

Tendring District Council



Appendices Included:

Executive Summary - A summary of the overall position for General Fund, Housing Revenue Account and Capital.

Appendix A - A detailed analysis of the salary budget by Portfolio.

Appendix B - An analysis by Portfolio of all budgets excluding salaries.

Appendix C - This sets out the position to date on a range of Key General Fund indicators analysed between those linked to Council priorities or those linked to risk/ volatility.

Appendix D - The position to date for all capital projects.

Appendix E - Position on corporate debt.

Appendix F - Treasury activity.

Appendix G - Section 106 monies.

Corporate Budget Monitoring

September 2010

Corporate Budget Monitoring - Executive Summary as at the end of September 2010

The table below shows the summary position for the General Fund, Housing Revenue Account, Capital, Debt and Treasury Activity.

General Fund

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile
	£'000	£'000	£'000	£'000
Salaries	16,522	8,343	8,253	(90)
Key Indicators Linked to Risk/Volatile Areas	(4,633)	(2,521)	(2,462)	59
Other Budgets	16,024	6,431	5,160	(1,271)
Total before use of Reserves	27,913	12,253	10,951	(1,302)

Housing Revenue Account

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile
	£'000	£'000	£'000	£'000
Housing Repairs	3,147	987	832	(155)
Other HRA Expenditure	9,078	1,470	1,376	(94)
Income	(12,357)	(5,927)	(5,942)	(15)
Total HRA	(132)	(3,470)	(3,734)	(264)

Capital

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile
	£'000	£'000	£'000	£'000
General Fund	10,756	2,493	1,948	(545)
Housing Revenue Account	3,866	1,441	1,290	(151)
Total	14,622	3,934	3,238	(696)

Debt

	Arrears this month as % of Amount Collectable to date	Variance to date
General Debt	8.48%	
Housing Rents	2.48%	
Council Tax		-0.18%
NNDR		2.03%

Treasury

	£'000
Total External Borrowing	22,237
Total Investments	28,960

Appendix A - Salaries Budgets : Position at the end of September 2010

Variations against Salary budgets by portfolio are set out below. These are after excluding the budgeted pay award for 2010/11.

SALARIES

Portfolio	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Comments
	£'000	£'000	£'000	£'000	
Benefits and Revenues	1,928	964	945	(19)	
Environment	1,598	800	768	(32)	
Finance	1,070	535	514	(21)	
Housing	1,253	627	608	(19)	
Leisure	3,295	1,715	1,711	(4)	
Planning	1,749	860	784	(76)	
Community, Partnerships and Renewal	1,332	666	673	7	
Corporate Governance/Resources	3,169	1,612	1,519	(93)	
Technical/Contract	1,552	776	731	(45)	
Vacancy Provision	(424)	(212)	0	212	
Total Salaries	16,522	8,343	8,253	(90)	See general comment re salaries in report

Appendix B - Budgets : Position at the end of September 2010

The following table sets out the position against the budget by Portfolio.

Any variance relating to 'Other budgets' which is not related to the timing of expenditure or income is highlighted as an emerging issue with further details set out in the report.

BUDGETS BY PORTFOLIO

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Salaries Variance	Key Indicators Linked to Risk/Volatile Areas	Other Budget Variance	Emerging Issue	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Benefits and Revenues	3,477	1,829	2,005	176	(19)	0	195		The spending on Housing Benefits has continued to increase due to demand although it will be met by subsidy later in the year.
Environmental	5,557	2,201	2,022	(179)	(32)	19	(166)		The current position reflects the fact that some payments on major contracts are behind profile, but there is the possibility of an underspend at year end as contract uplifts may not be as much as anticipated. In addition income is outstanding for recycling credits
Finance	4,783	1,007	756	(251)	(21)	0	(230)		The current position primarily relates to the Service Improvement Budget and Member's Small Scheme budget that will be subject to further decisions and commitments as the year progresses.
Housing	1,541	822	671	(151)	(19)	0	(132)		Grant funding has been received in advance of expenditure in respect of HMO projects plus net expenditure on homelessness is behind profile due to both a reduction in approaches for assistance, as the result of increased preventative measures, and reduced expenditure on special projects due to the uncertainty of future funding
Leisure	3,322	465	489	24	(4)	42	(14)		
Planning	2,633	719	570	(149)	(76)	47	(120)		The current position primarily relates to work charged to last year but actual payments have yet to be finalised along with timing of the work associated with delivering the Local Development Framework.
Community, Partnerships and Renewal	2,286	1,283	624	(659)	7	(3)	(663)		This current position relates to the timing of expenditure in connection with the payments due to INTend under the approved agreement and in respect of externally funded schemes / projects.
Corporate Governance/Resources	612	1,835	1,746	(89)	119	4	(212)	*	This position primarily relates to the timing of expenditure in respect of externally funded schemes and projects along with IT related payments, although there is an under achievement of income in respect of the print unit.

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Salaries Variance	Key Indicators Linked to Risk/Volatile Areas	Other Budget Variance	Emerging Issue	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Technical	1,246	776	687	(89)	(45)	43	(87)		The under spend is due to a number of minor items such as private roads (£10k) and coast protection annual maintenance (£12k). In addition there is an underspend on land drainage, for which some responsibility is being passed to the water authority and may result in an underspend at the year end.
Development Control Committee	99	0	0	0	0	0	0		
Licensing Committee	184	(112)	(127)	(15)	0	0	(15)		
Human Resources Committee	54	93	77	(16)	0	0	(16)		
Regulatory Committee	309	23	39	16	0	0	16		
Finance - Capital Investment	2,307	0	0	0	0	0	0		
Finance - Other Financing Items	(497)	1,312	1,392	80	0	0	80		Interest from investments is currently lower than budget due to continuing low interest rates and interest due on external debt is ahead of profile
Total Other Budgets	27,913	12,253	10,951	(1,302)	(90)	152	(1,364)		

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Appendix C - Key Indicators : Position as at the end of September 2010

The Key indicators set out below are across two separate areas and are in respect of the Councils direct costs only.

KEY INDICATORS LINKED TO RISK / VOLATILE AREAS

	Portfolio	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
Spend							
Utilities - Electric, Gas, Oil and Water		751	304	225	(79)		These budgets are currently being reviewed against the additional allocation provided during the 2010/11 budget setting process that was in response to anticipated higher utility costs.
Repairs and Maintenance		137	74	64	(10)		
Income							
Off-Street Parking		(798)	(600)	(557)	43	*	Further details set out in the report
Land Charges		(201)	(101)	(101)	0		
Building Control		(200)	(110)	(132)	(22)		
Cemetery and Crematorium		(1,027)	(500)	(481)	19	*	Further details set out in the report
Planning fee Income		(567)	(274)	(205)	69	*	Further details set out in the report
Careline Income		(496)	(248)	(251)	(3)		
Income from Sports Facilities		(2,232)	(1,066)	(1,024)	42	*	Primarily due to september income not being accounted for within the financial systems until October.
Total		(4,633)	(2,521)	(2,462)	59		

KEY INDICATORS LINKED TO OUR PRIORITIES

	Portfolio	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
Net Cost of Regeneration including Economic Development		975	215	(336)	(551)		Related PI(s) - there are a number of cross cutting performance indicators against this priority. Apart from the timing of expenditure to date, there are no performance issues that are significantly affecting the budgetary position at the present time.
Net Cost of Tourism (excluding Airshow)		100	54	46	(8)		Related PI(s) - LEI005/13 - Both performance to date and the budgetary position remain on target.
Net Cost of the Airshow		28	22	12	(10)		Related PI(s) - LEI009 - The final account is still being prepared but at this stage the forecast is consistent with the related performance target of working towards delivering a cost neutral Air Show.
Cost of Planning		1,908	759	677	(82)		Related PI(s) - NI157/PLA001/PLA002 - Performance is broadly on target or ahead of the target to date with one exception regarding appeal decisions (PLA002). However this is not currently having a direct impact on the budgetary position.
Net Cost of Homelessness		297	191	137	(54)		Related PI(s) - NI156 - Expenditure to date remains behind profile although the number of people living in temporary accommodation is slightly behind the performance target. However as reported separately in the Performance Management Report, this position should be corrected as the year progresses.
Net Cost of Waste Collection		1,655	556	492	(64)		Related PI(s) - NI191 - Although the current financial position is due to the timing of expenditure / income, the weight of residual household waste is broadly on target as is the underlying budgeted position.
Net Cost of Recycling		556	132	212	80		Related PI(s) - NI192 - Although the current financial position is due to the timing of expenditure / income, the percentage of household waste recycled or composted is currently marginally ahead of the target without any anticipated increase in costs for the year.
Net Cost of Street Cleansing		1,414	495	470	(25)		Related PI(s) - NI195 - Although the current financial position is due to the timing of expenditure / income, there are no issues currently emerging in terms of actual performance compared with the budgeted position to date.
Coast Protection Maintenance		588	152	139	(13)		Related PI(s) - TEC002/001 - There are no performance issues that are significantly affecting the budgetary position to date.
Total		7,521	2,576	1,849	(727)		

Appendix D - Capital Programme : Position at the end of September 2010

The position against capital budgets are set out below for the General Fund and the Housing Revenue Account. In respect of the General Fund schemes, these are highlighted by portfolio.

Any areas where actuals to date are significantly different to the profiled budget and where the position does not relate to the timing of expenditure of income are highlighted as an emerging issue with further details set out in the main body of the report.

General Fund

	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
Benefits Portfolio							
Replacement of High Volume Printers	yes	7	0	0	0		
Replacement of DIP scanning machines	yes	42	42	22	(20)		Supplier is due on site in Sept to complete the project. Potential underspend which will be advised once the project is complete.
Community Partnerships and Renewal Portfolio							
Replacement boiler, Council Offices, Weeley		35	0	0	0		
New electrical supply and distribution boards at Weeley and Clacton Town Hall	yes	5	5	5	0		
Harwich Masterplan	yes	692	652	465	(187)		
Clacton Regeneration	yes	561	82	169	87		profile based on quarterly expenditure and estimated outturn
Clacton Regeneration CCTV works	yes	31	0	20	20		
Jaywick Strategic Leadership Group Initiatives		50	0	0	0		
Coastal Pathfinder - Jaywick acquisition of properties	yes	274	0	0	0		Programme being reviewed by the Coastal Renaissance Partnership Board
Coastal Pathfinder - Crag Walk	yes	520	0	15	15		
Replacement of Piper Network Controller in Careline	yes	41	41	43	2		Scheme nearing completion with final payments due shortly
Relocation of Careline	yes	107	105	105	0		
Careline Equipment Upgrade to 21CN		60	0	0	0		
Corporate Governance & Resources Portfolio							
Upgrade of Contact Centre software	yes	24	0	0	0		
Land Charges - data capture	yes - long term ICT project	10	5	8	3		
ICT Core Infrastructure	ongoing	160	12	12	0		
Implementation of Virtualisation technology		17	0	0	0		
Remote Working Pilot		10	0	0	0		
Environmental Services Portfolio							
Public conveniences - refurbishment and repairs		40	0	0	0		Project currently being reviewed / developed
Dovercourt public conveniences	yes	34	18	18	0		
Provision of a public convenience at West End, Dovercourt **	yes	1	0	0	0		Scheme completed
Provision of a public convenience at Elm Grove car park, Clacton		49	0	0	0		To be considered as part of the Austerity Plan
Works in respect of demolition of Middle Promenade public convenience		21	0	0	0		The finalisation of this project remains subject to stability tests on the related area of the promenade
Environmental Health database migration	yes - long term ICT project	12	0	0	0		

Appendix D - Capital Programme : Position at the end of September 2010

General Fund (cont.)							
	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
Public Access Module to CAPS	yes - long term ICT project	56	0	0	0		
Weeley Crematorium Car Park		100	0	0	0		The future progress of this project remains subject to the outcomes / negotiations related to the potential development of a church nearby.
Re-bricking cremators, Weeley Crematorium	yes	60	60	55	(5)		This work is now complete resulting in an underspend against approved budget.
Finance Portfolio							
Audit management software	yes	6	0	0	0		
Replacement debit and credit card payment facility	yes	15	1	0	(1)		
Agresso e-procurement		84	0	0	0		
Housing Portfolio							
Disabled Facilities Grants	yes - ongoing	1,528	762	331	(431)		Commitments remain on-going with timing of spend associated with applications and therefore completion of works
Private Sector Renewal Grants	yes - ongoing	156	78	86	8		
Private Sector Leasing	yes - ongoing	33	16	0	(16)		
Leisure Portfolio							
Replacement of beach hut supports - The Walings, Frinton **	Yes - long term project	5	0	0	0		
Re-building of Kirby Pavilion	yes	11	11	9	(2)		Scheme now completed
Dovercourt Swimming Pool - redevelopment	yes	842	100	102	2		Spend to date relates to the replacement of the air handling units - further expenditure profiled for October
Princes Theatre boiler replacement	yes	5	5	3	(2)		
Princes Theatre new box office system		12	0	0	0		
Leisure Management System	yes	1	0	0	0		
Brook Country Park	yes	131	50	52	2		Expenditure slightly higher than was anticipated at this time.
Provision of children's play area, Knox Road and refurbishment of Vista Road	yes	4	4	4	0		
Play Route	yes	105	35	48	13		Current expenditure more than was anticipated at this time as project is ahead of schedule.
MUGA, Park playing fields	yes	57	43	43	0		
MUGA, Welfare Park, Garland Road, Parkeston	yes	44	0	0	0		
Play Area and MUGA Mace Park, Dovercourt	yes	30	25	25	0		Scheme completed with a retention held
Play Area, Lady Nelson playing fields, Thorpe le Soken	yes	19	19	19	0		
Refurbishment of children's play area, Harwich Road, Wix	yes	2	0	0	0		
Provision of children's play area, Rush Green Recreation Ground	yes	50	49	49	0		Scheme completed with a retention held
Floodlighting, pathway and seating, MUGA London Road Recreation Ground	yes	27	23	23	0		Scheme now completed
Refurbishment of children's play area, School Road, Great Oakley		48	0	0	0		External Playbuilding funding on hold for schemes not yet commenced
Provision of children's play area, School Road, Tendring		45	0	0	0		External Playbuilding funding on hold for schemes not yet commenced

Appendix D - Capital Programme : Position at the end of September 2010

General Fund (cont.)							
	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
Frinton and Walton Swimming Pool		1,000	0	0	0		To be considered as part of the Austerity Plan
Harwich Sports Hall		800	0	0	0		To be considered as part of the Austerity Plan
Planning Portfolio							
Election system database connection to NLPG	yes - long term ICT project	12	0	0	0		
Corporate roll-out of GIS	yes - long term ICT project	42	0	0	0		
End to End Planning	yes - long term ICT project	21	15	15	0		
Technical Services Portfolio							
Hazlemere Road coastal defence works **	yes	363	53	54	1		
York Road Sea Wall strengthening**	yes	83	17	17	0		
Fernwood Avenue to Cliff Road project appraisal report		45	45	0	(45)		
Holland Haven Sea Wall (Gunfleet Boating Club frontage)	yes	1,450	35	56	21		
Clacton and Holland Strategy Review	yes	300	0	0	0		To be removed from programme at revised estimates as work has been carried out by Environment Agency
Rolling vehicle/plant replacement	Yes - long term project	360	84	74	(10)		Delay in scheduled delivery of vehicle due in September resulting in a temporary underspend against profile
Council Priority Capital Schemes							
Lifestyles Project	yes	1	1	1	0		Scheme now completed
TOTAL		10,756	2,493	1,948	(545)		

** Expenditure relating to work completed in 2009/10 and properly charged to the 2009/10 accounts has been excluded from the costs of this project in 2010/11

Housing Revenue Account							
	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile		Comments
		£'000	£'000	£'000	£'000		
Improvements, enhancement & adaptation of the Council's housing stock	Yes - long term project	3,389	1,264	1,170	(94)		-
Disabled adaptations for Council tenants	Yes - long term project	397	148	115	(33)		-
Information Technology upgrade and replacement	Yes - long term project	20	7	5	(2)		-
Cash Incentive Scheme	Yes - long term project	60	22	0	(22)		-
TOTAL		3,866	1,441	1,290	(151)		

Appendix E - Corporate Debt : Position at the end of September 2010

The position against General debt, Housing debt and Council Tax / NNDR due for the year are set out separately below

GENERAL DEBT

	Amount Collectable to date	Arrears this month	Arrears last month	Arrears this month as % of Amount Collectable to date		Comments
	£'000	£'000	£'000	%		
Sundry / General Debt	2,937	249	311	8%		There are no significant individual debts within the overall figure made up of a wide range of individual invoices. However on aggregation, the most significant element of amounts outstanding to date relate to the Homelessness Rent Deposit Guarantee scheme which is subject to on-going review.

HOUSING RENTS

	Total Due for the Year	Amount Collectable to date	Arrears this month	Arrears last month	Arrears this month as % of Total Due	Comments
	£'000	£'000	£'000	£'000	%	
Housing Rents and Service Charges	11,237	5,945	279	274	2.48%	No significant issues have arisen to date

COUNCIL TAX AND NNDR

CURRENT YEAR	Total Due for the Year	Expected / Profiled Amount Collectable to date	Actual Collected to date	Variance to Date	Variance to Date last month	Comments
	£'000	%	%	%	%	
Council Tax	61,425	59.45%	59.27%	-0.18%	-0.11%	Collection rates broadly on target
NNDR	23,188	61.70%	64.63%	2.93%	2.03%	
PREVIOUS YEAR	Total Outstanding to Date	Total Outstanding Last Month	Change from last month			Comments
	£'000	£'000	£'000			
Council Tax	1,634	1,703	(69)			Amounts outstanding have reduced from last month
NNDR	689	773	(84)			
TOTAL	2,323	2,476	(153)			

Appendix F - Treasury Activity : Position at the end of September 2010

Key Treasury Management Performance Data and Prudential Indicators are set out below.

TREASURY ACTIVITY

Borrowing	Opening Balance 1 April 2010	New Borrowing to date	Borrowing Repaid to date	Balance to Date	Comments
	£'000	£'000	£'000	£'000	
Long Term Borrowing (External) - PWLB	22,331	0	94	22,237	Principal repaid in line with schedules.
Long Term Borrowing (External) - Other	0	0	0	0	No new activity to date in 2010/11
Total Borrowing	22,331	0	94	22,237	
Investments	Opening Balance 1 April 2010	New Investments to date	Investments Repaid to date	Balance to Date	Comments
	£'000	£'000	£'000	£'000	
<i>Investments less than a year</i>					
Investments with UK Government via Treasury Bills/Investments with DMO	10,000	35,500	29,500	16,000	Net investments have increased to date due to significant income being received in the early part of the year, from sources such as Council Tax , ahead of precept payments and expenditure against the Council's revenue and capital budgets.
Investments with UK financial Institutions	8,850	36,295	34,185	10,960	At end of the period, investments were held with 4 counterparties
Investments with non-UK Financial institutions	0	2,000	0	2,000	One investment with a Singapore bank (AAA rated country)
Total Investments for less than a year	18,850	73,795	63,685	28,960	
<i>Investments for longer than a year</i>	0	0	0	0	
TOTAL INVESTMENTS	18,850	73,795	63,685	28,960	
Interest Paid / Received	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to date	Comments
	£'000	£'000	£'000	£'000	
Interest Paid on Borrowing	1,122	555	555	0	The current average rate of interest on the Council's borrowing portfolio for the year is 8.3%.
Interest Received on Investments	187	97	85	12	The average rate of interest being received on the Council's investments is currently 0.51%

PRUDENTIAL INDICATORS

	Approved Indicator	Highest amount reached in the period	Comments
	£'000	£'000	
Authorised limit for external borrowing	36,913	27,269	Borrowing has remained within approved limits
Operational boundary for external borrowing	31,324		

Appendix G - Income from S106 Agreements

Information in respect of S106 income has been split across two areas in the table below - Where money has been formally allocated / being spent and where money remains unallocated / uncommitted.

The information below relates to only S106 amounts applicable to TDC. Further details regarding S106 income, including amounts relating to ECC is published each month on the Council's Intranet. Details can be accessed via the Intranet home page under the section "Announcements across the Council"

ALLOCATED / BEING SPENT

Scheme	Amount Committed / Planned to be Spent in 2010/11	Comments
	£'000	
Childrens Play Equipment - Refurbishment of Children's Play Area and provision of MUGA, Mace Park, Dovercourt	30	Scheme included in the Capital Programme - see Appendix D for overall scheme progress
Childrens Play Equipment - Floodlighting, pathway and seating at MUGA, London Road Recreation Ground	13	Scheme included in the Capital Programme and includes funding from other sources as well as S106 money - see Appendix D for overall scheme progress
Clacton Town Centre Improvements - CCTV Works	31	Scheme included in the Capital Programme - see Appendix D for overall scheme progress
TOTAL	74	

UNALLOCATED / UNCOMMITTED TO DATE

Permitted Use as per S106 Agreement	Amount Held / 'Spend by' Date		
	Less than 2 Years £,000	2 to 4 Years £,000	4 years + £,000
Affordable Housing	-	275	272
Children's Play Equipment	-	-	9
Clacton Town Centre Improvements	31	-	-
Dovercourt Town Centre Improvements	-	102	-
Hangings Works	-	-	90
Loss of Employment Land	-	-	10
O.S Laying Out / Maintenance - Cranleigh Close	-	-	105
Open Space	-	-	327
Open Space - Off Site Provision Dovercourt	-	-	112
TOTAL	31	377	925

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

Portfolio - Benefits and Revenues

		2010/11
		TOTAL SAVINGS £
Cashiers	Salaries - Overtime	-7,000
Cashiers	Training - Courses	-290
Cashiers	Public Transport - Officers	-130
Cashiers	Car Allowances - Officers	-200
Cashiers	Printing & Stationery	-500
Cashiers	Photocopier Hire	-330
Cashiers	Maintenance Under Service Agreements	-500
Cashiers	Computer - Application Software	500
Revenues & Benefits	Training - Courses	-10,000
Revenues & Benefits	Running Costs - Petrol	-200
Revenues & Benefits	Public Transport - Officers	-1,000
Revenues & Benefits	Car Allowances - Officers	-2,000
Revenues & Benefits	Car Allowances - Car Hire	-500
Revenues & Benefits	Other Equipment Hire/Leasing	-2,000
Revenues & Benefits	Photocopier Hire	-500
Revenues & Benefits	Books & Periodicals	-300
Revenues & Benefits	Maintenance Under Service Agreements	-300
Revenues & Benefits	Hired Services - PAT Testing	-200
Revenues & Benefits	Cash Collection Contract	-1,500
Revenues & Benefits	Mobile Telephone Costs	300
Revenues & Benefits	Computer - Application Software	-16,000
Revenues & Benefits	IT Consultancy	-4,000
Revenues & Benefits	Miscellaneous Expenses	-1,000
Revenues & Benefits	Income from Court Costs	-10,000
Revenues & Benefits	Costs & Legal Expenses Recoverable	10,000
Concessionary Bus Passes	Salaries	-2,870
Concessionary Bus Passes	Salaries - National Insurance	-100
Concessionary Bus Passes	MCL & Other Administration costs	-10,000
Concessionary Bus Passes	Postage	-500
Total for Benefits and Revenues Portfolio		-61,120

Portfolio - Environment

Cem & Crem Service Unit Account	Salaries - Overtime	-230
Cem & Crem Service Unit Account	Career Track Training Allowance	-2,000
Cemeteries - Operational	Energy Costs - Electricity	-500
Cemeteries - Operational	Water Services - Metered	-200
Cemeteries - Operational	Clothing & Uniforms	-150
Cemeteries - Operational	Telephones - Charges	-100
Cemeteries - Operational	Miscellaneous Memorabilia	-150
Cemeteries - Operational	Interment & Burial	19,590
Cemeteries - Operational	Miscellaneous Memorabilia	-140
Crematorium - Operational	Cremations	62,700
Environmental Services	Car Allowances - Officers	-500

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

		2010/11
		TOTAL SAVINGS £
Port Health	Miscellaneous Expenses	-1,300
Port Health	Payments to Other LA's - Agency & Contracted Servs	-460
Port Health	De-ratting Certificates	-2,000
Public Health	Equipment & Tools	1,000
Public Health	Consultants Fees C and D Food Inspections	-2,000
Defective Drains	Investigation Costs	-200
Dog Warden	Miscellaneous Expenses	-700
Public Health & Complaints	Hired Services - Sampling, Testing & Investigation	-600
Rodent & Pest Control	Contract Payment	-1,500
Recycling	Bank Site Provision & Improvement	-300
Recycling	TDC contribution Joint Waste Management Strategy	-5,710
Street Sweeping	Provision of Litter Bins	-1,550
Litter & Dog Penalties	Litter & Dog Penalty income	-1,000

Total for Environment Portfolio

62,000

Portfolio - Finance

Member Support Cost	Printing & Stationery	-5,110
Credit & Debit Card Payment System	Telephones - Charges	-500
Accountancy	Career Track Training Allowance	-3,730
Accountancy	Training - Courses	-1,000
Accountancy	Furniture	-350
Accountancy	Printing & Stationery	-420
Accountancy	Books & Periodicals	1,000
Accountancy	Hired Services - Mortgage Administration	-400
Benefit Fraud Investigation	Car Allowances - Officers	-1,500
Benefit Fraud Investigation	Legal & Professional Expenses	6,000
Benefit Fraud Investigation	Computer - Application Software	-2,000
Benefit Fraud Investigation	Subscriptions Paid	1,500
Benefit Fraud Investigation	Miscellaneous Expenses	-690
Benefit Fraud Investigation	Costs & Legal Expenses Recoverable	-3,300
Exchequer	Printing & Stationery	-5,000
Exchequer	Computer - Application Software	1,000
Financial Management & Administration	Car Allowances - Officers	-480
Financial Management & Administration	Printing & Stationery	-390
Financial Management & Administration	Books & Periodicals	-200
Financial Management & Administration	Miscellaneous Expenses	-400
Members Allowance	Car Allowances - Members	-3,800
Members Allowance	Data Communication Charge	-4,700
Members Allowance	Members Allowances - General	-57,000
Members Allowance	Members Allowances - Subsistence	-1,000
Members Allowance	Advertising	-500
Members - Other Costs	IRP Fees	-600
Other Democratic Costs	General Provisions	-600
Other Democratic Costs	Removal Expenses - Non Relocation	-1,000
Corporate Management - General	Staff Allowances - Conference	-930
Treasury Management	Consultants Fees - Treasury Management	-3,000
Treasury Management	Brokerage	3,000
Other Corporate Costs	Essex Safeguarding Children/Adult Board	100
Other Democratic Costs - (MB)	Subscriptions Paid	-3,370

Total for Finance Portfolio

-89,370

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

Portfolio - Housing (GF)

		2010/11
		TOTAL SAVINGS £
Housing Services	Furniture	-1,660
Housing Services	Clothing & Uniforms	-300
Housing Services	Printing & Stationery	-3,020
Housing Services	Books & Periodicals	-1,080
Housing Services	Computer - Purchase Of Equipment	-340
Housing Services	Computer - Application Software	-850
Housing Services	Miscellaneous Computer Costs	-1,030
Housing Services	Staff Allowances - Subsistence	-910
Housing Services	Miscellaneous Expenses	-260

Total for Housing Portfolio (GF)

-9,450

Portfolio - Licensing Committee

Licensing Under Licensing Act 2003	Consultants Fees - Specialist Appraisals	-570
Licensing Under Licensing Act 2003	Advertising	-540

Total for Licensing Committee

-1,110

Portfolio - Leisure

Leisure	Car Allowances - Officers	-1,170
Brightlingsea Sports Centre	Car Allowances - Officers	-500
Harwich Sports Centre	National Non Domestic Rates	-3,240
Open Spaces	Grounds Maintenance External Contractors	-1,200
Open Spaces	Rents Receivable	-5,000
Memorial Seats	Materials & Consumables	-460
Nature Conservation	Running Costs - Diesel	-100
Recreation Grounds	Grounds Maintenance External Contractors	-500
Recreation Grounds	Energy Costs - Electricity	-600
Beach Hut Sites	Energy Costs - Electricity	-650
Beach Hut Sites	Printing & Stationery	-560
Beach Hut Sites	Hired Services - Engineers and Architects	-500
Beach Hut Sites	Sale of Beach Huts	-2,520
Beach Hut Sites	Transfer Fees	-5,000
Misc Seafront Activities	Premises Licensing - Licenced Beverages	-120
Misc Seafront Activities	Rents Receivable	-850
First Aid Posts	Building Repairs	-300
First Aid Posts	Materials & Consumables	-100
First Aid Posts	Grants	-400
Shops & Kiosks	Advertising	-150
Shops & Kiosks	Rents Receivable	-6,000
Princes Theatre	Premises Licensing - Public Entertainment	-700
Princes Theatre	Programme Sales	-250
Meteorology	Equipment & Tools	-100
Meteorology	Maintenance Under Service Agreements	-500
Meteorology	Telephones - Charges	-1,000
Meteorology	Government Grants - Current Year	110
Sports Development Olympic Promotion	Miscellaneous Expenses	-13,340
Grants - Cultural Activities	Subscriptions Paid	-320
Tour De Tendring	Bar / Catering	-130
Tour De Tendring	Trade Stands Income	-250
Horticultural Services	Furniture	-90

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

		2010/11
		TOTAL SAVINGS £
Horticultural Services	Materials & Consumables	-800
Horticultural Services	Clothing & Uniforms	-250
Horticultural Services	Printing & Stationery	-100
Horticultural Services	Waste Disposal	-250
Horticultural Services	Hired Services - Payments to Contractors	-370
Horticultural Services	Telephones - Charges	-150
Horticultural Services	Telephones - Officers Rentals Reimbursed	-100
Horticultural Services	Income from External Accounts	-3,000
Leisure Centre Clacton	National Non Domestic Rates	-9,770
Leisure Centre Clacton	Advertising	-5,000
Lifestyles Health & Fitness Club	Lifestyles Card - Monthly DD	-12,000
Lifestyles Health & Fitness Club	Lifestyles Plus - DD	-11,000

Total for Leisure Portfolio

-89,280

Portfolio - Human Resources Committee

Workforce Development	Training - Improvement East	-3,830
Workforce Development	Government Grants - Current Year	3,750
Recruitment & Relocation	Removal Costs - Relocation	-10,000
Manpower Planning Summary	Disturbance Allowance - Relocation	-1,690

Total for Human Resources Committee

-11,770

Portfolio - Planning

Building Control	Equipment & Tools	-100
Building Control	Books & Periodicals	-100
Building Control	Consultancy Fees	-1,780
Building Control	Subscriptions Paid	600
Development Control & Enforcement	Car Allowances - Officers	3,780
Planning Management & Administration	Training - Courses	-2,680
Planning Management & Administration	Rents Paid	-450
Planning Management & Administration	Car Allowances - Officers	-400
Planning Management & Administration	Clothing & Uniforms	-500
Planning Management & Administration	Printing & Stationery	-1,000
Planning Management & Administration	Hired Services - Land Registry	250
Planning Management & Administration	Subscriptions Paid	-390
Planning Management & Administration	Publications Sales	2,660
Planning Policy & Conservation	Car Allowances - Officers	2,500
Development Control - Charging Account	Agency Staff	-2,000
Development Control - Charging Account	Consultancy Fees	-2,000
Development Control - Charging Account	Consultants Fees - Counsels Fees	4,000
Development Control - Charging Account	Hired Services - Tree Inspections	-100
Development Control - Charging Account	Mobile Telephone Costs	300
Development Control - Charging Account	Staff Allowances - Conference	-1,280
Development Control - Charging Account	Advertising	6,000
Development Control - Charging Account	Reimbursement of costs	-1,250
Development Control - Charging Account	Planning Complex Enquiry Fees	-190
Development Control - Charging Account	Costs & Legal Expenses Recoverable	-2,720
Enforcement	Legal & Professional Expenses	-25,000
CON 29 Searches	CON29 - External	7,500
East of England Regional Assembly Contribution	East of England Regional Assembly Subscription	-1,650
Planning Policy and Conservation	Local Development Frame Work/Local Plan	-150,000
Planning Policy and Conservation	Miscellaneous Expenses	-10,000
Planning Policy and Conservation	Publications Sales	3,000

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

Building Regulations-Non Chargeable Account	Microphotography
Building Regulations-Non Chargeable Account	Mobile Telephone Costs
Building Regulations-Chargeable Account	Consultants Fees - Engineers
Building Regulations-Chargeable Account	Mobile Telephone Costs
Building Regulations-Chargeable Account	Advertising

Total for Planning Portfolio

Portfolio - Community, Partnerships & Renewal

		2010/11
		TOTAL SAVINGS £
		-400
		-30
		-6,000
		-50
		-490
Total for Planning Portfolio		-179,970
Community Services	Mobile Telephone Costs	-200
Community Services	Computer - Application Software	-200
Community Services	Staff Allowances - Conference	-580
Careline and Other Services	Career Track Training Allowance	-800
Careline	Telephones - Charges	-1,500
Community Special Projects	Miscellaneous Expenses	-240
Community Health/Safety	Books & Periodicals	-500
Community Health/Safety	Hired Facilities	-1,000
Community Health/Safety	Miscellaneous Expenses	-1,500
Regeneration Services	Car Allowances - Officers	-5,000
Regeneration Services	Furniture	-570
Regeneration Services	Printing & Stationery	-1,500
Regeneration Services	Mobile Telephone Costs	-100
Industrial Estates - Edu	Grounds Maintenance External Contractors	-1,000
Jaywick Enterprise Centre (Starter Units)	Building Repairs	-500
Mill Lane	Repairs and Maintenance	-400
Mill Lane	Service Charges	130
Mill Lane	Rents Receivable	720
Rural Regeneration	Revenue Grants (Gap Funding)	-2,630
Contract Services - Northbourne	Grounds Maintenance External Contractors	-10,000
Low Rd Depot	Energy Costs - Electricity	-50
Low Rd Depot	Telephones - Charges	-50
Mill Lane Depot	Telephones - Charges	-80
Public Halls-Drill Hall Harwich	Other Equipment Hire/Leasing	-270
Public Halls-Holland	Other Equipment Hire/Leasing	-1,130
Tourism Publicity Marketing Promotion	Advertising	-1,730
Tourism Publicity Marketing Promotion	Project Expenses	-1,530
Tourism Publicity Marketing Promotion	Publications Sales	3,260
Tourism Publications	Printing & Stationery	-18,000
Tourism Publications	Production Expenses	-10,000
Tourism Publications	Postage	-1,500
Tourism Publications	Advertising Income	25,350
Decorative Lighting (prev. Illuminations)	Repairs and Maintenance	-2,970
Tourist Information Centres	Window Cleaning	-270
Tourist Information Centres	Clothing & Uniforms	-200
Tourist Information Centres	Attractions Leaflet Printing	-200
Tourist Information Centres	Books & Periodicals	-500
Tourist Information Centres	Maintenance Under Service Agreements	-190
Tourist Information Centres	Telephones - Charges	-620
Tourist Information Centres	Payments to Other LA's - Agency & Contracted Servs	-7,880
Office Accommodation Expenses	Salaries - Overtime	-2,440
Office Accommodation Expenses	Furniture	-1,210
Office Accommodation Expenses	Bulk Bin Collection	11,000
Office Accommodation Expenses	Confidential Waste	-1,000

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

Office Accommodation Expenses	Hygiene Services	-1,500
Office Cleaning	Salaries - Overtime	-1,000
Office Cleaning	Materials & Consumables	7,000
Asset Management	Legal & Professional Expenses	-14,000
Community Asset Off Setting Scheme	Grants	-4,000
Town Twinning Activities	Twining Activities	-5,530
Civic Ceremonial Expenses	Contract Hire - Transport	-50
Civic Ceremonial Expenses	Contract Catering	-100
Civic Ceremonial Expenses	General Provisions	-70

Total for Community, Partnerships & Renewal Portfolio

-58,830

Portfolio - Corporate Governance & Resources

Solicitors Service Unit	DX Payments	-630
Solicitors Service Unit	Legal & Professional Expenses	-540
Solicitors Service Unit	Legal & Professional Expenses - Land Registry	-800
Legal Services - Management & Admin	Printing & Stationery	-2,000
Legal Services - Management & Admin	Photocopier Hire	-1,000
Legal Services - Management & Admin	Maintenance Under Service Agreements	-790
Legal Services - Management & Admin	Courier Cover	-1,070
Legal Services - Management & Admin	Mobile Telephone Costs	-500
Licensing Service Unit Account	Car Allowances - Officers	-2,000
Community Governance	Miscellaneous Expenses	-5,730
CCTV	Maintenance Under Service Agreements	-2,000
Central Purchasing	Car Allowances - Officers	-700
Emergency Planning	Training - Courses	-560
Human Resources & Customer Services	Furniture	-610
Human Resources & Customer Services	Printing & Stationery	-2,240
Joint Publications	Printing & Stationery	-13,630
Career Track	Authority Career Track Allowance	19,260
Corporate Performance Service	Training - Courses	-110
Corporate Performance Service	Public Transport - Officers	-230
Corporate Performance Service	Car Allowances - Officers	-500
Corporate Performance Service	Furniture	70
Corporate Performance Service	Printing & Stationery	-530
Corporate Performance Service	Books & Periodicals	-380
Corporate Performance Service	Hospitality	-380
Corporate Performance Service	Subscriptions Paid	-1,020
IT Service Unit Account	Training - Courses	-1,000
IT Service Unit Account	Furniture	-470
IT Service Unit Account	Printing & Stationery	-970
IT Service Unit Account	Computer - Application Software	-630
IT Service Unit Account	Miscellaneous Expenses	-130
IT Direct Service Costs	Subscriptions Paid	-2,000
IT Direct Service Costs	Miscellaneous Expenses	-500
IT Direct Service Costs	Additional ICT Services	-28,000
Jaywick Land	Grounds Maintenance External Contractors	-1,130
Residents Survey	Consultancy Fees	-9,000
Residents Survey	Miscellaneous Expenses	-310
Management Board	Career Track Training Allowance	-5,200
Management Board	Training - Courses	-440
Management Board	Public Transport - Officers	-270
Management Board	Furniture	-280
Management Board	Printing & Stationery	-300
Management Board	Books & Periodicals	-540

Adjustment to Budgets following the Budget Review Exercise

Review undertaken with Portfolio Holders

		2010/11
		TOTAL SAVINGS £
Management Board	Maintenance Under Service Agreements	-710
Management Board	Hired Services - PAT Testing	-200
Management Board	Mobile Telephone Costs	-490
Management Board	Computer - Purchase Of Equipment	-100
Management Board	Computer - Application Software	-100
Management Board	Hospitality	-200
Management Board	Staff Allowances - Conference	-170

Total for Corporate Governance & Resources Portfolio

-71,760

Portfolio - Technical Services

Com Rail Partnership	Grants	-450
Technical Services	Training - Courses	-500
Technical Services	Public Transport - Officers	-300
Technical Services	Car Allowances - Officers	-2,000
Technical Services	Printing & Stationery	-1,000
Technical Services	Books & Periodicals	-600
Technical Services	Telephones - Charges	-200
Car Parks Service Unit Account	Career Track Training Allowance	-4,730
Car Parks Service Unit Account	Car Allowances - Officers	-3,000
Car Parks Service Unit Account	Court Fees	-5,000
Sewerage Services	First Time Rural Sewerage (AW Charge)	-79,000
Car Parks On Street Parking	Introduction of Residents Parking Schemes	-5,000
Transport	Vehicle Repairs	-10,000
Transport	Running Costs - LPG	-250
Vehicle Maintenance	Salaries - Overtime	-500
Vehicle Maintenance	Laundry	-100
Vehicle Maintenance	Waste Disposal	-150
Vehicle Maintenance	Telephones - Charges	-250
Vehicle Maintenance	AD Hoc income Veh Maint	-700
Vehicle Maintenance	Taxi Testing	-1,000

Total for Technical Services Portfolio

-114,730

Net Savings from budget review with Portfolio Holders

-625,390

Other Adjustments subsequently identified

Insurance Premium increases	19,000
HR Legal Expenses	30,000
Beach Hut Income	-21,000
VAT reclaims under the "Fleming" ruling	-469,000
Removal of 2010/11 Provision for Pay Award	-325,480
Removal of 2010/11 Provision for Underspend	250,000

Total net savings subsequently identified

-516,480

GRAND TOTAL

-1,141,870