,454)	Community Transport Grant - ECC	10 101 8108	(48,500)	(47,500)	-	-100.0%
(76,205)			(77,500)	(76,600)	(3,100)	
	Grants					
(144,739)	Government Grant - Concessionary Travel Scheme	10 101 8103	(148,800)	(148,800)	-	-100.0%
(144,739)			(148,800)	(148,800)	-	

2009/2010 ACTUAL	LOCAL LAND CHARGES	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE
			ORIGINAL	REVISED		TO ESTIMATE
£	Head of Service: A Bugeja		£	£	£	% CHANGE
Employee Costs						
58,594	Salaries	19 181 1000	59,000	67,900	69,200	17.3%
-	Training	19 181 1005	200	-	-	
3,924	Insurance	19 181 1140	4,100	4,200	4,400	
62,518			63,300	72,100	73,600	
Supplies & Services						
243	Expenses	19 181 xxxx	300	-	-	
-	Equipment, Tools, & Materials	19 181 1100	200	100	100	
243			500	100	100	
Fees & Charges						
(124,321)	Land Searches	19 181 8371	(130,000)	(86,000)	(86,000)	-33.8%
(124,321)			(130,000)	(86,000)	(86,000)	

2009/2010 ACTUAL £	CEMETERIES & CHURCHYARDS - OPEN (ROCHFORD) Head of Service: A Bugeja	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO
			ORIGINAL £	REVISED £		ESTIMATE % CHANGE
Premises Related Expenditure						
7,030	Repairs, Alterations & Maintenance	14 136 xxxx	4,900	4,900	5,000	
1,836	Special Items	14 136 1019	3,000	-	-	-100.0%
1,300	National Non Domestic Rates	14 136 1016	1,400	1,600	1,600	
86	Insurance	14 136 1140	100	100	100	
10,253			9,400	6,600	6,700	
Supplies & Services						
500	Equipment, Tools & Materials	14 136 1100	600	500	500	
500			600	500	500	
Fees & Charges						
(40,103)	Grave Purchases	14 136 8313	(43,100)	(46,700)	(46,700)	8.4%
(59,545)	Interments	14 136 8309	(61,500)	(66,700)	(66,700)	8.5%
(17,082)	Monuments	14 136 8310	(14,400)	(15,600)	(15,600)	8.3%
(116,730)			(119,000)	(129,000)	(129,000)	

2009/2010 ACTUAL £	CEMETERIES & CHURCHYARDS - CLOSED (RAYLEIGH & PARISH) Head of Service: A Bugeja	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related Expenditure					
2,400	Repairs, Alterations & Maintenance	14 136 333x	2,100	2,100	2,100	
6,900	Special Items	14 136 1019	5,000	5,000	5,000	
616	National Non Domestic Rates	14 136 1016	600	-	-	-100.0%
86	Insurance	14 136 1140	100	100	100	
10,002			7,800	7,200	7,200	
	Supplies & Services					
223	Equipment, Tools & Materials	14 136 1100	300	200	200	
223			300	200	200	
	Contracted Services					
10	Parish Churchyards Maintenance	14 136 4890	500	100	100	
10			500	100	100	

2009/2010 ACTUAL £	ESTATES MANAGEMENT Head of Service: A Bugeja	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
148,046	Salaries	12 122 1000	152,400	154,300	156,700	2.8%
-	Training	12 122 1005	2,000	-	-	
2,093	Insurance	12 122 1140	2,200	1,600	1,700	-22.7%
150,139			156,600	155,900	158,400	
	Transport Related					
4,152	Car Allowances	12 122 1120	4,800	4,400	4,500	
-	Staff Parking	12 122 1160	700	700	700	
1,223	Transport & Plant	12 122 1170	1,600	-	-	-100.0%
5,376			7,100	5,100	5,200	
	Supplies & Services					
-	Expenses	12 122 11xx	100	200	100	
1,126	Equipment, Tools, Materials	12 122 1100	2,400	2,400	2,200	
1,126			2,500	2,600	2,300	
	Fees & Charges					
(24,996)	Capital Works		(22,900)	(19,700)	(20,100)	-12.2%
(24,956)			(22,900)	(19,700)	(20,100)	

2009/2010 ACTUAL £	LEGAL SERVICES Head of Service: A J Bugeja	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
264,706	Salaries	12 118 1000	274,500	287,700	307,900	12.2%
98	Telephone Allowances	12 118 1200	100	100	100	
4,067	Professional Fees	12 118 1006	3,800	3,800	2,500	-34.2%
1,915	Training	12 118 1005	2,500	5,000	5,000	
3,793	Insurance	12 118 1140	2,500	2,700	2,800	
274,579			283,400	299,300	318,300	
Transport Related						
1,756	Car Allowances	12 118 1120	2,000	1,800	1,800	
1,756			2,000	1,800	1,800	
Premises Related Costs						
-	Repairs, Alterations & Maintenance	12 118 33xx	600	600	700	
-			600	600	700	
Supplies & Services						
1,261	Expenses	12 118 113x	1,200	2,100	2,100	75.0%
1,064	Equipment, Tools & Materials	12 118 1100	4,000	4,000	800	-80.0%
12,800	Library	12 118 4521	12,800	12,800	12,800	
2,513	Legal Fees	12 118 4520	12,000	22,000	12,000	
242	Subscription - Association of Council Secretaries & S	12 118 1018	200	300	300	
200	General Estate Management	12 118 4523	200	200	200	
18,080			30,400	41,400	28,200	
Fees & Charges						
(509)	Legal Fees Income	12 118 8520	(15,000)	(15,000)	(12,000)	-20.0%
(11,561)	Rents	12 118 8224	(500)	(500)	(1,500)	200.0%
-	Backup Storage	12 118 8283	-	(2,000)	(2,000)	
(12,070)			(15,500)	(17,500)	(15,500)	

2009/2010 ACTUAL £	OFFICE ACCOMMODATION - ROCHFORD Head of Service: Albert Bugeja	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
37,201	Salaries	12 115 1000	37,800	40,400	41,100	8.7%
7,300	Insurance	12 115 1140	7,600	7,200	7,600	
44,501			45,400	47,600	48,700	
Premises Related						
58,114	Repairs, Alterations & Maintenance	12 115 xxxx	55,000	55,000	55,800	1.5%
30,618	Special Items	12 115 1019	28,000	16,500	32,000	14.3%
67,536	National Non-Domestic Rates	12 115 1016	70,200	65,300	67,900	-3.3%
4,600	Gas	12 115 1010	8,500	8,200	5,000	-41.2%
34,053	Electricity	12 115 1009	41,000	41,000	24,000	-41.5%
4,109	Water & Sewerage	12 115 xxxx	4,500	4,300	2,500	-44.4%
2,260	Paper Recycling	12 115 4457	2,200	2,200	2,200	
40,421	Cleaning	12 115 1008	43,500	43,000	34,300	-21.1%
4,000	Window Cleaning	12 115 4456	4,000	4,000	4,000	
3,701	Refuse Removal	12 115 5080	3,600	3,500	3,500	
249,412			260,500	243,000	231,200	
Supplies & Services						
1,890	Expenses	12 115 11xx	1,400	2,000	2,000	42.9%
2,192	Equipment, Tools & Materials	12 115 xxxx	2,500	2,900	2,600	
4,081			3,900	4,900	4,600	
Capital Financing Costs						
61,198	Depreciation		93,500	61,200	65,300	-30.2%
-	Revenue Expenditure Funded by Capital		50,000	128,000	-	-100.0%
61,198			143,500	189,200	65,300	

2009/2010 ACTUAL £	OFFICE ACCOMMODATION - RAYLEIGH Head of Service: Albert Bugeja	CODE	ESTIMATES 2010/2011		2011/2012	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
14,936	Salaries	12 114 1000	14,900	15,300	15,300	
4,195	Insurance	12 114 1140	4,400	1,500	1,600	-63.6%
19,131			19,300	16,800	16,900	-12.4%
Premises Related Costs						
10,911	Repairs, Alterations and Maintenance	12 114 33xx	19,900	19,900	17,400	-12.6%
1,104	Special Items	12 114 1019	1,000	500	1,500	50.0%
20,128	National Non Domestic Rates	12 114 1016	20,900	19,500	20,200	-3.3%
5,650	Oil	12 114 4417	9,000	7,500	7,500	-16.7%
12,112	Electricity	12 114 1009	3,800	3,800	2,300	-39.5%
577	Water & Sewerage	12 114 xxxx	500	600	400	
443	Refuse Removal	12 114 4422	500	500	500	
1,100	Window Cleaning	12 114 4421	1,100	1,100	1,100	
3,335	Cleaning of Civic Suite	12 114 4423	4,600	5,000	3,700	-19.6%
55,360			61,300	58,400	54,600	
Supplies & Services						
710	Equipment, Tools & Materials	12 114 xxxx	1,500	1,500	1,500	
4,225	Audio-Visual Equipment Maintenance	12 114 4420	4,300	4,300	4,300	
4,935			5,800	5,800	5,800	
Capital Financing Costs						
13,896	Depreciation		13,700	13,900	15,600	13.9%
-	Revenue Expenditure Funded by Capital		-	25,000	-	
13,896			13,700	38,900	15,600	
Rents & Charges						
(1,100)	Rent	12 114 8218	(5,100)	(1,100)	(1,100)	-78.4%
(6,460)	Robing Room Rent	12 114 8220	(4,000)	(5,500)	(5,500)	37.5%
(3,275)	Heating Barrington's	12 114 8219	(2,500)	-	-	-100.0%
(468)	Hiring of Civic Chamber	12 114 8282	-	-	-	
(11,303)			(11,600)	(6,600)	(6,600)	
(6,500)	Voluntary Organisations		(6,700)	(6,700)	(6,900)	
(6,500)			(6,700)	(6,700)	(6,900)	

2009/2010 ACTUAL £	MEMBER & COMMITTEE SERVICES Head of Service: Albert Bugeja	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
307,586	Salaries	16 171 1000	161,800	162,700	168,100	3.9%
245	Professional Fees	16 171 1006	300	-	-	
195	Training	16 171 1005	1,500	-	-	
3,753	Insurance	16 171 1140	3,700	2,300	2,400	-35.1%
311,779			167,300	165,000	170,500	
Transport Related						
1,229	Car Allowances	16 171 1120	1,300	-	-	-100.0%
-	Transport & Plant	16 171 5452	3,000	2,100	2,200	-26.7%
1,229			4,300	2,100	2,200	
Supplies & Services						
1,591	Expenses	16 171 xxxx	1,600	1,400	1,400	
224	Equipment, Tools & Materials	16 171 xxxx	800	900	900	
-	Members' Site Visits	16 171 5446	100	-	-	
309,906	Members Allowances (Inc. Chairman's and Vice-Chairman's)	16 171 xxxx	287,000	287,000	287,000	
-	Public Meetings	16 171 5434	100	-	-	
14,727	Members Support & Training	16 171 5448	20,800	20,800	8,800	-57.7%
193	Meeting Subsistence	16 171 5443	600	600	600	
12	Hospitality General & Gifts	16 171 5430	500	200	200	
3,183	Publicity / Public Notice Adverts	16 171 1013	3,300	3,300	3,300	0.0%
1,568	Citizens Award	16 171 5460	1,600	1,600	1,600	0.0%
33,365	Newspaper	16 171 5437	36,000	32,000	32,000	-11.1%
884	Regalia Expenses	16 171 5442	1,000	1,000	1,000	0.0%
-	Community Liaison	16 171 5444	100	-	-	-100.0%
24,236	Subscriptions	16 171 1018	22,600	20,000	19,900	-11.9%
2,162	Overview & Scrutiny Provision	16 171 5447	5,000	5,000	5,000	0.0%
1,818	Heritage Celebrations	16 171 5439	3,500	2,000	2,000	-42.9%
10,223	Area Committees Venue Costs	16 171 5461	10,500	10,500	10,500	0.0%
-	Youth Council	16 171 5420	5,000	5,000	5,000	0.0%
44	Holocaust Memorial	16 171 5445	300	300	300	0.0%
1,208	Members Legal Protection Policy	16 171 5450	1,300	1,300	1,300	0.0%
13,971	Chairman's Account 09~10	16 171 5xxx	11,000	11,000	11,000	0.0%
11,169	Chair Charity 09~10	16 171 5469	-	-	-	
430,484			412,700	403,900	391,800	
Contracted Services						
6,235	Members Delivery	16 171 5451	11,200	8,500	8,500	-24.1%
6,235			11,200	8,500	8,500	
Capital Financing Costs						
226	Depreciation		400	200	200	
226			400	200	200	
Fees & Charges						
(25,000)	Newspaper Sponsorship	16 171 8437	(23,600)	(23,600)	(23,600)	0.0%
(2,714)	Civic Banquet	16 171 8432	-	-	-	
(11,554)	Chair Charity 09~10	16 171 8469	-	-	-	
(39,282)			(23,600)	(23,600)	(23,600)	

2009/2010 ACTUAL	CUSTOMER SERVICES	CODE	ESTIMATES		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2010/2011 ORIGINAL	REVISED		
£	Head of Service: S Fowler		£	£	£	
	Employee Costs					
329,359	Salaries	14 142 1000	356,000	318,200	335,100	-5.9%
225	Training	14 142 1005	3,700	14,000	14,000	
151	Professional Fees	14 142 1006	200	200	200	
5,232	Insurance	14 142 1140	5,500	5,900	6,200	12.7%
334,967			365,400	338,300	355,500	
	Transport Related					
3,493	Car Allowances	14 142 1120	2,200	1,300	1,300	-40.9%
3,493			2,200	1,300	1,300	
	Supplies & Services					
389	Expenses	14 142 113x	500	500	500	
993	Equipment, Tools & Materials	14 142 1100	800	800	800	
1,382			1,300	1,300	1,300	
	Fees & Charges					
(1,125)	Administration Charge	14 142 8237	(500)	-	-	-100.0%
(1,125)			(500)	-	-	

2009/2010 ACTUAL £	CONDUCTING ELECTIONS	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Sarah Fowler					
	Employee Costs					
41,410	Salaries	19 179 1000	35,650	38,500	44,100	23.7%
1,428	Training	19 179 1005	1,700	-	-	
1,046	Insurance	19 179 1140	1,100	2,100	2,100	90.9%
43,885			38,450	40,600	46,200	
	Supplies & Services					
2,776	Equipment, Tools and Materials	19 179 1100	2,200	2,200	2,000	
195	Expenses	19 179 xxxx	400	300	300	
16,130	Cost of Elections	19 179 5555	75,000	75,000	75,000	
19,101			77,600	77,500	77,300	

2009/2010 ACTUAL £	REGISTRATION OF ELECTORS	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Sarah Fowler					
	Employee Costs					
29,552	Salaries	19 180 1000	35,650	38,500	44,100	23.7%
29,598			35,650	38,500	44,100	
	Supplies & Services					
880	Expenses	19 180 xxxx	400	300	300	
19,953	Payments to Canvassers	19 180 5570	24,000	24,000	24,000	
2,887	Printing	19 180 1180	6,000	6,000	6,000	
260	Advertising	19 180 1013	800	500	500	
-	Electoral Legislation	19 180 5577	5,000	5,000	-	-100.0%
5,036	Bulk Postage	19 180 1014	9,500	8,500	8,500	-10.5%
29,016			45,700	44,300	39,300	
	Fees & Charges					
(1,791)	Sales	19 180 8370	(1,500)	(1,500)	(1,500)	
(1,791)			(1,500)	(1,500)	(1,500)	

2009/2010 ACTUAL £	RECEPTION TEAM	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Sarah Fowler					
	Employee Costs					
94,607	Salaries	12 110 1000	108,800	97,700	112,000	2.9%
1,744	Insurance	12 110 1140	1,800	2,300	2,400	33.3%
-	Training	12 110 1005	1,000	-	-	
96,351			111,600	100,000	114,400	
	Supplies & Services					
1,712	Equipment, Tools & Materials	12 110 xxxx	2,400	1,900	2,200	
50,000	Access to Services	12 110 4321	25,000	5,000	5,000	-80.0%
583	Expenses	12 110 11xx	900	600	600	
25,604	Office Telephone	12 110 1011	30,000	27,000	20,000	-33.3%
3,781	Mobile Phones	12 110 4315	5,100	4,500	4,500	-11.8%
7,503	Telephone Maintenance	12 110 4318	7,500	7,200	7,500	
263	Fax Machine	12 110 4317	200	-	-	
89,445			71,100	46,200	39,800	
	Capital Financing Costs					
-	Depreciation		-	-	13,400	
-			-	-	13,400	
	Fees & Charges					
(20)	Postages and Telephones	12 110 8213	(100)	(100)	(100)	
(95)	Mobile Phone Calls	12 110 8214	(200)	(100)	(100)	
(116)			(300)	(200)	(200)	

2009/2010 ACTUAL £	INFORMATION & SUPPORT SERVICES	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Sarah Fowler					
	Employee Costs					
258,633	Salaries	12 113 1000	297,100	321,800	336,900	13.4%
695	Training	12 113 1005	2,000	-	-	
5,581	Insurance	12 113 1140	5,900	6,300	6,600	11.9%
264,909			305,000	328,100	343,500	12.6%
	Supplies & Services					
633	Expenses	12 113 xxxx	300	400	400	
4,905	Equipment, Tools & Materials	12 113 xxxx	7,300	5,900	5,800	-20.5%
13,000	Subscriptions	12 113 1018	13,400	13,000	13,400	
8,875	Photocopier Maintenance	12 113 4393	9,000	9,000	7,000	-22.2%
11,820	Photocopying / Printing supplies	12 113 4392	13,000	13,000	13,000	
22,070	Central Printing - Equipment	12 113 4394	32,000	27,000	27,000	-15.6%
-	Central Printing - Supplies	12 113 4395	300	-	-	
1,506	Central Printing - External	12 113 4396	8,000	6,000	6,000	-25.0%
8,977	Central Stationery Provision	12 113 4348	11,900	11,900	10,900	-8.4%
-	E-Procurement Support	12 113 4347	1,500	-	-	-100.0%
36,670	Postal Charges - Franking	12 113 4349	50,000	47,000	47,000	-6.0%
29,564	Postal Charges - Bulk Postage	12 113 1014	35,700	36,100	36,100	
-	Postal Charges - Other	12 113 4350	100	-	-	
-	Protective Clothing	12 113 4341	500	500	500	
138,021			183,000	169,800	167,100	
	Capital Financing Costs					
-	Depreciation		-	-	7,200	
-			-	-	7,200	
	Fees & Charges					
(595)	Printing and Copying	12 113 8216	(500)	(500)	(500)	
(595)			(500)	(500)	(500)	

2009/2010 ACTUAL £	COMPUTER SERVICES	CODE	ESTIMATES 2010/2011		2011/2012	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
	Head of Service: Sarah Fowler					
	Employee Costs					
303,946	Salaries	12 117 1000	412,100	401,000	450,200	9.2%
3,459	Training	12 117 1005	6,800	-	-	
3,837	Insurance	12 117 1140	4,000	5,100	5,400	35.0%
311,242			422,900	406,100	455,600	
	Transport Related					
-	Vehicles & Plant	12 117 1170	900	-	-	-100.0%
-			900	-	-	
	Supplies & Services					
1,911	Expenses	12 117 11xx	2,300	1,800	1,900	
-	Car Allowances	12 117 1120	-	1,200	1,200	
1,327	Equipment, Tools & Materials	12 117 1100	2,100	1,700	1,700	-19.0%
1,025	Subscription - SOCITM	12 117 1018	1,000	1,100	1,200	
112,636	IT Upgrades/Developments	12 117 4496	115,000	115,000	115,000	
10,276	Mapping Service	12 117 4500	10,200	10,200	-	-100.0%
10,404	Essex On-Line Partnership	12 117 4498	11,000	11,000	11,000	
590	Exhibition Stall Hire	12 117 4506	1,000	500	-	-100.0%
138,169			142,600	142,500	132,000	
	Contracted Services					
933,290	Contract Payment	12 117 4502	913,000	823,000	748,000	-18.1%
6,043	Computer Consumables	12 117 4503	6,000	4,500	4,500	-25.0%
70	Data Protection Fees	12 117 4505	100	100	100	
939,403			919,100	827,600	752,600	
	Capital Financing Costs					
95,312	Depreciation		260,200	95,300	127,000	-51.2%
95,312			260,200	95,300	127,000	
	Capital Financing Costs					
(42,294)	Amortisation of Government Grants		-	-	-	
(42,294)			-	-	-	
	Fees & Charges					
(971)	Mobile Exhibition Unit Hire	12 117 8271	(1,000)	-	-	-100.0%
-	Southend Backup Storage	12 117 8283	(2,000)	-	-	-100.0%
(55)	Street Naming & Numbering	13 117 8101	-	(100)	(100)	
(1,026)			(3,000)	(100)	(100)	

2009/2010 ACTUAL £	OTHER OPERATING INCOME & EXPENDITURE	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Parish Precepts:					
39,000	- Ashington		41,000	41,000	45,096	10.0%
34,580	- Barling		36,858	36,858	35,840	-2.8%
19,208	- Canewdon		29,411	29,411	29,627	
2,700	- Foulness Island		2,700	2,700	-	
55,000	- Great Wakering		57,000	57,000	62,000	8.8%
129,918	- Hawkwell		136,494	136,494	138,541	1.5%
156,895	- Hockley		195,092	195,092	217,004	11.2%
81,455	- Hullbridge		85,772	85,772	90,263	5.2%
4,000	- Paglesham		4,000	4,000	4,000	
10,000	- Rawreth		10,000	10,000	10,000	
280,000	- Rayleigh		280,000	280,000	320,000	14.3%
110,851	- Rochford		112,207	112,207	112,722	0.5%
9,300	- Stambridge		13,950	13,950	14,300	
5,362	- Sutton		6,184	6,184	6,184	
938,269			1,010,668	1,010,668	1,085,577	
	Fees & Charges					
(157,138)	Net External Finance	17 175 8367	(236,392)	(150,992)	(151,400)	-36.0%
(157,138)			(236,392)	(150,992)	(151,400)	

2009/2010 ACTUAL £	NON DISTRIBUTED COSTS	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Yvonne Woodward					
	Employee Costs					
(5,906)	Pension	18 176 5525	905,300	902,800	914,600	1.0%
(5,906)			905,300	902,800	914,600	
	Contribution from Reserve					
17,875	Redundancy & Financial Strain		-	-	-	
-	Pension Equalisation Reserve		(43,000)	-	(43,000)	
17,875			(43,000)	-	(43,000)	

2009/2010 ACTUAL £	COAST PROTECTION	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Yvonne Woodward					
	Supplies & Services					
2,100	Contribution - Crouch Harbour	14 143 5040	2,200	2,200	2,200	
2,100			2,200	2,200	2,200	

2009/2010 ACTUAL £	FINANCIAL SERVICES Head of Service: Yvonne Woodward	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
406,142	Salaries	12 120 1000	414,900	418,300	421,500	1.6%
7,904	Training	12 120 xxxx	8,000	9,600	9,600	
280	Professional Fees	12 120 1006	300	300	-	
6,674	Insurance	12 120 1140	7,000	5,100	600	-91.4%
-	Class 1a NICS	12 120 4584	-	-	5,400	
421,000			430,200	433,300	437,100	
Transport Costs						
1,914	Car Allowances	12 120 1120	1,500	2,000	2,000	
1,914			1,500	2,000	2,000	
Supplies & Services						
1,942	Expenses	12 120 xxxx	1,700	2,000	2,000	
12,799	Equipment, Tools & Materials	12 120 1100	15,900	15,900	15,900	
14,742			17,600	17,900	17,900	
Contracted Services						
1,475	Tax Consultants	12 120 4577	3,000	3,000	3,000	
4,400	Asset Valuation	12 120 4575	2,800	2,800	2,800	
98	Bailiff Charges	12 120 4582	500	300	300	
6,000	Treasury Management	12 120 4576	6,000	6,000	6,000	
400	Risk Management	12 120 5544	2,500	1,000	1,000	-60.0%
12,373			14,800	13,100	13,100	
Fees & Charges						
-	Castle Point Borough Council Payroll Income	12 120 8532	-	-	(23,000)	
(9,381)	Thames Gateway Income	12 120 8489	(7,500)	(7,500)	-	-100.0%
-	Income from VAT on Car Allowances	12 120 8489	-	-	(1,800)	
(9,381)			(7,500)	(7,500)	(24,800)	

2009/2010 ACTUAL £	CASHIERS	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Yvonne Woodward					
	Employee Costs					
36,381	Salaries	12 119 1000	37,500	37,100	39,600	5.6%
1,049	Training	12 119 1005	100	-	-	
-	Insurance	12 119 1140	1,100	1,200	1,300	
37,430			38,700	38,300	40,900	
	Supplies & Services					
-	Equipment, Tools & Materials	12 119 1100	200	100	100	
-	ATM	13 119 4552	-	4,500	-	
-			200	4,600	100	
	Contracted Services					
9,410	Security Services - Cash Collection	12 119 455x	11,000	6,500	6,000	-45.5%
9,410			11,000	6,500	6,000	
	Capital Financing Costs					
-	Depreciation		700	-	-	-100.0%
-			700	-	-	

2009/2010 ACTUAL £	AUDIT & PERFORMANCE MANAGEMENT	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: Yvonne Woodward					
	Employee Costs					
168,969	Salaries	12 116 1000	172,500	173,000	177,900	3.1%
1,538	Training	12 116 1005	2,100	-	-	
2,093	Insurance	12 116 1140	2,200	2,300	2,400	
172,599			176,800	175,300	180,300	
	Supplies & Services					
916	Expenses	12 116 11xx	1,000	900	900	
150	Equipment, Tools & Materials	12 116 1100	400	300	300	
1,066			1,400	1,200	1,200	

2009/2010 ACTUAL £	WOODLANDS UNIT Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Related						
139,034	Salaries	15 158 1000	77,900	98,300	98,700	26.7%
2,729	Training	15 158 1005	3,200	-	-	
1,807	Insurance	15 158 1140	1,900	1,200	1,300	-31.6%
143,569			83,000	99,500	100,000	
Premises Related						
723	Repairs, Alterations & Maintenance	15 158 xxxx	1,100	1,100	1,500	
-	Electricity	15 158 1009	500	-	-	
723			1,600	1,100	1,500	
Transport Related						
3,025	Car Allowances	15 158 1120	3,400	1,900	1,900	-44.1%
812	Staff Parking	15 158 1160	1,400	700	700	-50.0%
6,190	Transport & Plant	15 158 1170	8,700	6,800	6,900	-20.7%
10,027			13,500	9,400	9,500	
Supplies & Services						
-	Expenses	15 158 xxxxx	100	100	100	
5,692	Equipment, Tools & Materials	15 158 1100	5,500	4,400	4,400	-20.0%
1,388	Cherry Orchard Country Park	15 158 5278	8,500	8,500	8,500	
500	Horse Riding Trails - Maintenance	15 158 5281	1,500	5,200	5,200	246.7%
500	Subscriptions	15 158 1018	900	300	300	-66.7%
14,574	Cherry Orchard Grant Works	15 158 5287	2,600	11,800	2,600	
8,209	Urban Tree Planting Scheme	15 158 5286	10,000	9,700	-	-100.0%
2,990	Consultancy	15 158 1015	3,500	3,500	3,500	
4,750	Litter/Dog Bin Emptying - Cherry Orchard	15 158 4791	7,000	7,000	7,200	
38,603			39,600	50,500	31,800	
Contracted Services						
29,919	Contractors & Suppliers	15 158 5277	18,800	18,000	18,000	
1,701	Tree Survey Works	15 158 5276	2,300	2,300	2,300	
31,620			21,100	20,300	20,300	
Capital Financing Costs						
6,391	Depreciation		7,000	6,400	6,400	-8.6%
6,391			7,000	6,400	6,400	
Fees & Charges						
(2,774)	Miscellaneous Sales & Fees	15 158 83xx	(5,000)	(5,000)	(5,000)	
(167)	Ice Cream Site Fee	15 158 8339	(400)	(400)	(1,900)	375.0%
(20,436)	RHA Income	15 158 1304	(19,500)	(20,800)	(22,000)	12.8%
(23,377)			(24,900)	(26,200)	(28,900)	
Grants						
-	Grants	15 158 8340	(3,600)	(11,800)	(3,600)	
(14,462)	Cherry Orchard Grant	15 158 8287	(2,600)	(2,600)	(2,600)	
(14,462)			(6,200)	(14,400)	(6,200)	

2009/2010 ACTUAL £	MAINTENANCE OF GROUNDS HOLDING ACCOUNT Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
47,713	Salaries	15 157 1000	140,400	141,600	144,500	2.9%
115	Training	15 157 1005	500	-	-	
349	Insurance	15 157 1140	300	-	-	
48,177			141,200	141,600	144,500	
	Transport Related					
2,142	Transport & Plant	15 157 1170	2,700	2,500	2,600	
2,142			2,700	2,500	2,600	
	Supplies & Services					
11	Expenses	15 157 113x	100	100	100	
11			100	100	100	
	Contracted Services					
885,071	Contract Payments	15 157 5262	919,100	923,800	951,500	3.5%
6,102	Works Outside of Main Contract	15 157 5260	6,400	6,400	6,400	
5,000	Continuous Improvement Fund	15 157 5263	5,000	5,000	5,000	
896,173			930,500	935,200	962,900	
	Capital Financing Costs					
549	Depreciation		1,900	500	2,600	36.8%
-	Deferred Charge		100,000	-	-	-100.0%
549			101,900	500	2,600	
	Fees & Charges					
(130,772)	Service Level Agreement - Rochford Housing Association	15 157 8507	(135,700)	(135,700)	(139,800)	3.0%
(20,809)	Recharge to Parishes	15 157 8508	(21,500)	(17,000)	(17,000)	-20.9%
(5,000)	Continuous Improvement Fund	15 157 8516	(5,000)	(5,000)	(5,000)	
-	Ground Maintenance - Default Income		-	(157,000)	-	
(156,581)			(162,200)	(314,700)	(161,800)	

2009/2010 ACTUAL £	PARKS & OPEN SPACES Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related					
40,022	Repairs, Alterations & Maintenance	15 156 xxxx	44,600	44,600	46,800	4.9%
2,021	Special Items	15 156 1019	10,000	3,000	10,000	
1,687	Insurance	15 156 1140	1,300	1,500	1,600	
43,731			55,900	49,100	58,400	
	Supplies & Services					
4,559	Equipment, Tools & Materials	15 156 1100	6,200	5,000	5,000	-19.4%
9,255	Trees, Shrubs & Grounds	15 156 xxxx	7,000	5,500	900	-87.1%
150	Subscriptions	15 156 1018	2,400	100	100	-95.8%
13,964			15,600	10,600	6,000	
	Contracted Services					
76	Annual Safety Audit	15 156 5232	1,400	1,300	1,300	
200	Maintenance of Bridleways	15 156 5226	4,500	700	700	-84.4%
3,000	Ragwort Control	15 156 5236	3,500	1,700	1,700	-51.4%
-	Engineers		18,400	15,000	15,000	-18.5%
3,276			27,800	18,700	18,700	
	Capital Financing Costs					
103,493	Depreciation		81,400	103,500	105,300	29.4%
29,705	Revenue Expenditure Funded by Capital		-	207,000	100,000	
133,199			81,400	310,500	205,300	
	Fees & Charges					
(12,972)	Land & Access Charges	15 156 8335	(14,300)	(14,300)	(14,300)	
(3,120)	Pavilions	15 156 8336	(2,000)	(3,000)	(3,000)	50.0%
(415)	Hire of Pitches	15 156 8338	(400)	(400)	(400)	
(16,507)			(16,700)	(17,700)	(17,700)	

2009/2010 ACTUAL £	ENVIRONMENTAL HEALTH Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012	ESTIMATE TO
			ORIGINAL £	REVISED £	ESTIMATE £	ESTIMATE % CHANGE
Employee Costs						
390,703	Salaries	14 139 1000	471,700	475,000	477,400	1.2%
197	Telephone Allowance	14 139 1200	200	200	200	
6,669	Training	14 139 1005	7,200	13,000	13,000	
4,991	Insurance	14 139 1140	5,300	5,300	5,600	
402,560			484,400	493,500	496,200	
Transport Related						
14,448	Car Allowances	14 139 1120	17,800	18,300	18,700	5.1%
3,869	Staff Parking	14 139 1160	5,600	5,600	5,800	
18,317			23,400	23,900	24,500	
Supplies & Services						
898	Expenses	14 139 113x	1,600	1,500	1,500	
5,073	Equipment, Tools & Materials	14 139 1100	5,000	4,000	3,000	-40.0%
1,335	Fees & Samples	14 139 4974	2,500	2,500	2,500	
-	Exclusions From Work	14 139 4966	500	-	-	
1,090	Subscription - Nat. Society for Clean Air & Env. Protection	14 139 1018	600	600	1,800	200.0%
2,932	Veterinary Licensing Fees	14 139 4987	2,500	2,500	2,500	
3,088	Environmental Health Legal Fees	14 139 4329	-	-	-	
4,470	Scores on the Doors	14 139 4988	5,000	2,000	2,000	-60.0%
18,887			17,700	13,100	13,300	
Contracted Services						
1,694	Consultancy Fees	14 139 1015	4,500	600	2,000	-55.6%
17,000	Consultants - Contaminated Land Invest.	14 139 4970	17,000	17,000	17,000	
(123)	Public Health (Control of Disease Act)	14 139 4975	1,500	1,500	1,500	
25,670	Contract Payments - Pest Control	14 139 4978	29,000	30,000	30,900	6.6%
1,667	Pest Control Treatments	14 139 4976	3,000	2,000	2,000	-33.3%
17,000	Air Quality Review	14 139 4967	17,000	17,000	17,000	
12,738	Food Hygiene Contractors	14 139 4980	19,000	18,000	20,000	5.3%
23,000	Climate CO2de	14 139 4986	30,000	8,300	16,000	-46.7%
-	Abandoned Vehicles	14 139 4977	1,000	-	-	-100.0%
-	Noise Monitoring	14 139 4979	3,000	1,000	1,000	-66.7%
8,157	Pollution Prevention Control Inspection	14 139 4968	8,900	-	-	-100.0%
4,000	Sewer Works	14 139 4981	1,000	1,000	1,000	
110,804			134,900	96,400	108,400	
Capital Financing Costs						
2,236	Depreciation		2,200	2,200	2,200	
2,236			2,200	2,200	2,200	
Fees & Charges						
(2,161)	Veterinary Recharge	14 139 8322	(1,500)	(3,000)	(3,000)	100.0%
(4,470)	Scheduled Installation Income	14 139 8968	(10,500)	(10,500)	(10,500)	
-	Other Income	14 139 xxxx	(100)	(500)	(500)	
(10,591)	Environmental Protection Act	14 139 8968	-	-	-	
(962)	Access to Environmental Info	14 139 8970	(600)	(600)	(600)	
(18,184)			(12,700)	(14,600)	(14,600)	
Grants						
-	Air Quality	14 139 8329	-	(2,800)	(8,500)	
-			-	(2,800)	(8,500)	

2009/2010 ACTUAL	LICENSING	CODE	ESTIMATES 2010/2011 ORIGINAL	ESTIMATES 2010/2011 REVISED	2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
£	Head of Service: R Evans		£	£	£	
	Employee Costs					
45,007	Salaries	14 133 1000	37,100	37,500	38,600	4.0%
-	Training	14 133 1005	600	-	-	
59	Expenses	14 133 113x	200	200	200	
698	Insurance	14 133 1140	700	400	400	
45,764			38,600	38,100	39,200	
	Transport Related					
1,624	Car Allowances	14 133 1120	1,500	1,500	1,500	
560	Staff Parking	14 133 1160	700	700	700	
2,184			2,200	2,200	2,200	
	Supplies & Services					
-	Consultants	14 133 1015	500	-	-	
230	Subscription	14 133 1018	200	500	500	
140	Equipment, Tools & Materials	14 133 1100	1,000	900	900	
4,245	Online Payment Portal	14 133 5921	-	-	-	
4,615			1,700	1,400	1,400	
	Fees & Charges					
(45,283)	Liquor Licensing	14 133 8969	(42,000)	(45,000)	(45,000)	7.1%
(1,396)	Other Licence	14 133 8319	(1,500)	(1,500)	(1,500)	
(5,207)	Gaming License	14 133 8318	(4,700)	(10,000)	(7,000)	48.9%
(5,214)	Animal Welfare Licensing	14 133 8526	(4,200)	(4,500)	(4,500)	
(57,100)			(52,400)	(61,000)	(58,000)	

2009/2010 ACTUAL £	PUBLIC HEALTH	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
	Head of Service: R Evans		ORIGINAL £	REVISED £		
	Contracted Services					
4,318	S.98 Contribution	14 138 4951	-	-	-	
16,548	Collection/Kennelling - Stray Dogs	14 138 4952	17,000	16,800	17,300	
20,866			17,000	16,800	17,300	
	Fees & Charges					
(861)	Kennelling Collection Fee	14 138 8514	(1,200)	(1,200)	(1,200)	
(861)			(1,200)	(1,200)	(1,200)	

2009/2010 ACTUAL £	PUBLIC CONVENIENCES Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Premises Related Costs					
4,434	Repairs, Alterations & Maintenance	14 141 333x	11,300	11,300	11,000	
3,467	Special Items		-	-	-	
5,008	National Non Domestic Rates	14 141 1016	5,200	4,800	5,000	
(7,528)	Electricity	14 141 1009	9,000	9,000	5,400	-40.0%
6,627	Water / Sewerage	14 141 1xxx	6,600	6,700	3,700	-43.9%
207	Insurance	14 141 1140	200	200	200	
12,215			32,300	32,000	25,300	
	Contracted Services					
65,039	Contract Cleaning	14 141 1008	69,000	70,800	73,000	5.8%
65,039			69,000	70,800	73,000	
	Capital Financing Costs					
8,542	Depreciation		12,400	8,500	10,700	-13.7%
3,500	Impairment		-	-	-	
12,042			12,400	8,500	10,700	
	Fees & Charges					
-	Hullbridge Parish Council Income	14 141 8185	-	(2,700)	(2,700)	
-			-	(2,700)	(2,700)	

2009/2010 ACTUAL £	STREET CLEANSING Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
6,129	Dog Fouling & Litter Bins	14 137 4923	6,200	6,200	6,200	
-	TABS Maintenance	14 137 4934	4,500	-	-	-100.0%
20,100	Street Scene Environmental Works	14 137 4925	20,000	20,000	20,000	
26,229			30,700	26,200	26,200	
	Contracted Services					
573,100	Contract Payments - Street Cleansing	14 137 4933	584,600	599,500	617,500	5.6%
2,296	Tip Clearance	14 137 4931	3,500	3,500	3,500	
4,859	Minor Groundwork's	14 137 4924	6,000	6,000	6,000	
15,400	Graffiti Removal	14 137 4926	15,500	15,500	15,500	
-	Footpath Fouling - Notices	14 137 4928	1,000	500	500	
5,000	Continuous Improvement Fund	14 137 5263	5,000	5,000	5,000	
600,655			615,600	630,000	648,000	
	Capital Financing Costs					
16,794	Depreciation		400	16,800	16,800	4100.0%
16,794			400	16,800	16,800	
	Fees & Charges					
(1,120)	E.C.C. Contribution to Street Cleansing	14 137 8314	(1,300)	(1,300)	-	-100.0%
(18,000)	Litter Picking	14 137 8513	-	(18,000)	-	
(5,302)	Golden Cross - Street Clean	14 137 8512	(5,300)	(5,500)	(5,700)	
-	Fixed Penalty Notices	14 137 8503	(1,000)	(300)	(300)	-70.0%
(5,000)	Continuous Improvement Fund	14 137 8516	(5,000)	(5,000)	(5,000)	
(30,000)	Contract Defaults	14 137 8523	(30,000)	-	-	-100.0%
(59,422)			(42,600)	(30,100)	(11,000)	

2009/2010 ACTUAL £	RECYCLING COLLECTION Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
170,791	Salaries	14 146 1000	216,800	170,200	196,600	-9.3%
511	Training	14 146 1005	6,000	-	-	
2,093	Insurance	14 146 1140	2,200	2,000	2,100	
173,395			225,000	172,200	198,700	
Transport Related						
1,431	Car Allowances	14 146 1120	1,700	3,200	3,300	94.1%
1,431			1,700	3,200	3,300	
Supplies & Services						
2,624	Equipment, Tools & Materials	14 146 xxxx	4,100	4,000	4,000	
1,814	Expenses	14 146 xxxx	2,300	1,000	1,000	-56.5%
3,000	Recycling Sacks	14 146 5101	3,500	3,500	3,500	
9,492	Recycling Events & Promotions	14 146 5113	8,000	8,000	8,000	
5,000	Waste Management - Continuous Improvement Fund	14 145 5117	5,000	5,000	5,000	
21,929			22,900	21,500	21,500	
Contracted Services						
2,078,800	Contract Payments - Refuse Collection	14 146 5107	2,163,700	2,078,200	2,067,800	-4.4%
2,078,800			2,163,700	2,078,200	2,067,800	
Capital Financing Costs						
-	Revenue Expenditure Funded by Capital		-	55,000	55,000	
-			-	55,000	55,000	
Fees & Charges						
(35,825)	Bulk Waste Collection	14 146 8179	(36,000)	(36,000)	(36,000)	
(5,000)	Waste Management - Continuous Improvement Fund	14 146 8516	(5,000)	(5,000)	(5,000)	
(1,100)	Recycling Contract Defaults	14 146 8522	(1,100)	-	-	-100.0%
(61,786)	Refuse Bins		-	-	-	
(103,711)			(42,100)	(41,000)	(41,000)	

2009/2010 ACTUAL £	RECYCLING DISPOSAL Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
380	Subscriptions	14 147 1018	300	-	-	
380			300	-	-	
	Contracted Services					
23,728	Recycling Banks - Payments to Contractors	14 147 5125	37,000	33,000	-	-100.0%
362,728	MRF Gate Fees	14 147 5127	376,000	197,000	-	-100.0%
386,456			413,000	230,000	-	
	Fees & Charges					
(934,233)	Recycling Credits & Sales (Contractors)	14 147 833x	(868,500)	(937,200)	(1,026,200)	18.2%
-	MRF Gate Fee Income	14 147 8568	-	(34,000)	-	
(934,233)			(868,500)	(971,200)	(1,026,200)	

2009/2010 ACTUAL £	DEPOT Head of Service: R Evans	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
81,206	Salaries	14 145 1000	70,300	72,600	88,400	25.7%
2,178	Insurance	14 145 1140	2,000	2,400	2,500	
83,383			72,300	75,000	90,900	
Premises Related						
4,360	Repairs, Alterations & Maintenance	14 145 xxxx	5,500	5,500	6,600	20.0%
4,853	Special Items		18,000	18,000	-	-100.0%
8,488	National Non-Domestic Rates	14 145 1016	8,800	21,900	22,800	159.1%
-	Gas/Electricity	14 145 xxxx	200	-	-	
-	Water/Sewerage	14 145 1xxx	200	-	-	
17,701			32,700	45,400	29,400	
Transport Related						
7,505	Transport & Plant	14 145 1170	11,600	10,300	10,700	-7.8%
7,505			11,600	10,300	10,700	
Supplies & Services						
68	Expenses	14 145 11xx	100	100	100	
1,899	Equipment, Tools & Materials	14 145 1100	2,600	2,100	2,100	
280	Mobile Radio Maintenance	14 145 4642	1,900	500	500	-73.7%
2,247			4,600	2,700	2,700	
Contracted Services						
1,800	Depot Security Contractor	14 145 5081	1,900	1,800	1,800	
1,800			1,900	1,800	1,800	
Capital Financing Costs						
192,640	Depreciation		150,400	183,000	193,800	28.9%
192,640			150,400	183,000	193,800	
Fees & Charges						
1,197	Lease of Land	14 145 8327	-	-	-	
(172)	Recharge re outside work	14 145 8479	-	(900)	-	
1,025			-	(900)	-	

2009/2010 ACTUAL £	COUNCIL TAX Head of Service: J.Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
295,477	Salaries	19 182 1000	278,900	260,800	264,000	-5.3%
6,178	Training	19 182 1005	2,900	-	-	
4,186	Insurance	19 182 1140	4,400	4,700	4,900	
305,841			286,200	265,500	268,900	
Transport Related						
901	Car Allowances	19 182 1120	900	-	-	-100.0%
696	Staff Parking	19 182 1160	700	700	700	
1,597			1,600	700	700	
Supplies & Services						
1,074	Expenses	19 182 xxxx	1,300	700	700	-46.2%
1,512	Equipment, Tools & Materials	19 182 xxxx	2,800	1,700	1,700	-39.3%
-	Printing	19 182 1180	1,300	1,300	1,300	
1,500	Publicity	19 182 1013	2,000	1,700	1,700	
11,187	Court Costs	19 182 5593	12,000	12,000	12,000	
1,800	Council Tax Development Fund	19 182 5592	1,900	1,800	1,800	
79	Direct Debit Guarantee	19 182 5594	200	200	200	
1,518	Single Occupant Discount Review	19 182 5607	-	-	1,500	
2,500	Application for Crystal Development	19 182 5590	2,500	-	-	-100.0%
-	CIPFA Consortium	19 182 4239	1,200	800	1,000	
38,214	Capita Call Centre	19 182 4236	38,300	38,300	38,300	
59,384			63,500	58,500	60,200	
Contracted Services						
3,932	Bailiff & Tracing	19 182 xxxx	6,000	6,000	6,000	
19,829	Annual Billing	19 182 5602	21,000	16,000	16,000	-23.8%
23,761			27,000	22,000	22,000	
Fees & Charges						
(104,458)	Court Costs	19 182 8593	(166,000)	(105,000)	-	-100.0%
(4,264)	Single Occupant Discount Review	19 182 5607	-	-	(105,000)	
-	Credit Card Transaction Commission	19 182 8372	(4,700)	(4,700)	-	-100.0%
(9,436)	Efficiency Information on Council Tax Leaflet	19 182 8259	-	-	(4,700)	
(118,158)			(170,700)	(109,700)	(109,700)	

2009/2010 ACTUAL £	BUSINESS RATES Head of Service: J.Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
828	Court Costs	19 183 5622	500	500	500	
828			500	500	500	
	Contracted Services					
39,200	NNDR Partnership	19 183 5624	39,900	39,900	41,100	3.0%
900	NNDR Development Fund	19 183 5620	900	900	900	
288	Bailiff/Tracing Agents	19 183 56xx	500	500	500	
11,773	Rating Empty Property Rate Act (REPR)	19 183 5629	-	-	-	
52,161			41,300	41,300	42,500	
	Fees & Charges					
(12,591)	Court Costs	19 183 8622	(15,000)	(12,900)	(12,900)	-14.0%
(11,773)	Business Rates Deferral Scheme	19 183 8519	-	-	-	
(24,364)			(15,000)	(12,900)	(12,900)	
	Grants					
(88,500)	NNDR Pool Administration Grant	19 183 8373	(88,500)	(87,700)	(87,700)	-0.9%
(88,500)			(88,500)	(87,700)	(87,700)	

2009/2010 ACTUAL £	COUNCIL TAX BENEFITS	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: J.Bourne					
	Transfer Payments					
4,933,781	Council Tax Rebates	19 184 5640	4,881,400	5,110,300	5,212,500	6.8%
4,933,781			4,881,400	5,110,300	5,212,500	
	Grants					
(4,990,927)	Housing Benefit Subsidy	19 184 8375	(4,931,100)	(5,153,900)	(5,257,000)	6.6%
(4,990,927)			(4,931,100)	(5,153,900)	(5,257,000)	

2009/2010 ACTUAL £	HOUSING BENEFIT PAYMENTS	NEW CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Head of Service: J.Bourne					
	Transfer Payments					
14,796,204	Rent Allowances	11 109 4271	13,806,800	15,551,700	15,838,300	14.7%
-	Rent Rebates		62,100	111,800	114,000	83.6%
14,796,204			13,868,900	15,663,500	15,952,300	
	Grants					
(14,278,724)	Rent Allowance Subsidy	11 109 8210	(13,588,100)	(15,266,400)	(15,678,614)	15.4%
(54,572)	Rent Rebates Subsidies		(33,100)	(45,400)	(46,300)	39.9%
(549,643)	Recoveries	11 109 82xx	(450,000)	(450,000)	(450,000)	
(14,882,939)			(14,071,200)	(15,761,800)	(16,174,914)	

2009/2010 ACTUAL £	HOUSING BENEFIT ADMINISTRATION Head of Service: J Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
417,194	Salaries	11 108 1000	397,800	405,700	412,600	3.7%
22,993	Training	11 108 xxxx	25,000	-	-	
5,232	Insurance	11 108 1140	5,500	5,900	6,200	12.7%
445,420			428,300	411,600	418,800	
	Transport Related					
940	Car Allowances	11 108 1120	900	1,500	1,500	66.7%
940			900	1,500	1,500	
	Supplies & Services					
708	Expenses	11 108 11xx	1,000	700	700	
4,117	Equipment, Tools & Materials	11 108 1100	4,000	4,000	3,600	
6,085	Printing & Publicity	11 108 xxxx	9,000	9,000	9,000	
2,975	Court Cost Expenditure	11 108 4230	2,000	2,000	2,000	
20,705	Capita Call Centre	11 108 4236	20,500	20,500	20,500	
1,800	CIPFA Consortium	11 108 4239	1,200	800	1,000	
100	Tracing Agents	11 108 4241	300	100	100	
4,315	Benefits Development Fund	11 108 4249	4,400	4,300	4,300	
1,200	Department for Work & Pensions - Local Housing Allo	11 108 4254	-	-	-	
975	Citizenview Searches	11 108 1102	2,000	-	-	-100.0%
6,315	Single Housing Benefit Extract (SHBE) Scan	11 108 5521	-	-	-	
(500)	Employment Support Allowance	11 108 4290	-	-	-	
(804)	Discretionary Housing Payments - Private Tenants	11 108 4234	-	-	-	
4,000	In and Out of Work	11 108 5524	-	-	-	
51,991			44,400	41,400	41,200	
	Fees & Charges					
(27,792)	Discretionary Housing Income	11 108 8234	(22,700)	(22,700)	(22,700)	
(1,493)	Court Costs	11 108 8230	(1,200)	(1,200)	(1,200)	
(799)	Ministry of Defence Income	11 108 8148	(800)	(800)	(800)	
(30,084)			(24,700)	(24,700)	(24,700)	
	Grants					
(502,684)	Administration Subsidy	11 108 8145	(450,400)	(450,400)	(441,700)	-1.9%
(3,800)	In and Out of Work	11 108 8524	-	-	-	
(6,315)	Employment Support Allowance	11 108 8290	-	-	-	
(512,799)			(450,400)	(450,400)	(441,700)	

2009/2010 ACTUAL £	REVENUES INVESTIGATION SECTION Head of Service: J Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
135,698	Salaries	11 107 1000	140,600	165,100	171,200	21.8%
3,794	Training	11 107 1005	7,000	-	-	
2,093	Insurance	11 107 1140	2,200	2,700	2,800	27.3%
141,584			149,800	167,800	174,000	
	Transport Related					
2,038	Car Allowances	11 107 1120	2,400	2,300	2,300	
2,087	Staff Parking	11 107 1160	2,800	2,800	2,900	
4,125			5,200	5,100	5,200	
	Supplies & Services					
4,701	Expenses	11 107 113x	5,900	6,300	6,400	
2,585	Equipment, Tools & Materials	11 107 xxxx	3,300	2,900	2,900	
-	Subscription - Local Authority Investigation Group	11 107 1018	100	-	-	
3,315	Anti Fraud Network	11 107 4203	3,200	3,200	1,700	-46.9%
445	Publicity & Advertising	11 107 1013	1,000	800	800	
696	Land Registry Charges	11 107 1101	1,000	1,000	1,000	
1,550	Court Costs Prosecutions	11 107 5141	1,200	1,200	1,200	
13,293			15,700	15,400	14,000	
	Fees & Charges					
-	Small Business Rate Relief	11 107 8289	-	(7,800)	-	
(3,940)	30% Fine for Fraud	11 107 8137	(4,000)	(4,000)	(4,000)	
(63)	Pocket Books & Wallets	11 107 814x	-	(100)	-	
(2,572)	Court Costs - Income from Prosecutions	11 107 8141	(700)	(4,200)	(14,700)	2000.0%
-	Experian Credit Check Income		-	(100)	(100)	
(6,575)			(4,700)	(16,200)	(18,800)	

2009/2010 ACTUAL £	COMMUNITY SERVICES CLIENT ACCOUNT Head of Service: J. Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
110,013	Salaries	19 185 1000	112,800	113,600	113,600	0.7%
25	Training	19 185 1005	200	22,600	2,600	
698	Insurance	19 185 1140	700	800	800	
110,736			113,700	137,000	117,000	
	Transport Related					
1,217	Car Allowances	19 185 1120	1,400	1,300	1,300	
1,217			1,400	1,300	1,300	
	Supplies & Services					
85	Expenses	19 185 xxxx	100	200	200	
259	Equipment, Tools & Materials	19 185 1100	500	400	400	
344			600	600	600	

2009/2010 ACTUAL	CULTURE & HERITAGE - WINDMILL	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J Bourne		£	£	£	
	Premises Related					
12,001	Mill Tower Repairs & Maintenance	15 150 xxxx	24,900	27,900	9,700	-61.0%
14,785	Mill Tower Special Items	15 150 xxxx	3,000	-	10,000	233.3%
-	Mill Tower National Non-Domestic Rates	15 150 1016	1,500	1,200	1,300	
795	Mill Tower Insurance	15 150 1140	800	600	600	
27,580			30,200	29,700	21,600	
	Supplies & Services					
3,684	Windmill - Running Costs	15 150 516x	8,000	7,800	7,800	
1,500	Windmill - Licensing	15 150 5166	1,500	500	500	-66.7%
1,840	Subscriptions	15 150 xxxx	1,900	1,300	1,300	-31.6%
7,024			11,400	9,600	9,600	
	Capital Financing Costs					
18,611	Depreciation		9,300	18,600	18,600	100.0%
-	Revenue Funded By Capital		-	1,500	-	
18,611			9,300	20,100	18,600	
	Fees & Charges					
(6,777)	Miscellaneous Income	15 150 xxxx	(6,000)	(6,000)	(18,000)	200.0%
(6,777)			(6,000)	(6,000)	(18,000)	

2009/2010 ACTUAL	LEISURE PREMISES	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J Bourne		£	£	£	
	Premises Related					
	Repairs & Maintenance:					
-	Castle Hall	15 160 xxxx	400	400	500	
835	Freight House	15 160 xxxx	800	800	900	
647	Great Waking Sports Centre	15 160 xxxx	1,300	1,300	1,400	
2,009	Clements Hall	15 160 xxxx	3,300	3,300	3,500	
2,740	Day Centres	15 151 xxxx	2,600	2,600	2,800	
1,403	Rayleigh Leisure Centre	15 160 xxxx	4,400	4,400	4,600	
	Special Items:					
-	Clements Hall	15 155 1019	5,000	5,000	17,500	250.0%
235,443	National Non-Domestic Rates	15 xxx xxxx	243,300	227,600	236,800	-2.7%
28,583	Insurance	15 160 1140	29,400	32,600	34,200	16.3%
271,660			290,500	278,000	302,200	
	Contracted Services					
292,120	Leisure FM Contract Payment (net)	15 160 5333	292,200	282,200	277,200	-5.1%
292,120			292,200	282,200	277,200	
	Capital Financing Costs					
1,043,574	Depreciation		1,111,900	1,043,600	1,046,600	-5.9%
1,043,574			1,111,900	1,043,600	1,046,600	
	Fees & Charges					
(28,256)	Amortisation of RLC		-	-	-	
(28,256)			-	-	-	
	Provision of Services					
(9,300)	Grant to Voluntary Day Centre		(9,600)	(9,600)	(9,900)	
(9,300)			(9,600)	(9,600)	(9,900)	

2009/2010 ACTUAL £	SPORTS DEVELOPMENT & PROMOTION Head of Service: J Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Related					
34,938	Salaries	15 159 1000	36,100	36,500	36,500	
-	Sports Coaches	15 169 5385	3,200	3,200	3,200	
502	Expenses	15 159 xxxx	200	200	200	
349	Insurance	15 159 1140	300	300	400	
35,789			39,800	40,200	40,300	
	Supplies & Services					
-	Equipment, Tools & Materials	15 159 1100	2,000	2,000	1,800	
313	Leisure Contractor Holiday Initiatives	15 159 5307	-	-	-	
14,703	Summer Swimming Scheme Provision	15 159 5306	12,500	12,500	12,500	
9,401	Activities	15 159 5305	5,000	5,000	5,000	
1,304	Arts & Sports Projects	15 159 xxxx	-	-	-	
4,100	Active Rochford	15 159 5617	4,100	8,200	4,100	
9,700	Local Priority Fund	15 159 5618	19,400	19,400	19,400	
39,522			43,000	47,100	42,800	
	Fees & Charges					
(9,401)	Activities (net)	15 159 8305	(7,000)	(7,000)	(6,800)	
(9,401)			(7,000)	(7,000)	(6,800)	
	Grants					
(35,482)	Virgin Active Contribution - Sports Development	15 159 8345	(36,600)	(36,700)	(36,700)	
(4,100)	Active England	15 159 8617	(4,100)	(2,500)	-	-100.0%
(9,700)	Local Priority Fund	15 159 8618	(19,400)	(19,400)	(19,400)	
(1,304)	Bodycare Workshops	15 159 8308	-	-	-	
(50,587)			(60,100)	(58,600)	(56,100)	

2009/2010 ACTUAL £	LEISURE CLIENT ACCOUNT Head of Service: J Bourne	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
118,885	Salaries	15 167 1000	125,300	126,300	127,300	1.6%
1,338	Training	15 167 1005	1,500	-	-	
1,046	Insurance	15 167 1140	1,100	1,300	1,300	
121,269			127,900	127,600	128,600	
Transport Related						
3,376	Car Allowances	15 167 1120	3,300	3,300	3,400	
696	Staff Parking	15 167 1160	700	700	700	
4,072			4,000	4,000	4,100	
Supplies & Services						
2,423	Expenses	15 167 xxxx	2,600	3,600	3,700	42.3%
415	Equipment, Tools & Materials	15 167 1100	500	400	400	
4,991	Arts Development Equipment	15 167 5363	5,000	5,000	5,000	
10,896	Arts Activities	15 167 5355	2,000	2,000	2,000	
3,045	Essex on Tour	15 167 5611	2,500	2,500	2,500	
-	Essex Book Festival	15 167 5612	400	400	400	
-	Holiday Initiatives	15 167 5358	1,500	4,000	1,500	
30,057	Big Lottery Fund	15 167 5615	27,500	27,500	-	-100.0%
17,544	Children's Fund	15 167 5616	-	-	-	
10,800	Music Month	15 167 5610	5,000	5,000	5,000	
9,377	Heritage Lottery Fund	15 167 5613	-	1,900	-	
-	The Peoples Record		-	3,000	-	
89,548			47,000	55,300	20,500	
Capital Financing Costs						
13,843	Revenue Expenditure Funded by Capital		-	-	-	
152,625	Depreciation		-	13,800	13,800	
166,468			-	13,800	13,800	
Fees & Charges						
(29,271)	Virgin Active Contribution - Arts Officer	15 168 8349	(36,700)	(36,700)	(36,700)	
-	Arts Activities	15 167 8355	(2,000)	(2,000)	(2,000)	
-	Holiday Initiatives Income	14 167 8358	-	(4,000)	-	
(1,291)	Sport England Salary Contribution	15 167 8619	(9,600)	(2,300)	(1,600)	-83.3%
(30,057)	Big Lottery Fund	15 167 8615	(27,500)	(27,500)	-	-100.0%
(17,544)	Children's Fund	15 167 8616	-	-	-	
(3,365)	Essex on Tour	15 167 8611	(2,500)	(2,500)	(2,500)	
(9,377)	Heritage Lottery Fund	15 167 8613	-	(2,800)	-	
-	The Peoples Record		-	(3,000)	-	
(90,905)			(78,300)	(80,800)	(42,800)	
Grant						
(10,800)	Music Month	15 167 8610	(5,000)	(5,000)	(5,000)	
(10,896)	Eastern Arts	15 167 8355	-	-	-	
(21,696)			(5,000)	(5,000)	(5,000)	

2009/2010 ACTUAL	HOUSING STRATEGY	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J.Bourne		£	£	£	
	Employee Costs					
113,308	Salaries	11 104 1001	116,200	110,200	118,400	1.9%
375	Training	11 104 1005	1,000	-	-	
1,046	Insurance	11 104 1140	1,100	1,200	1,300	
114,729			118,300	111,400	119,700	
	Transport Related					
1,448	Car Allowances	11 104 1120	1,400	1,500	1,500	
696	Staff Parking	11 104 1160	700	-	-	-100.0%
2,143			2,100	1,500	1,500	
	Supplies & Services					
245	Expenses	11 104 113x	500	600	600	
885	Equipment, Tools, Materials & Subscriptions	11 104 11xx	800	700	700	
10,000	Housing Coordinator - Thames Gateway	11 104 4141	10,000	10,000	10,000	
-	Choice Base Lettings	11 104 4154	10,000	-	-	-100.0%
2,000	Transfer Incentive Scheme	11 104 4155	2,000	2,000	2,000	
-	Supported Housing Index	11 104 4156	400	-	-	
13,130			23,700	13,300	13,300	

2009/2010 ACTUAL	PRIVATE SECTOR HOUSING RENEWAL	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J.Bourne		£	£	£	
Employee Costs						
151,335	Salaries	11 105 1000	172,800	170,100	173,300	
120	Training	11 105 1005	1,000	-	-	
1,395	Insurance	11 105 1140	1,500	1,600	1,700	
98	Telephone Allowances	11 105 1200	100	100	100	
152,948			175,400	171,800	175,100	
Transport Related						
5,806	Car Allowances	11 105 1120	7,000	2,800	2,900	-58.6%
1,391	Staff Parking	11 105 1160	1,400	700	700	-50.0%
7,198			8,400	3,500	3,600	
Supplies & Services						
-	Expenses	11 105 113x	200	900	900	350.0%
721	Equipment, Tools & Materials	11 105 1100	700	700	700	
-	Fees & Samples	11 105 4151	200	200	200	
19,000	Handy Person Service	11 105 4146	29,300	12,300	12,300	-58.0%
23,000	Gardening for the Elderly	11 105 4149	29,300	21,300	21,300	-27.3%
-	Consultancy Fees	11 105 1015	300	-	-	
15,300	Care & Repair	11 105 4147	15,300	15,300	15,300	
26,087	Condition Survey	11 105 4145	-	-	-	
137	Care Alarms	11 105 4150	200	100	100	
163	Energy Efficiency	11 105 4144	2,000	2,000	2,000	
84,408			77,500	52,800	52,800	
Capital Financing Costs						
148,097	Revenue Expenditure Funded by Capital		-	-	320,000	
148,097			-	-	320,000	
Other Income						
(84,642)	RHA Income	11 105 1304	-	-	-	
(84,642)			-	-	-	

2009/2010 ACTUAL	HOMELESSNESS	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: J.Bourne		£	£	£	
Employee Costs						
131,563	Salaries	11 106 1000	161,500	155,300	163,800	1.4%
130	Training	11 106 1005	1,000	-	-	
2,093	Insurance	11 106 1140	2,200	2,300	2,400	
133,786			164,700	157,600	166,200	
Transport Related						
3,342	Car Allowances	11 106 1120	4,900	5,800	5,900	20.4%
2,783	Staff Parking	11 106 1160	2,800	2,800	2,900	
6,125			7,700	8,600	8,800	
Supplies & Services						
1,040	Equipment, Tools & Materials	11 106 xxxx	1,000	900	900	
543	Expenses	11 106 113x	300	600	600	
16,630	Removals & Storage	11 106 4176	20,000	20,000	16,000	-20.0%
168,454	Contracted Accommodation	11 106 4178	140,000	120,000	120,000	-14.3%
2,325	Medical Assessments	11 106 4171	2,500	2,500	2,500	
9,615	Rent Guarantee Scheme	11 106 4174	10,000	10,000	10,000	
30,050	Homelessness Grant	11 106 4170	30,000	30,000	30,000	0.0%
-	Homelessness Improvements	11 106 4172	5,000	5,000	5,000	
12	HM Land Registry	11 106 4173	100	100	100	
30,825	Repossessions Prevention Fund	11 106 5630	-	-	-	
7,375	Recession Impact	11 106 5550	-	-	-	
9,032	Essex Wide Rental Loan Scheme	11 106 5631	6,500	3,300	-	-100.0%
275,901			215,400	192,400	185,100	
Fees & Charges						
(31,050)	Homelessness Grant	11 106 8170	(31,000)	(31,000)	(31,000)	
(15,319)	Rent Guarantee Scheme	11 106 8174	(1,000)	(1,000)	(1,000)	
(70,056)	Contracted Accommodation Recharge	11 106 8134	(50,000)	(50,000)	(50,000)	
(30,825)	Repossessions Prevention Fund	11 106 8630	-	-	-	
(7,375)	Recession Impact	11 106 8550	-	-	-	
(9,032)	Essex Wide Rental Loan Scheme	11 106 8631	(6,500)	(3,300)	-	-100.0%
(163,657)			(88,500)	(85,300)	(82,000)	

2009/2010 ACTUAL £	EMERGENCY PLANNING/HEALTH & SAFETY Head of Service: P Warren	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
33,263	Salaries	19 177 1000	66,600	47,000	54,400	-18.3%
-	Training	19 177 1005	800	-	-	
675	First Aid Courses	19 177 5536	1,200	1,200	1,200	
698	Insurance	19 177 1140	700	400	400	
34,636			69,300	48,600	56,000	
	Transport Related					
1,678	Car Allowances	19 177 1120	1,400	1,900	1,900	
654	Transport & Plant	19 177 1170	400	300	400	
2,332			1,800	2,200	2,300	
	Supplies & Services					
52	Expenses	19 177 xxxx	200	200	200	
2,450	Equipment, Tools & Materials & Subscriptions	19 177 xxxx	1,700	2,600	2,600	52.9%
72	Telephone	19 177 1011	100	100	100	
334	Communication	19 177 5545	400	400	400	
-	Emergency Exercise	19 177 5540	800	400	400	
2,000	Call-Out Service	19 177 5543	2,000	2,000	2,000	
2,780	Health & Safety	19 177 5539	4,500	4,500	4,500	
-	Sand Bags	19 177 5541	900	500	500	
7,688			10,600	10,700	10,700	

2009/2010 ACTUAL £	CORPORATE POLICY & PARTNERSHIP Head of Service: P Warren	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Employee Costs					
132,402	Salaries	13 129 1000	208,000	153,600	153,600	-26.2%
175	Training	13 129 1005	300	-	-	
2,791	Insurance	13 129 1140	2,900	3,100	3,300	
135,368			211,200	156,700	156,900	
	Transport Related					
1,164	Car Allowances	13 129 1120	1,200	-	-	-100.0%
1,164			1,200	-	-	
	Supplies & Services					
611	Expenses	13 129 113x	400	1,200	1,200	200.0%
755	Equipment, Tools & Materials	13 129 1100	900	800	800	
4,950	Subscriptions	13 129 1018	5,100	5,100	6,000	17.6%
6,316			6,400	7,100	8,000	

2009/2010 ACTUAL £	ENVIRONMENTAL INITIATIVES Head of Service: P Warren	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
	Supplies & Services					
2,373	Community Plan	13 128 4765	5,000	2,500	-	-100.0%
10,000	Subscriptions	13 128 1018	10,300	10,000	10,300	
12,373			15,300	12,500	10,300	

2009/2010 ACTUAL £	ECONOMIC DEVELOPMENT Head of Service: P Warren	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
46,391	Salaries	13 130 1000	63,200	60,600	61,400	-2.8%
140	Training	13 130 1005	100	-	-	
349	Insurance	13 130 1140	300	800	800	
46,880			63,600	61,400	62,200	
Transport Related						
696	Staff Parking	13 130 1160	700	700	700	
696			700	700	700	
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						
415	Expenses	13 130 113x	100	1,200	1,200	1100.0%
147,867	Grants to Voluntary Organisations	13 130 1017	151,100	140,400	143,000	
22,552	NNDR Charitable Relief & Other Costs	13 130 1017	25,900	25,900	26,700	3.1%
15,800	Accommodation to Voluntary Bodies (grant)	13 132 1017	16,300	16,300	16,800	
5,000	Economic Development	13 130 4780	5,000	-	-	-100.0%
-	LABGI Projects		91,800	-	-	-100.0%
3,430	Southend Business Awards	13 130 4784	3,200	3,200	3,200	
1,009	Breakfast Event	13 130 4785	3,000	3,000	3,000	
25,490	Subscriptions	13 130 1018	33,200	23,100	23,800	-28.3%
51,300	Southend Airport JAAP	13 130 4789	-	-	-	
375	Heritage Initiatives	13 130 4742	-	-	-	
82,300	Area Action Plans		-	-	-	
25,000	Eco Enterprise Centre Rochford	13 130 4790	-	-	-	
17,800	Helping New Business		-	-	-	
5,135	Shop at My Local Campaign	13 130 4744	5,000	-	-	-100.0%
403,474			334,600	213,100	217,700	
Contribution To/From Reserve						
-	Contribution From Reserve		(29,900)	-	-	-100.0%
4,445	Revenue Expenditure Funded from Capital		-	-	-	
4,445			(29,900)	-	-	

2009/2010 ACTUAL £	COMMUNITY SAFETY Head of Service: P Warren	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
97,843	Salaries	13 132 1000	96,800	95,600	95,600	-1.2%
-	Training	13 132 1005	200	-	-	
1,744	Insurance	13 132 1140	1,800	2,000	2,100	
99,587			98,800	97,600	97,700	
Supplies & Services						
1,848	Expenses	13 132 113x	3,100	900	900	-71.0%
291	Equipment, Tools & Materials	13 132 1100	300	300	300	
2,467	Crime & Disorder	13 132 4826	5,000	-	-	-100.0%
20,000	Domestic Abuse Awareness Officer	13 132 4868	-	14,500	14,500	
654	57 South Street - National Non Domestic Rates	13 132 1016	-	-	-	
110,720	Safer & Stronger Communities	13 132 4839	-	82,100	-	
12,561	Domestic Abuse Panel	13 132 4844	-	-	-	
3,226	Neighbourhood Watch	13 132 4842	-	-	-	
151,768			8,400	97,800	15,700	
Capital Financing Costs						
1,891	Depreciation		3,800	1,900	1,900	-50.0%
1,891			3,800	1,900	1,900	
Grants						
(110,720)	Safer & Stronger Communities	13 132 xxxx	-	(82,100)	-	
(12,561)	Domestic Abuse Panel	13 132 8844	-	-	-	
(20,000)	Domestic Abuse Awareness Officer	13 132 8868	-	(14,500)	(14,500)	
(143,281)			-	(96,600)	(14,500)	

2009/2010 ACTUAL	CHIEF EXECUTIVE	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: P Warren		£	£	£	
Employee Costs						
176,743	Salaries	16 174 1000	176,000	173,700	175,400	-0.3%
683	Professional Fees	16 174 1006	900	900	900	
98	Telephone Allowances	16 174 5502	100	100	100	
798	Training	16 174 1005	1,000	2,500	2,500	
698	Insurance	16 174 1140	700	800	800	
179,020			178,700	178,000	179,700	
Transport Related						
2,116	Car Allowances	16 174 1120	2,200	2,300	2,300	
2,116			2,200	2,300	2,300	
Supplies & Services						
403	Expenses	16 174 xxxx	500	500	500	
1,814	Equipment, Tools and Materials	16 174 1100	2,100	1,900	1,900	
194	Conferences	16 174 5503	900	900	900	
505	Staff Suggestion Scheme	16 174 5501	1,000	1,000	1,000	
2,916			4,500	4,300	4,300	

2009/2010 ACTUAL	HUMAN RESOURCES	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL	REVISED		
£	Head of Service: P Warren		£	£	£	
Employee Costs						
158,332	Salaries	12 121 1000	146,900	145,800	145,800	-0.7%
8,072	Occupational Health	12 121 4604	15,000	15,000	15,000	
381	Training	12 121 1005	1,000	-	-	
40,607	Central Training Provision	12 121 4607	41,000	35,000	25,000	-39.0%
5,955	Relocation & Recruitment	12 121 460x	7,500	2,500	2,500	-66.7%
13,790	Staff Advertising	12 121 4602	40,000	30,000	15,500	-61.3%
-	Job Evaluation Appeals	12 121 4605	2,000	2,000	2,000	
828	Childcare Vouchers Management Fee	12 121 4611	700	700	700	
3,382	Staff Reward Scheme	12 121 4606	4,000	4,000	4,000	
17,687	Work Placements	12 121 1017	26,000	26,000	16,000	-38.5%
2,093	Insurance	12 121 1140	2,200	2,300	2,400	
-	Criminal Record Bureau	12 121 4612	500	400	400	
1,204	Investors In People	12 121 4603	4,300	4,300	4,300	
252,330			291,100	268,000	233,600	
Supplies & Services						
200	Expenses	12 121 1xxx	100	600	600	
12,277	Equipment, Tools and Materials	12 121 xxxxx	600	300	300	
25,885	Provisions	12 121 46xx	23,000	23,000	-	-100.0%
86	Nalogo Room Hire	12 121 4610	100	100	100	
38,448			23,800	24,000	1,000	

2009/2010 ACTUAL £	CORPORATE MANAGEMENT Head of Service: P Warren	CODE	ESTIMATES 2010/2011 ORIGINAL £		REVISED £	2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
Supplies & Services							
-	Comprehensive Area Assessment	16 170 5400	30,000	13,000	9,000	-70.0%	
200	Subscriptions	16 170 1018	200	200	200		
1,500	Chartermark	16 170 5402	1,500	-	-	-100.0%	
65,000	HCOP - Voluntary Support Grant	16 170 550x	-	-	-		
216,478	LSP - Performance Reward Grant	16 170 5491	-	64,000	-		
20,000	Equalities and Diversity	16 170 5506	29,000	29,000	-	-100.0%	
3,500	Disabled Go Project	16 170 5507	3,500	3,500	-	-100.0%	
306,678			64,200	109,700	9,200		
Contracted Services							
159,416	External Audit Fees - Main Audit & Outside Inspector:	16 170 540x	127,600	115,600	95,600	-25.1%	
49,846	External Audit Fees - Grant Claims	16 170 5410	29,600	32,800	34,600	16.9%	
30,193	Bank Charges	16 170 5412	32,800	32,200	32,500		
239,455			190,000	180,600	162,700		
Grants							
(3,500)	Disabled Go Project	16 170 8502	-	-	-		
(10,000)	Capacity Building Fund	16 170 xxxx	-	-	-		
(65,000)	HCOP - Voluntary Support Grant	16 170 8504	-	-	-		
(206,421)	LSP - Performance Reward Grant	16 170 8491	-	(64,000)	-		
(20,000)	Building Capacity East - Equalities & Diversity	16 170 8506	-	-	-		
(304,921)			-	(64,000)	-		

2009/2010 ACTUAL £	INTERNAL SERVICES CLIENT ACCOUNT Head of Service: R J Honey	CODE	ESTIMATES 2010/2011		2011/2012 ESTIMATE £	ESTIMATE TO ESTIMATE % CHANGE
			ORIGINAL £	REVISED £		
Employee Costs						
145,264	Salaries	16 173 1000	148,800	54,000	-	-100.0%
98	Telephone Allowances	16 173 5490	100	-	-	-100.0%
1,705	Professional Fees	16 173 1006	2,000	-	-	-100.0%
264	Training	16 173 1005	600	-	-	-100.0%
698	Insurance	16 173 1140	700	-	-	-100.0%
148,029			152,200	54,000	-	
Transport Related						
1,330	Car Allowances	16 173 1120	1,400	100	-	-100.0%
1,330			1,400	100	-	
Supplies & Services						
210	Expenses	16 173 xxxx	300	-	-	-100.0%
165	Equipment, Tools & Materials	16 173 1100	200	-	-	-100.0%
1,399	Subscriptions	16 173 1018	300	-	-	-100.0%
1,774			800	-	-	

2009/2010 ACTUAL	DEPUTY CHIEF EXECUTIVE	CODE	ESTIMATES		2011/2012 ESTIMATE	ESTIMATE TO ESTIMATE % CHANGE
			2010/2011 ORIGINAL	REVISED		
£	Head of Service: G P Woolhouse		£	£	£	
Employee Costs						
154,296	Salaries	16 172 1000	144,000	144,500	147,200	2.2%
-	Telephone Allowance	16 172 5480	100	100	100	
360	Professional Fees	16 172 1006	400	400	400	
560	Training	16 172 1005	300	-	-	
698	Insurance	16 172 1140	700	800	800	
155,914			145,500	145,800	148,500	
Transport Related						
1,609	Car Allowances	16 172 1120	1,600	2,300	2,300	43.8%
1,609			1,600	2,300	2,300	
Supplies & Services						
419	Expenses	16 172 xxxx	400	400	400	
385	Conference Expenses	16 172 5481	400	400	400	
534	Equipment, Tools & Materials	16 172 1100	400	300	300	
1,338			1,200	1,100	1,100	

Head of Planning & Transportation - Shaun Scrutton

Fees & Charges		2010/2011 £	2011/2012 £
<u>Planning</u>			
High Hedges	Fee for processing a high hedges complaint - Standard	320.00	380.00
	Fee for processing a high hedges complaint - Concessionary (Benefits & Pensions)	100.00	120.00
<u>Building Control</u>			
<i>These fees can be obtained from the building control pages on the Rochford District Council website.</i>			
<u>Transportation</u>			
<u>Car Parks</u>			
Old Ship Lane	Up to 1 Hour	0.60	0.60
	Up to 2 Hours	1.20	1.20
Websters Way/ Mill Hall	Up to 1 Hour	0.60	0.60
	Up to 2 Hours	1.20	1.20
	Up to 3 Hours	1.80	1.80
	Up to 4 Hours	2.40	2.40
Mixed	Up to 1 Hour	0.60	0.60
	Up to 2 Hours	1.20	1.20
	Up to 3 Hours	1.80	1.80
	Up to 4 Hours	2.40	2.40
	Up to 5 Hours	3.00	3.00
	All Day	5.00	5.00
The Approach	Day Ticket	5.00	5.00
Season Tickets	The Approach, Rayleigh		
	Quarterly	200.00	200.00
	Annual	700.00	700.00
	Admin Fee for Refund of Season Ticket	30.00	30.00
Season Tickets	All RDC Car Parks Excluding The Approach, Rayleigh		
	Quarterly	240.00	240.00
	Annual	800.00	800.00
	Admin Fee for Refund of Season Ticket	30.00	30.00
Penalties	Higher Penalty Charge:-		
	If paid within 14 days	35.00	35.00
	If unpaid after 14 days	70.00	70.00
	If charge certificate issued	105.00	105.00
	If traffic enforcement centre involved	110.00	110.00
	Lower Penalty Charge:-		
	If paid within 14 days	25.00	25.00
	If unpaid after 14 days	50.00	50.00
	If charge certificate issued	75.00	75.00
	If traffic enforcement centre involved	80.00	80.00

Fees & Charges		2010/2011 £	2011/2012 £
<u>Parking Dispensations</u>			
The following Fees are for single bays - for multiple bay applications, only the first bay is subject to the first day charge, all others are charged at the subsequent day rate.			
On-Street Parking	First Day	15.00	15.00
	Each Day Thereafter	5.00	5.00
Commercial Parking	Commercial use of an off-street parking space (per bay)		
	- First day	20.00	20.00
	- Each day thereafter	7.50	7.50
<u>Hackney Carriage</u>			
Vehicle Licence	Hackney Carriage Vehicle Licence	250.00	250.00
	Wheelchair Accessible Hackney Carriage Vehicle Licence	200.00	200.00
	Private Hire Vehicle Licence	200.00	200.00
	Wheelchair Accessible Private Hire Vehicle Licence	150.00	150.00
Other Charges	Interim Vehicle Inspection	30.00	30.00
	Replacement Vehicle Licence Plate	10.00	10.00
	Replacement Drivers Badge	10.00	10.00
	Replacement Door Stickers x 2	10.00	10.00
	Magnetic Door Sticker x 2	15.00	15.00
	Replacement Flexiplate Platform	10.00	10.00
	Change of Vehicle	50.00	50.00
	Transfer of Interest	20.00	20.00
Driver Licences			
	Hackney Carriage AND Private Hire Drivers Licence		
	- First Application	120.00	120.00
	- Renewal	70.00	60.00
	DVLA Check	5.00	5.00
	Criminal Records Disclosure	36.00	36.00
Private Hire Operators Licences			
	Annual Licence - Up to 3 vehicles/ per annum	70.00	70.00
	Annual Licence - Over 3 vehicles	100.00	100.00

Fees & Charges		2010/2011 £	2011/2012 £
Cemeteries			
Interments In Graves or Vaults	Interment Fee (New grave or re-open) :		
	- Still Born - Under 1 Month	190.00	200.00
	- Under 12 Years	282.00	300.00
	- Over 12 Years	505.00	606.00
	Exclusive Right of Burial (<i>50% reduction for child under 12 buried in children's area</i>)	565.00	678.00
	For the Interment of a Cremation Casket in a purchased grave	190.00	228.00
Interments in Cremation Plots	Interment Fee (New Grave or reopen)	190.00	228.00
	Exclusive Right of Burial	287.00	344.40
Monuments, Gravestones, Tablets & Monumental Inscription	For the right to erect or place:		
	A flat stone not exceeding 60cm x 45cm	133.00	159.60
	A headstone up to 90cm		
	A nameplate of any description (Other than a headstone)		
	Kerbstone or border stone (height not exceeding 30cm)		
	A tablet or vase		
	A cross		
	Kerbstone or border stone (height not exceeding 30cm) - Childs plot		
	A flower vase or tablet (45x37cm) on a grave in which the exclusive right of burial has not been purchased		
	A memorial case (37cm long x 22cm wide x 30cm high) and inscription panel for cremation plot		
	Kerbstone around a cremation plot		
	Any additional inscription on a gravestone tablet or monument	57.00	68.40
<i>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.</i>			
Exhumation Charge	Each exhumation will be recharged on an actual costs basis plus VAT		
Additional Fees	Registering Transfer of grant	62.00	74.40
Sewer Clearances	Minimum Charge	15.00	30.00
	<i>Cost of works apportioned by number of properties affected, with minimum charge as above</i>		
Public Footpaths	Diversion, Extinguishment or Creation	1,500.00	1,650.00
S106 Agreements	S106 Agreements - Single Domestic Dwellings	127.00	135.00
	S106 Agreements - Other	120.00/hour	130/hour
	Access to Land	POA	25.00

Fees & Charges		2010/2011	2011/2012
		£	£
Local Land Charges			
Fees for Supplementary Enquiries	Where relating to one parcel of land only	172.00	172.00
	Where relating to several parts of land and delivered on a single form:- for the first parcel of land	172.00	172.00
	For each additional parcel of land the amount is fixed by arrangements between the solicitors and the district council	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.	20.00	20.00
	For each further enquiry added by solicitors and which the council is willing to answer.	36.00	36.00
Council Minutes Etc.	Parish List - Yearly Charge	154.00	157.00
	Council - Yearly Charge	102.00	104.00
	Council - Per Meeting	18.50	19.00
	Committee - Yearly Charge	201.00	205.00
	Committee - Per meeting	32.00	32.50
	Sub Committee - Yearly Charge	113.25	115.50
	Sub Committee - Per meeting	18.50	19.00
	Committee report background papers		
	Inspection fee (per item)	1.50	1.50
	Local Plan - replacement second deposit:		
	- paper	100.00	100.00
	- CD-ROM	25.00	25.00
	Inspectors Report	25.00	25.00
	Land Availability - residential	30.00	30.00
	Land Availability - Industrial	20.00	20.00
	Annual Monitoring Report	40.00	40.00
	Local Development Scheme	40.00	40.00
	Statement of Community Involvement	40.00	40.00
	Rochford Conservation Area Appraisal	75.00	75.00
	Rayleigh Conservation Area Appraisal	75.00	75.00
	Supplementary Planning Documents	40.00	40.00
	Core Strategy Development Plan Document	100.00	100.00
	Any documents on CD	12.00	12.00
	Urban Capacity Study CD only	50.00	50.00
Hire of Civic Suite	Councillor Chamber - per 3 hour session	53.00	54.00
	Additional Charge for use of video projection equipment (per 3 hour session)	12.25	12.50
	<i>All charges for commercial use will be increased by 100%</i>		

Head of Environmental Services - Richard Evans

Fees & Charges		2010/2011 £	2011/2012 £
Licences Etc.	Dangerous Wild Animals Act 1976	134.00	137.00
	Animal Boarding Establishment Act 1963	165.00	168.00
	Riding Establishments Act 1964	282.00	288.00
	Mid year Vet inspection	-	116.00
	Pet Animals Act 1951 & Breeding of Dogs Act 1973	145.00	148.00
	Home Boarding of Dogs	58.00	59.00
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>		
	Motor Salvage Operating Licence - Issue/Renewal	185.00	189.00
	Hypnotism Consent	50.00	51.00
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	2,472.00	2,521.00
Other Establishments	Acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing & electrolysis	185.00	189.00
Gambling Licence Fees	Betting Office - grant/ provisional statement	2,060.00	2,101.00
	Annual Fee	412.00	494.00
	Variation	1,030.00	1,051.00
	Transfer/ Reinstatement	824.00	840.00
	Adult Gambling Centre - grant/ provisional statement	1,374.00	1,401.00
	Annual Fee	685.00	699.00
	Variation	685.00	699.00
	Transfer/ Reinstatement	824.00	840.00
	Bingo Club - grant/ provisional statement	2,404.00	2,452.00
	Annual Fee	685.00	822.00
	Variation	1,201.00	1,225.00
	Transfer/ Reinstatement	824.00	840.00
	Family Entertainment Centre - grant/ provisional statement	1,374.00	1,401.00
	Annual Fee	514.00	524.00
	Variation	685.00	699.00
	Transfer/ Reinstatement	652.00	665.00
Surrender Notes for Unsound Food	Per Hour or part thereof (Minimum charge 1 hour)	51.00	52.00
	Street Trading Consent - Issue	185.00	189.00
	Street Trading Consent - Renewal	185.00	189.00
	Pavement Permissions - Issue	185.00	189.00
	Pavement Permissions - Renewal	185.00	189.00
	Export of Food Documentation - per hour and minimum charge	51.00	52.00
Zoo Licensing	Application for grant of first licence	203.00	207.00
	Application for renewal of licence	134.00	137.00
	Grant of first licence	427.00	436.00
	Renewal of licence	590.00	602.00
	Alteration of licence	81.00	83.00
	Transfer of licence	81.00	83.00
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>		
Factual Statements	Section 28(9) of Health and Safety at Work etc Act 1974	113.00	115.00

Fees & Charges		2010/2011 £	2011/2012 £
<u>Rustic Products</u>			
Woodchips	Collected from Hockley Woods per bag	3.00	3.00
	Collected from Hockley Woods per m³	17.00	17.00
	Delivered within District m³	25.00	26.00
	Delivered Outside District m³	28.00	29.00
Firewood	Firewood (logs) per transit load delivered - Within District	75.00	100.00
	Firewood (logs) per half transit load delivered - Within District	45.00	60.00
Stakes	6ft Chestnut rustic fencing stakes (pointed end) each	1.50	2.00
<u>Miscellaneous Items</u>	Research or completion of works in default of a notice period per hour (min charge - 1hr)	51.00	52.00
	Trading Pitch in Hockley woods	425.00	750.00
Requests for Environmental Information	Up to 4 hours	92.00	94.00
	4-8 hours	176.00	180.00
	Over 8 hours	176.00	180.00
	Per hour thereafter	24.00	24.50

<u>Services Provided by Contractor.</u>		2010/2011 £	2011/2012 £
Football	Alternative use of pitch - Sat	495.00	690.00
	Alternative use of pitch - Sun/ Max	535.00	742.00
Casual Lettings Including Pavilion	Adults Sat	73.00	106.00
	Adults Sun/ Max	86.00	120.00
	Juniors Sat	42.00	72.00
	Juniors Sun/ Max	59.00	79.00
Established Junior	Alternative use of pitch - Sat	278.00	338.00
	Alternative use of pitch - Sun/ Max	319.00	362.00
Mini Football	Alternative use of pitch - Sat	205.00	290.00
	Alternative use of pitch - Sun/ Max	298.00	342.00
Pavilion Hire	Including changing rooms per 3 hour session.	42.00	75.00
	<i>NOTE: Hire in respect of Youth Clubs will be reduced by 50%</i>		
Playgroups	Pre-School and mother and child - Morning Session	8.70	30.00
	Pre-School and mother and child - Afternoon Session	9.75	30.00
	Pre- School and mother and child - Brownies Evening Session		
	<i>NOTE: Fees do no include service charges. Longer term hire will be subject to a formal lease arrangement. All playgroups using pavilion for five or more sessions per week will have a 10% reduction in the booking fee</i>		
Tennis	Casual Bookings - Per Court - Adult - Any Day	3.60	5.00
	Casual Bookings - Per Court - Junior - Any Day	2.35	3.00
Cricket	Cricket	141.00	500.00
	Pavilion Hire (50% of pitch hire)		

Fees & Charges		2010/2011 £	2011/2012 £
<u>SERVICES PROVIDED VIA CONTRACTORS</u>		2010/2011 £	2011/2012 £
The following services are available through our contractors. Cost on request 01702 318045			
	Treatment of rats and mice in domestic premises	Free	Under Review
	Treatment of wasps and bees in domestic premises	39.00	Under Review
	Treatment of other pests in domestic premises	79.00	Under Review
Lost, Found or Stray Dogs	Statutory fee	25.00	25.00
	Daily kennelling fee	12.00	12.00
	Transport fee	21.00	21.00
	Admin fee	7.00	7.00
	(Plus vet fees if necessary)		
	Microchip at the Kennels	17.00	17.00
	Fixed Penalty Notices:		
	- Litter distribution of free advertising material, dog control orders, fly posting and graffiti	75.00	75.00
	- Litter clearing street litter or receptacle notice	100.00	100.00
	- Abandoned vehicles	200.00	200.00
	- Production of waste documents	300.00	300.00

Fees & Charges		2010/2011 £	2011/12 £
Copy Documents	(VAT absorbed on items under £1.00 - VAT to be added in other cases)		
	A4 Copy per Sheet	0.10	0.10
	A3 Copy per Sheet	0.30	0.30
	A2 Copy per Sheet	0.50	0.50
	A1 Copy per Sheet	1.55	1.55
	A0 Copy per Sheet	2.65	2.65
Rochford Matters			
	Full Page Advertisement	800.00	815.00
	Half Page Advertisement	400.00	410.00
	Quarter Page Advertisement	200.00	205.00
	Letter of confirmation of registration on electoral register	15.00	15.50
Rochford Matters	Origins of Rochford Book	1.50	1.50
	Origins of Rayleigh Book	1.50	1.50
	Old House Guide	1.00	1.00
Freedom of Information Requests			
Based on the copy per sheet fee above, and royal mail postage costs. Charge will only be made where the cost of printing and postage is in excess of £5			
Charges for officer time may also be made if the time required to process a request is in excess of 25hrs at a rate of £18/hour			
In all cases where a charge is applicable, the requestor will be notified before the request is processed.			
Data Protection Act 1998			
	Subject Access Request	10.00	10.00

Head of Community Services - Jereme Bourne

<u>Fees & Charges</u>		2010/2011	2011/2012
		£	£
Housing			
	Repair Notice Etc - Charges for the service of Statutory Enforcement Notice under the Housing Act	300.00	300.00
	Fee for Mandatory Licensing of Houses in Multiple Occupation:		
	Up to 5 bedrooms	300.00	300.00
	For each additional bedroom	50.00	50.00
	Variation of Licence	50% of Fee	50% of Fee
	N.B. HMOs owned by a Registered Charity are exempt		
Hire of Windmill	For commercial use - 1 hour session on one floor	17.00	34.00
	For commercial use - all day (7.5hr)	85.00	85.00
	For non - commercial use - 1 hour session on one floor	17.00	17.00
	For non - commercial use - all day (7.5hr)	42.50	42.50
Wedding Hire	Mondays - Fridays Inclusive (am)	N/A	150.00
	Mondays - Fridays Inclusive (pm)	250.00	250.00
	Saturday, Sunday and Bank Holidays	350.00	350.00

Capital Programme & Financing Estimate

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary
Information & Communications								
ICT Strategy	59	59	50	30	30	30	30	Annual Allocation to support ICT strategy action plan which is agreed and monitored by Portfolio Holder. For 2011/12 , there is a requirement to undertake Code of Connection assessment, so £20,000 has been moved from the Equipment budget
Vehicles & Equipment								
Wheelie Bins	110	110	55	55	55	55	55	Annual allocation to cover the replacement of bins as required.
Vehicle Replacements	41	16	24	32	48	76	20	<p>Programme of replacement based on life, maintenance and use. Green options will be investigated before any vehicles are replaced. Reported as part of quarterly capital programme monitoring. Programme is currently frozen pending review. Funds will be released if a programmed vehicle needs urgent replacement.</p> <p>2010/11 has been revised down by £25,000 as the Mobile Exhibition Unit will not be replaced.</p> <p>Use of budget agreed by Head of Finance</p>

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary
Equipment Replacement Programme	43	43	38	60	60	60	60	<p>2010/11 Items:</p> <ul style="list-style-type: none"> • Council Chamber Audio-Visual equipment in the Council Chamber – details will be reported to Executive for agreement. • Environmental health inspection equipment • Back up power supply for the switchboard • Scanning equipment. <p>2011/12 programme - subject to Executive Decision:</p> <p>(1) Replace multifunctional printers/copiers (£30,000) in order to:</p> <ul style="list-style-type: none"> • Reduce maintenance costs • Reduce number of machines • Reduce paper consumption <p>(2) Pay and display machines (£8,000).</p>
Operational Assets								
Hall Road Cemetery Extension	390	200	190	-	-	-	-	<p>Works for the infrastructure agreed by Executive will be completed in 2010/11. The remainder of budget will be used for future works, which will be reported to the Executive.</p>

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary
Rochford Offices - Heating & Electrical Works	128	-	405	-	-	-	-	Programme of heating and electrical works to the Rochford offices, plus reroofing of the temporary reception building and feasibility study on the future use of 57 South Street. 2011/12 programme agreed by Executive on 3 November 2010. Report will go to Executive on the detailed specification for the works.
Cemetery Railings	8	-	-	-	-	-	-	Works carried out by Essex County Council so removed from programme.
Acacia House Boiler	-	-	30	-	-	-	-	This item is subject to decision on the future of the building.
Rochford reception & office improvements	475	-	-	-	-	-	-	Executive decision was made 3 November 2010 to not proceed with reception.
Old House roof	25	25	-	-	-	-	-	Completed
Rayleigh Office Accommodation - Structural Repairs	25	25	-	-	-	-	-	Balcony and steps at the back of the Members' Library. Executive Decision January 2011. Works are weather dependent but should be completed this financial year.
Council buildings - Climate CO ₂ de Actions	58	58	-	-	-	-	-	Executive have agreed that the money will fund upgrade of heating in Council offices, Old House boiler and thermostatic radiators which will allow better control of heat levels.
Pavilion Refurbishments	45	22	30	30	30	30	30	Annual allocation for a rolling programme to improve standard of facilities. Executive decision that 2010/11 programme will be upgrade to Rawreth Lane and Rochford Pavilions. Works are underway and should be completed in 2010/11.

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary
Town & Village improvements								
Sensory Garden Information Board	2	2	-	-	-	-	-	Completed
Brooklands Grove - vehicle access	30	30	-	-	-	-	-	Completed
Public Conveniences	15	-	-	30	-	-	-	A Review of toilets has identified that only Crown Hill will require any major works and this has been programmed in for 2012/12. However this will depend on any decisions about the future management of the toilets. Final scheme and go ahead to be agreed by Executive
Parks & Play Facilities								
Play Spaces	50	50	50	50	50	50	50	Rolling programme of improvements - agreed programme for 2010/11 covers Bedford Close (Complete) and Rayleigh Leisure Centre (To be completed by the end of 2010/11) Subject to Executive Decision on use.

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary																																																
Cherry Orchard Jubilee Country Park	193	130	215	115	-	-	-	<div>Detail of works:</div> <table><thead><tr><th></th><th>2010/11 £000s</th><th>2011/12 £000s</th><th>2012/13 £000s</th></tr></thead><tbody><tr><td>Western end</td><td></td><td></td><td></td></tr><tr><td>Parking</td><td>60</td><td>-</td><td>-</td></tr><tr><td>Permissive Horse</td><td></td><td></td><td></td></tr><tr><td>Route</td><td>-</td><td>45</td><td>-</td></tr><tr><td>Woodlands Assistant</td><td>20</td><td>20</td><td>20</td></tr><tr><td>Services Building</td><td>-</td><td>140</td><td>-</td></tr><tr><td>Arboretum</td><td>10</td><td>10</td><td>10</td></tr><tr><td>Power lines burial</td><td>-</td><td>-</td><td>50</td></tr><tr><td>Wetland Construction</td><td>-</td><td>-</td><td>35</td></tr><tr><td>Car Park</td><td>40</td><td>-</td><td>-</td></tr><tr><td>Total</td><td>130</td><td>215</td><td>115</td></tr></tbody></table> <div>Progress and approval of budget by Executive. In addition Playbuilder grant of £48,000 has been received for play area; works are dependent upon weather but are planned to be completed 2010/11 Car Parks will be completed in 2010/11, but again dependent on weather</div>		2010/11 £000s	2011/12 £000s	2012/13 £000s	Western end				Parking	60	-	-	Permissive Horse				Route	-	45	-	Woodlands Assistant	20	20	20	Services Building	-	140	-	Arboretum	10	10	10	Power lines burial	-	-	50	Wetland Construction	-	-	35	Car Park	40	-	-	Total	130	215	115
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Parks & Open Spaces Programme	158	158	50	50	50	50	50	<div>Rolling Programme of improvements. Works completed this year are replacement of palisade fencing at Hockley Woods & drainage of Sweyne Park. Works to improve security at Grove Woods play space is subject to member approval. Work towards the opening of the football pitches is still working towards completion this year.</div> <div>Subject to Executive Decision on use</div>																																																

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary
Great Waking Youth Facilities	80	-	-	-	-	-	-	Budget has been carried for a number of years pending decision by ECC on future youth/community provision. Recent discussions with the County have demonstrated that the long term aspiration should be to consolidate youth/community facilities on the existing primary school site, Therefore the budget has been removed until further work on the feasibility of the project has been completed.
Teen Shelters Rolling Programme	10	5	-	-	-	-	-	Great Waking were unable to secure external funding. Hullbridge are awaiting a decision on funding to be heard in February.
Housing								
Home maintenance & Adaptation Grants	70	108	70	70	70	70	70	
Disabled Facilities Grants	250	250	250	250	108	108	108	Allocation is linked to amount of funding from Government requested for 2011/12 & 2012/13. Assumption is that funding will reduce from 2013/14 but this will be monitored.
New Items								
Fairview Drain	-	-	35	-	-	-	-	Drainage improvement works on Council property to reduce risk of flooding arising from recent housing development - Head of Service decision subject to risk assessment and monitored through quarterly reporting.

	Approved 2010/11 £000s	Revised 2010/11 £000s	Estimate 2011/12 £000s	Estimate 2012/12 £000s	Estimate 2013/14 £000s	Estimate 2014/15 £000s	Estimate 2015/16 £000s	Commentary
Turret House farm pipe ditch	-	-	15	-	-	-	-	Pipe ditch installed to prevent access to water by users of public open space - Head of Service decision subject to risk assessment and monitored through quarterly reporting.
Review of Parking Policy	-	-	35	-	-	-	-	Improvement works to car parks and pay & display machines. Subject to final Executive Decision
Rayleigh Accommodation	-	-	25	-	-	-	-	Reroofing of flat roof section at Civic Suite - Agreed as part of Asset Management Plan.
Total	2,265	1,291	1,567	772	501	529	473	
Financed by:								
Capital Grant	15	15	-	-	-	-		
Housing Grants	188	188	150	150	65	65	65	
Capital Receipts	2,062	1,088	1,417	622	436	464	408	
Total Financing	2,265	1,291	1,567	772.1	501	529	473	

Statement on Capital Receipts Balances

Balance B/fwd	2,455	2,455	2,117	1,104	828	731	609	
Received in Year	50	50	50	10	10	10	10	Right to buy and mortgages
RHA Contract	700	700	354	336	329	332	236	
Use in year	(2,062)	(1,088)	(1,417)	(622)	(436)	(464)	(408)	
Balance C/fwd	1,143	2,117	1,104	828	731	609	447	