

Key Decision Required:	Yes	In the Forward Plan:	Yes
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## CABINET

10 AUGUST 2011

### REPORT OF FINANCE AND ASSET MANAGEMENT PORTFOLIO HOLDER

#### A.3 CORPORATE BUDGET MONITORING REPORT FOR THE FIRST QUARTER OF 2011/12

(Report prepared by Richard Barrett)

#### PART 1 – KEY INFORMATION

##### PURPOSE OF THE REPORT

To provide an overview of the Council's actual financial position against the budget as at the end of June 2011.

##### EXECUTIVE SUMMARY

The Council's financial position against the approved budget has been prepared for the first quarter of 2011/12.

During the first quarter of the year a number of actions have been implemented in response to the challenging financial environment the Council is faced with. Further details in respect of the Council's wider financial position were set out in the Initial Financial Strategy report that was presented to Cabinet at the meeting on 13 July 2011 which identified a funding gap of **£1.576m** for 2012/13 and a forecasted funding gap of **£2.918m** over the period 2012/13 to 2014/15. In respect of the actions already taken, **£1.180m** has been identified in 2011/12 for removing from the budget as part of various efficiency strands of the Fundamental Service Reviews. A significant element of this is on-going so will also be reflected from 2012/13 onwards as part of the Financial Strategy and budget setting process later in the year. This amount will therefore count towards the savings required to meet the forecasted funding gap. Further details around the **£1.180m** are shown in **Appendix H** and these have been incorporated into the quarter one figures as presented in the appendices.

This is the first such report for 2011/12 which provides a detailed position as at the end of June 2011. It is relatively early in the financial year and therefore some expenditure or income trends may still be emerging. However any significant issues arising to date have been highlighted and comments provided as necessary.

The position to the end of June 2011, as set out in more detail in the Executive Summary attached, shows that overall the actual General Fund Revenue position is behind the profiled budget by **£1.999m**. A considerable element of this variance is due to the timing of expenditure and income although some emerging issues have been identified which have been set out below.

In respect of other areas of the budget such as the Housing Revenue Account, Capital Programme, debt recovery and treasury activity, there are no significant issues that have been identified to date.

Where emerging issues have been identified, these will be monitored and updates provided in future budget monitoring reports where further action may be required or considered as part of the Financial Strategy and budget setting framework for 2012/13.

#### **RECOMMENDATION(S)**

**It is recommended that:**

- (a) The financial position as at the end of June 2011 is noted.**
- (b) Individual budgets for 2011/12 be amended to take account of the budget reductions of £1,179,590 set out in Appendix H.**
- (c) Given the rigorous approach taken to the above budget reductions, £500,000 of the saving be allocated to the contingency to provide for the eventuality that some of the budget removed is required with the remaining saving of £679,590 to be allocated to the one-off Fit for Purpose budget.**
- (d) Authority to allocate the contingency be delegated to the Head of Financial Services in consultation with the Finance and Asset management Portfolio Holder following representation from the relevant officer and Portfolio Holder.**

## **PART 2 – IMPLICATIONS OF THE DECISION**

#### **DELIVERING PRIORITIES**

Effective budgetary control is an important tool in ensuring the financial stability of the authority by drawing attention to issues of concern at an early stage so that appropriate action can be taken. Financial stability plays a key role in delivering the Council's corporate and community aims and priorities.

#### **FINANCE, OTHER RESOURCES AND RISK**

##### **Finance and other resources**

The financial implications are considered in the body of the report.

##### **Risk**

A number of variances will be subject to change as the year progresses although at this stage it is expected that any adverse position can be managed within the overall budgets. The budget position will be monitored and reviewed as part of both the future budget monitoring arrangements and the Financial Strategy Process currently underway.

#### **LEGAL**

The Local Government Act 2003 makes it a statutory duty that Local Authorities monitor income and expenditure against budget and take appropriate action if variances emerge.

#### **OTHER IMPLICATIONS**

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

**Crime and Disorder / Equality and Diversity / Health Inequalities / Area or Ward affected / Consultation/Public Engagement.**

The delivery of crime and disorder preventions and equality and diversity measures are managed within the overall budget.

## PART 3 – SUPPORTING INFORMATION

### BACKGROUND

The Council's financial position against the approved budget has been prepared for the first quarter of 2011/12.

In respect of the actions taken to date to support the Council in meeting its forecast funding gap, **£1.180m** has been identified in 2011/12 for removing from the budget as part of various efficiency strands of the Fundamental Service Reviews. A significant element of this is on-going so will also be reflected from 2012/13 onwards as part of the Financial Strategy and budget setting process later in the year.

Further details around the **£1.180m** savings are shown in **Appendix H** and these have been incorporated into the quarter one figures as presented in the appendices with a summary of the principle elements of the reviews that have been undertaken so far to date set out below:

- **A review of the financial outturn position for 2010/11.**

The net savings for 2010/11 totalled **£1.753m** which was made up of a significant number of relatively minor items rather than one-off large issues. The subsequent review has identified reductions against a number of budgets and when aggregated total **£0.857m**.

The underlying principle applied was to reduce the on-going base budget to the actual level of expenditure in 2010/11. This would provide a base budget consistent with the actual outturn position for 2010/11. This review also takes account of reductions in income that were experienced during last year that are anticipated to continue in 2011/12.

- **Tending Spending Review Delivery Plan**

As part of the approved Tending Spending Review Delivery Plan, services have identified a number of savings / efficiencies, ranging from ceasing subscriptions to savings against budgets such as furniture and printing. This also includes an amount associated with the favourable outcome to the recent tender of the Councils' insurance policy portfolio. The total amount identified totals **£0.323m**.

The review introduced the idea of consolidating a number of budgets based on the assumption that where one service is responsible for a budget, there is increased control of the level of expenditure incurred and a more 'joined up' approach. It will also provide a central area or 'expertise' to assist services as required. A knock on benefit is the standardisation of purchase (for example furniture) and the efficient use of surplus stock or inventories across the whole Council. Savings have been identified following the reduction of budgets following consolidation. Further opportunities to maximise the potential saving from this approach will be explored over the remainder of the year.

- **Vacancy Freeze**

A number of posts that were reviewed as part the on-going vacancy freeze approach adopted during 2010/11 have been removed from the budgets. Further reviews of the staffing structure form part of the on-going re-organisation that is currently in progress.

Given the rigorous approach to budget reductions following the review of the outturn, it is proposed that **£500,000** of the identified savings is allocated to the contingency so that funding is available to meet any costs should these arise. Consideration will be given to any request for funding from the contingency made by the relevant officer and the relevant Portfolio Holder and agreed by the Head of Financial Services in consultation with the

Finance and Asset Management Portfolio Holder. However the drive must be to make savings rather than add funding back into the budget. The remaining identified saving of **£679,590** is proposed to be added to the one-off fit for purpose budget. Although that will mean that this budget will then be in excess of £4m some of this will be utilised in relation to the staffing restructure currently underway and it is the intention of Cabinet to undertake a comprehensive review of priorities to determine where further investment in services needs to take place which could be funded from this budget.

As this is the first such report on the Council's financial position against the budget for 2011/12, some expenditure or income trends may still be emerging as it is still relatively earlier in the financial cycle. However any significant issues arising to date have been highlighted and comments provided as necessary.

#### **CURRENT POSITION – GENERAL FUND REVENUE**

The position to the end of June 2011, as set out in more detail in the Executive Summary attached, shows that overall the actual position is behind the profiled budget by **£1.999m**. A considerable element of this variance is due to the timing of expenditure and income although some emerging issues have been identified which have been set out in the next section of the report.

- A portfolio analysis is set out in **Appendix A**
- A detailed analysis of the position against key indicators is set out in **Appendix C**

#### **SIGNIFICANT ITEMS EMERGING TO DATE – GENERAL FUND REVENUE**

After excluding the issues relating to the timing of expenditure and income or where the Council is the Accountable Body, the following relate to significant issues that have emerged in the first quarter of 2011/12.

##### **a) Expenditure Budgets Behind Profile**

- **Salaries**

A detailed analysis of the position against salaries budgets is set out in **Appendix B** which highlights that expenditure is currently **£0.194m** behind profile.

Although a number of vacant posts have now been reviewed as previously mentioned, a number of vacant posts remain where the budget saving will be removed as part of the wider and on-going reorganisation.

- **Other Budgets**

As set out in the appendices a number of budgets are subject to the timing of expenditure and income with no significant issues emerging to date.

Although budgets would have been adjusted following the outturn review, a number of issues experienced in 2010/11 remain, such as reduced income in planning, car parks, and sports facilities which are highlighted within the Key Indicators on **Appendix C**. However these items are to date significantly lower than experienced in 2010/11 and will be closely monitored over the important summer months and reviewed as part of the quarter two budget monitoring report.

Although no new major issues have emerged to date, it is worth highlighting the approach being taken against three of the more significant items that emerged in 2010/11 that have continued into 2011/12 that have not currently been reflected in the budget:

- **Refuse, Recycling and Street Cleansing Contracts costs less than budgeted** - underspends in respect of contract costs are continuing although the position for the year will need to be reviewed against the outcome from the retender process.
- **Print Unit Income less than budgeted** - As highlighted in the outturn report resented to Cabinet on 15 June 2011, potential options to address the emerging issue of reduced printing being undertaken by the Print Unit will form part of the upcoming fundamental service reviews as part of the overall reorganisation activities.
- **Benefit Subsidy net income more than budgeted** - As in previous years the difference in timing between payments and the receipt of subsidy from the Government can 'mask' the potential favourable outturn position for the year. Although the Council Tax Benefit element of this has already been reflected in the outturn review items set out on **Appendix H**, further investigation around this issue is planned on being undertaken as part of the 2012/13 budget setting process.

#### **HOUSING REVENUE ACCOUNT – REVENUE**

An overall position is set out in the Executive Summary attached.

As at the end of June 2011, the HRA is **£0.044m** behind the profiled budget with no significant issues to highlight to date.

#### **CAPITAL PROGRAMME – GENERAL FUND**

The overall position is set out in **Appendix D**

As at the end of June 2011 the programme is behind profile by **£0.051m**.

The programme is made up of schemes carried over from 2010/11 and new schemes in 2011/12. Where schemes are currently being delivered, information is provided in the Appendix where relevant with no significant overall issues to highlight to date.

Further adjustments to the Capital Budgets have been made since Cabinet reviewed the latest position as part of the outturn position for 2010/11 at its 15 June meeting. The changes which are reflected in **Appendix D** include works to beach huts that are being funded by insurance payments and playground schemes funded by S106 money, which have been the subject of separate agreement as the year has progressed.

#### **CAPITAL PROGRAMME – HOUSING REVENUE ACCOUNT**

The overall position is set out in the Executive Summary attached

As at the end of June 2011 the programme is behind profile by **£0.117m**.

This budget relates to the on-going major repairs and improvements to the Council's own dwellings. There are no specific issues to highlight at this stage and the expectation is that expenditure / commitments will be broadly in line with the budget over the course of the year.

**CORPORATE DEBT**

A detailed analysis of the current position is shown in **Appendix E**.

There are no significant issues to highlight at the present time. Income will continue to be collected over the remainder of the year with recovery arrangements and action taken as necessary.

**TREASURY ACTIVITY**

A detailed analysis of the current position is shown in **Appendix F**

There are no significant matters to highlight at the present time with investment and borrowing activity on-going in line with the Treasury Strategy and associated practices / requirements.

**BACKGROUND PAPERS FOR THE DECISION**

None

**APPENDICES**

- Front Cover and Executive Summary
- Appendix A – Portfolio and Service Summary Position
- Appendix B – Analysis of Salaries Variance
- Appendix C – General Fund Key Indicators
- Appendix D – General Fund Capital Programme
- Appendix E – Corporate Debt
- Appendix F – Treasury Activity
- Appendix H – Efficiency Review Budget Reductions

# *Tendring* District Council



## ***Appendices Included:***

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

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

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

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

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

**Appendix E** - Position on corporate debt.

**Appendix F** - Treasury activity.

**Appendix G** - Section 106 monies.

**Corporate Budget Monitoring**

***June 2011***

## Corporate Budget Monitoring - Executive Summary as at the end of June 2011

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

### General Fund

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile
	£'000	£'000	£'000	£'000
Salaries	16,003	4,017	3,823	(194)
Key Indicators Linked to Risk/Volatile Areas	(5,075)	(1,232)	(1,240)	(9)
Other Budgets	13,539	3,080	1,284	(1,796)
<b>Total before use of Reserves</b>	<b>24,467</b>	<b>5,866</b>	<b>3,867</b>	<b>(1,999)</b>

### Housing Revenue Account

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile
	£'000	£'000	£'000	£'000
Housing Repairs	3,275	340	277	(63)
Other HRA Expenditure	9,414	696	631	(66)
Income	(13,069)	(3,102)	(3,017)	85
<b>Total HRA</b>	<b>(380)</b>	<b>(2,066)</b>	<b>(2,110)</b>	<b>(44)</b>

### Capital

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile
	£'000	£'000	£'000	£'000
General Fund	6,850	580	529	(51)
Housing Revenue Account	3,810	643	526	(117)
<b>Total</b>	<b>10,660</b>	<b>1,223</b>	<b>1,055</b>	<b>(168)</b>

### Debt

	Arrears this month as % of Amount Collectable to date	Variance to date
General Debt	14.48%	
Housing Rents	2.14%	
Council Tax		0.08%
NNDR		-1.87%

### Treasury

	£'000
Total External Borrowing	22,331
Total Investments	34,757



## Appendix A - Salaries Budgets : Position at the end of June 2011

Variances against Salary budgets by portfolio are set out below.

### SALARIES

Portfolio	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Comments
	£'000	£'000	£'000	£'000	
Benefits and Revenues	1,867	467	449	(18)	
Environment	1,626	407	392	(15)	
Finance & Asset Management	1,098	274	270	(4)	
Housing	1,233	308	279	(29)	
Tourism and Community Life	3,107	791	750	(41)	
Planning	1,598	400	399	(1)	
Regeneration	1,309	328	329	1	
Customer and Central Services	3,111	778	681	(97)	
Technical Services	1,112	279	274	(5)	
Vacancy Provision	(58)	(14)	0	14	
<b>Total Salaries</b>	<b>16,003</b>	<b>4,017</b>	<b>3,823</b>	<b>(194)</b>	See general comment re salaries in report

## Appendix B - Budgets : Position at the end of June 2011

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

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

### BUDGETS BY PORTFOLIO

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Salaries Variance	Key Indicators Linked to Risk/Volatile Areas	Other Budget Variance	Emerging Issue	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Benefits and Revenues	1,537	714	244	(470)	(18)	0	(452)		As in previous years there is a timing difference between benefit payments and when subsidy is receivable which is the primary reason for the current variance. Further review of this position is planned during the remainder of the year.
Environment	5,083	686	684	(2)	(15)	(9)	22		The current position reflects the position that a number of contract payments remain behind profile although are expected to be either paid or accrued for by the end of the year.
Finance and Asset Management	5,977	923	151	(772)	(4)	0	(768)		The current position primarily relates to the Fit for Purpose budget against which expenditure will be incurred and / or subject to further decisions as the year progresses. In addition to this the Council has recently received the 2011/12 New Homes Bonus Grant of £0.283million along with an underspend against the External Audit fee as invoices relating to last year have yet to be received and paid.
Housing	1,414	420	322	(98)	(29)	0	(69)		
Tourism and Community Life	2,931	13	(112)	(125)	(41)	25	(109)		This position is made up of a range of smaller favourable variances to date which will be monitored to inform the budget position over the remainder of the year.
Planning	2,486	366	270	(96)	(1)	14	(109)		Similarly to the Tourism and Community Life Portfolio above, the current position is made up of a number of smaller variances but primarily those relating to legal, professional and consultants fees in addition to costs associated with Land Charges which at this stage are likely to be committed over the remainder of the year.

	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Salaries Variance	Key Indicators Linked to Risk/Volatile Areas	Other Budget Variance	Emerging Issue	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Regeneration	2,439	925	612	(313)	1	(49)	(265)		This current position primarily relates to the timing of expenditure against a number of budgets such as Asset Management, Coastal Pathfinder and the Big Society Budget which will become committed as schemes come forward over the remainder of the year.
Customer and Central Services	879	1,063	947	(116)	(83)	0	(33)		against the Corporate IT budget which is partly attributable to the late delivery of technical services, from an external provider, that have resulted in delays to a number of infrastructure enhancements and their associated revenue expenditure.
Technical Services	1,640	458	388	(70)	(5)	10	(75)		Underspends have emerged against a number of off-street parking budgets including those associated with parking initiatives across the district which will be subject to decisions as the year progresses.
Development Control Committee	18	0	0	0	0	0	0		
Licensing Committee	139	(55)	(43)	12	0	0	12		
Human Resources Committee	(10)	31	17	(14)	0	0	(14)		
Regulatory Committee	435	40	76	36	0	0	36		
Finance - Capital Investment	343	0	0	0	0	0	0		
Finance - Other Financing Items	(844)	283	311	29	0	0	29		
<b>Total Other Budgets</b>	<b>24,467</b>	<b>5,866</b>	<b>3,867</b>	<b>(1,999)</b>	<b>(194)</b>	<b>(9)</b>	<b>(1,796)</b>		

### Appendix C - Key Indicators : Position as at the end of June 2011

The Key indicators set out below are in respect of the Councils direct costs only.

#### KEY INDICATORS LINKED TO RISK / VOLATILE AREAS

	Portfolio	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
<b>Spend</b>							
Utilities - Electric, Gas, Oil and Water		709	145	123	(22)		Inherent in the reporting of the position against these budgets is the timing of bill payments which can differ year on year and therefore against profile. This also needs to be considered against the increased cost over the winter months which will emerge across quarters 3 and 4. Although usage remains under constant review, it is important to note that a specific managed approach is actively being undertaken within sports centres to support the offsetting of the challenging position in respect of reduced income that is being experienced within sports facilities as set out below.
Repairs and Maintenance		119	83	67	(16)		
<b>Income</b>							
Off-Street Parking		(798)	(243)	(233)	10		
Land Charges		(175)	(44)	(42)	2		
Building Control		(201)	(65)	(68)	(3)		
Cemetery and Crematorium		(1,318)	(329)	(333)	(4)		
Planning fee Income		(500)	(125)	(110)	15		
Careline Income		(536)	(134)	(159)	(25)		
Income from Sports Facilities		(2,375)	(519)	(485)	34		As mentioned above, the achievement of income is currently experiencing a challenging period with expenditure being managed to help offset this position. Income will be monitored over quarter 2 following which an indication of the likely trend over the remaining part of the year will be emerging.
<b>Total</b>		<b>(5,075)</b>	<b>(1,232)</b>	<b>(1,240)</b>	<b>(9)</b>		

**Appendix D - Capital Programme : Position at the end of June 2011**

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

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

<b>General Fund</b>							
Portfolio	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
<b>Benefits and Revenues</b>							
Replacement of High Volume Printers	rolling programme of replacement	7	0	0	0		
<b>Customer and Central Services</b>							
Upgrade of Contact Centre software	yes	4	0	0	0		
ICT Core Infrastructure	ongoing	190	15	15	0		
Implementation of Virtualisation technology	yes	12	9	9	0		
<b>Environment</b>							
Dovercourt public conveniences	yes	9	0	0	0		Completed - retention monies still held
Provision of a public convenience at West End, Dovercourt	yes	1	0	0	0		Completed - retention monies still held
Environmental database migration	yes - long term ICT project	12	0	0	0		
Public Access Module to CAPS	yes - long term ICT project	56	0	0	0		
Weeley Crematorium Car Park	no	100	0	0	0		The future progress of this project remains subject to the outcomes / negotiations related to the potential development of a church nearby.
<b>Finance and Asset Management</b>							
Audit management software	yes	6	0	0	0		
Replacement debit and credit card payment facility	yes	15	0	0	0		
Agresso e-procurement	no	31	0	0	0		
<b>Housing</b>							
Disabled Facilities Grants	yes - ongoing	1,447	207	160	(47)		
Private Sector Renewal Grants	yes - ongoing	16	0	0	0		
Private Sector Leasing	yes - ongoing	33	0	0	0		
<b>Planning</b>							
Corporate roll-out of GIS	yes - long term ICT project	7	4	4	0		
End to End Planning	yes - long term ICT project	6	0	0	0		
<b>Regeneration</b>							
Harwich Masterplan	yes	165	38	38	0		
Clacton Regeneration	yes	170	37	20	(17)		Invoice currently being processed
Clacton Regeneration CCTV works	yes	7	0	3	3		
Clacton Seafront Improvements	yes	118	0	0	0		
Jaywick Strategic Leadership Group Initiatives	no	50	0	0	0		Report to re-allocate funding to projects in the Brooklands and Grasslands area agreed by Cabinet on 13 July.
Coastal Pathfinder - Jaywick acquisition of properties	yes	158	0	0	0		
Coastal Pathfinder - Crag Walk **	yes	11	0	0	0		Scheme completed - retention monies held
Careline Equipment Upgrade to 21CN	no	60	0	0	0		Reviewing the present need and requirement to replace outdated equipment

**Appendix D - Capital Programme : Position at the end of June 2011**

**General Fund (cont.)**

	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile	Emerging Issue	Comments
		£'000	£'000	£'000	£'000		
<b>Technical Services</b>							
Fernwood Avenue to Cliff Road East works	no	2,100	0	3	3		Expenditure to date on design works. Currently out to tender. Contractors should be appointed by the end of August and scheme commenced in Sept
Holland Haven Sea Wall (Gunfleet Boating Club frontage)	yes	371	193	182	(11)		The current position includes retention monies due
Rolling vehicle/plant replacement	Yes - long term project	306	0	0	0		
<b>Tourism and Community Life</b>							
Replacement of beach hut supports - The Walings, Frinton	Yes - long term project	4	0	0	0		
Refurbishment of Blue Chalet beach huts	yes	92	44	43	(1)		
Dovercourt Swimming Pool - redevelopment	yes	698	0	0	0		Situation currently being reviewed as part of the wider review of the management options for Council's leisure facilities
Dovercourt Boating Lake	yes	30	26	26	0		
Princes Theatre new box office system	no	12	0	0	0		
Leisure Management System	yes	1	0	0	0		
Brook Country Park	yes	55	0	1	1		
Cranleigh Close, Clacton landscaping works	yes	52	7	8	1		
The Hangings, Dovercourt landscaping works	no	39	0	0	0		
Play Route	yes	36	0	0	0		
MUGA, Welfare Park, Garland Road, Parkeston	yes	6	0	0	0		
Provision of children's play area, School Road, Tendring	yes	2	0	0	0		
Refurbishment of Children's Play Area, Harwich and Dovercourt	yes	89	0	0	0		Work on all projects to be completed by October
Refurbishment of children's play area, Marine Parade West, Clacton	yes	160	0	0	0		Project at design stage
Refurbishment of children's play area, Windsor Avenue, Clacton	no	22	0	0	0		Due to commence shortly
Refurbishment of Children's play Area, Burrs Road, Clacton	no	10	0	0	0		Currently obtaining quotations
Refurbishment of Children's play Area, Hereford Road, Holland on Sea	no	15	0	0	0		Currently obtaining quotations
Refurbishment of Children's Play Area, St Andrew's Close, Alresford	no	13	0	0	0		Grant to parish council to be paid on completion of project
Improved Disabled Access to children's Play Areas	yes	46	0	17	17		Expenditure profiled for July
<b>TOTAL</b>		<b>6,850</b>	<b>580</b>	<b>529</b>	<b>(51)</b>		

**Housing Revenue Account**

	Commenced	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to Profile		Comments
		£'000	£'000	£'000	£'000		
Improvements, enhancement & adaptation of the Council's housing stock	Yes - long term project	3,324	550	404	(146)		-
Disabled adaptations for Council tenants	Yes - long term project	403	88	118	30		-
Information Technology upgrade and replacement	Yes - long term project	23	5	4	(1)		-
Cash Incentive Scheme	Yes - long term project	60	0	0	0		-
<b>TOTAL</b>		<b>3,810</b>	<b>643</b>	<b>526</b>	<b>(117)</b>		

**Appendix E - Corporate Debt : Position at the end of June 2011**

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

**GENERAL DEBT**

	Amount Collectable to date	Arrears this month	Arrears last month	Arrears this month as % of Amount Collectable to date		Comments
	£'000	£'000	£'000	%		
Sundry / General Debt	2,175	315	351	14.48%		<p>The current position is made up of a wide range of individual invoices ranging from recycling credit income from ECC to Homelessness Rent Deposit Guarantees and Beach Hut fees.</p> <p>In respect of the amounts due from ECC these have subsequently been paid in period 4.</p> <p>The current level of debt is consistent with last year where the amount outstanding decreases as the year progresses resulting in a limited level of overall arrears by the end of the financial year.</p>

**HOUSING RENTS**

	Total Due for the Year	Amount Collectable to date	Arrears this month	Arrears last month	Arrears this month as % of Total Due	Comments
	£'000	£'000	£'000	£'000	%	
Housing Rents and Service Charges	12,222	2,999	261	235	2.14%	No significant issues have arisen to date

**COUNCIL TAX AND NNDR**

CURRENT YEAR	Total Due for the Year	Expected / Profiled Amount Collectable to date	Actual Collected to date	Variance to Date	Variance to Date last month	Comments
	£'000	%	%	%	%	
Council Tax	61,718	31.05%	31.13%	0.08%	0.24%	Collection rates broadly on target
NNDR	25,081	35.70%	33.83%	-1.87%	-0.90%	
PREVIOUS YEAR	Total Outstanding to Date	Total Outstanding Last Month	Change from last month			Comments
	£'000	£'000	£'000			
Council Tax	1,991	2,109	(118)			Amounts outstanding have reduced from last month
NNDR	641	683	(42)			
<b>TOTAL</b>	2,632	2,792	(160)			

## Appendix F - Treasury Activity : Position at the end of June 2011

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

TREASURY ACTIVITY					
Borrowing	Opening Balance 1 April 2011	New Borrowing to date	Borrowing Repaid to date	Balance to Date	Comments
	£'000	£'000	£'000	£'000	
Long Term Borrowing (External) - PWLB	22,331	0	0	22,331	No new activity to date in 2011/12
Long Term Borrowing (External) - Other	0	0	0	0	
<b>Total Borrowing</b>	<b>22,331</b>	<b>0</b>	<b>0</b>	<b>22,331</b>	
Investments	Opening Balance 1 April 2011	New Investments to date	Investments Repaid to date	Balance to Date	Comments
	£'000	£'000	£'000	£'000	
<i>Investments less than a year</i>					
Investments with UK Government via Treasury Bills/Investments with DMO, and Local Authorities and other public bodies	13,500	31,500	19,500	25,500	Net investments have increased to date due to the timing of income from sources such as Council Tax being ahead of precept payments and expenditure against the Council's revenue and capital budgets.
Investments with UK financial Institutions (including Money Market Funds)	10,798	16,459	18,000	9,257	At end of the period, investments were held with 4 counterparties
Investments with non-UK Financial institutions	0	0	0	0	
<b>Total Investments for less than a year</b>	<b>24,298</b>	<b>47,959</b>	<b>37,500</b>	<b>34,757</b>	
<i>Investments for longer than a year</i>	0	0	0	0	
<b>TOTAL INVESTMENTS</b>	<b>24,298</b>	<b>47,959</b>	<b>37,500</b>	<b>34,757</b>	
Interest Paid / Received	Full Year Budget	Profiled Budget to Date	Actual to Date	Variance to date	Comments
	£'000	£'000	£'000	£'000	
Interest Paid on Borrowing	1,107	0	0	0	The current average rate of interest accruing on the Council's borrowing portfolio for the year is 8.3%.
Interest Received on Investments	139	51	48	3	The average rate of interest being received on the Council's investments is currently 0.52%

PRUDENTIAL INDICATORS			
	Approved Indicator	Highest amount reached in the period	Comments
	£'000	£'000	
Authorised limit for external borrowing	35,419	22,298	Borrowing has remained within approved limits
Operational boundary for external borrowing	27,691		



### Appendix G - Income from S106 Agreements

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

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

The schemes set out below are included in the Capital Programme - see Appendix D for overall scheme progress

#### ALLOCATED / BEING SPENT

Scheme	Amount Committed / Planned to be Spent in 2011/12
	£'000
Children's Play Equipment - Refurbishment of Children's Play Areas, Harwich and Dovercourt	89
Children's Play Equipment - Refurbishment of Children's Play Area, Marine Parade West, Clacton	160
Refurbishment of Children's Play Area, Windsor Avenue, Clacton	22
Refurbishment of Children's Play Area, Burrs Road, Clacton	10
Clacton Town Centre Improvements - CCTV Works	7
Cranleigh Close, Clacton - landscaping works	52
The Hangings, Dovercourt - landscaping works	39
Children's Play Equipment - Refurbishment of Children's Play Area, Hereford Road, Holland on Sea	15
Children's Play Equipment - Refurbishment of Children's Play Area, St Andrew's Close, Alresford	13
<b>TOTAL</b>	<b>407</b>

#### UNALLOCATED / UNCOMMITTED TO DATE

Permitted Use as per S106 Agreement	Amount Held / 'Spend by' Date		
	Less than 2 Years £'000	2 to 4 Years £'000	4 years + £'000
Affordable Housing	-	276	274
Children's Play Equipment	-	-	9
Dovercourt Town Centre Improvements	-	102	-
Loss of Employment Land	-	-	10
Open Space	-	-	194
<b>TOTAL</b>	<b>0</b>	<b>378</b>	<b>487</b>

# Adjustment to Budgets following the Budget Review 2011/12

		2011/12 Total Savings £
<b>Portfolio - Benefits and Revenues</b>		
Cashiers	Training - Courses	-290
Cashiers	Training - Subsistence	-100
Cashiers	Car Allowances - Officers	-330
Cashiers	Furniture	-520
Cashiers	Printing & Stationery	-290
Cashiers	Telephones - Charges	-960
Cashiers	Computer - Application Software	-360
Benefits & Revenues	Training - Courses	-4,510
Benefits & Revenues	Training - Travelling	-2,080
Benefits & Revenues	Running Costs - Petrol	-240
Benefits & Revenues	Public Transport - Officers	-210
Benefits & Revenues	Car Allowances - Officers	-120
Benefits & Revenues	Car Allowances - Parking Fees	-20
Benefits & Revenues	Car Allowances - Car Hire	-1,030
Benefits & Revenues	Furniture	-1,350
Benefits & Revenues	Other Equipment Hire/Leasing	-3,340
Benefits & Revenues	Legal Fees incl. Bailiffs re debt recovery	-25,400
Benefits & Revenues	PAT Testing	-910
Benefits & Revenues	Postage	-21,200
Benefits & Revenues	Mobile Telephone Costs	-180
Benefits & Revenues	Fixed Communication Lines	-5,940
Benefits & Revenues	Computer - Purchase Of Equipment	-130
Benefits & Revenues	Merchant Acquirers Fees	-1,000
Benefits & Revenues	Bank Commission Charges	-4,710
Benefits & Revenues	Income from Court Costs	-7,290
Benefits & Revenues	Costs & Legal Expenses Recoverable	9,620
Council Tax Benefits	Council Tax Benefit subsidy - current year	-160,000
NNDR Benefits	NNDR Discretionary Reliefs	-3,330
Cost Of NNDR Collection	NNDR admin Grant	5,060
Concessionary Bus Passes	Public Transport - Officers	-150
Concessionary Bus Passes	Printing & Stationery	-440
Concessionary Bus Passes	Hired Services - Purchase of Passes	-5,520
Concessionary Bus Passes	MCL & Other Administration costs	-5,880
Concessionary Bus Passes	Postage	-50
Concessionary Bus Passes	Contributions/Grants - ECC	-67,500
<b>Total for Benefits and Revenues Portfolio</b>		<b>-310,700</b>
<b>Portfolio - Environment</b>		
Environmental Services	Agency Staff	-14,130
Environmental Services	Furniture	-2,370
Environmental Services	Printing & Stationery	-300
Environmental Services	Books & Periodicals	-3,120
Environmental Services	Telephones - Charges	-750
Environmental Services	Miscellaneous Expenses	-2,190
Cemeteries	Building Repairs	-2,770
Cemeteries	Energy Costs - Electricity	-570
Cemeteries	Water Services - Metered	-420
Cemeteries	Sewerage & Environmental Charges	-570
Cemeteries	Window Cleaning	-10
Cemeteries	Clothing & Uniforms	-190
Cemeteries	Books & Periodicals	-40
Cemeteries	Telephones - Charges	-510
Crematorium	Energy Costs - Electricity	-2,790
Crematorium	Energy Costs - Gas (Including LPG)	-13,530

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Crematorium	National Non Domestic Rates	-1,400
Crematorium	Furniture	-630
Crematorium	Clothing & Uniforms	-320
Crematorium	Laundry	-90
Crematorium	Printing & Stationery	-40
Crematorium	Books & Periodicals	-110
Crematorium	Postal Allowance	-60
Crematorium	Hired Services Payments to Wesley Music CD	1,820
Crematorium	Telephones - Charges	-880
Crematorium	Subscriptions Paid	-10
Crematorium	Advertising	-10
Crematorium	Crem Music CD Income	-1,820
Climate Change	Miscellaneous Expenses	-1,130
Port Health	Books & Periodicals	-230
Port Health	Subscriptions Paid	-90
Port Health	Miscellaneous Expenses	-1,250
Port Health	De-ratting Certificates	-3,980
No Smoking Legislation	Smoking Penalty Notices	-80
Public Health	Equipment & Tools	-690
Public Health	Materials & Consumables	-50
Public Health	Printing & Stationery	-700
Public Health	Consultants Fees C and D Food Inspections	-24,000
Public Health	Members Allowances - Conference	-10
Abandoned Vehicles	Hired Services - Payments to Contractors	-2,130
Abandoned Vehicles	Owner Request for Vehicle Disposal	4,010
Defective Drains	Investigation Costs	-1,630
Dog Warden	Materials & Consumables	-120
Dog Warden	Miscellaneous Expenses	-2,140
Environmental Protection	Hired Services - Emission Control	-9,940
Public Health & Complaints	Hired Services - Sampling, Testing & Investigation	-3,300
Public Health & Complaints	Hired Services - Contaminated Land Clean up	-18,560
Public Health & Complaints	General Write Offs/Adjustments	-4,520
Public Health & Complaints	Welfare Burials	-360
Rodent & Pest Control	Contract Payment	-4,240
Public Conveniences	Fixed Plant repairs	-400
Public Conveniences	Energy Costs - Electricity	-880
Public Conveniences	Sewerage & Environmental Charges	-380
Public Conveniences	Materials & Consumables	-3,250
Public Conveniences	Contract Payment	-85,650
Public Conveniences	Public Conveniences Fees & Charges	7,160
Litter & Dog Penalties	Printing & Stationery	-20
Litter & Dog Penalties	Litter & Dog Penalty income	-3,430
<b>Total for Environment Portfolio</b>		<b>-209,800</b>

## Portfolio - Finance and Asset Management

Credit & Debit Card Payment System	Telephones - Charges	-530
Credit & Debit Card Payment System	Computer - Application Software	-4,390
Accountancy	Car Allowances - Officers	-230
Accountancy	Equipment & Tools	-230
Accountancy	Printing & Stationery	-1,970
Accountancy	Books & Periodicals	-700
Accountancy	Telephones - Charges	-210
Audit Services	Car Allowances - Officers	-370
Audit Services	Printing & Stationery	-250
Audit Services	Books & Periodicals	-270
Audit Services	Consultancy Fees	-5,340
Audit Services	Computer - Application Software	-30
Audit Services	Miscellaneous Expenses	-80
Audit Management	Car Allowances - Officers	-2,570
Benefit Fraud Investigation	Car Allowances - Officers	-560

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Benefit Fraud Investigation	Printing & Stationery	-550
Benefit Fraud Investigation	Legal & Professional Expenses	-4,790
Benefit Fraud Investigation	Mobile Telephone Costs	-150
Benefit Fraud Investigation	Computer - Application Software	-2,440
Benefit Fraud Investigation	Advertising	-600
Benefit Fraud Investigation	Miscellaneous Expenses	-430
Benefit Fraud Investigation	Costs & Legal Expenses Recoverable	-11,510
Exchequer	Public Transport - Officers	-170
Exchequer	Car Allowances - Officers	-10
Exchequer	Printing & Stationery	-2,690
Exchequer	Merchant Acquirers Fees	-290
Exchequer	Miscellaneous Expenses	-150
Financial Management & Administration	Training - Courses	-1,040
Financial Management & Administration	Car Allowances - Officers	-290
Financial Management & Administration	Furniture	-790
Financial Management & Administration	Printing & Stationery	-1,030
Financial Management & Administration	Mobile Telephone Costs	-80
Financial Management & Administration	Subscriptions Paid	-80
Financial Management & Administration	Miscellaneous Expenses	-160
Insurance Recharge Account	Training	10,000
Insurance Recharge Account	Employee Insurances - Employers Liability	-5,430
Insurance Recharge Account	Employee Insurances - Officials Indemnity	-1,640
Insurance Recharge Account	Employee Insurances - Personal Accident	-2,510
Insurance Recharge Account	Employee Insurances - Fidelity Guarantee	-1,860
Insurance Recharge Account	Employee Insurance-Employment Practices Liability	3,710
Insurance Recharge Account	Premises Insurance - All Risks	-420
Insurance Recharge Account	Premises Insurance - Engineering	-8,240
Insurance Recharge Account	Premises Insurance - Work in Progress	-1,800
Insurance Recharge Account	Premises Insurance - Material damage	-22,650
Insurance Recharge Account	Premises Insurance - Business Interruption	-1,480
Insurance Recharge Account	Premises Insurance - Marine	-110
Insurance Recharge Account	Premises Insurance - Theft	-1,470
Insurance Recharge Account	Premises Insurance - Terroism	-1,350
Insurance Recharge Account	Motor Fleet - general vehicles	-2,530
Insurance Recharge Account	Motor Fleet - leased cars	-3,770
Insurance Recharge Account	Marine	-2,490
Insurance Recharge Account	Consultancy Fees	10,000
Insurance Recharge Account	St Pauls Travelers - PL Claims Handling	-2,250
Insurance Recharge Account	AON - Brokerage Fees	-3,170
Insurance Recharge Account	Loss Control Allowance - ZM	-6,420
Insurance Recharge Account	Other Insurance-Computer equipment & Loss of Data	-2,590
Insurance Recharge Account	Insurances - Dataguard	-1,020
Insurance Recharge Account	Other Insurance - Money (Cash in Transit)	-330
Insurance Recharge Account	Insurance - Personal Accident - Members	-10
Insurance Recharge Account	Insurance - Public Health Act	-20
Insurance Recharge Account	Other Insurance Professional indemnity runoffcover	-320
Insurance Recharge Account	Other Insurances - Public & Products Liability	-18,760
Insurance Recharge Account	Insurance - Air Show Insurance	1,410
Insurance Recharge Account	Insurance Terroism	-300
Insurance Recharge Account	Risk Management	10,000
Members Allowance	Car Allowances - Members	-6,000
Members Allowance	Data Communication Charge	-4,080
Members Allowance	Members Allowances - Subsistence	-690
Members Allowance	Members Allowances - Conference	-930
Members Allowance	Advertising	-350
Members - Other Costs	Hospitality	-100
Members - Other Costs	Financial Loss Allowance co-opted members	-2,130
Other Democratic Costs	General Provisions	-1,490
Other Democratic Costs	Removal Expenses - Non Relocation	-260
Other Democratic Costs	Staff Allowances - Attendance	-2,110
Other Democratic Costs	Advertising	-60

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Other Democratic Costs - (MB)	Subscriptions Paid	-4,320
Member Support Cost	Printing & Stationery	-1,940
Member Support Cost	Members Print Expenses	-10,170
Member Support Cost	Photocopier Hire	-1,100
Member Support Cost	Maintenance Under Service Agreements	-1,000
Member Support Cost	Postage	-9,230
Corporate Management - General	Advertising	-120
Corporate Management - General	Bank Commission Charges	-8,170
Treasury Management	Consultants Fees - Treasury Management	-2,970
Treasury Management	Computer - Application Software	-290
Treasury Management	Brokerage	-1,310
Treasury Management	Debt Management Expenses Recharge To HRA	-440
Other Corporate Costs	Essex Safeguarding Children/Adult Board	-100
Other Corporate Costs	Rents Receivable	-21,520
<b>Total for Finance and Asset Management Portfolio</b>		<b>-183,680</b>

### Portfolio - Housing (GF)

Housing Services	Training - Courses	-390
Housing Services	Clothing & Uniforms	-310
Housing Services	Printing & Stationery	-3,160
Housing Services	Books & Periodicals	-510
Housing Services	Telephones - Charges	-100
Housing Services	Telephones - Officers Rentals Reimbursed	-730
Housing Services	Staff Allowances - Subsistence	-400
Housing Services	Staff Allowances - Conference	-1,410
Slum Clearance	Grants for Schemes	-1,000
Home Improvement Agency	Grants	-590
Home Energy Conservation Act	Advertising and Promotion	-4,760
Home Energy Conservation Act	Miscellaneous Expenses	-10
Non Statutory Properties	Building Repairs	-950
Non Statutory Properties	Rents Receivable	-780
Non Statutory Properties	Garage Rents	1,000
<b>Total for Housing Portfolio (GF)</b>		<b>-14,100</b>

### Portfolio - Tourism and Community Life

Leisure	Training - Courses	-670
Leisure	Car Allowances - Officers	-670
Leisure	Furniture	-300
Leisure	Books & Periodicals	-210
Leisure	Miscellaneous Expenses	-50
Open Spaces	Rents Receivable	9,470
Open Spaces	Wayleaves Receivable	180
Nature Conservation	Running Costs - Diesel	-240
Nature Conservation	Protective Clothing	-10
Nature Conservation	Subscriptions Paid	-130
Recreation Grounds	Building Repairs	-1,770
Recreation Grounds	Energy Costs - Electricity	-5,790
Recreation Grounds	Energy Costs - Gas (Including LPG)	-550
Recreation Grounds	Rents Receivable	-1,180
Playgrounds	Playground Equipment	-1,940
Beach Hut Sites	Building Repairs	-730
Beach Hut Sites	Energy Costs - Electricity	-310
Beach Hut Sites	National Non Domestic Rates	-80
Beach Hut Sites	Printing & Stationery	-530
Beach Hut Sites	Hired Services - Payments to Contractors	-3,190
Beach Hut Sites	Computer - Operating Systems Maintenance	-3,530
Beach Hut Sites	Sale of Beach Huts	-2,520
Deck Chairs	Building Repairs	-200

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Deck Chairs	Rents Receivable	370
Misc Seafront Activities	Grounds Maintenance External Contractors	-1,410
Misc Seafront Activities	Materials & Consumables	-40
Misc Seafront Activities	Clothing & Uniforms	-390
Misc Seafront Activities	Hired Services - Payments to Contractors	-5,700
Misc Seafront Activities	Rents Receivable	-500
First Aid Posts	Building Repairs	-180
First Aid Posts	Materials & Consumables	-730
First Aid Posts	Telephones - Charges	-90
First Aid Posts	Grants	-80
Shops & Kiosks	Building Repairs	-50
Shops & Kiosks	Grounds Maintenance External Contractors	-620
Shops & Kiosks	Rents Receivable	-9,880
Civic Amenities	Hired Services - Payments to Contractors	-2,080
Brightlingsea Swimming Pool	Salaries	-5,000
<b>Total for Tourism and Community Life Portfolio</b>		<b>-41,330</b>

## Portfolio - Planning

Building Control	Equipment & Tools	-270
Building Control	Subscriptions Paid	-1,190
Development Control & Enforcement	Public Transport - Officers	-1,070
Planning Management & Administration	Training - Courses	-6,200
Planning Management & Administration	Public Transport - Officers	-820
Planning Management & Administration	Furniture	-2,630
Planning Management & Administration	Clothing & Uniforms	-620
Planning Management & Administration	Printing & Stationery	-3,900
Planning Management & Administration	Computer - Purchase Of Equipment	-360
Planning Management & Administration	Subscriptions Paid	-260
Planning Management & Administration	Miscellaneous Expenses	-140
Planning Policy & Conservation	Car Allowances - Officers	-1,410
Heritage and Conservation - General	Conservation Area Management Plan	-3,000
Development Control - Chargeable Account	Section 106 Monitoring Fees	-10,000
Dangerous Trees	Hired Services - Payments to Contractors	-530
Land Property Gazeteer-Policy and Conservation	Computer - Application Software	-40
Colne Estuary Contribution	Contributions - Colne Estuary	-1,000
Suffolk Coastal AONB Contribution	Contributions - AONB Strategy	-2,500
Planning Policy and Conservation	Advertising	-1,750
Planning Policy and Conservation	Publications Sales	-410
Building Regulations-Non Chargeable/Other Activities Account	Microphotography	-400
Building Regulations-Non Chargeable/Other Activities Account	Computer - Application Software	-20
Building Regulations-Chargeable Account	Consultants Fees - Engineers	-2,000
Building Regulations-Chargeable Account	Microphotography	-3,000
<b>Total for Planning Portfolio</b>		<b>-43,520</b>

## Portfolio - Regeneration

Community Services	Training - Courses	-10
Community Services	Public Transport - Officers	-190
Community Services	Furniture	-150
Community Services	Printing & Stationery	-3,050
Community Services	Photocopier Hire	-30
Community Services	Books & Periodicals	-270
Community Services	Computer - Application Software	-260
Community Services	Advertising	-210
Community Services	Miscellaneous Expenses	-460
Sheltered Units - Community	Car Allowances - Officers	-150
Regeneration Services	Car Allowances - Officers	-280
Regeneration Services	Other Equipment Hire/Leasing	-210
Regeneration Services	Printing & Stationery	-1,990
Regeneration Services	Books & Periodicals	-80

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Regeneration Services	Maintenance Under Service Agreements	-560
Regeneration Services	Mobile Telephone Costs	-50
Regeneration Services	Fax Machine	-30
Depots General	Building Repairs	13,310
Depots General	Energy Costs - Electricity	5,230
Depots General	Gas	3,240
Depots General	National Non Domestic Rates	-3,540
Depots General	Water Services - Metered	-800
Depots General	Sewerage & Environmental Charges	-1,610
Depots General	recharges	72,380
Depots General	Service Charges	7,340
Depots General	Rents Receivable	-3,080
Depots General	Recharge income	-108,490
Office Accommodation Expenses	Building Repairs	-190
Office Accommodation Expenses	Energy Costs - Electricity	-15,300
Office Accommodation Expenses	National Non Domestic Rates	-6,390
Office Accommodation Expenses	Furniture	6,670
Office Accommodation Expenses	Confidential Waste	-1,210
Office Accommodation Expenses	PAT Testing	1,930
Office Accommodation Expenses	Hygiene Services	0
Office Accommodation Expenses	Telephones - Charges	-880
Office Accommodation Expenses	Service Charges	-1,930
Office Accommodation Expenses	Rents Receivable	1,590
Northbourne Depot Operational	Grounds Maintenance	-21,010
Northbourne Depot Operational	Energy Costs - Electricity	-8,000
Northbourne Depot Operational	Energy Costs - Gas (Including LPG)	-3,240
Northbourne Depot Operational	Metered Water	-1,120
Northbourne Depot Operational	Recharges from SU	-72,380
Northbourne Depot Operational	Recharges to other heads	108,490
Low Rd Depot	Telephones - Charges	-30
Mill Lane Depot	Telephones - Charges	-50
Asset Management	Legal & Professional Expenses	-1,580
Asset Management	Subscriptions Paid	-150
Careline	Energy Costs - Electricity	-2,740
Careline	Energy Costs - Gas (Including LPG)	-60
Careline	Cleaning Materials	-200
Careline	Operational Leases - Transport	-1,100
Careline	Equipment & Tools	-7,450
Careline	Clothing & Uniforms	-340
Careline	Maintenance Under Service Agreements	-6,570
Careline	Hired services - Cleaning	-1,340
Careline	Hygiene Services	-100
Careline	Postage	-10
Careline	Telephones - Charges	-5,470
Careline	Subscriptions Paid	-280
Careline	Advertising	-460
Careline	Careline Income	-30,650
Public Halls-Drill Hall Harwich	Rents Receivable	-1,490
Public Halls-Golf Green	Building Repairs	-1,710
Public Halls-Holland	Building Repairs	-1,220
Public Halls-Jaywick Community Centre	Building Repairs	-2,090
Public Halls-Jaywick Community Centre	Water Services - Unmetered	-390
Public Halls-Jaywick Community Centre	Service Charges	-190
Youth Initiatives	Subscriptions Paid	-70
Civic Ceremonial Expenses	Contract Hire - Transport	-5,590
Civic Ceremonial Expenses	Equipment & Tools	-100
Civic Ceremonial Expenses	Materials & Consumables	-400
Civic Ceremonial Expenses	Contract Catering	-3,720
Civic Ceremonial Expenses	Printing & Stationery	-910
Civic Ceremonial Expenses	Floral Decorations	-930
Civic Ceremonial Expenses	General Provisions	-200

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Industrial Estates	Grounds Maintenance External Contractors	-2,470
Jaywick Enterprise Centre (Starter Units)	Building Repairs	-470
Jaywick Enterprise Centre (Starter Units)	Vandalism Repairs	-770
Jaywick Enterprise Centre (Starter Units)	Energy Costs - Fuel Oil	-1,570
Jaywick Enterprise Centre (Starter Units)	National Non Domestic Rates	-1,900
Jaywick Enterprise Centre (Starter Units)	Building Cleaning	-50
Jaywick Enterprise Centre (Starter Units)	Photocopier Hire	-260
Jaywick Enterprise Centre (Starter Units)	Telephones - Charges	-380
Jaywick Enterprise Centre (Starter Units)	Rents Receivable	-1,700
Mill Lane	Energy Costs - Electricity	-170
Industrial Properties	Building Repairs	-350
Industrial Properties	ECC Lawford/Manningtree Redevelopment	-200
Industrial Properties	Rents Receivable	37,110
Economic Promotion	Project Expenses	-7,540
Haven Gateway	Haven Gateway Contribution	-120
Tourism Publicity Marketing Promotion	Subscriptions Paid	-160
Tourism Publicity Marketing Promotion	Advertising	-1,390
Tourism Publications	Production Expenses	-210
Tourist Information Centres	Building Repairs	-170
Tourist Information Centres	National Non Domestic Rates	-50
Tourist Information Centres	Cleaning Materials	-10
Tourist Information Centres	Materials & Consumables	-80
Tourist Information Centres	Attractions Leaflet Printing	-250
Tourist Information Centres	Books & Periodicals	-460
Tourist Information Centres	Telephones - Charges	-540
Tourist Information Centres	Miscellaneous Expenses	-1,050
Office Cleaning	Equipment & Tools	-210
Office Cleaning	Materials & Consumables	-1,030
<b>Total for Regeneration Portfolio</b>		<b>-101,010</b>

## Portfolio - Customer and Central Services

Management Board	Training - Courses	-230
Management Board	Public Transport - Officers	-160
Management Board	Furniture	-200
Management Board	Printing & Stationery	-1,250
Management Board	Books & Periodicals	-40
Management Board	PAT Testing	-160
Management Board	PAT Testing	-860
Management Board	Hospitality	-500
Management Board	Staff Allowances - Conference	-610
Management Board	Subscriptions Paid	-1,220
Corporate Performance	Training - Courses	-1,060
Corporate Performance	Public Transport - Officers	-420
Corporate Performance	Car Allowances - Officers	-710
Corporate Performance	Car Allowances - Parking Fees	-30
Corporate Performance	Furniture	-760
Corporate Performance	Printing & Stationery	-680
Corporate Performance	Computer - Application Software	-150
Corporate Performance	Hospitality	-410
Committee Services	Miscellaneous Expenses	-10
Solicitors Service Unit	Car Allowances - Officers	-1,260
Solicitors Service Unit	Books & Periodicals	-6,650
Solicitors Service Unit	DX Payments	-1,000
Solicitors Service Unit	Legal & Professional Expenses - Land Registry	-620
Solicitors Service Unit	Subscriptions Paid	-3,420
Solicitors Service Unit	Costs & Legal Expenses Recoverable	14,010
Legal Services - Management & Admin	Training - Courses	-130
Legal Services - Management & Admin	Rents Paid	-4,820
Legal Services - Management & Admin	Car Allowances - Officers	-860
Legal Services - Management & Admin	Furniture	-670



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Legal Services - Management & Admin		-6,280
Legal Services - Management & Admin		-520
Legal Services - Management & Admin		-880
Legal Services - Management & Admin		-190
Legal Services - Management & Admin		-100
Legal Services - Management & Admin		-240
Legal Services - Management & Admin		-10
Licensing Service Unit Account		-1,620
Human Resources & Customer Services		-970
Human Resources & Customer Services		-420
Human Resources & Customer Services		-1,210
Human Resources & Customer Services		-1,180
Human Resources & Customer Services		-2,410
Human Resources & Customer Services		-80
Human Resources & Customer Services		-810
Human Resources & Customer Services		-810
Contact Centre		-750
TDC Website		-680
Corporate Performance - IT Section		-710
Corporate Performance - IT Section		-180
Corporate Performance - IT Section		-40
Corporate Performance - IT Section		-350
Corporate Performance - IT Section		-310
Corporate Performance - IT Section		-670
Other Apportionable Overheads		-130
Other Apportionable Overheads		-870
Other Apportionable Overheads		-500
Other Apportionable Overheads		-280
Other Apportionable Overheads - L & A		-5,000
Other Apportionable Overheads - L & A		-10
IT Direct Service Costs		-14,000
Central Telephone Service		-9,700
Central Telephone Service		-3,650
Central Purchasing		-150
Central Purchasing		-1,370
Central Purchasing		-1,380
Career Track		-800
Career Track		-510
Career Track		-600
Career Track		-190
Emergency Planning		-510
Emergency Planning		-890
Emergency Planning		-930
Emergency Planning		-1,360
<b>Total for Customer and Central Services Portfolio</b>		<b>-79,130</b>
<b>Portfolio - Technical Services</b>		
Technical and Procurement - Technical Services		-1,190
Highways TDC - Private Street Lighting		-2,620
Transport		-5,000
Technical and Procurement - Technical Services		-380
Technical & Procurement - Management and Administration		-160
Technical and Procurement - Technical Services		-3,100
Technical and Procurement - Technical Services		-3,910
Technical and Procurement - Technical Services		-1,370
Technical and Procurement - Technical Services		-3,090
Technical and Procurement - Technical Services		-210
Technical and Procurement - Technical Services		-1,430
Technical and Procurement - Technical Services		-170
Technical and Procurement - Technical Services		-920
	Printing & Stationery	
	Photocopier Hire	
	Computer - Purchase Of Equipment	
	Computer - Application Software	
	Subscriptions Paid	
	Advertising	
	Miscellaneous Expenses	
	Car Allowances - Officers	
	Training - Courses	
	Furniture	
	Printing & Stationery	
	Books & Periodicals	
	Computer - Application Software	
	Subscriptions Paid	
	Miscellaneous Expenses	
	Computer - Operating Systems Maintenance	
	Miscellaneous Expenses	
	Training - Courses	
	Car Allowances - Officers	
	Books & Periodicals	
	Telephones - Charges	
	Computer - Purchase Of Equipment	
	Computer - Application Software	
	Subscriptions Paid	
	Car Allowances - VAT Credits	
	Child Care Vouchers Management Fee	
	General Write Offs/Adjustments	
	Contributions - Other Organisations	
	Postage	
	Data Protection Act Fees	
	Additional ICT Services	
	Telephones - Charges	
	Computer - Operating Systems Maintenance	
	Car Allowances - Officers	
	Computer - Application Software	
	Subscriptions Paid	
	Training - Travelling	
	Furniture	
	Books & Periodicals	
	Mobile Telephone Costs	
	Training - Courses	
	Equipment & Tools	
	Printing & Stationery	
	Hired Services - Payments to Contractors	
	Training - Courses	
	Energy Costs - Electricity	
	Operational Leases - Transport	
	Public Transport - Officers	
	Public Transport - Officers	
	Car Allowances - Officers	
	Car Allowances - Lease Car	
	Furniture	
	Equipment & Tools	
	Clothing & Uniforms	
	Printing & Stationery	
	Books & Periodicals	
	Maintenance Under Service Agreements	

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Technical and Procurement - Technical Services	Hired Services - Payments to Contractors	-310
Highways TDC - Cycling	Hired Services - Payments to Contractors	-30
Highways TDC - Bus Shelters	Hired Services - Payments to Contractors	-10
Highways TDC - Street Name Plates	Hired Services - Payments to Contractors	-530
Highways TDC - Seats	Hired Services - Payments to Contractors	-1,110
Technical and Procurement - Technical Services	Hired Services - Engineers and Architects	-8,520
Technical and Procurement - Technical Services	Hired Facilities	-160
Technical and Procurement - Technical Services	Telephones - Officers Rentals Reimbursed	-150
Technical and Procurement - Technical Services	Computer - Purchase Of Equipment	-610
Technical and Procurement - Technical Services	Subscriptions Paid	-1,560
Technical and Procurement - Technical Services	Miscellaneous Expenses	-410
Impact of changes to On and Off St Parking	Miscellaneous Expenses	-50,000
Technical and Procurement - Technical Services	Leased Car Contributions	2,150
<b>Total for Technical Services Portfolio</b>		<b>-84,800</b>
<b>Development Control Committee</b>		
Dangerous Structures	Hired Services - Building Services	-840
<b>Total for Development Control Committee</b>		<b>-840</b>
<b>Licensing Committee</b>		
Hackney Carriages	Materials & Consumables	-350
Licensing Under Licensing Act 2003	Miscellaneous Expenses	-760
Hackney Carriages	Licence Fees	-21,270
Licensing Under Gambling Act 2005	Licence Fees	-3,020
Boats and Boatman Licences	Licence Fees	-210
Licensing Under Licensing Act 2003	Premises Licenses - Conversion/Grant/Var AFTER Con	-9,330
Licensing Under Licensing Act 2003	Personal Licenses - Grant	-2,180
Licensing Under Licensing Act 2003	Personal Licenses - Other Admin Income	-420
Licensing Under Licensing Act 2003	Other Licensing Income	-2,720
Licensing Under Gambling Act 2005	Permit Fee Income (Licensing)	-1,630
<b>Total for Licencing Committee</b>		<b>-41,890</b>
<b>Portfolio - Human Resources Committee</b>		
Health & Safety	Equipment & Tools	-1,030
Health & Safety	Protective Clothing	-310
Health & Safety	Printing & Stationery	-500
Health & Safety	Hired Services - Payments to Contractors	-1,240
Health & Safety	Miscellaneous Expenses	-1,480
Qualification Training	Training - Courses	-2,600
Qualification Training	Training - Examination Fees	-1,610
Qualification Training	Training - Travelling	-1,810
Qualification Training	Training - Other Approved Exps	-530
Workforce Development	Computer - Application Software	-1,990
Recruitment & Relocation	Interview Expenses - Recruitment	-800
Recruitment & Relocation	Removal Costs - Relocation	-500
Recruitment & Relocation	Subscriptions Paid	-1,680
Medical Fees	Medical Expenses	-3,120
<b>Total for Human Resources Committee</b>		<b>-19,200</b>
<b>Regulatory Committee</b>		
Electoral Registration Expenses	Printing & Stationery	-750
Electoral Registration Expenses	Maintenance Under Service Agreements	-3,240
Electoral Registration Expenses	Canvassers' Fees	-1,490
Electoral Registration Expenses	Sales of Registers	-970
Licensing - Environmental	Licence Fees	-1,540

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**Total for Regulatory Committee**

**-7,990**

**Portfolio - Corporate Finance**

MIRS Contributions to/(from) Earmarked Reserves

Contribution to/(from) Earmarked Reserves

-20,000

**Total for Corporate Finance Portfolio**

**-20,000**

**Portfolio - Finance - Other Financing Items**

Interest Payable and similar charges

Section 106 Interest Payment

-8,710

Interest & Investment Income

Interest - Housing Revenue Account

-16,000

Interest & Investment Income

Harwich Bowls Club - Interest

3,110

**Total for Finance Other Financing Items**

**-21,600**

**Total Net Savings**

**-1,179,590**