

Tendring
District Council



**Revenue Estimates
and
Capital Programme
2011/12**

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TENDRING DISTRICT COUNCIL

2011/12 BUDGET

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For more information on the contents of this book please contact the Assistant Head of Financial Services (Accountancy and Technical), Jim Smetherham at Clacton Town Hall (01255) 686522, or email jsmetherham@tendringdc.gov.uk.

INTRODUCTION TO 2011/12 BUDGET BOOK

GENERAL

This book contains details of Tendring District Council's budget for 2011/12. It includes details of the spending, called General Fund revenue spending, which has to be paid for by local Council Taxpayers after taking into account contributions from the Government and a share of the money collected nationally from Business Rates. The book also gives details of the self contained budget for the Housing Revenue Account which covers the Council's Expenditure and Income as Landlord for the Council's housing stock. Details are also given of the Council's Capital programme which generally relates to the creation of assets and their enhancement.

The following is a brief summary of the information provided within this book.

Pages ii - iv

This section gives general information on the budget and the budget setting process. It also sets out how the Council Tax levy is made up. ***{These pages will be completed once the Council has approved the budget in February 2011}***

Section A – Summary of Revenue Budgets

This is the summary of the budgets detailed in Section B, together with notes that are applicable to all portfolios and committee budgets in respect of Capital Charges, Service Unit and Central Costs charges, Salaries, and Pension Current Costs

Section B – Revenue Budgets

This section gives details of the Council's General Fund budget for the 9 portfolios and the 4 Committees. Included within the Housing Portfolio are the self-contained Housing Revenue Account budgets. ***{Not included for cabinet meeting 15 December 2010}***. The Housing Revenue Account is the account that shows the Income and Expenditure of the Council as a Landlord for the Council Houses in the District.

General Fund Budgets

Tendring's General Fund budgets for 2011/12 which form the major part of this book were formulated both in detail and in overall strategic terms in accordance with the Council's Financial Strategy. The Council's Financial Strategy was based on a risk assessment of the Cost Pressures facing the Council and the impact of the reduction in Government funding. In accordance with this strategy a budget was proposed by Cabinet on 15 December 2010 and then scrutinised by the Corporate Management Committee on 5 and 6 January 2011. The responses of the Corporate Management Committee were considered by Cabinet on 26 January 2011. The Council approved the budget for 2011/12 on 8 February 2011 and the Council Tax Committee formally set the Council Tax on 17 February 2011.

Housing Revenue Account

These estimates were approved by the Cabinet on 26 January 2011 separately from the main General Fund budgets (see previous paragraph), and provide for the continuation of rent re-structuring. The average weekly rent for 2011/12, is estimated to be ***{value to be inserted}***, an increase of ***{value to be inserted}*** % over 2010/11 with no tenant bearing an increase of more than ***{value to be inserted}*** % plus ***{amount to be inserted}*** per week. The Council does not approve the budget of the Housing Revenue Account or set the rents. This is an executive function.

Section C – Capital programme

This is the Council's Capital Programme. It details over 5 years the Council's proposed investment in Council assets or the enhancement of existing assets.

Section D – Fees and Charges determined by the Council as part of the budget setting process

This section details all fees and charges. Unless otherwise stated all fees were set by the Council as part of the budget process.

Section E – Use of Reserves

This section shows the estimated net contribution to/from earmarked reserves and the uncommitted balance for 2010/11 and 2011/12, together with the forecast balance of each at the 31 March 2012.

SECTION A

SUMMARY REVENUE BUDGET 2011/12

| Portfolio / Committee | Appendix | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ |
|---|------------|------------------------|--------------------------|-------------------------|--------------------------|
| Benefits and Revenues Portfolio | B1 | 2,427,228 | 3,375,650 | 3,247,060 | 1,515,800 |
| Community, Partnerships and Renewal Portfolio | B2 | 2,044,388 | 1,731,400 | 2,368,950 | 1,622,620 |
| Corporate Governance and Resources Portfolio | B3 | 383,332 | 452,630 | 510,190 | 444,830 |
| Environment Portfolio | B4 | 5,389,116 | 5,577,710 | 5,581,890 | 5,562,100 |
| Finance Portfolio | B5a | 2,932,578 | 2,801,200 | 2,880,480 | 3,984,130 |
| Housing Portfolio | B6 | 1,111,247 | 1,575,980 | 2,116,940 | 1,388,970 |
| Leisure Portfolio | B7 | 4,747,059 | 3,502,810 | 3,442,530 | 3,133,420 |
| Planning Portfolio | B8 | 2,355,739 | 2,266,100 | 2,514,360 | 2,042,980 |
| Technical Services Portfolio | B9 | 1,375,751 | 1,376,890 | 1,611,700 | 1,534,370 |
| Development Control Committee | B10 | 20,842 | 99,210 | 19,030 | 18,780 |
| Human Resources Committee | B11 | 0 | 0 | 0 | 0 |
| Licensing Committee | B12 | 137,094 | 184,780 | 185,480 | 182,480 |
| Regulatory Committee | B13 | 283,224 | 306,150 | 317,370 | 442,620 |
| Total | | 23,207,598 | 23,250,510 | 24,795,980 | 21,873,100 |
| Finance - Capital Investment | B5b | 1,033,505 | 929,000 | 1,590,670 | 736,000 |
| Financing Items | B5c | (3,074,737) | (497,360) | (1,582,300) | (821,690) |
| | | | | | |
| Budget before use of Reserves | | 21,166,366 | 23,682,150 | 24,804,350 | 21,787,410 |
| Less: | | | | | |
| Contribution to / (from) uncommitted balance | | 21,000 | 0 | 0 | 0 |
| Contribution to / (from) earmarked reserves | | 425,210 | (1,757,570) | (2,879,770) | (3,647,080) |
| | | | | | |
| Amount to be met by Government Grant and Council Tax | | 21,612,576 | 21,924,580 | 21,924,580 | 18,140,330 |
| | | | | | |
| Government Grant: | | | | | |
| - National Non-Domestic Rates | | (11,236,920) | (12,398,960) | (12,398,960) | (8,379,960) |
| - Revenue Support Grant | | (2,593,626) | (1,800,440) | (1,800,440) | (1,800,440) |
| - Council Tax Grant | | 0 | 0 | 0 | (192,000) |
| Council Tax Excluding Parish Precepts | | (7,622,030) | (7,645,180) | (7,645,180) | (7,687,930) |
| Collection Fund Surplus | | (160,000) | (80,000) | (80,000) | (80,000) |
| | | | | | |
| | | (21,612,576) | (21,924,580) | (21,924,580) | (18,140,330) |

SECTION A

Notes

- (1) **Capital charges** - These relate to the annual provision for depreciation and are based on the asset value and the estimated life of an asset. Asset values are reviewed annually by the Council's external valuer.
- (2) **Service Unit and Central Costs Charges** - These are based mainly on an estimate of officer time spent managing and providing the service. The estimates for 2010/11 Revised and 2011/12 Original have been recalculated on the latest information available. This heading includes the following costs:
 - (a) Salaries of staff directly providing the service, together with their associated costs such as travelling, telephones and stationery.
 - (b) Charges for administration and senior management.
 - (c) Support services provided by Human Resources and Customer Services, Financial Services, Legal Services, Management Board and Corporate Performance.
 - (d) Office Accommodation including Office Cleaning service budgets, Communications, Information Technology, Insurances, other Central Costs and Transport.
- (3) **Salaries** - The 2010/11 Revised Budget assumes a full establishment less any savings from vacancies in the first 6 months of the year. The salaries estimates included in Human Resources Committee, and as memorandum items within individual portfolios, allow for an assumed 0% pay award in 2010/11. Following the Government's announcement earlier this year, the 2011/12 budget allows for a pay award for those employees earning a full time equivalent salary of £21,000 pa or less of up to £250, for all other employees a 0% pay award has been assumed.
- (4) **Pension Current Costs** - the budgets include, in accordance with Financial Reporting Standard FRS17, the cost of future pension benefits earned by employees from pension contributions made during the year. This better reflects the full cost of employing staff in services. However this has no impact on the net budget requirement of the Council as further FRS17 accounting adjustments are made via the Retirement Benefit FRS 17 Appropriations budget within Finance Portfolio (B3c/5) to ensure that only the actual cash contributions to the pension fund are reflected in the accounts.
- (5) **Reserves** - There are two types of reserve. The uncommitted reserve which is available to meet any unforeseen items of expenditure, and earmarked reserves which have been set aside for specific purposes. Section E gives details of the proposed movements to and from reserves in 2010/11 and 2011/12. Areas to note are as follows:-
 - (a) An Austerity reserve has been established to support the budget position in 2010/11 and beyond.
 - (b) A Citizens Advice Bureau (CAB) reserve has been established and holds a sum which would be payable to the CAB if and when a satisfactory service audit is achieved and a service level agreement is agreed,
 - (c) An Asset refurbishment / replacement reserve has been established to assist in the management of the Council's assets,
 - (d) A Housing Benefits reserve has been established to assist in meeting any shortfall that may arise if Benefit subsidy is less than anticipated.

BENEFITS AND REVENUES PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Benefits, Revenues and Cashiers | <i>B1 / 2</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Concessionary Bus Passes | <i>B1 / 4</i> | 1,491,629 | 1,669,610 | 1,588,070 | 62,500 |
| Concessionary Rail Fares | <i>B1 / 6</i> | 13,662 | 11,380 | 13,250 | 13,140 |
| Council Tax Benefits | <i>B1 / 7</i> | (12,239) | 280,270 | 240,910 | 191,870 |
| NNDR Discretionary Relief | <i>B1 / 8</i> | 11,889 | 19,760 | 31,090 | 31,090 |
| Rural Rate Relief | <i>B1 / 9</i> | 9,521 | 10,000 | - | - |
| Rent Allowances | <i>B1 / 10</i> | 190,465 | 535,900 | 609,560 | 490,040 |
| Rent Rebates | <i>B1 / 12</i> | (47,954) | 62,180 | 24,490 | 8,250 |
| Revenue Collection | <i>B1 / 14</i> | 770,255 | 786,550 | 739,690 | 718,910 |
| Total | | 2,427,228 | 3,375,650 | 3,247,060 | 1,515,800 |
| Grand Total | | 2,427,228 | 3,375,650 | 3,247,060 | 1,515,800 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 69,048,242 | 67,119,580 | 74,118,890 | 72,972,910 |
| Income | | (67,928,265) | (65,007,990) | (72,083,710) | (72,608,970) |
| Net Direct Expenditure | | 1,119,977 | 2,111,590 | 2,035,180 | 363,940 |
| Capital Charges | | 58,632 | 37,900 | 38,400 | 38,400 |
| Service Unit and Central Costs Charges | | 4,471,553 | 4,313,440 | 4,429,020 | 4,086,810 |
| Pension Current Costs | | (15,380) | 95,220 | 103,540 | 107,150 |
| Recharge to Services | | (3,207,554) | (3,182,500) | (3,359,080) | (3,080,500) |
| Total | | 2,427,228 | 3,375,650 | 3,247,060 | 1,515,800 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio:

BENEFITS AND REVENUES

Service:

BENEFITS, REVENUES AND CASHIERS SERVICE UNIT ACCOUNT

Head of Service:

Jill Coleshaw

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 1,808,782 | 1,973,370 | 1,896,970 | 1,918,030 | (1) |
| Other Employee Related | 33,824 | 26,540 | 16,250 | 16,560 | (2) |
| Agency Staff (memorandum) | 60,716 | - | - | - | |
| Transport Costs | 9,201 | 17,460 | 13,430 | 13,710 | (3) |
| Supplies and Services | 467,144 | 434,700 | 428,370 | 416,540 | (4 & 5) |
| Housing Benefit Direct Administration Costs | 39,344 | - | 310,830 | 81,040 | (6) |
| Employment Support Allowance | 9,184 | - | 13,000 | - | (7) |
| | 2,428,195 | 2,452,070 | 2,678,850 | 2,445,880 | |
| Court Costs/ Other fees recovered | (312,252) | (304,830) | (304,830) | (310,930) | |
| Employment Support Allowance | (9,184) | - | (13,000) | - | (7) |
| Net Direct Expenditure | 2,106,759 | 2,147,240 | 2,361,020 | 2,134,950 | |
| Capital Charges | 58,632 | 37,900 | 38,400 | 38,400 | |
| Service Unit and Central Costs Charges | 1,057,543 | 902,140 | 856,120 | 800,000 | |
| Pension Current Costs | (15,380) | 95,220 | 103,540 | 107,150 | |
| Net Expenditure | 3,207,554 | 3,182,500 | 3,359,080 | 3,080,500 | |
| Recharge to Services | (3,207,554) | (3,182,500) | (3,359,080) | (3,080,500) | |
| | - | - | - | - | |

Notes

- (1) £7,000 relating to Overtime has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £10,290 relating to training has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £4,030 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (4) £26,330 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (5) The 2010/11 Revised Budget includes the sum of £20,000 carried forward from 2009/10 relating to the purchase and implementation of computer application software. Cabinet 16 June 2010 refers.
- (6) The Government set aside additional benefit administration subsidy to enable local authorities to respond to expected increases in housing and council tax benefit workloads as a result of the economic downturn. The sum allocated to this Authority in 2010/11 totals £130,160 and £138,350 in 2011/12. In addition £180,670 has been carried forward from 2009/10 into 2010/11 relating to the unspent part of the 2009/10 allocation (Cabinet 16 June 2010 refers). The grant income has been apportioned across Council Tax Benefits, Rent Allowances and Rent Rebates in line with the guidance contained in the Best Value Accounting Code of Practice. This budget represents the expenditure associated with this grant.
- (7) Grant totalling £55,612 was received from the Government in 2008/09 to support Local Authorities during the introduction of the Employment Support Allowance (ESA). ESA replaced Incapacity Benefit, Severe Disablement Allowance and Income Support on the grounds of incapacity or disability for new customers from 27th October 2008. The 2010/11 Revised Budget relates to unspent grant and associated expenditure carried forward from 2009/10. Cabinet 16 June 2010 refers.

Portfolio: **BENEFITS AND REVENUES**

Service: **CONCESSIONARY BUS FARES**

Head of Service: **Jill Coleshaw**

Purpose of Service: **The provision from 1 April 2008 of the Statutory Scheme of free off peak bus travel throughout England for the elderly and people with certain disabilities.**

Means of Provision: **In partnership with Essex District and Essex County Council until April 2011 when the function will transfer to Essex County Council.**

Activities/Sites Included: Free travel is obtained by the production of a valid pass issued by this Council to its qualifying residents, on application. Available through the post and at the Council's main cash office until April 11. Production of passes may then remain with this Council but this is not known at present.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Operator Reimbursement | 1,873,531 | 1,995,730 | 1,995,730 | - | (1) |
| Temporary Staff (memorandum) | - | 2,970 | - | - | (2) |
| Administration Costs | 11,346 | 22,340 | 112,600 | 12,080 | (3 & 4) |
| Local Transport Initiatives | - | 50,000 | - | - | (5) |
| | 1,884,877 | 2,071,040 | 2,108,330 | 12,080 | |
| Government Grant | (493,533) | (501,000) | (601,760) | - | (1 & 4) |
| Income from Duplicate and Companion pass | (3,695) | - | - | - | |
| Net Direct Expenditure | 1,387,649 | 1,570,040 | 1,506,570 | 12,080 | |
| Service Unit and Central Costs Charges | 103,980 | 99,570 | 81,500 | 50,420 | |
| Net Expenditure | 1,491,629 | 1,669,610 | 1,588,070 | 62,500 | |

Notes

- (1) Operator reimbursement is based on the income that the bus companies would have received if concessionary pass holders were fare paying customers. From 1 April 2011 this function is transferring to Essex County Council. The budget has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Grant Income Reduced, Grant Funded Expenditure reduced and Other Budget Adjustments - Changes to Expenditure) refer). The reduction in expenditure to be incurred by this Council has been off set by a reduction in general government grant.
- (2) This budget has been removed following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 and 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refer.
- (3) £10,500 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

The administration cost of the scheme includes the cost of producing the bus passes and a payment to the administrators of the Essex wide scheme. The Concessionary Bus pass function is transferring to Essex County Council in April 2011, the production of passes may then remain with this Council but this is not known at present.

- (4) The 2010/11 Revised Budget includes the sum of £100,760 carried forward from 2009/10 relating to unspent government grant and associated expenditure of setting up the national free bus pass scheme. Cabinet 16 June 2010 refers.
- (5) A one-off sum of £50,000 was included in the 2010/11 Original Budget as agreed Council at its meeting on 18 February 2010. This sum has subsequently been removed as set out in the Revised Financial Strategy for 2011/12 and Beyond.

Portfolio: **BENEFITS AND REVENUES**

Service: **CONCESSIONARY RAIL FARES**

Head of Service: **Jill Coleshaw**

Purpose of Service: **The provision of discounted senior citizens rail passes.**

Means of Provision: **In consortium with National Express.**

Activities/Sites Included: Passes giving district and nationwide travel.
Sold at main and branch Cash Offices.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Purchase of Railcards | 50,218 | 47,510 | 53,290 | 53,290 | (1) |
| Fees and Charges | (52,379) | (50,100) | (55,880) | (55,880) | (1) |
| Net Direct Expenditure | (2,161) | (2,590) | (2,590) | (2,590) | |
| Service Unit and Central Costs Charges | 15,823 | 13,970 | 15,840 | 15,730 | |
| Net Expenditure | 13,662 | 11,380 | 13,250 | 13,140 | |

Notes

(1) The discount that this Authority receives from National Express for the purchase of concessionary railcards is currently 25% (since 1 February 1992).

The discounted purchase price to this Authority is currently £19.50 per card. The charge to the public is the discounted price plus £1 for the administration fee, which is set by National Express.

Both the 2010/11 Revised Budget and the 2011/12 Original Budget have been increased to more accurately reflect the anticipated income and expenditure on this Service.

Portfolio:

BENEFITS AND REVENUES

Service:

COUNCIL TAX BENEFITS

Head of Service:

Jill Coleshaw

Purpose of Service:

The administration of all council tax benefit claims from Tendring District Council council taxpayers who apply for a rebate on their council tax.

Means of Provision:

Directly provided on behalf of Department of Work and Pensions (DWP).

Activities/Sites Included:

Processing of council tax benefit claims for Council Tax payers. All publicity is issued from, and all applications for benefit are processed at 88-90 Pier Avenue, Clacton. Awards are referred to as Council Tax Benefit and a refund is claimed from the DWP in the form of a subsidy. Enquiries are taken also at the cash offices in Frinton, Harwich and Weeley.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Council Tax Benefit allowances | 14,304,347 | 15,415,970 | 15,186,700 | 15,186,700 | (1 & 2) |
| Overpayments recovered | - | - | (250,000) | (250,000) | (2) |
| Direct Administration Costs | - | 37,760 | - | - | (4) |
| | <u>14,304,347</u> | <u>15,453,730</u> | <u>14,936,700</u> | <u>14,936,700</u> | |
| Government Subsidy: | | | | | |
| Benefits | (14,455,351) | (15,364,270) | (14,937,000) | (14,937,000) | (1) |
| Main Administration Subsidy | (431,531) | (415,020) | (415,020) | (397,110) | (3) |
| Additional Administration Subsidy | (63,613) | (37,760) | (37,760) | (40,000) | (3 & 4) |
| Subsidy re previous year | (190) | - | - | - | |
| | <u>(646,338)</u> | <u>(363,320)</u> | <u>(453,080)</u> | <u>(437,410)</u> | |
| Net Direct Expenditure | | | | | |
| | (646,338) | (363,320) | (453,080) | (437,410) | |
| Service Unit and Central Costs Charges | 634,099 | 643,590 | 693,990 | 629,280 | |
| | <u>634,099</u> | <u>643,590</u> | <u>693,990</u> | <u>629,280</u> | |
| Net Expenditure | <u>(12,239)</u> | <u>280,270</u> | <u>240,910</u> | <u>191,870</u> | |

Notes

- (1) The estimated payments for 2010/11 revised and 2011/12 have been based on the 2010/11 mid year estimates of subsidy due submitted to the Department for Works and Pensions. The costs of Council Tax Benefit payments are met via the subsidy system, with final payments due for the year being subject to the audit of the associated final claim form, and the recovery of overpayments from the Collection Fund.
- (2) The Overpayments recovered have previously been included within the line 'Council Tax Benefit Allowances'. They have been separated out to give a clearer understanding of the budget.
- (3) Housing Benefit Administration Grant is received from the Department for Works and Pensions towards the cost of processing Council Tax Benefit, Rent Allowance and Rent Rebate applications. The total grant received is apportioned over these three areas pro rata to administration costs as recommended in the Best Value Accounting Code of Practice. The 2010/11 revised and 2011/12 estimates reflect the latest notification of this grant and assessment of apportionment.
- (4) The Government set aside additional benefit administration subsidy to enable local authorities to respond to expected increases in housing and council tax benefit workloads as a result of the economic downturn. The sum allocated to this Authority in 2010/11 totals £130,160 of which £37,760 has been apportioned to Council Tax Benefits administration in line with guidance contained in the Best Value Accounting Code of Practice. This sum has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure Reduced and Grant Income Reduced) refers). The Government have subsequently announced a further £138,350 is available in 2011/12 of which £40,000 has been allocated to Council Tax Benefit Administration. The associated expenditure has been transferred to the Benefits, Revenues and Cashiers Service Unit within this Portfolio.

Portfolio: **BENEFITS AND REVENUES**

Service: **NNDR DISCRETIONARY RELIEF**

Head of Service: **Jill Coleshaw**

Purpose of Service: **To draw the attention of all potential claimants to the availability of rebates and reliefs against their liability for NNDR; to process all claims and to record all assessed rebates.**

Means of Provision: **Directly provided.**

Activities/Sites Included: All publicity is issued from, and all applications for benefits and reliefs are processed at 88-90 Pier Avenue, Clacton. Enquiries are taken also at the cash offices in Frinton, Harwich and Weeley.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Benefits and Reliefs | 11,889 | 19,760 | 29,760 | 29,960 | (1) |
| Net Direct Expenditure | 11,889 | 19,760 | 29,760 | 29,960 | |
| Service Unit and Central Costs Charges | - | - | 1,330 | 1,130 | |
| Net Expenditure | 11,889 | 19,760 | 31,090 | 31,090 | |

(1) The Rural Rate Relief and NNDR Discretionary Rate Relief budgets have been combined from the 2010/11 Revised Budget onwards so that all the funding for NNDR discretions is under one heading. The actual spend on the two functions can still be determined from service records.

Portfolio: **BENEFITS AND REVENUES**

Service: **RURAL RATE RELIEF**

Head of Service: **Jill Coleshaw**

Purpose of Service: **The support of village shops and businesses in recognition of the service they provide to the local community.**

Means of Provision: **Directly provided.**

Activities/Sites Included: Certain types of businesses in rural communities where the population is less than 3,000

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|-----------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Small Rural Business Grants | 9,521 | 10,000 | - | - | (1) |
| Net Expenditure | 9,521 | 10,000 | - | - | |

Notes

- (1) This budget has been combined with the NNDR Discretionary Rate Relief budget from the 2010/11 Revised Budget onwards so that all the funding for NNDR discretions is under one heading. The actual spend on the two functions can still be determined from service records (page B1/8 refers).

Portfolio: **BENEFITS AND REVENUES**

Service: **RENT ALLOWANCES**

Head of Service: **Jill Coleshaw**

Purpose of Service: **The administration of all rent allowance claims from tenants of private rented accommodation within the Tendring District Council area.**

Means of Provision: **Directly provided on behalf of Department of Works and Pensions (DWP).**

Activities/Sites Included: Processing of Housing Benefit claims for tenants in private sector rented accommodation. All publicity is issued from, and all applications for benefit are processed at 88-90 Pier Avenue, Clacton. Awards are referred to as Rent Allowance and a refund is claimed from the DWP in the form of a subsidy. Enquiries are taken also at the cash offices in Frinton, Harwich and Weeley.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | (1) |
| Rent Allowance Payments | 42,988,181 | 39,412,750 | 47,507,000 | 48,457,000 | (2) |
| Provision for doubtful debt | 220,552 | 60,000 | 200,000 | 204,000 | (3) |
| Overpayments recovered | - | - | (735,000) | (749,000) | (3) |
| Direct Administration Costs | - | 82,830 | - | - | (5) |
| Set up costs for Local Housing Allowance | 14,434 | - | 48,960 | - | (6) |
| | 43,223,167 | 39,555,580 | 47,020,960 | 47,912,000 | |
| Government Subsidy: | | | | | |
| Benefits | (43,317,769) | (39,429,430) | (46,972,000) | (47,912,000) | (1) |
| Main Administration Subsidy | (948,423) | (910,500) | (910,500) | (872,770) | (4) |
| Additional Administration Subsidy | (139,810) | (82,830) | (82,830) | (87,920) | (4 & 5) |
| Subsidy re previous year | 420 | - | - | - | |
| Government Grant | (6,315) | - | - | - | |
| Local Housing Allowance Grant | (14,434) | - | (48,960) | - | (6) |
| Net Direct Expenditure | (1,203,164) | (867,180) | (993,330) | (960,690) | |
| Service Unit and Central Costs Charges | 1,393,629 | 1,403,080 | 1,602,890 | 1,450,730 | |
| Net Expenditure | 190,465 | 535,900 | 609,560 | 490,040 | |

Notes

- (1) The 2010/11 Revised and 2011/12 Original Budgets have been prepared in line with the initial outcomes from a review of these budgets as highlighted in the outturn report for 2009/10.

- (2) The estimated payments in 2011/12 have been based on the 2010/11 revised payments figure plus an additional sum for an anticipated overall increase in rent levels. The costs of Rent Allowance payments are met via the subsidy system, with final payments due for the year being subject to the audit of the associated final claim form, and the recovery of overpayments directly from the claimants.
- (3) The Provision for Doubtful Debts and the Overpayments Recovered have previously been included within the line 'Rent Allowance Payments'. They have been separated out to give a clearer understanding of the budgets.
- (4) Housing Benefit Administration Grant is received from the Department for Works and Pensions towards the cost of processing Council Tax Benefit, Rent Allowance and Rent Rebate applications. The total grant received is apportioned over these three areas pro rata to administration costs as recommended in the Best Value Accounting Code of Practice. The 2010/11 revised and 2011/12 estimates reflect the latest notification of this grant and assessment of apportionment.
- (5) The Government set aside additional benefit administration subsidy to enable local authorities to respond to expected increases in housing and council tax benefit workloads as a result of the economic downturn. The sum allocated to this Authority in 2010/11 totals £130,160 of which £82,830 has been apportioned to Rent Allowance administration in line with guidance contained in the Best Value Accounting Code of Practice. This sum has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure Reduced and Grant Income Reduced) refers). The Government have subsequently announced a further £138,350 is available in 2011/12 of which £87,920 has been allocated to Rent Allowances. The expenditure associated with this grant has been transferred to the Benefits, Revenues and Cashiers Service Unit within this Portfolio.
- (6) A new government scheme started on 1 April 2008 whereby housing benefit is paid directly to tenants, instead of landlords as previously. Government grant totalling £150,716 was received in 2007/08 towards the implementation costs of this scheme. The 2010/11 revised estimate relates to unspent grant and associated expenditure carried forward from 2009/10. Cabinet 16 June 2010 refers.

Portfolio: **BENEFITS AND REVENUES**

Service: **RENT REBATES**

Head of Service: **Jill Coleshaw**

Purpose of Service: **The administration, processing and funding of claims for rent rebate submitted by council tenants in Housing Revenue Account property and in certain accommodation falling outside the Housing Revenue Account (such as board and lodging).**

Means of Provision: **Directly provided on behalf of Department of Works and Pensions (DWP).**

Activities/Sites Included: Processing of housing benefit claims for Council tenants and those placed in private sector rented accommodation by the Council. All publicity is issued from, and all applications for benefit are processed at 88-90 Pier Avenue, Clacton. Awards are referred to as Rent Rebates and a refund is claimed from the DWP in the form of a subsidy. Enquiries are taken also at the cash offices in Frinton, Harwich and Weeley.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | (1) |
| Rent Rebate Payments | 7,116,831 | 7,500,320 | 7,431,000 | 7,728,000 | (2) |
| Provision for doubtful debt | 19,197 | - | 25,000 | 26,000 | (3) |
| Overpayments recovered | - | - | (165,000) | (171,000) | (3) |
| Direct Administration Costs | - | 9,570 | - | - | (5) |
| | <hr/> 7,136,028 | <hr/> 7,509,890 | <hr/> 7,291,000 | <hr/> 7,583,000 | |
| Government Subsidy: | | | | | |
| Payments | (7,220,099) | (7,499,320) | (7,291,000) | (7,583,000) | (1) |
| Main Administration Subsidy | (112,535) | (105,230) | (105,230) | (103,560) | (4) |
| Additional Administration Subsidy | (16,589) | (9,570) | (9,570) | (10,430) | (4 & 5) |
| Subsidy re previous year | (120) | - | - | - | |
| Net Direct Expenditure | <hr/> (213,315) | <hr/> (104,230) | <hr/> (114,800) | <hr/> (113,990) | |
| Service Unit and Central Costs Charges | 165,361 | 166,410 | 139,290 | 122,240 | |
| Net Expenditure | <hr/> (47,954) | <hr/> 62,180 | <hr/> 24,490 | <hr/> 8,250 | |

Notes

- (1) The 2010/11 Revised and 2011/12 Original Budgets have been prepared in line with the initial outcomes from a review of these budgets as highlighted in the outturn report for 2009/10.
- (2) The estimated payments in 2011/12 have been based on the 2010/11 revised payments figure plus an additional sum for an anticipated increase in council rents. The costs of Rent Rebate payments are met via the subsidy system, with final payments due for the year being subject to the audit of the associated final claim form, and the recovery of overpayments directly from the claimants.

The cost of any rebates paid above a limit rent are ineligible for subsidy and would be charged to the HRA. The Council's rents remain within the limit rent.

Non Housing Revenue Account rent rebates (payments towards the board and lodging costs of homeless families) are included within the homelessness budget in accordance with CIPFA guidance.

- (3) The Provision for Doubtful Debts and the Overpayments Recovered have previously been included within the line 'Rent Rebate Payments'. They have been separated out to give a clearer understanding of the budgets.
- (4) Housing Benefit Administration Grant is received from the Department for Works and Pensions towards the cost of processing Council Tax Benefit, Rent Allowance and Rent Rebate applications. The total grant received is apportioned over these three areas pro rata to administration costs as recommended in the Best Value Accounting Code of Practice. The 2010/11 revised and 2011/12 estimates reflect the latest notification of this grant and assessment of apportionment.
- (5) The Government set aside additional benefit administration subsidy to enable local authorities to respond to expected increases in housing and council tax benefit workloads as a result of the economic downturn. The sum allocated to this Authority in 2010/11 totals £130,160 of which £9,570 has been apportioned to Rent Allowance administration in line with guidance contained in the Best Value Accounting Code of Practice. This sum has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure Reduced and Grant Income Reduced) refers). The Government have subsequently announced a further £138,350 is available in 2011/12 of which £10,430 has been allocated to Rent Rebates. The expenditure associated to this grant has been transferred to the Benefits, Revenues and Cashiers Service Unit within this Portfolio.

Portfolio: **BENEFITS AND REVENUES**

Service: **REVENUE COLLECTION**

Head of Service: **Jill Coleshaw**

Purpose of Service: **To levy and collect the Council Tax and the National Non-Domestic Rate (NNDR).**

Means of Provision: **Directly provided.**

Activities/Sites Included: Council Tax is levied on some 67,400 dwellings and some 7,500 hereditaments are assessed for NNDR. All Council Tax and NNDR records are processed and retained at 88-90 Pier Avenue, Clacton. There are also enquiry and collection offices at Frinton, Harwich and Weeley.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Government Grant | (330,863) | (298,130) | (298,370) | (298,370) | (1) |
| Net Direct Expenditure | (330,863) | (298,130) | (298,370) | (298,370) | |
| Service Unit and Central Costs Charges | 1,101,118 | 1,084,680 | 1,038,060 | 1,017,280 | |
| Net Expenditure | 770,255 | 786,550 | 739,690 | 718,910 | |

Notes

- (1) Central Government contributes a prescribed amount towards the administrative cost of collecting the NNDR, which is based upon chargeable properties within the district in comparison to the national average. The 2010/11 Revised budget reflects the actual amount due as notified by Government, this sum has been assumed for the 2011/12 Original Budget. There is no direct grant for the administration of council tax.

COMMUNITY, PARTNERSHIPS AND RENEWAL PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Community Services | <i>B2 / 2</i> | - | - | - | - |
| Regeneration Services | <i>B2 / 3</i> | - | - | - | - |
| Total Rechargeable Service Unit Accounts | | - | - | - | - |
| Asset Management | <i>B2 / 4</i> | - | - | - | - |
| Depots | <i>B2 / 5</i> | - | - | - | - |
| Office Accommodation | <i>B2 / 6</i> | - | - | - | - |
| Office Cleaning | <i>B2 / 7</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Advice, Support and Contributions to Local Initiatives | <i>B2 / 8</i> | 46,468 | 57,910 | 97,870 | 54,140 |
| Citizens Advice Bureau | <i>B2 / 9</i> | 159,103 | 172,280 | 73,610 | 74,820 |
| Civic Ceremonial | <i>B2 / 10</i> | 53,247 | 50,620 | 50,080 | 51,980 |
| Community Safety | <i>B2 / 11</i> | 56,515 | 60,620 | 52,210 | 51,170 |
| Community Asset Off-Setting Scheme | <i>B2 / 12</i> | 17,359 | 21,500 | 17,500 | 17,850 |
| Clacton Town Centre Enhancement | <i>B2 / 13</i> | 94,989 | 90,970 | 177,690 | 159,910 |
| Economic Development | <i>B2 / 14</i> | 15,895 | (4,040) | 191,860 | 188,360 |
| Support to Voluntary Sector | <i>B2 / 16</i> | 110,783 | 123,080 | 123,570 | 54,560 |
| Public Halls | <i>B2 / 17</i> | 22,945 | (7,690) | 52,040 | 13,540 |
| Rural Regeneration | <i>B2 / 18</i> | 322 | 2,950 | - | - |
| Special Projects | <i>B2 / 19</i> | 1,160,272 | 824,800 | 1,152,210 | 608,700 |
| Tendring Careline | <i>B2 / 21</i> | (19,111) | 61,600 | 109,040 | 75,800 |
| Tourism | <i>B2 / 23</i> | 301,012 | 270,180 | 266,350 | 266,850 |
| Town Twinning | <i>B2 / 25</i> | 24,589 | 6,620 | 4,920 | 4,940 |
| Total non- rechargeable accounts | | 2,044,388 | 1,731,400 | 2,368,950 | 1,622,620 |
| Grand Total | | 2,044,388 | 1,731,400 | 2,368,950 | 1,622,620 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 3,362,868 | 3,307,570 | 3,806,960 | 2,750,790 |
| Income | | (1,124,914) | (1,187,040) | (1,246,320) | (765,950) |
| Net Direct Expenditure | | 2,237,954 | 2,120,530 | 2,560,640 | 1,984,840 |
| Capital Charges | | 1,191,582 | 243,140 | 293,100 | 293,100 |
| Service Unit and Central Costs Charges | | 1,675,932 | 2,126,910 | 2,217,680 | 2,176,130 |
| Pension Current Costs | | (8,882) | 55,900 | 69,800 | 72,700 |
| Recharge to Services | | (3,052,198) | (2,815,080) | (2,772,270) | (2,904,150) |
| Total | | 2,044,388 | 1,731,400 | 2,368,950 | 1,622,620 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **COMMUNITY SERVICES SERVICE UNIT ACCOUNT**

Head of Service: **Richard Walker**

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 739,151 | 753,100 | 736,210 | 775,300 | (1) |
| Other Employee Related | 560 | 520 | 520 | 530 | |
| Transport Costs | 11,093 | 9,890 | 10,300 | 10,510 | (2) |
| Supplies and Services | 3,892 | 6,690 | 8,770 | 8,950 | (3) |
| Net Direct Expenditure | 754,696 | 770,200 | 755,800 | 795,290 | |
| Service Unit and Central Costs Charges | 218,646 | 197,500 | 199,730 | 168,160 | |
| Pension Current Costs | (5,741) | 34,940 | 38,990 | 41,690 | |
| Net Expenditure | 967,601 | 1,002,640 | 994,520 | 1,005,140 | |
| Recharge to Services | (967,601) | (1,002,640) | (994,520) | (1,005,140) | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised and 2011/12 Original Budgets include the creation of an additional post, as approved by the Human Resources Committee, funded by a reduction in Salaries within the Finance Service unit account of the Finance Portfolio (£16,070 page B5a/2 refers) and from Salaries within the Corporate Performance Service Unit Account of the Corporate Governance and Resources Portfolio (£4,450 page B3/4 refers).
- (2) The 2010/11 Revised Budget and 2011/12 Original Budget includes an additional £410 in respect of Transport funded by virement from Transport within the Tendring Careline service of this portfolio (page B2/21 refers).
- (3) £980 relating to Supplies and Services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

The 2010/11 Revised Budget and 2011/12 Original Budget includes an additional £3,060 and £3,120 respectively in relation to Printing and Stationery funded by virement from supplies and services within the Tendring Careline service of this portfolio (page B2/21 refers).

Portfolio:

COMMUNITY, PARTNERSHIPS AND RENEWAL

Service:

REGENERATION SERVICES SERVICE UNIT

Head of Service:

Mike Bateson

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | (1) |
| Salaries (memorandum) | 245,220 | 299,940 | 295,220 | 294,720 | |
| Transport Costs | 6,567 | 12,180 | 7,180 | 7,320 | (2) |
| Supplies and Services | 92 | 5,960 | 3,790 | 3,860 | (3) |
| Net Direct Expenditure | 251,879 | 318,080 | 306,190 | 305,900 | |
| Service Unit and Central Costs Charges | (380,481) | 100,650 | 100,870 | 93,860 | |
| Pension Current Costs | (2,235) | 15,450 | 17,380 | 17,720 | |
| Net Expenditure | (130,837) | 434,180 | 424,440 | 417,480 | |
| Recharge to Services | 130,837 | (434,180) | (424,440) | (417,480) | |
| | - | - | - | - | |

- (1) Some of the 2009/10 Actuals relate to amounts that were transferred to INTend under the Service Delivery Agreement between INTend and the Council. Following the end of the secondment of the regeneration staff the allocation of the budgets is being reviewed.
- (2) £5,000 relating to Car Allowances - Officers has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (3) £2,170 relating to Supplies and Services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

| | |
|-----------------------------------|--|
| <i>Portfolio:</i> | COMMUNITY, PARTNERSHIPS AND RENEWAL |
| <i>Service:</i> | ASSET MANAGEMENT |
| <i>Head of Service:</i> | Adam Kendall |
| <i>Purpose of Service:</i> | To provide a management service for the Authority's assets. |
| <i>Means of Provision:</i> | Direct. |
| <i>Activities/Sites Included:</i> | District wide. |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| External Advice and Valuations | 54,624 | 56,970 | 42,970 | 43,830 | (1 & 2) |
| Refurbishment of Assets | - | - | - | 100,000 | (3) |
| | <hr/> 54,624 | <hr/> 56,970 | <hr/> 42,970 | <hr/> 143,830 | |
| Withheld Deposits Income | (10,000) | - | - | - | (1) |
| Net Direct Expenditure | <hr/> 44,624 | <hr/> 56,970 | <hr/> 42,970 | <hr/> 143,830 | |
| Service Unit and Central Costs Charges | 254,389 | 273,090 | 268,720 | 280,940 | |
| Net Expenditure | <hr/> 299,013 | <hr/> 330,060 | <hr/> 311,690 | <hr/> 424,770 | |
| Recharge to Services | (299,013) | (330,060) | (311,690) | (424,770) | |
| | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | |

Notes

- (1) The Actual 2009/10 includes work in respect of making safe a Public House at Dovercourt. A contribution for this work is from a withheld deposit paid by the Developer.
- (2) £14,000 relating to legal and professional expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (3) The Original 2011/12 Budget relates to the potential refurbishment and replacement of individual Council Assets, funded via the Asset Refurbishment/Replacement Reserve.

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **DEPOTS**

Head of Service: **Carol Schleip/John Ryan/Kevin Harkin**

Purpose of Service: **To provide depots for the delivery of council services.**

Means of Provision: **Property either leased or owned.**

Activities/Sites Included: Victoria Place, Brightlingsea
Gorse Lane, Clacton
Northbourne Road, Clacton
Mill Lane, Walton
Main Road, Harwich
Thorpe Road, Weeley
Low Road, Dovercourt

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------------|
| Direct Costs: | | | | | |
| Premises Related Expenses | 70,199 | 91,200 | 92,020 | 93,140 | (1, 2 & 3) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 70,199 | 91,200 | 92,020 | 93,140 | |
| Service charges | (15,602) | (21,410) | (21,410) | (21,840) | |
| Rental Income | (19,988) | (15,710) | (15,710) | (15,710) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 34,609 | 54,080 | 54,900 | 55,590 | |
| Capital Charges | 51,910 | 38,450 | 38,450 | 38,450 | |
| Service Unit and Central Costs Charges | 83,418 | 87,560 | 90,750 | 90,310 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 169,937 | 180,090 | 184,100 | 184,350 | |
| Recharge to Services | (169,937) | (180,090) | (184,100) | (184,350) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | - | - | - | - | |

Notes

- (1) £180 relating to electricity and telephone charges has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes the sum of £11,000 carried forward from 2009/10 relating to work on changing facilities. Cabinet 16 June 2010 refers.
- (3) £10,000 relating to maintenance work has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: OFFICE ACCOMMODATION

Head of Service: Carol Schleip

Purpose of Service: To provide office accommodation to officers and members.

Means of Provision: Property is either leased or owned.

Activities/Sites Included: Westleigh House, Clacton
 Council Tax Offices, Pier Avenue, Clacton
 Town Hall, Clacton
 Clay Hall, Wyndham Crescent, Clacton
 Town Hall Annexe, Clacton
 Cash Office, Waddesdon Road, Harwich
 Cash Office, The Triangle, Frinton
 Council Offices, Thorpe Road, Weeley
 Barnes House, Pier Avenue, Clacton

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Employee Related Expenses | - | 2,440 | - | - | (1) |
| Premises Related Expenses | 459,811 | 411,810 | 411,810 | 421,130 | |
| Supplies and Services | 43,461 | 42,220 | 49,510 | 50,490 | (2) |
| | 503,272 | 456,470 | 461,320 | 471,620 | |
| Income | (2,282) | (3,830) | (3,830) | (3,840) | |
| Net Direct Expenditure | 500,990 | 452,640 | 457,490 | 467,780 | |
| Capital Charges | 991,303 | 145,730 | 145,730 | 145,730 | |
| Service Unit and Central Costs Charges | 116,304 | 125,530 | 118,770 | 116,600 | |
| Net Expenditure | 1,608,597 | 723,900 | 721,990 | 730,110 | |
| Recharge to Services | (1,608,597) | (723,900) | (721,990) | (730,110) | |
| | - | - | - | - | |

Notes

(1) £2,440 relating to overtime has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

(2) £11,000 relating to bulk bin collection has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

£3,710 relating to supplies and services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **OFFICE CLEANING**

Head of Service: **Carol Schleip**

Purpose of Service: **To clean the interior of the Authority's civic buildings and offices.**

Means of Provision: **Directly provided.**

Activities/Sites Included: A full range of cleaning services to Clacton Town Hall, Westleigh House, Benefits and Revenues, Alexandra Gardens, Weeley Council Building, Clay Hall, Careline, Barnes House, Harwich Cash Office and Northbourne depot.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 92,728 | 103,350 | 91,720 | 99,050 | (1) |
| Materials | 12,441 | 5,200 | 12,200 | 12,440 | (2) |
| Other Costs | 443 | 850 | 850 | 870 | |
| Net Direct Expenditure | 105,612 | 109,400 | 104,770 | 112,360 | |
| Service Unit and Central Costs Charges | 32,684 | 31,580 | 28,130 | 27,180 | |
| Pension Current Costs | (409) | 3,230 | 2,630 | 2,760 | |
| Net Expenditure | 137,887 | 144,210 | 135,530 | 142,300 | |
| Recharge to Services | (137,887) | (144,210) | (135,530) | (142,300) | |
| | - | - | - | - | |

Notes

- (1) £1,000 relating to overtime has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (2) £7,000 relating to cleaning materials has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: ADVICE, SUPPORT AND CONTRIBUTIONS TO LOCAL INITIATIVES

Head of Service: Richard Walker/Kevin Harkin

Purpose of Service: To provide assistance and support for initiatives that benefit either specific sections of the community or the whole community.

Means of Provision: Through direct support and membership of various boards forums and panels including the older people and young persons agendas

Activities/Sites Included: Throughout the Tendring District.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Enabling Fund | 2,130 | 2,170 | 2,170 | 2,210 | |
| Special Projects | - | 240 | - | - | (1) |
| Youth Initiatives | 7,634 | 8,040 | 6,160 | 6,920 | (2) |
| Welfare Rights Service | - | - | 43,440 | - | (3) |
| Older People | - | - | 300 | - | (4) |
| Net Direct Expenditure | 9,764 | 10,450 | 52,070 | 9,130 | |
| Capital Charges | 456 | 460 | 460 | 460 | |
| Service Unit and Central Costs Charges | 36,248 | 47,000 | 45,340 | 44,550 | |
| Net Expenditure | 46,468 | 57,910 | 97,870 | 54,140 | |

Notes

- (1) £240 relating to Community Special Projects has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes a reduction of £1,880 in respect of a £300 contribution to the Tendring Show within the Corporate Governance portfolio (page B3/11 refers), £1,280 to fund the Hire of Premises for the Crucial Crew event within Community Safety of this portfolio (page B2/11 refers) and £300 for Training relating to Older People within this page.
- The 2011/12 Original Budget includes a reduction of £1,280 in respect of funding the Hire of Premises for the Crucial Crew event within Community Safety of this portfolio (page B2/11 refers).
- (3) £43,440 relating to the Welfare Rights Service has been added to the 2010/11 Revised Budget.
- (4) The 2010/11 Revised Budget is to fund training relating to older people funded by virement from the Youth Initiative budget within this page.

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **CITIZENS ADVICE BUREAU**

Head of Service: **Richard Walker**

Purpose of Service: **The provision of support and advice including contribution funding to enable professional advice through the Citizens Advice Bureau to be given to all residents of Tendring.**

Means of Provision: **Contributions and advice.**

Activities/Sites Included: **Citizens Advice Bureau activities throughout the Tendring District.**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: Tendring CAB | 158,480 | 171,650 | 71,650 | 73,080 | (1) |
| Net Direct Expenditure | 158,480 | 171,650 | 71,650 | 73,080 | |
| Service Unit and Central Costs Charges | 623 | 630 | 1,960 | 1,740 | |
| Net Expenditure | 159,103 | 172,280 | 73,610 | 74,820 | |

Notes

(1) £100,000 relating to the Tendring Citizens Advice Bureau has been removed from the 2010/11 Revised Budget. This sum has also been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **CIVIC CEREMONIAL**

Head of Service: **Management Board**

Purpose of Service: **To undertake various Civic Ceremonial functions.**

Means of Provision: **Directly provided.**

Activities/Sites Included: Throughout the Tendring District.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Civic Ceremonial Expenses | 21,181 | 21,640 | 21,420 | 21,850 | (1) |
| Chairman's Charity Dinner Dance | 5,033 | 4,820 | 4,820 | 4,900 | |
| Chairman's Fund Raising Account | 2,000 | 3,900 | 3,900 | 3,900 | |
| Veterans Tea Dance | 3,975 | - | 2,250 | 2,250 | (2) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 32,189 | 30,360 | 32,390 | 32,900 | |
| Chairman's Charity Dinner Dance | (5,033) | (4,820) | (4,820) | (4,900) | |
| Chairman's Fund Raising Account | (2,000) | (3,900) | (3,900) | (3,900) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 25,156 | 21,640 | 23,670 | 24,100 | |
| Service Unit and Central Costs Charges | 28,091 | 28,980 | 26,410 | 27,880 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 53,247 | 50,620 | 50,080 | 51,980 | |

Notes

- (1) £220 relating to Civic Ceremonial Expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This amount has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (2) £2,250 relating to the cost of running the Veterans Tea Dance has been added to the 2010/11 Revised Budget. This amount has also been added to the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: COMMUNITY SAFETY

Head of Service: Richard Walker

Purpose of Service: To promote the Council's interests and to enhance its public image.
To contribute towards partnership initiatives on Community Safety.

Means of Provision: Provided directly and in partnership with the local authority.

Activities/Sites Included: Facilitating and enabling work on the Tendring Community Strategy.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------------|
| Direct Costs: | | | | | |
| Community Safety | 6,093 | 7,780 | 7,270 | 6,140 | (1, 2 & 3) |
| Net Direct Expenditure | 6,093 | 7,780 | 7,270 | 6,140 | |
| Service Unit and Central Costs Charges | 50,422 | 52,840 | 44,940 | 45,030 | |
| Net Expenditure | 56,515 | 60,620 | 52,210 | 51,170 | |

Notes

- (1) £3,000 relating to Supplies and Services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes the sum of £1,210 carried forward from 2009/10 relating to training Cabinet 16 June 2010 refers.
- (3) The 2010/11 Revised and 2011/12 Original Budgets include £1,280 in respect of the hire of premises for the Crucial Crew event funded by virement from the Youth Initiatives budget within the Local Initiatives page of this portfolio (page B2/8 refers).

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: COMMUNITY ASSET OFF-SETTING SCHEME

Head of Service: Adam Kendall

Purpose of Service: To support voluntary and community organisations with rental costs where the council is their landlord.

Means of Provision: Directly provided.

Activities/Sites Included: District Wide

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|-------------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Grants | 17,359 | 21,500 | 17,500 | 17,850 | (1) |
| Net Direct Expenditure | 17,359 | 21,500 | 17,500 | 17,850 | |

Notes

- (1) £4,000 relating to the rent offsetting scheme has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **CLACTON TOWN CENTRE ENHANCEMENT SCHEME**

Head of Service: **John Ryan**

Purpose of Service: **The maintenance of the Clacton Town Centre Enhancement Scheme.**

Means of Provision: **Directly provided.**

Activities/Sites Included: **Clacton Town Centre**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Repairs and Maintenance | 34,167 | 47,850 | 66,470 | 48,810 | (1) |
| Net Direct Expenditure | 34,167 | 47,850 | 66,470 | 48,810 | |
| Capital Charges | 31,892 | 17,020 | 44,170 | 44,170 | |
| Service Unit and Central Costs Charges | 28,930 | 26,100 | 67,050 | 66,930 | |
| Net Expenditure | 94,989 | 90,970 | 177,690 | 159,910 | |

Notes

(1) The 2010/11 Revised Budget includes the sum of £18,620 carried forward from 2009/10 relating to maintenance work. Cabinet 16 June 2010 refers.

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: ECONOMIC DEVELOPMENT

Head of Service: Mike Bateson

Purpose of Service: To manage the provision of existing industrial sites. To encourage investment and stimulate business growth.

Means of Provision: Direct/Partnership

Activities/Sites Included: Orlando Court, Walton
South Strand, Lawford
Carnarvon House, Clacton
Mill Lane Units, Walton
Business Advice Service
Marketing
Publications (Trade Directories, Business Newsletter)
BC-Net
Business Club

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | (1) |
| Repairs and Grounds Maintenance and other premises related expenditure | 723 | 4,740 | 3,740 | 3,810 | (2) |
| Marketing | - | 10,570 | 10,570 | 10,780 | |
| Mill Lane Units | - | 890 | 490 | 490 | (3) |
| Jaywick Enterprise Centre (Starter Units) | 11,149 | 20,080 | 19,580 | 20,050 | (4) |
| Economic Assessment Duty | - | 6,000 | 6,000 | - | (5) |
| Other | 872 | 1,390 | 1,390 | 1,420 | |
| | 12,744 | 43,670 | 41,770 | 36,550 | |
| Mill Lane Units & Service Charges | (840) | (1,700) | (850) | (850) | (6) |
| Area Based Grant re Economic Assessment Duty | - | (6,000) | (6,000) | - | (5) |
| Other Rents and Contributions | (84,852) | (84,810) | (87,440) | (87,440) | |
| Net Direct Expenditure | (72,948) | (48,840) | (52,520) | (51,740) | |
| Capital Charges | 71,757 | 26,440 | 26,440 | 26,440 | |
| Service Unit and Central Costs Charges | 17,086 | 18,360 | 217,940 | 213,660 | (7) |
| Net Expenditure | 15,895 | (4,040) | 191,860 | 188,360 | |

Notes

- (1) Some of the 2009/10 Actuals relate to amounts that were transferred to INTend under the Service Delivery Agreement between INTend and the Council. Following the end of the secondment of the regeneration staff the allocation of the budgets is being reviewed.

- (2) £1,000 relating to Grounds Maintenance External Contractors has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (3) £400 relating to Repairs and Maintenance has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (4) £500 relating to Building Repairs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (5) £6,000 relating to Economic Assessment Duty included in the 2010/11 Budget has been removed in the 2011/12 Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure and Income Reduced) refers).
- (6) £850 relating to rents receivable and service charges has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).
- (7) The increase in Service Unit and Central Costs is mainly as a result of the time relating to those staff previously seconded to INTend now being charged to this service where it was previously charged to the Special Projects service within this portfolio (page B2/19).

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **SUPPORT TO VOLUNTARY SECTOR**

Head of Service: **Richard Walker**

Purpose of Service: **To provide financial support to the voluntary sector and organisations meeting the Committee's criteria for assistance.**

Means of Provision: **Through the payment of grants.**

Activities/Sites Included: **Throughout the Tendring District.**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Grants | 108,880 | 121,060 | 121,060 | 52,080 | (1) |
| Net Direct Expenditure | 108,880 | 121,060 | 121,060 | 52,080 | |
| Service Unit and Central Costs Charges | 1,903 | 2,020 | 2,510 | 2,480 | |
| Net Expenditure | 110,783 | 123,080 | 123,570 | 54,560 | |

Notes

(1) £70,000 relating to grants to support the voluntary sector included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

| | |
|-----------------------------------|---|
| <i>Portfolio:</i> | COMMUNITY, PARTNERSHIPS AND RENEWAL |
| <i>Service:</i> | PUBLIC HALLS |
| <i>Head of Service:</i> | Kevin Harkin/Mike Bateson |
| <i>Purpose of Service:</i> | To provide public halls for use by resident & community groups. |
| <i>Means of Provision:</i> | Public Halls - Community Associations. |
| <i>Activities/Sites Included:</i> | Halls at Golf Green, Clacton; Holland; Burrsville; Drill Hall, Harwich and Jaywick. |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Running Expenses | 8,051 | 5,500 | 42,480 | 4,190 | (1) |
| Contribution - Holland Community Association | 4,000 | 3,940 | 4,000 | 4,000 | (2) |
| Jaywick Resource Centre | 4,817 | 4,270 | 4,270 | 4,360 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 16,868 | 13,710 | 50,750 | 12,550 | |
| Hire of Halls | (16,119) | (13,960) | (14,390) | (14,400) | (3) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 749 | (250) | 36,360 | (1,850) | |
| Capital Charges | 13,541 | (15,790) | 7,020 | 7,020 | |
| Service Unit and Central Costs Charges | 8,655 | 8,350 | 8,660 | 8,370 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 22,945 | (7,690) | 52,040 | 13,540 | |

Notes

- (1) The 2010/11 Revised Budget includes £38,380 funded by virement from the Service Improvement Budget (within Finance portfolio (page B5a/9 refers)) for repair and maintenance works required at Drill Hall Harwich. £1,400 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised and 2011/12 Original budgets include £60 to reflect the actual rent paid.
- (3) The 2010/11 Revised and 2011/12 Original Budgets include an additional £430 extra rental income to reflect the current amount payable.

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: RURAL REGENERATION

Head of Service: Mike Bateson

Purpose of Service: To promote and implement projects which benefit the economic, environmental and social well being of the Rural Area.

Means of Provision: Directly and in partnership with other public, private and voluntary sector agencies.

Activities/Sites Included: Support for rural business initiatives

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Rural business support | - | 2,630 | - | - | (1) |
| Net Direct Expenditure | - | 2,630 | - | - | |
| Service Unit and Central Costs Charges | 322 | 320 | - | - | |
| Net Expenditure | 322 | 2,950 | - | - | |

Notes

(1) This Budget has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**
Service: **SPECIAL PROJECTS**
Head of Service: **Mike Bateson/Richard Walker**
Purpose of Service: **To promote and implement projects which benefit the economic, environmental and social well being of the District. To support the Council's local authority controlled company.**
Means of Provision: **Directly and in Partnership with other public, private and voluntary sector agencies.**

Activities/Sites Included: Preparation, submission and delivery of bids

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | (1) |
| Regeneration Projects Costs | - | 8,010 | 8,010 | 8,170 | |
| Jaywick Regeneration Management/ Jaywick Strategic Leadership Group Initiatives | 21,225 | 157,080 | 154,700 | 155,120 | (2) |
| Haven Gateway Contribution | 20,000 | 20,120 | 20,120 | 20,120 | |
| Safer Stronger Communities Fund - Neighbourhood Element | 229,935 | - | - | - | (3) |
| Payment to INTend | 550,390 | - | 466,090 | - | (4) |
| Cohesion Projects | - | 76,000 | 108,350 | - | (5) |
| DisabledGo - Support | 6,800 | 8,000 | 8,000 | - | (6) |
| Worklessness Project | 13,964 | 71,250 | 19,370 | - | (7) |
| Town Centres Co-ordinator and Jaywick Business Support | 1,723 | 110,830 | 36,180 | 15,820 | (8) |
| Coastal Pathfinder | - | 100,000 | 100,000 | - | (9) |
| CLG Town Centre Initiative | - | - | 52,630 | - | (10) |
| Town Centre Schemes | - | 50,000 | 50,000 | - | (11) |
| Seaside Towns Funding Grant | - | - | 200,000 | - | (12) |
| Lost Town Project | - | 25,000 | - | - | (13) |
| | 844,037 | 626,290 | 1,223,450 | 199,230 | |
| Jaywick Regeneration Management/ Jaywick Strategic Leadership Group Initiatives income from Partners | (13,729) | (70,750) | (20,340) | (39,260) | (2) |
| Coastal Pathfinder - Support to Jaywick Team | (7,650) | (11,660) | (38,750) | - | (2 & 9) |
| Coastal Pathfinder | - | (100,000) | (100,000) | - | (9) |
| Harwich Master Plan income from partners | (1,608) | - | - | - | |
| Safer Stronger Communities Fund | (270,789) | - | - | - | (3) |
| Area Based Grant relating to Cohesion | (48,529) | (75,000) | (57,350) | - | (5) |
| Worklessness Grant | (14,384) | (71,250) | (19,570) | - | (7) |
| Town Centres Co-ordinator and Jaywick Business Support Grant | (1,723) | (110,830) | (36,530) | - | (8) |
| Seaside Towns Funding Grant | - | - | (200,000) | - | (12) |
| CLG Town Centre Initiative | - | - | (52,630) | - | (10) |
| Net Direct Expenditure | 485,625 | 186,800 | 698,280 | 159,970 | |
| Service Unit and Central Costs Charges | 674,752 | 638,000 | 445,740 | 441,360 | (14) |
| Pension Current Costs | (105) | - | 8,190 | 7,370 | |
| Net Direct Expenditure | 1,160,272 | 824,800 | 1,152,210 | 608,700 | |

Notes

- (1) Some of the 2009/10 Actuals relate to amounts that were transferred to INTend under the Service Delivery Agreement between INTend and the Council. Following the end of the secondment of the regeneration staff the allocation of the budgets is being reviewed.
- (2) The Jaywick Regeneration Management is in partnership with the Jaywick Strategic Leadership Group. The budget has been prepared to reflect the anticipated salary and related costs associated with this project and the latest notifications of grant available.
- (3) Revenue funding over 4 years commencing 2006/07 was awarded to this Council in respect of the Government's Safer, Stronger Communities Fund - Neighbourhood Element. This fund ceased on 31st March 2010.
- (4) The 2010/11 Revised Budget has been carried forward from 2009/10 relating to the amount due to INTend under the Service Level Agreement. Cabinet 16 June 2010 refers.
- (5) The 2010/11 Revised Budget includes the sum of £50,000 carried forward from 2009/10 relating to Cohesion Projects Cabinet 16 June 2010 refers.

The reduction of £17,650 in the 2010/11 Revised Budget reflects the latest notification of Area Based Grant received from Government.

The 2010/11 Budget has been removed in the 2011/12 Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure and Income Reduced) refers).
- (6) £8,000 relating to DisabledGo included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (7) The 2010/11 Revised Expenditure and Income Budget includes the sum of £4,370 carried forward from 2009/10 relating to the Worklessness Officer Cabinet 16 June 2010 refers.

The reduction of £56,050 in the 2010/11 Revised Budget reflects the latest notification of Performance Reward Grant received.

£71,250 relating to Worklessness included in the 2010/11 Budget has been removed in the 2011/12 Original Budget due to no further Performance Reward Grant to be received.
- (8) The reduction of £74,300 in the 2010/11 Revised Budget reflects the latest notification of Performance Reward Grant received.

£110,830 relating to Town Centre and Jaywick Business Support included in the 2010/11 Budget has been removed in the 2011/12 Original Budget due to no further Performance Reward Grant to be received.

The 2011/12 Original Budget is to fund the Town Centre Coordinator until the end of the contract.
- (9) The Council has been awarded revenue funding of £146,400 over the two years 2009/10 and 2010/11 by DEFRA as a result of a pathfinder bid for coastal change.
- (10) The 2010/11 Revised Expenditure and Income Budget has been carried forward from 2009/10 relating to government grant and related expenditure to help reopen or re-use empty shops Cabinet 16 June 2010 refers.
- (11) £50,000 relating to Town Centre Schemes included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (12) The 2010/11 Revised Expenditure and Income Budget has been carried forward from 2009/10 relating to the Seaside Town funding Cabinet 16 June 2010 refers.
- (13) £25,000 relating to the Lost Town Project has been removed from the 2010/11 Revised Budget.

£25,000 relating to the Lost Town Project included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (14) The decrease in Service Unit and Central Costs is mainly as a result of the time relating to those staff previously seconded to INTend now being charged to specific services elsewhere in this Portfolio.

Portfolio: COMMUNITY, PARTNERSHIPS AND RENEWAL

Service: TENDRING CARELINE

Head of Service: Richard Walker

Purpose of Service: To provide a dispersed alarm service at an affordable price for elderly persons and disabled or infirm people.

Means of Provision: Directly provided.

Activities/Sites Included: As at 31 March the service was provided to a total of 3,121 properties. 111,259 calls from Careline clients were received in the period 1 April 2009 to 31 March 2010
95.6% of calls were answered within 30 seconds (target 95%)
2,648 calls were received for TDC from members of the public outside normal office hours

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|---|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Training | 5,770 | 5,790 | 5,790 | 5,910 | |
| Premises Related Expenses | 12,297 | 16,020 | 16,110 | 9,840 | (1) |
| Transport | 16,405 | 13,350 | 15,000 | 16,110 | (2) |
| Supplies and Services | 81,850 | 116,250 | 125,920 | 108,980 | (3, 4 & 5) |
| Careline Holistic Interview pilot plan | 558 | - | - | - | (6) |
| | 116,880 | 151,410 | 162,820 | 140,840 | |
| Careline Holistic Interview pilot plan - ECC Grant | (558) | - | - | - | (6) |
| Contributions ECC | (34,740) | - | - | - | (7) |
| Fees and Charges | (488,422) | (495,540) | (495,540) | (505,450) | |
| Net Direct Expenditure | (406,840) | (344,130) | (332,720) | (364,610) | |
| Capital Charges | 4,100 | 27,500 | 27,500 | 27,500 | |
| Service Unit and Central Costs Charges | 383,629 | 378,230 | 414,260 | 412,910 | |
| Net Expenditure | (19,111) | 61,600 | 109,040 | 75,800 | |

Notes

- (1) The 2010/11 Revised Budget includes £90 in respect of building repairs funded by virement from Supplies and Services.

£6,380 relating to Rents Paid has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

- (2) The 2010/11 Revised Budget and 2011/12 Original Budget includes an additional £2,060 in respect of operational leases funded by virement from Supplies and Services within this page.

The 2010/11 Revised Budget and 2011/12 Original Budget includes a reduction of £410 in respect of funding Transport costs within the Community Service unit account of this portfolio (page B2/2 refers).

- (3) The 2010/11 Revised Budget includes the sum of £14,810 carried forward from 2009/10 relating to the upgrade of software PNC6 of which £310 was not required and has been removed from the 2010/11 Revised Budget Cabinet 16 June 2010 refers.

The 2010/11 Revised Budget includes the sum of £1,880 carried forward from 2009/10 relating to equipment and tools Cabinet 16 June 2010 refers.

- (4) The 2010/11 Revised Budget and the 2011/12 Original Budget includes a reduction of £5,210 in respect of funding additional operational leases costs of £2,060 within the transport line of this page and £3,060 in respect of Printing and Stationery within the Community Service Unit Account of this portfolio (page B2/2 refers).
- (5) £1,500 relating to supplies and services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

£3,500 relating to supplies and services has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Review meetings with Portfolio Holders and Heads of Service) refers).

- (6) The 2009/10 Actual is in respect of a one off grant received from Essex County Council for the Careline Holistic Interview Pilot Plan.
- (7) The 2009/10 Actual is in respect of a grant received from Essex County Council relating to the Telecare Initiative.

Portfolio: **COMMUNITY, PARTNERSHIPS AND RENEWAL**

Service: **TOURISM**

Head of Service: **Kevin Harkin/Mike Bateson**

Purpose of Service: **To promote the District as a visitor destination, develop new marketing initiatives and stimulate tourism investment. To organise and collate a programme of local events**

Means of Provision: **The Council's direct workforce works in partnership with representatives in the local tourism industry.**

Activities/Sites Included: Promotion of tourism attractions
Organisation/facilitation of events programme
Publication of promotional materials
Liaison with and support for the Tendring Tourism Group
Tourist Information Centres

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Marketing | 5,360 | 3,870 | 2,340 | 2,390 | (1) |
| Advertising | 18,647 | 20,940 | 19,210 | 19,600 | (2) |
| Air Show | 108,299 | 101,730 | 86,730 | 88,450 | (3) |
| Tourism Publications - Print Expenses | 15,549 | 24,200 | 6,200 | 6,320 | (4) |
| Tourism Publications - Production Expenses | 11,872 | 14,440 | 4,440 | 4,530 | (5) |
| Tourism Publications - Postage Expenses | 5,104 | 7,200 | 5,700 | 5,810 | (6) |
| Subscriptions | 3,783 | 2,610 | 2,610 | 2,660 | |
| Decorative Lighting | 3,416 | - | - | - | (7) |
| Tourist Information Centres (inc Salaries) | 77,093 | 79,170 | 68,260 | 68,510 | (8) |
| | 249,123 | 254,160 | 195,490 | 198,270 | |
| Air Show Income | (66,531) | (58,390) | (58,390) | (59,320) | |
| Fees and Charges | (19,535) | (37,480) | (8,870) | (9,040) | (9) |
| Net Direct Expenditure | 163,057 | 158,290 | 128,230 | 129,910 | |
| Capital Charges | 26,623 | 3,330 | 3,330 | 3,330 | |
| Service Unit and Central Costs Charges | 111,724 | 106,280 | 132,180 | 130,450 | |
| Pension Current Costs | (392) | 2,280 | 2,610 | 3,160 | |
| Net Expenditure | 301,012 | 270,180 | 266,350 | 266,850 | |

Notes

- (1) £1,530 relating to project expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £1,730 relating to advertising costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (3) In accordance with Cabinet decision reference 1945 on 7 July 2010 the Revised 2010/11 Air show budget has been reduced by £15,000, this sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (4) £18,000 relating to print expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (5) £10,000 relating to production expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (6) £1,500 relating to postage expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (7) £2,970 was carried forward from 2009/10 to 2010/11 relating to the removal of decorative lighting at Harwich Quayside. Cabinet 16 June 2010 refers. This sum has subsequently been removed following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (8) £9,860 relating to various tourist information centre expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £12,980 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (9) £28,610 relating to income has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

| | |
|-----------------------------------|---|
| <i>Portfolio:</i> | COMMUNITY, PARTNERSHIPS AND RENEWAL |
| <i>Service:</i> | TOWN TWINNING |
| <i>Head of Service:</i> | Management Board |
| <i>Purpose of Service:</i> | To extend cultural links with our twin towns of Valence, Biberach and Swidnica and to expand twinning links with our towns through various agents and to promote twinning initiatives throughout Tendring. |
| <i>Means of Provision:</i> | Grant aid and through direct liaison with Tendring Twinning Association. |
| <i>Activities/Sites Included:</i> | Biberach, Germany Valence, France Swidnica, Poland |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Twinning Activities | 16,002 | 2,730 | 1,200 | 1,220 | (1) |
| Net Direct Expenditure | 16,002 | 2,730 | 1,200 | 1,220 | |
| Service Unit and Central Costs Charges | 8,587 | 3,890 | 3,720 | 3,720 | |
| Net Expenditure | 24,589 | 6,620 | 4,920 | 4,940 | |

Notes

(1) The 2010/11 Revised Budget includes the sum of £4,000 carried forward from 2009/10 relating to the costs of town twinning events. Cabinet 16 June 2010 refers.

The £4,000 brought forward from 2009/10, and a further £1,530 relating to the costs of town twinning events has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £1,530 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

CORPORATE GOVERNANCE AND RESOURCES PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Central Purchasing | <i>B3 / 2</i> | - | - | - | - |
| Contact Centre | <i>B3 / 3</i> | - | - | - | - |
| Corporate Performance /IT Services | <i>B3 / 4</i> | - | - | - | - |
| Human Resource and Customer Services | <i>B3 / 5</i> | - | - | - | - |
| Legal Services | <i>B3 / 6</i> | - | - | - | - |
| Management Board | <i>B3 / 7</i> | - | - | - | - |
| Print Unit | <i>B3 / 8</i> | - | - | - | - |
| Total Rechargeable Service Unit Accounts | | - | - | - | - |
| Information Technology (Direct Costs) | <i>B3 / 9</i> | - | - | - | - |
| Other Apportionable Overheads | <i>B3 / 10</i> | - | - | - | - |
| Public Relations and Communications | <i>B3 / 11</i> | - | - | - | - |
| Telephones | <i>B3 / 12</i> | - | - | - | - |
| Radio Communications | <i>B3 / 13</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Career Track | <i>B3 / 14</i> | 7,853 | 57,780 | 54,230 | 49,630 |
| Closed Circuit Television (CCTV) | <i>B3 / 15</i> | 148,555 | 140,810 | 167,360 | 163,000 |
| Community Governance | <i>B3 / 16</i> | 72,399 | 96,730 | 107,310 | 72,510 |
| Crime and Disorder | <i>B3 / 18</i> | 47,095 | 52,040 | 71,280 | 50,300 |
| Emergency Planning | <i>B3 / 20</i> | 107,430 | 104,140 | 110,010 | 109,390 |
| Investment Land (Jaywick). | <i>B3 / 21</i> | - | 1,130 | - | - |
| Total non-rechargeable accounts | | 383,332 | 452,630 | 510,190 | 444,830 |
| Grand Total | | 383,332 | 452,630 | 510,190 | 444,830 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 4,765,258 | 5,078,230 | 5,236,090 | 4,351,390 |
| Income | | (620,603) | (703,930) | (899,560) | (192,160) |
| Net Direct Expenditure | | 4,144,655 | 4,374,300 | 4,336,530 | 4,159,230 |
| Capital Charges | | 261,177 | 225,410 | 247,750 | 247,750 |
| Service Unit and Central Costs Charges | | 2,072,181 | 1,955,460 | 2,053,770 | 1,954,200 |
| Pension Current Costs | | (25,350) | 156,500 | 173,350 | 179,350 |
| Recharge to Services | | (6,069,331) | (6,259,040) | (6,301,210) | (6,095,700) |
| Total | | 383,332 | 452,630 | 510,190 | 444,830 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio: **CORPORATE GOVERNANCE AND RESOURCES**

Service: **CENTRAL PURCHASING SERVICE UNIT ACCOUNT**

Head of Service: **John Ryan**

Purpose of Service: **To provide a Central Purchasing Service for the Authority**

Means of Provision: **Direct**

Activities/Sites Included: Authority Wide

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 44,971 | 53,450 | 49,660 | 52,050 | |
| Transport Costs | 702 | 1,490 | 790 | 810 | (1) |
| Supplies and Services | 22,569 | 24,870 | 24,870 | 25,370 | |
| Net Direct Expenditure | 68,242 | 79,810 | 75,320 | 78,230 | |
| Service Unit and Central Costs Charges | 47,562 | 40,710 | 43,460 | 40,750 | |
| Pension Current Costs | (416) | 2,800 | 2,970 | 3,190 | |
| Net Expenditure | 115,388 | 123,320 | 121,750 | 122,170 | |
| Recharge to Services | (115,388) | (123,320) | (121,750) | (122,170) | |
| | - | - | - | - | |

Notes

- (1) £700 relating to Car Allowances has been removed from the 2010/11 Revised Budget following Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

CONTACT CENTRE

Head of Service:

Carol Schleip

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 75,455 | 85,910 | 77,090 | 86,000 | |
| Supplies and Services | 35,490 | 40,320 | 40,320 | 41,130 | |
| Net Direct Expenditure | 110,945 | 126,230 | 117,410 | 127,130 | |
| Capital Charges | 15,271 | 23,340 | 23,750 | 23,750 | |
| Service Unit and Central Costs Charges | 91,587 | 83,840 | 90,740 | 86,830 | |
| Pension Current Costs | (753) | 4,610 | 4,900 | 5,310 | |
| Net Expenditure | 217,050 | 238,020 | 236,800 | 243,020 | |
| Recharge to Services | (217,050) | (238,020) | (236,800) | (243,020) | |
| | - | - | - | - | |

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

CORPORATE PERFORMANCE/ IT SERVICE UNIT ACCOUNT

Head of Service:

Adam Kendall

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 795,079 | 843,260 | 811,560 | 821,640 | |
| Other Employee Related | 3,545 | 5,960 | 6,850 | 4,950 | (1&2) |
| Transport Costs | 10,114 | 11,060 | 10,330 | 10,530 | (3) |
| | | | | | (4,5,6 & 7) |
| Supplies and Services | 11,155 | 15,440 | 11,950 | 11,220 | |
| Net Direct Expenditure | 819,893 | 875,720 | 840,690 | 848,340 | |
| Capital Charges | 5,000 | 5,000 | 5,000 | 5,000 | |
| Service Unit and Central Costs Charges | 249,619 | 199,250 | 208,640 | 187,770 | |
| Pension Current Costs | (7,230) | 43,340 | 48,060 | 49,380 | |
| Net Expenditure | 1,067,282 | 1,123,310 | 1,102,390 | 1,090,490 | |
| Recharge to Services | (1,067,282) | (1,123,310) | (1,102,390) | (1,090,490) | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £2,000 carried forward from 2009/10 relating to Training Courses. Cabinet 16 June 2010 refers.
- (2) £1,110 relating to Training Courses has been removed from the 2010/11 Revised Budget following the Budget Review meeting with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £730 relating to Car Allowances has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) The 2010/11 Revised Budget includes the sum of £1,000 carried forward from 2009/10 relating to Printing and Stationery costs. Cabinet 16 June 2010 refers.
- (5) The 2010/11 Revised Budget includes £450 relating to additional mobile phone costs funded by a virement from the Environmental Service Unit Account.
- (6) The 2010/11 Revised Budget includes a virement to Tending Matters of £500 to fund the cost of the annual report space (see page B3/ 12 note 1 refers).
- (7) £4,440 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

HUMAN RESOURCES AND CUSTOMER SERVICES SERVICE UNIT ACCOUNT

Head of Service:

Carol Schleip

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 498,245 | 507,330 | 499,030 | 505,430 | |
| Other Employee Related | 55 | 1,770 | 1,770 | 1,810 | |
| Transport Costs | 7,752 | 6,860 | 6,860 | 7,000 | |
| Supplies and Services | 34,872 | 30,370 | 27,520 | 28,070 | (1) |
| Net Direct Expenditure | 540,924 | 546,330 | 535,180 | 542,310 | |
| Service Unit and Central Costs Charges | 227,484 | 178,880 | 179,950 | 167,570 | |
| Pension Current Costs | (4,343) | 24,440 | 28,400 | 28,510 | |
| Net Expenditure | 764,065 | 749,650 | 743,530 | 738,390 | |
| Recharge to Services | (764,065) | (749,650) | (743,530) | (738,390) | |
| | - | - | - | - | |

Notes

- (1) £2,850 relating to furniture and printing & stationery has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

LEGAL SERVICES SERVICE UNIT ACCOUNT

Head of Service:

Sian Walter-Browne

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 602,651 | 884,450 | 851,070 | 878,660 | |
| Other Employee Related | 4,510 | 6,330 | 6,330 | 6,460 | |
| Premises Related Costs | - | 4,730 | 4,730 | 4,820 | |
| Transport Costs | 6,616 | 14,250 | 12,250 | 12,500 | (1) |
| Supplies and Services | 92,482 | 91,500 | 84,170 | 85,830 | (1) |
| | 706,259 | 1,001,260 | 958,550 | 988,270 | |
| Legal Costs Recovered | (3,569) | (17,000) | (17,000) | (17,340) | |
| Leased Car Contributions | (1,154) | - | - | - | |
| Net Direct Expenditure | 701,536 | 984,260 | 941,550 | 970,930 | |
| Service Unit and Central Costs Charges | 326,120 | 366,880 | 393,630 | 370,010 | |
| Pension Current Costs | (5,396) | 43,630 | 48,000 | 50,310 | |
| Net Expenditure | 1,022,260 | 1,394,770 | 1,383,180 | 1,391,250 | |
| Recharge to Services | (1,022,260) | (1,394,770) | (1,383,180) | (1,391,250) | |
| | - | - | - | - | |

Notes

- (1) £7,330 relating to Supplies and Services and £2,000 relating to Transport Costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

MANAGEMENT BOARD

Budget Holder

John Hawkins

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 598,061 | 622,720 | 516,460 | 591,450 | |
| Other Employee Related | 1,300 | 1,440 | 1,000 | 1,020 | (1) |
| Transport Costs | 927 | 1,190 | 920 | 930 | (2) |
| Supplies and Services | 11,990 | 15,090 | 12,000 | 12,240 | (3) |
| Net Direct Expenditure | 612,278 | 640,440 | 530,380 | 605,640 | |
| Service Unit and Central Costs Charges | 151,339 | 119,200 | 138,890 | 113,930 | |
| Pension Current Costs | (5,339) | 31,020 | 29,210 | 34,200 | |
| Net Expenditure | 758,278 | 790,660 | 698,480 | 753,770 | |
| Recharge to Services | (758,278) | (790,660) | (698,480) | (753,770) | |
| | - | - | - | - | |

Notes

- (1) £440 relating to officer training has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This amount has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £270 relating to officer mileage claims has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This amount has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £3,090 relating to various supplies and services have been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This amount has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

PRINT UNIT

Head of Service:

Sian Walter-Browne

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 44,725 | 46,930 | 46,020 | 46,020 | |
| Transport Costs | - | 20 | 20 | 20 | |
| Supplies and Services | 70,070 | 107,030 | 107,030 | 109,170 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 114,795 | 153,980 | 153,070 | 155,210 | |
| Income | (241) | (2,870) | (2,870) | (2,930) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 114,554 | 151,110 | 150,200 | 152,280 | |
| Service Unit and Central Costs Charges | 45,285 | 31,140 | 31,890 | 30,410 | |
| Pension Current Costs | (415) | 2,400 | 2,680 | 2,750 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 159,424 | 184,650 | 184,770 | 185,440 | |
| Charges to Services | (159,424) | (184,650) | (184,770) | (185,440) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | - | - | - | - | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |

Notes

All costs incurred by the Print Unit are charged to Service Units and Front Line Services based on usage.

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

INFORMATION TECHNOLOGY (DIRECT COSTS)

Head of Service:

Adam Kendall

Purpose of Service:

To provide the Council with Information Technology facilities.

Means of Provision:

The service is provided by the ICT client management team in partnership with the ICT service contractor and other external

Activities/Sites Included:

This budget includes:- the cost of the provision of the Council's corporate technology services, the outsourced ICT service contract with Liberata, the corporate network and office facilities and the capital charges associated with the investment made in Information Technology facilities via the Capital Programme.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Infrastructure and Systems | 252,026 | 252,900 | 252,900 | 268,960 | (1) |
| External Services, Suppliers & Support | 700,576 | 771,670 | 743,670 | 760,100 | (1,2&3) |
| Ancillary Expenditure | 13,773 | 17,350 | 14,850 | 15,150 | (4) |
| | 966,375 | 1,041,920 | 1,011,420 | 1,044,210 | |
| Contributions - Other Organisations | 4,999 | - | - | - | |
| Net Direct Expenditure | 971,374 | 1,041,920 | 1,011,420 | 1,044,210 | |
| Capital Charges | 161,364 | 172,830 | 172,830 | 172,830 | |
| Service Unit and Central Costs Charges | 379,973 | 382,640 | 382,510 | 376,240 | |
| Net Expenditure | 1,512,711 | 1,597,390 | 1,566,760 | 1,593,280 | |
| Recharge to Services | (1,512,711) | (1,597,390) | (1,566,760) | (1,593,280) | |
| | - | - | - | - | |

Notes

- (1) The 2011/12 Original Budget includes a virement totalling £11,000 from External Services, Suppliers & Support to Infrastructure and Systems, relating to additional Data Communication work.
- (2) £28,000 relating to Additional ICT Services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £20,000 relating to the ICT Services Agreements Payments has been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix A refers) (P1 Cost Pressure CPR02).
- (4) £2,500 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

OTHER APPORTIONABLE OVERHEADS

Head of Service:

Karen Neath/Sian Walter-Browne/Carol Schleip

Purpose of Service:

To make central provision for certain costs that are subsequently re-appropriated to other accounts of the Council based on allocations determined by the Head of Financial Services.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Savings from Vacancies - GF portion (memorandum) | - | (432,990) | (217,890) | (491,160) | (1) |
| Child Care Management Fee | 706 | 1,790 | 1,790 | 1,830 | |
| Car Allowances - VAT Credits | (4,711) | (6,300) | (6,300) | (6,430) | |
| Manpower Initiatives | - | 71,440 | - | - | (2) |
| Provision for Doubtful Debt | (15,690) | 4,000 | 4,000 | 4,000 | |
| Sundry Debtor Write-Off Adjustments | (6,828) | 500 | 500 | 500 | |
| Employers NI Rebate | 705 | - | - | - | |
| Postage | 76,496 | 66,380 | 66,380 | 67,710 | |
| Photocopying Licence Fee | 2,226 | 1,580 | 1,580 | 1,610 | |
| Miscellaneous | 380 | 320 | 320 | 330 | |
| | 53,284.00 | (293,280) | (149,620) | (421,610) | |
| Contributions from Other Organisations | (4,980) | (4,840) | (4,840) | (4,840) | |
| Minor Capital Receipts | - | (2,000) | (2,000) | (2,000) | |
| Car Loan Contributions | (120) | (200) | (200) | (200) | |
| Net Direct Expenditure | 48,184 | (300,320) | (156,660) | (428,650) | |
| Service Unit and Central Costs Charges | 67,726 | 49,530 | 46,690 | 46,820 | |
| Net Expenditure | 115,910 | (250,790) | (109,970) | (381,830) | |
| Recharge to Services | (115,910) | 250,790 | 109,970 | 381,830 | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget takes into account the vacancies achieved in the first half of the year.
- (2) The 2010/11 Revised Budget has been removed. Cabinet 10 November 2010 refers. The 2011/12 Budget has also been removed in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).

Portfolio: **CORPORATE GOVERNANCE AND RESOURCES**

Service: **PUBLIC RELATIONS AND COMMUNICATIONS**

Head of Service: **Carol Schleip/Adam Kendall/Richard Walker**

Purpose of Service: **To promote the Council's interests and to enhance its public image.**

Means of Provision: **Provided directly**

Activities/Sites Included: Press, Public Relations and Communications on corporate issues, liaison with the Members' representative for Public Relations, special publicity projects, production of a welcome pack for newcomers to the area.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Tendring Matters | 18,638 | 16,070 | 17,070 | 16,390 | (1) |
| TDC Website | 19,802 | 18,320 | 39,530 | 18,690 | (2) |
| Tendring Show | 4,953 | 4,670 | 6,420 | 4,760 | (3) |
| Joint Publications | - | - | - | - | (4) |
| | <hr/> 43,393 | <hr/> 39,060 | <hr/> 63,020 | <hr/> 39,840 | |
| Contribution to Tendring Show | - | - | (250) | - | (3) |
| Net Direct Expenditure | <hr/> 43,393 | <hr/> 39,060 | <hr/> 62,770 | <hr/> 39,840 | |
| Capital Charges | 20,956 | 6,370 | 6,370 | 6,370 | |
| Service Unit and Central Costs Charges | 87,512 | 91,280 | 92,960 | 99,440 | |
| Net Expenditure | <hr/> 151,861 | <hr/> 136,710 | <hr/> 162,100 | <hr/> 145,650 | |
| Recharge to Services | (151,861) | (136,710) | (162,100) | (145,650) | |
| | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | |

Notes

- (1) The 2010/11 Revised Budget includes a £500 virement from Finance Management and Administration to fund the TDC Finance page in the June edition of Tendring Matters (page B5a/2 refers)
The 2010/11 Revised Budget includes a virement totalling £500 from the Corporate Performance/IT Service to fund the Annual Report space of Tendring Matters (page B3/4 note 6 refers)
- (2) The 2010/11 Revised Budget includes the sum of £21,210 carried forward from 2009/10 relating to development work for the website. Cabinet 16 June 2010 refers.
- (3) The 2010/11 Revised Budget includes an additional £1,750 in respect of services contributions to the Tendring Show funded by virement, £300 from the youth initiatives budget within the Community Partnerships and Renewal portfolio (page B2/8 refers), £500 from the recycling budget within the Environment portfolio (page B4/10 refers), £200 from the Home Energy Conservation budget within the Housing portfolio (page B6a/4 refers), £500 from the Supplies and Services budget within the Sports and Leisure facilities page of the Leisure portfolio (page B7/8 refers) and £250 contribution from INTend.
- (4) £13,630 was carried forward from 2009/10 to 2010/11 relating to a potential joint publication with Essex County Council/Essex Works. Cabinet 16 June 2010 refers. This sum has subsequently been removed following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

TELEPHONES

Head of Service:

Carol Schleip

Purpose of Service:

To provide a comprehensive telephone service to the authority.

Means of Provision:

Contractor.

Activities/Sites Included:

399 internal and 49 external extensions, 44 lines, 8 Direct Dial Inward (DDI) lines. All main Council offices are linked to the telephone network.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Telephone Charges & Switchboard Maintenance | 67,462 | 78,030 | 78,030 | 79,590 | |
| Income | (39) | (240) | (240) | (240) | |
| Net Direct Expenditure | 67,423 | 77,790 | 77,790 | 79,350 | |
| Capital Charges | 27,856 | 900 | 1,800 | 1,800 | |
| Service Unit and Central Costs Charges | 80,058 | 81,930 | 121,040 | 122,030 | |
| Net Expenditure | 175,337 | 160,620 | 200,630 | 203,180 | |
| Recharge to Services | (175,337) | (160,620) | (200,630) | (203,180) | |
| | - | - | - | - | |

Portfolio: **CORPORATE GOVERNANCE AND RESOURCES**

Service: **RADIO COMMUNICATIONS**

Head of Service: **John Ryan**

Purpose of Service: **To provide an efficient and effective means of communication across the whole of the Tendring peninsula.**

Means of Provision: **Directly provided.**

Activities/Sites Included: Provision of radio handsets to the appropriate officers across the Council.
Alarm arrangements at Council owned sewage treatment works.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Running Costs | 7,263 | 8,190 | 8,190 | 8,360 | |
| Net Direct Expenditure | 7,263 | 8,190 | 8,190 | 8,360 | |
| Service Unit and Central Costs Charges | 2,502 | 2,540 | 2,600 | 2,530 | |
| Net Expenditure | 9,765 | 10,730 | 10,790 | 10,890 | |
| Recharge to Services | (9,765) | (10,730) | (10,790) | (10,890) | |
| | - | - | - | - | |

| | |
|-----------------------------------|--|
| <i>Portfolio:</i> | CORPORATE GOVERNANCE AND RESOURCES |
| <i>Service:</i> | CAREER TRACK |
| <i>Head of Service:</i> | Carol Schleip |
| <i>Purpose of Service:</i> | To secure the provision of career track training for up to 80 otherwise unemployed people. |
| <i>Means of Provision:</i> | Career track is provided in partnership with the Learning and Skills Council, and with participating employers. |
| <i>Activities/Sites Included:</i> | Training under the Career Track scheme takes place on the premises of various employers (of whom the Council is one). |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 102,370 | 137,600 | 136,810 | 135,200 | (1) |
| Other Employee Related | 1,245 | 1,380 | 1,380 | 1,410 | |
| Transport Costs | 7,315 | 5,940 | 5,940 | 6,060 | |
| Supplies and Services | 10,477 | 14,650 | 14,650 | 14,930 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 121,407 | 159,570 | 158,780 | 157,600 | |
| Learning and Skills Council Contribution etc | (140,800) | (136,110) | (136,110) | (136,110) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | (19,393) | 23,460 | 22,670 | 21,490 | |
| Service Unit and Central Costs Charges | 27,918 | 30,060 | 27,520 | 24,040 | |
| Pensions Current Costs | (672) | 4,260 | 4,040 | 4,100 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 7,853 | 57,780 | 54,230 | 49,630 | |

Notes

- (1) The 2010/11 Original Budget includes £31,130 for the employment of career track trainees throughout the authority as and when required. This has been financed by the transfer of career track learner budgets from a number of service unit budgets where there is currently a vacancy. The budget will be transferred to the relevant service unit as and when appointments are made. The 2010/11 Revised and 2011/12 Original Budgets now include £31,970 and £30,880 respectively.

Portfolio: **CORPORATE GOVERNANCE AND RESOURCES**

Service: **CLOSED CIRCUIT TELEVISION (CCTV)**

Head of Service: **Richard Walker**

Purpose of Service: **To provide a CCTV system in various locations throughout the Tendring District.**

Means of Provision: **Direct monitoring.**

Activities/Sites Included: Clacton Town Centre and seafront, Frinton and other locations within the Tendring District.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|---|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Maintenance of Equipment and ISDN Lines | 29,108 | 34,770 | 27,830 | 33,140 | (1 & 2) |
| Supplies and Services | - | - | 9,730 | 280 | (2) |
| Net Direct Expenditure | 29,108 | 34,770 | 37,560 | 33,420 | |
| Capital Charges | 30,730 | 16,970 | 38,000 | 38,000 | |
| Service Unit and Central Costs Charges | 88,717 | 89,070 | 91,800 | 91,580 | |
| Net Expenditure | 148,555 | 140,810 | 167,360 | 163,000 | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £4,790 carried forward from 2009/10 relating to repairs and maintenance. Cabinet 16 June 2010 refers.

£2,000 relating to maintenance has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. The has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (2) The 2010/11 Revised Budget includes an additional £9,450 is in respect of Computer - Purchase of equipment funded by virement from the Maintenance of Equipment and ISDN Lines budget within this page.

The 2010/11 Revised Budget and 2011/12 Original Budget includes an additional £280 is in respect of Subscriptions funded by virement from the Maintenance of Equipment and ISDN Lines budget within this page.

Portfolio: **CORPORATE GOVERNANCE AND RESOURCES**

Service: **COMMUNITY GOVERNANCE**

Head of Service: **Sian Walter - Browne - Community Governance
Adam Kendall - Community Engagement
Richard Walker - LSP/Community Strategy**

Purpose of Service: **To promote the Council's interests and to enhance its public image.**

Means of Provision: **Provided directly and in partnership with the local authority.**

Activities/Sites Included: **Facilitating and enabling work on the Tendring Community Strategy.**

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Community Governance | 2,366 | 5,730 | - | - | (1) |
| Community Engagement | - | 7,780 | 9,830 | 5,100 | (2)&(3) |
| LSP/Community Strategy | 47,544 | 50,190 | 73,610 | 34,030 | (4) |
| LSP Performance Reward Grant | 147,374 | 262,580 | 392,630 | - | (5) |
| | 197,284 | 326,280 | 476,070 | 39,130 | |
| Essex County Council Contribution to LSP/Community Strategy | (51,359) | (45,000) | (45,800) | (28,500) | |
| Essex County Council Performance Reward Grant to LSP | (141,364) | (262,580) | (392,630) | - | (5) |
| Net Direct Expenditure | 4,561 | 18,700 | 37,640 | 10,630 | |
| Service Unit and Central Costs Charges | 68,139 | 78,030 | 67,660 | 60,280 | |
| Pension Current Costs | (301) | - | 2,010 | 1,600 | |
| Net Expenditure | 72,399 | 96,730 | 107,310 | 72,510 | |

Notes

- (1) £5,730 relating to Community Governance has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £5,730 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes the sum of £11,360 carried forward from 2009/10 relating to the PLACE survey. Cabinet 16 June 2010 refers.
- (3) £9,310 relating to Consultancy fees has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £2,780 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) The 2010/11 Revised Budget includes the sum of £52,630 carried forward from 2009/10 of which £29,300 relates to previous years unspent grant and associated expenditure and £23,330 relates to unspent Neighbourhood Management partnership board funding as agreed at their final meeting on the 16 February 2010 Cabinet 16 June 2010 refers.

£28,500 relating to the LSP grant and associated expenditure has been added into the 2011/12 Budget from the 2010/11 Budget to reflect the anticipated profile of spend.

- (5) The 2010/11 Revised Budget includes the sum of £130,050 carried forward from 2009/10 relating to previous years unspent grant and associated expenditure Cabinet 16 June 2010 refers. No grant is to be received in 2011/12.

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

CRIME AND DISORDER

Head of Service:

Richard Walker

Purpose of Service:

To promote the Council's interests and to enhance its public image.

To contribute towards partnership initiatives on Crime and Disorder.

Means of Provision:

Provided directly and in partnership with the local authority.

Activities/Sites Included:

Facilitating and enabling work on the Tendring Crime and Disorder Strategy and the Drugs Action Plan.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Crime and Disorder Police Grant | 53,213 | - | 20,510 | - | (1) |
| Safer Stronger Communities Fund | | | | | |
| - Crime Reduction | 145,111 | 134,950 | 147,780 | - | (2) |
| CDRP Support | 18,334 | 6,100 | 75,690 | 2,220 | (3) |
| Tackling Anti Social Behaviour | 49,591 | 50,000 | 57,880 | - | (4) |
| TENBAC Scheme | 16,010 | 44,140 | 17,140 | - | (5) |
| | 282,259 | 235,190 | 319,000 | 2,220 | |
| Crime and Disorder Police Grant | (53,568) | - | (20,610) | - | (1) |
| Safer Stronger Communities Fund - | | | | | |
| Crime Reduction Grant | (145,688) | (134,950) | (147,990) | - | (2) |
| Contributions - CDRP | (16,234) | (4,000) | (73,600) | - | (3) |
| Contributions - Area Based Grant | (50,000) | (50,000) | (38,020) | - | (4) |
| TENBAC Grant | (16,486) | (44,140) | (17,400) | - | (5) |
| Net Direct Expenditure | 283 | 2,100 | 21,380 | 2,220 | |
| Service Unit and Central Costs Charges | 47,297 | 49,940 | 46,820 | 48,080 | |
| Pension Current Costs | (485) | - | 3,080 | - | |
| Net Expenditure | 47,095 | 52,040 | 71,280 | 50,300 | |

Notes

The funding position of 2011/12 remains to be confirmed.

The estimates represent the income and expenditure that is expected to pass through the Council's accounts in respect of its role as Accountable Body for the Crime and Disorder Reduction Partnership.

- (1) The 2010/11 Revised Budget has been carried forward from 2009/10 relating to the Police grant to the Crime and Disorder Partnership Cabinet 16 June 2010 refers.
- (2) This grant is received from Essex County Council (ECC) as part of the Local Area Agreement.

The 2010/11 Revised Budget includes the sum of £38,070 carried forward from 2009/10 relating to previous years unspent grant and associated expenditure Cabinet 16 June 2010 refers.

The sum of £25,030 has been removed from the 2010/11 Revised Budget to reflect the latest notification of grant received from Essex County Council.

£134,950 relating to the Essex County Council grant to the Crime Reduction Partnership included in the 2010/11 Budget has been removed in the 2011/12 Original Budget due to no notification of further grant to be received.

- (3) The 2010/11 Revised Budget includes the sum of £28,840 carried forward from 2009/10 relating to previous years unspent grant and associated expenditure. Cabinet 16 June 2010 refers. The Budget also includes the sum of £40,760 funded from additional income to be received from Partners to fund Crime Reduction projects.

The 2011/12 Original Budget reflects Tendring District Council's contribution to the Crime Reduction Partnership.

- (4) The 2010/11 Revised Budget includes the sum of £19,940 carried forward from 2009/10 relating to previous years unspent grant Cabinet 16 June 2010 refers.

The reduction of £11,980 in the 2010/11 Revised Budget reflects the latest notification of Area Based Grant received from Government.

£50,000 relating to Tackling Anti Social Behaviour included in the 2010/11 Budget has been removed in the 2011/12 Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure and Income Reduced) refers).

- (5) The reduction of £26,740 in the 2010/11 Revised Budget reflects the latest notification of Performance Reward Grant received.

£44,140 relating to Tendring Business Against Crime included in the 2010/11 Budget has been removed in the 2011/12 Original Budget due to no notification of further Performance Reward Grant to be received.

Portfolio:

CORPORATE GOVERNANCE AND RESOURCES

Service:

EMERGENCY PLANNING

Head of Service:

John Ryan

Purpose of Service:

To provide procedures for action in the event of emergencies within the district.

Means of Provision:

Directly provided in partnership with volunteers and in liaison with emergency services and Essex County Council.

Activities/Sites Included:

Provision of an emergency planning framework by way of plans and procedures to be adopted in the event of a civil emergency. Regular participation in countywide exercises is required.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Training | 258 | 1,060 | 500 | 510 | (1) |
| Supplies and Services | 23,829 | 22,540 | 22,540 | 22,990 | |
| Net Direct Expenditure | 24,087 | 23,600 | 23,040 | 23,500 | |
| Service Unit and Central Costs Charges | 83,343 | 80,540 | 86,970 | 85,890 | |
| Net Expenditure | 107,430 | 104,140 | 110,010 | 109,390 | |

Notes

- (1) £560 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **CORPORATE GOVERNANCE AND RESOURCES**

Service: **INVESTMENT LAND (JAYWICK)**

Head of Service: **Adam Kendall**

Purpose of Service: **To maintain in a tidy and safe condition the small parcels of Council owned land at Jaywick.**

Means of Provision: **Directly**

Activities/Sites Included: **Plots of land at Jaywick**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|----------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Jaywick Land - Maintenance | - | 1,130 | - | - | (1) |
| Net Expenditure | - | 1,130 | - | - | |

Notes

- (1) Following the Budget Review meetings with Portfolio Holders and Heads of Service, this budget has been transferred to Horticultural Services within Leisure Portfolio who will undertake the work directly. Cabinet 10 November 2010 and the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refer).

ENVIRONMENT PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Cemeteries and Crematorium | <i>B4 / 2</i> | - | - | - | - |
| Environmental Services | <i>B4 / 3</i> | - | - | - | - |
| Corporate Health & Safety | <i>B4 / 4</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Cemeteries | <i>B4 / 5</i> | 75,311 | 81,100 | 75,720 | 67,750 |
| Crematorium | <i>B4 / 7</i> | (314,495) | (333,520) | (283,200) | (332,210) |
| Environmental Control | <i>B4 / 9</i> | 655,645 | 607,740 | 645,580 | 632,950 |
| Food, Health and Safety | <i>B4 / 10</i> | 387,742 | 419,130 | 404,070 | 416,650 |
| Public Conveniences | <i>B4 / 12</i> | 851,695 | 823,560 | 823,290 | 832,690 |
| Recycling | <i>B4 / 13</i> | 498,689 | 624,190 | 647,930 | 648,330 |
| Refuse Collection | <i>B4 / 14</i> | 1,800,153 | 1,780,120 | 1,798,340 | 1,810,070 |
| Street Sweeping, Litter Collection and Beach Cleansing | <i>B4 / 15</i> | 1,434,376 | 1,575,390 | 1,470,160 | 1,485,870 |
| Total | | 5,389,116 | 5,577,710 | 5,581,890 | 5,562,100 |
| Grand Total | | 5,389,116 | 5,577,710 | 5,581,890 | 5,562,100 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 7,468,310 | 7,584,760 | 7,522,850 | 7,563,480 |
| Income | | (2,153,500) | (1,983,050) | (1,920,920) | (1,924,010) |
| Net Direct Expenditure | | 5,314,810 | 5,601,710 | 5,601,930 | 5,639,470 |
| Capital Charges | | 222,875 | 168,070 | 180,050 | 180,050 |
| Service Unit and Central Costs Charges | | 2,156,831 | 2,055,440 | 2,106,450 | 2,049,210 |
| Pension Current Costs | | (12,580) | 75,300 | 88,180 | 91,130 |
| Recharge to Services | | (2,292,820) | (2,322,810) | (2,394,720) | (2,397,760) |
| Total | | 5,389,116 | 5,577,710 | 5,581,890 | 5,562,100 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio:

ENVIRONMENT

Service:

CEMETERIES & CREMATORIUM SERVICE UNIT ACCOUNT

Head of Service:

Kevin Harkin

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 105,768 | 113,160 | 106,150 | 106,020 | |
| Transport Costs | 3,014 | 2,990 | 2,990 | 3,050 | |
| Net Direct Expenditure | 108,782 | 116,150 | 109,140 | 109,070 | |
| Service Unit and Central Costs Charges | 29,047 | 26,830 | 24,190 | 20,930 | |
| Pension Current Costs | (924) | 5,390 | 5,990 | 6,140 | |
| Net Expenditure | 136,905 | 148,370 | 139,320 | 136,140 | |
| Recharge to Services | (136,905) | (148,370) | (139,320) | (136,140) | |
| | - | - | - | - | |

Portfolio:

ENVIRONMENT

Service:

ENVIRONMENTAL SERVICES SERVICE UNIT ACCOUNT

Head of Service:

David Appleby

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|-------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 1,337,475 | 1,409,220 | 1,412,550 | 1,461,800 | |
| Other Employee Related | 7,272 | 4,940 | 7,940 | 5,040 | (1) |
| Agency Staff | 20,418 | 14,130 | 13,850 | 14,130 | |
| Transport Costs | 78,924 | 75,390 | 77,610 | 76,390 | (1&2) |
| Supplies and Services | 34,426 | 35,360 | 37,050 | 35,980 | (1) |
| | 1,478,515 | 1,539,040 | 1,549,000 | 1,593,340 | |
| Grants | (29,963) | - | - | - | |
| Net Direct Expenditure | 1,448,552 | 1,539,040 | 1,549,000 | 1,593,340 | |
| Capital Charges | 14,412 | 7,020 | 7,020 | 7,020 | |
| Service Unit and Central Costs Charges | 582,298 | 439,550 | 498,430 | 457,240 | |
| Pension Current Costs | (11,152) | 66,630 | 78,520 | 81,200 | |
| Net Expenditure | 2,034,110 | 2,052,240 | 2,132,970 | 2,138,800 | |
| Recharge to Services | (2,034,110) | (2,052,240) | (2,132,970) | (2,138,800) | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget includes £3,000 for training, £2,720 for increased transport costs and £2,000 for postage funded by a virement from consultants fees - C & D Food Inspections.
- (2) £500 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **ENVIRONMENT**

Service: **CORPORATE HEALTH AND SAFETY**

Head of Service: **David Appleby**

Purpose of Service: **To advise on and implement the Health and Safety policy of the Council and monitor services' compliance with relevant legislation.**

Means of Provision: **Direct.**

Activities/Sites Included: All Council land, buildings and facilities.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Clothing and Uniforms | 4,312 | 4,950 | 4,950 | 5,050 | |
| Printing | 846 | 990 | 990 | 1,010 | |
| Hired Services | 4,583 | 5,000 | 5,000 | 5,100 | |
| Other Costs | 4,087 | 4,700 | 4,700 | 4,790 | |
| Net Direct Expenditure | 13,828 | 15,640 | 15,640 | 15,950 | |
| Service Unit and Central Costs Charges | 107,977 | 106,560 | 106,790 | 106,870 | |
| Net Expenditure | 121,805 | 122,200 | 122,430 | 122,820 | |
| Recharge to Services | (121,805) | (122,200) | (122,430) | (122,820) | |
| | - | - | - | - | |

Portfolio: ENVIRONMENT

Service: CEMETERIES

Head of Service: Kevin Harkin

Purpose of Service: To ensure a high quality, efficient and sensitive burial service to the public and to ensure all statutory records and registers are kept.

Means of Provision: Directly provided by Leisure Services.

Activities/Sites Included: Cemeteries at:
Clacton
Kirby Cross
Dovercourt
Closed Cemetery at Walton

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries | - | - | 1,240 | 1,240 | (1) |
| Supplies and Services | 11,588 | 14,250 | 12,060 | 12,350 | (1 & 2) |
| Maintenance Costs | 248,025 | 270,900 | 260,750 | 264,300 | (3) |
| | 259,613 | 285,150 | 274,050 | 277,890 | |
| Sales | 65 | (590) | (1,240) | (1,270) | (4 & 5) |
| Interments | (233,673) | (252,830) | (233,240) | (242,890) | (6) |
| Fees and Charges: | | | | | |
| Memorial Fees | (29,306) | (26,520) | (30,520) | (31,130) | (5) |
| Grave Maintenance | (1,337) | (2,170) | (2,170) | (2,210) | |
| Rents | (360) | (590) | (590) | (590) | |
| Net Direct Expenditure | (4,998) | 2,450 | 6,290 | (200) | |
| Capital Charges | 12,179 | 5,280 | 5,280 | 5,280 | |
| Service Unit and Central Costs Charges | 68,130 | 73,370 | 64,150 | 62,670 | |
| Net Expenditure | 75,311 | 81,100 | 75,720 | 67,750 | |

Notes

- (1) The 2010/11 Revised and 2011/12 Original budgets include £1,240 funded by virement from Hired Services for organists fees paid through salaries
- (2) £950 relating to supplies and services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) The 2010/11 Revised and 2011/12 Original Budgets include £10,150 and £12,010 respectively for a reduction in Grounds Maintenance costs charged to services, which is fully offset by a corresponding decrease in Horticultural Services income within the Leisure Portfolio (see page ref B7/3).

- (4) £290 relating to miscellaneous memorabilia has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £650 has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (5) The 2010/11 Revised Budget includes a £4,360 virement to Direct Revenue Financing of Capital to fund emergency repairs to the cremators
- £4,000 has been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (6) £19,590 relating to interment fees has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- £15,000 relating to interment fees has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix A refers) (P1 Cost Pressure Lei01).

Portfolio: ENVIRONMENT

Service: CREMATORIUM

Head of Service: Kevin Harkin

Purpose of Service: To ensure a high quality, efficient and sensitive cremation and burial service to the public and to ensure all statutory records and registers are kept.

Means of Provision: Directly provided by Leisure Services.

Activities/Sites Included: Crematorium at Weeley

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|-----------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 48,099 | 46,480 | 72,750 | 73,120 | (1) |
| Supplies and Services | 78,917 | 83,770 | 65,570 | 57,170 | (1,2 & 3) |
| Maintenance Costs | 218,449 | 237,720 | 222,270 | 236,620 | (3 & 4) |
| | 345,465 | 367,970 | 360,590 | 366,910 | |
| Fees and Charges | (816,530) | (863,630) | (801,930) | (853,470) | (5) |
| Net Direct Expenditure | (471,065) | (495,660) | (441,340) | (486,560) | |
| Capital Charges | 32,830 | 27,970 | 27,970 | 27,970 | |
| Service Unit and Central Costs Charges | 124,039 | 132,390 | 128,180 | 124,330 | |
| Pension Current Costs | (299) | 1,780 | 1,990 | 2,050 | |
| Net Expenditure | (314,495) | (333,520) | (283,200) | (332,210) | |

Notes

- (1) The 2010/11 Revised and 2011/12 Original Budgets include £24,850 funded by virement for organists fees paid through salaries.
- (2) The 2010/11 Revised Budget includes a £3,350 virement to Direct Revenue Financing of Capital to fund emergency repairs to the cremators.
- (3) The 2010/11 Revised Budget includes a virement of £10,000 from Building repairs to fund consultancy fees.

£3,350 relating to supplies and services has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (4) The 2010/11 Revised and 2011/12 Original Budgets include £4,160 and £4,930 respectively for a reduction in Grounds Maintenance costs charged to services, which is fully offset by a corresponding decrease in Horticultural Services income within the Leisure Portfolio (see page ref B7/3).

The 2010/11 Revised Budget includes a £1,290 virement to Direct Revenue Financing of Capital to fund emergency repairs to the cremators.

£1,290 relating to National Non Domestic Rates has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (5) £62,700 relating to cremation income has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

£27,000 relating to cremation income has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix A refers) (P1 Cost Pressure Lei02).

The 2010/11 Revised Budget includes a £1,000 virement to Direct Revenue Financing of Capital to fund emergency repairs to the cremators

£1,000 relating to miscellaneous memorabilia income has been added to the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

ENVIRONMENT

Service:

ENVIRONMENTAL CONTROL

Head of Service:

David Appleby

Purpose of Service:

To take action in respect of public health nuisances (noise, atmospheric pollution etc), the inspection and authorisation of prescribed processes as defined by the Environmental Protection Act. Actioning complaints of abandoned vehicles and defective drainage. Provision of Dog Warden and Pest Control services, welfare burials and preliminary site surveys of contaminated land through previous industrial use.

Means of Provision:

Directly provided, except dog warden, abandoned vehicles, contaminated land site surveys and pest control services which are provided under contract to the Council.

Activities/Sites Included:

District wide service.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|---|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Inspection of Drains | 4,852 | 4,710 | 4,510 | 4,600 | (1) |
| Supplies and Services | 106,283 | 56,780 | 65,480 | 56,500 | (1)&(2) |
| Environmental Damage Regulations | - | 320 | 630 | - | (4) |
| Contractor Payments: | | | | | |
| Dog Warden Service | 63,318 | 57,800 | 57,800 | 58,380 | (1) |
| Pest Control Service | 21,551 | 26,990 | 25,490 | 25,740 | (1) |
| | 196,004 | 146,600 | 153,910 | 145,220 | |
| Fees and Charges | (25,096) | (47,830) | (16,930) | (17,250) | (1)&(3) |
| Fly Tipping Grant | - | - | (10,000) | - | (2) |
| Area Based Grant re Environmental Damage Regulations | (311) | (320) | (320) | - | (4) |
| Net Direct Expenditure | 170,597 | 98,450 | 126,660 | 127,970 | |
| Capital Charges | 1,902 | 1,900 | 1,900 | 1,900 | |
| Service Unit and Central Costs Charges | 483,146 | 507,390 | 517,020 | 503,080 | |
| Net Expenditure | 655,645 | 607,740 | 645,580 | 632,950 | |

Notes

- (1) £200 relating to Drain inspections, £600 relating to Public Health sampling and testing, £700 relating to the Dog Warden and £1,500 relating to Rodent and Pest Control has been removed from the 2010/11 Revised Budget and a £1,000 increase to the Dog and Litter Penalty income 2010/11 Revised budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. These sums are also reflected in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes the sum of £10,000 relating to Fly Tipping, offset by a grant from Essex County Council.
- (3) The 2010/11 Revised Budget reflects a £31,900 decrease in income for abandoned vehicles.
- (4) The 2010/11 Revised Budget includes the sum of £310 carried forward from 2009/10 relating to Area Based Grant in respect of Environmental Damage Regulations. Cabinet 16 June 2010 refers. The 2011/12 Original Budget has been removed as the Area Based Grant is no longer assumed.

Portfolio: **ENVIRONMENT**

Service: **FOOD, HEALTH AND SAFETY**

Head of Service: **David Appleby**

Purpose of Service: **The undertaking of food hygiene inspections, enforcement and sampling, port health, infectious disease monitoring and control (including food poisoning), food premises registration, licensing and control of caravan and camping sites, health and safety at work inspections and enforcement, smoke free enforcement and water sampling.**

Means of Provision: **Directly provided, apart from some food control and port health inspections which are undertaken under contract.**

Activities/Sites Included: District wide service.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|---|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Out of Hours Cover | 19,882 | 20,270 | 19,870 | 19,870 | (1) |
| Climate Change (previously Local Agenda 21 Initiatives) | - | 1,110 | 1,110 | 1,130 | |
| Miscellaneous items | 33,349 | 46,310 | 42,010 | 44,870 | (1 & 3) |
| Smoke free legislation | - | - | 57,210 | - | (2) |
| Port Health Services - Colne Port Precept | - | 460 | - | - | (1) |
| | 53,231 | 68,150 | 120,200 | 65,870 | |
| Grant income to support smoke free legislation | - | - | (57,210) | - | (2) |
| Grant income to support Essex Air Quality Consortium | - | (1,000) | (2,000) | (1,000) | (3) |
| Fees and Charges | (7,946) | (4,690) | (11,690) | (6,830) | |
| Net Direct Expenditure | 45,285 | 62,460 | 49,300 | 58,040 | |
| Service Unit and Central Costs Charges | 342,457 | 356,670 | 354,770 | 358,610 | |
| Net Expenditure | 387,742 | 419,130 | 404,070 | 416,650 | |

Notes

(1) £1,300 relating to Port Health miscellaneous, £460 relating to the Port Health-Colne Port Precept and £2,000 relating to Public Health inspections have been removed from the 2010/11 Revised Budget, £1,000 relating to Public Health equipment and tools has been added to the 2010/11 Revised Budget and £2,000 relating to Port Health fees and charges income has been increased following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. These sums have also been adjusted in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

£8,000 budget was vired from the 2010/11 Revised budget for consultants fees - C & D Food Inspections, due to a reduced number of inspections, to cover increased costs of training, transport and postage within the service unit account.

(2) The 2010/11 Revised Budget includes the sum of £57,210 carried forward from 2009/10 relating to the unspent smoke free legislation grant. Cabinet 16 June 2010 refers.

- (3) The 2010/11 Revised Budget and 2011/12 Original Budget include the sum of £1,000 funded by a grant from the Essex Air Quality Consortium. The 2010/11 Revised Budget also includes the sum of £1,000 carried forward from 2009/10 relating to Essex Air Quality Consortium Grant, Cabinet 16 June 2010 refers.

Portfolio: **ENVIRONMENT**

Service: **PUBLIC CONVENIENCES**

Head of Service: **David Appleby**

Purpose of Service: **The provision and management including the cleaning, repair and improvement of the Council's public conveniences.**

Means of Provision: **Cleaning, repair and maintenance and improvement undertaken by private contractors under supervision.**

Activities/Sites Included: **43 Public Conveniences provided of which 2 are under the control of Leisure Services and which have restricted opening.**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 25,143 | 27,590 | 27,160 | 27,510 | |
| Repairs and Maintenance | 128,589 | 143,980 | 143,980 | 146,860 | |
| Supplies and Services | 6,449 | 8,620 | 8,620 | 8,790 | |
| Business Rates | 77,257 | 81,040 | 81,040 | 83,270 | |
| Utilities | 111,929 | 87,410 | 87,410 | 89,150 | |
| Contractor payment for cleaning | 247,084 | 265,010 | 265,010 | 267,660 | |
| | 596,451 | 613,650 | 613,220 | 623,240 | |
| Fees and Charges | (19,544) | (23,630) | (23,630) | (24,100) | |
| Net Direct Expenditure | 576,907 | 590,020 | 589,590 | 599,140 | |
| Capital Charges | 161,552 | 125,900 | 125,900 | 125,900 | |
| Service Unit and Central Costs Charges | 113,441 | 106,140 | 106,120 | 105,910 | |
| Pension Current Costs | (205) | 1,500 | 1,680 | 1,740 | |
| Net Expenditure | 851,695 | 823,560 | 823,290 | 832,690 | |

Notes

Portfolio: ENVIRONMENT

Service: RECYCLING

Head of Service: David Appleby

Purpose of Service: To increase the recycling rate throughout the district via the collection of materials for recycling in accordance with the Council's approved policy and in order to meet the statutory targets.

Means of Provision: Indirect provision by a variety of Contractors/Organisations/Individual.

Activities/Sites Included: District wide service.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|---|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Bank Site Provision and Improvement and Other Recycling Initiatives | 137,618 | 84,830 | 123,680 | 125,760 | (1) |
| Contractor payments | 1,103,828 | 1,167,940 | 1,114,060 | 1,125,740 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 1,241,446 | 1,252,770 | 1,237,740 | 1,251,500 | |
| Recycling Bank Initiatives | (486) | (9,080) | (2,000) | (2,180) | (2) |
| Government grant | (14,457) | - | - | - | |
| Recycling Credits Household Collection | (789,060) | (681,380) | (661,110) | (674,740) | (1) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 437,443 | 562,310 | 574,630 | 574,580 | |
| Service Unit and Central Costs Charges | 61,246 | 61,880 | 61,320 | 61,770 | |
| Capital Charges | - | - | 11,980 | 11,980 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 498,689 | 624,190 | 647,930 | 648,330 | |

Notes

- (1) The 2010/11 Revised Budget and 2011/12 Original Budget show an increase of £45,000 relating to material collections, partly offset by an increase of £35,000 in Recycling Credit income, in addition the Recycling Credits Household Collection budget has been reduced by £54,000 in both years. £5,710 relating to the Joint Waste Strategy budget and £300 from the Bank Site Provision & Improvement budget has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. The 2010/11 revised budget also reflects a virement of £500 taken as a contribution to the Tendring show.
- (2) The 2010/11 Revised Budget and 2011/12 Original Budget show a reduction of £7,080 from the Recycling Bank initiatives income budget.

Portfolio: **ENVIRONMENT**

Service: **REFUSE COLLECTION**

Head of Service: **David Appleby**

Purpose of Service: **The provision of a weekly curtilage collection of all household waste from all dwellings utilising mainly black plastic sacks. A bulk delivery of 52 sacks is made every year. The collection from some flats and other multi-storey development is by bulk-bin containers.**

Means of Provision: **Indirectly provided.**

Activities/Sites Included: District wide service.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Depot costs - Gorse Lane | - | 450 | 450 | 460 | |
| Contractor payments | 1,855,885 | 1,723,570 | 1,738,170 | 1,748,910 | (1) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 1,855,885 | 1,724,020 | 1,738,620 | 1,749,370 | |
| Fees and Charges | (295) | (340) | (340) | (350) | |
| Contribution from Essex County Council | (185,201) | (68,450) | (66,000) | (66,000) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 1,670,389 | 1,655,230 | 1,672,280 | 1,683,020 | |
| Service Unit and Central Costs Charges | 129,764 | 124,890 | 126,060 | 127,050 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 1,800,153 | 1,780,120 | 1,798,340 | 1,810,070 | |

Notes

- (1) The 2010/11 Revised Budget and 2011/12 Original Budget show include an increase of £14,600 and £8,100 respectively relating to the Refuse Collection contract.

Portfolio: ENVIRONMENT

Service: STREET SWEEPING, LITTER COLLECTION AND BEACH CLEANSING

Head of Service: David Appleby

Purpose of Service: To ensure the sweeping of all adopted roads and footpaths within the District; the provision and emptying of all litter and dog waste bins, the cleaning of all Council owned or controlled beaches, promenades, foreshores, and ensuring that provision exists for the cleaning of council owned car parks and council housing estate areas.

Means of Provision: Indirectly provided.

Activities/Sites Included: District wide service.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Litter Bins | 11,279 | 11,550 | 10,000 | 10,200 | (1) |
| Environmental Clean Up | 16,491 | 53,520 | 13,520 | 13,790 | (2) |
| Contractor payments | 1,292,151 | 1,390,550 | 1,327,220 | 1,341,130 | (3) |
| | 1,319,921 | 1,455,620 | 1,350,740 | 1,365,120 | |
| Fees and Charges | (831) | - | - | - | |
| Net Direct Expenditure | 1,319,090 | 1,455,620 | 1,350,740 | 1,365,120 | |
| Service Unit and Central Costs Charges | 115,286 | 119,770 | 119,420 | 120,750 | |
| Net Expenditure | 1,434,376 | 1,575,390 | 1,470,160 | 1,485,870 | |

Notes

- (1) £1,550 relating to Provision of Litter Bins has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes a £40,000 virement to Direct Revenue Financing to fund emergency repairs to the cremators at Weeley. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and beyond. (Cabinet report 15 December 2010 Appendix B (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (3) £63,300 relating to Contractor Payments has been removed from the 2010/11 Revised and 2011/12 Original budgets.

FINANCE PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Financial Services | <i>B5a / 2</i> | - | - | - | - |
| Insurance Holding account | <i>B5a / 4</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Corporate Democratic Core - Corporate Management | <i>B5a / 5</i> | 1,359,215 | 1,395,290 | 692,300 | 1,475,250 |
| Corporate Democratic Core - Democratic Representation and Management | <i>B5a / 6</i> | 1,455,902 | 1,483,660 | 1,481,570 | 1,494,530 |
| Debt Management | <i>B5a / 8</i> | 54,972 | 54,370 | 56,920 | 54,740 |
| Other Corporate Costs | <i>B5a / 9</i> | 62,489 | (132,120) | 649,690 | 959,610 |
| Total | | 2,932,578 | 2,801,200 | 2,880,480 | 3,984,130 |
| Total | | 2,932,578 | 2,801,200 | 2,880,480 | 3,984,130 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 2,689,567 | 3,178,780 | 3,747,180 | 3,862,340 |
| Income | | (527,320) | (727,940) | (1,155,380) | (485,290) |
| Net Direct Expenditure | | 2,162,247 | 2,450,840 | 2,591,800 | 3,377,050 |
| Capital Charges | | 348,113 | 35,120 | 35,120 | 35,120 |
| Service Unit and Central Costs Charges | | 3,139,849 | 2,820,550 | 2,746,920 | 3,011,270 |
| Pension Current Costs | | (9,386) | 55,670 | 60,120 | 62,400 |
| Recharge to Services | | (2,443,225) | (2,290,660) | (2,283,160) | (2,225,990) |
| Reimbursement of Costs by HRA | | (265,020) | (270,320) | (270,320) | (275,720) |
| Total | | 2,932,578 | 2,801,200 | 2,880,480 | 3,984,130 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio:

FINANCE

Service:

FINANCIAL SERVICES SERVICE UNIT ACCOUNTS

Head of Service:

Karen Neath

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 1,052,819 | 1,111,480 | 1,042,960 | 1,062,820 | (1) |
| Other Employee Related | 5,129 | 6,490 | 3,490 | 5,600 | (2) |
| Transport Costs | 5,759 | 9,320 | 7,240 | 7,660 | (3 & 4) |
| Supplies and Services | 156,138 | 128,610 | 152,610 | 132,860 | (2, 4 & 5) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 1,219,845 | 1,255,900 | 1,206,300 | 1,208,940 | |
| Grants/Other Income | (9,277) | (2,870) | (6,170) | (6,290) | (6) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | 1,210,568 | 1,253,030 | 1,200,130 | 1,202,650 | |
| Capital Charges | 4,478 | 7,910 | 7,910 | 7,910 | |
| Service Unit and Central Costs Charges | 749,891 | 419,570 | 442,150 | 405,940 | |
| Pension Current Costs | (9,386) | 55,670 | 60,120 | 62,400 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 1,955,551 | 1,736,180 | 1,710,310 | 1,678,900 | |
| Recharge to Services | (1,955,551) | (1,736,180) | (1,710,310) | (1,678,900) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget and 2011/12 Original Budget includes a reduction to fund the creation of an additional post within Community Service unit account of the Community, Partnerships and Renewal portfolio as approved by the Human Resources Committee (page B2/2 refers).
- (2) The 2010/11 Revised Budget includes a reduction of £2,000 to fund increased costs on subscriptions within the supplies and services budget.
£1,000 relating to training courses has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £1,980 relating to Car Allowances has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £1,800 has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) The 2010/11 Revised Budget includes £100 relating to Subscription costs funded by virement from the transport budget.
- (5) The 2010/11 Revised Budget includes the sum of £22,750 carried forward from 2009/10 relating to the redevelopment and replacement of system interfaces. Cabinet 16 June 2010 refers.

The 2010/11 Revised Budget includes a reduction of £500 to fund the TDC finance page in the June 2010 edition of Tending Matters within the Public Relations and Communications page of the Corporate Governance and Resources Portfolio (Page B3/11 refers).

£350 relating to Supplies and Services has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £1,650 relating to Supplies and Services has been added into the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (6) £3,300 relating to Costs and Legal Expenses Recoverable has been added to the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been added to the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

FINANCE

Service:

INSURANCE HOLDING ACCOUNT

Head of Service:

Karen Neath

Purpose of Service:

Cost of insurance policies and related management and claims

Means of Provision:

Insurance cover is provided by a range of companies. Specialist insurance advice is provided by an external broker.

Activities/Sites Included:

All Council's Insurable Risk.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|---|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Insurance Premia Payments | 373,268 | 406,110 | 425,110 | 414,240 | (1) |
| Supplies and services | 2,013 | 17,170 | 17,170 | 5,230 | (2) |
| Consultancy Fees re Loss Control Initiatives | 14,549 | 26,310 | 26,310 | 26,840 | |
| Provision for Insurance Excesses | 6,750 | 10,000 | 10,000 | 10,000 | |
| | <hr/> 396,580 | <hr/> 459,590 | <hr/> 478,590 | <hr/> 456,310 | |
| Premia Charged to Lessee's and Tenants and Reimbursement of Costs | (13,041) | (10,930) | (10,930) | (10,930) | |
| Net Direct Expenditure | <hr/> 383,539 | <hr/> 448,660 | <hr/> 467,660 | <hr/> 445,380 | |
| Service Unit and Central Costs Charges | 39,788 | 41,920 | 42,430 | 40,670 | |
| Net Expenditure | <hr/> 423,327 | <hr/> 490,580 | <hr/> 510,090 | <hr/> 486,050 | |
| Recharge to Services | (423,327) | (490,580) | (510,090) | (486,050) | |
| | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | |

Notes

- (1) £19,000 relating to the anticipated insurance premium increase has been added to the 2010/11 Revised Budget. Cabinet 10 November 2010 refers.
- (2) £12,000 relating to specialist and other insurance assistance for retender included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

Portfolio: FINANCE

Service: CORPORATE AND DEMOCRATIC CORE - CORPORATE MANAGEMENT

Head of Service: Karen Neath

Purpose of Service: To provide and undertake the management of the Council as a corporate body. It includes the expenses of the Council which are not considered to be operational costs of providing Council services.

Means of Provision: Direct.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Conference Costs - Staff | - | 930 | - | - | (1) |
| Audit Fees | 206,196 | 201,560 | 201,560 | 175,590 | (2) |
| Bank Charges | 26,776 | 27,850 | 27,850 | 28,410 | |
| Supplies and Services | 7,043 | 4,680 | 125,600 | 4,270 | (3) |
| | 240,015 | 235,020 | 355,010 | 208,270 | |
| Fleming Case - VAT Recovered | (6,201) | - | (655,300) | - | (3) |
| Net Direct Expenditure | 233,814 | 235,020 | (300,290) | 208,270 | |
| Service Unit and Central Costs Charges | 1,364,281 | 1,403,930 | 1,236,250 | 1,515,510 | |
| Reimbursement of Costs by HRA | (238,880) | (243,660) | (243,660) | (248,530) | |
| Net Expenditure | 1,359,215 | 1,395,290 | 692,300 | 1,475,250 | |

Notes

- (1) £930 relating to Conference Costs has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £30,000 relating to External Audit Fees has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).
- (3) Net additional income totalling £469,000 relating to VAT reclaims under the 'Fleming' ruling has been added to the 2010/11 Revised Budget. Cabinet 10 November 2010 refers. Subsequently notification of an additional net £65,000 has been received and the budget has been adjusted to reflect this. The cost of consultancy fees has been met from the VAT recovered.

£500 relating to Consultants Fees has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

FINANCE

Service:

CORPORATE AND DEMOCRATIC CORE - DEMOCRATIC REPRESENTATION AND MANAGEMENT

Head of Service:

Karen Neath, Sian Walter - Browne and Management Board

Purpose of Service:

To provide support to Members in carrying out their duties as councillors. The costs include officer support for attending meetings, together with the cost of Members Allowances.

Means of Provision:

Directly provided.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Members' Expenses: | | | | | |
| Members Allowances | 540,482 | 581,180 | 518,780 | 509,300 | (1) |
| Conference Expenses - LGA etc | - | 1,140 | 1,140 | 1,160 | |
| Other Democratic Costs: | | | | | |
| Officers attendance allowances | 8,466 | 8,050 | 8,050 | 8,210 | |
| Members Printing and Stationery | 67,174 | 79,840 | 74,730 | 76,230 | (2) |
| Members Postage | 3,408 | 10,760 | 10,760 | 10,980 | |
| Computer Applications | 7,633 | - | - | - | |
| Accommodation Charges | 7,300 | 10,710 | 10,710 | 10,920 | |
| Advertisements | 4,180 | 6,360 | 5,860 | 5,970 | (3) |
| Removal Expenses - Non Relocation | 3,089 | 4,500 | 3,500 | 3,570 | (4) |
| Refreshments | 3,151 | 4,220 | 3,620 | 3,690 | (5) |
| Subscriptions | 19,344 | 23,370 | 20,000 | 21,420 | (6) |
| Essex Chief Executives Association | 766 | - | - | - | |
| Data Communication Charge | 3,718 | 8,700 | 4,000 | 4,080 | (7) |
| | 668,711 | 738,830 | 661,150 | 655,530 | |
| Sale of Minutes and Agendas | (196) | (890) | (890) | (910) | |
| Net Direct Expenditure | 668,515 | 737,940 | 660,260 | 654,620 | |
| Capital Charges | 14,051 | 10,430 | 10,430 | 10,430 | |
| Service Unit and Central Costs Charges | 799,476 | 761,950 | 837,540 | 856,670 | |
| Reimbursement of costs by HRA | (26,140) | (26,660) | (26,660) | (27,190) | |
| Net Expenditure | 1,455,902 | 1,483,660 | 1,481,570 | 1,494,530 | |

Notes

(1) £62,400 relating to Members Allowances has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £5,400 has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

£78,000 relating to Members Allowances included in the 2010/11 Budget has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments) refers).

- (2) £5,110 relating to Members Printing and Stationery has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £500 relating to Advertising costs has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) £1,000 relating to Removal Costs - Non Relocation has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (5) £600 relating to Refreshments has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (6) The Council subscribes to: the Local Government Association, the East of England Local Government Association, the National Branch of SOLACE, the East Anglian Branch of SOLACE and the District Chief Executives Network.

£3,370 relating to corporate subscriptions has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. £2,370 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (7) £4,700 relating to the Data Communication charge has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: FINANCE

Service: DEBT MANAGEMENT

Head of Service: Karen Neath

Purpose of Service: To ensure the Council's debt portfolio of approximately £22.3 million is efficiently managed and subject to periodic review by the Council's treasury consultants to take advantage of any opportunities for beneficial debt restructuring.

Means of Provision: Direct provision by Council finance staff, working in partnership with external consultants.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Supplies and Services | 17,140 | 18,450 | 18,450 | 18,830 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 17,140 | 18,450 | 18,450 | 18,830 | |
| (Less) Debt Management Expenses charged to Housing Revenue Account | (48,210) | (49,180) | (49,620) | (49,180) | (1) |
| Net Direct Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | (31,070) | (30,730) | (31,170) | (30,350) | |
| Service Unit and Central Costs Charges | 86,042 | 85,100 | 88,090 | 85,090 | |
| Net Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 54,972 | 54,370 | 56,920 | 54,740 | |

Notes

(1) A charge is made to the Council's Housing Revenue Account (HRA) to reflect the cost of managing the Council's borrowing to support investment in Council Housing.

Portfolio: **FINANCE**

Service: **OTHER CORPORATE COSTS**

Head of Service: **Karen Neath/Kevin Harkin (Exhibition Trailer)**

Purpose of Service: **To undertake various corporate initiatives that are not Corporate Management or Democratic Representation and Management.**

Means of Provision: **Direct.**

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Small Schemes | 82,578 | 120,000 | 241,920 | 90,000 | (1) |
| Exhibition Trailer | 53 | 630 | 630 | 640 | |
| FRS17 Actuaries Costs | 298 | 790 | 790 | 810 | |
| Essex Safeguarding Children board | 1,238 | 1,580 | 1,680 | 1,710 | (2) |
| Service Improvement Budget | 30,018 | 302,080 | - | - | (3) |
| Fit for Purpose | - | - | 500,000 | 1,047,930 | (3) |
| Contingency | - | - | 195,000 | 150,000 | (3) |
| Credit and Debit Card Payment System | 21,972 | 23,410 | 24,510 | 23,370 | (4) |
| Area Based Grant re Petitions | - | - | 6,770 | - | (6) |
| Climate Change | 11,119 | 22,500 | 56,380 | - | (7) |
| | 147,276 | 470,990 | 1,027,680 | 1,314,460 | |
| Non-ringfenced Grants | (83,694) | (22,500) | (26,700) | - | (7 & 8) |
| Second Homes Discount Scheme - (ECC) | (366,471) | (391,360) | (398,790) | (417,770) | (9) |
| Other Income | (230) | (210) | (210) | (210) | |
| Area Based Grant re Petitions | - | - | (6,770) | - | (6) |
| Unidentified Underspendings | - | (250,000) | - | - | (10) |
| Net Direct Expenditure | (303,119) | (193,080) | 595,210 | 896,480 | |
| Capital Charges | 329,584 | 16,780 | 16,780 | 16,780 | |
| Service Unit and Central Costs Charges | 100,371 | 108,080 | 100,460 | 107,390 | |
| Net Expenditure | 126,836 | (68,220) | 712,450 | 1,020,650 | |
| Recharge To Services | (64,347) | (63,900) | (62,760) | (61,040) | |
| | 62,489 | (132,120) | 649,690 | 959,610 | |

Notes

- (1) The Small Schemes budget is to enable Members to support small one-off community projects via grants. The 2010/11 Original Budget provided for grants of £2,000 per member as agreed by Council at its meeting on 18 February 2010. The 2010/11 Revised Budget includes the sum of £121,920 carried forward from 2009/10, relating to items identified from previous years allocations that had not been spent. Cabinet 16 June 2010 refers.

The 2011/12 Original budget makes provision for grants of £1,500 per member in accordance with the agreed revised Financial Strategy for 2011/12 and Beyond (Cabinet report 15 December 2010 refers).

- (2) £100 relating to the Essex Safeguarding Children Board has been added to the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been added into the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) Following a review of available funding and the work programme that needs to be undertaken over the coming months the Service Improvement Budget has been removed and a contingency and fit for purpose budget established. Revised Financial Strategy for 2011/12 and Beyond (Appendix C) refers.
- (4) The 2010/11 Revised Budget includes the sum of £1,600 carried forward from 2009/10 relating to consultants fees. Cabinet 16 June 2010 refers.

£500 relating to the telephone charges has been removed from the 2010/11 Revised Budget following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (6) This budget represents Area Based Grant to be received from the Government in respect of providing the facility to be able to receive electronic petitions.
- (7) The 2010/11 Revised Budget includes the sum of £33,880 carried forward from 2009/10 relating to Climate Change. Cabinet 16 June 2010 refers.

£22,500 relating to Climate Change included in the 2010/11 Budget has been removed in the 2011/12 Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Funded Expenditure and Income Reduced) refers).

- (8) The 2009/10 actual includes the sum of £61,194 relating to the grant received from central government in respect of the Local Authority Business Growth Incentive Scheme.
- (9) £7,430 relating to the Second Homes Discount Scheme has been added to the 2010/11 Revised Budget.

£26,410 relating to the Second Homes Discount Scheme has been added to the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - changes to expenditure) refers).

- (10) £250,000 relating to Unidentified Underspendings has been removed from the 2010/11 Revised Budget. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - changes to expenditure) refers).

FINANCE PORTFOLIO

Service: **DIRECT REVENUE FINANCING OF CAPITAL INVESTMENT**

Head of Service: **Karen Neath**

Purpose of Service: **Direct Revenue Financing of capital investment represents the element of the Council's General Fund programme that is not funded from capital receipts, grant or borrowing.**

Means of Provision: **Directly provided.**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Net Expenditure | 1,033,505 | 929,000 | 1,590,670 | 736,000 | (1) |

Notes

(1) Details of the sources of the Direct Revenue Financing figure are shown below.

| | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| <i>Direct Revenue Financing Sources:</i> | | | | |
| Capital Commitments Reserve | 760,591 | 395,000 | 1,000,650 | 79,000 |
| Careline System | | | | |
| Replacement Reserve | 43,980 | - | 41,020 | - |
| Contact Management Reserve | - | 350,000 | - | - |
| Cremator Reserve | - | - | - | 550,000 |
| Leisure Capital Investment Reserve | - | - | 335,000 | - |
| Revenue Commitments Reserve | 30,226 | - | - | - |
| General Revenue contributions | 198,708 | 184,000 | 214,000 | 107,000 |
| Direct Revenue Financing | 1,033,505 | 929,000 | 1,590,670 | 736,000 |

For further details see Section C - Capital Programme

FINANCE PORTFOLIO

BUDGET SUMMARY - FINANCING ITEMS

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Statement of Movement on General Fund Balance | <i>B5c / 2</i> | (4,905,780) | (1,589,720) | (2,644,470) | (1,905,470) |
| Interest Paid and Received | <i>B5c / 4</i> | 208,556 | 223,530 | 258,050 | 214,400 |
| Retirement Benefit FRS17 Appropriations | <i>B5c / 5</i> | 1,622,487 | 868,830 | 804,120 | 869,380 |
| Total | | (3,074,737) | (497,360) | (1,582,300) | (821,690) |

ANALYSIS: (excluding Housing Pooled Capital Receipts)

| | | | | |
|-------------------------------|--------------------|------------------|--------------------|------------------|
| Direct Costs | 1,965,385 | 1,190,340 | 1,134,150 | 1,155,760 |
| Income | (134,342) | (97,980) | (71,980) | (71,980) |
| Net Direct Expenditure | 1,831,043 | 1,092,360 | 1,062,170 | 1,083,780 |
| Capital Charges | (4,905,780) | (1,589,720) | (2,644,470) | (1,905,470) |
| Total | (3,074,737) | (497,360) | (1,582,300) | (821,690) |

These financing items represent a number of transactions within the Council's General Fund and also transactions between the General Fund and the Housing Revenue Account. The estimates set out in the following pages can be analysed into the following categories:

Debit and credit items impacting directly on the General Fund

- * External interest payments
- * Investment Income
- * Minimum Revenue Provision
- * Retirement Benefits FRS17 Appropriations

Items with corresponding debits/credits in General Service Accounts

- * Depreciation & Impairment of Fixed Assets
- * Government Grants Deferred
- * Amortisation of Intangible Assets
- * Revenue Expenditure Funded from Capital under Statute

Debits/Credits with a corresponding debit/credit in the Housing Revenue Account

- * Housing Revenue Account share of Interest Payable
- * Investment Income due to the Housing Revenue Account
- * Retirement Benefits

Portfolio:

FINANCE

Service:

STATEMENT OF MOVEMENT ON GENERAL FUND BALANCE

Head of Service:

Karen Neath

Purpose of Service:

To ensure the correct amount is charged to Council Tax under the IFRS Code of Practice on Local Authority Accounting in the United Kingdom.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|---|------------------------|--------------------------|-------------------------|--------------------------|------|
| Contribution to Housing Pooled Capital Receipts | 187,507 | 130,000 | 200,000 | 90,000 | (1) |
| Minimum Revenue Provision | 341,464 | 327,810 | 327,810 | 327,810 | (2) |
| Credit for Capital Charges | (5,247,244) | (1,917,530) | (2,972,280) | (2,233,280) | (3) |
| Transfer from Usable Capital Receipts Reserve | (187,507) | (130,000) | (200,000) | (90,000) | (1) |
| Net Expenditure | (4,905,780) | (1,589,720) | (2,644,470) | (1,905,470) | |

Notes

The IFRS Code of Practice on Local Authority Accounting in the United Kingdom requires the accounts of a local authority to be prepared on a commercial basis. However the IFRS Code of Practice recognises that a number of statutory provisions are in place and that amounts chargeable under these provisions need to be taken into account when determining the budget requirement and spending of a local authority for a financial year to ensure the correct amount is met from local taxation. The adjustments necessary to achieve this are made in the Statement of Movement on General Fund Balance.

- (1) Under statute the Council has to pay a proportion of specified housing related capital receipts into a Government pool for redistribution. To ensure a neutral impact on the amount to be raised from local taxation an appropriation is made from usable capital receipts.

The 2011/12 Budget reflects the lower level of sales expected due to the current level of activity in the Housing Market.

- (2) Local authorities are required to set aside an amount from the General Fund to provide for the repayment of external loans, this is known as the Minimum Revenue provision (MRP).

- (3) The IFRS Code of Practice requires capital charges to be made to services to reflect the consumption of capital assets however in accordance with statute these charges have to be excluded when determining the General Fund budget requirement for the year. The table below shows those items which have been charged to General Fund services and the corresponding credit which is required to ensure that there is no impact on local taxation.

| | <i>2009/10</i> <i>Actual</i> £ | <i>2010/11</i> <i>Original</i> £ | <i>2010/11</i> <i>Revised</i> £ | <i>2011/12</i> <i>Original</i> £ | |
|---|--------------------------------------|--|---------------------------------------|--|-----|
| Depreciation and Impairment of Fixed Assets | 5,117,637 | 1,830,170 | 1,830,170 | 1,830,170 | |
| Revenue Expenditure Funded from Capital under Statute | 282,171 | 450,000 | 965,000 | 226,000 | |
| Amortisation of Intangible Assets | 276,541 | 177,110 | 177,110 | 177,110 | |
| Government Grants Deferred | (429,105) | (539,750) | - | - | (4) |
| Total Charged to Services | 5,247,244 | 1,917,530 | 2,972,280 | 2,233,280 | |
| Credit for Capital Charges | (5,247,244) | (1,917,530) | (2,972,280) | (2,233,280) | |
| Net Impact on Local Taxation | - | - | - | - | |

- (4) Under the new IFRS Code of Practice on Local Authority Accounting, Government Grants Deferred are no longer amortised to services and therefore these entries have been removed for 2010/11 Revised and 2011/12 together with the corresponding reversals. This has no overall impact on the Council's budget.

Portfolio:

FINANCE

Service:

INTEREST PAID AND RECEIVED

Head of Service:

Karen Neath

Purpose of Service:

Management of the Council's debt position and to maximise investment income from the Council's cash surpluses with avoidance of risk as the overriding priority.

Means of Provision:

Direct provision

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| External Interest Payments on borrowing | 1,128,121 | 1,121,750 | 1,121,750 | 1,106,570 | (1) |
| Investment Income due to the Housing Revenue Account | 54,541 | 89,000 | 67,000 | 67,000 | (2) |
| Investment Income Received | (188,883) | (186,980) | (138,980) | (138,980) | (3) |
| Interest Charged to the Housing Revenue Account | (785,223) | (800,240) | (791,720) | (820,190) | (4) |
| Net Expenditure | 208,556 | 223,530 | 258,050 | 214,400 | |

Notes

(1) £15,180 relating to a reduction in the interest paid has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).

(2) A proportion of the income from investments is paid over to the Council's Housing Revenue Account (HRA) to reflect the interest that has accrued through the use of its balances. The amount is based on the average working balances held by the Housing Revenue Account (including the Major Repairs Allowance) over the year, multiplied by a prescribed rate of interest.

£22,000 relating to interest received on investments has been removed from the 2010/11 Revised Budget. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).

(3) Investment income is earned from the lending of the Council's cash surpluses. The estimated income is in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments) refers) and is based on the following assumptions:

| | <i>2009/10 Actual</i> | <i>2010/11 Original</i> | <i>2010/11 Revised</i> | <i>2011/12 Original</i> |
|--------------------------------------|---------------------------|-----------------------------|----------------------------|-----------------------------|
| Average surplus over the year (£000) | 28,735 | 15,710 | 25,270 | 25,270 |
| Average rate of return (%) | 0.64 | 1.19 | 0.55 | 0.55 |

(4) This credit reflects the interest charged to the Housing Revenue Account calculated in accordance with a formula specified annually by the Secretary of State and represents the Housing Revenue Account's share of the Council's external borrowing costs. Following a review of the 2010/11 Budget position the interest chargeable to the Housing Revenue Account has been reduced by £8,520 in the 2010/11 Revised Budget.

£19,950 included in the 2010/11 Budget has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments) refers).

Portfolio: **FINANCE**

Service: **RETIREMENT BENEFITS FRS17 APPROPRIATIONS**

Head of Service: **Karen Neath**

Purpose of Service: **To account for the cost of retirement benefits earned by employees during the year in the course of their employment in accordance with the requirements of Financial Reporting Standard 17 (FRS17).**

Means of Provision: **The Essex County Council Pension Fund is administered by the County, using external advisors and actuaries, under the Regulations governing the Local Government Pension Scheme.**

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|---|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Employers superannuation contributions for year | 1,577,217 | 1,704,580 | 1,637,680 | 1,593,340 | |
| Deficiency contribution | 1,481,425 | 1,549,580 | 1,549,580 | 1,653,000 | |
| Financial Strain | 202,372 | 202,710 | 201,880 | 206,410 | |
| Harwich Port Health Pensions | 9,986 | 9,920 | 10,030 | 10,290 | |
| | 3,271,000 | 3,466,790 | 3,399,170 | 3,463,040 | |
| Less Recharged to HRA: | | | | | |
| Employers superannuation | (155,792) | (169,260) | (174,800) | (170,700) | |
| Share of deficiency contribution | (178,850) | (187,080) | (187,080) | (190,790) | |
| Net cost to General Fund | 2,936,358 | 3,110,450 | 3,037,290 | 3,101,550 | (1 & 2) |
| Less Amounts Already Charged to General Fund Services | (1,313,871) | (2,241,620) | (2,233,170) | (2,232,170) | |
| Net Expenditure | 1,622,487 | 868,830 | 804,120 | 869,380 | |

Notes

- (1) The Financial Strategy for 2011/12 and Beyond originally provided for an additional £500,000 relating to Pension Scheme Costs (P1 Cost Pressure FSR02 refers). This sum has subsequently been removed following the outcome of the Pension Fund Triennial Actuarial review 2010 (Cabinet report 15 December 2010 Appendix A refers).
- (2) Local authorities are required to account for retirement benefits in line with Financial Reporting Standard 17 (FRS17). The objectives of FRS17 are to ensure that assets and liabilities are reflected at their fair value, the costs of providing retirement benefits and other associated costs are shown in the accounting period to which they relate and that the financial statements contain adequate disclosures about the cost of providing pensions.

The adjustments for FRS17 are only accounting adjustments and do not in themselves increase the overall cost of the Council's services. A summary of the adjustments relating to FRS17 are as follows:

| | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ |
|--------------------------------------|------------------------|--------------------------|-------------------------|--------------------------|
| Direct Costs: | | | | |
| FRS17 Costs Charged to Services | 1,313,871 | 2,241,620 | 2,233,170 | 2,232,170 |
| FRS17 Liability and Asset Adjustment | 2,795,000 | 1,917,000 | 1,917,000 | 1,917,000 |
| FRS17 Pension Reserve Adjustment | (1,172,513) | (1,048,170) | (1,112,880) | (1,047,620) |
| *TOTAL FRS17 Adjustments | 2,936,358 | 3,110,450 | 3,037,290 | 3,101,550 |

* This equals total General Fund contribution paid to the pension fund for the year.

HOUSING PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Housing Services | <i>B6 / 2</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Enabling Activities | <i>B6 / 3</i> | 62,061 | 96,340 | 114,690 | 115,730 |
| Home Energy Conservation Act | <i>B6 / 4</i> | 16,310 | 17,450 | 17,240 | 17,670 |
| Home Improvement Agency | <i>B6 / 5</i> | 28,690 | 29,690 | 29,790 | 30,200 |
| Homelessness | <i>B6 / 6</i> | 383,992 | 487,130 | 515,210 | 519,170 |
| Homelessness Special Projects | <i>B6 / 8</i> | 26,961 | 31,900 | - | - |
| Non-Statutory Properties | <i>B6 / 9</i> | (12,772) | (10,620) | (10,750) | (10,990) |
| Private Housing, HMOs and Home Loss Payments | <i>B6 / 10</i> | 285,930 | 296,980 | 298,050 | 301,190 |
| Private Sector Renovation Grants | <i>B6 / 11</i> | 300,048 | 605,340 | 1,120,580 | 383,290 |
| Shared Amenities with Council Housing Tenants | <i>B6 / 12</i> | 20,027 | 21,770 | 32,130 | 32,710 |
| Total Non-Rechargeable Accounts | | 1,111,247 | 1,575,980 | 2,116,940 | 1,388,970 |
| Grand Total | | 1,111,247 | 1,575,980 | 2,116,940 | 1,388,970 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 1,613,847 | 2,011,620 | 1,960,500 | 1,981,460 |
| Income | | (200,532) | (404,710) | (417,710) | (388,960) |
| Net Direct Expenditure | | 1,413,315 | 1,606,910 | 1,542,790 | 1,592,500 |
| Capital Charges | | 153,571 | 451,400 | 966,400 | 227,400 |
| Service Unit and Central Costs Charges | | 1,216,502 | 1,206,290 | 1,237,330 | 1,209,840 |
| Pension Current Costs | | (9,628) | 63,750 | 67,000 | 71,070 |
| Recharge to Services | | (1,662,513) | (1,752,370) | (1,696,580) | (1,711,840) |
| Total | | 1,111,247 | 1,575,980 | 2,116,940 | 1,388,970 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio:

HOUSING

Service:

HOUSING SERVICES SERVICE UNIT ACCOUNT

Head of Service:

Paul Price

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 1,127,168 | 1,217,620 | 1,154,010 | 1,195,150 | |
| Other Employee Related | 2,887 | 5,060 | 5,060 | 5,160 | |
| Transport Costs | 58,611 | 47,730 | 47,730 | 48,680 | (1) |
| Supplies and Services | 13,259 | 18,600 | 9,150 | 13,010 | (2) |
| | <hr/> 1,201,925 | <hr/> 1,289,010 | <hr/> 1,215,950 | <hr/> 1,262,000 | |
| Leased Car Contribution | (176) | - | - | - | (1) |
| Net Direct Expenditure | <hr/> 1,201,749 | <hr/> 1,289,010 | <hr/> 1,215,950 | <hr/> 1,262,000 | |
| Service Unit and Central Costs Charges | 469,980 | 402,770 | 417,180 | 382,380 | |
| Pension Current Costs | (9,216) | 60,590 | 63,450 | 67,460 | |
| Net Expenditure | <hr/> 1,662,513 | <hr/> 1,752,370 | <hr/> 1,696,580 | <hr/> 1,711,840 | |
| Recharge to Services | (1,662,513) | (1,752,370) | (1,696,580) | (1,711,840) | |
| | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | <hr/> <hr/> - | |

Notes

- (1) The reductions in transport costs and leased car contributions received after 2009/10 outturn are the result of the final car lease held within Housing Services ceasing during 2009/10.
- (2) £9,450 relating to various supplies and services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
£5,850 relating to these various supplies and services has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **HOUSING**

Service: **ENABLING ACTIVITIES**

Head of Service: **Paul Price**

Purpose of Service: **To develop the Council's strategic and enabling housing role in order to increase the supply of affordable housing, increase inward housing investment and maximise the opportunities from partnership working with the private sector and through the Greater Haven Gateway Housing Sub Region.**

Means of Provision: **Partnerships with a range of private, public and voluntary organisations.**

Activities/Sites Included: Affordable housing on new development sites

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Service Unit and Central Costs Charges | 62,061 | 96,340 | 114,690 | 115,730 | (1) |
| Net Expenditure | 62,061 | 96,340 | 114,690 | 115,730 | |

Notes

- (1) These charges reflect the time allocated and associated on-costs of Housing Services staff in undertaking the strategic and enabling housing functions which are not covered by the Housing Revenue Account. The reduction in Service Unit and Central Costs Charges in the 2009/10 outturn was due to both staff vacancies in strategic and enabling housing functions, and the transfer of one post to Environmental Services to deal with empty properties. Estimates for the 2010/11 Revised and 2011/12 Original Budgets reflect an increase in officer time spent on the function.

Portfolio: HOUSING

Service: HOME ENERGY CONSERVATION ACT

Head of Service: David Appleby

Purpose of Service: To implement the home energy conservation strategy approved by Tendring District Council, as submitted to the former Secretary of State for the Environment in 1997.

Means of Provision: Both directly and indirectly in the role of facilitator and co-ordinator.

Activities/Sites Included: To increase energy conservation awareness within the private sector and public sector stock. To encourage, in partnership with local network heating installers and other bodies, physical energy conservation improvements having particular regard to low income and vulnerable households within the Tendring District Council area.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Promotion Costs | 4,446 | 5,070 | 4,870 | 5,170 | (1) |
| Net Direct Expenditure | 4,446 | 5,070 | 4,870 | 5,170 | |
| Service Unit and Central Costs Charges | 11,864 | 12,380 | 12,370 | 12,500 | |
| Net Expenditure | 16,310 | 17,450 | 17,240 | 17,670 | |

Notes

(1) £200 relating to Home Energy Conservation promotion costs has been vired in the 2010/11 Revised Budget to support the Tendring Show held in July 2010.

Portfolio: **HOUSING**

Service: **HOME IMPROVEMENT AGENCY**

Head of Service: **David Appleby**

Purpose of Service: **To support the Tendring Home Improvement Agency whose aim is to provide a comprehensive range of services to vulnerable/disabled people living in private sector housing to help them through the whole process of carrying out repairs, improvements or adaptations to their homes.**

Means of Provision: **Indirectly by partial funding, advice, liaison and assistance in kind.**

Activities/Sites Included: District wide service

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Payment to Guinness Trust | 8,496 | 8,700 | 8,700 | 8,870 | (1) |
| Net Direct Expenditure | 8,496 | 8,700 | 8,700 | 8,870 | |
| Service Unit and Central Costs Charges | 20,194 | 20,990 | 21,090 | 21,330 | |
| Net Expenditure | 28,690 | 29,690 | 29,790 | 30,200 | |

Notes

- (1) The aim of the Agency is to provide a comprehensive range of services to vulnerable/disabled people living in private sector housing to help them through the whole process of carrying out repairs, improvements or adaptations to their homes. The Guinness Housing Trust provides the service and its running costs are funded directly by a Promoting Independence contribution from Essex County Council and a Supporting People contribution from Communities and Local Government (paid via ECC), in addition to the Council's contribution. The Council's contribution is subject to a Service Level Agreement with the Guinness Trust and Essex County Council.

| | |
|-----------------------------------|---|
| <i>Portfolio:</i> | HOUSING |
| <i>Service:</i> | HOMELESSNESS |
| <i>Head of Service:</i> | Paul Price |
| <i>Purpose of Service:</i> | To provide a service for the assessment and determination of homelessness applications and the provision of advice in accordance with the Council's duties under Part VII of the Housing Act 1996 (as amended by the Homelessness Act 2002). |
| <i>Means of Provision:</i> | Directly provided. |
| <i>Activities/Sites Included:</i> | Assessment of applications Provision of temporary accommodation Provision of permanent accommodation Provision of assistance and advice |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|---|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (Memorandum) | 17,463 | 30,320 | 59,420 | 59,040 | (1) |
| Bed and Breakfast Accommodation Costs | 68,821 | 215,610 | 215,610 | 219,920 | (2) |
| Other Homelessness Expenses | 117,884 | 124,180 | 124,180 | 126,670 | (3) |
| Essex-Wide Rental Loan Scheme | 3,161 | - | 11,620 | - | (4) |
| Youth Homelessness - Supported Lodgings | 335 | - | - | - | (5) |
| Management Grants | 19,055 | 19,920 | 19,920 | 20,320 | (6) |
| Rent Rebate Benefits granted | 49,006 | 183,620 | 183,620 | 183,620 | (2) |
| Special Projects Expenditure | - | - | 80,000 | 60,000 | (1) & (7) |
| Miscellaneous Expenses | - | - | 1,380 | - | (8) |
| | 275,725 | 573,650 | 695,750 | 669,570 | |
| Fees and Charges | (60,957) | (199,300) | (199,300) | (203,290) | (2) |
| Contributions Towards Expenditure | (10,818) | - | (11,620) | - | (4) |
| Rent Deposit Guarantees Repaid | (3,153) | - | - | - | (9) |
| Government Subsidy | (32,402) | (106,230) | (106,230) | (106,230) | (2) |
| Government Homelessness Grant | - | - | (80,000) | (60,000) | (1) & (7) |
| Area Based Grant | - | - | (1,380) | - | (8) |
| Net Direct Expenditure | 168,395 | 268,120 | 297,220 | 300,050 | |
| Service Unit and Central Costs Charges | 215,758 | 217,430 | 214,440 | 215,510 | |
| Pension Current Costs | (161) | 1,580 | 3,550 | 3,610 | (1) |
| Net Expenditure | 383,992 | 487,130 | 515,210 | 519,170 | |

Notes

- (1) Estimates relating to Homelessness Special Projects have been included in the above figures for the 2010/11 Revised and 2011/12 Original Budgets, and removed from their previous location, (page B6 / 8 refers).

- (2) Non Housing Revenue Account rent rebates are payments towards the accommodation costs of homeless families and the Government subsidy reflects the Department of Works and Pensions contribution towards these payments. The payments increase or decrease in line with the demand and estimated use of accommodation, the costs of which are shown in the table above. For 2009/10 outturn, a reduction in Bed and Breakfast accommodation costs and the related fees and charges receivable reflect the fall in demand. This had a corresponding knock-on effect of reducing Rent Rebate Benefits payments and therefore reducing the Government Subsidy receivable.
- (3) Other Homelessness Expenses include the cost of additional prevention initiatives in order to manage homelessness (e.g. the provision of mediation assistance and tenancy support), the cost of removal and storage of possessions and other miscellaneous expense for homeless applicants.
- (4) During 2010/11, the Authority was notified of £11,620 funding to be received from Essex County Council to fund the Essex-Wide Rental Loan Scheme. An income and associated expenditure budget have been created to reflect this.
- (5) The Youth Homelessness Supported Lodgings Scheme ceased in 2009/10, and therefore no provision for expenditure has been made in 2010/11 or 2011/12.
- (6) This estimate provides for management payments which are made to those organisations providing additional temporary accommodation and outreach support to homeless persons for whom the Council has a responsibility.
- (7) Grants towards the cost of homelessness special initiatives have been awarded annually since 2003/04 and the funding is used to finance this service. Grant funding not fully spent in previous years has been brought forward and included in the budget figures above. Allocation of expenditure budgets across the different initiatives has been reviewed and the budgets amended accordingly.

£60,000 relating to homelessness grant income and associated expenditure included in the 2010/11 Budget were removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Income and Expenditure Reduced) refers). Subsequently, the Government has confirmed that this grant will continue for 2011/12 and a further three years. The budgets have been prepared to reflect this notification of grant funding.

- (8) A one-off amount of £1,380 was received from the Council's Area Based Grant allocation in 2010/11 for the completion of both the STATUS survey, and National Indicator 160 on Local Authority Tenant's Satisfaction. Estimates have been created accordingly to reflect the anticipated income and associated expenditure to be incurred.
- (9) The income received in 2009/10 reflects the Rent Deposit Guarantees repaid identified during the 2009/10 closedown process. No estimates have been created in the current or future years due to the uncertain nature of this income.

Portfolio:

HOUSING

Service:

HOMELESSNESS SPECIAL PROJECTS

Head of Service:

Paul Price

Purpose of Service:

The provision of advice, homelessness prevention assistance and accommodation to those persons who are homeless or threatened with homelessness.

Means of Provision:

Directly provided.

Activities/Sites Included:

The provision of advice, homelessness prevention assistance and accommodation initiatives for persons who are homeless or threatened with homelessness. Also, in partnership with Colne Housing Society, the operation of a private sector leasing scheme.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|-------------------------------|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Salaries (Memorandum) | 27,212 | 30,320 | - | - | (1) |
| Transport Costs | - | - | - | - | (1) |
| Grants | 6,000 | - | - | - | (1) |
| Homelessness Prevention | 66,998 | 80,000 | - | - | (1) |
| | 100,210 | 110,320 | - | - | |
| Government Grant | (72,998) | (80,000) | - | - | (1) |
| Net Direct Expenditure | 27,212 | 30,320 | - | - | |
| Pension Current Costs | (251) | 1,580 | - | - | (1) |
| Net Expenditure | 26,961 | 31,900 | - | - | |

Notes

- (1) All Homelessness Special Projects estimates have been moved to be shown with other Homelessness estimates, (page B6 / 6 refers).

Portfolio: **HOUSING**

Service: **NON-STATUTORY PROPERTIES**

Head of Service: **Paul Price**

Purpose of Service: **The administration of leases and collection of rents and charges on miscellaneous properties and garages, which are not included within the Housing Revenue Account.**

Means of Provision: **Directly provided.**

Activities/Sites Included: A small number of garages in Harwich plus some small leased sites in the Harwich, Walton and Clacton areas.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Repairs and Maintenance | - | 1,050 | 1,050 | 1,070 | |
| Rents | (16,908) | (16,040) | (16,040) | (16,240) | |
| Net Direct Expenditure | (16,908) | (14,990) | (14,990) | (15,170) | |
| Capital Charges | 1,400 | 1,400 | 1,400 | 1,400 | |
| Service Unit and Central Costs Charges | 2,736 | 2,970 | 2,840 | 2,780 | |
| Net Expenditure | (12,772) | (10,620) | (10,750) | (10,990) | |

Portfolio:

HOUSING

Service:

PRIVATE HOUSING, HOUSES IN MULTIPLE OCCUPATION AND HOME LOSS PAYMENTS

Head of Service:

David Appleby

Purpose of Service:

The inspection and enforcement of legislation relating to housing disrepair and properties with Category 1 and 2 hazards under the Housing Health and Safety Rating System in the private sector, and Houses in Multiple Occupation (HMO). The licensing of HMO under the mandatory licensing scheme effective from 6 April 2006. The processing of claims for Home Loss and well-maintained payments following the service and enforcement of closing and demolition orders.

Means of Provision:

Directly provided.

Activities/Sites Included:

Private sector residential premises district wide.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Supplies and Services | 3,018 | 1,050 | 1,050 | 1,070 | |
| Home loss payments | - | 1,000 | 1,000 | 1,000 | (1) |
| HMO Projects | - | - | 75,000 | - | (2) |
| | 3,018 | 2,050 | 77,050 | 2,070 | |
| Grants | - | - | (75,000) | - | (2) |
| HMO Licensing Fees | (3,120) | (3,140) | (3,140) | (3,200) | |
| Net Direct Expenditure | (102) | (1,090) | (1,090) | (1,130) | |
| Service Unit and Central Costs Charges | 286,032 | 298,070 | 299,140 | 302,320 | |
| Net Expenditure | 285,930 | 296,980 | 298,050 | 301,190 | |

Notes

- (1) This is a provisional sum to provide compensation to homeowners/tenants who are displaced as a result of a closing/demolition order being made on their property.
- (2) The 2010/11 Revised Budget includes the sum of £75,000 carried forward from 2009/10 relating to Long term HMO projects and supporting grant income. Cabinet 16 June 2010 refers.

Portfolio: **HOUSING**

Service: **PRIVATE SECTOR RENOVATION GRANTS**

Head of Service: **David Appleby**

Purpose of Service: **Administration of grants and loans to secure the improvement of private sector housing in accordance with legislative requirements and Council Policy.**

Means of Provision: **Directly provided.**

Activities/Sites Included: Processing and administration of applications for disabled facilities grants, and discretionary grants and loans to secure the improvement of private sector housing for owners/occupiers of property within the Tendring District Council area.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Capital Charges | 152,171 | 450,000 | 965,000 | 226,000 | |
| Service Unit and Central Costs Charges | 147,877 | 155,340 | 155,580 | 157,290 | |
| Net Expenditure | 300,048 | 605,340 | 1,120,580 | 383,290 | |

Notes

Portfolio:

HOUSING

Service:

SHARED AMENITIES WITH COUNCIL HOUSING TENANTS

Head of Service:

Karen Neath

Purpose of Service:

Where services that are accounted for within the Housing Revenue Account benefit both Council tenants and private sector owner/occupiers, there must be a fair apportionment of the associated costs and income between the Housing Revenue Account and the General Fund.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|---|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Contribution to Housing Revenue Account for Shared Amenities | 20,027 | 21,770 | 32,130 | 32,710 | (1) |
| Net Expenditure | 20,027 | 21,770 | 32,130 | 32,710 | |

Notes

- (1) Such services provided by this Council's Housing Revenue Account are sewerage treatment works, bio discs, septic tanks and pumping stations. The contribution to the Housing Revenue Account represents the net expenditure attributable to private sector dwellings in respect of these services. The increase seen in the 2010/11 Revised and 2011/12 Original Budgets reflects an increase in officer time spent on the functions.

LEISURE PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Leisure Services | <i>B7 / 2</i> | - | - | - | - |
| Total Rechargeable Accounts | | - | - | - | - |
| Horticultural | <i>B7 / 3</i> | - | - | - | - |
| Nature Areas | <i>B7 / 4</i> | 60,161 | 65,980 | 62,810 | 61,780 |
| Recreation Areas and Open Spaces | <i>B7 / 5</i> | 2,144,751 | 1,156,690 | 1,183,620 | 1,166,020 |
| Seafront Amenities | <i>B7 / 7</i> | 218,065 | 59,170 | 53,610 | (11,810) |
| Sports and Leisure Facilities | <i>B7 / 9</i> | 1,901,833 | 1,746,120 | 1,706,470 | 1,579,680 |
| Sports Development | <i>B7 / 11</i> | 104,518 | 117,480 | 69,930 | 68,380 |
| Theatres and Entertainments | <i>B7 / 12</i> | 317,731 | 357,370 | 366,090 | 269,370 |
| Total | | 4,747,059 | 3,502,810 | 3,442,530 | 3,133,420 |
| Grand Total | | 4,747,059 | 3,502,810 | 3,442,530 | 3,133,420 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 6,483,580 | 6,713,740 | 6,690,750 | 6,308,380 |
| Income | | (3,851,335) | (3,454,190) | (3,656,600) | (3,539,750) |
| Net Direct Expenditure | | 2,632,245 | 3,259,550 | 3,034,150 | 2,768,630 |
| Capital Charges | | 2,425,585 | 586,350 | 657,750 | 657,750 |
| Service Unit and Central Costs Charges | | 1,942,162 | 1,920,920 | 1,947,620 | 1,878,660 |
| Pension Current Costs | | (19,588) | 121,800 | 129,440 | 139,190 |
| Recharge to Services | | (986,252) | (988,650) | (987,190) | (974,680) |
| Charge to Internal Services | | (1,247,093) | (1,397,160) | (1,339,240) | (1,336,130) |
| Total | | 4,747,059 | 3,502,810 | 3,442,530 | 3,133,420 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio:

LEISURE

Service:

LEISURE SERVICES SERVICE UNIT ACCOUNT

Head of Service:

Kevin Harkin

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 640,535 | 655,340 | 652,660 | 658,070 | |
| Other Employee Related | 1,365 | 1,450 | 1,450 | 1,480 | |
| Transport Costs | 20,771 | 20,930 | 19,760 | 20,160 | (1) |
| Supplies and Services | 10,746 | 7,130 | 7,130 | 7,270 | |
| Net Direct Expenditure | 673,417 | 684,850 | 681,000 | 686,980 | |
| Service Unit and Central Costs Charges | 317,661 | 275,740 | 275,730 | 256,330 | |
| Pension Current Costs | (4,826) | 28,060 | 30,460 | 31,370 | |
| Net Expenditure | 986,252 | 988,650 | 987,190 | 974,680 | |
| Recharge to Services | (986,252) | (988,650) | (987,190) | (974,680) | |
| | - | - | - | - | |

Notes

- (1) £1,170 relating to car allowances has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: LEISURE SERVICES

Service: HORTICULTURAL SERVICES

Head of Service: Kevin Harkin

Purpose of Service: To maintain, the Authority's open spaces, recreation grounds and decorative gardens, including the Crematorium and Cemeteries.

Means of Provision: Directly provided by Leisure Services.

Activities/Sites Included: Cutting grass, maintaining ornamental flower beds, preparing sports pitches, landscaping, specialist maintenance of football pitches and cricket wickets. All Authority open spaces and recreation grounds.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 704,106 | 763,790 | 719,080 | 730,410 | |
| Supplies and Services | 236,802 | 172,110 | 222,100 | 153,000 | (1 & 2) |
| | 940,908 | 935,900 | 941,180 | 883,410 | |
| Grants ECC | (9,430) | - | - | - | |
| Charge to Clients | (140,850) | (64,950) | (120,050) | (64,950) | (1 & 3) |
| Net Direct Expenditure | 790,628 | 870,950 | 821,130 | 818,460 | |
| Service Unit and Central Costs Charges | 461,356 | 496,540 | 485,040 | 484,360 | |
| Pensions Current Costs | (4,891) | 29,670 | 33,070 | 33,310 | |
| Charge to Internal Services | (1,247,093) | (1,397,160) | (1,339,240) | (1,336,130) | (2 & 4) |
| Net Expenditure/(Income) | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget includes £52,100 for the income and associated expenditure for the additional works to be carried out on behalf of Essex County Council.
£2,110 relating to supplies and services has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £20,000 relating to additional grass cutting included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (3) £3,000 relating to additional external income has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (4) The 2010/11 Revised and 2011/12 Original Budgets include £57,920 and £68,570 reduction in income fully offset by corresponding decreased expenditure to the services that receive Horticultural recharges.

Portfolio: **LEISURE**

Service: **NATURE AREAS**

Head of Service: **Kevin Harkin**

Purpose of Service: **To provide and manage land for public recreation and nature conservation and to investigate opportunities for the development of other potential sites. To inform and educate the public as to the wildlife of these and other sites in the Tendring District.**

Means of Provision: **Conservation management plan production and implementation, in conjunction with contractors. Provision of interpretation measures and consultation.**

Activities/Sites Included: **Hamford Water Wardening service, Holland Haven County Park, Holland Bridge Marsh, Local Nature Reserves (including potential LNRs) and Pocket Parks.**

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Salaries (memorandum) | 26,624 | 26,020 | 26,590 | 26,100 | |
| Direct Costs | 47,836 | 10,920 | 13,420 | 11,040 | (1 & 2) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 74,460 | 36,940 | 40,010 | 37,140 | |
| Grants and Contributions | (52,454) | (12,380) | (14,980) | (12,380) | (1) |
| Net Direct Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 22,006 | 24,560 | 25,030 | 24,760 | |
| Capital Charges | (500) | (500) | 2,150 | 2,150 | |
| Service Unit and Central Costs Charges | 38,868 | 40,690 | 34,040 | 33,260 | |
| Pensions Current Costs | (213) | 1,230 | 1,590 | 1,610 | |
| Net Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 60,161 | 65,980 | 62,810 | 61,780 | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £2,600 income and associated expenditure carried forward from 2009/10 relating to grant monies received for staff training, Cabinet 16 June 2010 refers.
- (2) £100 relating to diesel costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: LEISURE

Service: RECREATION AREAS AND OPEN SPACES

Head of Service: Kevin Harkin

Purpose of Service: To manage and maintain the Council's Recreation Areas, Open Spaces and Children's Playgrounds for use & enjoyment by residents.

Means of Provision: Provided directly by Leisure Services Horticultural Services workforce
External Contractor (Maintenance of Children's Playgrounds and Provision of Plants)
Other Facilities directly provided

Activities/Sites Included: Low Road, Dovercourt
Kirby Playing Fields
Park Playing Fields, Frinton
East Cliff, Clacton
Vista Road, Clacton
Rush Green, Clacton
Knox Road, Clacton
Various other Recreation and Children's Playground Sites
Seafont Gardens
Seafont Greenswards and Cliffs
Brook Country Park

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Grounds Maintenance | 748,459 | 846,240 | 812,460 | 803,060 | (1 & 2) |
| Repair and Maintenance | 103,473 | 104,100 | 106,100 | 106,180 | (3) |
| Running Costs | 54,452 | 53,550 | 62,760 | 53,600 | (4) |
| | 906,384 | 1,003,890 | 981,320 | 962,840 | |
| Grants and Contributions | (18,175) | (23,000) | (25,000) | (23,000) | (3) |
| Fees, Rents and Other income | (335,485) | (72,770) | (88,040) | (78,370) | (4 & 5) |
| Net Direct Expenditure | 552,724 | 908,120 | 868,280 | 861,470 | |
| Capital Charges | 1,370,688 | 25,940 | 93,450 | 93,450 | |
| Service Unit and Central Costs Charges | 221,339 | 222,630 | 221,890 | 211,100 | |
| Net Expenditure | 2,144,751 | 1,156,690 | 1,183,620 | 1,166,020 | |

Notes

(1) The 2010/11 Revised and 2011/12 Original Budgets include £32,080 and £37,980 respectively for a reduction in Grounds Maintenance costs charged to services, which is fully offset by a corresponding decrease in Horticultural Services income within the Leisure Portfolio (see page ref B7/3).

£20,000 relating to district wide grass cutting included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

- (2) £1,700 relating to grounds maintenance costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) The 2010/11 Revised Budget includes £2,000 income and associated expenditure for playground equipment funded by the Big Lottery fund
- (4) The 2010/11 Revised Budgets include £10,270 for payments to Lawford and St Osyth Parish councils for playground maintenance fully offset by Section 106 income.
£1,060 relating to running costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (5) £5,000 relating to additional income has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: LEISURE

Service: SEAFRONT AMENITIES

Head of Service: Kevin Harkin

Purpose of Service: To provide and maintain seafront facilities and services for the enjoyment of residents and visitors, including the management of the Councils Beach Hut service. To fulfil associated asset management responsibilities.

Means of Provision: A mix of provision with kiosks leased and operated as trading rights and seafront supervision by a mix of permanent and seasonal staff. Shops and Kiosks/Deck Chair Sites/Activity Trading Rights - Operated by Lessees
Other facilities are directly provided

Activities/Sites Included: Various Seafront locations.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 106,599 | 99,640 | 93,320 | 95,160 | |
| Direct Expenses | 75,535 | 122,150 | 129,140 | 69,850 | (1) |
| Repair and Maintenance | 172,729 | 207,190 | 208,890 | 185,520 | (2) |
| Grants - First Aid Posts | 950 | 1,410 | 1,010 | 1,030 | (3) |
| | 355,813 | 430,390 | 432,360 | 351,560 | |
| Rents | (110,551) | (100,890) | (107,740) | (107,740) | (4) |
| Beach Hut Site Fees | (649,717) | (643,680) | (651,680) | (656,550) | (5) |
| Other Income | (4,870) | (5,830) | (36,910) | (10,940) | (1 & 6) |
| Net Direct Expenditure | (409,325) | (320,010) | (363,970) | (423,670) | |
| Capital Charges | 381,837 | 144,800 | 144,800 | 144,800 | |
| Service Unit and Central Costs Charges | 245,553 | 232,330 | 272,780 | 267,060 | |
| Pensions Current Costs | - | 2,050 | - | - | |
| Net Expenditure | 218,065 | 59,170 | 53,610 | (11,810) | |

Notes

- (1) The 2010/11 Revised Budget includes £10,670 income and associated expenditure for Section 106 monies received in respect of Dovercourt Seafront initiatives.
- £50,000 relating to Dovercourt seafront initiatives included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- £3,680 relating to direct expenses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) The 2010/11 Revised Budget includes the sum of £2,000 carried forward from 2009/10 relating to urgent works on the retaining wall below ladies toilets west beach Clacton, Cabinet 16 June 2010 refers.

£300 relating to repair and maintenance costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

£25,000 relating to Seafront refurbishments included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

- (3) £400 relating to first aid post grants has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) £6,850 relating to rental income has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service Cabinet 10 November 2010 refers. This has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (5) £8,000 relating to beach hut site fees has been added to the 2010/11 Revised Budget. Cabinet 10 November 2010 refers.
- (6) £5,000 relating to beach hut transfer fees has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. A further £12,000 additional income has subsequently been added. Cabinet 10 November 2010 refers.

£2,520 relating to the sale of beach huts has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. A further £1,000 additional income has subsequently been added. Cabinet 10 November 2010 refers.

£110 relating to grants towards meteorology has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

£5,000 relating to beach hut transfer fees has been added to the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio:

LEISURE

Service:

SPORTS AND LEISURE FACILITIES

Head of Service:

Kevin Harkin

Purpose of Service:

To provide a range of sport and leisure opportunities for residents and visitors. To manage the Council's Sports and Leisure facilities and to meet the broad sports needs of the District.

Means of Provision:

Directly managed by Leisure Services, Joint Use Facilities in conjunction with local Schools.

Activities/Sites Included:

Swimming Pools at Brightlingsea, Dovercourt and Walton
Sports Centres at Brightlingsea, Harwich and Manningtree
Clacton Leisure Centre including Lifestyles
Dovercourt All Weather Pitch
Happy Valley Recreation Ground
Coronation Gardens Putting

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|-------------|
| Direct Costs: | | | | | |
| Salary related costs (memorandum) | 1,742,472 | 1,764,630 | 1,723,930 | 1,748,050 | |
| Other employee related costs | 10,225 | 12,190 | 12,190 | 12,440 | |
| Premises Related | 830,389 | 925,370 | 845,060 | 861,460 | (1 & 2) |
| Transport | 8,138 | 13,090 | 10,940 | 11,190 | (2 & 3) |
| Supplies and Services | 401,693 | 406,310 | 498,370 | 389,610 | (2 & 4) |
| | 2,992,917 | 3,121,590 | 3,090,490 | 3,022,750 | |
| Contribution from Brightlingsea Town Council | (10,000) | (10,000) | (10,000) | (10,000) | |
| Grant - Free Swimming Programme | - | (142,810) | (93,180) | - | (5) |
| Other Fees and Charges | (2,083,267) | (2,064,210) | (2,121,230) | (2,256,250) | (2,5,6 & 7) |
| Net Direct Expenditure | 899,650 | 904,570 | 866,080 | 756,500 | |
| Capital Charges | 619,807 | 393,060 | 394,300 | 394,300 | |
| Service Unit and Central Costs Charges | 391,995 | 387,700 | 381,910 | 355,980 | |
| Pensions Current Costs | (9,619) | 60,790 | 64,180 | 72,900 | |
| Net Expenditure | 1,901,833 | 1,746,120 | 1,706,470 | 1,579,680 | |

Notes

- (1) In accordance with Cabinet decision reference 1945 on 7 July 2010 the sum of £52,900 in respect of the cancellation of works at Manningtree Sports Centre has been removed from the Revised 2010/11 Budget. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

£13,010 relating to NNDR has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service (Cabinet 10 November 2010 refers). This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (2) The 2010/11 Revised and 2011/12 Original Budgets include virements totalling £10,010 between premises, transport, supplies and services and income to rationalise the budgets.
- (3) £500 relating to car allowances has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service (Cabinet 10 November 2010 refers). This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) In accordance with Cabinet decision reference 1945 on 7 July 2010 the sum of £20,000 in respect of the cancellation of the gym initiative usage fund has been removed from the 2010/11 Revised Budget.

The 2010/11 Revised Budget includes the sum of £51,500 carried forward from 2009/10 relating to a grant for Brightlingsea Pool. Cabinet 16 June 2010 refers.

In accordance with Cabinet decision reference 1945 on 7 July 2010 the sum of £40,000 has been included in the 2010/11 Revised Budget to fund improvements at Brightlingsea Swimming Pool.

£5,000 relating to advertising costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service (Cabinet 10 November 2010 refers). This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

£20,000 in respect of a consultancy provision for the setting up of a Leisure Trust included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

£20,000 in respect of Leisure initiatives included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

The 2010/11 Revised Budget includes a £500 virement to Tendring Show for advertising costs (page B3/12 refers)

- (5) The 2010/11 Revised Budget includes a reduction of £49,630 fully offset by an increase in fees and charges due to the cessation of the Government free swimming grant.

£142,810 relating to free swimming grant included in the 2010/11 Budget has been removed in the 2011/12 Original Budget resulting in a corresponding increase in income from fees and charges in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (Grant Income Reduced and Income Budget to be Increased) refers).

- (6) The 2010/11 Revised Budget includes £10,000 from the Service Improvement Budget for the extension of the free swimming scheme to 27th August 2010 following the cessation of government grant funding.

£23,000 relating to increased Lifestyles income has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been included the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (7) The 2010/11 Revised and 2011/12 Original Budgets include a reduction of £5,620 in each year for solarium fees income.

£10,000 relating to Happy Valley pitch and putt income has been removed from the 2010/11 Revised and 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).

Portfolio: LEISURE

Service: SPORTS DEVELOPMENT

Head of Service: Kevin Harkin

Purpose of Service: To work in partnership with the public, private & voluntary sectors to provide a range of sports development opportunities.

Means of Provision: Leisure Services staff work in conjunction with local sports clubs.

Activities/Sites Included: Sports Development

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Youth Sports Development | 4,683 | 5,340 | 5,340 | 5,450 | |
| Action Zone | 31,111 | 50,000 | - | - | (1) |
| Sport Promotion Fund | 8,039 | 7,880 | 7,880 | 8,040 | |
| Tending Youth Activity Partnership | 5,841 | - | 19,070 | - | (2) |
| Bodycare - Health Scheme for Schools | 1,619 | - | 3,940 | - | (2) |
| Olympic Promotion | 6,500 | - | - | - | (3) |
| Community Activity Network | 36,947 | - | 50,970 | - | (2) |
| | 94,740 | 63,220 | 87,200 | 13,490 | |
| Grants & Other Income | (44,717) | (430) | (74,410) | (430) | (2) |
| Net Direct Expenditure | 50,023 | 62,790 | 12,790 | 13,060 | |
| Service Unit and Central Costs Charges | 54,495 | 54,690 | 57,140 | 55,320 | |
| Net Expenditure | 104,518 | 117,480 | 69,930 | 68,380 | |

Notes

- (1) This budget has been removed from the 2010/11 Revised Budget in accordance with Cabinet (ref 1945) 7 July 2010 following the cancellation of the Action Zone programme. It has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (2) The 2010/11 Revised Budget includes a sum totalling £73,980 income and associated expenditure carried forward from 2009/10 relating to grant monies received, Cabinet 16 June 2010 refers.
- (3) £13,340 was carried forward from 2009/10 to 2010/11. Cabinet 16 June 2010 refers. This sum has subsequently been removed following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

Portfolio: **LEISURE**

Service: **THEATRES AND ENTERTAINMENTS**

Head of Service: **Kevin Harkin**

Purpose of Service: **To offer a broad range of entertainment and events for the leisure and cultural interests of residents and visitors, including the provision of the Princes Theatre Youth Company.**

Means of Provision: **The Princes Theatre and the Youth Theatre Company are managed directly by Leisure Services staff**

Activities/Sites Included: Princes Theatre
Tour de Tendring

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Civic Amenities | 4,099 | 2,740 | 2,740 | 2,790 | |
| Cultural and Arts Strategy | 6,320 | 6,640 | 6,320 | 6,440 | (1) |
| Tour de Tendring | 40,698 | 35,000 | 37,320 | 25,000 | (2) |
| Princes Theatre - salaries (memorandum) | 61,944 | 51,950 | 50,880 | 50,820 | |
| Princes Theatre - maintenance | 3,717 | 3,790 | 3,790 | 3,870 | |
| Princes Theatre - running expenses | 300,275 | 226,490 | 225,790 | 230,330 | (3) |
| Youth Theatre production costs | 27,888 | 30,350 | 30,350 | 30,960 | |
| Grants to Local Theatres | - | 80,000 | 80,000 | - | (4) |
| | 444,941 | 436,960 | 437,190 | 350,210 | |
| Tour de Tendring | (25,523) | (25,000) | (25,380) | (25,390) | (5) |
| Princes Theatre - booking fees | (256,046) | (207,870) | (207,870) | (212,030) | |
| Princes Theatre - other income | (79,296) | (61,390) | (61,150) | (62,360) | (6) |
| Youth Theatre Income | (30,954) | (18,980) | (18,980) | (19,360) | |
| Net Direct Expenditure | 53,122 | 123,720 | 123,810 | 31,070 | |
| Capital Charges | 53,753 | 23,050 | 23,050 | 23,050 | |
| Service Unit and Central Costs Charges | 210,895 | 210,600 | 219,090 | 215,250 | |
| Pensions Current Costs | (39) | - | 140 | - | |
| Net Expenditure | 317,731 | 357,370 | 366,090 | 269,370 | |

Notes

- (1) £320 relating to subscriptions has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (2) The 2010/11 Revised Budget includes the sum of £2,320 carried forward from 2009/10 relating to the balance of the Council's three year contribution towards running the Tour de Tendring, Cabinet 16 June 2010 refers.

The additional funding provided for three years of £10,000 per annum ceased in 2010/11 and has been removed from the 2011/12 budget.

- (3) £700 relating to premises licensing has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) £80,000 relating to grants to local theatres included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (5) £380 relating to bar/catering and trade stand income has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (6) £250 relating to programme sales income has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

PLANNING PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Planning and Building Services | <i>B8 / 2</i> | - | - | - | - |
| Total rechargeable accounts | | - | - | - | - |
| Building Control - Chargeable Account | <i>B8 / 4</i> | 80,398 | 92,490 | 70,090 | 51,770 |
| Building Control - Non Chargeable Account | <i>B8 / 6</i> | 99,106 | 118,670 | 107,710 | 101,400 |
| Development Management Charging | <i>B8 / 7</i> | 429,197 | 194,470 | 215,170 | 125,030 |
| Development Management Non Charging Account | <i>B8 / 9</i> | 567,308 | 587,210 | 598,810 | 574,610 |
| Enforcement | <i>B8 / 10</i> | 333,320 | 376,530 | 529,390 | 339,210 |
| Land Charges | <i>B8 / 11</i> | 34,886 | 17,770 | 700 | 11,340 |
| CON 29 Personal Searches | <i>B8 / 12</i> | (24,757) | - | 10,700 | 8,910 |
| Housing and Planning Delivery Grant | <i>B8 / 13</i> | (136,242) | - | - | - |
| Policy and Conservation | <i>B8 / 14</i> | 969,557 | 876,770 | 979,600 | 828,480 |
| Tree Planting | <i>B8 / 16</i> | 2,966 | 2,190 | 2,190 | 2,230 |
| Total | | 2,355,739 | 2,266,100 | 2,514,360 | 2,042,980 |
| Grand Total | | 2,355,739 | 2,266,100 | 2,514,360 | 2,042,980 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 2,487,147 | 2,462,170 | 2,750,750 | 2,338,110 |
| Income | | (1,003,482) | (989,610) | (979,680) | (948,740) |
| Net Direct Expenditure | | 1,483,665 | 1,472,560 | 1,771,070 | 1,389,370 |
| Capital Charges | | 68,927 | 77,630 | 78,380 | 78,380 |
| Service Unit and Central Costs Charges | | 4,014,817 | 3,762,320 | 3,755,360 | 3,504,810 |
| Pension Current Costs | | (13,634) | 84,940 | 89,610 | 94,950 |
| Recharge to Services | | (3,198,036) | (3,131,350) | (3,180,060) | (3,024,530) |
| Total | | 2,355,739 | 2,266,100 | 2,514,360 | 2,042,980 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio: **PLANNING**

Service: **PLANNING AND BUILDING SERVICES SERVICE UNIT ACCOUNT**

Head of Service: **Elizabeth Wilson**

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|-----------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 1,563,128 | 1,697,160 | 1,665,840 | 1,630,900 | |
| Other Employee Related | 9,797 | 14,680 | 14,000 | 12,240 | (1&2) |
| Premises Related | - | 450 | - | - | (3) |
| Transport Costs | 55,481 | 53,200 | 59,080 | 60,260 | (4) |
| Supplies and Services | 128,209 | 95,980 | 83,100 | 111,800 | (5,6,7&8) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 1,756,615 | 1,861,470 | 1,822,020 | 1,815,200 | |
| Sales etc | (1,983) | (4,770) | (2,110) | (2,150) | (9) |
| Net Direct Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 1,754,632 | 1,856,700 | 1,819,910 | 1,813,050 | |
| Service Unit and Central Costs Charges | 1,457,038 | 1,189,710 | 1,270,540 | 1,116,530 | |
| Pension Current Costs | (13,634) | 84,940 | 89,610 | 94,950 | |
| Net Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 3,198,036 | 3,131,350 | 3,180,060 | 3,024,530 | |
| Recharge to Services | (3,198,036) | (3,131,350) | (3,180,060) | (3,024,530) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £2,000 carried forward from 2009/10 relating to training courses. Cabinet 16 June 2010 refers.
- (2) £2,680 relating to training courses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £450 relating to Rents Paid has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) £5,880 relating to car allowances has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been added to the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (5) £3,020 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). £24,420 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (6) £10,000 relating to the implementation of the Haslem Report, included in the 2010/11 Budget, has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (7) The 2010/11 Revised Budget includes a virement totalling £10,000 to Heritage and Conservation - Urban Design (see page B8/ 13 note 2 refers).
- (8) £49,000 relating to the EPlanning ICT Investment Licence Agreements has been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix A refers) (P1 Cost Pressure PlanR04).
- (9) £2,660 relating to the sales of planning publications has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **PLANNING**

Service: **BUILDING CONTROL - CHARGEABLE ACCOUNT**

Head of Service: **Elizabeth Wilson**

Purpose of Service: **To ensure buildings are constructed to a satisfactory standard.**

Means of Provision: **Directly Provided**

Activities/Sites Included: Processing Building Regulation Applications
 Inspection work in progress on site
 Technical Inspections
 Enforcement of Building Regulations

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | (1) |
| Consultancy Fees | 790 | 11,550 | 5,550 | 5,660 | (2) |
| Microphotography | (643) | 3,390 | 6,710 | 3,460 | (3) |
| Lone Worker Communications | - | 110 | 60 | 60 | (4) |
| Local Land Property Gazetteer Creation | 3,000 | 3,630 | 3,630 | 3,700 | |
| Other | - | 490 | - | - | (5) |
| | 3,147 | 19,170 | 15,950 | 12,880 | |
| Fees and Charges | (177,547) | (200,490) | (200,490) | (200,560) | |
| Net Direct Expenditure | (174,400) | (181,320) | (184,540) | (187,680) | |
| Capital Charges | 3,472 | 2,090 | 2,090 | 2,090 | |
| Service Unit and Central Costs Charges | 251,326 | 271,720 | 252,540 | 237,360 | |
| Net Expenditure | 80,398 | 92,490 | 70,090 | 51,770 | |

Notes

- (1) As from 1 April 1999 the Building Control Service was set up to be operated on a trading basis in accordance with the requirements of the Building (Local Authority Charges) Regulations 1998. There is a requirement that the estimates for the charging and the non charging element (see page ref B8/4 for details of the non charging account estimates) of the Building Control account be presented separately. The above budgets reflect the charging element of the Building Control operation.
- (2) £6,000 relating to the employment of consultants has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) The 2010/11 Revised Budget includes the sum of £3,320 carried forward from 2009/10 relating to microphotography work. Cabinet 16 June 2010 refers.

- (4) £50 relating to mobile phone costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (5) £490 relating to advertising has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **PLANNING**

Service: **BUILDING CONTROL - NON CHARGEABLE ACCOUNT**

Head of Service: **Elizabeth Wilson**

Purpose of Service: **To ensure buildings are constructed to a satisfactory standard.**

Means of Provision: **Directly Provided**

Activities/Sites Included: Processing Building Regulation Applications
 Inspection work in progress on site
 Technical Inspections
 Enforcement of Building Regulations

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | (1) |
| Microphotography | - | 790 | 390 | 400 | (2) |
| Lone Worker Communications | 20 | 30 | - | - | (3) |
| Local Land Property Gazetteer Creation | - | 860 | 860 | 880 | |
| Net Direct Expenditure | 20 | 1,680 | 1,250 | 1,280 | |
| Capital Charges | 1,352 | 860 | 860 | 860 | |
| Service Unit and Central Costs Charges | 97,734 | 116,130 | 105,600 | 99,260 | |
| Net Expenditure | 99,106 | 118,670 | 107,710 | 101,400 | |

Notes

- (1) As from 1 April 1999 the Building Control Service was set up to be operated on a trading basis in accordance with the requirements of the Building (Local Authority Charges) Regulations 1998. There is a requirement that the estimates for the charging and the non charging element (see page ref B8/3 for details of the charging account estimates) of the Building Control account be presented separately. The above budgets reflect the non charging element of the Building Control operation.
- (2) £400 relating to microphotography has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £30 relating to mobile phone costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **PLANNING**

Service: **DEVELOPMENT MANAGEMENT CHARGING ACCOUNT**

Head of Service: **Elizabeth Wilson**

Purpose of Service: **To ensure good quality development is encouraged in our towns and villages and to protect the local community from inappropriate and poor quality development proposals. Additionally to manage and monitor receipt from section 106 agreements and to facilitate the implementation of development projects.**

Means of Provision: **Directly provided**

Activities/Sites Included: Processing Planning Applications
Listed Building Applications
Conservation Area Applications
Applications for Advertisement Consents
Tree Preservation Orders
Legal Agreements Advice and negotiations for section 106 Agreements

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|---------|
| Direct Costs: | | | | | |
| Advertising | 25,733 | 16,260 | 22,260 | 16,590 | (1) |
| Footpath Diversions | - | 400 | 400 | 410 | |
| Lone Worker Communications | 681 | 240 | 540 | 240 | (2) |
| Computer - Application Software | 3,195 | 3,650 | 3,650 | 3,720 | |
| Consultancy Fees | 23,748 | 47,930 | 81,430 | 48,890 | (3)&(4) |
| Payments under Compensation Scheme | 9,294 | - | - | - | (5) |
| Planning Inquiries | 89,299 | - | 19,510 | - | (6) |
| Staff Allowances - Conferences | - | 1,280 | - | - | (7) |
| Hired Services - Agency Staff | - | - | - | - | (8) |
| | 151,950 | 69,760 | 127,790 | 69,850 | |
| Planning Fees | (392,809) | (500,000) | (500,000) | (500,000) | |
| Planning Decision Fees | (6,556) | (11,820) | (11,820) | (12,060) | |
| Section 106 - Monitoring Fees | (25,809) | (38,090) | (26,460) | (38,090) | (9) |
| Costs and Legal Expenses Recoverable | - | - | (2,720) | - | (10) |
| Reimbursement of Costs | - | - | (1,250) | - | (11) |
| Other Fees and Charges | (351) | - | (190) | - | (12) |
| Net Direct Expenditure | (273,575) | (480,150) | (414,650) | (480,300) | |
| Capital Charges | 32,392 | 20,810 | 21,110 | 21,110 | |
| Service Unit and Central Costs Charges | 670,380 | 653,810 | 608,710 | 584,220 | |
| Net Expenditure | 429,197 | 194,470 | 215,170 | 125,030 | |

Notes

- (1) £6,000 relating to advertising has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (2) £300 relating to mobile phone costs has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (3) The 2010/11 Revised Budget includes the sum of £31,500 carried forward from 2009/10 relating to the employment of consultants. Cabinet 16 June 2010 refers.
- (4) £2,000 relating to the employment of consultants has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (5) The Actual 2009/10 was to fund costs awarded against the Council during the course of the year on planning appeals.
- (6) The 2010/11 Revised Budget includes the sum of £19,510 carried forward from 2009/10 relating to Planning inquiries. Cabinet 16 June 2010 refers.
- (7) £1,280 relating to the cost of attending planning related conferences has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (8) £2,000 was carried forward from 2009/10 to 2010/11. Cabinet 16 June 2010 refers. This sum has subsequently been removed following the budget review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (9) The 2010/11 Revised Budget includes a virement totalling £11,630 relating to the ongoing funding of the Legal Agreements Manager post in 2010/11.
- (10) £2,720 relating to the reimbursement of the legal expenses on a planning application has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (11) £1,250 relating to the reimbursement of a planning application appeal has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (12) £190 relating to planning enquiry fees has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

Portfolio: **PLANNING**

Service: **DEVELOPMENT MANAGEMENT NON CHARGING ACCOUNT**

Head of Service: **Elizabeth Wilson**

Purpose of Service: **To provide pro-active engagement on major development and ensure the Council are enabled to deal with planning appeals**

Means of Provision: **Directly provided**

Activities/Sites Included: Pre-Application advice.
Householder Enquiries
General Enquires
Planning Appeals
Legal Agreements Advice and negotiations

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Capital Charges | - | 21,100 | 21,100 | 21,100 | |
| Service Unit and Central Costs Charges | 567,308 | 566,110 | 577,710 | 553,510 | |
| Net Expenditure | 567,308 | 587,210 | 598,810 | 574,610 | |

Portfolio: **PLANNING**
Service: **ENFORCEMENT**
Head of Service: **Elizabeth Wilson**
Purpose of Service: **To provide a timely planning enforcement service and deal with Enforcement appeals**
Means of Provision: **Directly provided**
Activities/Sites Included: Planning Enforcement Action
 Take direct action to remove inappropriate development
 Prosecute through the Courts
 Issue Enforcement Notice/Stop Notices

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-----------------|
| Direct Costs: | | | | | |
| Enforcement Costs | - | 4,050 | 11,050 | 4,130 | (1) |
| Planning and Enforcement Consultancy Fees | - 38,457 | - 71,540 | 136,240 57,040 | - 21,970 | (2) (3,4& 5) |
| | 38,457 | 75,590 | 204,330 | 26,100 | |
| Enforcement Fees | (2,736) | (2,270) | (2,270) | (2,320) | |
| Net Direct Expenditure | 35,721 | 73,320 | 202,060 | 23,780 | |
| Capital Charges | - | | | | |
| Service Unit and Central Costs Charges | 297,599 | 303,210 | 327,330 | 315,430 | |
| Net Expenditure | 333,320 | 376,530 | 529,390 | 339,210 | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £7,000 carried forward from 2009/10 relating to ongoing enforcement work. Cabinet 16 June 2010 refers.
- (2) The 2010/11 Revised Budget is a carry forward from 2009/10 relating to the Planning Service review. Cabinet 16 June 2010 refers. On 10 November 2010 Cabinet agreed how this money should be used to bring about improvements within the Planning Service over a three year period.
- (3) The 2010/11 Revised Budget includes a sum of £10,500 carried forward from 2009/10 relating to legal and professional fees. Cabinet 16 June 2010 refers.
- (4) £25,000 relating to consultancy has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (5) £50,000 relating to Planning Enforcement included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

| | |
|-----------------------------------|--|
| <i>Portfolio:</i> | PLANNING |
| <i>Service:</i> | LAND CHARGES |
| <i>Head of Service:</i> | Sian Walter-Browne |
| <i>Purpose of Service:</i> | Issue of official search certificates in respect of local land charges. |
| <i>Means of Provision:</i> | Directly provided |
| <i>Activities/Sites Included:</i> | Issue of search certificates Maintenance of property database |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Computer Application Software | 7,730 | 7,880 | 4,780 | 4,940 | (1) |
| Other Hired Services (ECC Charge) | 66,912 | 66,900 | 66,900 | 68,240 | |
| Maintenance Under Service Agreement | 5,280 | 5,390 | 5,390 | 5,500 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 79,922 | 80,170 | 77,070 | 78,680 | |
| Fees and Charges | (194,388) | (201,310) | (186,310) | (175,340) | (2) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | (114,466) | (121,140) | (109,240) | (96,660) | |
| Capital Charges | 2,410 | 100 | 100 | 100 | |
| Service Unit and Central Costs Charges | 146,942 | 138,810 | 109,840 | 107,900 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 34,886 | 17,770 | 700 | 11,340 | |

Notes

- (1) A £3,100 reduction in the 2010/11 Revised and 2011/12 Original Land Charges Computer Software Budget is due to a virement used to increase the budget for necessary Electoral Registration Software (page B13/2).
- (2) The 2010/11 Revised Income budget has been decreased by £15,000 due to the Government decision to remove the Personal Search Fee from August 2010, £30,000 relating to Personal Search income has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments - Changes to Expenditure) refers).

Portfolio: **PLANNING**

Service: **CON 29 PERSONAL SEARCHES**

Head of Service: **Elizabeth Wilson**

Purpose of Service: **To provide a service whereby personal search agents can obtain property related information in connection with property sales.**

Means of Provision: **Directly provided**

Activities/Sites Included: Searching planning and building control records.
Reviewing property histories.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Fees and Charges - Internal | (35,620) | (16,950) | (16,950) | (17,290) | |
| Fees and Charges - External | (19,436) | (10,000) | (2,500) | - | (1) |
| Net Direct Expenditure | (55,056) | (26,950) | (19,450) | (17,290) | |
| Service Unit and Central Costs Charges | 30,299 | 26,950 | 30,150 | 26,200 | |
| Net Expenditure | (24,757) | - | 10,700 | 8,910 | |

Notes

- (1) £7,500 of fees have been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). £10,000 has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **PLANNING**
Service: **HOUSING AND PLANNING DELIVERY GRANT**
Head of Service: **Elizabeth Wilson**
Purpose of Service: **To account for Housing Planning and Delivery Grant**
Means of Provision: **Direct grant awarded by the Department for Communities and Local Government to fund Capital and Revenue Projects**
Activities/Sites Included:

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Grant | (136,242) | - | - | - | (1) |
| Net Expenditure | (136,242) | - | - | - | |

Notes

- (1) Each year the Department of Communities and Local Government announces the allocation of the Housing and Planning Delivery Grant (HPDG). This grant is distributed to Local Planning Authorities, Regional Planning Bodies and the Greater London Authorities. As part of the announcements surrounding the Budget on 22nd June 2010, and the reduction in Local Government funding of £6.2 bn, this grant was removed in its entirety.

Portfolio: **PLANNING**

Service: **POLICY AND CONSERVATION**

Head of Service: **Elizabeth Wilson**

Purpose of Service: **To prepare the Local Development Framework to determine where and how the district will develop and to protect and preserve the heritage**

Means of Provision: **Directly provided**

Activities/Sites Included: Statutory Local Development Framework
Conservation Area Management Plans
Advice on conservation
Advice on Listed Buildings
Advice on trees and landscape
Supplementary planning policy documents and guidance

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Suffolk Coastal AONB Contribution | 9,040 | 9,950 | 9,950 | 10,150 | |
| Dedham Vale AONB | 740 | 730 | 730 | 740 | |
| Heritage and Conservation - General | 49,431 | 6,090 | 82,570 | 6,210 | (1&2) |
| Hired Services - Tree Inspections | - | 100 | - | - | (3) |
| Dangerous Trees | 911 | 940 | 940 | 960 | |
| Regional Planning Inspections | 1,450 | 1,650 | - | - | (4) |
| Consultancy | 7,980 | - | - | - | (5) |
| Review of District Local Plan/Local Development Framework | 379,518 | 300,050 | 398,330 | 306,050 | (6,7&8) |
| Contributions - Colne Estuary Policy and Conservation | 5,000 | 5,390 | 5,390 | 5,500 | |
| Computer - Application Software | - | 25,000 | - | - | (2,9,10&11) |
| | - | 2,240 | 2,240 | 2,280 | |
| | 454,070 | 352,140 | 500,150 | 331,890 | |
| Publication - Sales | (380) | (3,910) | (910) | (930) | (12) |
| Reimbursement of Costs | (1,645) | - | - | - | |
| Contributions - Government Grants | (7,980) | - | (25,700) | - | (2&5) |
| Net Direct Expenditure | 444,065 | 348,230 | 473,540 | 330,960 | |
| Capital Charges | 29,301 | 32,670 | 33,120 | 33,120 | |
| Service Unit and Central Costs Charges | 496,191 | 495,870 | 472,940 | 464,400 | |
| Net Expenditure | 969,557 | 876,770 | 979,600 | 828,480 | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £25,780 carried forward from 2009/10 relating to conservation works. Cabinet 16 June 2010 refers.
- (2) The 2010/11 Revised Budget includes a virement totalling £50,700 from the Planning Management and Administration - Miscellaneous £10,000 (see page B8/ 2 note 7 refers), Policy and Conservation - £15,000 (note 9 refers) and funding from the Tree Preservation Order grant - £25,700. This virement is in respect of conservation works.
- (3) £100 relating to the cost of Tree Inspections has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) £1,650 relating to the Regional Spatial Strategy and the Regional Governance arrangements has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

It is anticipated that the The Regional Spatial Strategy to which this item relates will no longer exist in 2011/12.

- (5) The Actual 2009/10 is in respect of work undertaken on Hedgerows under Tree Preservation Orders, together with the grant funding from the Department of Communities and Local Government as a full contribution towards the cost of the work.
- (6) The 2010/11 Revised Budget includes the sum of £253,680 carried forward from 2009/10 relating to both consultancy and legal work. Cabinet 16 June 2010 refers.
- (7) £150,000 relating to consultancy and legal work on the Local Development Framework has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (8) The 2010/11 Revised Budget includes a virement totalling £5,400 to Planning and Building Services (page B8/ 2) in respect of the funding of a temporary post on work undertaken on the Local Development Framework.
- (9) The 2010/11 Revised Budget includes a virement totalling £15,000 to Heritage and Conservation - General relating to Urban design work. (note 2 refers).
- (10) £10,000 relating to Planning Policy and Conservation work has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- (11) £25,000 relating to Planning Policy and Conservation included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).
- (12) £3,000 relating to the sales of planning publications has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **PLANNING**
Service: **TREE PLANTING**
Head of Service: **Elizabeth Wilson**
Purpose of Service: **To assist local communities with small scale projects**
Means of Provision: **Directly provided in conjunction with other organisations and groups.**
Activities/Sites Included: Tree Planting
 Other special planning projects as and when they occur.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Training Courses | 829 | - | - | - | |
| Tree Planting | 2,137 | 2,190 | 2,190 | 2,230 | |
| Net Expenditure | 2,966 | 2,190 | 2,190 | 2,230 | |

TECHNICAL SERVICES PORTFOLIO

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Car Park Services | <i>B9 / 2</i> | - | - | - | - |
| Technical and Procurement Services | <i>B9 / 3</i> | - | - | - | - |
| Total Rechargeable Service Unit Accounts | | - | - | - | - |
| Coastal Defence | <i>B9 / 4</i> | 1,006,663 | 857,680 | 1,264,210 | 1,285,300 |
| Community Rail Partnership | <i>B9 / 5</i> | 2,100 | 2,550 | 2,100 | 2,600 |
| Engineering Services | <i>B9 / 6</i> | - | - | - | - |
| Highways Non Agency Services | <i>B9 / 7</i> | 164,187 | 188,310 | 153,290 | 132,120 |
| Off Street Car Parks | <i>B9 / 8</i> | 68,191 | (110,280) | (113,890) | (205,100) |
| On Street Parking Enforcement | <i>B9 / 9</i> | 23,955 | 215,740 | 160,100 | 178,450 |
| Sewerage and Drainage | <i>B9 / 10</i> | 28,387 | 130,680 | 57,500 | 51,490 |
| Tree and Verge Maintenance | <i>B9 / 11</i> | 82,268 | 92,210 | 88,390 | 89,510 |
| Transport | <i>B9 / 12</i> | - | - | - | - |
| Vehicle Maintenance | <i>B9 / 13</i> | - | - | - | - |
| Total | | 1,375,751 | 1,376,890 | 1,611,700 | 1,534,370 |
| Grand Total | | 1,375,751 | 1,376,890 | 1,611,700 | 1,534,370 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 3,475,826 | 3,833,970 | 3,696,110 | 3,600,280 |
| Income | | (1,429,923) | (1,315,620) | (1,372,020) | (1,316,340) |
| Net Direct Expenditure | | 2,045,903 | 2,518,350 | 2,324,090 | 2,283,940 |
| Capital Charges | | 510,766 | 92,510 | 475,330 | 475,330 |
| Service Unit and Central Costs Charges | | 1,793,096 | 1,905,990 | 1,837,360 | 1,835,860 |
| Pension Current Costs | | (11,723) | 74,100 | 80,680 | 85,310 |
| Recharge to Services | | (1,824,099) | (2,032,850) | (1,935,760) | (1,963,410) |
| Charges to Internal Services | | (1,138,192) | (1,181,210) | (1,170,000) | (1,182,660) |
| Total | | 1,375,751 | 1,376,890 | 1,611,700 | 1,534,370 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Portfolio:

TECHNICAL SERVICES

Service:

CAR PARK SERVICES SERVICE UNIT ACCOUNT

Head of Service:

John Ryan

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 437,119 | 535,240 | 474,920 | 514,690 | |
| Other Employee Related | 6,076 | 6,140 | 6,140 | 6,260 | |
| Transport Costs | 6,233 | 10,620 | 7,620 | 7,770 | (1) |
| Supplies and Services | 45,223 | 47,790 | 42,790 | 43,650 | (2) |
| Net Direct Expenditure | 494,651 | 599,790 | 531,470 | 572,370 | |
| Service Unit and Central Costs Charges | 128,261 | 137,130 | 126,920 | 121,520 | |
| Pension Current Costs | (3,438) | 23,380 | 24,350 | 27,110 | |
| Net Expenditure | 619,474 | 760,300 | 682,740 | 721,000 | |
| Recharge to Services | (619,474) | (760,300) | (682,740) | (721,000) | |
| | - | - | - | - | |

Notes

- (1) £3,000 relating to car allowances has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £5,000 relating to court fees has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: **TECHNICAL SERVICES**

Service: **TECHNICAL AND PROCUREMENT SERVICES SERVICE UNIT ACCOUNT**

Head of Service: **John Ryan**

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 734,651 | 787,220 | 755,300 | 769,190 | |
| Other Employee Related | 3,888 | 4,990 | 4,490 | 4,580 | (1) |
| Transport Costs | 44,524 | 47,830 | 45,530 | 46,440 | (2) |
| Supplies and Services | 45,340 | 55,650 | 54,620 | 54,930 | (3&4) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 828,403 | 895,690 | 859,940 | 875,140 | |
| Income | (1,523) | (2,150) | (2,150) | (2,150) | |
| Net Direct Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 826,880 | 893,540 | 857,790 | 872,990 | |
| Service Unit and Central Costs Charges | 383,981 | 340,160 | 352,200 | 324,880 | |
| Pension Current Costs | (6,236) | 38,850 | 43,030 | 44,540 | |
| Net Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 1,204,625 | 1,272,550 | 1,253,020 | 1,242,410 | |
| Recharge to Services | (1,204,625) | (1,272,550) | (1,253,020) | (1,242,410) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | - | - | - | - | |

Notes

- (1) £500 relating to training courses has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £2,300 relating to car allowances has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) The 2010/11 Revised Budget includes the sum of £770 carried forward from 2009/10 relating to furniture costs. Cabinet 16 June 2010 refers.
- (4) £1,800 has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: TECHNICAL SERVICES

Service: COASTAL DEFENCE

Head of Service: John Ryan

Purpose of Service: Ensuring the maintenance of coastal defences within the district.

Means of Provision: Directly provided.

Activities/Sites Included: Protecting Sea Defences at Clacton and Holland on Sea, Walton, Frinton, Harwich and Dovercourt and a part of Brightlingsea.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs | | | | | |
| Annual Maintenance | 117,140 | 119,480 | 119,480 | 121,870 | |
| Special Maintenance | 505,371 | 438,170 | 426,570 | 446,930 | (1) |
| Other Costs | 13,049 | 34,720 | 35,950 | 37,140 | (2) |
| Other Hired Services | 7,376 | 7,090 | 7,090 | 7,230 | |
| Net Direct Expenditure | 642,936 | 599,460 | 589,090 | 613,170 | |
| Capital Charges | 135,317 | 32,480 | 415,300 | 415,300 | |
| Service Unit and Central Costs Charges | 228,410 | 225,740 | 259,820 | 256,830 | |
| Net Expenditure | 1,006,663 | 857,680 | 1,264,210 | 1,285,300 | |

Notes

- (1) £11,600 was carried back from 2010/11 into 2009/10 relating to the overspend of a corresponding amount on Coast Protection Special Maintenance in 2009/10. Cabinet 16 June 2010 refers.
- (2) The Revised 2010/11 and Original 2011/12 budgets include an additional £1,230 and £1,730 respectively for increased Engineering costs charged to Coast Protection, which is fully offset by a corresponding increase in Engineering income (see page B9/ 6).

Portfolio: TECHNICAL SERVICES
Service: COMMUNITY RAIL PARTNERSHIP
Head of Service: Mike Bateson
Purpose of Service: To encourage the use of rail transport.
Means of Provision: Contribution to the Service.
Activities/Sites Included: Branch lines in Chelmsford, Maldon, Colchester and Tendring Districts.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Contribution to Community Rail Officer | 2,100 | 2,550 | 2,100 | 2,600 | (1) |
| Net Expenditure | 2,100 | 2,550 | 2,100 | 2,600 | |

Notes

- (1) £450 relating to the contribution paid for the local Community Rail Officer has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.

Portfolio: **TECHNICAL SERVICES**

Service: **ENGINEERING SERVICES**

Head of Service: **John Ryan**

Purpose of Service: **To primarily provide a reactive coast protection service, minor highways works and civil engineering service to the Authority.**

Means of Provision: **Directly provided.**

Activities/Sites Included: District wide. The Tendring coastal strip along with cliffs, paths and slopes. Street furniture within the highways agency area.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Salaries (Memorandum) | 206,563 | 213,000 | 209,900 | 211,160 | |
| Supplies and Services | 309,631 | 253,520 | 253,520 | 258,590 | |
| Net Direct Expenditure | 516,194 | 466,520 | 463,420 | 469,750 | |
| Service Unit and Central Costs Charges | 147,753 | 151,230 | 154,450 | 153,400 | |
| Pensions Current Costs | (1,586) | 9,170 | 10,280 | 10,570 | |
| Charge to Internal Services | (662,361) | (626,920) | (628,150) | (633,720) | (1) |
| Net Expenditure/(Income) | - | - | - | - | |

Notes

- (1) The 2010/11 Revised and 2011/12 Original Budgets allow for a full recharge to services of the Engineering Services operation which is offset by corresponding increase in service budgets.

Portfolio: TECHNICAL SERVICES

Service: HIGHWAYS NON AGENCY SERVICES

Head of Service: John Ryan

Purpose of Service: The maintenance of a variety of non agency funded highway amenities.

Means of Provision: Directly provided.

Activities/Sites Included: Patching of Unmade Roads
Cycling Routes
Cubits/Bollards
Maintenance of:
Bus Shelters
Street Name Plates
Highway Seats
Private Street Lighting

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Private Street Lighting | 11,961 | 13,260 | 13,260 | 13,530 | |
| Street Name Plates | 24,693 | 25,360 | 25,360 | 25,870 | |
| Cycling | 1,111 | 1,280 | 7,710 | 1,310 | (1) |
| Cubits/Bollards | 245 | - | 1,690 | - | (2) |
| Other Direct Expenses | 5,551 | 5,710 | 5,710 | 5,820 | |
| Private Roads | 400 | 20,000 | 20,000 | - | (3) |
| | 43,961 | 65,610 | 73,730 | 46,530 | |
| Publication - Sales | (719) | - | - | - | |
| Grants - Sustrans | - | - | (6,430) | - | (1) |
| Net Direct Expenditure | 43,242 | 65,610 | 67,300 | 46,530 | |
| Service Unit and Central Costs Charges | 120,945 | 122,700 | 85,990 | 85,590 | |
| Net Expenditure | 164,187 | 188,310 | 153,290 | 132,120 | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £6,430 carried forward from 2009/10 relating to work undertaken on cycle routes within the Tendring area. Cabinet 16 June 2010 refers.
- (2) The 2010/11 Revised Budget includes the sum of £1,690 carried forward from 2009/10 relating to work undertaken on Cubits and Bollards. Cabinet 16 June 2010 refers.
- (3) £20,000 relating to Private Roads included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

Portfolio: TECHNICAL SERVICES

Service: OFF STREET CAR PARKS

Head of Service: John Ryan

Purpose of Service: The provision of public car parks within the District whether free or chargeable and the letting of car parks for markets etc.

Means of Provision: Directly provided.

Activities/Sites Included: Within the Tendring District these include:
31 chargeable car parks
8 Non charging car parks

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Maintenance Costs | 300,489 | 292,870 | 293,490 | 298,880 | (1) |
| Supplies and Services | 39,918 | 47,020 | 52,020 | 47,950 | (2) |
| Parking Initiatives | - | 100,000 | 100,000 | - | (3) |
| NPAS levy | 3,579 | 2,830 | 2,830 | 2,890 | |
| | 343,986 | 442,720 | 448,340 | 349,720 | |
| Fees and Charges | (701,386) | (682,380) | (682,380) | (682,380) | |
| Penalty Charge Tickets | (54,020) | (39,450) | (39,450) | (39,450) | |
| Season Tickets | (54,761) | (44,130) | (44,130) | (44,130) | |
| Car Parks Dispensations & Cones | (572) | (2,620) | (2,620) | (2,620) | |
| Rents from Car Parks and Market Sites | (9,179) | (29,010) | (29,010) | (29,010) | |
| Net Direct Expenditure | (475,932) | (354,870) | (349,250) | (447,870) | |
| Capital Charges | 375,449 | 60,030 | 60,030 | 60,030 | |
| Service Unit and Central Costs Charges | 168,674 | 184,560 | 175,330 | 182,740 | |
| Net Expenditure | 68,191 | (110,280) | (113,890) | (205,100) | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £1,250 carried forward from 2009/10 relating to electrical testing and lighting upgrades Cabinet 16 June 2010 refers.
- The 2010/11 Revised and 2011/12 Original Budgets include £630 and £750 respectively for a reduction in Grounds Maintenance costs charged to services, which is fully offset by a corresponding decrease in Horticultural Services income within the Leisure Portfolio (see page ref B7/3).
- (2) The 2010/11 Revised Budget includes the sum of £5,000 carried forward from 2009/10 relating to supplies and services Cabinet 16 June 2010 refers.
- (3) £100,000 relating to parking initiatives included in the 2010/11 Budget has been removed in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet Report 15 December 2010 Appendix C (One-off items in 2010/11 removed from 2011/12 and beyond base budget) refers).

Portfolio: TECHNICAL SERVICES

Service: ON STREET PARKING ENFORCEMENT

Head of Service: John Ryan

Purpose of Service: The provision of enforcement of decriminalised on-street parking regulations throughout the district.

Means of Provision: Directly provided via an agreement with Essex County Council

Activities/Sites Included: Within the Tendring District these include:
6 On street residents parking
District wide enforcement

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Supplies and Services | 17,396 | 33,710 | 31,160 | 28,390 | (1) |
| 2 Hour Parking Initiative | - | - | 10,000 | - | (2) |
| Repayment of set up costs | 22,946 | 41,540 | 41,540 | 42,370 | |
| | 40,342 | 75,250 | 82,700 | 70,760 | |
| Penalty Charge Tickets | (209,164) | (280,520) | (280,520) | (280,520) | |
| Residents parking permits | (6,650) | (6,840) | (6,840) | (6,840) | |
| Visitors Permits | (3,390) | - | - | - | |
| Car Parks Dispensations and Cones | (920) | - | - | - | |
| Reimbursement from Essex CC | (295,767) | (184,570) | (184,570) | (184,570) | |
| Net Direct Expenditure | (475,549) | (396,680) | (389,230) | (401,170) | |
| Service Unit and Central Costs Charges | 499,504 | 612,420 | 549,330 | 579,620 | |
| Net Expenditure | 23,955 | 215,740 | 160,100 | 178,450 | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £2,450 carried forward from 2009/10 relating to the introduction of residents parking at Churchfield Rd Walton Cabinet 16 June 2010 refers.
- £5,000 relating to introduction of residents parking schemes has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers.
- £6,000 relating to the introduction of residents parking schemes included in the 2010/11 Budget has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments) refers).
- (2) The 2010/11 Revised Budget includes the sum of £10,000 carried forward from 2009/10 relating to Clacton town centre parking zones. Cabinet 16 June 2010 refers.

| | |
|-----------------------------------|--|
| <i>Portfolio:</i> | TECHNICAL SERVICES |
| <i>Service:</i> | SEWERAGE AND DRAINAGE |
| <i>Head of Service:</i> | John Ryan |
| <i>Purpose of Service:</i> | Provision of drainage services to the local community. |
| <i>Means of Provision:</i> | Directly provided. |
| <i>Activities/Sites Included:</i> | To administer the council's drainage responsibilities and the giving of advice on drainage matters to private land owners. To supply information relating to sewer records in the Tendring District which are available on demand, to any member of the public who requires it. |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| First Time Rural Sewerage Charge | (18,464) | 79,000 | - | - | (1) |
| Other Hired Services - Watercourses | 5,496 | 11,260 | 16,340 | 11,490 | (2) |
| Net Direct Expenditure | (12,968) | 90,260 | 16,340 | 11,490 | |
| Service Unit and Central Costs Charges | 41,355 | 40,420 | 41,160 | 40,000 | |
| Net Expenditure | 28,387 | 130,680 | 57,500 | 51,490 | |

Notes

- (1) £79,000 relating to the contributions to the First Time Rural Sewerage Schemes has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix C (Other Budget Adjustments) refers).
- (2) The 2010/11 Revised Budget includes the sum of £5,080 carried forward from 2009/10 relating to watercourse flooding issues. Cabinet 16 June 2010 refers.

Portfolio: TECHNICAL SERVICES

Service: TREE AND VERGE MAINTENANCE

Head of Service: Kevin Harkin

Purpose of Service: To work in partnership with Essex County Council to maintain trees and grass verges throughout the district.

Means of Provision: Directly provided.

Activities/Sites Included: Tree and Verges Maintenance

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Maintenance Related Costs - ECC Funded | 91,040 | 44,770 | 94,040 | 44,800 | (1) |
| Maintenance Related Costs - TDC Funded | 82,256 | 91,040 | 87,070 | 88,160 | (2) |
| | 173,296 | 135,810 | 181,110 | 132,960 | |
| Reimbursement - Essex County Council | (91,028) | (43,600) | (92,870) | (43,600) | (1) |
| Net Direct Expenditure | 82,268 | 92,210 | 88,240 | 89,360 | |
| Service Unit and Central Costs Charges | - | - | 150 | 150 | |
| Net Expenditure | 82,268 | 92,210 | 88,390 | 89,510 | |

Notes

- (1) The 2010/11 Revised Budget reflects the additional cost and corresponding additional funding from the County Council for the 2010/11 Tree and Verges Maintenance works.
- (2) The 2010/11 Revised and 2011/12 Original Budgets include £3,970 and £4,700 respectively for a reduction in Grounds Maintenance costs charged to services, which is fully offset by a corresponding decrease in Horticultural Services income within the Leisure Portfolio (see page ref B7/3).

Portfolio: TECHNICAL SERVICES
Service: TRANSPORT
Head of Service: Kevin Harkin
Purpose of Service: To provide the necessary transport and plant to support council services
Means of Provision: Directly provided by Leisure Services.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Running Costs | 133,275 | 166,920 | 156,670 | 159,800 | (1) |
| Vehicle Hire/Leasing and Other Costs | 205,265 | 215,240 | 215,240 | 219,540 | |
| Net Direct Expenditure | 338,540 | 382,160 | 371,910 | 379,340 | |
| Service Unit and Central Costs Charges | 65,429 | 71,450 | 68,260 | 65,880 | |
| Charge to Internal Services | (403,969) | (453,610) | (440,170) | (445,220) | |
| Net Expenditure | - | - | - | - | |

Notes

- (1) £10,250 relating to vehicle repairs and running costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

Portfolio: TECHNICAL SERVICES

Service: VEHICLE MAINTENANCE

Head of Service: Kevin Harkin

Purpose of Service: To maintain the Council's transport and plant fleet.

Means of Provision: Directly provided by Leisure Services.

Activities/Sites Included: The Authority's vehicles and plant.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Salaries (memorandum) | 51,787 | 53,000 | 51,310 | 51,300 | (1) |
| Vehicle Parts | 10,659 | 21,470 | 21,470 | 21,900 | |
| Other Costs | 1,939 | 3,680 | 3,180 | 3,250 | (2) |
| | 64,385 | 78,150 | 75,960 | 76,450 | |
| Sales | (844) | (350) | (1,050) | (1,070) | (3) |
| Net Direct Expenditure | 63,541 | 77,800 | 74,910 | 75,380 | |
| Service Unit and Central Costs Charges | 8,784 | 20,180 | 23,750 | 25,250 | |
| Pensions Current Costs | (463) | 2,700 | 3,020 | 3,090 | |
| Charge to Internal Services | | | | | |
| Taxi Testing | (22,292) | (20,800) | (21,800) | (22,240) | (4) |
| Haulage and Plant | (1,715) | (6,050) | (6,050) | (6,170) | |
| Vehicle Parts | (12,146) | (21,470) | (21,470) | (21,900) | |
| TDC Ground Maintenance | (35,709) | (52,360) | (52,360) | (53,410) | |
| Net Expenditure/(Income) | - | - | - | - | |

Notes

- (1) £500 relating to overtime has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (2) £500 relating to laundry, waste disposal and telephone costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) £700 relating to sales has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (4) £1,000 relating to taxi testing has been added to the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

DEVELOPMENT CONTROL COMMITTEE ESTIMATES

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Building Services | <i>B10 / 2</i> | 20,842 | 99,210 | 19,030 | 18,780 |
| Total | | 20,842 | 99,210 | 19,030 | 18,780 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 2,028 | 850 | 850 | 870 |
| Net Direct Expenditure | | 2,028 | 850 | 850 | 870 |
| Service Unit and Central Costs Charges | | 18,814 | 98,360 | 18,180 | 17,910 |
| Total | | 20,842 | 99,210 | 19,030 | 18,780 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Committee: **DEVELOPMENT CONTROL**

Service: **BUILDING SERVICES**

Head of Service: **John Ryan**

Purpose of Service: **The inspection and any necessary action required on dangerous structures.**

Means of Provision: **Directly provided.**

Activities/Sites Included: To inspect properties and if necessary initiate action within agreed timetables.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Provision for Doubtful Debt | 2,001 | - | - | - | (1) |
| Other Hired Services | 27 | 850 | 850 | 870 | |
| Net Direct Expenditure | 2,028 | 850 | 850 | 870 | |
| Service Unit and Central Costs Charges | 18,814 | 98,360 | 18,180 | 17,910 | |
| Net Expenditure | 20,842 | 99,210 | 19,030 | 18,780 | |

Notes

(1) The 2009/10 Actual relates to the provision for doubtful debt on Dangerous Structures. This is where there is a possibility the debts may not be recovered.

HUMAN RESOURCES COMMITTEE ESTIMATES

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Salaries | <i>B11 / 2</i> | - | - | - | - |
| Personnel and Human Resources Issues | <i>B11 / 3</i> | - | - | - | - |
| Recruitment and Training | <i>B11 / 4</i> | - | - | - | - |
| Total | | - | - | - | - |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 16,544,464 | 17,093,280 | 16,719,030 | 16,622,380 |
| Income | | (23,208) | (2,700) | (2,700) | (2,700) |
| Net Direct Expenditure | | 16,521,256 | 17,090,580 | 16,716,330 | 16,619,680 |
| Service Unit and Central Costs Charges | | 65,227 | 58,760 | 69,360 | 68,450 |
| Pension Current Costs | | (122,290) | 784,160 | 862,830 | 904,680 |
| Recharge to Services | | (16,464,193) | (17,933,500) | (17,648,520) | (17,592,810) |
| Total | | - | - | - | - |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Committee:

HUMAN RESOURCES

Service:

SALARIES

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|---|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Analysis by service | | | | | |
| Benefits and Revenues | 1,808,782 | 1,976,340 | 1,896,970 | 1,918,030 | |
| Community | 834,296 | 819,290 | 886,930 | 843,230 | |
| Corporate Performance | 795,080 | 843,260 | 811,560 | 821,640 | |
| Environmental Services | 1,382,500 | 1,457,080 | 1,461,580 | 1,509,180 | |
| Financial Services | 1,052,819 | 1,111,480 | 1,042,960 | 1,062,820 | |
| Housing Services | 1,171,843 | 1,278,260 | 1,213,430 | 1,254,190 | |
| Human Resources & Customer Services | 767,529 | 836,630 | 804,100 | 825,680 | |
| Legal Services | 828,381 | 931,380 | 897,090 | 924,680 | |
| Leisure Services | 3,537,678 | 3,685,550 | 3,550,720 | 3,600,530 | |
| Management Board | 598,061 | 622,720 | 516,460 | 591,450 | |
| Planning | 1,563,128 | 1,697,160 | 1,585,840 | 1,630,900 | |
| Regeneration | 413,308 | 488,090 | 463,050 | 430,270 | |
| Technical and Procurement Services | 1,423,718 | 1,588,910 | 1,489,780 | 1,547,090 | |
| Agency Staff | 94,011 | 14,130 | 98,630 | 14,130 | (1) |
| Savings from delays in filling approved posts | - | (432,990) | (217,890) | (491,160) | (2) |
| Net Direct Expenditure | 16,271,134 | 16,917,290 | 16,501,210 | 16,482,660 | (3) |
| Pensions Current Costs | (122,290) | 784,160 | 862,830 | 904,680 | |
| Net Expenditure | 16,148,844 | 17,701,450 | 17,364,040 | 17,387,340 | |
| Recharge to Services | (16,148,844) | (17,701,450) | (17,364,040) | (17,387,340) | |
| | - | - | - | - | |

Notes

- (1) The budgets for the engagement of Agency staff are to cover vacant posts in the approved establishment.
- (2) The 2010/11 Revised Budget takes into account the vacancies achieved in the first six months of the year.
- (3) The salary estimates and any explanatory notes are shown in the relevant Portfolio budgets as memorandum items.

Committee:

HUMAN RESOURCES

Service:

PERSONNEL AND HUMAN RESOURCES ISSUES

Head of Service:

Carol Schleip

Activities/Sites Included:

To provide personnel related services

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Consultants Fees | 7,995 | - | - | - | (1) |
| Net Direct Expenditure | 7,995 | - | - | - | |
| Service Unit and Central Costs Charges | 39,423 | 31,090 | 39,690 | 39,640 | |
| Net Expenditure | 47,418 | 31,090 | 39,690 | 39,640 | |
| Recharge to Services | (47,418) | (31,090) | (39,690) | (39,640) | |
| | - | - | - | - | |

Notes

(1) The 2009/10 Actuals include £7,995 for the costs involved with IIP accreditation

| | |
|-----------------------------------|--|
| <i>Committee:</i> | HUMAN RESOURCES |
| <i>Service:</i> | RECRUITMENT AND TRAINING |
| <i>Head of Service:</i> | Carol Schleip and Management Board |
| <i>Purpose of Service:</i> | To provide funding for expenditure incurred in recruitment and selection, training and development. |
| <i>Means of Provision:</i> | Provided by a combination of internal and external means. |
| <i>Activities/Sites Included:</i> | All employees. |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Development Training | - | 2,820 | 9,800 | 2,880 | (1) |
| Qualification Training | 40,247 | 28,780 | 28,780 | 25,250 | (2) |
| Members Training | 8,642 | 4,480 | 8,810 | 14,570 | (3) |
| Management and Supervision Training | 20,424 | 14,280 | 16,760 | 14,480 | (4) |
| Long Service Awards | 4,225 | 1,830 | 1,830 | 1,870 | |
| New Programme Development | 8,976 | 6,220 | 6,220 | 6,340 | |
| Recruitment and Relocation | 92,870 | 103,920 | 103,650 | 62,120 | (5) |
| Medical Fees | 12,140 | 8,140 | 8,140 | 8,310 | |
| Manpower - General | 77,502 | 4,340 | 32,650 | 2,700 | (6) |
| Management Development Programme | 309 | 1,180 | 1,180 | 1,200 | |
| | 265,335 | 175,990 | 217,820 | 139,720 | |
| Government Grant | (23,208) | (2,700) | (2,700) | (2,700) | |
| Net Direct Expenditure | 242,127 | 173,290 | 215,120 | 137,020 | |
| Service Unit and Central Costs Charges | 25,804 | 27,670 | 29,670 | 28,810 | |
| Net Expenditure | 267,931 | 200,960 | 244,790 | 165,830 | |
| Recharge to Services | (267,931) | (200,960) | (244,790) | (165,830) | |
| | - | - | - | - | |

Notes

- (1) The 2010/11 Revised Budget includes the sum of £6,980 carried forward from 2009/10 relating to the costs of member learning and development schemes. Cabinet 16 June 2010 refers.
- (2) £4,030 relating to training costs for books and travelling has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).
- (3) The 2010/11 Revised Budget includes the sum of £6,110 carried forward from 2009/10 relating to ongoing member training. Cabinet 16 June 2010 refers.
£10,000 relating to ongoing member training has been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix A refers) (P1 Cost Pressure HRR02).

- (4) The 2010/11 Revised Budget includes the sum of £2,560 carried forward from 2009/10 relating to the provision of Equality and Diversity training. Cabinet 16 June 2010 refers.

£80 relating to workforce development training has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (5) The 2010/11 Revised Budget includes the sum of £9,730 carried forward from 2009/10 relating to relocation costs unclaimed as at 31st March 2010. (Cabinet 16 June 2010 refers).

£10,000 relating to removal costs has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers).

£43,010 relating to advertising costs has been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

- (6) £1,690 relating to disturbance allowances has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. (Cabinet 10 November 2010 refers). This has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy for 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

£30,000 relating to legal and professional expenses has been added to the 2010/11 Revised Budget. (Cabinet 10 November 2010 refers).

LICENSING COMMITTEE ESTIMATES

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|--|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Licensing and Registration | <i>B12 / 2</i> | 137,094 | 184,780 | 185,480 | 182,480 |
| Total | | 137,094 | 184,780 | 185,480 | 182,480 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 39,327 | 38,820 | 37,710 | 38,460 |
| Income | | (262,765) | (233,890) | (233,890) | (238,570) |
| Net Direct Expenditure | | (223,438) | (195,070) | (196,180) | (200,110) |
| Service Unit and Central Costs Charges | | 360,532 | 379,850 | 381,660 | 382,590 |
| Total | | 137,094 | 184,780 | 185,480 | 182,480 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

| | |
|-----------------------------------|--|
| <i>Committee:</i> | LICENSING |
| <i>Service:</i> | LICENSING AND REGISTRATION |
| <i>Head of Service:</i> | Sian Walter - Browne |
| <i>Purpose of Service:</i> | The issuing of various types of licence both statutory and non statutory, together with the enforcement and control of such activities within the District. |
| <i>Means of Provision:</i> | Directly provided. |
| <i>Activities/Sites Included:</i> | This Service includes the issue of the following licences within the District: Personal Licences Premises Licences (Under Licensing Act 2003 & Gambling Act 2005) Hackney Carriages Private Hire Vehicles Taxi Drivers Street Collection Permits Door to Door Charitable Collections Lotteries Boats and Boatman's licences |

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Vehicle Inspections | 22,369 | 20,880 | 20,880 | 21,300 | |
| Other Direct Expenses | 16,958 | 17,940 | 16,830 | 17,160 | (1) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 39,327 | 38,820 | 37,710 | 38,460 | |
| Fees and Charges | (262,765) | (233,890) | (233,890) | (238,570) | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Direct Expenditure | (223,438) | (195,070) | (196,180) | (200,110) | |
| Service Unit and Central Costs Charges | 360,532 | 379,850 | 381,660 | 382,590 | |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| Net Expenditure | 137,094 | 184,780 | 185,480 | 182,480 | |

Notes

- (1) £1,110 relating to Consultant appraisals and advertising has been removed from the 2010/11 Revised Budget following the Budget Review meetings with Portfolio Holders and Heads of Service. Cabinet 10 November 2010 refers. This sum has also been removed from the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond. (Cabinet report 15 December 2010 Appendix B (Budget Reviews with Portfolio Holders and Heads of Service) refers).

REGULATORY COMMITTEE ESTIMATES

| <i>SERVICES:</i> | <i>Detail on page</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> |
|---|---------------------------|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|
| Elections and Electoral Registration | <i>B13 / 2</i> | 238,413 | 259,180 | 270,020 | 395,010 |
| Licensing and Registration - Environmental Services | <i>B13 / 3</i> | 44,811 | 46,970 | 47,350 | 47,610 |
| Total | | 283,224 | 306,150 | 317,370 | 442,620 |
| <i>ANALYSIS:</i> | | | | | |
| Direct Costs | | 74,755 | 80,830 | 83,930 | 205,560 |
| Income | | (9,095) | (7,340) | (7,340) | (7,490) |
| Net Direct Expenditure | | 65,660 | 73,490 | 76,590 | 198,070 |
| Service Unit and Central Costs Charges | | 217,564 | 232,660 | 240,780 | 244,550 |
| Total | | 283,224 | 306,150 | 317,370 | 442,620 |

Notes

See A2 for notes common to all Portfolio and Committee budgets

Committee:

REGULATORY

Service:

ELECTIONS AND ELECTORAL REGISTRATION

Head of Service:

Sian Walter - Browne

Purpose of Service:

To ensure that all elections and referenda run smoothly and efficiently, complying with all relevant statutory requirements; to publish annually by the statutory date a register of electors recording those persons entitled to be included.

Means of Provision:

Directly provided.

Activities/Sites Included:

European Parliamentary Elections
Parliamentary Elections
County Council Elections
District Council Elections
Parish Council Elections
Parish Polls
Referenda

A register of electors containing some 110,000 names.

| Budget | 2009/10 Actual £ | 2010/11 Original £ | 2010/11 Revised £ | 2011/12 Original £ | Note |
|--|------------------------|--------------------------|-------------------------|--------------------------|------|
| Direct Costs: | | | | | |
| Election Expenses | 606 | 14,900 | 14,900 | 135,200 | (1) |
| Registration Expenses | 72,978 | 64,800 | 67,900 | 69,210 | (2) |
| | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 73,584 | 79,700 | 82,800 | 204,410 | |
| Sale of Electoral Register | (3,148) | (1,520) | (1,520) | (1,550) | |
| Net Direct Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 70,436 | 78,180 | 81,280 | 202,860 | |
| Service Unit and Central Costs Charges | 167,977 | 181,000 | 188,740 | 192,150 | |
| Net Expenditure | <hr/> | <hr/> | <hr/> | <hr/> | |
| | 238,413 | 259,180 | 270,020 | 395,010 | |

Notes

- (1) £120,000 relating to forthcoming elections has been included in the 2011/12 Original Budget in accordance with the agreed Revised Financial Strategy 2011/12 and Beyond (Cabinet report 15 December 2010 Appendix A refers) (P1 Cost Pressure LegR01).
- (2) A £3,100 increase in the 2010/11 Revised and 2011/12 Original Registration Expenses Budget is due to a virement from the Land Charges Computer Software budget (page B8/10) for necessary Electoral Registration Software.

Committee:

REGULATORY

Service:

LICENSING AND REGISTRATION - ENVIRONMENTAL SERVICES

Head of Service:

David Appleby

Purpose of Service:

The inspection of licensing/registration of persons or premises for the following:

**Riding establishments
Dangerous wild animals
Animal Boarding establishments
Pet shops
Dog breeders**

**Zoos
Acupuncturists
Tattooists
Electrolysis
Ear piercing
Motor Salvage Operator:**

Means of Provision:

Directly provided.

Activities/Sites Included:

District wide service.

| <i>Budget</i> | <i>2009/10 Actual £</i> | <i>2010/11 Original £</i> | <i>2010/11 Revised £</i> | <i>2011/12 Original £</i> | <i>Note</i> |
|--|---------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------|
| Direct Costs: | | | | | |
| Other Direct Expenses | 1,171 | 1,130 | 1,130 | 1,150 | |
| Fees and Charges | (5,947) | (5,820) | (5,820) | (5,940) | |
| Net Direct Expenditure | (4,776) | (4,690) | (4,690) | (4,790) | |
| Service Unit and Central Costs Charges | 49,587 | 51,660 | 52,040 | 52,400 | |
| Net Expenditure | 44,811 | 46,970 | 47,350 | 47,610 | |

CAPITAL PROGRAMME SUMMARY

| | | 2010/11 | | | | | |
|-----------------------------|---------|----------------|----------------|----------------|----------------|----------------|----------------|
| | | Amended | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
| | | Budget | Budget | Budget | Budget | Budget | Budget |
| | | £000 | £000 | £000 | £000 | £000 | £000 |
| EXPENDITURE | | | | | | | |
| Housing Revenue Account | | 3,866 | 3,055 | 3,055 | 3,055 | 3,055 | 3,055 |
| General Fund | | 8,466 | 4,390 | 1,022 | 1,053 | 1,040 | 1,242 |
| | | 12,332 | 7,445 | 4,077 | 4,108 | 4,095 | 4,297 |
| FINANCING | | | | | | | |
| Borrowing | B1 & B2 | 705 | 838 | 688 | 688 | 688 | 688 |
| Government Grants | G1 - G4 | 6,216 | 5,157 | 3,057 | 3,057 | 3,057 | 3,057 |
| External Sources of Finance | E1 - E5 | 2,514 | 348 | 82 | 163 | 150 | 352 |
| Capital Receipts | C1 | 1,306 | 366 | 100 | 100 | 100 | 100 |
| Revenue and Reserves | R1 - R5 | 1,591 | 736 | 150 | 100 | 100 | 100 |
| | | 12,332 | 7,445 | 4,077 | 4,108 | 4,095 | 4,297 |

CAPITAL PROGRAMME

| | Proposed Source of Financing | Notes | 2010/11 Revised Budget £000 | 2011/12 Budget £000 | 2012/13 Budget £000 | 2013/14 Budget £000 | 2014/15 Budget £000 | 2015/16 Budget £000 |
|---|------------------------------|-------|--------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| EXPENDITURE | | | | | | | | |
| Housing Revenue Account | | | | | | | | |
| Improvements, enhancement & adaptation of the Council's housing stock | B1/C1/G3 | 1 | 3,389 | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 |
| Disabled adaptations for Council tenants | B1/C1 | 1 | 397 | 375 | 375 | 375 | 375 | 375 |
| Information Technology upgrade and replacement | B1/C1 | 2 | 20 | 20 | 20 | 20 | 20 | 20 |
| Cash Incentive Scheme | B1/C1 | 3 | 60 | 60 | 60 | 60 | 60 | 60 |
| Total Housing Revenue Account expenditure | | | 3,866 | 3,055 | 3,055 | 3,055 | 3,055 | 3,055 |

General Fund

Benefits and Revenues Portfolio

| | | | | | | | | |
|---|----|--|-----------|----------|-----------|----------|----------|----------|
| Replacement Folding and Inserting Machine | R1 | | - | - | 30 | - | - | - |
| Replacement of DIP Scanning Machines | R1 | | 42 | - | - | - | - | - |
| Replacement of High Volume Printers | R1 | | 7 | 7 | - | - | - | - |
| | | | 49 | 7 | 30 | - | - | - |

Community, Partnerships and Renewal Portfolio

| | | | | | | | | |
|---|-------|----|--------------|----------|----------|----------|----------|----------|
| Replacement boiler, Council Offices, Weeley | R1 | | 35 | - | - | - | - | - |
| New electrical supply and distribution boards, Weeley and Clacton Town Hall | R2 | | 5 | - | - | - | - | - |
| Harwich Masterplan | E1/R2 | 4 | 663 | - | - | - | - | - |
| Clacton Regeneration | E1 | 5 | 561 | - | - | - | - | - |
| Clacton Regeneration CCTV works | E2 | 6 | 31 | - | - | - | - | - |
| Jaywick Strategic Leadership Group Initiatives | R2 | 7 | 50 | - | - | - | - | - |
| Crag Walk Project | E1/G2 | 8 | 1,196 | - | - | - | - | - |
| Coastal Pathfinder - Jaywick, acquisition of properties | G2 | 9 | 274 | - | - | - | - | - |
| Replacement of Piper Network Controller in Careline | R4 | 10 | 41 | - | - | - | - | - |
| Relocation of Careline | R2 | | 107 | - | - | - | - | - |
| Careline Equipment Upgrade to 21CN | R2 | | 60 | - | - | - | - | - |
| | | | 3,023 | - | - | - | - | - |

CAPITAL PROGRAMME

| | Proposed Source of Financing | Notes | 2010/11 Revised Budget £000 | 2011/12 Budget £000 | 2012/13 Budget £000 | 2013/14 Budget £000 | 2014/15 Budget £000 | 2015/16 Budget £000 |
|---|------------------------------|-------|--------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Corporate Governance and Resources | | | | | | | | |
| Upgrade of Contact Centre software | R2 | | 24 | - | - | - | - | - |
| Land Charges - data capture | R2 | | 10 | - | - | - | - | - |
| Information and Communications Technology | | | | | | | | |
| Core Infrastructure | R1/R2 | | 130 | 150 | 100 | 100 | 100 | 100 |
| Implementation of "Virtualisation" technology to rationalise server numbers and assist in disaster recovery | R2 | | 17 | - | - | - | - | - |
| Remote Working Pilot | C1 | | 10 | - | - | - | - | - |
| | | | 191 | 150 | 100 | 100 | 100 | 100 |
| Environment Portfolio | | | | | | | | |
| Dovercourt Public Conveniences | R2 | | 34 | - | - | - | - | - |
| Provision of a public convenience at West End, Dovercourt | R2 | | 1 | - | - | - | - | - |
| Works in respect of the demolition of Middle Promenade Marine Parade East | | | | | | | | |
| Public Convenience, Clacton | R2 | | 21 | - | - | - | - | - |
| Environmental Health database migration | R2 | | - | 12 | - | - | - | - |
| Public Access Module to CAPS | C1 | | - | 56 | - | - | - | - |
| Cemeteries and Crematorium | | | | | | | | |
| Weeley Crematorium Car Park | R2 | 11 | 100 | - | - | - | - | - |
| Re-bricking cremator chambers | R1 | | 60 | - | - | - | - | - |
| Mercury Abatement Equipment and Cremators replacement | B2/R3 | 12 | - | 700 | - | - | - | - |
| | | | 216 | 768 | - | - | - | - |
| Finance Portfolio | | | | | | | | |
| Audit management software | R2 | | 6 | - | - | - | - | - |
| Replacement debit and credit card payment facility | R2 | | 2 | 13 | - | - | - | - |
| Agresso e-procurement | C1 | | - | 84 | - | - | - | - |
| | | | 8 | 97 | - | - | - | - |
| Housing Portfolio | | | | | | | | |
| Disabled Facilities Grants | G4/C1 | 13 | 1,528 | 883 | 757 | 757 | 757 | 757 |
| Private Sector Renewal Grants | G2/C1 | | 156 | - | - | - | - | - |
| Private Sector Leasing | C1 | 14 | 33 | 33 | 33 | 33 | 33 | 33 |
| | | | 1,717 | 916 | 790 | 790 | 790 | 790 |

CAPITAL PROGRAMME

| | Proposed Source of Financing | Notes | 2010/11 Revised Budget £000 | 2011/12 Budget £000 | 2012/13 Budget £000 | 2013/14 Budget £000 | 2014/15 Budget £000 | 2015/16 Budget £000 |
|--|------------------------------------|-------|--------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Leisure Portfolio | | | | | | | | |
| Provision of Children's Play Area at Knox Road, Clacton and refurbishment of Vista Road Play Area, Clacton | R2 | | 4 | - | - | - | - | - |
| Play Route | E1 | 15 | 105 | - | - | - | - | - |
| MUGA, Park Playing Fields, Frinton | E1 | 15 | 63 | - | - | - | - | - |
| MUGA, Welfare Park, Parkeston | E1 | 15 | 44 | - | - | - | - | - |
| Refurbishment of Children's Play Area and provision of MUGA, Mace Park, Dovercourt | E2 | 15 | 30 | - | - | - | - | - |
| Refurbishment of Children's Play Area, Lady Nelson Park Playing Fields, Thorpe le Soken | E1 | 15 | 19 | - | - | - | - | - |
| Refurbishment of Children's Play Area, Harwich Road, Wix | G2 | 15 | 2 | - | - | - | - | - |
| Floodlighting, pathway and seating at MUGA, London Road Recreation Ground | E2/G2 | 15 | 27 | - | - | - | - | - |
| Provision of Children's Play Area Rush Green Recreation Ground | G2 | 15 | 50 | - | - | - | - | - |
| Refurbishment of Children's Play Area, School Road, Great Oakley | G2 | 15 | 48 | - | - | - | - | - |
| Provision of Children's Play Area, School Road, Tendring | G2 | 15 | 45 | - | - | - | - | - |
| Rebuilding of Kirby Pavilion | C1/E1 | | 11 | - | - | - | - | - |
| Dovercourt Swimming Pool - redevelopment | C1/R1/R5 | | 842 | - | - | - | - | - |
| Princes Theatre boiler replacement | R2 | | 5 | - | - | - | - | - |
| Princes Theatre new Box Office System | R2 | | 12 | - | - | - | - | - |
| Replacement of beach hut supports - The Walings | R2 | | 5 | 4 | 20 | - | - | - |
| Leisure Management System | R2 | | 1 | - | - | - | - | - |
| Brook Country Park | E1 | 16 | 131 | - | - | - | - | - |
| | | | 1,444 | 4 | 20 | - | - | - |
| Planning Portfolio | | | | | | | | |
| Election System database connection to NLPG | R2 | | 12 | - | - | - | - | - |
| Corporate roll out of GIS | R2 | | 42 | - | - | - | - | - |
| End to End Planning | C1 | | 21 | - | - | - | - | - |
| | | | 75 | - | - | - | - | - |

CAPITAL PROGRAMME

| | Proposed Source of Financing | Notes | 2010/11 Revised Budget £000 | 2011/12 Budget £000 | 2012/13 Budget £000 | 2013/14 Budget £000 | 2014/15 Budget £000 | 2015/16 Budget £000 |
|--|------------------------------------|-------|--------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Technical Services | | | | | | | | |
| Coast Protection | | | | | | | | |
| | G1 | 17 | 363 | - | - | - | - | - |
| | G1 | 17 | 67 | - | - | - | - | - |
| | G1 | 17 | - | 2,100 | - | - | - | - |
| | G1 | 17 | 45 | - | - | - | - | - |
| | G1 | 17 | 907 | - | - | - | - | - |
| | E4 | | 360 | 348 | 82 | 163 | 150 | 352 |
| | | | 1,742 | 2,448 | 82 | 163 | 150 | 352 |
| Council Priority Capital Schemes | | | | | | | | |
| | R2 | | 1 | - | - | - | - | - |
| | | | 1 | - | - | - | - | - |
| Total Other Services (General Fund) expenditure | | | 8,466 | 4,390 | 1,022 | 1,053 | 1,040 | 1,242 |
| TOTAL APPROVED CAPITAL PROGRAMME | | | 12,332 | 7,445 | 4,077 | 4,108 | 4,095 | 4,297 |

CAPITAL PROGRAMME

| | Source of Financing | Notes | Amended 2010/11 Budget £000 | 2011/12 Budget £000 | 2012/13 Budget £000 | 2013/14 Budget £000 | 2014/15 Budget £000 | 2015/16 Budget £000 |
|--|------------------------|-------|--------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| FINANCING | | | | | | | | |
| Housing Revenue Account | | | | | | | | |
| Supported Borrowing | B1 | 18 | 705 | 688 | 688 | 688 | 688 | 688 |
| Major Repairs Allowance | G3 | 20 | 3,129 | 2,367 | 2,367 | 2,367 | 2,367 | 2,367 |
| External Funding | E5 | | 16 | - | - | - | - | - |
| Capital receipts | C1 | 24 | 16 | - | - | - | - | - |
| Total Housing Revenue Account | | | 3,866 | 3,055 | 3,055 | 3,055 | 3,055 | 3,055 |
| General Fund | | | | | | | | |
| Specific Financing | | | | | | | | |
| Prudential Borrowing | B2 | 19 | - | 150 | - | - | - | - |
| External contributions | E1 | | 2,088 | - | - | - | - | - |
| Section 106 | E2 | 22 | 50 | - | - | - | - | - |
| Leasing/contract hire | E4 | 23 | 360 | 348 | 82 | 163 | 150 | 352 |
| Government Grant re Coast Protection | G1 | | 1,382 | 2,100 | - | - | - | - |
| Government Grants - Other | G2 | | 1,121 | 150 | 150 | 150 | 150 | 150 |
| Disabled Facilities Grant | G4 | 21 | 584 | 540 | 540 | 540 | 540 | 540 |
| | | | 5,585 | 3,288 | 772 | 853 | 840 | 1,042 |
| General Financing | | | | | | | | |
| Capital Receipts | C1 | 24 | 1,290 | 366 | 100 | 100 | 100 | 100 |
| Direct Revenue contributions | R1 | 25 | 214 | 107 | 130 | 100 | 100 | 100 |
| Capital Commitments Reserve | R2 | | 1,001 | 79 | 20 | - | - | - |
| Cremator Reserve | R3 | | - | 550 | - | - | - | - |
| Careline System Replacement Reserve | R4 | | 41 | - | - | - | - | - |
| Leisure Capital Investment Reserve | R5 | | 335 | - | - | - | - | - |
| | | | 2,881 | 1,102 | 250 | 200 | 200 | 200 |
| Total Other Services (General Fund) financing | | | 8,466 | 4,390 | 1,022 | 1,053 | 1,040 | 1,242 |
| TOTAL FUNDING OF CAPITAL PROGRAMME | | | 12,332 | 7,445 | 4,077 | 4,108 | 4,095 | 4,297 |

CAPITAL PROGRAMME

| | Source of Financing | Notes | Amended 2010/11 Budget £000 | 2011/12 Budget £000 | 2012/13 Budget £000 | 2013/14 Budget £000 | 2014/15 Budget £000 | 2015/16 Budget £000 |
|---|------------------------|-------|--------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Key to sources of financing | | | | | | | | |
| Borrowing | | | | | | | | |
| Supported Borrowing | | B1 | | | | | | |
| Prudential Borrowing | | B2 | | | | | | |
| Government Grant | | | | | | | | |
| Government Grant re Coast Protection | | G1 | | | | | | |
| Government Grants - Other | | G2 | | | | | | |
| Major Repairs Allowance | | G3 | | | | | | |
| Disabled Facilities Grant | | G4 | | | | | | |
| External Sources of Finance | | | | | | | | |
| Contributions from external bodies and non Govt. agencies | | E1 | | | | | | |
| Section 106 monies | | E2 | | | | | | |
| Insurance monies | | E3 | | | | | | |
| Leasing/contract hire | | E4 | | | | | | |
| Contributions from Climate Group | | E5 | | | | | | |
| Capital Receipts | | | | | | | | |
| | | C1 | | | | | | |
| Revenue and Reserves | | | | | | | | |
| Direct Revenue financings | | R1 | | | | | | |
| Capital Commitments Reserve | | R2 | | | | | | |
| Cremator Reserve | | R3 | | | | | | |
| Careline System Replacement Reserve | | R4 | | | | | | |
| Leisure Capital Investment Reserve | | R5 | | | | | | |

Notes: *EXPENDITURE*

Housing Revenue Account

- 1 **Housing Stock Improvements and Disabled Adaptations:** the allocation for improvements to the Housing Revenue Account (HRA) stock aims to provide sufficient funds to ensure that the Council can meet its Decent Homes target in addition to carrying out a reasonable programme of other works which complement the Council's corporate priorities, including environmental and security improvements.
- 2 **Information Technology:** a continual review of ICT in delivering Housing Revenue Account services is on-going with recent enhancements including a Housing Register and Allocations module and a Leaseholder Service Charges module as part of the integrated Housing Management IT application.
- 3 **Cash Incentive Scheme:** an annual allocation continues to be provided to fund a Cash Incentive Scheme to enable council tenants to vacate their accommodation and move into owner occupation in the private sector.

General Fund

- 4 **£463,000 expenditure** on the Harwich Masterplan budget for 2010/11 will be met by Haven Gateway Partnership funding. The remaining £200,000 will be financed from the Council's own resources.
- 5 **This scheme** will be fully financed by Haven Gateway Partnership funding.
- 6 **Clacton Regeneration CCTV works** will be funded from Section 106 monies.
- 7 **This project** will support the commitment made to the Jaywick Strategic Leadership Group Initiatives for one year.
- 8 **£520,000 of the budget for the Crag Walk project** will be funded by DEFRA as part of the Council's pathfinder bid for coastal change. The remaining cost of the works will be financed by contributions from Essex County Council, the Naze Protection Society and the Haven Gateway Partnership..
- 9 **This scheme** will be financed by DEFRA as part of the Council's pathfinder bid for coastal change.
- 10 **The cost** of the replacement of the Piper Network Controller in Careline will be met from the Careline System Replacement Reserve.
- 11 **This project will not commence** until the outcome of negotiations with the developer of a proposed church and the subsequent impact on parking provision at the crematorium is known.
- 12 **£550,000 of the cost of the mercury abatement and replacement of cremators capital project** will be funded from the Cremator Reserve. The remaining £150,000 has been assumed to be met from Prudential Borrowing. Works required and the associated costs are currently under review following receipt of a consultant's report.

- 13 **Disabled Facilities Grant:** the amount of available capital receipts from 2011/12 is estimated to be significantly lower than previous years which has had a knock on effect on the level of expenditure that can be supported. In respect of DFG's which are a mandatory activity, the forecast expenditure against this budget is therefore significantly lower from 2011/12 onwards compared to historic spend/demand. However the programme will continue to be monitored and considered as part of the Financial Strategy and budget setting process each year.
- 14 **Private Sector Leasing:** this programme remains in the Housing Investment Programme to support private sector leasing schemes which provide short-term, self contained accommodation, as an alternative to bed and breakfast, through a registered social landlord for occupation by homeless persons.
- 15 **These projects** for the provision or refurbishment of children's play areas across the district are all externally funded by grants secured from the Department for Children, Schools and Families (via Essex County Council as part of the National Playbuilder Programme) and the Big Lottery together with an additional contribution from Sustrans and the use of Section 106 monies.
- 16 **This scheme** is funded by an external contribution under the terms of the Brook Country Park Agreement.
- 17 **Approved Coast Protection schemes** are funded by Government grant.

Notes: FINANCING

- 18 **Supported Borrowing:** the Government now only supports borrowing for Housing through the Housing Revenue Account subsidy mechanism. This position along with the forecasts included in the budget are subject to change in future years under self financing proposals the Government is expected to announce during 2011/12.
- 19 **Prudential Borrowing:** this is borrowing determined by the Council in accordance with the CIPFA Prudential Code. There is no Government support for this borrowing and therefore the full costs are met by the Council.
- 20 **Major Repairs Allowance (MRA):** the MRA is cash backed and paid by the Government annually to housing authorities, through the housing subsidy system, as an HRA capital resource to be spent on maintaining the condition of the housing stock. Local Authorities are required to set up a Major Repairs Reserve to which a sum equivalent to the MRA will be annually credited and unspent balances on this Reserve will be able to be carried forward from year to year, thus increasing the flexibility of the allowance. Similarly to Supported Borrowing above, this is subject to change under self financing proposals the Government is expected to announce during 2011/12.
- 21 **Disabled Facilities Grant:** The anticipated level of grant receivable for Disabled Facilities Grants is expected to remain materially unchanged for future years, thus leaving a funding gap in relation to the higher level of expenditure, which will have to be met by capital receipts
- 22 **Section 106:** Section 106 money is received through agreements with developers in accordance with Section 106 of the Town and Country Planning Act 1990 as amended by the Planning and Compensation Act 1991.
- 23 **Leasing/contract hire:** the annual cost of the financing is reflected in the relevant revenue budgets.

- 24 Capital Receipts:** these resources arise from the sale of assets. Receipts from the sale of assets can be used only to finance capital expenditure. It is not permissible to use them to support the revenue budget. Capital receipts received during the year are transferred to a Usable Capital Receipts Reserve at the year end. The capital receipts arising from the disposal of Housing Revenue Account assets are used to finance housing capital projects. Repayments of Private Sector Renewal (PSR) loans are used to support the budget in future years. Capital receipts from the disposal of non-Housing Revenue Account assets are used to finance other General Fund projects.
- All capital receipts in respect of sales of Council houses are subject to the housing capital receipts pooling arrangements. Under the pooling arrangements 75% (50% for land) of housing capital receipts that are received must be paid over to the Government. However, in respect of DIYSO and land receipts, 100% can be retained if the money is spent on the provision of affordable housing and regeneration. These arrangements are subject to change under self financing proposals the Government is expected to announce during 2011/12.
- 25 Direct Revenue Contributions:** revenue contributions are a direct charge to the revenue account in the year and are part of the Council's net budget requirement to be met from Government support and Council Tax. If a capital project funded from direct revenue contributions is not completed within the year then the unused portion of that revenue funding is transferred to the Capital Commitments Reserve to finance the project in subsequent years.

SECTION D

TENDRING DISTRICT COUNCIL

SCALE OF CHARGES

All Fees and Charges are determined by the Council as part of the budget setting process unless indicated to the contrary

2011/12

| Portfolio | page |
|---------------------------------------|-------------|
| Benefits and Revenues | <i>D2</i> |
| Community, Partnerships and Renewal | <i>D3</i> |
| Corporate Governance and Resources | <i>D5</i> |
| Environment | <i>D6</i> |
| Finance | <i>D14</i> |
| Housing - General Fund | <i>D16</i> |
| Leisure | <i>D17</i> |
| Planning | <i>D22</i> |
| Technical Services - General charges | <i>D42</i> |
| Technical Services - Car park charges | <i>D43</i> |
| Committee | |
| Licensing | <i>D48</i> |
| Regulatory | <i>D52</i> |

Note: The charges apart from car parks, which are VAT inclusive charges only, are set out as follows:

| | % |
|--|-------------|
| Column A - 2010/11 Charge Exclusive of VAT | |
| Column B - 2010/11 Charge Inclusive of VAT @ | 17.5 |
| *Column C - 2010/11 Charge Inclusive of VAT @ | 20.0 |
| Column D - 2011/12 Charge Exclusive of VAT | |
| Column E - 2011/12 Charge Inclusive of VAT @ | 20.0 |

Some of the VAT inclusive amounts shown in columns B, C, E and F have been rounded for operational efficiency purposes.

The VAT indicators shown on the following pages are as follows:

| | |
|---|-----------------|
| S | Standard Rated |
| N | Non - Business |
| Z | Zero Rated |
| X | Exempt from VAT |

* The charges for 2010/11 shown in Column C and effective from 04/01/2011 are based on the rate currently prescribed by HM Government as being effective from that date. In the event that HM Government changes the prescribed rate effective from that date the VAT inclusive charge set out in Columns C and F will be adjusted accordingly.

BENEFITS AND REVENUES PORTFOLIO

SCALE OF CHARGES 2011/12

| | ← (A) | (B) | (C) | ← (D) | (E) → | | |
|-------------------|-------------------------|--|--|-------------------|-------------------------|--|---------|
| Date last revised | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | ← 2011/12 | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | VAT Ind |
| Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | ← 01/04/2011 £ | 01/04/2011 £ | | |

CONCESSIONARY FARES

| | | | | | |
|----------------------------|--|--|--|--|---|
| Concessionary Rail Passes: | | | | | |
| Cost of Rail Pass | Discounted Price of Railcard + £1 for Administration | | | | N |

| | | | | | | |
|---|--------|-------|-------|-------|---|---|
| Concessionary Bus Passes: | | | | | | |
| Cost of replacement pass | Apr-07 | 5.00 | 5.00 | 5.00 | to be determined - function transferring to ECC | N |
| Cost of companion pass (pro rata per annum) | Apr-08 | 30.00 | 30.00 | 30.00 | | N |

LIABILITY ORDERS COSTS

(determined by agreement between The Magistrates Court and Essex District Councils)

| | | | | | | | |
|-------------|--------|-------|-------|-------|-------|-------|---|
| Council Tax | Apr-07 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | N |
| NNDR | Apr-07 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | N |

SUMMONS COSTS

(determined by agreement between The Magistrates Court and Essex District Councils)

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Council Tax and NNDR | Apr-07 | 45.00 | 45.00 | 45.00 | 45.00 | 45.00 | N |
|----------------------|--------|-------|-------|-------|-------|-------|---|

COMMUNITY, PARTNERSHIPS AND RENEWAL PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|--|-------------------|-------------------------|--|--|---------------------------------|--|---------|
| | | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | 2011/12 Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| CARELINE | | | | | | | |
| Monthly Charges: | | | | | | | |
| Individual Lifeline customers | Apr-10 | 16.80 | 19.74 | 20.16 | 17.14 | 20.57 | S |
| Individual Lifeline disabled customers | Apr-10 | 16.80 | 16.80 | 16.80 | 17.14 | 17.14 | Z |
| Housing Associations and other authorities | Apr-10 | | By Negotiation | | By Negotiation | | S |

CARELINE

(determined by ECC under "Supporting People" regime)

Weekly Charges:

| | | | | | | | |
|--------------------------------|--------|------|------|------|------|------|---|
| Housing, Sheltered/Group Units | Apr-10 | 2.95 | 2.95 | 2.95 | 3.01 | 3.01 | N |
|--------------------------------|--------|------|------|------|------|------|---|

HIRE OF ACCOMMODATION

Council Offices, Weeley

Per session of 3 hours or part thereof:

Council Chamber:

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Inside normal hours | Apr-10 | 27.60 | 27.60 | 27.60 | 28.20 | 28.20 | X |
| Outside normal hours | Apr-10 | 42.00 | 42.00 | 42.00 | 43.00 | 43.00 | X |

Room 39:

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Inside normal hours | Apr-10 | 24.00 | 24.00 | 24.00 | 24.50 | 24.50 | X |
| Outside normal hours | Apr-10 | 27.60 | 27.60 | 27.60 | 28.20 | 28.20 | X |

Additional charge per hour after first 3 hours:

Council Chamber:

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Inside normal hours | Apr-10 | 11.50 | 11.50 | 11.50 | 11.75 | 11.75 | X |
| Outside normal hours | Apr-10 | 17.00 | 17.00 | 17.00 | 17.40 | 17.40 | X |

Room 39:

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Inside normal hours | Apr-10 | 9.00 | 9.00 | 9.00 | 9.20 | 9.20 | X |
| Outside normal hours | Apr-10 | 11.50 | 11.50 | 11.50 | 11.75 | 11.75 | X |

Town Hall, Clacton

Per session of 3 hours or part thereof:

Connaught Room:

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Inside normal hours | Apr-10 | 24.00 | 24.00 | 24.00 | 24.50 | 24.50 | X |
| Outside normal hours | Apr-10 | 27.60 | 27.60 | 27.60 | 28.20 | 28.20 | X |

Additional charge per hour after first 3 hours:

Connaught Room:

| | | | | | | | |
|----------------------|--------|-------|-------|-------|-------|-------|---|
| Inside normal hours | Apr-10 | 9.00 | 9.00 | 9.00 | 9.20 | 9.20 | X |
| Outside normal hours | Apr-10 | 11.50 | 11.50 | 11.50 | 11.75 | 11.75 | X |

COMMUNITY, PARTNERSHIPS AND RENEWAL PORTFOLIO

SCALE OF CHARGES 2011/12

| Date last revised | Effective from | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|----------------|-------------------------|--|--|---------------------------------|--|---------|
| | | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | 2011/12 Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| CLACTON AIR SHOW - CONTRIBUTIONS PROGRAMME (determined by Head of Leisure Services) | | | | | | | |
| 1/4 page advert | 2010 | 105.00 | 123.38 | 126.00 | 107.10 | 128.52 | S |
| 1/2 page advert | 2010 | 209.00 | 245.58 | 250.80 | 213.18 | 255.82 | S |
| Full page | 2010 | 366.00 | 430.05 | 439.20 | 373.32 | 447.98 | S |
| Inside Front and Back Cover | 2010 | 392.00 | 460.60 | 470.40 | 399.84 | 479.81 | S |
| Back Cover | 2010 | 418.00 | 491.15 | 501.60 | 426.36 | 511.63 | S |
| <u>A Stands</u> | | | | | | | |
| 3m stand | 2010 | 209.00 | 209.00 | 209.00 | 213.18 | 213.18 | X |
| 5m stand | 2010 | 355.00 | 355.00 | 355.00 | 362.10 | 362.10 | X |
| 6m stand | 2010 | 387.00 | 387.00 | 387.00 | 394.74 | 394.74 | X |
| 9m stand | 2010 | 565.00 | 565.00 | 565.00 | 576.30 | 576.30 | X |
| HOLIDAY GUIDE - ADVERTISING (determined by Head of Leisure Services) | | | | | | | |
| Accommodation Providers | | | | | | | |
| Line Entry Guide and Website | | | | | | | |
| Up to 4 bed spaces or 1 Self Catering Unit | 2010 | 150.00 | 176.25 | 180.00 | 153.00 | 183.60 | S |
| 5-9 bed spaces or 2 Self Catering Units | 2010 | 160.00 | 188.00 | 192.00 | 163.20 | 195.84 | S |
| 10-14 bed spaces or 3 Self Catering Units | 2010 | 175.00 | 205.63 | 210.00 | 178.50 | 214.20 | S |
| 15-19 bed spaces or 4 Self Catering Units | 2010 | 190.00 | 223.25 | 228.00 | 193.80 | 232.56 | S |
| 20+ bed spaces or 5+ Self Catering Units | 2010 | 200.00 | 235.00 | 240.00 | 204.00 | 244.80 | S |
| Display ads in Guide | | | | | | | |
| 1/4 Page Full Colour | 2010 | 175.00 | 205.63 | 210.00 | 178.50 | 214.20 | S |
| 1/2 Page Full Colour | 2010 | 325.00 | 381.88 | 390.00 | 331.50 | 397.80 | S |
| Full Page Full Cover | 2010 | 595.00 | 699.13 | 714.00 | 606.90 | 728.28 | S |
| Attractions | | | | | | | |
| Line entries free of charge in guide | 2010 | - | - | - | - | - | |
| Display Ads in Brochure 1/2 Page Full Colour | 2010 | 590.00 | 693.25 | 708.00 | 601.80 | 722.16 | S |
| Display Ads in Brochure Full Page Full Colour | 2010 | 815.00 | 957.63 | 978.00 | 831.30 | 997.56 | S |
| Website Extras | 2010 | 495.00 | 581.63 | 594.00 | 504.90 | 605.88 | S |

CORPORATE GOVERNANCE AND RESOURCES PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|--|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| DATA PROTECTION ACT 1984 | | | | | | | |
| Access to Personal Information - per registration application (statutory maximum £10.00) | pre 1989 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | N |
| LEGAL CHARGES | | | | | | | |
| Engrossment of Transfer or Lease | Apr-10 | 62.00 | 72.85 | 74.40 | 100.00 | 120.00 | * |
| PHOTOCOPYING (EXCLUDING POSTAGE): | | | | | | | |
| For extraction of document | Apr-10 | 5.96 | 7.00 | 7.15 | 6.08 | 7.30 | S |
| Charge per Photocopying (all sizes) | Apr-10 | 0.52 | 0.61 | 0.62 | 0.53 | 0.64 | S |
| Special rate for Staff, Trade Union and Members copying personal documents (per side) | Apr-07 | 0.12 | 0.14 | 0.14 | 0.12 | 0.14 | S |
| PRINT UNIT (NON-COUNCIL WORK) | | | | | | | |
| Charge for photocopying | | | | | | | |
| A.4 per side | Apr-10 | 0.07 | 0.08 | 0.08 | 0.07 | 0.08 | S |
| A.3 per side | Apr-10 | 0.09 | 0.11 | 0.11 | 0.09 | 0.11 | S |
| Colour Copies | | | | | | | |
| A.4 per side | Apr-10 | 0.43 | 0.51 | 0.52 | 0.44 | 0.53 | S |
| A.3 per side | Apr-10 | 0.49 | 0.58 | 0.59 | 0.50 | 0.60 | S |
| Ricoh copying per 500 sheets (1 side) | Apr-10 | 6.77 | 7.95 | 8.12 | 6.91 | 8.29 | S |
| Laminating | | | | | | | |
| Per A.4 sheet | Apr-10 | 0.61 | 0.72 | 0.73 | 0.62 | 0.74 | S |
| Per A.3 sheet | Apr-10 | 1.23 | 1.45 | 1.48 | 1.25 | 1.50 | S |
| Finishing (per 1/4 hour) | Apr-10 | 6.94 | 8.15 | 8.33 | 7.08 | 8.50 | S |
| Artwork (per 1/4 hour) | Apr-10 | 7.86 | 9.24 | 9.43 | 8.02 | 9.62 | S |

LEGAL WORK FOR PERSONS OTHER THAN TDC

In accordance with total number of staff hours spent, plus any disbursements, expenses and VAT where applicable

* Follows the same VAT treatment as main supply.

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind |
|---|-------------------|---|---|--|--|--|---------|
| | | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | 2011/12 Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| ABANDONED VEHICLES | | | | | | | |
| Statutory removal and disposal of abandoned vehicles | Apr-10 | 158.10 | 158.10 | 158.10 | 161.26 | 161.26 | N |
| FOOD HYGIENE | | | | | | | |
| Courses (this reflects work outside normal hours) | Apr-10 | 52.74 | 52.74 | 52.74 | 53.79 | 53.79 | X |
| Private Water Supply Regulations | | | | | | | |
| Hourly Rate for risk assessments, investigations, granting of authorisations | Apr-10 | An hourly charge up to a maximum of £500 for risk assessment and £100 for investigation and authorisation | | | | | N |
| Sample charge (this is solely for taking the sample, analysis costs are extra) | Apr-10 | A charge up to a maximum of £100. | | | | | N |
| Analysis cost | Apr-10 | Analysis cost only. | | | | | N |
| Certification of inventory of condemned food | Apr-10 | 39.83 | 39.83 | 39.83 | 40.63 | 40.63 | N |
| Export Certificate - Food (per certificate) | Apr-10 | 21.42 | 21.42 | 21.42 | 21.85 | 21.85 | N |
| Oyster Sampling - Analysis of samples | Aug-09 | Analytical cost only | | | | | N |
| FOOD PREMISES REGULATIONS | | | | | | | |
| Copies of Public Register: | | | | | | | |
| Per Sheet (or part thereof) | Apr-10 | 19.09 | 22.43 | 22.91 | 19.47 | 23.36 | S |
| Entire Register | Apr-10 | 356.68 | 419.10 | 428.02 | 363.82 | 436.58 | S |
| PORT HEALTH | | | | | | | |
| Attendance of a Port Health Officer 'Outside Hours' of normal duty for EEC foodstuffs Third Country non animal products | Apr-10 | £43.10 per hour with a minimum of £43.10 per visit | £43.10 per hour with a minimum of £43.10 per visit | £43.10 per hour with a minimum of £43.10 per visit | £43.96 per hour with a minimum of £43.96 per visit | £43.96 per hour with a minimum of £43.96 per visit | N |
| PUBLIC CONVENIENCES | | | | | | | |
| R.A.D.A.R. Keys | Apr-09 | Actual cost + 15% Plus VAT | Actual cost + 15% Plus VAT | Actual cost + 15% Plus VAT | Actual cost + 15% Plus VAT | Actual cost + 15% Plus VAT | S |
| Entrance Fee - Frinton Conveniences | Apr-07 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | N |
| School parties - one payment per coach | Apr-07 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| REFUSE COLLECTION | | | | | | | |
| Sale of plastic sacks | Apr-09 | 1.44 | 1.69 | 1.73 | Actual cost + 15% Plus VAT | Actual cost + 15% Plus VAT | S |

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind |
|--|-------------------|---|---|---|---|---|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | | £ | £ | £ | £ | £ | |
| REQUESTS FOR INFORMATION | | | | | | | |
| Provision of information involving a search of records including statutory public records, not covered by the Freedom of Information Act | Apr-10 | £31.37 per hour with a minimum of £62.73 per search | £36.86 per hour with a minimum of £73.71 per search | £37.64 per hour with a minimum of £75.28 per search | £31.99 per hour with a minimum of £63.99 per search | £38.39 per hour with a minimum of £76.78 per search | S |
| LLC1 and Con 29 3.7 search of outstanding Notices | Apr-09 | £5.70 per search | £5.70 per search | £5.70 per search | £8.53 per search | £8.53 per search | N |
| Provision of factual statements under the Health and Safety at Work etc Act 1974 | Apr-10 | 89.87 | 105.60 | 107.84 | 91.67 | 110.00 | S |
| CEMETERIES | | | | | | | |
| New Graves: | | | | | | | |
| Interment | Apr-10 | 441.00 | 441.00 | 441.00 | 449.82 | 449.82 | N |
| Exclusive Right of Burial | Apr-10 | 580.00 | 580.00 | 580.00 | 591.60 | 591.60 | N |
| Adult Body Parts (however caused) | Apr-10 | 133.00 | 133.00 | 133.00 | 135.66 | 135.66 | N |
| Children: | | | | | | | |
| 0 - 3 years (inclusive of Interment and Exclusive Right of Burial) | Apr-10 | 363.00 | 363.00 | 363.00 | 370.26 | 370.26 | N |
| 4 - 12 years (inclusive of Interment and Exclusive Right of Burial) | Apr-10 | 478.00 | 478.00 | 478.00 | 487.56 | 487.56 | N |
| Double Funeral (See Note 1) | | | | | | | |
| Exclusive right of Burial (See Note 2 and 3) | | | | | | | |
| Interment of Ashes: | | | | | | | |
| Interment | Apr-10 | 133.00 | 133.00 | 133.00 | 135.66 | 135.66 | N |
| Exclusive Right of Burial | Apr-10 | 378.00 | 378.00 | 378.00 | 385.56 | 385.56 | N |
| Subsequent use of grave or cremated remains plot: | | | | | | | |
| 2nd Interment | Apr-10 | 441.00 | 441.00 | 441.00 | 449.82 | 449.82 | N |
| 2nd Ash Interment | Apr-10 | 133.00 | 133.00 | 133.00 | 135.66 | 135.66 | N |
| Children: | | | | | | | |
| Non-viable foetal remains, stillborn and up to 3 years | Apr-10 | 127.00 | 127.00 | 127.00 | 129.54 | 129.54 | N |
| 4 - 12 years | Apr-10 | 177.00 | 177.00 | 177.00 | 180.54 | 180.54 | N |
| Burial in Public Grave: | | | | | | | |
| Public Graves | Apr-10 | 516.00 | 516.00 | 516.00 | 526.32 | 526.32 | N |
| Children: | | | | | | | |
| Non-viable foetal remains, stillborn and up to 3 years | Apr-09 | | No Charge | | No Charge | | N |
| 4 - 12 years | Apr-09 | | No Charge | | No Charge | | N |
| Body parts | Apr-09 | | No Charge | | No Charge | | N |
| Chapel and Organ | | | | | | | |
| For the use of the cemetery chapel for memorial service without a burial with or without an organist | Apr-10 | 120.00 | 141.00 | 144.00 | 122.40 | 146.88 | S |

Note 1 Where an interment of two or more bodies takes place simultaneously the highest full appropriate fee will be charged for the first body and half the appropriate fee for each subsequent body.

Note 2 The Exclusive Right of Burial Fee will be doubled for the burial of a person whose permanent residence is outside the Tendring District Council authority.

Note 3 The Exclusive Right of Burial Fee will be doubled for persons who live outside the Tendring District Council authority and who wish to pre-purchase a grave

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

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| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| CEMETERY SCATTERINGS & NICHES | | | | | | | |
| Scattering of cremated remains (in Garden of Remembrance or on a grave) if cremation at Weeley | Apr-10 | 46.00 | 46.00 | 46.00 | 46.92 | 46.92 | X |
| Scattering of cremated remains (in Garden of Remembrance or on a grave) if cremation not at Weeley | Apr-10 | 119.00 | 119.00 | 119.00 | 121.38 | 121.38 | X |
| Interment of cremated remains in a Columbarium Niche | Apr-10 | 46.00 | 46.00 | 46.00 | 46.92 | 46.92 | X |
| MEMORIALS (permission to erect) | | | | | | | |
| Memorial (other than on a cremated remains lawn plot) | Apr-10 | 119.15 | 140.00 | 142.98 | 121.53 | 145.84 | S |
| Memento (on a cremated remains lawn plot or grave space) | Apr-10 | 119.15 | 140.00 | 142.98 | 121.53 | 145.84 | S |
| Additional inscription for all memorials | Apr-10 | 59.57 | 69.99 | 71.48 | 60.76 | 72.91 | S |
| Replacement Bronze Memorial Plaque for 6" x 6" "In Memoriam" vase | Apr-10 | 168.51 | 198.00 | 202.21 | 171.88 | 206.26 | S |
| | Apr-10 | 29.79 | 35.00 | 35.75 | 30.39 | 36.46 | S |
| MISCELLANEOUS | | | | | | | |
| Burial Register Search for two or more deceased | Apr-10 | 16.17 | 19.00 | 19.40 | 16.49 | 19.79 | S |
| PLANTING, MAINTENANCE ETC | | | | | | | |
| For re-turfing grave or seeding | Apr-10 | 44.26 | 52.01 | 53.11 | 45.15 | 54.17 | S |
| For grave maintenance throughout the year (cutting, clipping, weeding etc) | Apr-10 | 44.26 | 52.01 | 53.11 | 45.15 | 54.17 | S |
| For planting twice yearly and maintaining throughout the year | Apr-10 | 85.11 | 100.00 | 102.13 | 86.81 | 104.17 | S |
| CREMATORIUM * | | | | | | | |
| Cremation: | | | | | | | |
| Over 16 years | Apr-10 | 439.50 | 439.50 | 439.50 | 448.29 | 448.29 | X |
| Environmental Surcharge | Apr-10 | 45.00 | 45.00 | 45.00 | 45.90 | 45.90 | X |
| 13 - 16 years | Apr-08 | | No Charge | | No Charge | | |
| 0 - 12 years | Apr-07 | | No Charge | | No Charge | | |
| Bearers | Apr-10 | 18.00 | 21.15 | 21.60 | 18.36 | 22.03 | S |
| Double Funeral (e.g. husband and wife) | Apr-10 | 955.00 | 955.00 | 955.00 | 974.10 | 974.10 | X |
| Cremation: | | | | | | | |
| Of body parts (however caused) | Apr-10 | 100.00 | 100.00 | 100.00 | 102.00 | 102.00 | X |
| Miscellaneous Charges: | | | | | | | |
| Use of chapel for separate memorial service (with or without organist) | Apr-10 | 120.00 | 141.00 | 144.00 | 122.40 | 146.88 | S |
| Certified extract from Register of Cremation and/or Register Search | Apr-10 | 19.00 | 19.00 | 19.00 | 19.38 | 19.38 | N |
| Non attended interment or strewing of cremated remains from another crematorium | Apr-10 | 108.00 | 108.00 | 108.00 | 110.16 | 110.16 | X |
| Attended interment or strewing of cremated remains from another crematorium | Apr-10 | 162.00 | 162.00 | 162.00 | 165.26 | 165.26 | X |
| Attended interment or strewing of remains of deceased cremated at Weeley | Apr-10 | 46.00 | 46.00 | 46.00 | 46.92 | 46.92 | X |

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

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|-------------------|--|-------------------------|--|--|----------------------------|--|----------------------------|---|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| | Non attended strewing of cremated remains from away | Apr-10 | 80.00 | 80.00 | 80.00 | Deleted | Deleted | X |
| | Attended strewing of cremated remains from away | Apr-10 | 119.00 | 119.00 | 119.00 | Deleted | Deleted | X |
| | Attended strewing of remains of deceased cremated at Weeley | Apr-10 | 46.00 | 46.00 | 46.00 | Deleted | Deleted | X |
| | Charge for posting cremated remains in England, Wales and mainland Scotland, via Parcel Force: | | | | | | | |
| | for 48 hour service | Apr-10 | 21.00 | 21.00 | 21.00 | 21.42 | 21.42 | X |
| | for 24 hour service | Apr-10 | 24.00 | 24.00 | 24.00 | 24.48 | 24.48 | X |
| | Special floral decoration of the chapel | Apr-10 | Actual cost + 25% Plus VAT | Actual cost + 25% Plus VAT | Actual cost + 25% Plus VAT | Actual cost + 25% Plus VAT | Actual cost + 25% Plus VAT | S |
| | Cancellation fee if within 3 working days of funeral service | Apr-10 | 50% of total fee Plus VAT | 50% of total fee Plus VAT | 50% of total fee Plus VAT | 50% of total fee Plus VAT | 50% of total fee Plus VAT | S |
| | Recording of Funeral Service: | | | | | | | |
| | with one CD and each additional CD | Apr-10 | 20.00 | 23.50 | 24.00 | 20.40 | 24.48 | S |
| | Webcast Funeral Service only NEW | NEW | - | - | - | 50.00 | 60.00 | S |
| | DVD of Funeral Service only NEW | NEW | - | - | - | 35.00 | 42.00 | S |

* Please Note - Cremated remains are loosely interred only, with a memorial. Caskets/urns can only be used for burial in the Cemeteries.

BOOK OF REMEMBRANCE

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| 2 lines plain entry | Apr-10 | 45.96 | 54.00 | 55.15 | 46.88 | 56.26 | S |
| 3-5 lines plain entry | Apr-10 | 103.83 | 122.00 | 124.60 | 105.91 | 127.09 | S |
| 3-5 lines with floral emblem, motif, badge etc | Apr-10 | 151.49 | 178.00 | 181.79 | 154.52 | 185.42 | S |
| 6-8 lines plain entry | Apr-10 | 120.00 | 141.00 | 144.00 | 122.40 | 146.88 | S |
| 6-8 lines with floral emblem, motif, badge etc | Apr-10 | 193.19 | 227.00 | 231.83 | 197.05 | 236.46 | S |

REMEMBRANCE CARDS

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| 2 lines plain entry | Apr-10 | 50.21 | 59.00 | 60.25 | 51.21 | 61.46 | S |
| 3-5 lines plain entry | Apr-10 | 108.09 | 127.01 | 129.71 | 110.25 | 132.30 | S |
| 3-5 lines with floral emblem, motif, badge etc | Apr-10 | 155.75 | 183.01 | 186.90 | 158.87 | 190.64 | S |
| 6-8 lines plain entry | Apr-10 | 124.26 | 146.01 | 149.11 | 126.75 | 152.09 | S |
| 6-8 lines with floral emblem, motif, badge etc | Apr-10 | 197.45 | 232.00 | 236.94 | 201.40 | 241.68 | S |

MINIATURE BOOK

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| 2 lines plain entry | Apr-10 | 58.72 | 69.00 | 70.46 | 59.89 | 71.87 | S |
| 3-5 lines plain entry | Apr-10 | 116.60 | 137.01 | 139.92 | 118.93 | 142.72 | S |
| 3-5 lines with floral emblem, motif, badge etc | Apr-10 | 164.26 | 193.01 | 197.11 | 167.55 | 201.05 | S |
| 6-8 lines plain entry | Apr-10 | 132.77 | 156.00 | 159.32 | 135.43 | 162.51 | S |
| 6-8 lines with floral emblem, motif, badge etc | Apr-10 | 205.96 | 242.00 | 247.15 | 210.08 | 252.10 | S |

SUMMER HOUSE

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| One size (7" x 3" with up to 100 characters) | Apr-10 | 265.53 | 312.00 | 318.64 | 270.84 | 325.01 | S |
|--|--------|--------|--------|--------|--------|--------|---|

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

| Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind | |
|--|-------------------------|--|--|-------------------------|--|----------|---|
| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| SHRUB BEDS | | | | | | | |
| Inscribed red marble tablet (6" x 5" with up to 70 characters) on a memorial vase of stone. Dedicated for a ten year period and placed at the edge of a shrub bed | Apr-10 | 369.36 | 434.00 | 443.23 | 376.75 | 452.10 | S |
| PLANTS HEATHER BED | | | | | | | |
| Single | Apr-10 | 202.55 | 238.00 | 243.06 | 206.60 | 247.92 | S |
| Double | Apr-10 | 270.64 | 318.00 | 324.77 | 276.05 | 331.26 | S |
| LEYLANDII CONIFER | | | | | | | |
| Bronze plaque mounted on Kendal green granite stone can be placed in front of a Leylandii situated around the perimeter of the grounds and dedicated for a ten year period | | | | | | | |
| 6" x 4" bronze plaque with up to 70 characters | Apr-10 | 376.17 | 442.00 | 451.40 | 383.69 | 460.43 | S |
| 12" x 4" bronze plaque with up to 140 characters | Apr-10 | 440.85 | 518.00 | 529.02 | 449.67 | 539.60 | S |
| ROSES AND FUCHSIAS | | | | | | | |
| Small Plaque | Apr-10 | 471.49 | 554.00 | 565.79 | 480.92 | 577.10 | S |
| Double Plaque | Apr-10 | 535.32 | 629.00 | 642.38 | 546.03 | 655.23 | S |
| Shared Rose only Small Plaque | Apr-10 | 352.34 | 414.00 | 422.81 | 359.39 | 431.26 | S |
| Shared Rose only Double Plaque | Apr-10 | 417.87 | 491.00 | 501.44 | 426.23 | 511.47 | S |
| MEMORIAL SEATS | | | | | | | |
| Bronze plaque (9" x 2 1/2" with up to 70 characters) on seat made from sustainable hard wood forests, attached to a concrete base, can be dedicated for a ten year period | Apr-10 | 893.62 | 1,050.00 | 1,072.34 | 911.49 | 1,093.79 | S |
| SHARED MEMORIAL SEATS | | | | | | | |
| As above but 4 plaques by different families share the seat NEW | NEW | - | - | - | 235.00 | 282.00 | S |
| HYMN OR PRAYER BOOK | | | | | | | |
| A simple word processed inscription dedication can be placed in either a hymn or prayer book used in the crematorium chapel. The inscription will comprise first name, surname and years of birth and death. | Apr-10 | 18.72 | 22.00 | 22.46 | 19.09 | 22.91 | S |

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

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|-------------------|-------------------------|---|--|------------------------------------|--|---------|
| | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | 2011/12 Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | £ | £ | £ | £ | £ | |

ADDITIONAL OR REPLACEMENT PLAQUES

If a partner or close family member dies and there is an existing memorial within the gardens, then an additional single (6" x 4") or replacement double (12" x 4") plaque, showing both names, may be suitable. The plaque used must be the same type as the existing plaque:

Black with gold lettering - Single with up to 70 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 111.49 | 131.00 | 133.79 | 113.72 | 136.46 | S |
|--|--------|--------|--------|--------|--------|--------|---|

Black with gold lettering - Double with up to 140 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 175.32 | 206.00 | 210.38 | 178.83 | 214.59 | S |
|--|--------|--------|--------|--------|--------|--------|---|

Cast bronze plaque - Single with up to 70 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 218.72 | 257.00 | 262.46 | 223.09 | 267.71 | S |
|--|--------|--------|--------|--------|--------|--------|---|

Cast bronze plaque - Double with up to 140 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 294.47 | 346.00 | 353.36 | 300.36 | 360.43 | S |
|--|--------|--------|--------|--------|--------|--------|---|

Replacement red vase tablet with up to 70 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 163.40 | 192.00 | 196.08 | 166.67 | 200.00 | S |
|--|--------|--------|--------|--------|--------|--------|---|

Additional bronze seat plaque with up to 70 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 117.45 | 138.00 | 140.94 | 119.80 | 143.76 | S |
|--|--------|--------|--------|--------|--------|--------|---|

Replacement summerhouse plaque with up to 100 characters

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 105.53 | 124.00 | 126.64 | 107.64 | 129.17 | S |
|--|--------|--------|--------|--------|--------|--------|---|

MEMORIAL RENEWALS

10 Year lease for all memorials

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 194.04 | 228.00 | 232.85 | 197.92 | 237.50 | S |
|--|--------|--------|--------|--------|--------|--------|---|

5 Year lease for all memorials

| | | | | | | | |
|--|--------|-------|--------|--------|-------|--------|---|
| | Apr-10 | 97.02 | 114.00 | 116.42 | 98.96 | 118.75 | S |
|--|--------|-------|--------|--------|-------|--------|---|

10 Year lease summerhouse/heather/vase

| | | | | | | | |
|--|--------|--------|--------|--------|---------|---------|---|
| | Apr-10 | 170.21 | 200.00 | 204.25 | Deleted | Deleted | S |
|--|--------|--------|--------|--------|---------|---------|---|

5 Year lease summerhouse/heather/vase

| | | | | | | | |
|--|--------|-------|--------|--------|---------|---------|---|
| | Apr-10 | 85.11 | 100.00 | 102.13 | Deleted | Deleted | S |
|--|--------|-------|--------|--------|---------|---------|---|

IN OUR CEMETERIES

Purchase of cremated remains plot

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| | Apr-10 | 511.00 | 511.00 | 511.00 | 521.22 | 521.22 | X |
|--|--------|--------|--------|--------|--------|--------|---|

CEMETERY MEMORIAL SEATS

Seat and 9" x 2 1/2" plaque (up to 70 characters)

| | | | | | | | |
|--|--------|--------|----------|----------|--------|----------|---|
| | Apr-10 | 893.62 | 1,050.00 | 1,072.34 | 911.49 | 1,093.79 | S |
|--|--------|--------|----------|----------|--------|----------|---|

HYMN OR PRAYER BOOKS

Dedication

| | | | | | | | |
|--|--------|-------|-------|-------|-------|-------|---|
| | Apr-10 | 18.72 | 22.00 | 22.46 | 19.09 | 22.91 | S |
|--|--------|-------|-------|-------|-------|-------|---|

PEST CONTROL Fees increase review 1st April 2010

(determined in accordance with Contract)

Cost per treatment of private households:

| | | | | | | | |
|-------|--------|------|------|------|------|------|---|
| Rats* | Apr-10 | 5.65 | 6.64 | 6.78 | 5.76 | 6.91 | S |
|-------|--------|------|------|------|------|------|---|

| | | | | | | | |
|-------|--------|-------|-------|-------|-------|-------|---|
| Mice* | Apr-10 | 19.69 | 23.14 | 23.63 | 20.08 | 24.10 | S |
|-------|--------|-------|-------|-------|-------|-------|---|

| | | | | | | | |
|--------------|--------|-------|-------|-------|-------|-------|---|
| Cockroaches* | Apr-10 | 33.76 | 39.67 | 40.51 | 34.44 | 41.33 | S |
|--------------|--------|-------|-------|-------|-------|-------|---|

| | | | | | | | |
|--------|--------|-------|-------|-------|-------|-------|---|
| Fleas* | Apr-10 | 33.76 | 39.67 | 40.51 | 34.44 | 41.33 | S |
|--------|--------|-------|-------|-------|-------|-------|---|

| | | | | | | | |
|-----------|--------|-------|-------|-------|-------|-------|---|
| Bed Bugs* | Apr-10 | 33.76 | 39.67 | 40.51 | 34.44 | 41.33 | S |
|-----------|--------|-------|-------|-------|-------|-------|---|

* Free to residents on Housing and Council Tax Benefit

| | | | | | | | |
|-------|--------|-------|-------|-------|-------|-------|---|
| Wasps | Apr-10 | 33.76 | 39.67 | 40.51 | 34.44 | 41.33 | S |
|-------|--------|-------|-------|-------|-------|-------|---|

| | | | | | | | |
|------|--------|-------|-------|-------|-------|-------|---|
| Ants | Apr-10 | 33.76 | 39.67 | 40.51 | 34.44 | 41.33 | S |
|------|--------|-------|-------|-------|-------|-------|---|

| | | | | | | | |
|--------------------------------------|--------|-------|-------|-------|-------|-------|---|
| Insect Pests of stored food products | Apr-10 | 33.76 | 39.67 | 40.51 | 34.44 | 41.33 | S |
|--------------------------------------|--------|-------|-------|-------|-------|-------|---|

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind |
|---|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | | £ | £ | £ | £ | £ | |
| Cost per treatment of business premises: | | | | | | | |
| Rats | Apr-10 | 6.64 | 7.80 | 7.97 | 6.77 | 8.12 | S |
| Mice | Apr-10 | 23.13 | 27.18 | 27.76 | 23.59 | 28.31 | S |
| Cockroaches | Apr-10 | 39.68 | 46.62 | 47.62 | 40.47 | 48.56 | S |
| Fleas | Apr-10 | 39.68 | 46.62 | 47.62 | 40.47 | 48.56 | S |
| Bed Bugs | Apr-10 | 39.68 | 46.62 | 47.62 | 40.47 | 48.56 | S |
| Wasps | Apr-10 | 39.68 | 46.62 | 47.62 | 40.47 | 48.56 | S |
| Ants | Apr-10 | 39.68 | 46.62 | 47.62 | 40.47 | 48.56 | S |
| Insect Pests of stored food products | Apr-10 | 39.68 | 46.62 | 47.62 | 40.47 | 48.56 | S |

WASTE COLLECTION

(determined in accordance with Contract)

| | | |
|--|--------|--|
| Bulky household collection for up to three large items from private households | Jan-07 | Veolia (our Contractor) undertake this service on their own behalf . |
| Additional bulky items | Jan-07 | Veolia (our Contractor) undertake this service on their own behalf . |
| Other collections | Jan-07 | Veolia (our Contractor) undertake this service on their own behalf . |
| Pack of 10 Garden waste bags, including collection and disposal | Jan-07 | Veolia (our Contractor) undertake this service on their own behalf . |

LOCAL AUTHORITY POLLUTION PREVENTION AND CONTROL CHARGES

(determined by Defra)

Application Fee

| | | | | | | |
|---|--------|----------|----------|----------|--------------------------------|---|
| Standard Process | Apr-10 | 1,579.00 | 1,579.00 | 1,579.00 | | N |
| Additional fee for operating without a permit | Apr-10 | 1,137.00 | 1,137.00 | 1,137.00 | | N |
| Reduced fee activities (except VRs) | Apr-10 | 148.00 | 148.00 | 148.00 | | N |
| PVR I & II combined | Apr-10 | 246.00 | 246.00 | 246.00 | | N |
| Vehicle refinishers (VRs) | Apr-10 | 346.00 | 346.00 | 346.00 | To be determined in April 2011 | N |
| Reduced fee activities: Additional fee for operating without a permit | Apr-10 | 68.00 | 68.00 | 68.00 | | N |
| Mobile screening and crushing plant | Apr-10 | 1,579.00 | 1,579.00 | 1,579.00 | | N |
| For third to seventh applications | Apr-10 | 943.00 | 943.00 | 943.00 | | N |
| For eighth and subsequent applications | Apr-10 | 477.00 | 477.00 | 477.00 | | N |

Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts

Annual Subsistence Charge

| | | | | | | |
|-------------------------|--------|---------------|---------------|--|--------------------------------|---|
| Standard Process Low | Apr-10 | 739 (+99)* | 739 (+99)* | | To be determined in April 2011 | N |
| Standard Process Medium | Apr-10 | 1,111 (+149)* | 1,111 (+149)* | | | N |
| Standard Process High | Apr-10 | 1,672 (+198)* | 1,672 (+198)* | | | N |

* The additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation

| | | | | | | |
|--|--------|--------|--------|--------|--------------------------------|---|
| Reduced fee activities Low | Apr-10 | 76.00 | 76.00 | 76.00 | | N |
| Reduced fee activities Medium | Apr-10 | 151.00 | 151.00 | 151.00 | | N |
| Reduced fee activities High | Apr-10 | 227.00 | 227.00 | 227.00 | | N |
| PVR I & II combined Low | Apr-10 | 108.00 | 108.00 | 108.00 | | N |
| PVR I & II combined Medium | Apr-10 | 216.00 | 216.00 | 216.00 | | N |
| PVR I & II combined High | Apr-10 | 326.00 | 326.00 | 326.00 | | N |
| Vehicle refinishers Low | Apr-10 | 218.00 | 218.00 | 218.00 | To be determined in April 2011 | N |
| Vehicle refinishers Medium | Apr-10 | 349.00 | 349.00 | 349.00 | | N |
| Vehicle refinishers High | Apr-10 | 524.00 | 524.00 | 524.00 | | N |
| Mobile screening and crushing plant, for first and second permits Low | Apr-10 | 618.00 | 618.00 | 618.00 | | N |
| Mobile screening and crushing plant, for first and second permits Medium | Apr-10 | 989.00 | 989.00 | 989.00 | | N |

ENVIRONMENT PORTFOLIO

SCALE OF CHARGES 2011/12

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| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| Mobile screening and crushing plant, for first and second permits High | Apr-10 | 1,484.00 | 1,484.00 | 1,484.00 | | | N | |
| For third to seventh applications - Low | Apr-10 | 368.00 | 368.00 | 368.00 | | | N | |
| For third to seventh applications - Medium | Apr-10 | 590.00 | 590.00 | 590.00 | To be determined in April 2011 | | N | |
| For third to seventh applications - High | Apr-10 | 884.00 | 884.00 | 884.00 | | | N | |
| For eighth and subsequent applications - Low | Apr-10 | 189.00 | 189.00 | 189.00 | | | N | |
| For eighth and subsequent applications - Medium | Apr-10 | 302.00 | 302.00 | 302.00 | | | N | |
| For eighth and subsequent applications - High | Apr-10 | 453.00 | 453.00 | 453.00 | | | N | |
| Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts. | | | | | | | | |
| Transfer and Surrender | | | | | | | | |
| Standard Process transfer | Apr-10 | 162.00 | 162.00 | 162.00 | | | N | |
| Standard Process partial transfer | Apr-10 | 476.00 | 476.00 | 476.00 | | | N | |
| New operator at low risk reduced fee activity | Apr-10 | 75.00 | 75.00 | 75.00 | | | N | |
| Surrender: all part B activities | Apr-10 | 0.00 | 0.00 | 0.00 | | | N | |
| Reduced fee activities: transfer | Apr-10 | 0.00 | 0.00 | 0.00 | | | N | |
| Reduced fee activities: partial transfer | Apr-10 | 45.00 | 45.00 | 45.00 | | | N | |
| Temporary Transfer for Mobiles | | | | | | | | |
| First transfer | Apr-10 | 51.00 | 51.00 | 51.00 | To be determined in April 2011 | | N | |
| Repeat transfer | Apr-10 | 10.00 | 10.00 | 10.00 | | | N | |
| Repeat following enforcement or warning | Apr-10 | 51.00 | 51.00 | 51.00 | | | N | |
| Substantial Change | | | | | | | | |
| Standard Process | Apr-10 | 1,005.00 | 1,005.00 | 1,005.00 | | | N | |
| Standard Process where the substantial change results in a new PPC activity | Apr-10 | 1,579.00 | 1,579.00 | 1,579.00 | | | N | |
| Reduced fee activities | Apr-10 | 98.00 | 98.00 | 98.00 | | | N | |
| FIXED PENALTY CHARGES | | | | | | | | |
| (determined within Defra guidelines) | | | | | | | | |
| Statutory Charges | | | | | | | | |
| Littering | Apr-07 | 75.00 | 75.00 | 75.00 | 76.50 | 76.50 | N | |
| Dog Fouling | Apr-07 | 75.00 | 75.00 | 75.00 | 76.50 | 76.50 | N | |
| RECYCLING CREDITS | | | | | | | | |
| (determined by Essex County Council) | | | | | | | | |
| Bring Banks per ton | Feb-09 | These rates are to be set by ECC - currently set at £53.91 per tonne for these 3 items - 2011/2012 figures not yet confirmed | | | | | | N |
| Kerb Side Collection per ton | Feb-09 | | | | | | | N |
| Contamination per ton | Feb-09 | | | | | | | N |
| SHIP INSPECTION CHARGES | | | | | | | | |
| (determined by The Association of Port Health Authorities) | | | | | | | | |
| Gross Tonnage | | | | | | | | |
| Up to 3,000 tonnes | Jan-10 | 100.00 | 100.00 | 100.00 | These rates are to be set by The Association of Port Health Authorities January 2011 | | N | |
| 3,001 - 10,000 tonnes | Jan-10 | 150.00 | 150.00 | 150.00 | | | N | |
| 10,001 - 20,000 tonnes | Jan-10 | 200.00 | 200.00 | 200.00 | | | N | |
| 20,001 - 30,000 tonnes | Jan-10 | 230.00 | 230.00 | 230.00 | | | N | |
| Over 30,000 tonnes | Jan-10 | 300.00 | 300.00 | 300.00 | | | N | |
| With the exception of: | | | | | | | | |
| Vessels with the capacity to carry between 500 and 1000 persons | Jan-10 | 300.00 | 300.00 | 300.00 | These rates are to be set by The Association of Port Health Authorities | | N | |
| Vessels with the capacity to more than 1000 persons | Jan-10 | 500.00 | 500.00 | 500.00 | | | N | |
| SHIPS WATER TESTING | | | | | | | | |
| Standard ships water test | Apr-10 | 31.79 | 31.79 | 31.79 | 32.43 | 32.43 | N | |
| Legionella ships water test | Apr-10 | 42.68 | 42.68 | 42.68 | 43.53 | 43.53 | N | |

FINANCE PORTFOLIO

SCALE OF CHARGES 2011/12

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|--|-------------------|---|--|--|---|--|---------|
| | | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | 2011/12 Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | | £ | £ | £ | £ | £ | |
| ADMINISTRATION - GENERAL | | | | | | | |
| Provision of Council Book for full year (per eight/nine sets) | Apr-10 | 76.70 | 76.70 Plus Postage | 76.70 | 78.50 Plus Postage | 78.50 | N S |
| Provision of each Council Book | Apr-10 | 9.70 | 9.70 Plus Postage | 9.70 | 10.00 Plus Postage | 10.00 | N S |
| Provision of Council Constitution per copy | Apr-10 | 24.50 | 24.50 Plus Postage | 24.50 | 25.00 Plus Postage | 25.00 | N S |
| Provision of Cabinet and Committee Minutes and Reports etc (excluding Development Control Committee) | Apr-09 | Reimbursement of costs with a minimum of £3.50 plus postage | | | Reimbursement of costs with a minimum of £3.50 plus postage | | N |
| Provision of Development Control Committee Minutes (Charged annually per 17 sets) | Apr-10 | 93.10 | 93.10 Plus Postage | 93.10 | 95.00 Plus Postage | 95.00 | N S |
| Provision of Development Control Committee Reports (charged annually per 17 sets) | Apr-10 | 186.20 | 186.20 Plus Postage | 186.20 | 190.00 Plus Postage | 190.00 | N S |
| Provision of Council Book for full year (per eight/nine sets) to political parties represented on the Council: | | | | | | | |
| Up to three copies | Apr-00 | Free | | | Free | | |
| Fourth and subsequent copies | Apr-00 | Normal Charge applies | | | Normal Charge applies | | |
| LOCAL GOVERNMENT ACT 1972 | | | | | | | |
| Access to Information - Inspection of Papers - up to 5 documents | Apr-00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | N |
| Access to Information - Inspection of Papers - over 5 documents | Apr-00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | N |
| ADMINISTRATION OF MORTGAGE PORTFOLIO | | | | | | | |
| (determined by Gemini Consultants, the Council's contractor for mortgage administration) | | | | | | | |
| Charges for legal services | | | | | | | |
| Registration of additional charges | Aug-03 | 7.00 | 8.23 | 8.40 | 7.00 | 8.40 | S |
| Deeds production - leasehold | Aug-03 | 30.00 | 35.25 | 36.00 | 30.00 | 36.00 | S |
| Deeds production - freehold | Aug-03 | 6.00 | 7.05 | 7.20 | 6.00 | 7.20 | S |
| Provision of Title No, copies of documents etc | | | | | | | |
| - leasehold | Aug-03 | 30.00 | 35.25 | 36.00 | 30.00 | 36.00 | S |
| - freehold | Aug-03 | 6.00 | 7.05 | 7.20 | 6.00 | 7.20 | S |
| Transfer of equity | Aug-03 | 175.00 | 205.63 | 210.00 | 175.00 | 210.00 | S |
| Enquiries | Aug-03 | 6.00 | 7.05 | 7.20 | 6.00 | 7.20 | S |
| Redemptions - premature | Aug-03 | 60.00 | 70.50 | 72.00 | 60.00 | 72.00 | S |

FINANCE PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind |
|---|-------------------|--|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Prosecutions | | | | | | | |
| Request for Court Proceedings | Aug-03 | 25.00 | 29.38 | 30.00 | 25.00 | 30.00 | S |
| * Institute Court Proceedings | Aug-03 | 295.00 | 346.63 | 354.00 | 295.00 | 354.00 | S |
| * Swearing of affidavit | Aug-03 | 6.00 | 7.05 | 7.20 | 6.00 | 7.20 | S |
| * Attendance at local court | Aug-03 | 185.00 | 217.38 | 222.00 | 185.00 | 222.00 | S |
| * Local Agent's attendance | Aug-03 | 205.00 | 240.88 | 246.00 | 205.00 | 246.00 | S |
| * Eviction warrant | Aug-03 | 175.00 | 205.63 | 210.00 | 175.00 | 210.00 | S |
| Additional work requested: | | | | | | | |
| Senior Assistant Solicitor (per hour) | Aug-03 | 165.00 | 193.88 | 198.00 | 165.00 | 198.00 | S |
| Legal Executives (per hour) | Aug-03 | 145.00 | 170.38 | 174.00 | 145.00 | 174.00 | S |
| Trainee Solicitor (per hour) | Aug-03 | 125.00 | 146.88 | 150.00 | 125.00 | 150.00 | S |
| Storage Clerk (per hour) | Aug-03 | 25.00 | 29.38 | 30.00 | 25.00 | 30.00 | S |
| Sale of property | | | | | | | |
| Per property | Aug-03 | to be agreed at time | | | to be agreed at time | | |
| Estate Agent's fees | Aug-03 | approx 2% of sale price plus 10% administrative charge on final fee. | | | | | |
| Solicitor's costs including conveyancing: | | | | | | | |
| up to £100,000 (registered title) | Aug-03 | 395.00 | 464.13 | 474.00 | 395.00 | 474.00 | S |
| £100,000 or over (or unregistered) | Aug-03 | 479.00 | 562.83 | 574.80 | 479.00 | 574.80 | S |
| Funds despatched by BACS or CHAPS | Aug-03 | 35.00 | 41.13 | 42.00 | 35.00 | 42.00 | S |

* Plus disbursements - charge to be agreed at time of prosecution

HOUSING PORTFOLIO - GENERAL FUND

SCALE OF CHARGES 2011/12

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| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| GARAGE RENTS | | | | | | | |
| Non-statutory (see Note 1) | Apr-10 | 6.90 | 8.11 | 8.28 | 7.59 | 9.11 | * |
| QUESTIONNAIRES | | | | | | | |
| House Renovation Grants - Enquiries on sale or repossession of property (see Note 2) | Apr-10 | 68.31 | 80.26 | 81.97 | 69.68 | 83.62 | S |
| MANDATORY LICENSING SCHEME FOR HMO'S | | | | | | | |
| Licence Fee | Apr-10 | 545.00 | 545.00 | 545.00 | 555.90 | 555.90 | N |
| HOUSING ACT 2004 NOTICES | | | | | | | |
| Improvement Notice (see note 3) | Apr-10 | 209.10 | 209.10 | 209.10 | 213.28 | 213.28 | N |
| Prohibition Notice (see note 3) | Apr-10 | 209.10 | 209.10 | 209.10 | 213.28 | 213.28 | N |
| Hazard Awareness Notice (see note 3) | Apr-10 | 209.10 | 209.10 | 209.10 | 213.28 | 213.28 | N |
| Emergency Remedial Action Notice (see note 3) | Apr-10 | 209.10 | 209.10 | 209.10 | 213.28 | 213.28 | N |

Notes:

(1) Garage Rents

Due to the demand for the small number of non-statutory garages held in the General Fund the charge has been increased by 10%. The rent charge is per week based upon a 48 week collection period.

(2) Questionnaires

The charge to private finance companies for responding to enquiries in respect of private sector renovation grants on the sale or repossession of properties.

(3) Housing Act 2004 Notices

Plus any additional costs reasonably incurred in determining whether to serve notice and the action(s) specified therein e.g. gas, electrical and SAP reports

* Garage Rent - VAT:

| | |
|---------------------------------|---|
| Parking | S |
| Storage: | |
| Homeless persons goods | N |
| Premises suitable for parking | S |
| Premises unsuitable for parking | X |

LEISURE PORTFOLIO

SCALE OF CHARGES 2011/12

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BEACH HUT SITES

(determined under delegated powers by Head of Leisure Services)

Resident Fees:

Frinton:

| | | | | | | | |
|--------------------|--------|--------|--------|--------|--------|--------|---|
| The Walings | Apr-10 | 316.34 | 371.70 | 379.61 | 322.67 | 387.20 | S |
| High and Low Walls | Apr-10 | 205.41 | 241.36 | 246.49 | 209.52 | 251.42 | S |
| The Leas | Apr-10 | 205.41 | 241.36 | 246.49 | 209.52 | 251.42 | S |

Walton:

| | | | | | | | |
|------------|--------|--------|--------|--------|--------|--------|---|
| Southcliff | Apr-10 | 117.53 | 138.10 | 141.04 | 119.88 | 143.86 | S |
| Eastcliff | Apr-10 | 150.48 | 176.81 | 180.58 | 153.49 | 184.19 | S |

Clacton/Holland:

| | | | | | | | |
|-------------------------------------|--------|--------|--------|--------|--------|--------|---|
| East Seafront (1-79) | Apr-10 | 164.76 | 193.59 | 197.71 | 168.06 | 201.67 | S |
| East Seafront (80-124) | Apr-10 | 150.48 | 176.81 | 180.58 | 153.49 | 184.19 | S |
| Blue Chalets small (residents only) | Apr-10 | 456.95 | 536.92 | 548.34 | 466.09 | 559.31 | S |
| Blue Chalets large (residents only) | Apr-10 | 578.87 | 680.17 | 694.64 | 590.45 | 708.54 | S |
| East seafront other | Apr-10 | 150.48 | 176.81 | 180.58 | 153.49 | 184.19 | S |

Brightlingsea:

| | | | | | | | |
|----------------|--------|--------|--------|--------|--------|--------|---|
| West Promenade | Apr-10 | 117.53 | 138.10 | 141.04 | 119.88 | 143.86 | S |
|----------------|--------|--------|--------|--------|--------|--------|---|

Harwich:

| | | | | | | | |
|---------------|--------|--------|--------|--------|--------|--------|---|
| Harwich Green | Apr-10 | 117.53 | 138.10 | 141.04 | 119.88 | 143.86 | S |
|---------------|--------|--------|--------|--------|--------|--------|---|

Dovercourt:

| | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|---|
| Dovercourt West End and Spa | Apr-10 | 117.53 | 138.10 | 141.04 | 119.88 | 143.86 | S |
| Spa Cabins (residents only) | Apr-10 | 371.27 | 436.24 | 445.52 | 378.70 | 454.44 | S |
| Orwell Terrace Chalets (residents only) | Apr-10 | 336.12 | 394.94 | 403.34 | 342.84 | 411.41 | S |
| New Huts, Leading Lights to Cliff Park | Apr-10 | 184.54 | 216.83 | 221.45 | 188.23 | 225.88 | S |

Non Resident Fees:

Frinton:

| | | | | | | | |
|--------------------|--------|--------|--------|--------|--------|--------|---|
| The Walings | Apr-10 | 581.07 | 682.76 | 697.28 | 592.69 | 711.23 | S |
| High and Low Walls | Apr-10 | 375.12 | 440.77 | 450.14 | 382.62 | 459.14 | S |
| The Leas | Apr-10 | 375.12 | 440.77 | 450.14 | 382.62 | 459.14 | S |

Walton:

| | | | | | | | |
|------------|--------|--------|--------|--------|--------|--------|---|
| Southcliff | Apr-10 | 216.40 | 254.27 | 259.68 | 220.73 | 264.88 | S |
| Eastcliff | Apr-10 | 270.76 | 318.14 | 324.91 | 276.18 | 331.42 | S |

Clacton/Holland:

| | | | | | | | |
|------------------------|--------|--------|--------|--------|--------|--------|---|
| East Seafront (1-79) | Apr-10 | 310.86 | 365.26 | 373.03 | 317.08 | 380.50 | S |
| East Seafront (80-124) | Apr-10 | 288.89 | 339.45 | 346.67 | 294.67 | 353.60 | S |
| Clacton/Holland other | Apr-10 | 288.89 | 339.45 | 346.67 | 294.67 | 353.60 | S |

Brightlingsea:

| | | | | | | | |
|----------------|--------|--------|--------|--------|--------|--------|---|
| West Promenade | Apr-10 | 216.40 | 254.27 | 259.68 | 220.73 | 264.88 | S |
|----------------|--------|--------|--------|--------|--------|--------|---|

Harwich:

| | | | | | | | |
|---------------|--------|--------|--------|--------|--------|--------|---|
| Harwich Green | Apr-10 | 216.40 | 254.27 | 259.68 | 220.73 | 264.88 | S |
|---------------|--------|--------|--------|--------|--------|--------|---|

LEISURE PORTFOLIO

SCALE OF CHARGES 2011/12

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| Dovercourt: | | | | | | | |
| Dovercourt West End and Spa | Apr-10 | 216.40 | 254.27 | 259.68 | 220.73 | 264.88 | S |
| New Huts, Leading Lights to Cliff Park | Apr-10 | 369.07 | 433.66 | 442.88 | 376.45 | 451.74 | S |
| Change of Beach Hut Ownership | Apr-10 | 61.51 | 72.27 | 73.81 | 62.74 | 75.29 | S |

NEW HUTS ON VACANT SITES

Reduction for part year licences:-

| | | |
|---|----------------|----------------|
| Applications received 1 April to 31 August | No reduction | No reduction |
| Applications received 1 September to 30 September | 10% reduction | 10% reduction |
| Applications received 1 October to 31 October | 20% reduction | 20% reduction |
| Applications received 1 November to 30 November | 30% reduction | 30% reduction |
| Applications received 1 December to 31 December | 40% reduction | 40% reduction |
| Applications received 1 January to 31 March | No fee payable | No fee payable |

Fees are charged at the appropriate rate of VAT at the time of billing

ESSEX HALL (including Kitchen)

(determined by Head of Leisure Services)

Daily rate per consecutive hour (Minimum hire 3 hours or part thereof):

Monday to Friday between 9 am and midnight:

| | | | | | | | |
|--|--------|-------|-------|-------|-------|-------|---|
| - Standard charge per hour | Apr-10 | 27.50 | 27.50 | 27.50 | 28.05 | 28.05 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 38.00 | 38.00 | 38.00 | 38.76 | 38.76 | X |

Saturday and Sunday between 9 am and midnight or any day designated as a Public Holiday in England:

| | | | | | | | |
|--|--------|-------|-------|-------|-------|-------|---|
| - Standard charge per hour | Apr-10 | 38.00 | 38.00 | 38.00 | 38.76 | 38.76 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 48.00 | 48.00 | 48.00 | 48.96 | 48.96 | X |

PRINCES THEATRE (including use of Essex Hall, Kitchen and Dressing Rooms)

(determined by Head of Leisure Services)

Daily rate per consecutive hour (Minimum hire 3 hours or part thereof):

Monday to Friday between 9 am and midnight:

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| - Standard charge per hour | Apr-10 | 85.00 | 85.00 | 85.00 | 86.70 | 86.70 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 173.00 | 173.00 | 173.00 | 176.46 | 176.46 | X |

Saturday and Sunday between 9 am and midnight or any day designated as a Public Holiday in England:

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| - Standard charge per hour | Apr-10 | 95.00 | 95.00 | 95.00 | 96.90 | 96.90 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 194.00 | 194.00 | 194.00 | 197.88 | 197.88 | X |

Any hour after midnight:

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| - Standard charge per hour | Apr-10 | 117.00 | 117.00 | 117.00 | 119.34 | 119.34 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 235.00 | 235.00 | 235.00 | 239.70 | 239.70 | X |

Period rate (more than one consecutive day):

Weekday 9 am to midnight:

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| - Standard charge | Apr-10 | 510.00 | 510.00 | 510.00 | 520.20 | 520.20 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 872.00 | 872.00 | 872.00 | 889.44 | 889.44 | X |

LEISURE PORTFOLIO

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| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | | |
| | £ | £ | £ | £ | £ | | |
| Saturday and Sunday 9 am to midnight or any day designated as a Public Holiday in England: | | | | | | | |
| - Standard charge | Apr-10 | 610.00 | 610.00 | 610.00 | 622.20 | 622.20 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 1,250.00 | 1,250.00 | 1,250.00 | 1,275.00 | 1,275.00 | X |
| Any hour after midnight: | | | | | | | |
| - Standard charge | Apr-10 | 117.00 | 117.00 | 117.00 | 119.34 | 119.34 | X |
| - Charge to Commercial or Trade interest | Apr-10 | 240.00 | 240.00 | 240.00 | 244.80 | 244.80 | X |

SPORTS HALLS

(determined under delegated powers by Head of Leisure Services)

nb. Charges applicable to all facilities (where available) unless specified otherwise

Membership Packages - Monthly Direct Debit Payment *

| | | | | | | | |
|-------------------------|--------|-------|-------|-------|-------|-------|---|
| Lifestyles Plus | Apr-10 | 34.89 | 41.00 | 41.87 | 35.00 | 42.00 | S |
| Lifestyles | Apr-10 | 31.49 | 37.00 | 37.79 | 31.67 | 38.00 | S |
| Premium Card | Apr-09 | 28.09 | 33.01 | 33.71 | 28.33 | 34.00 | S |
| Advantage Card | Apr-10 | 22.13 | 26.00 | 26.56 | 23.33 | 28.00 | S |
| Active Card | Apr-10 | 21.70 | 25.50 | 26.04 | 22.08 | 26.50 | S |
| Youth Card | Apr-10 | 17.02 | 20.00 | 20.42 | 17.50 | 21.00 | S |
| Start Up Fee | Apr-09 | 8.72 | 10.25 | 10.46 | 9.17 | 11.00 | S |
| Start Up Fee Youth Card | Apr-09 | 4.38 | 5.15 | 5.26 | 4.46 | 5.35 | S |
| Gym Induction Fee | Apr-10 | 12.00 | 12.00 | 12.00 | 15.00 | 15.00 | X |

* Please note

12 month advance paying memberships are calculated at 11 months multiplied by the Direct Debit charge
Cash monthly memberships are subject to a £7 surcharge on the Direct Debit charge

Swimming:

| | | | | | | | |
|---------------------------|--------|-------|-------|-------|-------|--------|---|
| Adult - Level 1 | Apr-10 | 2.89 | 3.40 | 3.47 | 3.00 | 3.60 | S |
| Concession - Level 2 | Apr-10 | 2.26 | 2.66 | 2.71 | 2.37 | 2.84 | S |
| Means Tested - Level 3 | Apr-10 | 1.02 | 1.20 | 1.22 | 1.25 | 1.50 | S |
| Family Ticket | Apr-10 | 7.06 | 8.30 | 8.47 | 7.50 | 9.00 | S |
| School | Apr-10 | 1.32 | 1.55 | 1.58 | 1.48 | 1.78 | S |
| Club Swimming | Apr-10 | 40.26 | 47.31 | 48.31 | 42.00 | 50.40 | S |
| Gala Staffed | Apr-10 | 80.09 | 94.11 | 96.11 | 83.33 | 100.00 | S |
| Swimming Lessons - Adult | Apr-10 | 46.00 | 46.00 | 46.00 | 47.00 | 47.00 | X |
| Swimming Lessons - Junior | Apr-10 | 42.00 | 42.00 | 42.00 | 43.00 | 43.00 | X |
| Individual Tuition | Apr-10 | 15.70 | 15.70 | 15.70 | 16.00 | 16.00 | X |

Tennis, Table Tennis and Badminton - Per Person

| | | | | | | | |
|-------------------|--------|------|------|------|------|------|---|
| Adult | Apr-10 | 2.21 | 2.60 | 2.65 | 2.25 | 2.70 | S |
| Concession | Apr-10 | 1.79 | 2.10 | 2.15 | 1.83 | 2.20 | S |
| Bonus Card Holder | Apr-10 | 1.02 | 1.20 | 1.22 | 1.25 | 1.50 | S |

Squash - Per Person

| | | | | | | | |
|-------------------|--------|------|------|------|------|------|---|
| Adult | Apr-10 | 2.72 | 3.20 | 3.26 | 2.75 | 3.30 | S |
| Concession | Apr-10 | 1.79 | 2.10 | 2.15 | 1.83 | 2.20 | S |
| Bonus Card Holder | Apr-10 | 1.02 | 1.20 | 1.22 | 1.25 | 1.50 | S |

LEISURE PORTFOLIO

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| Badminton/Tennis (Block Bookings) | | | | | | | |
| Adult | Apr-10 | 7.15 | 8.40 | 8.58 | 7.50 | 9.00 | * |
| Concession | Apr-10 | 6.30 | 7.40 | 7.56 | 6.67 | 8.00 | * |
| All Weather Pitch | | | | | | | |
| Full Pitch Adult | Apr-10 | 44.77 | 52.60 | 53.72 | 46.67 | 56.00 | S |
| Full Pitch Junior/School | Apr-10 | 30.72 | 36.10 | 36.86 | 31.88 | 38.26 | S |
| Half Pitch | Apr-10 | 27.23 | 32.00 | 32.68 | 30.63 | 36.76 | S |
| Half Pitch - Junior/School | Apr-10 | 18.55 | 21.80 | 22.26 | 21.25 | 25.50 | S |
| Quarter Pitch (Clacton Leisure Centre only) | Apr-10 | 19.57 | 22.99 | 23.48 | 20.42 | 24.50 | S |
| Quarter Pitch (Clacton Leisure Centre only) - Junior/School | Apr-10 | 13.53 | 15.90 | 16.24 | 14.17 | 17.00 | S |
| Dovercourt Pitch only | Apr-10 | 40.26 | 47.31 | 48.31 | 40.83 | 49.00 | S |
| Multi Sports Adult (Clacton Leisure Centre only) | Apr-10 | 13.96 | 16.40 | 16.75 | 14.58 | 17.50 | S |
| Multi Sports Junior/School (Clacton Leisure Centre only) | Apr-10 | 9.36 | 11.00 | 11.23 | 10.00 | 12.00 | S |
| Grass Pitches (50% discount applies to Juniors): | | | | | | | |
| Athletics - Vista Road Day | Apr-10 | 31.15 | 36.60 | 37.38 | 32.42 | 38.90 | S |
| Cricket/Softball Day | Apr-10 | 44.68 | 52.50 | 53.62 | 46.80 | 56.16 | S |
| Cricket/Softball Evening | Apr-10 | 39.15 | 46.00 | 46.98 | 40.71 | 48.85 | S |
| Football with changing facilities | Apr-10 | 39.15 | 46.00 | 46.98 | 40.71 | 48.85 | S |
| Football without changing | Apr-10 | 33.53 | 39.40 | 40.24 | 34.87 | 41.84 | S |
| Football at Old Road | Apr-10 | 34.55 | 40.60 | 41.46 | 35.96 | 43.15 | S |
| Mini Football - Juniors only | Apr-10 | 19.57 | 22.99 | 23.48 | 20.37 | 24.44 | S |
| Rugby with changing facilities | Apr-10 | 39.15 | 46.00 | 46.98 | 40.71 | 48.85 | S |
| Rugby without changing | Apr-10 | 33.53 | 39.40 | 40.24 | 34.87 | 41.84 | S |
| Recreation Sessions: | | | | | | | |
| Junior | Apr-10 | 2.80 | 2.80 | 2.80 | 2.90 | 2.90 | X |
| Active 4 Life | Apr-10 | 4.30 | 4.30 | 4.30 | 4.40 | 4.40 | X |
| Ladies Morning | Apr-10 | 4.30 | 4.30 | 4.30 | 4.40 | 4.40 | X |
| Bonus Card holders | Apr-10 | 1.20 | 1.20 | 1.20 | 1.50 | 1.50 | X |
| Miscellaneous: | | | | | | | |
| Equipment Hire | Apr-10 | 1.53 | 1.80 | 1.84 | 1.58 | 1.90 | S |
| Equipment Hire Bonus Card holders | Apr-10 | 0.60 | 0.71 | 0.72 | 0.67 | 0.80 | S |
| Health and Fitness | | | | | | | |
| Exercise Classes Adult (Level 1) | Apr-09 | 5.20 | 5.20 | 5.20 | 5.30 | 5.30 | X |
| Exercise Classes Concession (Level 2) | Apr-09 | 4.10 | 4.10 | 4.10 | 4.20 | 4.20 | X |
| Exercise Classes Means Tested (Level 3) | Apr-09 | 2.60 | 2.60 | 2.60 | 2.70 | 2.70 | X |
| Lifestyles Fitness Suite - Clacton Leisure Centre | | | | | | | |
| Gym Adult (Level 1) | Apr-10 | 4.43 | 5.21 | 5.32 | 4.50 | 5.40 | S |
| Gym Concession (Level 2) | Apr-10 | 3.57 | 4.19 | 4.28 | 3.67 | 4.40 | S |
| Gym Means Tested (Level 3) | Apr-10 | 2.21 | 2.60 | 2.65 | 2.25 | 2.70 | S |
| Spa Adult (Level 1) | Apr-10 | 4.68 | 5.50 | 5.62 | 4.75 | 5.70 | S |
| Spa Concession (Level 2) | Apr-10 | 3.66 | 4.30 | 4.39 | 3.75 | 4.50 | S |
| Spa Means Tested (Level 3) | Apr-10 | 2.38 | 2.80 | 2.86 | 2.50 | 3.00 | S |

LEISURE PORTFOLIO

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| | | £ | £ | £ | £ | £ | |
| Lifestyles Fitness Suites - Dovercourt and Brightlingsea Joint use Sports Centre | | | | | | | |
| Gym Adult (Level 1) | Apr-10 | 4.09 | 4.81 | 4.91 | 4.17 | 5.00 | S |
| Gym Concession (Level 2) | Apr-10 | 2.89 | 3.40 | 3.47 | 2.96 | 3.55 | S |
| Gym Means Tested (Level 3) | Apr-10 | 1.36 | 1.60 | 1.63 | 1.42 | 1.70 | S |
| School Booking | Apr-10 | 44.51 | 52.30 | 53.41 | 45.42 | 54.50 | S |
| Lifestyles Fitness Suites - Manningtree Joint use Sports Centre | | | | | | | |
| Gym Adult (Level 1) | Apr-09 | 2.64 | 3.10 | 3.17 | 2.92 | 3.50 | S |
| Gym Concession (Level 2) | Apr-09 | 1.74 | 2.04 | 2.09 | 1.92 | 2.30 | S |
| Gym Means Tested (Level 3) | Apr-09 | 0.89 | 1.05 | 1.07 | 1.25 | 1.50 | S |
| Ancillary Halls: | | | | | | | |
| Clacton Leisure Centre | | | | | | | |
| Ancillary Hall Hire - Whole | Apr-10 | 14.21 | 16.70 | 17.05 | 15.00 | 18.00 | * |
| Ancillary Hall Hire - Half | Apr-10 | 7.15 | 8.40 | 8.58 | 7.50 | 9.00 | * |
| Manningtree | | | | | | | |
| Ancillary Hall Hire - Whole | Apr-10 | 14.21 | 16.70 | 17.05 | 15.00 | 18.00 | * |
| Ancillary Hall Hire - Half | Apr-10 | 7.15 | 8.40 | 8.58 | 7.50 | 9.00 | * |
| Brightlingsea | | | | | | | |
| Ancillary Hall Hire - Whole | Apr-10 | 18.67 | 21.94 | 22.40 | 19.42 | 23.30 | * |
| Ancillary Hall Hire - Half | Apr-10 | 14.93 | 17.54 | 17.92 | 15.54 | 18.65 | * |
| Sports Hall Hire | | | | | | | |
| Sports Hall Hire - Whole | Apr-10 | 28.51 | 33.50 | 34.21 | 29.67 | 35.60 | * |
| Sports Hall Hire - Half | Apr-10 | 14.21 | 16.70 | 17.05 | 17.37 | 20.84 | * |
| Clacton Leisure Centre Whole Hall (Price to be agreed at time of booking) | Apr-10 | | Individually Set | | Individually Set | | * |

* Please note that VAT is charged depending on Hall Hire usage:
 Sports use only - Standard Rate
 Any other use - Exempt
 Special VAT rules may apply for sports use block bookings

PLANNING PORTFOLIO

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| | | ← Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | → Charge Inclusive of VAT where applicable @ 20% | ← Charge Exclusive of VAT | → Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| DEVELOPMENT CONTROL | | | | | | | |
| Photocopying planning permissions (including extraction (exclusive of Postage)) | Apr-10 | 6.45 | 7.58 | 7.74 | 6.58 | 7.90 | S |
| Ordnance Survey Map extract for Application purposes (exclusive of OS Royalty and Postage): | | | | | | | |
| First extract | Apr-10 | 6.45 | 7.58 | 7.74 | 6.58 | 7.90 | S |
| Each additional copy | Apr-10 | 0.67 | 0.79 | 0.80 | 0.68 | 0.82 | S |
| Plan printing - dyeline machine (exclusive of Postage): | | | | | | | |
| Up to 1.5 metres long | Apr-10 | 6.45 | 7.58 | 7.74 | 6.58 | 7.90 | S |
| Over 1.5 metres long, each additional 300 mm | Apr-10 | 3.45 | 4.05 | 4.14 | 3.52 | 4.22 | S |
| Weekly list of planning applications (inclusive of Postage) per annum | Apr-10 | 185.00 | 217.38 | 222.00 | 188.70 | 226.44 | S |
| Provision of complex statistical or planning information: | | | | | | | |
| Up to 1 hours work | Apr-10 | 39.17 | 46.02 | 47.00 | 39.95 | 47.94 | S |
| 1 to 2 hours work | Apr-10 | 92.54 | 108.73 | 111.05 | 94.39 | 113.27 | S |
| Over 2 hours work * | Apr-09 | | At Cost | | At Cost | | S |
| SECTION 106 MONITORING FEES | | | | | | | |
| <u>Monitoring Fee</u> | | | | | | | |
| Minimum Charge | Apr-09 | 325.00 | 325.00 | 325.00 | 300.00 | 300.00 | N |
| <u>Physical Monitoring</u> | | | | | | | |
| Per obligation for each year that monitoring is required. | Apr-09 | 400.00 | 400.00 | 400.00 | 400.00 | 400.00 | N |
| <u>Other Monitoring Fee</u> | | | | | | | |
| Administration charge or simple Agreements - Minimum Charge | Apr-09 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| <u>Unilateral Undertaking Preparation Fee</u> | | | | | | | |
| Work to be done in preparation for a Unilateral Undertaking | New | - | - | - | 100.00 | 100.00 | N |
| LOCAL LAND CHARGES | | | | | | | |
| Basic enquiry until 31/12/2010 (Includes the current Essex County Council Fee of £26) + | Apr-10 | 64.00 | 64.00 | 64.00 | n/a | | N |
| Basic enquiry from 1/1/2011 (Includes the current Essex County Council Fee of £26) + | Jan-11 | 75.00 | 75.00 | 75.00 | 74.00 | 74.00 | N |
| Part 2 questions (Questions 4-21) ** | Apr-08 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | N |
| Part 2 questions (Question 22) ** | Apr-08 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | N |
| Each additional question | Apr-08 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | N |
| Each additional property (excluding Statutory Fee) | Apr-10 | 12.00 | 12.00 | 12.00 | 13.00 | 13.00 | N |
| Each additional caravan or mobile home situated on a Caravan site within the meaning of Part I of the Caravan and Control of Development Act 1960 (excluding Statutory Fee) | Apr-09 | 11.25 | 11.25 | 11.25 | 11.25 | 11.25 | N |
| Copy of Search | Apr-08 | 13.00 | 13.00 | 13.00 | 13.00 | 13.00 | N |

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| | | ← Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | → Charge Inclusive of VAT where applicable @ 20% | ← Charge Exclusive of VAT | → 2011/12 Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | | £ | £ | £ | £ | £ | |
| Personal Search (Statutory Fee) from 1/1/2010 | Jan-10 | 22.00 | 22.00 | 22.00 | No charge | | N |
| Registration of a charge in Part 11 of the register (light obstruction notices) | Apr-09 | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | N |
| Filing a definitive certificate of the Lands Tribunal under rule 10(3) of the Local Land Charges Rules 1977 | Apr-09 | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | N |
| Filing a judgment, order or application for the variation or cancellation of any entry in Part 11 of the register (light obstruction charges) | Apr-09 | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | N |
| Inspection of documents filed under rule 10 of the Local Land Charges Rules 1977 in respect of each parcel of land | Apr-09 | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | £43.00 per hour | N |
| Official search (including issue of official certificate of search) in respect of one parcel of land - | | | | | | | |
| (a) in any one part of the register | Sep-08 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | N |
| (b) in the whole of the register until 31/12/10 | | | | | | | |
| (i) where the requisition is made by electronic means in accordance with rule 16 of the Local Land Charges Rules 1977; and | Apr-10 | 29.00 | 29.00 | 29.00 | n/a | | N |
| (ii) in any other case | Apr-10 | 29.00 | 29.00 | 29.00 | | | N |
| (b) in the whole of the register from 1/1/2011 | | | | | | | |
| (i) where the requisition is made by electronic means in accordance with rule 16 of the Local Land Charges Rules 1977; and | Jan-11 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |
| (ii) in any other case | Jan-11 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |
| and in addition, in respect of each additional parcel of land, where under rule 11(3) of the Local Land Charges Rules 1977 more than one parcel is included in the same requisition (whether the requisition is for a search in the whole or any part of the register) | Apr-07 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | N |
| Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to the Local Land Charges Rules 1977) | Sep-08 | 1.60 | 1.60 | 1.60 | 1.60 | 1.60 | N |
| Office copy of any plan or other document filed pursuant to the Local Land Charges Rules 1977 | Sep-08 | 1.60 | 1.60 | 1.60 | 1.60 | 1.60 | N |

LOCAL PLAN (All fees are excluding the cost of Post and Package)

| | | | | | | | |
|--|--------|-------|-------|-------|-------|-------|---|
| Strategic Flood Risk Assessment (April 2004) | Apr-10 | 76.50 | 76.50 | 76.50 | 35.00 | 35.00 | N |
| Employment Land Supply Review Stage 1 (January 2002) | Apr-10 | 20.40 | 20.40 | 20.40 | 10.00 | 10.00 | N |
| Employment Land Supply Review Technical Appendix (January 2002) | Apr-10 | 61.20 | 61.20 | 61.20 | 10.00 | 10.00 | N |
| Employment Land Identification Study (Final Report) (Stage 2) (October 2002) | Apr-10 | 51.00 | 51.00 | 51.00 | 25.00 | 25.00 | N |

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| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Employment Land Study (Final Report) (Stage 3) (April 2003) | Apr-10 | 40.80 | 40.80 | 40.80 | 20.00 | 20.00 | N |
| Employment Land Study (Final Report) (Stage 4) December 2003) | Apr-10 | 40.80 | 40.80 | 40.80 | 20.00 | 20.00 | N |
| District-Wide Retail Study: Volume 1 - Main Report (October 2000) | Apr-10 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | N |
| Volume 2 - Appendices | | | | | | | |
| Update Study (Supplementary Paper) (January 2003) | Apr-10 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | N |
| TDC Town Centre Health Checks - Dovercourt, Brightlingsea and Manningtree (December 1998) | Apr-10 | 30.60 | 30.60 | 30.60 | 10.00 | 10.00 | N |
| TDC Town Centre Health Checks - Old Road, Clacton and The Triangle, Frinton (Final Report) (December 1998) | Apr-10 | 30.60 | 30.60 | 30.60 | 10.00 | 10.00 | N |
| TDC Town Centre Health Checks - Clacton, Frinton and Walton (Final Report) (September 1998) | Apr-10 | 30.60 | 30.60 | 30.60 | 10.00 | 10.00 | N |
| Clacton Town Centre Strategy (Final Report) (February 2003) | Apr-10 | 40.80 | 40.80 | 40.80 | 20.00 | 20.00 | N |
| Tendring Housing Comparative Site Assessment Study (April 2004) | Apr-10 | 102.00 | 102.00 | 102.00 | 25.00 | 25.00 | N |
| Tendring Housing Comparative Site Assessment Study - Executive Summary (April 2004) | Apr-10 | 5.10 | 5.10 | 5.10 | 5.00 | 5.00 | N |
| Urban Capacity Study: Volumes 1 and 2 (March 2002) | Apr-10 | 102.00 | 102.00 | 102.00 | 20.00 | 20.00 | N |
| Tendring Landscape Character Assessment (2 Volumes) (November 2001) | Apr-10 | 71.40 | 71.40 | 71.40 | 70.00 | 70.00 | N |
| Children's Play Area Strategy: Tendring District (November 2002) | Apr-10 | 61.20 | 61.20 | 61.20 | 20.00 | 20.00 | N |
| Recreational Open Space (February 2003) | Apr-10 | 61.20 | 61.20 | 61.20 | 20.00 | 20.00 | N |
| Playing Pitch Strategy (August 2002) | Apr-10 | 61.20 | 61.20 | 61.20 | 20.00 | 20.00 | N |
| Tendring Landscape Character Assessment Green Field Site Study (December 2001) | Apr-10 | 40.80 | 40.80 | 40.80 | 20.00 | 20.00 | N |
| Review of Tendring District Green Wedge Policy (July 2003) | Apr-10 | 30.60 | 30.60 | 30.60 | 15.00 | 15.00 | N |
| Boundary Definition for the Proposed Extension to the Suffolk Coast and Heaths AONB on the South Side of the Stour Estuary (June 2003) | Apr-10 | 40.80 | 40.80 | 40.80 | 20.00 | 20.00 | N |
| Conservation Area Character Appraisals (Individual) (2001) | Apr-10 | 5.23 | 5.23 | 5.23 | 5.00 | 5.00 | N |

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| Conservation Area Character Appraisals (Full Set) (2001) | Apr-10 | 52.28 | 52.28 | 52.28 | 50.00 | 50.00 | N |
| Tendring District Replacement Local Plan Sustainability Assessment (April 2004) | Apr-10 | 51.00 | 51.00 | 51.00 | 25.00 | 25.00 | N |
| Tendring District Replacement Local Plan Sustainability Assessment - Summary Report (April 2004) (Free when bought with Local Plan) | Apr-10 | 30.60 | 30.60 | 30.60 | 15.00 | 15.00 | N |
| Tendring Passenger Transport Study - Executive Summary (September 2001) | Apr-10 | 5.10 | 5.10 | 5.10 | 5.00 | 5.00 | N |
| Tendring District Transportation Strategy (March 2000) | Apr-10 | 5.10 | 5.10 | 5.10 | 5.00 | 5.00 | N |
| Tendring District 2002 Housing Needs Survey | Apr-10 | Available from TDC Housing Services | | | 20.00 | 20.00 | N |
| Essex Local Transport Plan | Apr-10 | Available from Essex County Council | | | Available from the Essex County Council Website | | N |
| Housing Comparative Site Assessment Study Update | Apr-10 | 51.00 | 51.00 | 51.00 | 25.00 | 25.00 | N |
| Housing Viability and Commuted Sums Study | Apr-10 | 30.60 | 30.60 | 30.60 | 10.00 | 10.00 | N |
| Local Plan (April 1998) Environmental Appraisal (September 2000) | Apr-10 | 5.23 | 5.23 | 5.23 | 5.00 | 5.00 | N |
| Local Plan Inspectors Report 2007 | Apr-10 | 52.28 | 52.28 | 52.28 | 50.00 | 50.00 | N |

* At the discretion of the Head of Service, and at an hourly rate to cover costs.

** Excludes Commons Registration Fee

+ The fee will be amended if there is any change in the Essex County Council Fee

LOCAL DEVELOPMENT FRAMEWORK DOCUMENTS AND BACKGROUND EVIDENCE (All fees are excluding Postage)

| | | | | | | | |
|---|--------|-------|-------|-------|-------|-------|---|
| Statement of Community Involvement (2008) | Apr-10 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| Open Space Supplementary Planning Document (2008) | Apr-10 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| Open Spaces Strategy (2008) | Apr-10 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | N |
| Defining District Sub-Areas (2008) | Apr-10 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| Establishing a Settlement Hierarchy (2008) | Apr-10 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| Tendring Historic Environment Characterisation Project (2008) | Apr-10 | 60.00 | 60.00 | 60.00 | 40.00 | 40.00 | N |
| Tendring Geodiversity Characterisation Report (2008) | Apr-10 | 60.00 | 60.00 | 60.00 | 40.00 | 40.00 | N |

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| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Tendring District Local Wildlife Site Review (2008) | Apr-10 | 60.00 | 60.00 | 60.00 | 50.00 | 50.00 | N |
| Landscape Impact Assessment Stage 1 (2009) | Apr-10 | 30.00 | 30.00 | 30.00 | 20.00 | 20.00 | N |
| Landscape Impact Assessment Stage 2 (2010) | Apr-10 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |
| Tendring Infrastructure Study Part 1 (2009) | Apr-10 | 50.00 | 50.00 | 50.00 | 40.00 | 40.00 | N |
| Tendring Infrastructure Study Part 2 (2010) | Apr-10 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | N |
| TDC Employment Study Part 1 Final Report (2009) | Apr-10 | 50.00 | 50.00 | 50.00 | 45.00 | 45.00 | N |
| TDC Employment Study Part 2 (April 2010) | Apr-10 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | N |
| Strategic Flood Risk Assessment Final Report (2009) | Apr-10 | 100.00 | 100.00 | 100.00 | 75.00 | 75.00 | N |
| North Essex Authorities Retail Study (Part 1) (2006) | Apr-10 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| North Essex Authorities Retail Study (Part 2) (2006) | Apr-10 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | N |
| Strategic Housing Market Assessment Part 1 (2008) | Apr-10 | 50.00 | 50.00 | 50.00 | 60.00 | 60.00 | N |
| Strategic Housing Market Assessment Part 1 and 2 (2008) | Apr-10 | 40.00 | 40.00 | 40.00 | 60.00 | 60.00 | N |
| Strategic Housing Market Assessment Update (2009) | Apr-10 | 40.00 | 40.00 | 40.00 | 20.00 | 20.00 | N |

TOWN AND COUNTRY PLANNING (Statutory Fees)

Outline Planning Applications

| | | | | | | | |
|---|--------|------------|------------|------------|------------|------------|---|
| 1. Dwellings and other types of building - per 0.1 hectare of part thereof up to 2.5 hectare of site area | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| Dwellings and other types of building - an additional fee for each 0.1 hectare over 2.5 hectares | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Maximum fee for the above categories | Apr-08 | 125,000.00 | 125,000.00 | 125,000.00 | 125,000.00 | 125,000.00 | N |
| 2. Erection of agricultural buildings - for each 0.1 hectare or part thereof up to 2.5 hectares | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| Erection of agricultural buildings - an additional fee for each 0.1 hectare over 2.5 hectares | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Maximum fee for the above categories | Apr-08 | 125,000.00 | 125,000.00 | 125,000.00 | 125,000.00 | 125,000.00 | N |

Full Applications and Reserved matters

| | | | | | | | |
|--|--------|------------|------------|------------|------------|------------|---|
| 3. New dwellings - per dwelling up to 50 | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| New dwellings - per dwelling in excess of 50 | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Maximum fee for the above categories | Apr-08 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | N |

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| | | ← Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | → Charge Inclusive of VAT where applicable @ 20% | ← Charge Exclusive of VAT | → Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| 4 | Householder alterations or extensions to a dwelling | Apr-08 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | N |
| 5 | Alteration or extensions to 2 or more dwellings | Apr-08 | 295.00 | 295.00 | 295.00 | 295.00 | 295.00 | N |
| 6 | Operations within the curtilage of a dwelling | Apr-08 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | N |
| 7 | Conversion of buildings into houses/flats each additional unit to a maximum of 50 | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | Conversion of buildings into houses/flats - additional payment for each unit over 50 | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| | Maximum fee for the above categories | Apr-08 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | N |
| 8 | <u>Agricultural</u> | | | | | | | |
| | a) Gross floorspace not more than 465m ² | Apr-08 | 70.00 | 70.00 | 70.00 | 70.00 | 70.00 | N |
| | b) Gross floorspace 465m ² – 540m ² | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | c) Gross floorspace over 540m ² | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | d) Gross floorspace for every 75m ² in excess of 540m ² up to 4215m ² | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | e) Gross floorspace over 4215m ² | Apr-08 | 16,565.00 | 16,565.00 | 16,565.00 | 16,565.00 | 16,565.00 | N |
| | f) Gross floorspace over 4215m ² for each additional 75m ² | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| | Maximum fee for the above categories | Apr-08 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | N |
| | g) Glasshouses and polytunnels up to 465 ² m | Apr-08 | 70.00 | 70.00 | 70.00 | 70.00 | 70.00 | N |
| | h) Glasshouses and polytunnels over 465m ² | Apr-08 | 1,870.00 | 1,870.00 | 1,870.00 | 1,870.00 | 1,870.00 | N |
| 9 | <u>Other Buildings:</u> | | | | | | | |
| | a) No floor space created, e.g. shop front | Apr-08 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |
| | b) Up to 40m ² | Apr-08 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |
| | c) Over 40m ² but up to 75m ² | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | d) Over 75m ² per 75m ² or part thereof up to 3750m ² | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | e) Over 3750m ² | Apr-08 | 16,565.00 | 16,565.00 | 16,565.00 | 16,565.00 | 16,565.00 | N |
| | e) Over 3750m ² for each additional 75m ² | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| | Maximum fee for the above categories | Apr-08 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | N |
| 10 | Change of use (except category 7) | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| 11 | Erection, alteration of plant and machinery - 0.1 hectare of part thereof up to 5 hectares | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | Erection, alteration of plant and machinery - an additional for each 0.1 hectare over 5 hectares | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| | Exceeds 5 hectares | Apr-08 | 16,565.00 | 16,565.00 | 16,565.00 | 16,565.00 | 16,565.00 | N |
| | For each 0.1 Hectare in excess of 5 hectares, subject to a maximum total of £250,000. | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| | Maximum fee for the above categories | Apr-08 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | N |
| 12 | Car parks, service roads and other accesses | Apr-08 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |

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|---|---|-------------------------|--|--|-------------------------|--|------------|---|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| 13 | Other operations on land - per 0.1 hectare or part thereof | Apr-08 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |
| | Maximum fee for the above category from 26th February 2010 | Apr-10 | 1,690.00 | 1,690.00 | 1,690.00 | 1,690.00 | 1,690.00 | N |
| 14 | Vary or remove a condition | Apr-08 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |
| 15 | Playing field for non-profit making club | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| 16 | Exploratory drilling for oil or gas - per 0.1 hectares or part thereof up to 7.5 hectares | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| | Exploratory drilling for oil or gas - for each additional 0.1 hectare over 7.5 hectares | Apr-08 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| 17 | Glasshouses and polytunnels up to 465 ² m | Apr-08 | 70.00 | 70.00 | 70.00 | 70.00 | 70.00 | N |
| | Glasshouses and polytunnels over 465m ² | Apr-08 | 1,870.00 | 1,870.00 | 1,870.00 | 1,870.00 | 1,870.00 | N |
| | Maximum fee for the above categories | Apr-08 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | 250,000.00 | N |
| 18 | Confirming compliance with Condition(s) at £25 if permission in categories 4,5 or 6. | Apr-08 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| | Confirming compliance with Condition(s) at £85 if permissions in any other category. | Apr-08 | 85.00 | 85.00 | 85.00 | 85.00 | 85.00 | N |
| <u>Advertisements</u> | | | | | | | | |
| 19 | On business premises or 'advance signs' | Apr-08 | 95.00 | 95.00 | 95.00 | 95.00 | 95.00 | N |
| 20 | Display on litter bins, public seating or bus shelters | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| 21 | Other advertisements | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| <u>Determinations</u> | | | | | | | | |
| 22 | Prior approval of details required for agricultural or forestry permitted development | Apr-08 | 70.00 | 70.00 | 70.00 | 70.00 | 70.00 | N |
| 23 | Prior approval of details required for telecommunications equipment | Apr-08 | 335.00 | 335.00 | 335.00 | 335.00 | 335.00 | N |
| 24 | Whether prior approval of details required for demolition of building | Apr-08 | 70.00 | 70.00 | 70.00 | 70.00 | 70.00 | N |
| <u>Lawful Development/Use Certificate</u> | | | | | | | | |
| 25 | Lawful Existing Use/Development of Land, Buildings or Operations (Sections 191(1)(a) or (b)) - Same fee as if it was a planning application | Apr-08 | Same fee as if it was a planning application | | | Same fee as if it was a planning application | | N |
| 26 | Failure to comply within a Condition (Section 191(1)(c)) | Apr-08 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |
| 27 | Lawful Proposed Use/Development of Land, Buildings or Operations (Sections 192(1) (a) or (b)). | Apr-08 | Half the fee that would apply if it was a planning application | | | Half the fee that would apply if it was a planning application | | N |
| <u>Applications for non-material changes to Planning Permission</u> | | | | | | | | |
| 28 | Householder Application | Apr-10 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| 29 | Any other case | Apr-10 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |

PLANNING PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind | |
|--|-------------------------|-------------------------|--|--|-------------------------|--|---------|---|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| | Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | | |
| | | £ | £ | £ | £ | £ | | |
| <u>Applications for a grant of replacement planning permission subject to a new time limit</u> | | | | | | | | |
| 30 | Householder application | Apr-10 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | N |
| 31 | Major development | Apr-10 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | N |
| 32 | Any other case | Apr-10 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | N |

PERSONAL SEARCH REQUESTS PART 1 (CON 29)

| | | | | | | | | |
|-----|---|--------|------|------------------------|------|------|------------------------|---|
| 1 | Planning and Building Regulations | | | | | | | |
| 1.1 | <u>Planning and Building Decisions and Pending Applications</u> - Which of the following relating to the property have been granted issued or refused or (where applicable) are the subject of pending applications | | | | | | | |
| (a) | A planning permission; (planning register) (on Local Land Charges Register. If conditional after 1st August 1977. | Apr-09 | | Viewing only no charge | | | Viewing only no charge | |
| (b) | A listed building consent (Planning and Local Land Charges Register) | Apr-09 | | Viewing only no charge | | | Viewing only no charge | |
| (c) | A conservation area consent (Planning and Local Land Charges Register) | Apr-09 | | Viewing only no charge | | | Viewing only no charge | |
| (d) | A certificate of Lawfulness of existing use or development (planning register) | Apr-09 | | Viewing only no charge | | | Viewing only no charge | |
| (e) | A certificate of Lawfulness of proposed use or development (planning register) | Apr-09 | | Viewing only no charge | | | Viewing only no charge | |
| (f) | Building Regulation Decisions (only photocopies of TDC decisions are available) | Apr-10 | 1.24 | 1.24 | 1.24 | 0.85 | 0.85 | N |
| (g) | Building Regulation completion certificate (TDC only) | Apr-10 | 1.24 | 1.24 | 1.24 | 0.85 | 0.85 | N |
| (h) | Any Building Regulations certificate or notice issued in respect of work carried out under a competent person self-certification scheme | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| 1.2 | <u>Planning Designations and Proposals</u> - What designations of land use for the property or the area, and what specific proposals for the property, are contained in any existing or proposed development plan (Local Plans etc) | Apr-09 | | Viewing only no charge | | | Viewing only no charge | |
| 2 | <u>Roads</u> - Which of the roads, footways and footpaths named in the application for this search (via boxes B and C) are: | Apr-09 | | Determined by Mouchel | | | Determined by Mouchel | |
| (a) | Highways maintainable at public expenses; (register of adopted highways) | Apr-09 | | Free | | | Free | |
| (b) | Subject to adoption and supported by a bond or bond waiver (potentially depending upon power used) | Apr-09 | | Determined by Mouchel | | | Determined by Mouchel | |
| (c) | To be made up by a local authority who will reclaim the cost from the frontages or | Apr-09 | | Determined by Mouchel | | | Determined by Mouchel | |
| (d) | To be adopted by a local authority without reclaiming the cost from the frontages | Apr-09 | | Determined by Mouchel | | | Determined by Mouchel | |
| 3.1 | <u>Other Matters</u> | | | | | | | |
| | Land Required for Public Purposes - Is the property included in land required for public purposes (prior to publication of scheme) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |

PLANNING PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| 3.2 Land to be acquired for Road Works - Is the property included in land to be acquired for road works (as above) | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| 3.3 Drainage Agreements and Consents - Do either of the following exist in relation to the property: | | | | | | | |
| (a) An agreement to drain buildings in combination into an existing sewer by means of a private sewer or | Apr-10 | 0.92 | 0.92 | 0.92 | 0.63 | 0.63 | N |
| (b) An agreement or consent for (i) a building, or (ii) extension to a building on a property to be built over, or in the vicinity of a drain, sewer or disposal main. | Apr-10 | 0.92 | 0.92 | 0.92 | 0.63 | 0.63 | N |
| 3.4 <u>Nearby Road Schemes</u> - Is the property (or will it be) within 200 metres of any of the following: | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (a) the centre line of a new trunk road or special road specified in any order, draft order or scheme; | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (b) the centre line of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (c) the outer limits of construction works for a proposed alteration or improvement to an existing road, involving (i) construction of a roundabout (other than a mini roundabout); or (ii) widening by construction of one of more additional traffic lanes; | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (d) the outer limits of (i) construction of a new road to be built by a local authority; (ii) an approved alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; or (iii) construction of a roundabout (other than a mini roundabout) or widening by construction of one or more additional traffic lanes; | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (e) the centre line of the proposed route of a new road under proposals published for public consultation; or | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (f) the outer limits of (i) construction of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; (ii) construction of a roundabout (other than a mini roundabout); or (iii) widening by construction of one or more additional traffic lanes, under proposals published for public consultation? | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| 3.5 <u>Nearby Railway Schemes</u> - Is the property (or will it be) within 200 metres of the centre line of a proposed railway, tramway, light railway or monorail? (prior to publication of scheme for consultation) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |

PLANNING PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind | |
|--|---|-------------------------|--|--|-------------------------|--|---------|---|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| | Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | | |
| | | £ | £ | £ | £ | £ | | |
| <p>3.6 Traffic Schemes - Has a local authority approved but not yet implemented any of the following for the roads, footways and footpaths (named in Box B) which abut boundaries of the property-</p> | | | | | | | | |
| (a) | permanent stopping up or diversions; * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (b) | waiting or loading restrictions * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (c) | one way driving * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (d) | prohibition of driving; * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (e) | pedestrianisation; * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (f) | vehicle width or weight restriction * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (g) | | | | | | | | |
| (h) | traffic calming works including road humps * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (i) | residents parking controls * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (j) | minor road widening or improvement; * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (k) | pedestrian crossings * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (l) | Cycle racks * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| (m) | bridge building * | Apr-09 | Determined by Mouchel | | | Determined by Mouchel | | |
| * Prior to publicity programmes for Schemes | | | | | | | | |
| <p>3.7 Outstanding Notices - Do any statutory notices which relate to the following matters subsist in relation to the property other than those revealed in a response to any other enquiry in this Schedule:-</p> | | | | | | | | |
| (a) | Building works | Apr-10 | 0.92 | 0.92 | 0.92 | 0.63 | 0.63 | N |
| (b) | Environment | Apr-10 | One fee is payable for b,c,d and f | | | One fee is payable for b,c,d and f | | N |
| (c) | Public Health | Apr-10 | 1.24 | 1.24 | 1.24 | 0.85 | 0.85 | N |
| (d) | Highways | Apr-10 | Determined by Mouchel | | | Determined by Mouchel | | |
| <p>3.8 Contravention of Building Regulations - Has a local authority authorised in relation to the property any proceedings for the contravention of any provision contained in Building Regulations?</p> | | | | | | | | |
| | | Apr-10 | 0.92 | 0.92 | 0.92 | 0.63 | 0.63 | N |
| <p>3.9 Notices, Orders, Directions and Proceedings under Planning Acts - Do any of the following subsist in relation to the property, or has a local authority decided to issue, serve, make or commence any of the following:-</p> | | | | | | | | |
| (a) | An enforcement notice; (stop and enforcement register) (Local Land Charges register if effective and no appeal in progress) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (b) | A Stop Notice (S&E register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (c) | A listed building enforcement notice; (S&E Register - LLC see above) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (d) | A breach of condition notice; (S&E Register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (e) | A planning contravention notice; (S&E Register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (f) | Another notice relating to breach of planning control; (S&E Register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (g) | A listed building repairs notice (Local Land Charges register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (h) | In the case of a listed building deliberately allowed to fall into disrepair, a compulsory purchase order with a direction for minimum compensation | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |

PLANNING PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|-------------------|------------------------------|--|--|------------------------------|--|---------|
| | | ← Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | → Charge Inclusive of VAT where applicable @ 20% | ← Charge Exclusive of VAT | → Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| (i) A building preservation notice (Land Charges register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (j) A direction restricting permitted development (LC register) (Article 4 Directions) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (k) An order revoking or modifying planning permission (Planning register and Local Land Charges register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (l) An order requiring discontinuance of use or alteration or removal of building works (Planning register and Local Land Charges register - discontinuance) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (m) A tree preservation order (Local Land Charges register) | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (n) Proceedings to enforce a planning agreement or planning contribution | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| 3.10 <u>Conservation Area</u> - Do the following apply in relation to the property? | | | | | | | |
| (a) The making of the area a Conservation Area before 31 August 1974 | Apr-09 | Viewing only no charge | | | Viewing only no charge | | |
| (b) An unimplemented resolution to designate the area a Conservation Area? | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| 3.11 <u>Compulsory Purchase</u> | | | | | | | |
| (a) Has any enforceable order or decision been made to compulsorily purchase or acquire the property? | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| 3.12 <u>Contaminated Land</u> - Do any of the following apply (including any relating to land adjacent to or adjoining the property which has been identified as contaminated land because it is in such a condition that harm or pollution of controlled waters might be caused on the property):- | | | | | | | |
| (a) A contaminated land notice: | Apr-09 | Viewing only no charge | | | Viewing only no charge | | |
| (b) In relation to a register maintained under section 78R of the Environmental Protection Act 1990:- | | | | | | | |
| (i) a decision to make entry; or | Apr-10 | 0.43 | 0.43 | 0.43 | 0.30 | 0.30 | N |
| (ii) an entry: | Apr-09 | No Charge | | | No Charge | | |
| (c) Consultation with the owner or occupier of the property conducted under section 78G(3) of the Environmental Protection Act 1990 before the service of a remediation notice? | Apr-10 | Cost included in 3.12(b) (i) | | | Cost included in 3.12(b) (i) | | |
| 3.13 <u>Radon Gas</u> | | | | | | | |
| (a) Do records indicate that the property is in a 'Radon Affected Area' as identified by the Health Protection Agency? | Apr-09 | Viewing only no charge | | | Viewing only no charge | | |

BUILDING CONTROL 2010/11 CHARGES TABLE A - NEW DWELLINGS

DWELLING HOUSES AND FLATS NOT EXCEEDING 300m²

| Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind |
|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | £ | £ | £ | £ | £ | |

FULL PLANS APPLICATION - PLAN CHARGE

Houses or Bungalows less than 4 storeys

| | | | | | | |
|---------|--------|--------|--------|--------|-------------------|---|
| 1 Plot | Oct-10 | 153.19 | 180.00 | 183.83 | To be Finalised** | S |
| 2 Plots | Oct-10 | 229.79 | 270.00 | 275.75 | To be Finalised** | S |
| 3 Plots | Oct-10 | 308.94 | 363.00 | 370.73 | To be Finalised** | S |
| 4 Plots | Oct-10 | 357.45 | 420.00 | 428.94 | To be Finalised** | S |
| 5 Plots | Oct-10 | 405.96 | 477.00 | 487.15 | To be Finalised** | S |

Flats

| | | | | | | |
|---|--------|--------|--------|--------|-------------------|---|
| 1 | Oct-10 | 153.19 | 180.00 | 183.83 | To be Finalised** | S |
| 2 | Oct-10 | 229.79 | 270.00 | 275.75 | To be Finalised** | S |
| 3 | Oct-10 | 308.94 | 363.00 | 370.73 | To be Finalised** | S |
| 4 | Oct-10 | 357.45 | 420.00 | 428.94 | To be Finalised** | S |
| 5 | Oct-10 | 405.96 | 477.00 | 487.15 | To be Finalised** | S |

Conversion to

| | | | | | | |
|-----------------------|--------|--------|--------|--------|-------------------|---|
| Single Dwelling-House | Oct-10 | 132.77 | 156.00 | 159.32 | To be Finalised** | S |
| Single Flat | Oct-10 | 132.77 | 156.00 | 159.32 | To be Finalised** | S |

Notifiable Electrical work

| | | | | | | |
|--|--------|-------|-------|-------|-------------------|---|
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | Oct-10 | 29.79 | 35.00 | 35.75 | To be Finalised** | S |
|--|--------|-------|-------|-------|-------------------|---|

FULL PLANS APPLICATION - INSPECTION CHARGE

Houses or Bungalows less than 4 storeys

| | | | | | | |
|---------|--------|----------|----------|----------|-------------------|---|
| 1 Plot | Oct-10 | 338.72 | 398.00 | 406.46 | To be Finalised** | S |
| 2 Plots | Oct-10 | 544.68 | 640.00 | 653.62 | To be Finalised** | S |
| 3 Plots | Oct-10 | 726.81 | 854.00 | 872.17 | To be Finalised** | S |
| 4 Plots | Oct-10 | 908.94 | 1,068.00 | 1,090.73 | To be Finalised** | S |
| 5 Plots | Oct-10 | 1,091.06 | 1,282.00 | 1,309.27 | To be Finalised** | S |

Flats

| | | | | | | |
|---|--------|--------|----------|----------|-------------------|---|
| 1 | Oct-10 | 308.94 | 363.00 | 370.73 | To be Finalised** | S |
| 2 | Oct-10 | 485.11 | 570.00 | 582.13 | To be Finalised** | S |
| 3 | Oct-10 | 612.77 | 720.00 | 735.32 | To be Finalised** | S |
| 4 | Oct-10 | 812.77 | 955.00 | 975.32 | To be Finalised** | S |
| 5 | Oct-10 | 981.28 | 1,153.00 | 1,177.54 | To be Finalised** | S |

Conversion to

| | | | | | | |
|-----------------------|--------|--------|--------|--------|-------------------|---|
| Single Dwelling-House | Oct-10 | 338.72 | 398.00 | 406.46 | To be Finalised** | S |
| Single Flat | Oct-10 | 327.66 | 385.00 | 393.19 | To be Finalised** | S |

Notifiable Electrical work

| | | | | | | |
|--|--------|-------|--------|--------|-------------------|---|
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | Oct-10 | 91.06 | 107.00 | 109.27 | To be Finalised** | S |
|--|--------|-------|--------|--------|-------------------|---|

BUILDING NOTICE CHARGE

Houses or Bungalows less than 4 storeys

| | | | | | | |
|---------|--------|--------|--------|--------|-------------------|---|
| 1 Plot | Oct-10 | 520.85 | 612.00 | 625.02 | To be Finalised** | S |
| 2 Plots | Oct-10 | 823.83 | 968.00 | 988.60 | To be Finalised** | S |

BUILDING CONTROL 2010/11 CHARGES TABLE A - NEW DWELLINGS

DWELLING HOUSES AND FLATS NOT EXCEEDING 300m²

| | Date last revised | ← (A) | (B) | (C) | ← (D) | (E) → | VAT Ind |
|---|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | | £ | £ | £ | £ | £ | |
| 3 Plots | Oct-10 | 1,074.89 | 1,263.00 | 1,289.87 | To be Finalised** | | S |
| 4 Plots | Oct-10 | 1,327.66 | 1,560.00 | 1,593.19 | To be Finalised** | | S |
| 5 Plots | Oct-10 | 1,560.00 | 1,833.00 | 1,872.00 | To be Finalised** | | S |
| Flats | | | | | | | |
| 1 | Oct-10 | 485.11 | 570.00 | 582.13 | To be Finalised** | | S |
| 2 | Oct-10 | 726.81 | 854.00 | 872.17 | To be Finalised** | | S |
| 3 | Oct-10 | 993.19 | 1,167.00 | 1,191.83 | To be Finalised** | | S |
| 4 | Oct-10 | 1,242.55 | 1,460.00 | 1,491.06 | To be Finalised** | | S |
| 5 | Oct-10 | 1,441.70 | 1,694.00 | 1,730.04 | To be Finalised** | | S |
| Conversion to | | | | | | | |
| Single Dwelling-House | Oct-10 | 514.89 | 605.00 | 617.87 | To be Finalised** | | S |
| Single Flat | Oct-10 | 474.89 | 558.00 | 569.87 | To be Finalised** | | S |
| Notifiable Electrical work | | | | | | | |
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | | | | | | | |
| | Oct-10 | 123.40 | 145.00 | 148.08 | To be Finalised** | | S |

REGULARISATION CHARGE

Houses or Bungalows less than 4 storeys

| | | | | | | | |
|---|--------|----------|----------|----------|-------------------|--|---|
| 1 Plot | Oct-10 | 625.00 | 625.00 | 625.00 | To be Finalised** | | N |
| 2 Plots | Oct-10 | 985.00 | 985.00 | 985.00 | To be Finalised** | | N |
| 3 Plots | Oct-10 | 1,278.00 | 1,278.00 | 1,278.00 | To be Finalised** | | N |
| 4 Plots | Oct-10 | 1,572.00 | 1,572.00 | 1,572.00 | To be Finalised** | | N |
| 5 Plots | Oct-10 | 1,878.00 | 1,878.00 | 1,878.00 | To be Finalised** | | N |
| Flats | | | | | | | |
| 1 | Oct-10 | 580.00 | 580.00 | 580.00 | To be Finalised** | | N |
| 2 | Oct-10 | 865.00 | 865.00 | 865.00 | To be Finalised** | | N |
| 3 | Oct-10 | 1,178.00 | 1,178.00 | 1,178.00 | To be Finalised** | | N |
| 4 | Oct-10 | 1,472.00 | 1,472.00 | 1,472.00 | To be Finalised** | | N |
| 5 | Oct-10 | 1,769.00 | 1,769.00 | 1,769.00 | To be Finalised** | | N |
| Conversion to | | | | | | | |
| Single Dwelling-House | Oct-10 | 625.00 | 625.00 | 625.00 | To be Finalised** | | N |
| Single Flat | Oct-10 | 570.00 | 570.00 | 570.00 | To be Finalised** | | N |
| Notifiable Electrical work | | | | | | | |
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | | | | | | | |
| | Oct-10 | 160.00 | 160.00 | 160.00 | To be Finalised** | | N |

** In accordance with statutory regulations these fees have to be set on a cost recovery basis.

BUILDING CONTROL 2010/11 CHARGES TABLE B - WORK TO A SINGLE DWELLING

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| | Date last revised | ← (A) | (B) | (C) → | ← (D) | (E) → | VAT Ind |
|----------------|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | 2010/11 Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |

FULL PLANS SUBMISSIONS - PLAN FEES

Extension and New Build

| | | | | | | |
|--|--------|--------|--------|--------|-------------------|---|
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 108.94 | 128.00 | 130.73 | To be Finalised** | S |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 132.77 | 156.00 | 159.32 | To be Finalised** | S |
| Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ² | Oct-10 | 108.94 | 128.00 | 130.73 | To be Finalised** | S |
| Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 144.68 | 170.00 | 173.62 | To be Finalised** | S |
| A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ² | Oct-10 | 91.06 | 107.00 | 109.27 | To be Finalised** | S |
| Detached non-habitable domestic building with total floor area not exceeding 50m ² | Oct-10 | 97.02 | 114.00 | 116.42 | To be Finalised** | S |

Conversions

| | | | | | | |
|---|--------|--------|--------|--------|-------------------|---|
| First floor and second floor loft conversions | Oct-10 | 153.19 | 180.00 | 183.83 | To be Finalised** | S |
| Other work (e.g. garage conversions) | Oct-10 | 72.34 | 85.00 | 86.81 | To be Finalised** | S |

Alterations (including underpinning)

| | | | | | | |
|---|--------|--------|--------|--------|-------------------|---|
| Renovation of a thermal element | Oct-10 | 29.79 | 35.00 | 35.75 | To be Finalised** | S |
| Replacement of windows, roof lights, roof windows or external glazed doors | Oct-10 | 29.79 | 35.00 | 35.75 | To be Finalised** | S |
| Cost of work not exceeding £5,000 (Including Renewable Energy systems of whatever cost) | Oct-10 | 78.30 | 92.00 | 93.96 | To be Finalised** | S |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 91.06 | 107.00 | 109.27 | To be Finalised** | S |
| Cost of work exceeding £25,000 and not exceeding £100,000 | Oct-10 | 153.19 | 180.00 | 183.83 | To be Finalised** | S |

Notifiable Electrical work in addition to the above, where applicable)

| | | | | | | |
|---|--------|-------|-------|-------|-------------------|---|
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | Oct-10 | 29.79 | 35.00 | 35.75 | To be Finalised** | S |
|---|--------|-------|-------|-------|-------------------|---|

FULL PLANS SUBMISSIONS - INSPECTION FEES

Extension and New Build

| | | | | | | |
|---|--------|--------|--------|--------|-------------------|---|
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 291.06 | 342.00 | 349.27 | To be Finalised** | S |
|---|--------|--------|--------|--------|-------------------|---|

BUILDING CONTROL 2010/11 CHARGES TABLE B - WORK TO A SINGLE DWELLING

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|--|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 400.00 | 470.00 | 480.00 | To be Finalised** | | S |
| Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ² | Oct-10 | 327.66 | 385.00 | 393.19 | To be Finalised** | | S |
| Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 417.02 | 490.00 | 500.42 | To be Finalised** | | S |
| A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ² | Oct-10 | 182.98 | 215.00 | 219.58 | To be Finalised** | | S |
| Detached non-habitable domestic building with total floor area not exceeding 50m ² | Oct-10 | 217.87 | 256.00 | 261.44 | To be Finalised** | | S |
| Conversions | | | | | | | |
| First floor and second floor loft conversions | Oct-10 | 242.55 | 285.00 | 291.06 | To be Finalised** | | S |
| Other work (e.g. garage conversions) | Oct-10 | 110.64 | 130.00 | 132.77 | To be Finalised** | | S |
| Alterations (including underpinning) | | | | | | | |
| Renovation of a thermal element | Oct-10 | 72.34 | 85.00 | 86.81 | To be Finalised** | | S |
| Replacement of windows, roof lights, roof windows or external glazed doors | Oct-10 | 72.34 | 85.00 | 86.81 | To be Finalised** | | S |
| Cost of work not exceeding £5,000 (Including Renewable Energy systems of whatever cost) | Oct-10 | 85.11 | 100.00 | 102.13 | To be Finalised** | | S |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 182.98 | 215.00 | 219.58 | To be Finalised** | | S |
| Cost of work exceeding £25,000 and not exceeding £100,000 | Oct-10 | 280.85 | 330.00 | 337.02 | To be Finalised** | | S |
| Notifiable Electrical work in addition to the above, where applicable) | | | | | | | |
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | Oct-10 | 91.06 | 107.00 | 109.27 | To be Finalised** | | S |
| BUILDING NOTICE CHARGE | | | | | | | |
| Extension and New Build | | | | | | | |
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 412.77 | 485.00 | 495.32 | To be Finalised** | | S |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 544.68 | 640.00 | 653.62 | To be Finalised** | | S |
| Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ² | Oct-10 | 451.06 | 530.00 | 541.27 | To be Finalised** | | S |

BUILDING CONTROL 2010/11 CHARGES TABLE B - WORK TO A SINGLE DWELLING

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|--|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 574.47 | 675.00 | 689.36 | To be Finalised** | | S |
| A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ² | Oct-10 | 280.85 | 330.00 | 337.02 | To be Finalised** | | S |
| Detached non-habitable domestic building with total floor area not exceeding 50m ² | Oct-10 | 327.66 | 385.00 | 393.19 | To be Finalised** | | S |
| Conversions | | | | | | | |
| First floor and second floor loft conversions | Oct-10 | 412.77 | 485.00 | 495.32 | To be Finalised** | | S |
| Other work (e.g. garage conversions) | Oct-10 | 187.23 | 220.00 | 224.68 | To be Finalised** | | S |
| Alterations (including underpinning) | | | | | | | |
| Renovation of a thermal element | Oct-10 | 106.38 | 125.00 | 127.66 | To be Finalised** | | S |
| Replacement of windows, roof lights, roof windows or external glazed doors | Oct-10 | 106.38 | 125.00 | 127.66 | To be Finalised** | | S |
| Cost of work not exceeding £5,000 (Including Renewable Energy systems of whatever cost) | Oct-10 | 170.21 | 200.00 | 204.25 | To be Finalised** | | S |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 289.36 | 340.00 | 347.23 | To be Finalised** | | S |
| Cost of work exceeding £25,000 and not exceeding £100,000 | Oct-10 | 451.06 | 530.00 | 541.27 | To be Finalised** | | S |
| Notifiable Electrical work in addition to the above, where applicable) | | | | | | | |
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | Oct-10 | 123.40 | 145.00 | 148.08 | To be Finalised** | | S |
| REGULARISATION CHARGE | | | | | | | |
| Extension and New Build | | | | | | | |
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 500.00 | 500.00 | 500.00 | To be Finalised** | | N |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 660.00 | 660.00 | 660.00 | To be Finalised** | | N |
| Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ² | Oct-10 | 540.00 | 540.00 | 540.00 | To be Finalised** | | N |
| Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 685.00 | 685.00 | 685.00 | To be Finalised** | | N |
| A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ² | Oct-10 | 340.00 | 340.00 | 340.00 | To be Finalised** | | N |

BUILDING CONTROL 2010/11 CHARGES TABLE B - WORK TO A SINGLE DWELLING

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Detached non-habitable domestic building with total floor area not exceeding 50m ² | Oct-10 | 400.00 | 400.00 | 400.00 | To be Finalised** | | N |
| Conversions | | | | | | | |
| First floor and second floor loft conversions | Oct-10 | 500.00 | 500.00 | 500.00 | To be Finalised** | | N |
| Other work (e.g. garage conversions) | Oct-10 | 250.00 | 250.00 | 250.00 | To be Finalised** | | N |
| Alterations (including underpinning) | | | | | | | |
| Renovation of a thermal element | Oct-10 | 130.00 | 130.00 | 130.00 | To be Finalised** | | N |
| Replacement of windows, roof lights, roof windows or external glazed doors | Oct-10 | 130.00 | 130.00 | 130.00 | To be Finalised** | | N |
| Cost of work not exceeding £5,000 (Including Renewable Energy systems of whatever cost) | Oct-10 | 210.00 | 210.00 | 210.00 | To be Finalised** | | N |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 350.00 | 350.00 | 350.00 | To be Finalised** | | N |
| Cost of work exceeding £25,000 and not exceeding £100,000 | Oct-10 | 545.00 | 545.00 | 545.00 | To be Finalised** | | N |
| Notifiable Electrical work in addition to the above, where applicable) | | | | | | | |
| (Where a satisfactory certificate will not be issued by a Part P registered electrician) | Oct-10 | 160.00 | 160.00 | 160.00 | To be Finalised** | | N |

BUILDING CONTROL 2010/11 CHARGES TABLE C - ALL OTHER NON-DOMESTIC WORK

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| Date last revised | 2010/11 | | 2011/12 | | VAT Ind |
|-------------------|--------------------------------|---|---|--------------------------------|---------|
| | (A) Charge Exclusive of VAT | (B) Charge Inclusive of VAT where applicable @ 17.5% | (C) Charge Inclusive of VAT where applicable @ 20% | (D) Charge Exclusive of VAT | |

| Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ |
|----------------|-----------------|------------------------------|------------------------------|-----------------|-----------------|
|----------------|-----------------|------------------------------|------------------------------|-----------------|-----------------|

FULL PLANS SUBMISSIONS - PLAN FEES

Extensions and New Build

| | | | | | | |
|---|--------|--------|--------|--------|-------------------|---|
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 127.66 | 150.00 | 153.19 | To be Finalised** | S |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 153.19 | 180.00 | 183.83 | To be Finalised** | S |
| Separate extension with some part 2 or 3 storey in height and a total floor area not exceeding 40m ² | Oct-10 | 144.68 | 170.00 | 173.62 | To be Finalised** | S |
| Separate extension with some part 2 or 3 storey in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 182.98 | 215.00 | 219.58 | To be Finalised** | S |
| Alterations | | | | | | |
| Cost of work not exceeding £5,000 | Oct-10 | 85.11 | 100.00 | 102.13 | To be Finalised** | S |
| Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units) | Oct-10 | 85.11 | 100.00 | 102.13 | To be Finalised** | S |
| Renewable Energy systems (not covered by an appropriate competent persons scheme) | Oct-10 | 85.11 | 100.00 | 102.13 | To be Finalised** | S |
| Installation of new shop front | Oct-10 | 85.11 | 100.00 | 102.13 | To be Finalised** | S |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 119.15 | 140.00 | 142.98 | To be Finalised** | S |
| Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) | Oct-10 | 119.15 | 140.00 | 142.98 | To be Finalised** | S |
| Renovation of thermal elements | Oct-10 | 119.15 | 140.00 | 142.98 | To be Finalised** | S |
| Installation of a Raised Storage Platform within an existing building | Oct-10 | 119.15 | 140.00 | 142.98 | To be Finalised** | S |
| Cost of works exceeding £25,000 and not exceeding £100,000 | Oct-10 | 182.98 | 215.00 | 219.58 | To be Finalised** | S |
| Fit out of building up to 100mm ² | Oct-10 | 182.98 | 215.00 | 219.58 | To be Finalised** | S |

FULL PLANS SUBMISSIONS - INSPECTION FEES

| | | | | | | |
|---|--------|--------|--------|--------|-------------------|---|
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 297.87 | 350.00 | 357.44 | To be Finalised** | S |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 417.02 | 490.00 | 500.42 | To be Finalised** | S |
| Separate extension with some part 2 or 3 storey in height and a total floor area not exceeding 40m ² | Oct-10 | 338.72 | 398.00 | 406.46 | To be Finalised** | S |
| Separate extension with some part 2 or 3 storey in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 442.55 | 520.00 | 531.06 | To be Finalised** | S |

BUILDING CONTROL 2010/11 CHARGES TABLE C - ALL OTHER NON-DOMESTIC WORK

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Alterations | | | | | | | |
| Cost of work not exceeding £5,000 | Oct-10 | 110.64 | 130.00 | 132.77 | To be Finalised** | | S |
| Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units) | Oct-10 | 110.64 | 130.00 | 132.77 | To be Finalised** | | S |
| Renewable Energy systems (not covered by an appropriate competent persons scheme) | Oct-10 | 110.64 | 130.00 | 132.77 | To be Finalised** | | S |
| Installation of new shop front | Oct-10 | 110.64 | 130.00 | 132.77 | To be Finalised** | | S |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 187.23 | 220.00 | 224.68 | To be Finalised** | | S |
| Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) | Oct-10 | 187.23 | 220.00 | 224.68 | To be Finalised** | | S |
| Renovation of thermal elements | Oct-10 | 187.23 | 220.00 | 224.68 | To be Finalised** | | S |
| Installation of a Raised Storage Platform within an existing building | Oct-10 | 187.23 | 220.00 | 224.68 | To be Finalised** | | S |
| Cost of works exceeding £25,000 and not exceeding £100,000 | Oct-10 | 338.72 | 398.00 | 406.46 | To be Finalised** | | S |
| Fit out of building up to 100mm ² | Oct-10 | 338.72 | 398.00 | 406.46 | To be Finalised** | | S |
| REGULARISATION CHARGE | | | | | | | |
| Extensions and New Build | | | | | | | |
| Separate single storey extension with floor area not exceeding 40m ² | Oct-10 | 545.00 | 545.00 | 545.00 | To be Finalised** | | N |
| Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 700.00 | 700.00 | 700.00 | To be Finalised** | | N |
| Separate extension with some part 2 or 3 storey in height and a total floor area not exceeding 40m ² | Oct-10 | 625.00 | 625.00 | 625.00 | To be Finalised** | | N |
| Separate extension with some part 2 or 3 storey in height and a total floor area exceeding 40m ² but not exceeding 100m ² | Oct-10 | 750.00 | 750.00 | 750.00 | To be Finalised** | | N |
| Alterations | | | | | | | |
| Cost of work not exceeding £5,000 | Oct-10 | 250.00 | 250.00 | 250.00 | To be Finalised** | | N |
| Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units) | Oct-10 | 250.00 | 250.00 | 250.00 | To be Finalised** | | N |
| Renewable Energy systems (not covered by an appropriate competent persons scheme) | Oct-10 | 250.00 | 250.00 | 250.00 | To be Finalised** | | N |
| Installation of new shop front | Oct-10 | 250.00 | 250.00 | 250.00 | To be Finalised** | | N |
| Cost of work exceeding £5,000 and not exceeding £25,000 | Oct-10 | 380.00 | 380.00 | 380.00 | To be Finalised** | | N |
| Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) | Oct-10 | 380.00 | 380.00 | 380.00 | To be Finalised** | | N |
| Renovation of thermal elements | Oct-10 | 380.00 | 380.00 | 380.00 | To be Finalised** | | N |

BUILDING CONTROL 2010/11 CHARGES TABLE C - ALL OTHER NON-DOMESTIC WORK

LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL

| | Date last revised | 2010/11 | | | 2011/12 | | VAT Ind |
|---|-------------------|--------------------------------|---|---|--------------------------------|---|---------|
| | | (A) Charge Exclusive of VAT | (B) Charge Inclusive of VAT where applicable @ 17.5% | (C) Charge Inclusive of VAT where applicable @ 20% | (D) Charge Exclusive of VAT | (E) Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| Installation of a Raised Storage Platform within an existing building | Oct-10 | 380.00 | 380.00 | 380.00 | To be Finalised** | | N |
| Cost of works exceeding £25,000 and not exceeding £100,000 | Oct-10 | 635.00 | 635.00 | 635.00 | To be Finalised** | | N |
| Fit out of building up to 100mm ² | Oct-10 | 635.00 | 635.00 | 635.00 | To be Finalised** | | N |

Multiple work reductions. Where the proposed works consist of more than one of the above elements then the appropriate charge is calculated by paying the full amount for the most expensive element and only 50% for the other applicable elements.

** In accordance with statutory regulations these fees have to be set on a cost recovery basis.

TECHNICAL SERVICES PORTFOLIO

SCALE OF CHARGES 2011/12

| Date last revised | ← (A) | (B) 2010/11 | (C) → | ← (D) 2011/12 | (E) → | VAT Ind | |
|---|-------------------------|--|--|-------------------------|--|---------|---|
| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| VEHICLE INSPECTION | | | | | | | |
| Charges for employees requiring car loans | Apr-10 | 28.94 | 34.00 | 34.72 | 29.52 | 35.42 | S |
| SAND BAGS | | | | | | | |
| | Apr-09 | 3.49 | 4.10 | 4.19 | 4.17 | 5.00 | S |
| LICENCES | | | | | | | |
| Licence to place tables and chairs on the Public Highway - Initial Licence | Oct-10 | 660.00 | 660.00 | 660.00 | 680.00 | 680.00 | N |
| Licence to place tables and chairs on the Public Highway - Renewal of Licence | Oct-10 | 210.00 | 210.00 | 210.00 | 680.00 | 680.00 | N |

TECHNICAL SERVICES PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | 2010/11 Charge Inclusive of VAT £ | 2011/12 Charge Inclusive of VAT £ | VAT Ind |
|--|-------------------|---|---|---------|
| CAR PARKS | | | | |
| (determined by Portfolio Holder. Charges as advertised in the Legal Orders.) | | | | |
| High Street (A), Clacton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 1.30 | 1.30 | S |
| 1 to 2 hours | Apr-06 | 2.20 | 2.20 | S |
| 2 to 4 hours | Apr-06 | 4.50 | 4.50 | S |
| Over 4 hours | Apr-08 | 6.00 | 6.00 | S |
| Commercial Vehicles (after 6 pm only) | Apr-06 | 7.00 | 7.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Over 4 hours upper levels Multi storey only | Apr-04 | 4.00 | 4.00 | S |
| Alton Park Road (B), Clacton | | | | |
| Up to 1 hour | Apr-07 | 0.80 | 0.80 | S |
| 1 to 2 hours | Apr-07 | 1.20 | 1.20 | S |
| 2 to 4 hours | Apr-07 | 2.00 | 2.00 | S |
| 4 to 6 hours | Apr-07 | 4.00 | 4.00 | S |
| Over 6 hours | Apr-07 | 4.50 | 4.50 | S |
| Old Road (B), Clacton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 1.00 | 1.00 | S |
| 1 to 2 hours | Apr-06 | 1.50 | 1.50 | S |
| 2 to 4 hours | Apr-06 | 2.50 | 2.50 | S |
| 4 to 6 hours | Apr-06 | 4.00 | 4.00 | S |
| Over 6 hours | Apr-05 | 5.50 | 5.50 | S |
| Hastings Avenue (B), Clacton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 1.20 | 1.20 | S |
| Up to 4 hours | Apr-06 | 4.40 | 4.40 | S |
| Over 4 hours | Apr-05 | 6.00 | 6.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Martello Bay Coach Park, Marine Parade West, Clacton | | | | |
| Coaches and Double Decker Buses only: | | | | |
| Up to 4 hours | Apr-05 | 4.00 | 4.00 | S |
| Over 4 hours - up to 8 hours | Apr-05 | 7.00 | 7.00 | S |
| Over 8 hours - up to 24 hours | Apr-05 | 10.00 | 10.00 | S |
| Agate Road (A), Clacton (short stay) | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 1.30 | 1.30 | S |
| 1 to 2 hours | Apr-06 | 2.50 | 2.50 | S |
| 2 to 3 hours | Apr-06 | 3.60 | 4.00 | S |
| Over 3 hours | Apr-06 | 10.00 | 10.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 2.00 | 2.00 | S |
| Wellesley Road (B), Clacton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 1.30 | 1.00 | S |
| 1 to 2 hours | Apr-06 | 2.20 | 2.00 | S |
| 2 to 4 hours | Apr-05 | 4.00 | 4.00 | S |
| Over 4 hours NEW | NEW | - | 5.00 | S |
| 4 to 6 hours | Apr-05 | 5.00 | Deleted | S |
| Over 6 hours | Apr-05 | 6.00 | Deleted | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |

TECHNICAL SERVICES PORTFOLIO

SCALE OF CHARGES 2011/12

| | Date last revised | 2010/11 Charge Inclusive of VAT £ | 2011/12 Charge Inclusive of VAT £ | VAT Ind |
|--|-------------------|-----------------------------------|-----------------------------------|---------|
| Holland Haven and the Naze, Walton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-05 | 1.00 | 1.00 | S |
| Up to 2 hours | Apr-09 | 2.00 | 2.00 | S |
| Up to 4 hours | Apr-06 | 3.50 | 3.50 | S |
| All Day | Apr-05 | 5.50 | 5.50 | S |
| Seasonal Permit - Tendring Resident Beach Hut Owners only | | | | |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| The concession rate for residents for the Tendring District to park free until 10.30 am remains unchanged. | | | | |
| Station Yard (B), Walton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 2 hours | Apr-06 | 1.50 | 1.50 | S |
| 2 to 4 hours | Apr-06 | 3.00 | 3.00 | S |
| 4 to 6 hours | Apr-06 | 4.00 | 4.00 | S |
| Over 6 hours | Apr-05 | 5.00 | 5.00 | S |
| Buses and commercial vehicles | | | | |
| Up to 4 hours | Apr-06 | 4.50 | 4.50 | S |
| Over 4 hours | Apr-04 | 6.50 | 6.50 | S |
| Church Road (B), Walton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 2 hours | Apr-06 | 1.50 | 1.50 | S |
| 2 to 4 hours | Apr-06 | 3.00 | 3.00 | S |
| 4 to 6 hours | Apr-06 | 4.50 | 4.50 | S |
| Over 6 hours | Apr-05 | 5.50 | 5.50 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| High Street (A), Walton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 0.80 | 0.80 | S |
| 1 to 2 hours | Apr-06 | 1.40 | 1.40 | S |
| 2 to 4 hours | Apr-05 | 2.80 | 2.80 | S |
| 4 to 6 hours | Apr-05 | 5.00 | 5.00 | S |
| Over 6 hours | Apr-05 | 6.00 | 6.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Frinton and Walton Swimming Pool Car Park, Walton | | | | |
| Cars, Minibuses, Motorcycles and Motorcycle combinations: | | | | |
| Up to 3 hours | Apr-06 | 3.00 | 4.00 | S |
| 3 to 5 hours | Apr-06 | 6.00 | 6.00 | S |
| Pool users only - Up to 3 hours (refundable on the day of issue) | | | | |
| Mill Lane (B), Walton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 0.80 | 0.50 | S |
| 1 to 3 hours | Apr-06 | 2.00 | 2.00 | S |
| 3 to 5 hours | Apr-06 | 4.00 | 4.00 | S |
| Over 5 hours | Apr-04 | 5.00 | 5.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Coronation (B), Walton | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 1.20 | 1.20 | S |
| 1 to 3 hours | Apr-04 | 3.00 | 4.00 | S |
| Over 3 hours | Apr-06 | 5.50 | 6.00 | S |
| Coaches (Daily) | Apr-06 | 7.00 | 7.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |

TECHNICAL SERVICES PORTFOLIO

SCALE OF CHARGES 2011/12

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|---|-------------------|---|---|---------|
| Milton Road (A), Dovercourt | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | May-10 | 0.80 | 0.50 | S |
| 1 to 2 hours | Apr-06 | 1.40 | 1.40 | S |
| 2 to 4 hours | Apr-06 | 2.80 | 3.00 | S |
| Over 4 hours NEW | NEW | - | 5.00 | S |
| 4 to 6 hours | Apr-05 | 4.50 | Deleted | S |
| Over 6 hours | Apr-06 | 6.00 | Deleted | S |
| Evening Tariff 6pm to 8am (Upper Levels) | Apr-08 | 1.00 | 1.00 | S |
| Lower Marine Parade (B), Dovercourt (April to September) | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour NEW | NEW | - | 1.00 | S |
| 1 to 2 hours | Apr-06 | 1.40 | 1.50 | S |
| Up to 4 hours | Apr-06 | 2.50 | 3.00 | S |
| Over 4 hours | Apr-04 | 5.00 | 5.00 | S |
| Seasonal Permit - Tendring Resident Beach Hut Owners only | Apr-07 | 20.00 | 20.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| The Quay (Time Restricted Permits Only) | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 0.80 | 0.80 | S |
| Up to 2 hours | Apr-09 | 2.00 | 2.00 | S |
| 1 to 4 hours | Apr-05 | 3.00 | 3.00 | S |
| Over 4 hours | Apr-05 | 5.00 | 5.00 | S |
| Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm) | Apr-02 | 10.00 | 10.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 2.00 | 2.00 | S |
| Wellington Road (B), Harwich | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-06 | 0.80 | 0.50 | S |
| 1 to 4 hours | Apr-09 | 3.00 | 2.00 | S |
| Over 4 hours | Apr-05 | 5.00 | 3.00 | S |
| Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm) | Apr-02 | 10.00 | 10.00 | S |
| Tower Street (B), Brightlingsea | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 2 hours | Apr-06 | 1.40 | 1.40 | S |
| 2 to 4 hours | Apr-05 | 3.00 | 3.00 | S |
| Over 4 hours | Apr-05 | 6.00 | 6.00 | S |
| Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm) | Apr-02 | 10.00 | 10.00 | S |
| Promenade Way (B), Brightlingsea (May to September) | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-07 | 0.70 | 0.70 | S |
| Up to 2 hours | Apr-06 | 1.40 | 1.40 | S |
| 2 to 4 hours | Apr-06 | 2.50 | 2.50 | S |
| Over 4 hours | Apr-05 | 5.00 | 5.00 | S |
| Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm) | Apr-02 | 10.00 | 10.00 | S |
| Seasonal Permit - Tendring Resident Beach Hut Owners only | Apr-07 | 20.00 | 20.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |

TECHNICAL SERVICES PORTFOLIO

SCALE OF CHARGES 2011/12

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|---|-------------------|---|---|---------|
| Western Promenade Grass (B), Brightlingsea (May to September) | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-07 | 0.70 | 0.70 | S |
| Up to 2 hours | Apr-07 | 1.40 | 1.40 | S |
| 2 to 4 hours | Apr-07 | 2.50 | 2.50 | S |
| Over 4 hours | May-10 | 4.00 | 4.00 | S |
| Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm) | Apr-07 | 10.00 | 10.00 | S |
| Seasonal Permit - Tendring Resident Beach Hut Owners only | Apr-07 | 20.00 | 20.00 | S |
| Evening Tariff 6pm to 8am | Apr-09 | 1.00 | 1.00 | S |
| Oyster Tank Road (B), Brightlingsea (May to September) | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | May-10 | 0.50 | 0.50 | S |
| 1 to 4 hours | May-10 | 1.50 | 1.50 | S |
| Over 4 hours | May-10 | 3.00 | 3.00 | S |
| Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm) | Apr-07 | 10.00 | 10.00 | S |
| Seasonal Permit - Tendring Resident Beach Hut Owners only | Apr-07 | 20.00 | 20.00 | S |
| Evening Tariff 6pm to 8am | Apr-09 | 1.00 | 1.00 | S |
| Tamarisk Way (B), Jaywick | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 30 minutes | Apr-06 | 0.50 | 0.50 | S |
| Over 30 minutes and up to 1 hour | Apr-06 | 1.00 | 1.00 | S |
| 1 to 4 hours | Apr-06 | 3.50 | 3.50 | S |
| Over 4 hours | Apr-04 | 5.00 | 5.00 | S |
| Ipswich Rd (B), Holland on Sea | | | | |
| Cars, Motorcycles and Motorcycle combinations: | | | | |
| Up to 30 minutes | Apr-06 | 0.50 | Deleted | S |
| Up to 1 hour | Apr-06 | 0.70 | 0.50 | S |
| 1 to 3 hours | Apr-06 | 1.20 | 1.20 | S |
| 3 to 4 hours | Apr-05 | 3.00 | 3.00 | S |
| Over 4 hours | Apr-07 | 10.00 | 10.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Seafront Bays, (B) Clacton | | | | |
| Up to 1 hour | Apr-07 | 0.50 | 0.50 | S |
| 1 to 4 hours | Apr-07 | 2.50 | 2.50 | S |
| Over 4 hours | Apr-07 | 5.00 | 5.00 | S |
| Dovercourt Swimming Pool Car Park, Dovercourt | | | | |
| Cars, Minibuses, Motorcycles and Motorcycle combinations: | | | | |
| Up to 3 hours - pool users only | Apr-08 | 1.50 | 1.50 | S |
| Over 3 hours | Apr-08 | 6.00 | 6.00 | S |
| Elm Grove, (B) Great Clacton | | | | |
| Cars, Minibuses, Motorcycles and Motorcycle combinations: | | | | |
| Up to 30 minutes | Apr-08 | 0.30 | 0.20 | S |
| 30 minutes to 1 hour | Apr-08 | 0.50 | 0.50 | S |
| 1 to 2 hours | Apr-08 | 0.80 | 0.80 | S |
| 2 to 3 hours | Apr-08 | 1.00 | 1.00 | S |
| 3 to 4 hours | Apr-08 | 1.50 | 1.50 | S |
| 4 to 6 hours | Apr-08 | 3.00 | 3.00 | S |
| Over 6 hours | Apr-08 | 5.00 | 5.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Time restricted permit (Yearly) Before 9am and after 4pm | Apr-08 | 10.00 | 10.00 | S |
| Victoria Place, (B) Brightlingsea | | | | |
| Cars, Minibuses, Motorcycles and Motorcycle combinations: | | | | |
| Up to 1 hour | Apr-08 | 0.50 | 0.50 | S |

TECHNICAL SERVICES PORTFOLIO

SCALE OF CHARGES 2011/12

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|---|-------------------|---|---|---------|
| 1 to 2 hours | Apr-08 | 1.00 | 1.00 | S |
| 2 to 4 hours | Apr-08 | 2.00 | 2.00 | S |
| 4 to 6 hours | Apr-08 | 3.00 | 3.00 | S |
| Over 6 hours | Apr-08 | 5.00 | 5.00 | S |
| Evening Tariff 6pm to 8am | Apr-08 | 1.00 | 1.00 | S |
| Time restricted permit (Yearly) Before 9am and after 4pm | Apr-08 | 10.00 | 10.00 | S |
| Season Tickets: | | | | |
| Category (A) | Apr-05 | 300.00 | 300.00 | S |
| Category (B) | Apr-06 | 175.00 | 175.00 | S |
| Other permit charges: | | | | |
| Residents Parking | | | | |
| 1st Vehicle | Apr-06 | 35.00 | 35.00 | N |
| 2nd Vehicle | Apr-06 | 50.00 | 50.00 | N |
| Visitors permit (daily) | Apr-02 | 0.50 | 0.50 | N |
| On Street Dispensation Permit: | | | | |
| 1st day | Apr-06 | 15.00 | 15.00 | N |
| Each following day up to one week | Apr-06 | 5.00 | 5.00 | N |
| On Street Suspensions | | | | |
| 1st day | Apr-06 | 15.00 | 15.00 | N |
| Each following day up to one week | Apr-06 | 5.00 | 5.00 | N |
| Determined by Essex County Council | | | | |
| Higher | Apr-08 | 70.00 | 70.00 | N |
| if paid within 14 days | Apr-08 | 35.00 | 35.00 | N |
| Lower | Apr-08 | 50.00 | 50.00 | N |
| If paid within 14 days | Apr-08 | 25.00 | 25.00 | N |

LICENSING COMMITTEE

SCALE OF CHARGES 2011/12

| Date last revised | ← (A) | (B) 2010/11 | (C) → | ← (D) | (E) → | VAT Ind |
|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | £ | £ | £ | £ | £ | |

LICENCES (Annual Fee unless otherwise stated)

Hackney Carriage and Private Hire:

| | | | | | | | |
|--|--------|---|--------|--------|---|--------|---|
| - Hackney Carriage and Private Hire Vehicle | Apr-10 | 278.00 | 278.00 | 278.00 | 292.00 | 292.00 | N |
| - Large/Long vehicle that cannot be accommodated at Councils' mechanical test station. | Apr-08 | Standard charge less actual cost of mechanical test undertaken by Council | | | Standard charge less actual cost of mechanical test undertaken by Council | | N |
| - retest fee after failure with 3 or less minor faults | Apr-10 | 27.00 | 27.00 | 27.00 | 29.00 | 29.00 | N |
| - retest fee after failure with more than 3 faults / vehicle to be 'ramped' | Apr-10 | 46.00 | 46.00 | 46.00 | 49.00 | 49.00 | N |
| - test fee after accident | Apr-10 | 46.00 | 46.00 | 46.00 | 49.00 | 49.00 | N |
| - change of vehicle | Apr-10 | 82.00 | 82.00 | 82.00 | 139.00 | 139.00 | N |
| - change of owner | Apr-10 | 132.00 | 132.00 | 132.00 | 86.10 | 86.10 | N |
| - meter fare check | Apr-10 | 37.00 | 37.00 | 37.00 | 39.00 | 39.00 | N |
| - replacement plate (Full set) | Apr-10 | 46.00 | 46.00 | 46.00 | 49.00 | 49.00 | N |
| - replacement plate fixing bracket | Apr-10 | 21.50 | 21.50 | 21.50 | 23.00 | 23.00 | N |
| - replacement flat bracket | Apr-10 | 26.50 | 26.50 | 26.50 | 28.00 | 28.00 | N |
| - replacement flexi plate | Apr-10 | 21.50 | 21.50 | 21.50 | 23.00 | 23.00 | N |
| - replacement bracket key | | | | | 3.00 | 3.00 | N |

Hackney Carriage and Private Hire Vehicle Drivers:

| | | | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|--------|---|
| - initial - 3 years | Apr-10 | 285.00 | 285.00 | 285.00 | 299.00 | 299.00 | N |
| - renewal - 3 years | Apr-10 | 155.00 | 155.00 | 155.00 | 163.00 | 163.00 | N |
| - initial - 2 years | Apr-10 | 238.00 | 238.00 | 238.00 | 250.00 | 250.00 | N |
| - renewal - 2 years | Apr-10 | 129.00 | 129.00 | 129.00 | 135.00 | 135.00 | N |
| - initial - 1 years | Apr-10 | 205.00 | 205.00 | 205.00 | 215.00 | 215.00 | N |
| - renewal - 1 years | Apr-10 | 102.00 | 102.00 | 102.00 | 107.00 | 107.00 | N |
| Replacement ID Card | Apr-10 | 10.50 | 10.50 | 10.50 | 11.00 | 11.00 | N |
| Replacement Paper Licence | Apr-10 | 10.50 | 10.50 | 10.50 | 11.00 | 11.00 | N |
| Change of name and/or address | Apr-10 | 10.50 | 10.50 | 10.50 | 11.00 | 11.00 | N |

Administration charge for supply of forms for grant of licence (offset against application fee when application submitted)

| | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|---|
| Private Hire Vehicle Operators - 5 years: | | | | | | | |
| - 1 vehicle | Apr-10 | 327.00 | 327.00 | 327.00 | 343.00 | 343.00 | N |
| - each additional vehicle during period of licence | Apr-10 | 136.00 | 136.00 | 136.00 | 143.00 | 143.00 | N |
| Temporary Plate Issue | Apr-10 | 70.00 | 70.00 | 70.00 | 74.00 | 74.00 | N |
| Failure to attend Vehicle Inspection | Apr-10 | 24.50 | 24.50 | 24.50 | 26.00 | 26.00 | N |

**Sex Establishments:

| | | | | | | | |
|----------|--------|--------|--------|--------|--------|--------|---|
| Grant | Apr-10 | 905.00 | 905.00 | 905.00 | 924.00 | 924.00 | N |
| Renewal | Apr-10 | 905.00 | 905.00 | 905.00 | 924.00 | 924.00 | N |
| Transfer | Apr-09 | 346.00 | 346.00 | 346.00 | 353.00 | 353.00 | N |

**Street Trading Consent

| | | | | | | | |
|--------|--|--------|--------|--------|--------|--------|---|
| Apr-10 | | 485.00 | 485.00 | 485.00 | 495.00 | 495.00 | N |
|--------|--|--------|--------|--------|--------|--------|---|

**Boating - Boats and Boatmen

| | | | | | | | |
|--------------------|--------|-------|-------|-------|-------|-------|---|
| Boat Licence fee | Apr-10 | 49.00 | 49.00 | 49.00 | 50.00 | 50.00 | N |
| Boatman's Licence: | | | | | | | |
| Initial | Apr-10 | 49.00 | 49.00 | 49.00 | 50.00 | 50.00 | N |
| Renewal | Apr-10 | 49.00 | 49.00 | 49.00 | 50.00 | 50.00 | N |

LICENSING COMMITTEE

SCALE OF CHARGES 2011/12

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|--|----------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| LICENSING | | | | | | | |
| (Statutory Fees Effective From 07/02/2005 Under The Licensing Act 2003) | | | | | | | |
| PREMISES | | | | | | | |
| Grant or Variation: | | | | | | | |
| BAND A* | Jan-05 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| BAND B* | Jan-05 | 190.00 | 190.00 | 190.00 | 190.00 | 190.00 | N |
| BAND C* | Jan-05 | 315.00 | 315.00 | 315.00 | 315.00 | 315.00 | N |
| BAND D* | Jan-05 | 450.00 | 450.00 | 450.00 | 450.00 | 450.00 | N |
| BAND E* | Jan-05 | 635.00 | 635.00 | 635.00 | 635.00 | 635.00 | N |
| Annual Fee to Licensing Authority: | | | | | | | |
| BAND A* | Jan-05 | 70.00 | 70.00 | 70.00 | 70.00 | 70.00 | N |
| BAND B* | Jan-05 | 180.00 | 180.00 | 180.00 | 180.00 | 180.00 | N |
| BAND C* | Jan-05 | 295.00 | 295.00 | 295.00 | 295.00 | 295.00 | N |
| BAND D* | Jan-05 | 320.00 | 320.00 | 320.00 | 320.00 | 320.00 | N |
| BAND E* | Jan-05 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | N |
| NEW -Minor Variation of a License | NEW | 0.00 | 0.00 | 0.00 | 89.00 | 89.00 | N |
| Theft/Loss etc of Premises Licence or Summary | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Application for provisional statement whilst premises being built | Jan-05 | 315.00 | 315.00 | 315.00 | 315.00 | 315.00 | N |
| Notification of change of name or address of Licence Holder | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Application to vary Licence to specify individual as Premises Supervisor | Jan-05 | 23.00 | 23.00 | 23.00 | 23.00 | 23.00 | N |
| Application for Transfer of Premises Licence | Jan-05 | 23.00 | 23.00 | 23.00 | 23.00 | 23.00 | N |
| Interim Authority Notice following death etc., of licence holder | Jan-05 | 23.00 | 23.00 | 23.00 | 23.00 | 23.00 | N |
| Theft, loss of Certificate or Summary | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Notification of change of name or alteration of rules of club | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Change of Relevant registered address of Club | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Temporary Event Notice | Jan-05 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | N |
| Loss of Temporary Event Notice | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Right of Freeholder to be notified of licensing matters | Jan-05 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | N |

* RATEABLE VALUES AND BANDS OF PREMISES:

| BAND | RATEABLE VALUE |
|------|-------------------------------|
| A | Zero rateable value to £4,300 |
| B | £4,301 TO £33,000 |
| C | £33,001 TO £87,000 |
| D | £87,001 TO £125,000 |
| E | £125,001 and above |

PERSONAL

| | | | | | | | |
|--|--------|-------|-------|-------|-------|-------|---|
| Grant | Jan-05 | 37.00 | 37.00 | 37.00 | 37.00 | 37.00 | N |
| Renewal | Jan-05 | 37.00 | 37.00 | 37.00 | 37.00 | 37.00 | N |
| Theft, loss etc., of Personal Licence | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |
| Duty to notify change of name or address | Jan-05 | 10.50 | 10.50 | 10.50 | 10.50 | 10.50 | N |

LICENSING COMMITTEE

SCALE OF CHARGES 2011/12

| Date last revised | ← (A) | (B) 2010/11 | (C) → | ← (D) | (E) → | VAT Ind |
|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | £ | £ | £ | £ | £ | |

LICENSING

(Statutory Fees Under the Gambling Act 2005)

UNLICENSED FAMILY ENTERTAINMENT CENTRE

PREMISES LICENCE

| | | | | | | | |
|-------------------|--------|--------|--------|--------|--------|--------|---|
| New Operator | Sep-07 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 | N |
| Existing Operator | Sep-07 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Renewal | Sep-07 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 | N |
| Change of Name | Sep-07 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| Copy of Permit | Sep-07 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |

PRIZE GAMING

| | | | | | | | |
|-------------------|--------|--------|--------|--------|--------|--------|---|
| New Operator | Sep-07 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 | N |
| Existing Operator | Sep-07 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Renewal | Sep-07 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 | N |
| Change of Name | Sep-07 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| Copy of Permit | Sep-07 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |

CLUB GAMING AND CLUB MACHINE PERMIT

| | | | | | | | |
|---------------------|--------|--------|--------|--------|--------|--------|---|
| New Operator | Sep-07 | 200.00 | 200.00 | 200.00 | 200.00 | 200.00 | N |
| Existing Operator | Sep-07 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Renewal of Permit | Sep-07 | 200.00 | 200.00 | 200.00 | 200.00 | 200.00 | N |
| Variation of Permit | Sep-07 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Copy of Permit | Sep-07 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |
| Annual Fee | Sep-07 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | N |

LICENSED PREMISES (PUBS)

| | | | | | | | |
|---|--------|--------|--------|--------|--------|--------|---|
| New Operator | Sep-07 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | N |
| Existing Operator | Sep-07 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Variation of Permit | Sep-07 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | N |
| Transfer of Permit | Sep-07 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| Change of Name | Sep-07 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| Copy of Permit | Sep-07 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | N |
| Annual Fee | Sep-07 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | N |
| Notice of Intention to make gaming machines | Sep-07 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | N |

LICENSING

(Fees Under the Gambling Act 2005 Determined by Officers Under Delegated Powers)

ADULT GAMING CENTRE LICENCE

| | | | | | | | |
|---------------------------------|--------|--------|--------|--------|--------|--------|---|
| Non-Conversion (Other Premises) | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| Annual Fee | Apr-10 | 343.00 | 343.00 | 343.00 | 350.00 | 350.00 | N |
| Vary Licence | Apr-10 | 290.00 | 290.00 | 290.00 | 296.00 | 296.00 | N |
| Transfer Licence | Apr-10 | 86.00 | 86.00 | 86.00 | 88.00 | 88.00 | N |
| Reinstatement of Licence | Apr-10 | 76.00 | 76.00 | 76.00 | 78.00 | 78.00 | N |
| Provisional Statement | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |

BETTING PREMISES (OTHER) LICENCE

| | | | | | | | |
|---------------------------------|--------|--------|--------|--------|--------|--------|---|
| Non-Conversion (Other Premises) | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| Annual Fee | Apr-10 | 343.00 | 343.00 | 343.00 | 350.00 | 350.00 | N |
| Vary Licence | Apr-10 | 290.00 | 290.00 | 290.00 | 296.00 | 296.00 | N |
| Transfer Licence | Apr-10 | 86.00 | 86.00 | 86.00 | 88.00 | 88.00 | N |
| Reinstatement of Licence | Apr-10 | 76.00 | 76.00 | 76.00 | 78.00 | 78.00 | N |

LICENSING COMMITTEE

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|-------------------|-------------------------|--|--|-------------------------|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 | 01/04/10 to 03/01/11 | 04/01/11 to 31/03/11 | 01/04/2011 | 01/04/2011 | |
| | | £ | £ | £ | £ | £ | |
| Provisional Statement | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| BETTING PREMISES (TRACK) LICENCE | | | | | | | |
| Non-Conversion (Other Premises) | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| Annual Fee | Apr-10 | 343.00 | 343.00 | 343.00 | 350.00 | 350.00 | N |
| Vary Licence | Apr-10 | 290.00 | 290.00 | 290.00 | 296.00 | 296.00 | N |
| Transfer Licence | Apr-10 | 86.00 | 86.00 | 86.00 | 88.00 | 88.00 | N |
| Reinstatement of Licence | Apr-10 | 76.00 | 76.00 | 76.00 | 78.00 | 78.00 | N |
| Provisional Statement | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| BINGO PREMISES LICENCE | | | | | | | |
| Non-Conversion (Other Premises) | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| Annual Fee | Apr-10 | 343.00 | 343.00 | 343.00 | 350.00 | 350.00 | N |
| Vary Licence | Apr-10 | 290.00 | 290.00 | 290.00 | 296.00 | 296.00 | N |
| Transfer Licence | Apr-10 | 86.00 | 86.00 | 86.00 | 88.00 | 88.00 | N |
| Reinstatement of Licence | Apr-10 | 76.00 | 76.00 | 76.00 | 78.00 | 78.00 | N |
| Provisional Statement | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| FAMILY ENTERTAINMENT CENTRE PREMISES LICENCE | | | | | | | |
| Non-Conversion (Other Premises) | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| Annual Fee | Apr-10 | 343.00 | 343.00 | 343.00 | 350.00 | 350.00 | N |
| Vary Licence | Apr-10 | 290.00 | 290.00 | 290.00 | 296.00 | 296.00 | N |
| Transfer Licence | Apr-10 | 86.00 | 86.00 | 86.00 | 88.00 | 88.00 | N |
| Reinstatement of Licence | Apr-10 | 76.00 | 76.00 | 76.00 | 78.00 | 78.00 | N |
| Provisional Statement | Apr-10 | 600.00 | 600.00 | 600.00 | 612.00 | 612.00 | N |
| TEMPORARY LICENSES (PREMISES) | | | | | | | |
| Temporary Use Notices | Apr-10 | 200.00 | 200.00 | 200.00 | 204.00 | 204.00 | N |
| CASINO PREMISES LICENCE* | | | | | | | |
| (LARGE) | | | | | | | |
| Non-conversion (other premises) | Sep-07 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | N |
| Annual Fee | Sep-07 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | N |
| Vary Licence | Sep-07 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | N |
| Transfer Licence | Sep-07 | 2,150.00 | 2,150.00 | 2,150.00 | 2,150.00 | 2,150.00 | N |
| Reinstatement of Licence | Sep-07 | 2,150.00 | 2,150.00 | 2,150.00 | 2,150.00 | 2,150.00 | N |
| Provisional statement | Sep-07 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | N |
| (SMALL) | | | | | | | |
| Non-conversion (other premises) | Sep-07 | 8,000.00 | 8,000.00 | 8,000.00 | 8,000.00 | 8,000.00 | N |
| Annual Fee | Sep-07 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | N |
| Vary Licence | Sep-07 | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 | N |
| Transfer Licence | Sep-07 | 1,800.00 | 1,800.00 | 1,800.00 | 1,800.00 | 1,800.00 | N |
| Reinstatement of Licence | Sep-07 | 1,800.00 | 1,800.00 | 1,800.00 | 1,800.00 | 1,800.00 | N |
| Provisional statement | Sep-07 | 8,000.00 | 8,000.00 | 8,000.00 | 8,000.00 | 8,000.00 | N |
| (CONVERTED) | | | | | | | |
| Annual Fee | Sep-07 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | N |
| Vary Licence | Sep-07 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | N |
| Transfer Licence | Sep-07 | 1,350.00 | 1,350.00 | 1,350.00 | 1,350.00 | 1,350.00 | N |
| Reinstatement of Licence | Sep-07 | 1,350.00 | 1,350.00 | 1,350.00 | 1,350.00 | 1,350.00 | N |

* Please note that the Secretary of State has not specified this authority as one that may issue Casino Premises Licences. The fees shown above are the maximum fees prescribed by the Secretary of State and are listed for information only. Should the Authority be ever designated as one that may issue Casino Premises Licences then the fees shown above will be reviewed to reflect the cost of providing the service.

** In accordance with statutory regulations these fees have to be set on a cost recovery basis.

REGULATORY COMMITTEE

SCALE OF CHARGES 2011/12

| Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind | |
|--|-------------------------|--|--|-------------------------|--|---------|---|
| | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | | |
| Effective from | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | | |
| ELECTIONS AND ELECTORAL REGISTRATION | | | | | | | |
| Register of Electors: | | | | | | | |
| Written confirmation of inclusion on current years register * | Apr-10 | 12.00 | 12.00 | 12.00 | 12.50 | 12.50 | N |
| Written confirmation of inclusion on previous years register * | Apr-10 | 23.60 | 23.60 | 23.60 | 24.00 | 24.00 | N |
| Supply of street and postcode index (per side) | Apr-09 | 0.51 | 0.60 | 0.61 | 0.52 | 0.62 | S |
| ELECTIONS AND ELECTORAL REGISTRATION | | | | | | | |
| (Statutory Fee) | | | | | | | |
| Sale of Register - Data Copy: | | | | | | | |
| Cost per 1,000 entries in addition to Standard Charge | Dec-03 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | N |
| Standard Charge | Dec-03 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | N |
| Sale of Register - Hard Copy: | | | | | | | |
| Cost per 1,000 entries in addition to Standard Charge | Dec-03 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| Standard Charge | Dec-03 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | N |
| FREEDOM OF INFORMATION | | | | | | | |
| Enquiries exceeding 49 pages of information | | | | | | | |
| If information can be obtained from the Council only | | | | | | | |
| Initial charge for first 50 pages | Apr-06 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | N |
| Each additional page | Apr-06 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | N |
| If information can be obtained from an alternative source | | | | | | | |
| Initial charge for first 50 pages | Apr-06 | 5.00 | 5.88 | 6.00 | 5.00 | 6.00 | S |
| Each additional page | Apr-06 | 0.10 | 0.12 | 0.12 | 0.10 | 0.12 | S |
| FREEDOM OF INFORMATION | | | | | | | |
| (Statutory Fee) | | | | | | | |
| Enquiries utilising 18 or more hours of officer time | | | | | | | |
| If information can be obtained from the Council only | | | | | | | |
| Initial charge for 18 Hours | Apr-06 | 450.00 | 450.00 | 450.00 | 450.00 | 450.00 | N |
| Each additional hour | Apr-06 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | N |
| If information can be obtained from an alternative source | | | | | | | |
| Initial charge for 18 Hours | Apr-06 | 450.00 | 528.75 | 540.00 | 450.00 | 540.00 | S |
| Each additional hour | Apr-06 | 25.00 | 29.38 | 30.00 | 30.00 | 36.00 | S |

* Information will be supplied only in respect of the elector making the enquiry.

REGULATORY COMMITTEE

SCALE OF CHARGES 2011/12

| | Date last revised | (A) | (B) | (C) | (D) | (E) | VAT Ind |
|---|-------------------|--|--|--|--|--|---------|
| | | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 17.5% | Charge Inclusive of VAT where applicable @ 20% | Charge Exclusive of VAT | Charge Inclusive of VAT where applicable @ 20% | |
| Effective from | | 01/04/2010 £ | 01/04/10 to 03/01/11 £ | 04/01/11 to 31/03/11 £ | 01/04/2011 £ | 01/04/2011 £ | |
| LICENSING AND REGISTRATION ** | | | | | | | |
| Riding Establishment: # | | | | | | | |
| Annual Fee | Apr-10 | £180 + vet fees at cost | £180 + vet fees at cost | £180 + vet fees at cost | £186.40 + vet fees at cost | £186.40 + vet fees at cost | N |
| Dangerous Wild Animals: # | | | | | | | |
| Annual Fee | Apr-10 | £180 + vet fees at cost | £180 + vet fees at cost | £180 + vet fees at cost | £186.40 + vet fees at cost | £186.40 + vet fees at cost | N |
| Animal Boarding Establishments: # | | | | | | | |
| Annual Fee | Apr-10 | £153.60 + vet fees at cost where necessary | £153.60 + vet fees at cost where necessary | £153.60 + vet fees at cost where necessary | £158.80 + vet fees at cost where necessary | £158.80 + vet fees at cost where necessary | N |
| Home Boarding of Dogs: # | | | | | | | |
| Annual Fee | Apr-10 | £127.20 + vet fees at cost where necessary | £127.20 + vet fees at cost where necessary | £127.20 + vet fees at cost where necessary | £131.20 + vet fees at cost where necessary | £131.20 + vet fees at cost where necessary | N |
| Pet Animal Establishments: # | | | | | | | |
| Annual Fee | Apr-10 | £153.60 + vet fees at cost where necessary | £153.60 + vet fees at cost where necessary | £153.60 + vet fees at cost where necessary | £158.80 + vet fees at cost where necessary | £158.80 + vet fees at cost where necessary | N |
| Dog Breeders: # | | | | | | | |
| Annual Fee | Apr-10 | £153.60 + vet fees at cost where necessary | £153.60 + vet fees at cost where necessary | £153.60 + vet fees at cost where necessary | £158.80 + vet fees at cost where necessary | £158.80 + vet fees at cost where necessary | N |
| Zoos: # | | | | | | | |
| Including Vet Fees | Apr-10 | £417.60 + vets fees at cost | £417.60 + vets fees at cost | £417.60 + vets fees at cost | £425.95 + vet fees at cost | £425.95 + vet fees at cost | N |
| Acupuncturist | Apr-10 | 100.80 | 100.80 | 100.80 | 103.50 | 103.50 | N |
| Tattooist | Apr-10 | 140.40 | 140.40 | 140.40 | 145.00 | 145.00 | N |
| Electrolysis | Apr-10 | 100.80 | 100.80 | 100.80 | 103.50 | 103.50 | N |
| Ear Piercing | Apr-10 | 100.80 | 100.80 | 100.80 | 103.50 | 103.50 | N |
| Amendment to Acupuncturist, Tattooist, Electrolysis or Ear Piercing Licence | Apr-10 | 74.40 | 74.40 | 74.40 | 75.90 | 75.90 | N |
| Motor Vehicle Salvage Operators Application | Apr-10 | 85.30 | 85.30 | 85.30 | 86.60 | 86.60 | N |
| Motor Vehicle Salvage Operators Renewal | Apr-10 | 58.90 | 58.90 | 58.90 | 59.00 | 59.00 | N |

The following conditions apply:

- (a) Riding establishments and dangerous wild animals inspected by a vet.
- (b) All other establishments inspected by a vet, where necessary.

** In accordance with statutory regulations these fees have to be set on a cost recovery basis

SECTION E

RESERVES as at 1 April 2010 and estimated Usage in 2010/11 and 2011/12

| | Actual Balance 1 April 2010 £m | Contribution from Reserves 2010/11 £m | Contribution to Reserves 2010/11 £m | Estimated Balance 31 March 2011 £m | Contribution from Reserves 2011/12 £m | Contribution to Reserves 2011/12 £m | Estimated Balance 31 March 2012 £m |
|---|--------------------------------------|---|---|--|---|---|--|
| Earmarked Reserves | | | | | | | |
| Revenue Commitments Reserve | 4.087 | (4.067) | 2.157 | 2.177 | (2.177) | 0.000 | (0.000) |
| Capital Commitments Reserve | 1.421 | (1.334) | 0.032 | 0.119 | (0.099) | 0.000 | 0.020 |
| Asset Refurbishment / Replacement Reserve | 0.000 | 0.000 | 0.350 | 0.350 | (0.100) | 0.000 | 0.250 |
| Austerity Reserve | 0.813 | 0.000 | 0.408 | 1.221 | (1.221) | 0.500 | 0.500 |
| Brook Country Park Reserve | 0.247 | (0.025) | 0.000 | 0.222 | (0.025) | 0.000 | 0.197 |
| Car Parks Reserve (Decriminalisation) | 0.391 | 0.000 | 0.000 | 0.391 | 0.000 | 0.000 | 0.391 |
| Careline System Replacement Reserve | 0.111 | (0.041) | 0.020 | 0.090 | 0.000 | 0.020 | 0.110 |
| Citizens Advice Bureau Reserve | 0.000 | 0.000 | 0.057 | 0.057 | 0.000 | 0.000 | 0.057 |
| Concessionary Bus Fares Reserve | 0.815 | 0.000 | 0.000 | 0.815 | 0.000 | 0.000 | 0.815 |
| Contact Management / Development Reserve | 0.450 | (0.450) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Cremator Replacement Reserve | 0.423 | (0.010) | 0.073 | 0.486 | (0.550) | 0.073 | 0.009 |
| Fixed Penalty Notice Reserve | 0.006 | 0.000 | 0.000 | 0.006 | 0.000 | 0.000 | 0.006 |
| Haven Gateway Partnership Reserve | 0.075 | 0.000 | 0.000 | 0.075 | 0.000 | 0.000 | 0.075 |
| Housing Benefit Reserve | 0.000 | 0.000 | 0.260 | 0.260 | 0.000 | 0.000 | 0.260 |
| Jaywick Project Manager and Externally Funded Posts Reserve | 0.127 | (0.037) | 0.000 | 0.090 | (0.069) | 0.000 | 0.021 |
| Joint User Sports Centres Reserve | 0.000 | (0.050) | 0.050 | 0.000 | 0.000 | 0.000 | 0.000 |
| Leisure Capital Projects Reserve | 0.335 | (0.335) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Manual Workers Job Evaluation Reserve | 0.038 | (0.038) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Planning Inquiries Reserve | 0.050 | 0.000 | 0.000 | 0.050 | 0.000 | 0.000 | 0.050 |
| Project Investment Reserve (re revenue support to CCTV) | 0.039 | (0.020) | 0.000 | 0.019 | (0.019) | 0.000 | 0.000 |
| Public Conveniences Reserve | 0.000 | 0.000 | 0.120 | 0.120 | 0.000 | 0.020 | 0.140 |
| | 9.427 | (6.406) | 3.526 | 6.547 | (4.260) | 0.613 | 2.900 |
| Uncommitted Reserve | 3.900 | 0.000 | 0.000 | 3.900 | 0.000 | 0.000 | 3.900 |
| Total Reserves | 13.327 | (6.406) | 3.526 | 10.447 | (4.260) | 0.613 | 6.800 |