



CABINET

DATE:	Friday 19 January 2018
TIME:	10.30 am
VENUE:	Essex Hall, Town Hall, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Stock OBE	- Leader of the Council
Councillor C Guglielmi	- Finance and Corporate Resources Portfolio Holder and Deputy Leader of the Council
Councillor Fairley	- Investment and Growth Portfolio Holder
Councillor Honeywood	- Housing Portfolio Holder
Councillor McWilliams	- Health and Education Portfolio Holder
Councillor Nicholls	- Corporate Enforcement Portfolio Holder
Councillor Skeels (Snr)	- Leisure and Tourism Portfolio Holder
Councillor Talbot	- Environment Portfolio Holder

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Meeting papers can be provided, on request, in large print, in Braille, or on disc, tape, or in other languages.

For further details and general enquiries about this meeting, contact Ian Ford on 01255 686584.

DATE OF PUBLICATION: WEDNESDAY 10 JANUARY 2018

AGENDA

1 Apologies for Absence

The Cabinet is asked to note any apologies for absence received from Members.

2 Minutes of the Last Meeting (Pages 1 - 6)

To confirm and sign the minutes of the last meeting of the Cabinet held on Friday 15 December 2017.

3 Declarations of Interest

Members are invited to declare any Disclosable Pecuniary Interests, or other interests, and the nature of them, in relation to any item on the agenda.

4 Announcements by the Leader of the Council

The Cabinet is asked to note any announcements made by the Leader of the Council.

5 Announcements by Cabinet Members

The Cabinet is asked to note any announcements made by Members of the Cabinet.

6 Matters Referred to the Cabinet by the Council

There are none on this occasion.

7 Matters Referred to the Cabinet by a Committee - Reference from the Corporate Management Committee - A.1 - Performance Management - Quarter Two (Pages 7 - 8)

To enable Cabinet to give consideration to a comment made to it by the Corporate Management Committee in respect of the above.

8 Matters Referred to the Cabinet by a Committee - Reference from the Corporate Management Committee - A.2 - Corporate Budget Monitoring for the Second Quarter of 2017/18 (Pages 9 - 10)

To enable Cabinet to give consideration to a recommendation made to it by the Corporate Management Committee in respect of the above.

9 Leader of the Council's Items

There are none on this occasion.

10 Cabinet Members' Items - Report of the Finance and Corporate Services Portfolio Holder - A.3 - Latest Financial Forecast / Final Budget Proposals 2018/19 (Pages 11 - 160)

To seek Cabinet's approval of:

- The latest financial forecast and final budget proposals 2018/19 (including Council Tax proposals) for recommendation to Council on 6 February 2018; and
- a Revised Budget for 2017/18.

11 Cabinet Members' Items - Joint Report of the Housing Portfolio Holder and the Finance and Corporate Services Portfolio Holder - A.4 - Housing Revenue Account Budget Proposals - Revised Budget 2017/18 and Original Budget 2018/19 (Pages 161 - 184)

To set out and seek Cabinet's approval of:

- A Revised Housing Revenue Account (HRA) budget for 2017/18 and Original HRA Budget for 2018/19, including the movement in HRA balances;
- The level of fees and charges for 2018/19; and
- The five-year HRA Capital Programme.

12 Cabinet Members' Items - Report of the Health and Education Portfolio Holder - A.5 - Review of the Registration of an Asset of Community Value: Brunswick House Allotments, Mistley (Pages 185 - 192)

To review the listing of the Brunswick House Allotments under the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012 following a request for a review by the owner.

13 Management Team Items

There are none on this occasion.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Cabinet is to be held in the Essex Hall, Town Hall, Clacton-on-Sea, CO15 1SE at 10.30 am on Friday 16 February 2018.

Information for Visitors

ESSEX HALL **FIRE EVACUATION PROCEDURE**

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the hall and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building.

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Your calmness and assistance is greatly appreciated.

**MINUTES OF THE MEETING OF THE CABINET,
HELD ON FRIDAY, 15TH DECEMBER, 2017 AT 2.30 PM
ESSEX HALL, TOWN HALL, CLACTON-ON-SEA, CO15 1SE**

Present: Councillors C Guglielmi (Chairman), Fairley, Honeywood (except item 112), McWilliams, Nicholls and Talbot

Group Leaders Present by Invitation:

Councillors Stephenson and Pemberton

Also Present: Councillors Bush and Watling MP.

In Attendance: Ian Davidson (Chief Executive), Martyn Knappett (Corporate Director (Corporate Services)), Paul Price (Corporate Director (Operational Services)), Ewan Green (Corporate Director (Planning and Regeneration)), Lisa Hastings (Head of Governance and Legal Services), Richard Barrett (Head of Finance, Revenues and Benefits Services), Karen Neath (Head of Leadership Support and Community), Ian Ford (Committee Services Manager) and Nigel Brown (Communications and Public Relations Manager)

112. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors J A Broderick (Leader of the Holland Residents' Group), I J Henderson (Leader of the Labour Group), A O J Porter (Leader of the Non-Aligned Group), M J D Skeels (Portfolio Holder for Leisure and Tourism) and N R Stock OBE (Leader of the Council).

113. MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the meeting of the Cabinet, held on Friday 10 November 2017, be approved as a correct record and signed by the Chairman.

114. DECLARATIONS OF INTEREST

There were none on this occasion.

115. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

Superfast Essex Broadband

The Deputy Leader of the Council was pleased to announce that this Council would contribute £250,000 towards Phase 3 of the Superfast Essex Broadband programme to deliver superfast broadband coverage to around 98.5% of premises in the District. He was also delighted to announce that BT would be contributing over £9million in partner funding to the programme.

116. ANNOUNCEMENTS BY CABINET MEMBERS

There were none on this occasion.

117. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were none on this occasion.

118. MATTERS REFERRED TO THE CABINET BY A COMMITTEE

There were none on this occasion.

119. LEADER OF THE COUNCIL'S ITEMS

There were none on this occasion.

120. CABINET MEMBERS' ITEMS - REPORT OF THE FINANCE AND CORPORATE SERVICES PORTFOLIO HOLDER - A.1 - UPDATED FINANCIAL FORECAST/BUDGET 2018/19

There was submitted a report by the Portfolio Holder for Finance and Corporate Services, which sought to enable Cabinet to consider the updated financial forecast for 2018/19.

Members were informed that an updated financial forecast for 2018/19 had been prepared which reflected changes since Cabinet had considered the initial forecast in September 2017.

Cabinet was aware that the approach to the forecast / setting of the budget was significantly different to previous years with estimates now being undertaken across a 10 year financial sustainability plan period. This new approach brought the opportunity to review how the budget was developed, including input from the Corporate Management Committee. The report had therefore focused on the 2018/19 budget and the changes required compared to the initial forecast along with the broad principles behind figures such as special expenses and fees and charges. Comments on each updated line of the forecast would be requested from the Corporate Management Committee, which would then form the basis of the 2018/19 budget.

Cabinet was informed that, at this stage of the budget process, there was a net surplus of £0.042m forecast in 2018/19, an overall change of £0.578m compared with the £0.536m deficit included in the initial forecast in September 2017.

It was drawn to Cabinet's attention that the increased collection fund balance for 2018/19 accounted for £0.552m of the £0.578m change mentioned above. Although this was an on-going item in the budget it was reviewed each year based on in-year collection performance and could therefore only be deemed a one-off 'saving' in 2018/19. Although the amount was available to support the 2018/19 budget, if this was excluded from the forecast, there would be a budget deficit of £0.510m for 2018/19, which was broadly in-line with the initial forecast amount of £0.536m.

Members were reminded that, as set out in the initial forecast, £1.434m has been set aside from the outturn position for 2016/17 to underwrite the risks associated with the 10 year approach to the forecast. It was proposed to set this aside in a specific reserve named the Forecast Risk Fund. Although subject to potential changes to the forecast

over the remaining budget setting period, the current forecasted surplus of £0.042m would be paid into the Forecast Risk Fund.

It was reported that any necessary changes emerging from the detailed Local Government Finance Settlement would be included in the figures that would be presented to Cabinet in January 2018 when it considered the final budget proposals after consultation with the Corporate Management Committee. In addition, once the final position for 2018/19 was determined, the remaining years of the 10 year forecast would be revised, set against the revised 2018/19 position and would be reported to Members later in the budget setting process.

Cabinet was made aware that the revised budget for 2017/18 was not included within this report but remained under review for reporting to Cabinet in January 2018 as part of the more detailed / technical budget setting processes.

Cabinet was informed that, given the on-going favourable position against parking income, there was now the opportunity to build the cost of this scheme into the base budget on an ongoing basis and therefore remove the need to fund it on a temporary basis from the associated reserve.

The Finance and Corporate Services Portfolio Holder made the following statement on the revised financial forecast –

“Although I appreciate things can still change, the revised forecast sets out a surplus of £42,000 compared with an expected deficit of £536,000 when the initial forecast was calculated earlier in the year. It is acknowledged that this is primarily due to the one-off favourable position relating to the collection fund which may not be the case in future years so delivering against the ten year forecast remains as challenging as previously set out.

As highlighted in the initial forecast, the budget is based on a £5 increase in Council Tax. The Government have allowed such increases within their ‘capping’ criteria as they recognise the importance of locally raised income in providing a self-financing future once the revenue support grant has been completely removed, which for us will be by 2019/20.

However, I am really pleased to say that given the favourable position against the parking income budgets over recent years, it is now possible to take the opportunity to build our successful residents parking into the base budget on an on-going basis rather than it being subject to decisions on a more short term basis as has previously been the case. This also frees up the associated reserve – we can now start to consider how to reallocate the £221,000 in this reserve.

The report also sets out the fact that given the new approach to the forecast, there is the opportunity to revise how we develop the budget each year. The importance of delivering against the forecast, especially in the early years, requires a focus on the 2018/19 budget at this stage of the process. Therefore no revised budget figures for 2017/18 have been included but these will form part of the information that is presented to Full Council in February.

Although still subject to further consideration, revised budget changes may form part of the corporate budget monitoring process in future, with changes made during the year

to enable the most up-to-date budget to be available to Members rather than it being an annual process.

There may be further changes to the forecast as it develops which will be reflected in the report to Cabinet in January. However, the forecast set out in the report provides the most up-to-date position and I welcome the comments from the Corporate Management Committee.”

Having considered the revised financial forecast and in order to allow the Corporate Management Committee to be consulted in accordance with the requirements of the Constitution:

It was moved by Councillor G V Guglielmi, seconded by Councillor McWilliams and **RESOLVED** that Cabinet -

- (a) agrees the updated Financial Forecast 2018/19, as set out in the report and the appendix thereto;
- (b) agrees that the residents' free parking scheme be included within the base revenue budget on an on-going basis each year; and
- (c) requests the Corporate Management Committee's comments on the Updated Financial Forecast 2018/19.

121. MANAGEMENT TEAM ITEMS - REPORT OF THE MONITORING OFFICER - A.2 - LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN

The Cabinet was aware that the Council's Constitution (Article 12.03(a)) required the Monitoring Officer to report to Council, or to Cabinet for executive functions, if any decision or omission had given rise to maladministration.

It was reported that the Local Government and Social Care Ombudsman had recently considered a case in relation to a complaint about noise and fumes nuisance. The Ombudsman had concluded that the complaint regarding noise nuisance had been properly investigated. However, the conclusion regarding the fumes complaint had been that the Council had not been able to demonstrate sufficient evidence to show that the fumes complaint had been properly investigated. The final decision of the Ombudsman was that the Council should:-

- (a) apologise to the complainant for its failure to properly investigate complaints and pay her £100;
- (b) visit the site if further problems were reported; and
- (c) consider how it recorded investigations of possible statutory nuisances and inform the Ombudsman of the action it proposed to take in the next two months.

Cabinet was informed that those actions had been undertaken.

Cabinet noted the foregoing.

122. EXCLUSION OF PRESS AND PUBLIC

It was moved by Councillor G V Guglielmi, seconded by Councillor Fairley and:

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 13 on the grounds that it involved the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A, as amended, of the Act.

123. EXEMPT MINUTE OF THE MEETING HELD ON FRIDAY 10 NOVEMBER 2017

It was **RESOLVED** that the exempt minute of the meeting of the Cabinet, held on Friday 10 November 2017, be approved as a correct record and signed by the Chairman.

The Meeting was declared closed at 2.42 pm

Chairman

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Key Decision Required	No	In the Forward Plan	No
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CABINET

19 JANUARY 2018

REFERENCE REPORT FROM CORPORATE MANAGEMENT COMMITTEE OF 4 DECEMBER 2017

A.1 PERFORMANCE REPORT – QUARTER TWO

(Report prepared by Ian Ford)

BACKGROUND

At the meeting of the Corporate Management Committee held on 4 December 2017 (Minute 40 refers) the Committee received a report from the Corporate Director, Corporate Services regarding the Council's Quarter 2 Performance (July 2017 to September 2017).

It was explained at the meeting that the report included 16 indicators and projects where performance was measured. Of these 12 (75%) were on or above their expected target and 4 (25%) were not currently in line with expected performance. Three of the indicators and projects within the report were deemed non measurable as the Council's role was that of 'influence' only.

Members were informed that the performance report had been submitted to Cabinet at its meeting held 10 November 2017 (Minute 104 referred). Any feedback from the Committee would be presented to a future meeting of the Cabinet as a separate reference report.

The Committee recalled that, at its meeting held on 25 September 2017 (Minute 28 referred), it had been suggested by the Committee to Cabinet that the Education, Health and Wellbeing and Sickness indicators be removed from the Performance Report (*for the Corporate Management Committee*) due to the fact that those items were regularly reported to the Human Resources Committee and the Community Leadership and Partnerships Committee.

At the aforementioned Cabinet meeting held on 10 November the Finance and Corporate Services Portfolio Holder had thanked the Committee for their suggestion. However, Cabinet had decided that the full range of existing indicators should remain in the Performance Report for the benefit of Cabinet and that the Corporate Management Committee could choose not to scrutinise the indicators it had highlighted if they so wished.

The Human Resources and Business Manager gave a verbal update in respect of several indicators and projects.

Officers responded to questions raised by Members on various topics and where an answer was not immediately available, the Human Resources and Business Manager undertook to respond to Members as soon as possible after the meeting.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

Following discussion, it was that the contents of the report be noted.

It was also **AGREED** that the Committee **COMMENTS TO CABINET** that:

(a) the Committee recognises that this is an excellent report.

Cabinet is now asked to consider the comments of the Corporate Management Committee.

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

Comments

The Finance and Corporate Resources Portfolio Holder thanks the Corporate Management Committee for its comment.

Recommendation to Cabinet

That Cabinet notes and welcomes the comment of the Corporate Management Committee.

Key Decision Required	No	In the Forward Plan	No
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CABINET

22 JANUARY 2018

**REFERENCE REPORT FROM CORPORATE MANAGEMENT COMMITTEE
OF 4 DECEMBER 2017**

A.2 CORPORATE BUDGET MONITORING FOR THE SECOND QUARTER OF 2017/18
(Report prepared by Anastasia Simpson, Catherine Bicknell and Katie Sullivan)

BACKGROUND

As a result of cross-sector concerns that local authority planning departments may not have sufficient resources to provide an effective service and that developers would be prepared to pay higher planning application fees the government consulted on proposals which could ensure there was a link between an increase in fees and a high quality planning service, for instance through giving greater fee flexibility in exchange for radical planning service transformation and also recognising that fees had not been increased since November 2012.

The Government's response was published in February 2017. It said that it would introduce a 20% increase in fees for all authorities -

We are bringing forward a package of measures in the Housing White Paper to address concerns about local authority resourcing, including a 20% increase in planning application fees by summer 2017. Alongside these measures, we will continue to engage with areas interested in reforming their planning service and committing to performance improvements, in return for greater fee flexibility.

At the Corporate Management Committee meeting held on 4 December 2017 (Minute 39 refers) the Committee received a report from the Corporate Director, Corporate Services regarding the Council's Corporate Budget Monitoring for the Second Quarter 2017/18. Members expressed concern that the government have yet to introduce the revised fee schedule.

Members of the Corporate Management Committee would like to request that the Cabinet write to the Department for Communities and Local Government to find out more about the expected timetable for the revised fee schedule.

COMMITTEE RECOMMENDATIONS AND COMMENTS TO CABINET

It was **RESOLVED** that the contents of the report be noted.

It was also **AGREED** that the Committee **RECOMMENDS TO CABINET** that:

- (a) the Committee requests that Cabinet contacts the Department for Communities and Local Government to find out more about the proposed timetable for the revised fee schedule.

PORTFOLIO HOLDER'S COMMENTS AND RECOMMENDATIONS TO CABINET

Comments

The Finance and Corporate Resources Portfolio Holder would like to thank the Corporate

Management Committee for its recommendation.

“My understanding is that the Department for Communities and Local Government are waiting for the regulations to be laid before Parliament. It is expected that this may happen in early 2018. Once the regulations are approved, a revised fee schedule will be issued for Councils to implement. The Council intends to implement the higher fees as soon as the revised fee schedule is approved.

The process is under-way, however, it is moving slower than anticipated.”

Recommendation to Cabinet

That Cabinet notes the recommendation of the Corporate Management Committee.

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

22 JANUARY 2018

REPORT OF THE FINANCE AND CORPORATE RESOURCES PORTFOLIO HOLDER

A.3 LATEST FINANCIAL FORECAST / FINAL BUDGET PROPOSALS 2018/19

(Report prepared by Richard Barrett)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To seek Cabinet's approval of:

- The latest financial forecast and final budget proposals 2018/19 (including Council Tax proposals) for recommendation to Council on 6 February 2018; and
- a Revised Budget for 2017/18

EXECUTIVE SUMMARY

- At the meeting on the 15 December 2017, Cabinet considered the Updated Financial Forecast / initial budget proposals 2018/19. The forecast at that time provided for a modest surplus of **£0.042m** that was to be contributed to the Forecast Risk Fund.
- The Updated Financial Forecast was subject to consultation with the Corporate Management Committee which met on the 18 December 2017 to consider it and their comments are set out in this report along with the response from the Finance and Corporate Resources Portfolio Holder.
- Since the Cabinet's meeting on 15 December 2017, additional changes have been required, primarily as a result of new or revised information becoming available which includes the Government's Financial Settlement announcements and early outcomes from on-going officer pay negotiations.
- The changes required result in a deficit for 2018/19 of **£0.144m**, a change of **£0.186m** compared to the figure presented to Cabinet in December 2017.
- The updated forecast has now been translated into detailed estimates which are set out in **Appendix B**.
- This figure may change as further adjustments could be required as part of finalising the budget for presenting to Council on 6 February 2018, with a delegation included in the recommendations to reflect this.
- The deficit of **£0.144m** in 2018/19 has been met by utilising the Forecast Risk Fund as planned. This has however been more than offset by a contribution to the same reserve of **£0.454m** from the revised budget process for 2017/18, with the various changes set out further on in this report.
- It is worth highlighting that the use of the Forecast Risk Fund in 2018/19 was significantly

lower than originally forecast which provides a strong position against which the remaining years of the 10 year forecast can be considered.

- Taking all of the changes into account, the Council Tax requirement has been revised to **£7.602m**, which is based on a £5 increase for this Council's services in 2018/19 with a Band D council tax of **£162.64**.
- In line with legislative requirements the Section 151 Officer has confirmed the robustness of the estimates along with the adequacy of reserves.
- The Council's annual budget and the district and parish elements of the Council Tax will be considered by Full Council on 6 February 2018 with approval of the 'full' Council Tax levy for the year to be considered by the Council Tax Committee on the 21 February 2018.
- Although Prudential Indicators are set out in this report, the associated Treasury Strategy for 2018/19 has been delayed due to external guidance being received late in the budget setting process. A delegation to the Portfolio Holder for Finance and Corporate Resources has therefore been included in the recommendations below to enable the Treasury Strategy to be agreed for forwarding onto the Corporate Management Committee for their comments.

RECOMMENDATION(S)

Cabinet approves:

(a) The latest financial forecast set out in Appendix A;

(b) that if the financial position changes prior to Council considering the budget on 6 February 2018, delegation be given to the Corporate Director (Corporate Services) to adjust the forecast / budget, including the use of Reserves, in consultation with the Finance and Corporate Resources Portfolio Holder;

(c) that in consultation with the Leader and the Finance and Corporate Resources Portfolio Holder, the Corporate Director (Corporate Services) reports directly to Council in respect of the formal draft resolutions necessary to implement the Cabinet's budget proposals along with any late information or notifications received from Communities and Local Government etc. as may necessarily affect the budget;

(d) that the Corporate Management Committee be thanked for the work they have undertaken and continue to undertake in supporting the development of the forecast / budget and agrees the comments of the Finance and Corporate Resources Portfolio Holder in response to those of the Committee as set out in this report;

(e) that all future expenditure in 2017/18 be in line with the proposed revised budget 2017/18 set out in the Appendices, subject to final approval by Council on 6 February 2018, and that the corporate financial system be amended accordingly to reflect these changes along with any amendments arising from revisions to the code of practice relating to the presentation of the Council's Annual Statement of Accounts; and

(f) that in respect of the Treasury Strategy 2018/19, delegation be given to the Portfolio Holder for Finance and Corporate Resources to approve the Strategy for consultation with the Corporate Management Committee.

That subject to the above, Cabinet recommends to Full Council:

(a) That following the consideration of the comments from the Corporate Management Committee the following final budget proposals be made (based on a £5 increase in a Band D Council Tax for district services):-

i) that the detailed budgets as per Appendix B of this report be approved which provide for a Council Tax Requirement for 2018/19 of £7.602m (£7.229m for 2017/18) (excluding parish precepts);

ii) that the Council agrees and formally approves:

a) the specific recommendations, calculations and other matters in respect of the Council's requirements – Appendix D; and

b) the Council Tax for this Council's services – Appendix G.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The forecasting and budget setting process will have direct implications for the Council's ability to deliver on its objectives and priorities. At its heart, the 10 year approach to the forecast seeks to establish a sound and sustainable budget year on year through maximising income whilst limiting reductions in services provided to residents, business and visitors but still make investments where possible.

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

The financial implications are set out in the body of the report.

Although the availability of financial resources is a key component in the delivery of services there will also need to be appropriate input of other resources such as staffing, assets, IT etc.

Risk

There are significant risks associated with forecasting such as cost pressures, inflation and changes to other assumptions that form part of the financial planning process. There are a number of areas that could lead to additional expenditure being incurred, such as: -

- Economic environment / instability;
- Emergence of cost pressures;
- Changes to the local authority funding mechanisms such as the Government's fairer funding review that is proposed;
- New legislation placing unfunded duties on the Council or reducing the level of the Council's core funding;
- Local or national emergency;
- Income is less than that budgeted for, including business rate income retained locally.

As set out as part of the initial forecast, the forecast is based on relatively conservative estimates with no optimistic bias included. It is also worth highlighting that the risks identified do not uniquely apply to the 10 year approach being taken as they would equally apply to the short term approach to the budget setting process that has historically been taken.

Another potentially more important action to manage and mitigate risk is the Council's ability to financially underwrite the forecast. As with any forecast, some elements of income and expenditure will be different to that forecasted. It is fair to say that many may offset each other over the longer term. However, there are two important aspects to how this will be managed.

- 1) As mentioned elsewhere, **£1.434m** has already been set aside within a Forecast Risk Fund to support the budget in future years. This money, along with any additional contributions, can be drawn down if the timings within the forecast differ in reality and the net position is unfavourable compared to the forecast in any one year.
- 2) The forecast will remain 'live' and be responsive to changing circumstances and it will be revised on an on-going basis. If unfavourable issues arise that cannot be mitigated via other changes within the forecast then the forecast will be adjusted and mitigating actions taken. Actions to respond will, therefore, need to be considered but can be taken over a longer time period where possible. In such circumstance the Council may need to consider 'topping' up the funding mentioned in 1) above if required in the early years of the forecast. This may impact on the ability to invest money elsewhere but will need to demonstrate that its use is sustainable in the context of the ten year forecast and supports the thinking behind the new approach of protecting Council services wherever possible.

The on-going forecast includes the need to identify on-going savings of **£0.300m** each year. This figure will need to remain flexible and act as a counterbalance to other emerging issues as it is accepted that this figure may need to be revised up or down over the life of the forecast.

It will also be important to deliver against the forecast in the early years to build confidence in the revised approach. This will, therefore, need robust input from members and officers where decisions may be required in the short term or on a cash flow basis. Although supported by one-off 'savings', the deficit for 2018/19 is below the figure initially forecasted which provides a good starting point for the remainder of the 10 year forecast.

Another aspect to the 10 year approach is the ability to 'flex' the delivery of services rather than cut services. As would be the case with our own personal finances, if we cannot afford something this year because of a change in our income, we can put it off until next year. There is a practical sense behind this approach as we could flex the delivery of a service by reducing it one year but increase it again when the forecast allows.

Building on the point above about the forecast remaining 'live', it is proposed to report an updated forecast on a regular basis. Not only will this allow adjustments to be made, it will also set out a transparent approach against which we can measure its performance to support further decision making processes. Such decisions could include reverting back to the more traditional shorter term approach if the revised approach does not achieve its objectives.

In addition to the above it is important to note that the Council has already prudently set aside money for significant risks in the forecast such as **£1.609m** (Business Rates Resilience Reserve) and **£1.100m** (Benefits Reserve). The Council also holds **£4.000m** in uncommitted reserves which supports its core financial position.

It is accepted that items such as the continuation of the £5 annual increase in council tax may not be permitted by the Government or Members may not wish to implement it locally each year, so the impact of potential deviations from the ten year forecast need to be determined in such circumstances.

LEGAL

The arrangements for setting and agreeing a budget and for the setting and collection of council tax are defined in the Local Government Finance Act 1992. The previous legislation defining the arrangements for charging, collecting and pooling of Business Rates was contained within the Local Government Finance Act 1988. These have both been amended as appropriate to reflect the introduction of the Local Government Finance Act 2012.

The Local Government Finance Act 2012 provided the legislative framework for the introduction of the Rates Retention Scheme and the Localisation of Council Tax Support.

The Calculation of Council Tax Base Regulations 2012 set out arrangements for calculation of the council tax base following implementation of the Local Council Tax Support Scheme. The arrangements mean that there are lower tax bases for the district council, major preceptors and town and parish councils.

The Localism Act 2012 introduced legislation providing the right of veto for residents on excessive council tax increases.

Under Section 25 of the Local Government Act 2003, the Chief Finance Officer (S151 Officer) must report to Council as part of the budget process on the robustness of estimates and adequacy of reserves. The proposed approach can deliver this requirement if actively managed and will be an issue that remains 'live' over the course of the forecast period and will be revisited in future reports to members as the budget develops.

In respect of special expenses that form part of the budget setting process, expenditure is classed as a Special Expense if it satisfies the requirements of the Local Government Finance Act 1992, Section 35. The only category relevant to this Council is contained within Section 35(2)(d) relating to concurrent functions with Parish and Town Councils. Under the Local Government Finance Act 1992, the Council must identify as its Special Expense, proposed expenditure on those functions which the Council performs in part of the district but which Parish or Town Councils perform elsewhere in the District. If, in the Council's view, a special expense should properly be charged over the whole of the district's area, the Council may pass an express resolution to this effect (known as a ***contrary resolution***).

In order for expenditure to be a Special Expense, there are two conditions that must be fulfilled:

1. Expenditure is estimated to be incurred by the District Council in the whole or part of its area on the provision of a function;
2. Expenditure on the provision of the same function is to be incurred by at least one parish/town council elsewhere in the district.

The proposals set out in this report are in accordance with the Council's budget and policy framework.

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.

These implications have no impact on the budget itself. However, they are taken account of in the delivery of individual services and projects.

Special expenses are based on the principle of ensuring there is equality across the district in

levying Council Tax to residents based on services and facilities provided by Town and Parish Councils in specific areas that are also provided by the District Council.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

On the 5 September 2017, Cabinet considered the Long Term Financial Sustainability Plan / 10 Year Forecast. Based on the position at that time, it was expected that there would be a budget deficit of **£0.536m** which was in-line with the 10 year plan.

On 15 December 2017 Cabinet considered the Updated Financial Forecast / initial budget proposals 2018/19 for consultation with the Corporate Management Committee. This report set out a revised position for 2018/19 of a small surplus of **£0.042m** (a change of **£0.578m** when compared to the position reported in September 2017).

The development of the forecast / budget has continued since Cabinet's meeting on 15 December 2017, primarily to reflect the latest information such as the outcome of the Local Government Finance Settlement and employee pay negotiations. The most up to date position is set out in **Appendix A** which highlights the changes required over the complete forecast / budget setting process. The changes required since 15 December 2017 position are set out in detail further on in this report.

Subject to the recommendations set out in this report, Cabinet's final council tax and budget recommendations along with the parish element of the council tax will be presented to Full Council on 6 February 2018. The formal approval of the 'full' council tax levy for the year including the district amount approved by Full Council in February along with the Essex County Council and Police / Fire precepts will be considered by the Council Tax Committee on 21 February 2018.

CORPORATE MANAGEMENT COMMITTEE COMMENTS

In accordance with the Constitution, Cabinet has consulted with the Corporate Management Committee on the Updated Financial Forecast / initial budget proposals 2018/19.

The Corporate Management Committee met on 18 December 2017 and their comments back to Cabinet are set out as follows:

Table 1

<p>Comment from CMC</p>	<p>Finance and Corporate Resources Portfolio Holder Response</p>
<p>The Committee notes the potential adverse financial implications of the National Joint Council pay award for 2018/2019 but welcomes the fact that this is an early 'stress test' for the new ten year financial sustainability plan approach.</p>	<p>The impact of the current pay award position has now been included in the forecast with further details set out later on in this report. A revised long term forecast from 2019/20 onwards will shortly be produced and will reflect the necessary adjustments required. The revised longer term approach to the forecast is still expected to be able to respond to such changes.</p>
<p>The Committee suggests that the proposed contribution of £150,000 to the Business Rates resilience reserve be put instead towards funding the 2018/2019 Pay Award</p>	<p>At this stage of the 10 year forecast, it is prudent to 'repay' the amount of funding that was drawn down from this reserve in 2017/18. However it is acknowledged that the flexibility that the new 10 year approach gives us will enable the impact of the pay award to be considered over a longer period of time which could include an adjustment to the Business Rates Resilience Reserve in future years.</p>
<p>The Committee supports including within the forecast the cost pressures for the cost of cleaning the new beaches between Clacton-on-Sea and Holland-on-Sea and the additional summer cleaning of town centres and seafront areas</p>	<p>These two cost pressures remain in the forecast but have been subject to further review to see if they can be reduced without significantly impacting on the quality of the additional cleaning proposed. Further details are set out further on in this report.</p>

<p>The Committee welcomes the income from the purchase of a retail property in Clacton town centre.</p>	<p>Although it is disappointing to hear that the Government intends to restrict the purchase of Commercial property by Local Authorities in the future, the income from the property acquired in 2017 will make a significant contribution to forecast position, with any associated risks being managed within the processes set out in the Council's Commercial property acquisition Policy.</p>
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<p>LATEST FINANCIAL FORECAST AND FINAL BUDGET PROPOSALS 2018/19</p>
<p>As highlighted earlier in this report, the forecast considered by Cabinet at its 15 December 2017 meeting provided for a small surplus of £0.042m.</p> <p>This has subsequently been revised to deficit of £0.144m, a change of £0.186m as set out in Appendix A.</p> <p>This change is made up of the following adjustments:</p> <ul style="list-style-type: none"> • Pay Award Negotiations – an additional £0.307m added to the forecast. <p>Although yet to be accepted by the employee's side, an offer of 2% has been made by the National Joint Council for two years along with fixed amount increases for those officers on lower pay scales.</p> <p>An additional 0.5% has therefore been added to the initial forecasted increase of 1.5%, along with the impact of the fixed amount increases for officers on the relevant lower pay scales.</p> <ul style="list-style-type: none"> • Cost Pressures – an overall reduction of £0.058m to the forecast <p>The following changes to cost pressures has been included in the latest forecast:</p> <ol style="list-style-type: none"> i) An additional £0.044m has been included to reflect lower Housing Benefit Administration Grant payments from the Government. The Government is reducing grant payments each year to reflect the notional reduction in Local Authority workloads as claimants move away from Housing Benefit and onto Universal Credit. Local Authorities are however experiencing increased workloads in the short term as claimants need the necessary local support as they move across to Universal Credit. It is proposed to review the longer term impact of Universal Credit on the Council over the course of 2018/19 which will need to be reflected in future forecasts. ii) £0.072m was included as a cost pressure in the updated forecast presented to Cabinet in December to reflect the potential for an additional 0.5% pay award over and above the 1% allowance in the initial forecast. However, as an offer has now been made by the employer's side as set out above, this

cost pressure has now been moved to the detailed salary line of the forecast as part of the salary changes rather than an amount set aside as a 'general' cost pressure.

- iii) **Beach and Town Centre Cleaning – £0.100m** was included in the updated forecast considered by Cabinet in December 2017 (**£0.040m** for cleaning Clacton to Holland Beach and **£0.060m** for summer cleaning of town centres. Following a review of these cost pressures, set against increases in costs elsewhere in the forecast, they have been reduced by **£0.030m** in total (revised to **£0.035m** for cleaning of Clacton to Holland Beach and **£0.035m** for summer cleaning of town centres). The lower amounts included seek to strike a balance between affordability and a level of cleaning that promotes the area as a place to visit, live and work.

The above adjustments result in a total of **£0.114m** being included in the forecast for general cost pressure, a reduction of **£0.058m** compared with the figure of **£0.172m** included in the position reported to Cabinet in December 2017.

- **Other Changes – reduction in net expenditure of £0.063m**

This figure includes a number of smaller adjustments, with the most significant amount (**£0.045m**) relating to charges made by Careline to the HRA to better reflect the cost of providing the service. A small saving of **£0.008m** has also been made that reflects the most up to position for changes to recharges between the General Fund and the HRA.

Changes from the Local Government Finance Settlement, Council Tax and Business Rates

Although not impacting on the overall net position, income of **£1.333m** from the New Homes Bonus was announced as part of the Local Government Finance Settlement, which has now been included in the budget along with a corresponding expenditure line, against which commitments can be made during the year.

Council Tax Income

As part of the Provisional Local Government Finance Settlement, the Government confirmed the Council Tax 'capping' criteria for 2018/19. District Councils can increase their Council tax by 2.99% or £5, whichever is the greater. An increase of £5 had already been included in the forecast so subject to agreement by Cabinet / Council, no further changes are required.

A £5 increase results in a Council Tax for a Band D property of **£162.64** in 2018/19, with a Council Tax Requirement of **£7.602m**.

National Non-Domestic Rates Income

No changes are required to the forecast. It is however worth highlighting that the bid made by Essex Authorities to become a business rate pilot in 2018/19 was unsuccessful. The Essex business rates pool will however continue in 2018/19. At present the forecast does not reflect any financial benefit from being a member of the pool, which will be revisited as part of developing the forecast in future years.

Capital Programme

No further changes have been included within the budget.

Fees and Charges

As previously reported, Departments have been asked to review their fees and charges on an individual basis as changes may need to be made to meet specific aims or strategic objectives or in some cases in response to external factors such as market forces.

The review of fees and charges has been set against the following key principles:

- inflationary increases or lower where appropriate
- amounts rounded for ease of application, which may result in a slightly above inflation increase.
- on a cost recovery basis as necessary
- reflect statutory requirements.

Appendix B includes the full schedule of fees and charges proposed in 2018/19 set against the principles highlighted above.

All of the above changes along with those set out in the earlier forecast considered by Cabinet in December 2017 have now been translated into detailed budget proposals as set out in **Appendix B**, where additional comments have also been provided.

There may be further changes to the budget before a final position is presented to Full Council. A delegation is therefore included in the recommendations earlier on in this report to enable further changes to be reflected in the budget, including the use of reserves that will then be reported to Council on 6 February 2018.

REVISED BUDGET 2017/18

The Updated Financial Forecast presented to Cabinet on 15 December 2017 concentrated on the position for 2018/19 as part of the new approach to the forecast. The revised budget for 2017/18 was therefore not included but it was acknowledged that it was under review for reporting to Cabinet in January 2018 as part of the more detailed / technical budget setting processes.

The review referred to has now been completed and the 2017/18 budget has been amended accordingly with the most significant items set out below. *(Some of the changes required relate to the impact in the current financial year of the changes already set out for 2018/19. This is highlighted below where necessary)*

- **Employee Costs – reduction of £0.754m**
As set out in Corporate Budget Monitoring reports earlier in the year, departments continue to challenge how they deliver their services so opportunities are taken to review staffing levels, such as when vacancies emerge, rather than automatically recruit on a like for like basis. Although the above change to the budget will not necessarily translate into on-going budget reductions, it does reflect the one-off savings from vacancies over the course of the year.
- **Income from Commercial Property – additional income of £0.101m**
As included in the 2018/19 forecast, additional income is being generated following the purchase of a property in 2017.
- **Income from Garden Waste – additional income of £0.105m**
As included in the 2018/19 forecast, additional income is being achieved via the delivery of this service to residents across the district.
- **Income from Street Naming and Numbering – additional income of £0.029m**
As included in the 2018/19 forecast, additional income is being achieved from this activity.

- **Careline charge to the HRA – additional income of £0.045m**
As included in the 2018/19 forecast, additional income is being generated by charging the HRA the actual cost of delivery this service to housing tenants.
- **General Careline Income – additional net income of £0.032m**
Running the service on a commercial principle has enabled additional net income to be generated.
- **Planning Income – additional income of £0.096m**
As reported within the Corporate Budget Monitoring Reports during the year, additional income is anticipated to be generated, with the above figure reflecting a conservative view of the position over the remainder of the year.
- **Council Tax Sharing Agreement with the Major Preceptors – reduced income of £0.049m**
Based on the latest estimates, it is anticipated that income from this arrangement will be slightly behind the annual budget of **£0.890m** at the end of the year.
- **Overclaimed VAT on Election Expenses – Additional expenditure of £0.061m**
Following a review during the year, it has emerged that VAT has been previously overclaimed. Although a final figure has yet to be determined, an estimate has been included within the revised budget for 2017/18.
- **Brightlingsea Pool – net cost of £0.021m**
This reflects the net cost of operating the pool for the 2017 summer season after taking into account an agreed contribution of 50% from Brightlingsea Town Council.
- **2017 Air Show – additional net cost of £0.024m**
This reflects the cost of running the air show in 2017 with an overall net direct cost of **£0.056m** compared to the original budget of **£0.032m**.
- **General Government Grants - additional income of £0.114m**
A number of grants are receivable each year which are not necessarily offset by incurring additional costs. This therefore provides an overall favourable position for the year.

Taking the above into account along with a number of smaller changes to the budget results in an overall favourable position for 2017/18 of **£1.131m**. Although the long term forecast is based on setting aside additional funding to offset annual deficits in the early years of the 10 year forecast, this position does enable the consideration of cost pressures that could be funded now rather than at a later date, which will reduce the pressure on future year's forecasts.

With this in mind it is proposed to include the following one-off costs in 2017/18:

- **Major Repairs to Milton Road Car Park - £0.250m**
The condition of the car park has continued to deteriorate over recent years and major works are now required.
- **Repairs to Clacton Multi-Storey Car Park - £0.180m**
Similarly to the above, the condition of the car park has seen a level of deterioration over recent years and significant repairs works are now required.

- **Clacton Town Centre Fountain - £0.160m**

A review of this facility is currently underway and the opportunity has been taken to set aside the above amount to support potential outcomes from the review.

The following additional one-off costs are also proposed to be set aside in 2017/18 to support the continuation of the activity in 2018/19:

- **Mental Health Hub Contribution - £0.023m**
- **Air Show Night Flight - £0.010m**
- **Sea and Beach festival - £0.020m**
- **TV Advert Promoting the District - £0.025m**
- **Investors in People Reassessment - £0.009m**

After taking into account the above commitments, the surplus for the 2017/18 is reduced to **£0.454m**. It is proposed to contribute this surplus to the Forecast Risk Fund to support future years budgets as previously agreed.

In addition to the above, the revised budget also reflects separate decisions made as the year has progressed, such as those made in response to the Corporate Budget Monitoring process, although these have been within the overall net budget / Council Tax Requirement.

Capital Programme

In addition to changes agreed as part of separate decisions during the year, the following adjustments to the Capital Programme have been made as part of the revised budget process for 2017/18 as reflected in **Appendix B**.

- Reallocating **£0.150m** set aside for works to the crematorium flower court to crematorium and cemetery road works to reflect the most up to date priority of work required to these facilities.
- Inclusion of the proposed works to Milton Road Car Park, Clacton Multi-Storey Car Park and the Clacton Town Centre Fountain as set out above.
- The inclusion of addition expenditure of **£0.147m** on Disabled facilities Grants to reflect the increase in external grant funding receivable to support this scheme.

BUDGET SUMMARIES

Based on all of the adjustments set out elsewhere in this report, the proposed budgets for 2017/18 (Revised) and 2018/19 (Original) are summarised below.

General Fund Revenue Budget - 2017/18 Revised and 2018/19 Original

Table 2

	2017/18 Original	2017/18 Revised*	2018/19 Original
	£m	£m	£m
Net Cost of Services	16.131	23.636	17.303
Revenue Support for Capital Investment	1.940	8.337	0.100
Financing Items	0.489	(0.787)	(4.632)
Net Expenditure			
Contribution to /(from) Uncommitted Reserve	0	0	0
Net Use of Earmarked Reserves	(4.864)	(17.699)	1.131
Total Net Budget	13.696	13.487	13.902

Less Funding			
Business Rates (excl. S31 Govt. Grant funding)	(4.599)	(4.390)	(4.578)
Revenue Support Grant	(1.650)	(1.650)	(1.070)
Collection Fund (Surplus) / Deficit	(0.218)	(0.218)	(0.652)
Council Tax Requirement (for Tendring District Council) (Excludes Parish Precepts)	7.229	7.229	7.602

*The increase between the original budget 2017/18 and the revised budget 2017/18 includes carryforwards from 2016/17.

The council tax requirement for 2018/19 is based on a Band D council tax of **£162.64**, an increase of **£5 (3.17%)** over the 2017/18 amount of **£157.64**.

General Fund Capital Programme - 2017/18 Revised and 2018/19 Original

Table 3

	2017/18 Original Budget	2017/18 Revised Budget*	2018/19 Original Budget
	£m	£m	£m
EXPENDITURE	2.730	18.523	0.857
FINANCING			
External Contributions	0	0.340	0
S106	0	0.087	0
Government Grants	0.690	8.029	0.690
Capital Receipts	0.100	1.730	0.067
Direct Revenue Contributions	0.360	3.716	0.100
Earmarked Reserves	1.580	4.621	0
Total Financing	2.730	18.523	0.857

*The increase between the original budget 2017/18 and the revised budget 2017/18 includes carryforwards from 2016/17.

In previous years, the Treasury Strategy is also presented alongside the detailed budgets as a separate item on the same Cabinet agenda. As revised external guidance has been delayed, it has not been possible to produce the Treasury Strategy for this meeting. However in accordance with the Budget and Policy Framework the Treasury Strategy is required to be considered by the Corporate Management Committee, following which it will be reviewed by Cabinet for recommending to Full Council in March. To enable this timetable to be met, a recommendation is included earlier on in this report to delegate the approval of the Treasury Strategy 2018/19 to the Finance and Corporate Resources Portfolio for consultation with the Corporate Management Committee. However the relevant prudential indicators for consideration as part of the overall budget setting process, which are based on the budget proposals for 2018/19 set out above, are included in **Appendix I**.

RESERVES

Detailed information in respect of the level of reserves is set out within **Appendix B**

The adjustments made since Cabinet's meeting on 15 December 2017 reflect the changes set out elsewhere in this report.

As set out in **Appendix A**, the forecast reflects a contribution **to** the Forecast Risk Fund of **£0.454m** in 2017/18 and a contribution **from** the same reserve in 2018/19 of **£0.144m**.

The Forecast Risk Fund is estimated to be **£1.744m** in 2018/19 compared to **£1.398m** that was highlighted in the initial forecast considered by Cabinet in September 2017, which provides a stronger position to move forward against as part of the 10 year forecast approach.

Robustness of Estimates and Adequacy of Reserves – Report under Section 25 of the Local Government Act 2003.

As part of the requirements set out in legislation, the Chief Finance Officer (S151 Officer) must report to Council as part of the budget process on the following two matters:

Robustness of the Estimates

As part of the new Long Term Financial Sustainability Plan introduced during 2017/18, the forecast and budget setting process is built on the following 5 key strands:

- Increases to Underlying Income
- Controlling Net Expenditure Inflationary Pressure
- Savings and Efficiencies
- Delivering a Favourable Outturn Position
- Cost Pressure Mitigation

Within each strand, the forecast is based on relatively conservative estimates with no optimistic bias included. Each element of the forecast and how it has been derived is clearly set out within reports to Management Team and Members.

In respect of the last bullet point above, it is acknowledged that each year there are a number of cost pressures that emerge and are usually formed of a mix of where there is no option such as reductions in external funding and where there is a choice whether to fund or not. The proposed new approach to the forecast highlights the need to compromise to some extent in terms of the speed at which the Council can spend money on items where it has a choice to do so or not. This may involve areas where the additional expenditure may support income growth or the Council's reputation. A hard but fair line is being taken to how much additional expenditure by way of cost pressures can be accommodated within the ten year forecast.

The detailed budget for 2018/19 has been prepared within the above framework. Clear rationale has been stated in respect of the formulation of the financial forecast and how it has been translated into the detailed budgets for 2018/19.

This forecast has been supported by a programme of actions not only in 2018/19 but from previous years such as Portfolio Working Parties, which continue to contribute to the delivering of a sustainable financial position.

The on-going review of reserves continues to demonstrate that the Council's current level of reserves remain adequate to 'underwrite' risks and uncertainties that are also inherent within the forecasting process, supported by a specific Forecast Risk Fund. No significant adjustments have been required in 2018/19 that weakens this approach. A specific statement on reserves is set out further on in this section of the report.

The financial forecasting process continues to remain alert to government announcements and the impact of external issues such as funding receivable from elsewhere within the public sector. The forecast also aims to reflect the outturn position from the previous year along with cost pressures which also allow it to remain alert to potential changes to its financial position.

Clear actions in respect of financial resilience continue to form part of the Council's Annual

Governance Statement that includes amongst other things a number of financial risks and issues that enable the Council to keep a watching brief on significant upcoming matters that may have a financial consequence. Where the Council makes significant financial commitments, such as to major projects to deliver against its priorities, money is found from within existing budgets and set aside accordingly rather than relying on projected savings or future forecasts.

The Council's External Auditor confirmed in its most recent Annual Audit Letter that the new 10 year approach to the forecast has responded to their recommendation concerning more detail being required on future budget gaps.

Financial Resilience remains at the forefront of the financial planning process with money identified where possible to invest in 'spend to save' projects that will in turn support the Council in delivering a balanced and sustainable budget in the long term. It is important to highlight that the Council continues to aim to find savings from within its underlying revenue budget rather than rely on potentially time limited income such as from the New Homes Bonus to balance the budget.

The need to continue to deliver against the 10 year forecast is clearly recognised and remains the key focus for the Council in 2018/19 to enable it to continue to provide quality services and investment in its priorities. Self-sufficiency underpins the Council's 10 year forecast along with maximising opportunities through investment and maximising savings opportunities over a longer time period. Taking a longer term view of the forecast also enables the Council to respond to any significant financial impacts over several years rather than as part of an annual budget cycle, which strengthens financial resilience in the long term.

Another aspect to the new 10 year approach to the forecast is the ability to 'flex' the delivery of services rather than cut services. If required by the forecast, the Council could flex the delivery of a service one year but increase it again when money becomes available which also provides a key foundation against which the budget is 'built'.

The Council is also playing a key role in a number of activities such as engaging with cross authority working and maximising commercial opportunities wherever possible, all of which are important elements in supporting the Council's longer term financial strength. Significant transformation activities including office rationalisation and channel shift projects are now underway within the Council to support the overall financial position going forward.

The Council remains alert to the risks associated with the highly complex area of the budget introduced via the local retention of business rates. A separate Business Rates Resilience Reserve has been established to support the Council through periods where income may be volatile, which provides the Council with a longer recovery period through a self-sufficiency approach.

It is recognised that there are risks inherent within the Council's financial framework and corresponding detailed estimates. However, action has been taken to mitigate these risks as far as possible. The budgets have been prepared against the background of a continuing and challenging economic climate resulting in on-going reviews of significant budgets.

Within the Financial Strategy framework there is Cabinet involvement at various stages in addition to a comprehensive review and associated input from the Corporate Management Committee.

Regular and comprehensive monitoring of the budget will be undertaken during 2018/19 as part of the well-established and comprehensive Corporate Budget Monitoring process so issues can be identified and action taken at the earliest opportunity if and when appropriate. Also any

savings identified during the year will be transferred to the Forecast Risk Fund where possible, to further strengthen the approach taken in 'underwriting' the risks associated with a 10 year forecasting period.

The proposed budget resulting from this process is therefore robust and deliverable and is supported by reserves with further details below.

Adequacy of the Reserves

An integral part of the Council's overall strategy is that the level of reserves is sufficient to support identified risks along with supporting a sustainable budget position in the longer term. The level of uncommitted reserves forecast at 31 March 2019 is **£4.000m** including the minimum working balance of **£1.600m**. All of the reserves are regarded as adequate and recognise significant risks such as from future welfare changes and potential business rates volatility.

Spend to save initiatives have been supported by reserves with the rate of return on any investment being a key consideration when any proposal is considered to be funded this way. Recent investment decisions provide for a rate of return in excess of 6%, and along with other future initiatives, this approach will provide the Council with additional income or budget reductions that will play a key role in delivering a sustainable and balanced budget in future years.

As mentioned above, a Financial Risk Fund has been established to 'underwrite' the 10 year forecast. Although **£0.144m** is proposed to be drawn down from this reserve in 2018/19, the amount is less than initially forecast and has been more than offset by a contribution to the reserve of **£0.454m** as part of the revised budget process for 2017/18.

As part of its review of the Council's financial resilience, the Council's External Auditor highlighted that *'the new approach to the forecast depends upon the use of £3.7 million reserves profiled to 2024/25 and using non-recurrent reserves is not a sustainable approach to addressing budget gaps. The Council needs to secure the income growth and risk assess and deliver its savings plan, especially should austerity continue'*. Income growth and the delivery of savings has formed a key element of the 2018/19 budget setting process and as mentioned above the use of the Financial Risk Fund was less than initially forecast, which along with the contribution of **£0.454m** from the 2017/18 revised budget provides a strong position going into 2019/20 and beyond.

SPECIAL EXPENSES, PARISH PRECEPTS AND DISTRICT TAX LEVIES

The impact of Special Expenses along with the proposed District Tax levy on a Band D property in each area is shown in **Appendix E**.

The Council has yet to be notified of the final precepts from Town and Parish Councils. However they will be included in the report to Council on 6 February 2018.

Appendix F sets out the current overall position regarding precepts on the Council's collection funds. The calculation of the estimated surplus on the collection funds for 2018/19 is set out in **Appendix H**.

The statutory figures which are required to be calculated in relation to the budget are set out in **Appendix D** (excludes Town and Parish precepts).

The District and Parish Council Tax amounts are to be considered by Full Council on 6 February 2018. The final precepts from the major precepting authorities will be included when

the final Council Tax levies for 2018/19 are formally considered by the Council Tax Committee on 21 February 2018.

UPDATES TO THE FORECAST FOR THE PERIOD 2019/20 AND BEYOND

The initial forecast presented to Cabinet in September 2017 set out the following expected annual position for each remaining year of the forecast:

Year	Net Budget Position (including adjusting for prior use of reserves to balance the budget)
2019/20	£0.650m (Deficit)
2020/21	£0.857m (Deficit)
2021/22	£0.652m (Deficit)
2022/23	£0.441m (Deficit)
2023/24	£0.225m (Deficit)
2024/25	£0.004m (Deficit)
2025/26	£0.223m (Surplus)
2026/27	£0.454m (Surplus)

As previously mentioned, the latest forecasted deficit for 2018/19 is lower than originally expected which will have a favourable knock-on benefit to the position in future years. As set out in **Appendix A**, many lines of the forecast for 2018/19 were equal to or more favourable than expected, with the one significant exception being the increase in salary costs. The forecast will be updated to take account of the various changes for presenting to members as soon as possible in 2018. As part of the introduction of the new long term approach to the forecast, it was acknowledged that the 'safety valve' would be the annual savings target. The long term forecast currently reflects annual savings required of **£0.300m** for each year of the forecast, which may have to be revised up based on the various changes in 2018/19.

CODE OF PRACTICE – STATEMENT OF ACCOUNTS

Each year information is issued to Local Authorities which provides guidance on the information and presentation required for the Financial Statements the Council publishes on an annual basis. Therefore although not directly affecting the overall financial position of the Council, changes may occur across years. Budgets may need to be reviewed and budget transfers undertaken to address any new requirements emerging from the relevant codes of practice that are issued each year.

BACKGROUND PAPERS FOR THE DECISION

Working Papers in Accountancy

APPENDICES

Appendix A	Latest Financial Forecast 2018/19
Appendix B	Budget Book 2018/19 including detailed General Fund revenue estimates, fees and charges, capital programme and reserves
Appendix C	Special Expenses 2018/19
Appendix D	Requisite Budget Calculations 2018/19
Appendix E	Calculation of District Council Taxes for All Areas 2018/19
Appendix F	Precepts on the Collection Fund – District Amounts 2018/19
Appendix G	District Council Tax Amounts 2018/19 (<i>excludes Council Tax amounts for Town and Parish, County, Fire and Police services which will form part of the final Council Tax setting process via the Council Tax Committee</i>)
Appendix H	Calculation of Estimated Surplus on the Collection Funds for 2018/19
Appendix I	Prudential Indicators 2018/19

LATEST FINANCIAL FORECAST 2018/19

	Forecast (Cabinet 5 September 2017)	Forecast (Cabinet 15 December 2017)	Latest Forecast (Cabinet January 2018)	Change Since 15 December 2017
	2018/19	2018/19	2018/19	
	£	£	£	£
Underlying Funding Growth in the Budget				
Council Tax Increase 1.99%	(0.144)	(0.147)	(0.147)	0.000
Ctax increase by £5 (amounts set out are over and above 1.99% above)	(0.085)	(0.086)	(0.086)	0.000
Growth in Business rates - Inflation	(0.087)	(0.131)	(0.131)	0.000
Growth in Business rates / council tax - general property growth	(0.161)	(0.293)	(0.293)	0.000
Collection Fund Surpluses b/fwd	(0.100)	(0.652)	(0.652)	0.000
	(0.577)	(1.309)	(1.309)	0.000
Net Cost of Services and Other Adjustments				
Reduction in RSG	0.580	0.580	0.580	0.000
Remove one-off items from prior year	(0.315)	(0.315)	(0.315)	0.000
Remove one-off items from prior year - Collection Fund Surplus	0.218	0.218	0.218	0.000
Inflation - Employee Costs (including annual review adjustments)	0.264	0.207	0.514	0.307
Inflation - Other	0.103	0.088	0.088	0.000
First / Second / Third year impact of PFH WP Savings	(0.055)	(0.055)	(0.055)	0.000
LCTS Grant To Parish Council's	(0.090)	(0.049)	(0.049)	0.000
Beach recharge - Set aside full budget in one year	(0.150)	(0.150)	(0.150)	0.000
Specific Changes in Use of Reserves	0.150	0.374	0.374	0.000
On-going savings / increases in income	(0.300)	(0.290)	(0.290)	0.000
Unmitigated Cost Pressures	0.150	0.172	0.114	(0.058)
Other Adjustments	0.000	(0.071)	(0.134)	(0.063)
	0.555	0.709	0.895	0.186
Net Total	(0.022)	(0.600)	(0.414)	0.186
Add back General Use of Reserves in Prior Year to Balance the Budget	0.558	0.558	0.558	
Net Budget Position	0.536	(0.042)	0.144	0.186
Use of Forecast Risk Fund to support the Net Budget Position	(0.536)	0.042	(0.144)	(0.186)

Use of Forecast Risk Fund

Outturn b/fwd from prior years	(1.434)	(1.434)	(1.434)
Contribution from / (to) reserve 2018/19	0.536	(0.042)	0.144
Contribution from / (to) reserve Revised Budget 2017/18			(0.454)
Balance to Carry Forward	(0.898)	(1.476)	(1.744)

General Fund Revenue Estimates 2018/19

The comments below relate to items that are common to all departments, with any remaining issues being set out separately in the following departmental analysis.

Salaries/Employees Expenses

This reflects the latest position in terms of any restructures agreed to date, along with the pay award and on-going pension contributions changes and where salary costs may now be coded directly to HRA .

Internal Recharges

Indirect Income/Expenditure which includes Service Unit and Central Costs and Recharged Income reflect the latest organisational position.

Capital Financing Costs

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. Although there may be significant changes between years these only relate to accounting entries which are reversed out resulting in a nil overall effect on the budget.

Pension Current Costs

Similarly to Capital Financing costs above, these are required accounting adjustments that are reversed out resulting in a nil overall effect on the budget.

Other Movements

A number of virements/budget transfers have been included within the 2017/18 Revised Estimate that would have been subject to the associated approval process over the course of the year where necessary. Where these have been identified as being on-going a similar adjustment has been made in 2018/19.

Transfer Payments

The payments included within Corporate Services relate to Rent Allowances and Rent Rebates (Housing Benefit). These are subject to change over the course of the year and adjustments have been reflected in the budgets as appropriate, with expenditure being supported by an associated grant from the government.

Sport and Leisure Facilities Budgets

These are reviewed on an annual basis as part of a wider business planning approach with the budgets amended to reflect any necessary changes.

Revenue Estimates 2018/19

Portfolio Summary	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £
Leader	0	2,000,000	0
Finance and Corporate Resources	1,487,490	618,770	1,184,790
Environment	5,059,470	5,259,920	5,138,100
Housing	1,907,110	2,639,770	1,836,640
Health and Education	321,570	538,550	391,270
Corporate Enforcement	1,615,010	2,661,050	1,521,130
Investment and Growth	457,850	2,675,430	432,440
Leisure and Tourism	4,694,290	6,477,100	6,093,400
Budgets Relating to Non Executive Functions	588,250	765,850	705,240
Net Cost of Services	16,131,040	23,636,440	17,303,010
Revenue Support for Capital Investment	1,940,000	8,337,300	100,000
Financing Items	489,700	(787,310)	(4,632,450)
Budget Before Use of Reserves	18,560,740	31,186,430	12,770,560
Contribution to/from Earmarked Reserves	(4,864,090)	(17,699,310)	1,131,920
Total Net Budget	13,696,650	13,487,120	13,902,480
<i>Financed by:</i>			
Business Rates (including Tariff and Levy) excluding Section 31 funding for rate relief which is set out in 'Net Cost of Services' above	(4,599,140)	(4,389,610)	(4,578,370)
Revenue Support Grant	(1,649,840)	(1,649,840)	(1,070,100)
Collection Fund Surplus	(218,380)	(218,380)	(652,300)
Council Tax Requirement for Tendring District Council	7,229,290	7,229,290	7,601,710

Department Summary	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £
Office of Chief Executive	782,260	987,900	869,930
Corporate Services	(14,406,890)	(20,738,260)	(15,760,430)
Operational Services	11,411,680	13,950,650	12,646,540
Planning	2,212,950	5,799,710	2,243,960
Total	(0)	(0)	(0)

Revenue Estimates

Office of Chief Executive

<u>Analysis by Type of Spend</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Direct Expenditure				
Employee Expenses	355,960	378,490	389,410	
Transport Related Expenditure	14,040	14,930	14,040	
Supplies & Services	534,360	634,500	532,860	
Total Direct Expenditure	904,360	1,027,920	936,310	
Direct Income				
Other Grants, Reimbursements and Contributions	(3,900)	(26,790)	(20,900)	
Total Direct Income	(3,900)	(26,790)	(20,900)	
Net Direct Costs	900,460	1,001,130	915,410	
Indirect Income/Expenditure				
FRS17/IAS19 Pension Costs	18,680	20,720	19,400	
Service Unit and Central Costs	342,790	420,150	393,340	
Recharged Income	(479,670)	(454,100)	(458,220)	
Total Indirect Income/Expenditure	(118,200)	(13,230)	(45,480)	
Total for Office of Chief Executive	782,260	987,900	869,930	

Office of Chief Executive

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Chief Executive and Support Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 354,420 (354,420) 0	 341,110 (341,110) 0	 350,370 (350,370) 0	
Members Allowance <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 484,090 7,430 491,520	 484,090 9,930 494,020	 484,090 9,910 494,000	
Members - Other Costs <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 18,060 47,700 65,760	 25,790 147,100 172,890	 17,060 123,670 140,730	£8,730 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Other Democratic Costs <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Net Total	 21,800 21,800	 21,800 21,800	 21,800 21,800	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
SSCF - Crime Reduction <i>Portfolio/ Committee: Health and Education</i> Indirect Income/Expenditure Net Total	 16,470 16,470	 0 0	 0 0	£13,190 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. This budget has subsequently been moved to Crime and Disorder 'Other Initiatives' below.
CDRP Support <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 2,220 0 66,250 68,470	 72,800 (12,550) 81,630 141,880	 2,220 0 82,170 84,390	£58,030 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. In addition the 2017/18 budget reflects additional grant funding received during the year.
Crime and Disorder - Other Initiatives <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 0 0 0 0	 49,930 0 2,080 52,010	 37,500 (17,000) 2,000 22,500	£28,360 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2018/19 budget includes the continuation of the Community Safety Support Worker Post.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Civic Ceremonial Expenses <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 11,310 0 77,840 89,150	 13,460 (4,150) 65,150 74,460	 10,810 0 65,380 76,190	
Pride of Tendring <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,690 5,350 7,040	 1,980 7,000 8,980	 1,690 7,060 8,750	
Veterans Tea Dance <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Net Total	 2,250 2,250	 2,250 2,250	 2,250 2,250	
Chairman Charity Account <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Direct Income Net Total	 3,900 (3,900) 0	 10,090 (10,090) 0	 3,900 (3,900) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Community Health/Safety <i>Portfolio/ Committee: Health and Education</i>				
Direct Expenditure	4,620	4,620	4,620	
Indirect Income/Expenditure	15,000	14,990	14,700	
Net Total	19,620	19,610	19,320	
Rural Infrastructure Improvement Fund <i>Portfolio/ Committee: Investment and Growth</i>				
Indirect Income/Expenditure	180	0	0	
Net Total	180	0	0	
Total for Office of Chief Executive	782,260	987,900	869,930	

Revenue Estimates

Corporate Services

<u>Analysis by Type of Spend</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Direct Expenditure				
Employee Expenses	9,964,850	10,115,660	6,474,670	
Premises Related Expenditure	190,500	214,720	190,500	
Transport Related Expenditure	54,880	66,010	54,510	
Supplies & Services	4,407,460	6,036,840	3,936,650	
Transfer Payments	55,291,550	57,236,550	57,252,310	
Interest Payments	63,670	63,670	63,670	
Total Direct Expenditure	69,972,910	73,733,450	67,972,310	
Direct Income				
Government Grants	(59,362,840)	(61,648,230)	(61,109,260)	
Other Grants, Reimbursements and Contributions	(1,547,420)	(1,529,250)	(1,578,250)	
Sales, Fees and Charges	(16,660)	(62,430)	(59,260)	
Rents Receivable	(52,570)	(280)	(300)	
Interest Receivable	(218,870)	(374,660)	(428,160)	
RSG, Business Rates and Council Tax	(13,696,650)	(13,487,120)	(13,902,480)	
Total Direct Income	(74,895,010)	(77,101,970)	(77,077,710)	
Net Direct Costs	(4,922,100)	(3,368,520)	(9,105,400)	
Indirect Income/Expenditure				
FRS17/IAS19 Pension Costs	(1,960,520)	(2,016,990)	(2,021,370)	
Service Unit and Central Costs	6,051,140	6,037,040	6,044,470	
Capital Financing Costs	983,170	6,538,980	(1,698,880)	
Recharged Income	(9,694,490)	(10,229,460)	(10,111,170)	
Total Indirect Income/Expenditure	(4,620,700)	329,570	(7,786,950)	
Net Contribution to/(from) Reserves	(4,864,090)	(17,699,310)	1,131,920	
Total for Corporate Services	(14,406,890)	(20,738,260)	(15,760,430)	

Corporate Services

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Corporate Director and Administration Service Unit Portfolio/ Committee: Finance and Corporate Resources Direct Expenditure Indirect Income/Expenditure Net Total	 346,880 (346,880) 0	 403,790 (403,790) 0	 402,390 (402,390) 0	 £2,870 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Election Expenses Portfolio/ Committee: Budgets Relating to Non Executive Functions Direct Expenditure Indirect Income/Expenditure Net Total	 15,200 225,570 240,770	 75,820 280,740 356,560	 15,200 273,350 288,550	 The 2017/18 revised budget reflects the repayment of VAT previously received.
Electoral Registration Expenses Portfolio/ Committee: Budgets Relating to Non Executive Functions Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 87,730 (2,520) 204,280 289,490	 87,730 (2,520) 226,480 311,690	 87,730 (2,520) 223,950 309,160	
Total for Corporate Director, PR and Electoral Services	530,260	668,250	597,710	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Governance and Legal Services Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i>				
Direct Expenditure	357,400	346,870	361,400	
Direct Income	(3,620)	(3,620)	(3,620)	
Indirect Income/Expenditure	(353,780)	(343,250)	(357,780)	
Net Total	0	0	0	
Member Support Cost <i>Portfolio/ Committee: Finance and Corporate Resources</i>				
Direct Expenditure	58,930	26,630	26,630	
Direct Income	(910)	(910)	(910)	
Net Total	58,020	25,720	25,720	
Total for Governance and Legal Services	58,020	25,720	25,720	
Accountancy Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i>				
Direct Expenditure	400,080	385,010	360,650	£41,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Indirect Income/Expenditure	(400,080)	(385,010)	(360,650)	
Net Total	0	0	0	
Audit Services Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i>				
Direct Expenditure	174,240	178,890	178,830	
Indirect Income/Expenditure	(174,240)	(178,890)	(178,830)	
Net Total	0	0	0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Fraud & Risk Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 195,490 (17,670) (177,820) 0	 124,160 (17,670) (106,490) 0	 136,030 (17,670) (118,360) 0	
Payroll & Payments <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 155,460 (60) (155,400) 0	 152,290 (60) (152,230) 0	 157,040 (60) (156,980) 0	
Finance, Revenues and Benefits Management Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 77,540 (77,540) 0	 77,580 (77,580) 0	 79,450 (79,450) 0	
Cashiers Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0 0 0	 48,820 (48,820) 0	 51,350 (51,350) 0	Salary costs have been moved from elsewhere within the budget.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Benefits, Revenues and Customer Contact SU <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,665,300 (296,190) (1,369,110) 0	 1,668,060 (327,020) (1,341,040) 0	 1,718,920 (327,020) (1,391,900) 0	 £32,380 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Central Purchasing <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 80,270 (80,270) 0	 79,950 (79,950) 0	 81,030 (81,030) 0	
Rent Allowances <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 47,912,000 (48,451,220) 665,470 126,250	 49,634,900 (50,081,120) 648,120 201,900	 49,647,110 (50,025,940) 586,700 207,870	
Fraud and Compliance Initiatives <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0 55,640 55,640	 60,850 3,040 63,890	 0 0 0	 £13,040 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2017/18 budget also reflects an externally funded initiative.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Rent Rebates <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	7,583,000	7,766,050	7,766,050	
Direct Income	(7,639,580)	(7,822,630)	(7,816,500)	
Indirect Income/Expenditure	166,810	254,460	247,740	
Net Total	110,230	197,880	197,290	
Local Council Tax Support Scheme <i>Portfolio/ Committee: Housing</i>				
Direct Income	(214,150)	(246,780)	(231,370)	The 2017/18 budget reflects higher government grant funding than anticipated but with only a small change in 2018/19.
Indirect Income/Expenditure	597,550	500,370	450,390	
Net Total	383,400	253,590	219,020	
NDR Benefits <i>Portfolio/ Committee: Housing</i>				
Indirect Income/Expenditure	12,640	0	0	
Net Total	12,640	0	0	
Cost Of NDR Collection <i>Portfolio/ Committee: Housing</i>				
Direct Income	(295,090)	(290,060)	(290,060)	
Indirect Income/Expenditure	155,720	159,540	150,550	
Net Total	(139,370)	(130,520)	(139,510)	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Cost Of Council Tax Collection <i>Portfolio/ Committee: Housing</i>				
Direct Income	(170,740)	(170,740)	(170,740)	
Indirect Income/Expenditure	838,160	812,840	998,950	
Net Total	667,420	642,100	828,210	
Hardship Fund <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	26,550	26,550	26,550	
Direct Income	(23,400)	(23,400)	(23,400)	
Net Total	3,150	3,150	3,150	
Total for Finance, Revenues and Benefits	1,219,360	1,231,990	1,316,030	
Credit & Debit Card Payment System <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	18,450	18,450	18,450	
Indirect Income/Expenditure	(18,450)	(18,450)	(18,450)	
Net Total	0	0	0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Other Apportionable Overheads <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure (148,010) (120,370) (105,220) Direct Income (2,120) (2,120) (2,120) Indirect Income/Expenditure 150,130 122,490 107,340 Net Total 0 0 0				
Other Apportionable Overheads - Corporate Support <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure 44,320 44,320 44,320 Direct Income (10) (10) (10) Indirect Income/Expenditure (44,310) (44,310) (44,310) Net Total 0 0 0				
Insurance Recharge Account <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure 491,430 488,210 491,430 Direct Income (10,930) (17,650) (10,930) Indirect Income/Expenditure (480,500) (470,560) (480,500) Net Total 0 0 0				

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Other Democratic Costs <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total				
	35,250	35,250	35,250	
	524,080	560,830	567,270	
	559,330	596,080	602,520	
Corporate Management - General <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total				
	126,230	289,250	126,230	£163,020 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
	370,190	305,650	309,830	
	496,420	594,900	436,060	
Treasury Management <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total				
	15,040	7,880	7,880	
	8,110	3,520	(160)	
	23,150	11,400	7,720	
Non-Distributed Costs - Unused Assets <i>Portfolio/ Committee: Finance and Corporate Resources</i> Indirect Income/Expenditure Net Total				
	7,140	7,100	7,140	
	7,140	7,100	7,140	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Pension Fund Contributions <i>Portfolio/ Committee: Finance and Corporate Resources</i> Indirect Income/Expenditure Net Total	45,000 45,000	45,000 45,000	45,000 45,000	
Garden Communities Project <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	0 0	2,000,000 2,000,000	0 0	£2,000,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Other Corporate Costs <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	1,964,760 (270) 10 1,964,500	682,890 (280) 10 682,620	1,904,410 (300) 10 1,904,120	£1,511,570 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. A significant element of the above has been subsequently committed to projects/initiatives as part of separate decisions during the year and has therefore been transferred elsewhere within the overall budget. For 2018/19 the budget reflects the New Homes Bonus allocation for the year.
Council Tax Sharing Agreement with Major Preceptors <i>Portfolio/ Committee: Housing</i> Direct Income Net Total	(890,430) (890,430)	(841,430) (841,430)	(890,430) (890,430)	The 2017/18 revised budget reflects a lower level of income anticipated under the agreement with the major preceptors.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Other Non-Specific Grants <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Income Net Total	 (2,762,800)	 (3,207,640)	 (2,745,390)	 This budget reflects New Homes Bonus and New Burdens Grant from the Government such as for Homelessness which has been applied via the inclusion of a corresponding expenditure budget elsewhere within the estimates.
Other Corporate Costs - Parish Council Grants <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Net Total	 140,000	 140,000	 90,790	 £49,210 has been adjusted in the 2018/19 Estimates to reflect the changes required between years as set out in the Long Term Financial Sustainability Plan/10 Year Forecast for 2018/19 that was considered by Cabinet at its 5th September 2017 meeting.
Fit for Purpose <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Net Total	 0	 436,980	 0	 £1,598,330 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. A significant element of the above has been subsequently committed to projects/initiatives as part of separate decisions during the year and has therefore been transferred elsewhere within the overall budget.
Contingency <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Net Total	 0	 322,010	 0	 £322,010 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Interest Payable and similar charges <i>Portfolio/ Committee: Finance - Other Financing Items</i>				
Direct Expenditure	63,670	70,830	70,830	
Net Total	63,670	70,830	70,830	
Investment Property Income <i>Portfolio/ Committee: Finance - Other Financing Items</i>				
Direct Income	0	(153,230)	(207,300)	This budget reflects the income from the commercial property purchased during 2017/18.
Net Total	0	(153,230)	(207,300)	
Interest & Investment Income <i>Portfolio/ Committee: Finance - Other Financing Items</i>				
Direct Income	(271,170)	(221,430)	(220,860)	
Net Total	(271,170)	(221,430)	(220,860)	
Pensions net interest/return on assets <i>Portfolio/ Committee: Finance - Other Financing Items</i>				
Indirect Income/Expenditure	1,710,000	1,766,000	1,766,000	
Net Total	1,710,000	1,766,000	1,766,000	
Total for Finance - Other Corporate Costs	1,084,810	2,249,190	866,200	
Contribution to Housing Pooled Capital Receipts <i>Portfolio/ Committee: Finance - Other Financing Items</i>				
Indirect Income/Expenditure	90,000	90,000	90,000	
Net Total	90,000	90,000	90,000	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
MIRS Contributions to/(from) Earmarked Reserves <i>Portfolio/ Committee: Finance - Corporate</i> Contributions to/(from) reserves Net Total	 (4,864,090)	 (17,699,310)	 1,131,920	 £14,362,220 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. This budget also takes account of the various adjustments set out elsewhere within the budgets for 2017/18 and 2018/19.
MIRS Revenue Financing of Capital (RCCO) <i>Portfolio/ Committee: Finance - Capital Investment</i> Indirect Income/Expenditure Net Total	 1,940,000	 8,337,300	 100,000	 £2,971,130 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. This budget also reflects changes to the capital programme.
MIRS Minimum Revenue Provision <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	 257,020	 257,020	 257,020	
MIRS Finance Lease Mitigation <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	 (3,810)	 (4,600)	 (5,160)	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
MIRS Capital Charges made to GF <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	 (2,759,330)	 (3,898,350)	 (3,898,350)	
MIRS Transfer from Usable Capital Receipts Reserve <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	 (90,000)	 (90,000)	 (90,000)	
MIRS - Contributions Payable to the Pension Scheme <i>Portfolio/ Committee: Finance - Other Financing Items</i> Direct Expenditure Indirect Income/Expenditure Net Total	 5,583,710 (160,250) 5,423,460	 5,602,380 (154,690) 5,447,690	 1,804,320 (154,690) 1,649,630	The 2017/18 budget reflects the 3 year upfront contribution to the pension fund.
MIRS - Total IAS 19 Adjustments <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	 (3,930,140) (3,930,140)	 (4,051,240) (4,051,240)	 (4,044,260) (4,044,260)	
Total for Finance - Financing Items	(3,936,890)	(11,611,490)	(4,809,200)	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Parish Precepts <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 1,599,733 1,599,733	 1,599,733 1,599,733	 1,599,733 1,599,733	 These are subject to change/confirmation.
Revenue Support Grant <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 (1,649,840) (1,649,840)	 (1,649,840) (1,649,840)	 (1,070,100) (1,070,100)	
Business Rates Tariff and Levy <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 5,826,390 5,826,390	 5,717,320 5,717,320	 5,985,470 5,985,470	 This budget reflects the figures included in the latest forecast set out in Appendix A.
Business Rates <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 (10,425,530) (10,425,530)	 (10,106,930) (10,106,930)	 (10,563,840) (10,563,840)	 This budget reflects the figures included in the latest forecast set out in Appendix A.
Income from Council Taxpayers (inc Parish Precept) <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 (8,829,023) (8,829,023)	 (8,829,023) (8,829,023)	 (9,201,443) (9,201,443)	 This budget reflects the figures included in the latest forecast set out in Appendix A.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Collection Fund Balance - Council Tax <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 (368,230)	 (368,230)	 (335,330)	 This budget reflects the figures included in the latest forecast set out in Appendix A.
Collection Fund Balance - NDR <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 149,850	 149,850	 (316,970)	 This budget reflects the figures included in the latest forecast set out in Appendix A.
Total for Finance - RSG, Business Rates and Council Tax	(13,696,650)	(13,487,120)	(13,902,480)	
Property Services Management Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0	 0	 0	
Emerging Property Projects <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0	 0	 0	 £100,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2017/18 and 2018/19 budgets also include one-off funding to support the Office Transformation project previously agreed.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Community Asset Off Setting Scheme <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 45,190 5,910 51,100	 45,190 5,470 50,660	 55,190 5,610 60,800	 This reflects the latest position with a corresponding income budget included elsewhere within the budget.
Total for Property Services	51,100	50,660	60,800	
Business Manager <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 78,470 (78,470) 0	 61,980 (61,980) 0	 77,400 (77,400) 0	
People, Performance and Projects Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 221,160 (221,160) 0	 244,990 (244,990) 0	 235,370 (235,370) 0	
Qualification and Other Training <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Indirect Income/Expenditure Net Total	 65,390 (65,390) 0	 84,500 (84,500) 0	 65,390 (65,390) 0	 £19,110 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Personnel and Human Resources Issues Portfolio/ Committee: Budgets Relating to Non Executive Functions Direct Expenditure Indirect Income/Expenditure Net Total	 121,960 (121,960) 0	 154,090 (154,090) 0	 122,460 (122,460) 0	 £40,660 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Career Track Portfolio/ Committee: Finance and Corporate Resources Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 331,330 (145,480) 49,300 235,150	 151,320 (184,530) 47,710 14,500	 157,340 (188,080) 46,080 15,340	 The change for 2017/18 revised and 2018/19 is mainly due to apprentice salaries now being charged directly to the relevant service areas.
Essex Family Needs Project Portfolio/ Committee: Health and Education Direct Expenditure Indirect Income/Expenditure Net Total	 0 1,110 1,110	 60,560 960 61,520	 32,570 900 33,470	 £60,560 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2018/19 budget includes the continuation of the post that supports this initiative.
Total for People, Performance and Projects	236,260	76,020	48,810	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
TDC Website <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 21,940 (21,940) 0	 21,940 (21,940) 0	 21,940 (21,940) 0	
IT and Corporate Resilience Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 760,080 (760,080) 0	 708,890 (708,890) 0	 766,360 (766,360) 0	
IT Direct Service Costs <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 530,120 (530,120) 0	 598,250 (598,250) 0	 527,620 (527,620) 0	£70,630 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Central Telephone Service <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Indirect Income/Expenditure Net Total	 106,560 (106,560) 0	 106,560 (106,560) 0	 106,560 (106,560) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Emergency Planning <i>Portfolio/ Committee: Health and Education</i>				
Direct Expenditure	25,570	48,260	25,880	£9,970 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Indirect Income/Expenditure	21,270	10,260	10,100	
Net Total	46,840	58,520	35,980	
Total for IT and Corporate Resilience	46,840	58,520	35,980	
Total for Corporate Services	(14,406,890)	(20,738,260)	(15,760,430)	

Revenue Estimates

Operational Services

<u>Analysis by Type of Spend</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Direct Expenditure				
Employee Expenses	8,231,060	8,304,080	8,322,970	
Premises Related Expenditure	2,788,360	3,118,800	2,806,750	
Transport Related Expenditure	532,760	460,960	438,410	
Supplies & Services	2,755,440	4,497,890	2,977,610	
Third Party Payments	4,412,600	4,513,200	4,629,740	
Transfer Payments	121,000	149,650	149,650	
Total Direct Expenditure	18,841,220	21,044,580	19,325,130	
Direct Income				
Government Grants	(54,600)	(378,300)	(366,810)	
Other Grants, Reimbursements and Contributions	(1,227,170)	(1,472,100)	(1,221,830)	
Sales, Fees and Charges	(7,601,230)	(8,179,160)	(8,061,930)	
Rents Receivable	(278,020)	(301,000)	(305,970)	
Total Direct Income	(9,161,020)	(10,330,560)	(9,956,540)	
Net Direct Costs	9,680,200	10,714,020	9,368,590	
Indirect Income/Expenditure				
FRS17/IAS19 Pension Costs	393,760	420,610	392,590	
Service Unit and Central Costs	8,682,850	9,111,720	9,031,450	
Capital Financing Costs	2,451,640	3,563,580	3,563,580	
Recharged Income	(9,796,770)	(9,859,280)	(9,709,670)	
Total Indirect Income/Expenditure	1,731,480	3,236,630	3,277,950	
Total for Operational Services	11,411,680	13,950,650	12,646,540	

Operational Services

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Corporate Director Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 175,940 (175,940) 0	 312,710 (312,710) 0	 310,210 (310,210) 0	 This budget now includes apprenticeship salaries related to this Directorate.
Coastal Communities Team <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Net Total	 0 0	 10,000 10,000	 0 0	 £10,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Community Housing Trust Grant <i>Portfolio/ Committee: Housing</i> Direct Expenditure Net Total	 0 0	 706,620 706,620	 0 0	 £706,620 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Total for Corporate Director and Administration Operational Services	 0	 716,620	 0	
Low Road Depot <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 510 (510) 0	 510 (510) 0	 510 (510) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Mill Lane Depot <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 160 (160) 0	 160 (160) 0	 160 (160) 0	
Transport <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 394,930 0 (394,930) 0	 408,990 (1,070) (407,920) 0	 395,340 (1,070) (394,270) 0	 This budget now includes the vehicle maintenance budget previously included below.
Vehicle Maintenance <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 82,190 (1,070) (81,120) 0	 0 0 0 0	 0 0 0 0	 This budget has been merged with the transport budgets above.
Public Realm Service Unit <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 367,330 (367,330) 0	 352,310 (352,310) 0	 377,210 (377,210) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Highways - Tree And Verge Maintenance <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 44,800 (43,600) 96,300 97,500	 113,550 (112,350) 92,820 94,020	 44,800 (43,600) 94,630 95,830	 The 2017/18 revised budget includes additional works funded by Essex County Council.
Cemeteries <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 30,490 (311,550) 347,480 66,420	 30,920 (311,550) 343,890 63,260	 30,660 (311,550) 353,310 72,420	
Crematorium <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 310,490 (1,345,220) 283,750 (750,980)	 315,230 (1,345,220) 313,330 (716,660)	 317,360 (1,345,220) 321,130 (706,730)	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Public Conveniences <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 530,450 (16,940) 175,600 689,110	 551,000 (16,940) 251,740 785,800	 490,700 (16,940) 254,700 728,460	 £50,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2018/19 budget reflects the 2nd year savings identified as part of last years PfH review.
Open Spaces <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 57,350 (9,360) 539,770 587,760	 72,180 (38,220) 514,280 548,240	 57,350 (14,390) 524,850 567,810	 The 2017/18 revised budget includes contributions from Section 106 funding.
Memorial Seats <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 23,460 (23,000) 10,460 10,920	 23,460 (23,000) 2,130 2,590	 23,460 (23,000) 2,170 2,630	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Nature Conservation <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 39,030 (16,380) 43,280 65,930	 50,830 (16,380) 28,970 63,420	 39,080 (16,380) 28,910 51,610	 £9,840 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Recreation Grounds <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 47,260 (67,280) 352,240 332,220	 45,300 (65,380) 342,730 322,650	 47,420 (67,280) 348,150 328,290	 £3,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Playgrounds <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 83,770 (2,000) 100,690 182,460	 131,730 (69,960) 117,480 179,250	 33,770 (2,000) 119,170 150,940	 The 2017/18 revised budget includes contributions from Section 106 funding. The 2018/19 budget reflects the 2nd year savings identified as part of last years PfH review.
Shelters - General <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 17,970 25,880 43,850	 17,970 47,070 65,040	 17,970 47,310 65,280	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Public Halls <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 4,260 (28,440) 14,050 (10,130)	 4,260 (38,990) 16,620 (18,110)	 4,260 (35,390) 16,880 (14,250)	
Car Parks - Off St <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 483,850 (654,030) 239,120 68,940	 479,160 (733,910) 208,690 (46,060)	 497,960 (733,060) 212,690 (22,410)	This budget now reflects the residents free parking scheme being built into the base position on an on-going basis.
Horticultural Services <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 931,380 (14,640) (916,740) 0	 942,110 (14,640) (927,470) 0	 926,580 (14,640) (911,940) 0	
Total for Public Realm	1,384,000	1,343,440	1,319,880	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Environmental Services Service Unit <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 748,150 (748,150) 0	 673,830 (673,830) 0	 760,570 (760,570) 0	£35,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Community Warden Service Unit <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0 0 0	 88,420 (88,420) 0	 0 0 0	£88,420 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Health & Safety <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 54,130 (54,130) 0	 44,860 (44,860) 0	 51,680 (51,680) 0	
Licensing - Environmental <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,150 (10,480) 96,350 87,020	 1,720 (11,050) 77,840 68,510	 1,150 (10,480) 80,890 71,560	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Fast Food Initiative <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 0 0 0 0	 94,890 (20,000) 150 75,040	 0 0 0 0	 £74,890 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Port Health <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 8,870 (7,880) 56,140 57,130	 8,870 (7,880) 54,500 55,490	 8,870 (7,880) 56,730 57,720	
Public Health <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 27,850 (3,010) 245,830 270,670	 27,850 (3,010) 323,890 348,730	 27,850 (3,010) 336,980 361,820	
Abandoned Vehicles <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 2,970 24,450 27,420	 2,970 23,890 26,860	 2,970 24,850 27,820	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Defective Drains <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,470 20,340 21,810	 1,470 15,350 16,820	 1,470 15,960 17,430	
Dog Warden <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 72,330 (18,630) 67,190 120,890	 76,710 (18,630) 68,740 126,820	 76,480 (18,630) 69,090 126,940	
Environmental Protection <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 4,470 (12,240) 108,920 101,150	 4,470 (12,240) 106,020 98,250	 4,470 (12,240) 110,260 102,490	
Public Health & Complaints <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 58,340 (30,360) 138,310 166,290	 135,150 (30,360) 166,440 271,230	 50,090 (20,360) 172,710 202,440	£82,810 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Rodent & Pest Control <i>Portfolio/ Committee: Environment</i> Direct Expenditure Indirect Income/Expenditure Net Total	 4,470 17,580 22,050	 4,470 4,910 9,380	 4,470 5,100 9,570	
Recycling & Waste Contract <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 2,857,650 (981,500) 202,230 2,078,380	 2,965,940 (981,500) 152,590 2,137,030	 2,912,350 (981,500) 150,700 2,081,550	£64,850 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Weekly Collection Grant <i>Portfolio/ Committee: Environment</i> Direct Expenditure Net Total	 0 0	 58,540 58,540	 0 0	£110,460 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. A significant element of the above has been subsequently committed to projects/initiatives as part of separate decisions during the year and has therefore been transferred elsewhere within the overall budget.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Recycling Rewards Scheme <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Net Total	 0 0 0	 47,660 (47,660) 0	 0 0 0	 The 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Garden Waste Collection Service <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 247,500 (247,500) 37,960 37,960	 255,000 (360,000) 43,190 (61,810)	 255,000 (360,000) 43,940 (61,060)	 The budget changes made reflect the current success and performance of this scheme.
Street Sweeping <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,554,630 (4,430) 100,780 1,650,980	 1,554,630 (4,430) 92,710 1,642,910	 1,656,270 (4,430) 96,650 1,748,490	
Total for Environmental Services	4,641,750	4,873,800	4,746,770	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Customer and Commercial Services Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 536,270 (536,270) 0	 516,760 (516,760) 0	 531,540 (531,540) 0	
Print and Post Hub Service Unit <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 159,460 (78,370) (81,090) 0	 226,550 (78,370) (148,180) 0	 175,030 (78,370) (96,660) 0	£7,180 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Licensing Service Unit Account <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Indirect Income/Expenditure Net Total	 158,760 (158,760) 0	 149,410 (149,410) 0	 158,510 (158,510) 0	£1,550 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Contact Centre Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 138,790 (138,790) 0	 122,340 (122,340) 0	 124,580 (124,580) 0	£50,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Careline / CCTV Service Unit Portfolio/ Committee: Housing Direct Expenditure Indirect Income/Expenditure Net Total	 508,730 (508,730) 0	 536,640 (536,640) 0	 537,000 (537,000) 0	
Switchboard Service Unit Portfolio/ Committee: Housing Direct Expenditure Indirect Income/Expenditure Net Total	 19,170 (19,170) 0	 16,090 (16,090) 0	 18,830 (18,830) 0	
Careline Portfolio/ Committee: Housing Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 139,770 (666,460) 655,200 128,510	 166,910 (798,250) 738,280 106,940	 146,970 (778,450) 728,550 97,070	The budgets reflect the current performance of the Careline Service including additional income from the Housing Revenue Account.
CCTV Portfolio/ Committee: Housing Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 23,230 (13,730) 113,780 123,280	 42,480 (13,730) 109,810 138,560	 23,230 (13,730) 109,880 119,380	£19,250 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Licencing <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 24,310 (279,350) 226,010 (29,030)	 24,310 (279,350) 284,130 29,090	 24,310 (279,350) 291,010 35,970	
Total for Customer and Commercial Services	222,760	274,590	252,420	
Sport and Leisure Service Unit <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 244,000 (244,000) 0	 216,070 (216,070) 0	 232,570 (232,570) 0	
Tendring Show <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 4,760 (4,760) 0	 4,760 (4,760) 0	 4,760 (4,760) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Brightlingsea Sports Centre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 177,310 (123,260) 4,590 58,640	 169,530 (121,260) 5,390 53,660	 175,750 (121,260) 5,220 59,710	
Harwich Sports Centre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 129,310 (80,770) 5,380 53,920	 128,490 (78,270) 6,420 56,640	 131,460 (78,270) 5,790 58,980	
Manningtree Sports Centre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 138,820 (111,150) 4,640 32,310	 136,690 (109,150) 3,370 30,910	 133,630 (109,150) 2,700 27,180	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Management Of Sport & Leisure Facilities <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 130,300 (18,000) 1,649,000 1,761,300	 157,280 (18,000) 1,198,560 1,337,840	 119,100 (18,000) 1,185,990 1,287,090	 £35,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Beach Hut Sites <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 62,430 (921,510) 155,540 (703,540)	 220,340 (973,730) 142,810 (610,580)	 88,260 (947,940) 147,060 (712,620)	 £106,310 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The updated budget continues to reflect additional income being reinvested in this service area.
Deck Chairs <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Income Indirect Income/Expenditure Net Total	 (3,330) 7,940 4,610	 0 0 0	 0 0 0	 This budget has been merged with other lines of the estimates elsewhere within the service.
Miscellaneous Seafront Activities <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 272,270 (24,290) 227,860 475,840	 283,110 (31,310) 322,260 574,060	 267,440 (31,310) 274,040 510,170	 £16,700 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
First Aid Posts <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,260 4,430 5,690	 1,260 470 1,730	 1,260 470 1,730	
Shops & Kiosks <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 13,160 (130,440) 55,670 (61,610)	 13,160 (128,260) 62,360 (52,740)	 13,160 (135,660) 63,260 (59,240)	
Princes Theatre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 623,450 (579,330) 195,720 239,840	 721,190 (729,950) 185,510 176,750	 805,050 (729,530) 182,210 257,730	The budgets have been adjusted to reflect the current performance of the Theatre.
Skate Park Clacton <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 6,540 2,290 8,830	 4,830 220 5,050	 5,140 340 5,480	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Community Activity Network <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0 3,230 3,230	 7,560 2,130 9,690	 0 2,160 2,160	 £7,560 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Tourism Publicity Marketing Promotion <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 45,460 0 36,750 82,210	 56,230 (10,000) 31,380 77,610	 46,230 0 32,550 78,780	
Tourism Publications <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 4,360 25,880 30,240	 3,590 21,800 25,390	 3,590 22,610 26,200	
Tourist Information Centres <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 12,220 (6,540) 78,820 84,500	 11,970 (6,540) 74,770 80,200	 12,090 (6,540) 75,080 80,630	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
TDC Events - Council Owned Land <i>Portfolio/ Committee: Leisure and Tourism</i> Indirect Income/Expenditure Net Total	23,390 23,390	26,690 26,690	27,540 27,540	
Air Show <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	117,220 (85,310) 41,180 73,090	137,380 (81,690) 41,490 97,180	117,220 (85,310) 42,380 74,290	
Tour De Tendring & Other Cycling Events <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	1,700 (1,250) 6,130 6,580	161,700 (1,250) 12,930 173,380	1,700 (1,250) 13,230 13,680	£160,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Dovercourt Swimming Pool & All Weather Facilities <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	542,470 (404,500) 23,070 161,040	534,740 (398,430) 24,910 161,220	537,520 (398,430) 23,390 162,480	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Frinton & Walton Swimming Pool <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 564,730 (365,610) 21,490 220,610	 561,280 (369,640) 22,820 214,460	 570,030 (369,220) 21,540 222,350	
Brightlingsea Swimming Pool <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Net Total	 0 0 0	 55,720 (34,580) 21,140	 0 0 0	The 2017/18 revised budget reflects the net cost of operating this facility during the year including the contribution from Brightlingsea Town Council.
Leisure Centre Clacton <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,328,480 (1,181,510) 44,180 191,150	 1,304,140 (1,135,910) 47,770 216,000	 1,305,360 (1,135,910) 44,970 214,420	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Happy Valley Recreation Ground Pitch & Putt <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 4,610 (12,520) 150 (7,760)	 3,600 (5,670) 170 (1,900)	 3,590 (5,670) 160 (1,920)	
Total for Sports and Leisure	2,744,110	2,674,380	2,336,820	
Housing Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 727,440 (727,440) (0)	 532,420 (532,420) 0	 480,070 (480,070) 0	£28,410 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The budgets also reflect salary costs now being charged directly to the Housing Revenue account rather than via internal recharges.
Houses in Multiple Occupation <i>Portfolio/ Committee: Housing</i> Direct Income Indirect Income/Expenditure Net Total	 (3,200) 89,340 86,140	 (3,200) 107,740 104,540	 (3,200) 98,640 95,440	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Housing Disrepair <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,070 178,250 179,320	 1,070 224,040 225,110	 1,070 205,250 206,320	
Home Improvement Agency <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 8,280 40,380 48,660	 16,560 46,580 63,140	 8,280 42,650 50,930	£8,280 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Improvement Grants - Admin <i>Portfolio/ Committee: Housing</i> Indirect Income/Expenditure Net Total	 438,110 438,110	 272,200 272,200	 254,930 254,930	
Home Energy Conservation Act <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 400 9,180 9,580	 400 23,530 23,930	 400 22,790 23,190	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Non Statutory Properties <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 120 (17,870) 3,160 (14,590)	 120 (18,250) 8,700 (9,430)	 120 (17,900) 8,710 (9,070)	
Homelessness <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 540,020 (180,550) 85,860 445,330	 851,530 (485,240) 96,060 462,350	 862,040 (521,410) 91,700 432,330	The budgets have been adjusted primarily as a result of Government funding along with reflecting initiatives and the accommodation used in providing housing to those in need.
Total for Housing	1,192,550	1,141,840	1,054,070	
Facilities Management Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 129,990 (129,990) 0	 114,010 (114,010) 0	 109,240 (109,240) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Building and Engineering Services Service Unit Portfolio/ Committee: Housing Direct Expenditure Indirect Income/Expenditure Net Total	 522,490 (522,490) 0	 491,640 (491,640) 0	 526,910 (526,910) 0	 £2,420 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Engineering Services Management Portfolio/ Committee: Leisure and Tourism Direct Expenditure Indirect Income/Expenditure Net Total	 221,310 (221,310) 0	 238,990 (238,990) 0	 251,920 (251,920) 0	
Depots General Portfolio/ Committee: Housing Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 57,660 (1,660) (56,000) 0	 56,710 (1,660) (55,050) 0	 57,300 (1,660) (55,640) 0	
Office Accommodation Expenses Portfolio/ Committee: Housing Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 441,530 (1,970) (439,560) 0	 443,460 (6,500) (436,960) 0	 435,910 (6,970) (428,940) 0	 £9,500 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Coast Protection - General <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total				
	342,410	342,410	342,410	
	684,000	2,394,160	2,424,880	
	1,026,410	2,736,570	2,767,290	
Land Drainage - General Maintenance <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total				
	3,000	3,000	3,000	
	4,370	18,680	19,370	
	7,370	21,680	22,370	
Highways TDC - Highway Rangers <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Net Total				
	0	80,000	0	The 2017/18 revised budget includes works funded by Essex County Council.
	0	(80,000)	0	
	0	0	0	
Highways TDC - Private Street Lighting <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total				
	10,910	10,910	10,910	
	910	880	910	
	11,820	11,790	11,820	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Highways TDC - General <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 15,560 (19,000) 70,520 67,080	 50,560 (48,000) 76,280 78,840	 15,560 (39,000) 80,220 56,780	 £35,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Town Centre Enhancement Project <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Indirect Income/Expenditure Net Total	 45,790 56,410 102,200	 45,790 17,070 62,860	 45,790 17,730 63,520	
Dangerous Structures <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 30 11,600 11,630	 30 14,210 14,240	 30 14,770 14,800	
Engineering Services <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 258,500 (258,500) 0	 346,250 (346,250) 0	 315,080 (315,080) 0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Office Cleaning				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	111,760	106,160	115,690	
Indirect Income/Expenditure	(111,760)	(106,160)	(115,690)	
Net Total	0	0	0	
Total for Building and Engineering	1,226,510	2,925,980	2,936,580	
Total for Operational Services	11,411,680	13,950,650	12,646,540	

Revenue Estimates

Planning and Regeneration

<u>Analysis by Type of Spend</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Direct Expenditure				
Employee Expenses	2,047,110	2,023,800	2,090,210	
Premises Related Expenditure	28,220	26,490	26,720	
Transport Related Expenditure	37,260	37,010	37,010	
Supplies & Services	633,870	4,353,610	656,820	
Third Party Payments	870	870	870	
Total Direct Expenditure	2,747,330	6,441,780	2,811,630	
Direct Income				
Government Grants	0	(17,500)	0	
Other Grants, Reimbursements and Contributions	0	(4,200)	0	
Sales, Fees and Charges	(1,302,020)	(1,399,440)	(1,301,830)	
Rents Receivable	(52,940)	(55,080)	(55,340)	
Total Direct Income	(1,354,960)	(1,476,220)	(1,357,170)	
Net Direct Costs	1,392,370	4,965,560	1,454,460	
Indirect Income/Expenditure				
FRS17/IAS19 Pension Costs	96,990	92,430	90,210	
Service Unit and Central Costs	3,994,480	3,622,170	3,692,570	
Capital Financing Costs	15,290	5,650	5,650	
Recharged Income	(3,286,180)	(2,886,100)	(2,998,930)	
Total Indirect Income/Expenditure	820,580	834,150	789,500	
Total for Planning and Regeneration	2,212,950	5,799,710	2,243,960	

Planning and Regeneration

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Corporate Director Service Unit <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Indirect Income/Expenditure Net Total	0 0 0	68,720 (68,720) 0	106,130 (106,130) 0	As part of a wider restructure this budget now includes employee and other costs that have been moved from elsewhere within the Planning and Regeneration Service.
Total for Corporate Director	0	0	0	
Planning Service Unit <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	0 0 0	1,492,540 (300) (1,492,240)	1,557,430 (300) (1,557,130)	As part of a wider restructure this budget now includes employee and other costs that have been moved from elsewhere within the Planning and Regeneration Service.
Head of Planning and Customer Services <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	451,110 (300) (450,810)	0 0 0	0 0 0	As part of a wider restructure this budget has been moved elsewhere within the Planning and Regeneration Service.
Total for Head of Planning and Customer Services	0	0	0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Planning Development Management <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Indirect Income/Expenditure Net Total	 818,770 (818,770) 0	 0 0 0	 0 0 0	£74,400 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. As part of a wider restructure this budget has now been moved elsewhere within the Planning and Regeneration Service.
Planning and Enforcement <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	 26,000 26,000	 76,960 76,960	 26,000 26,000	£50,960 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Development Control - Chargeable Account <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 86,150 (960,000) 1,238,090 364,240	 166,030 (1,056,150) 1,028,070 137,950	 86,150 (960,000) 1,055,690 181,840	£79,880 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2017/18 revised income budget reflects the latest expected position at the end of the year.
Development Control - Non Chargeable Account <i>Portfolio/ Committee: Corporate Enforcement</i> Indirect Income/Expenditure Net Total	 71,260 71,260	 221,300 221,300	 230,190 230,190	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Planning Enforcement <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 16,100 (2,320) 271,310 285,090	 16,100 (2,320) 246,410 260,190	 16,100 (2,320) 253,210 266,990	
Dangerous Trees <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	 430 430	 430 430	 430 430	
Total for Planning and Development	747,020	696,830	705,450	
Planning Policy Management <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Indirect Income/Expenditure Net Total	 238,420 (238,420) 0	 (0) 0 (0)	 0 0 0	As part of a wider restructure this budget has been moved elsewhere within the Planning and Regeneration Service.
Heritage and Conservation - General <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	 3,210 3,210	 17,600 17,600	 3,210 3,210	£14,390 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Land Property Gazetteer-Policy and Conservation <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	2,240 2,240	2,240 2,240	2,240 2,240	
Suffolk Coastal AONB Contribution <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	7,650 7,650	7,650 7,650	7,650 7,650	
Dedham Vale AONB <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	740 740	740 740	740 740	
Planning Policy and Conservation <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	175,000 (1,340) 305,150 478,810	1,346,110 (1,340) 464,640 1,809,410	175,000 (1,340) 471,500 645,160	£1,171,110 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Tree Planting <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Net Total	2,230 2,230	2,230 2,230	2,230 2,230	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Land Charges <i>Portfolio/ Committee: Corporate Enforcement</i>				
Direct Expenditure	49,870	49,870	49,870	
Direct Income	(178,960)	(178,960)	(178,960)	
Indirect Income/Expenditure	121,840	97,600	99,640	
Net Total	(7,250)	(31,490)	(29,450)	
Total for Planning Policy	487,630	1,808,380	631,780	
Building Control Management <i>Portfolio/ Committee: Corporate Enforcement</i>				
Direct Expenditure	236,610	165,040	168,120	As part of a wider restructure employee budgets have now been moved elsewhere within the Planning and Regeneration Service.
Indirect Income/Expenditure	(236,610)	(165,040)	(168,120)	
Net Total	0	0	0	
Building Regulations-Non Chargeable/Other Activities Account <i>Portfolio/ Committee: Corporate Enforcement</i>				
Direct Expenditure	860	860	860	
Indirect Income/Expenditure	81,170	93,470	94,770	
Net Total	82,030	94,330	95,630	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Building Regulations-Chargeable Account <i>Portfolio/ Committee: Corporate Enforcement</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 7,880 (158,910) 278,220 127,190	 6,380 (158,910) 197,240 44,710	 6,380 (158,910) 199,690 47,160	
Total for Building Control	209,220	139,040	142,790	
Regeneration Service Unit <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Indirect Income/Expenditure Net Total	 327,930 (327,930) 0	 258,910 (258,910) 0	 275,350 (275,350) 0	As part of a wider restructure employee budgets have now been moved elsewhere within the Planning and Regeneration Service.
Tending CAB <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Indirect Income/Expenditure Net Total	 144,000 5,470 149,470	 167,000 4,790 171,790	 167,000 5,030 172,030	£23,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2018/19 budget includes the continuation of the Mental Health Hub contribution.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Public Halls-Jaywick Community Centre <i>Portfolio/ Committee: Environment</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 4,080 (190) 16,250 20,140	 4,390 0 5,600 9,990	 4,390 0 5,780 10,170	
Youth Initiatives <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Indirect Income/Expenditure Net Total	 5,450 140 5,590	 5,450 2,420 7,870	 5,450 2,540 7,990	
Enabling Fund <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Indirect Income/Expenditure Net Total	 6,210 5,190 11,400	 8,460 4,790 13,250	 8,460 5,030 13,490	
Big Society <i>Portfolio/ Committee: Finance and Corporate Resources</i> Direct Expenditure Net Total	 0 0	 134,020 134,020	 0 0	 £134,020 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Community Rail Partnership <i>Portfolio/ Committee: Health and Education</i> Direct Expenditure Net Total				
	2,600	2,100	2,100	
	2,600	2,100	2,100	
Industrial Units and Properties <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total				
	3,440	3,440	3,440	
	(45,610)	(44,750)	(45,010)	
	3,280	4,260	4,280	
	(38,890)	(37,050)	(37,290)	
Jaywick Enterprise Centre (Starter Units) <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total				
	20,810	18,770	19,000	
	(7,330)	(10,330)	(10,330)	
	11,370	14,470	15,160	
	24,850	22,910	23,830	
SME Growth Fund <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Net Total				
	0	496,300	0	£496,300 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
	0	496,300	0	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate £	2017/18 Revised Estimate £	2018/19 Original Estimate £	Notes
Development Growth Fund <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Net Total	0 0	500,000 500,000	0 0	£500,000 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Business Investment and Growth <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	23,540 0 448,170 471,710	1,297,410 (5,660) 401,520 1,693,270	25,250 0 420,650 445,900	£1,016,500 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers. The 2017/18 revised budget includes the agreed £250k contribution towards the Superfast Broadband project.
Jaywick Sands Team <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	86,000 36,210 122,210	108,530 32,480 141,010	92,650 33,070 125,720	£13,730 included in the 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Town Team Partners <i>Portfolio/ Committee: Investment and Growth</i> Direct Expenditure Direct Income Net Total	0 0 0	17,500 (17,500) 0	0 0 0	The 2017/18 revised budget relates to amounts carried forward from 2016/17. Cabinet 16 June 2017 refers.
Total for Regeneration	769,080	3,155,460	763,940	
Total for Planning and Regeneration	2,212,950	5,799,710	2,243,960	

TENDRING DISTRICT COUNCIL

SCALE OF CHARGES 2018/19

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

Department

Corporate Services

Operational Services

Planning and Regeneration Services

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

Column A - 2017/18 Charge Exclusive of VAT

Column B - 2017/18 Charge Inclusive of VAT @ 20%

Column C - 2018/19 Charge Exclusive of VAT

Column D - 2018/19 Charge Inclusive of VAT @ 20%

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

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

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

Corporate Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
			applicable		applicable	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
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	N
LEGAL CHARGES - FIXED FEES						
Sale of Land to be determined at time of negotiation	Apr-15	Minimum £250, maximum £1,500, unless work exceeds 10 hours (thereafter charged at hourly rate)	Minimum £250, maximum £1,500, unless work exceeds 10 hours (thereafter charged at hourly rate)	Minimum £250, maximum £1,500, unless work exceeds 10 hours (thereafter charged at hourly rate)	Minimum £250, maximum £1,500, unless work exceeds 10 hours (thereafter charged at hourly rate)	V
Right To Buy (RTB) : repayment of discount	Apr-17	150.00	150.00	150.00	150.00	N
Postponement of Legal charge	Apr-17	150.00	180.00	150.00	180.00	V
Right To Buy (RTB): lease enquiries	Apr-17	150.00	180.00	150.00	180.00	V
Right To Buy (RTB): retrospective consents to alterations	Apr-17	150.00	180.00	150.00	180.00	V
Shared Equity & DIYSO Lease Enquiries	Apr-17	150.00	180.00	150.00	180.00	V
Deed of Consent	Apr-17	350.00	420.00	350.00	420.00	V
Deed of Release of Covenant *	Apr-17	350.00	420.00	350.00	420.00	V
Deed of Variation or Surrender *	Apr-17	350.00	420.00	350.00	420.00	V
Deed of Easement or Wayleaves *	Apr-17	350.00	420.00	350.00	420.00	V
Licence to Occupy	Apr-17	350.00	420.00	350.00	420.00	V
Leases: Commercial	Apr-17	550.00	660.00	550.00	660.00	V
Leases: Others *	Apr-17	450.00	540.00	450.00	540.00	V
Various and miscellaneous Licences for eg. to assign, alterations, sublet etc. *	Apr-17	350.00	420.00	350.00	420.00	V
* If entitled to Community Asset Rent Off-Setting Scheme (a CAROS grant) all fees are discounted by the same percentage/proportion of the grant.						
REGISTERING ASSIGNMENTS AND CHARGES						
As specified in the lease but normally varies from £40 to £75 + depending on the work involved.						**
** Follows the same VAT treatment as main supply.						
HOURLY RATES (WHERE FIXED FEES DO NOT APPLY)						
In accordance with total number of staff hours spent, plus any disbursements, expenses and VAT where applicable						
Solicitor 8+ years PQE (per hour)	Apr-17	200.00	240.00	200.00	240.00	V
Solicitor 4 years up to 8 years PQE (per hour)	Apr-17	175.00	210.00	175.00	210.00	V
Solicitor 2 years up to 4 years PQE (per hour)	Apr-17	150.00	180.00	150.00	180.00	V
Trainee Solicitor up to 2 years PQE (per hour)	Apr-17	125.00	150.00	125.00	150.00	V
Paralegal (per hour)	Apr-17	80.00	96.00	80.00	96.00	V
Criminal cases:						
£100 per hour flat rate	Apr-15	100.00	120.00	100.00	120.00	V

Corporate Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
HIRE OF ACCOMMODATION						
<u>Council Offices, Weeley</u>						
Per session of 3 hours or part thereof:						
Council Chamber:						
	Inside normal hours	Apr-17	31.75	31.75	32.40	32.40 X
	Outside normal hours	Apr-17	48.75	48.75	49.70	49.70 X
Room 39:						
	Inside normal hours	Apr-17	27.55	27.55	28.10	28.10 X
	Outside normal hours	Apr-17	31.75	31.75	32.40	32.40 X
Additional charge per hour after first 3 hours:						
Council Chamber:						
	Inside normal hours	Apr-17	13.10	13.10	13.40	13.40 X
	Outside normal hours	Apr-17	19.60	19.60	20.00	20.00 X
Room 39:						
	Inside normal hours	Apr-17	10.30	10.30	10.50	10.50 X
	Outside normal hours	Apr-17	13.10	13.10	13.40	13.40 X
<u>Town Hall, Clacton</u>						
Per session of 3 hours or part thereof:						
Connaught Room:						
	Inside normal hours	Apr-17	27.55	27.55	28.10	28.10 X
	Outside normal hours	Apr-17	31.75	31.75	32.40	32.40 X
Additional charge per hour after first 3 hours:						
Connaught Room:						
	Inside normal hours	Apr-17	10.30	10.30	10.50	10.50 X
	Outside normal hours	Apr-17	13.10	13.10	13.40	13.40 X
ASSET CHARGES						
<u>Consents</u>						
	Consent to Assign (see also legal fee)	Apr-17	300.00	360.00	300.00	360.00 V
	Consent to Underlet	Apr-17	300.00	360.00	300.00	360.00 V
	New Licence to Occupy (if no legal work required)	Apr-17	150.00	180.00	150.00	180.00 V
<u>Services</u>						
	Land Registry Enquiries	Apr-17	15.00	18.00	15.00	18.00 V
	Plan Service: Location Plans	Apr-17	20.00	24.00	20.00	24.00 V
<u>Transactions</u>						
	Release, grant or variation of Covenant	Apr-17	200.00	240.00	200.00	240.00 V
	Easement etc (if under five hours otherwise by hourly rate)	Apr-17	200.00	240.00	200.00	240.00 V
	Preparation of S146 Notice (note:survey and schedule by hourly rate)	Apr-17	75.00	90.00	75.00	90.00 V
<u>Misc. or other Commercial Work : Hourly rate</u>						
	Chartered Surveyor	Apr-17	200.00	240.00	200.00	240.00 V
	Surveyor	Apr-17	175.00	210.00	175.00	210.00 V
	Technician	Apr-17	80.00	96.00	80.00	96.00 V
	Administrator	Apr-17	50.00	60.00	50.00	60.00 V

Corporate Services - General Fund

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		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
		01/04/2017	applicable	01/04/2018	applicable	
		£	@ 20%	£	@ 20%	
		£	£	£	£	
PEOPLE, PERFORMANCE & PROJECTS						
Psychometric Testing	Apr-17	65.00	78.00	65.00	78.00	V
Mediation	Apr-17	450.00	540.00	450.00	540.00	V
Mental Health Training	Apr-17	400.00	480.00	400.00	480.00	V
Career Track						
Business Admin - Levy and non levy employers (ESFA)	New	-	-	To be determined by Head of People, Performance and Projects as part of the implementation of Government Apprenticeship arrangements		V
Customer Service - Levy and non levy employers (ESFA)	New	-	-			V
ADMINISTRATION - GENERAL						
Provision of Council Book for full year (per eight/nine sets)	Apr-17	85.00 Plus postage	85.00	85.00 Plus postage	85.00	N
Provision of each Council Book	Apr-17	12.25 Plus postage	12.25	12.25 Plus postage	12.25	N
Provision of Council Constitution per copy	Apr-17	27.55 Plus postage	27.55	27.55 Plus postage	27.55	N
Provision of Cabinet and Committee Minutes and Reports etc (excluding Planning Committee)	Apr-17	Reimbursement of costs with a minimum of £4.50 plus postage		Reimbursement of costs with a minimum of £4.50 plus postage		N
Provision of Planning Committee Minutes (charged annually per 17 sets)	Apr-17	102.50 Plus postage	102.50	102.50 Plus postage	102.50	N
Provision of Planning Committee Reports (charged annually per 17 sets)	Apr-17	205.00 Plus postage	205.00	205.00 Plus postage	205.00	N
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		N
Provision of CD recording of Council Meeting	Apr-17	5.50 Plus postage	5.50	5.50 Plus postage	5.50	N

Corporate Services - General Fund

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		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
LOCAL GOVERNMENT ACT 1972						
Access to Information - Inspection of Papers - up to 5 documents	Apr-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	N
LIABILITY ORDERS COSTS						
(determined by agreement with The Magistrates Court)						
Council Tax	Apr-17	37.00	37.00	To be agreed by S151 Officer on cost recovery basis		N
NNDR	Apr-17	37.00	37.00			N
SUMMONS COSTS						
(determined by agreement with The Magistrates Court)						
Council Tax and NNDR	Apr-17	30.00	30.00	To be agreed by S151 Officer on cost recovery basis		N
ELECTIONS AND ELECTORAL REGISTRATION						
Register of Electors:						
Written confirmation of inclusion on current years register	Apr-15	15.00	15.00	16.50	16.50	N
Written confirmation of inclusion on previous years register	Apr-17	30.00	30.00	30.00	30.00	N
Supply of street and postcode index (per side)	Apr-17	1.25	1.25	1.50	1.50	N

Corporate Services - General Fund

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		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
		01/04/2017	applicable	01/04/2018	applicable	
		£	@ 20%	£	@ 20%	
		01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
ELECTIONS AND ELECTORAL REGISTRATION						
(Statutory Fee)						
Sale of Register - Data Copy:						
Standard Charge	Dec-03	20.00	20.00	20.00	20.00	N
Cost per 1,000 entries in addition to Standard Charge	Dec-03	1.50	1.50	1.50	1.50	N
Sale of Register - Hard Copy:						
Standard Charge	Dec-03	10.00	10.00	10.00	10.00	N
Cost per 1,000 entries in addition to Standard Charge	Dec-03	5.00	5.00	5.00	5.00	N
Sale of Overseas Electors List - Data Copy						
Standard Charge	Apr-16	20.00	20.00	20.00	20.00	N
Cost per 100 entries (or part there of) in addition to Standard Charge	Apr-16	1.50	1.50	1.50	1.50	N
Sale of Overseas Electors List - Hard Copy:						
Standard Charge	Apr-16	10.00	10.00	10.00	10.00	N
Cost per 100 entries (or part there of) in addition to Standard Charge	Apr-16	5.00	5.00	5.00	5.00	N
Sale of Marked Register and Absent Voting Lists - Data Copy:						
Standard Charge	Apr-16	10.00	10.00	10.00	10.00	N
Cost per 1,000 entries (or part there of) in addition to Standard Charge	Apr-16	1.00	1.00	1.00	1.00	N
Sale of Marked Register and Absent Voting Lists - Hard Copy:						
Standard Charge	Apr-16	10.00	10.00	10.00	10.00	N
Cost per 1,000 entries (or part there of) in addition to Standard Charge	Apr-16	2.00	2.00	2.00	2.00	N
Copies of Candidate spending returns and accompanying documents:						
Charge per side	Apr-16	0.20	0.20	0.20	0.20	N
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	N
Each additional hour	Apr-06	25.00	25.00	25.00	25.00	N
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	N
Each additional page	Apr-06	0.10	0.10	0.10	0.10	N

Operational Services - General Fund

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		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
BEACH HUT SITES						
<u>Resident Fees:</u>						
Frinton:						
	The Walings	Apr-17	399.17	479.00	410.83	493.00 V
	High and Low Walls	Apr-17	257.50	309.00	265.00	318.00 V
	The Leas	Apr-17	257.50	309.00	265.00	318.00 V
Walton:						
	Southcliff	Apr-17	171.67	206.00	176.67	212.00 V
	Eastcliff	Apr-17	215.00	258.00	221.67	266.00 V
Clacton/Holland:						
	Holland A Section East Seafront (1-79)	Apr-17	215.00	258.00	221.67	266.00 V
	Holland A Section East Seafront (80-124)	Apr-17	215.00	258.00	221.67	266.00 V
	Blue Chalets small (Residents Only)	Apr-17	575.00	690.00	592.50	711.00 V
	Blue Chalets large (Residents Only)	Apr-17	720.83	865.00	742.50	891.00 V
	Holland East Seafront Other*	Apr-17	215.00	258.00	221.67	266.00 V
	Clacton Martello	Apr-17	215.00	258.00	221.67	266.00 V
Brightlingsea:						
	West Promenade	Apr-17	171.67	206.00	176.67	212.00 V
Harwich:						
	Harwich Green	Apr-17	150.00	180.00	154.17	185.00 V
Dovercourt:						
	Dovercourt West End and Spa	Apr-17	150.00	180.00	154.17	185.00 V
	Spa Cabins (Residents Only)	Apr-17	472.50	567.00	487.50	585.00 V
	Orwell Terrace Chalets (Residents Only)	Apr-17	429.17	515.00	441.67	530.00 V
	Dovercourt Bay	Apr-17	226.67	272.00	233.33	280.00 V
<u>Non Resident Fees:</u>						
Frinton:						
	The Walings	Apr-17	790.00	948.00	813.33	976.00 V
	High and Low Walls	Apr-17	515.00	618.00	530.83	637.00 V
	The Leas	Apr-17	515.00	618.00	530.83	637.00 V
Walton:						
	Southcliff	Apr-17	343.33	412.00	353.33	424.00 V
	Eastcliff	Apr-17	429.17	515.00	441.67	530.00 V
Clacton/Holland:						
	Holland A Section East Seafront (1-79)	Apr-17	429.17	515.00	441.67	530.00 V
	Holland A Section East Seafront (80-124)	Apr-17	429.17	515.00	441.67	530.00 V
	Holland East Seafront Other*	Apr-17	429.17	515.00	441.67	530.00 V
	Clacton Martello	Apr-17	429.17	515.00	441.67	530.00 V
Brightlingsea:						
	West Promenade	Apr-17	343.33	412.00	353.33	424.00 V

Operational Services - General Fund

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		@ 20%	applicable	@ 20%	applicable	
		01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
	Effective from					
	Date last revised					
Harwich:						
Harwich Green	Apr-17	343.33	412.00	343.33	412.00	V
Dovercourt:						
Dovercourt West End and Spa	Apr-17	343.33	412.00	343.33	412.00	V
Dovercourt Bay	Apr-17	489.17	587.00	489.17	587.00	V
Change of Beach Hut Ownership	Apr-14	300.00	360.00	300.00	360.00	V

* Holland East Seafront Other refers to the following areas:-
Brighton Road, Holland Haven, Fernwood Avenue, Hazlemere Road,
Kings Avenue, Southview Drive, York Road, Cliff Road

Rental of Clacton Pastel Huts

Seasonal Rentals:						
April to October	Apr-17	600.83	721.00	600.83	721.00	V
November to January	Apr-17	171.67	206.00	171.67	206.00	V
Weekend (Per day)	Apr-17	30.00	36.00	30.00	36.00	V
Weekly	Apr-17	103.33	124.00	Change in service offered		V
Weekly Jul-Aug	New	-	-	103.33	124.00	V
Weekly Sep-Jun	New	-	-	70.00	84.00	V
Weekly with Disabled Facilities - Single	New	-	-	51.67	62.00	V
Weekly with Disabled Facilities - Double	New	-	-	103.33	124.00	V
Air Show Week (Weekly)	Apr-17	171.67	206.00	171.67	206.00	V

New Huts On Vacant Sites

Reduction for part year licences for applications received from:

1 April to 31 August	No reduction	No reduction
1 September to 30 September	10% reduction	10% reduction
1 October to 31 October	20% reduction	20% reduction
1 November to 30 November	30% reduction	30% reduction
1 December to 31 December	40% reduction	40% reduction
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

Operational Services - General Fund

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Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
PHOTOCOPYING (EXCLUDING POSTAGE)						
For extraction of document	Apr-17	10.00	12.00	10.00	12.00	V
Charge per Photocopying (all sizes)	Apr-17	1.00	1.20	1.00	1.20	V
PRINT UNIT (NON-COUNCIL WORK)						
Minimum charge for all print work	New	-	-	5.00	6.00	V
Charge for printing & photocopying (80g):						
A4 per side	Apr-10	0.07	0.08	Change in service offered		V
A3 per side	Apr-10	0.09	0.11	Change in service offered		V
Mono Printing A4/A3 per side on uncoated paper	New	-	-	0.05	0.06	V
Mono Printing A4/A3 per side on top coated silk and card	New	-	-	0.08	0.10	V
Colour Copies:						
A4 per side	Apr-13	0.45	0.54	Change in service offered		V
A3 per side	Apr-13	0.51	0.61	Change in service offered		V
Colour Printing A4/A3 per side on uncoated paper	New	-	-	0.10	0.12	V
Colour Printing A4/A3 per side on top coated silk and card	New	-	-	0.15	0.18	V
Laminating:						
Per A4 sheet	Apr-13	0.64	0.77	Change in service offered		V
Per A3 sheet	Apr-13	1.28	1.54	Change in service offered		V
A4/A3 (printing not included)	New	-	-	0.15	0.18	V
Combining per binder	New	-	-	0.10	0.12	V
Finishing (per 1/4 hour)	Apr-13	7.26	8.71	No longer offered		V
Artwork	Apr-13	8.22	9.86	By negotiation		V
CARELINE						
Lifeline Monthly Charges:						
Individual Lifeline customers (Tendring)	Apr-17	20.12	24.14	20.72	24.86	V
<i>For disabled customers there is no VAT payable on the above fees.</i>						
Other Services:						
Wristband						
Initial charge customers	Aug-13	10.00	12.00	10.00	12.00	V
Initial charge disabled customers	Aug-13	10.00	10.00	10.00	10.00	Z
Annual charge customers	Aug-13	5.00	6.00	5.00	6.00	V
Annual charge disabled customers	Aug-13	5.00	5.00	5.00	5.00	Z
Key Safe						
Key Safe (Lifeline customers)	Apr-17	85.00	85.00	85.00	85.00	Z
Pet Tags						
Initial charge customers	Aug-13	8.33	10.00	No longer offered		V
Annual charge customers	Aug-13	4.17	5.00	No longer offered		V

Operational Services - General Fund

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		Exclusive	Inclusive of	Exclusive	Inclusive of	
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
			applicable		applicable	VAT
						Ind
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
CCTV						
Project Safe Watch						
Initial charge	Apr-15	By negotiation		By negotiation		V
Annual charge	Apr-15	260.00	312.00	260.00	312.00	V
3rd Party Image Retrieval (Excluding Police)	Apr-17	10.00	12.00	50.00	60.00	V
GARAGE RENTS						
Non-statutory (not subject to VAT unless separately let to non-council tenants)	Apr-16	8.50	8.50	8.84	8.84	**
QUESTIONNAIRES						
House Renovation Grants - Enquiries on sale or repossession of property (see Note 2)	Apr-17	80.00	96.00	98.00	117.60	V
MANDATORY LICENSING SCHEME FOR HMO'S						
Licence Fee (first licence)	Apr-17	600.00	600.00	700.00	700.00	N
Licence Fee (renewal of licence)	Apr-17	300.00	300.00	700.00	700.00	N
Charge per additional room for HMO over 6 units	New	-	-	20.00	20.00	N
HOUSING ACT 2004 NOTICES						
Improvement Notice (see note 3)	Apr-17	270.00	270.00	400.00	400.00	N
Prohibition Notice (see note 3)	Apr-17	270.00	270.00	500.00	500.00	N
Hazard Awareness Notice (see note 3)	Apr-17	270.00	270.00	No longer required		N
Emergency Remedial Action Notice (see note 3)	Apr-17	270.00	270.00	400.00	400.00	N
SMOKE & CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015						
First Offence	Apr-17	1,250.00	1,250.00	1,300.00	1,300.00	N
Failure to Comply or pay Fine	Apr-17	5,000.00	5,000.00	5,000.00	5,000.00	N
Subsequent Offences	Apr-17	5,000.00	5,000.00	5,000.00	5,000.00	N
Notes:						
1) <u>Garage Rents</u>						
These are reviewed as part of the associated Housing Revenue Account Budgets.						
2) <u>Questionnaires</u>						
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) <u>Housing Act 2004 Notices</u>						
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			V			
Storage:						
Homeless persons goods			N			
Premises suitable for parking			V			
Premises unsuitable for parking			X			

Operational Services - General Fund

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	Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
	of VAT	VAT where	of VAT	VAT where	
		applicable		applicable	
		@ 20%		@ 20%	
Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
Effective from	£	£	£	£	

SPORTS HALLS

(determined under delegated powers by Corporate Director)

Charges applicable to all facilities (where available) unless specified otherwise**Membership Packages - Monthly Direct Debit Payment ***

Lifestyles Plus	Apr-11	35.83	43.00	35.83	43.00	V
Lifestyles	Apr-11	32.50	39.00	32.50	39.00	V
Premium Card	Apr-16	30.83	37.00	30.83	37.00	V
Advantage Card	Apr-11	23.33	28.00	23.33	28.00	V
Active Card	Apr-16	23.33	28.00	23.33	28.00	V
Youth Card	Apr-11	18.75	22.50	18.75	22.50	V
Start Up Fee	Apr-11	8.75	10.50	8.75	10.50	V
Start Up Fee Youth Card	Apr-11	8.75	10.50	8.75	10.50	V
Gym Induction Fee	Apr-11	15.00	15.00	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-16	3.33	4.00	3.33	4.00	V
Concession - Level 2	Apr-16	2.50	3.00	2.50	3.00	V
Means Tested - Level 3	Apr-16	1.42	1.70	1.42	1.70	V
Family Ticket	Apr-16	8.33	10.00	8.33	10.00	V
School	Apr-16	1.58	1.90	1.58	1.90	V
Club Swimming	Apr-16	43.33	52.00	43.33	52.00	V
Gala Staffed	Apr-16	87.50	105.00	87.50	105.00	V
Swimming Lessons - Adult	Apr-16	50.00	50.00	50.00	50.00	X
Swimming Lessons - Junior	Apr-16	45.00	45.00	45.00	45.00	X
Individual Tuition	Apr-11	15.00	15.00	15.00	15.00	X

Tennis, Table Tennis and Badminton - Per Person

Adult	Apr-16	2.50	3.00	2.50	3.00	V
Concession	Apr-11	1.88	2.25	1.88	2.25	V
Bonus Card Holder	Apr-11	1.25	1.50	1.25	1.50	V

Squash - Per Person

Adult	Apr-11	2.92	3.50	2.92	3.50	V
Concession	Apr-16	2.08	2.50	2.08	2.50	V
Bonus Card Holder	Apr-11	1.25	1.50	1.25	1.50	V

Badminton/Tennis (Block Bookings)

Adult	Apr-16	9.50	9.50	9.50	9.50	*
Concession	Apr-11	7.50	7.50	7.50	7.50	*

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	
		Exclusive	Inclusive of	Exclusive	Inclusive of	
		of VAT	VAT where	of VAT	VAT where	
			applicable		applicable	VAT
			@ 20%		@ 20%	Ind
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
All Weather Pitch						
	Apr-16	52.50	63.00	52.50	63.00	V
	Apr-16	36.67	44.00	36.67	44.00	V
	Apr-16	35.00	42.00	35.00	42.00	V
	Apr-16	25.00	30.00	25.00	30.00	V
	Apr-16	23.33	28.00	23.33	28.00	V
	Apr-16	15.83	19.00	15.83	19.00	V
	Apr-16	45.83	55.00	45.83	55.00	V
	Apr-11	15.42	18.50	15.42	18.50	V
	Apr-11	10.83	13.00	10.83	13.00	V
Grass Pitches (50% discount applies to Juniors)						
	Apr-11	31.15	37.38	31.15	37.38	V
	Apr-11	44.68	53.62	44.68	53.62	V
	Apr-11	39.15	46.98	39.15	46.98	V
	Apr-11	39.15	46.98	39.15	46.98	V
	Apr-11	33.53	40.24	33.53	40.24	V
	Apr-11	34.55	41.46	34.55	41.46	V
	Apr-11	19.57	23.48	19.57	23.48	V
	Apr-11	39.15	46.98	39.15	46.98	V
	Apr-11	33.53	40.24	33.53	40.24	V
Recreation Sessions						
	Apr-11	3.20	3.20	3.20	3.20	X
	Apr-11	4.50	4.50	4.50	4.50	X
	Apr-11	3.90	3.90	3.90	3.90	X
	Apr-11	1.50	1.50	1.50	1.50	X
Miscellaneous						
	Apr-11	1.67	2.00	1.67	2.00	V
	Apr-11	0.83	1.00	0.83	1.00	V
Health and Fitness						
	Apr-11	5.50	5.50	5.50	5.50	X
	Apr-16	4.15	4.15	4.15	4.15	X
	Apr-16	2.75	2.75	2.75	2.75	X
Lifestyles Fitness Suite - Clacton Leisure Centre						
	Apr-11	4.58	5.50	4.58	5.50	V
	Apr-16	3.46	4.15	3.46	4.15	V
	Apr-16	2.29	2.75	2.29	2.75	V
	Apr-11	4.88	5.85	4.88	5.85	V
	Apr-11	3.92	4.70	3.92	4.70	V
	Apr-11	2.92	3.50	2.92	3.50	V

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	
		Exclusive	Inclusive of	Exclusive	Inclusive of	VAT
		of VAT	VAT where	of VAT	VAT where	Ind
		@ 20%	applicable	@ 20%	applicable	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
Lifestyles Fitness Suites - Dovercourt and Brightlingsea Joint use Sports Centre						
Gym Adult (Level 1)	Apr-11	4.25	5.10	4.25	5.10	V
Gym Concession (Level 2)	Apr-16	3.17	3.80	3.17	3.80	V
Gym Means Tested (Level 3)	Apr-16	1.83	2.20	1.83	2.20	V
School Booking	Apr-16	50.00	60.00	50.00	60.00	V
Lifestyles Fitness Suites - Manningtree Joint use Sports Centre						
Gym Adult (Level 1)	Apr-16	3.33	4.00	3.33	4.00	V
Gym Concession (Level 2)	Apr-16	2.50	3.00	2.50	3.00	V
Gym Means Tested (Level 3)	Apr-16	1.42	1.70	1.42	1.70	V
Ancillary Halls						
Clacton Leisure Centre:						
Ancillary Hall Hire - Whole	Apr-16	15.00	18.00	15.00	18.00	*
Sports Hall Hire						
Sports Hall Hire - Main Sports Hall	Apr-16	35.00	42.00	35.00	42.00	*
Sports Hall Hire - Small Sports Hall	Apr-16	17.50	21.00	17.50	21.00	*
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						
PRINCES THEATRE (including use of Kitchen & Dressing Rooms) (determined by Corporate Director)						
Theatre Hire (Hourly Rate)	Apr-15	110.00	110.00	110.00	110.00	X
Dance School Hire (Hourly Rate)*	Apr-15	75.00	75.00	75.00	75.00	X
Exhibition (Hourly Rate)	Apr-15	80.00	80.00	80.00	80.00	X
Rehearsal Hire (Hourly Rate)	Apr-15	85.00	85.00	85.00	85.00	X
Conference (Hourly Rate)	Apr-15	110.00	110.00	110.00	110.00	X
Wedding Reception - weekday (Hourly Rate)	Apr-15	155.00	155.00	Package price agreed with customer		X
Wedding Reception - weekend (Hourly Rate)	Apr-16	200.00	200.00	Package price agreed with customer		X
* Also subject to 25% of any box office takings						
Restoration Fund Charge (per Ticket)	Apr-17	1.00	1.00	1.00	1.00	X
Online Booking Fees	May-17	1.67	2.00	1.67	2.00	V
Essex Hall (determined by Corporate Director)						
Standard (Hourly Rate)	Apr-17	25.00	25.00	25.00	25.00	X
Commercial/Trade (Hourly Rate)	Apr-17	40.00	40.00	40.00	40.00	X
Standard (Weekend Hourly Rate)	Apr-15	39.00	39.00	39.00	39.00	X
Commercial/Trade (Weekend Hourly Rate)	Apr-17	50.00	50.00	50.00	50.00	X

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	
		Exclusive	Inclusive of	Exclusive	Inclusive of	
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
			applicable		applicable	VAT
						Ind
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
CLACTON AIR SHOW - CONTRIBUTIONS PROGRAMME						
(determined by Corporate Director)						
A Stands						
3m stand	Apr-17	315.00	315.00	325.00	325.00	X
5m stand	Apr-17	465.00	465.00	478.00	478.00	X
6m stand	Apr-17	515.00	515.00	530.00	530.00	X
9m stand	Apr-17	715.00	715.00	735.00	735.00	X
LICENCES (Annual Fee unless otherwise stated)						
Hackney Carriage and Private Hire:						
Hackney Carriage and Private Hire Vehicle	Apr-13	334.00	334.00	334.00	334.00	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	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-13	32.00	32.00	32.00	32.00	N
Retest fee after failure with more than 3 faults / vehicle to be 'ramped'	Apr-13	55.00	55.00	55.00	55.00	N
Test fee after accident	Apr-13	55.00	55.00	55.00	55.00	N
Meter fare check	Apr-13	43.00	43.00	43.00	43.00	N
Replacement plate (full set)	Apr-13	55.00	55.00	55.00	55.00	N
Replacement plate fixing bracket	Apr-13	25.00	25.00	25.00	25.00	N
Replacement flat bracket	Apr-13	30.00	30.00	30.00	30.00	N
Replacement flexi plate	Apr-13	25.00	25.00	25.00	25.00	N
Replacement bracket key	Apr-13	5.50	5.50	5.50	5.50	N
Hackney Carriage and Private Hire Vehicle Drivers:						
Initial - 3 years	Apr-13	274.00	274.00	274.00	274.00	N
Renewal - 3 years	Apr-13	150.00	150.00	150.00	150.00	N
Initial - 2 years	Apr-13	230.00	230.00	230.00	230.00	N
Renewal - 2 years	Apr-13	125.00	125.00	125.00	125.00	N
Initial - 1 years	Apr-13	197.00	197.00	197.00	197.00	N
Renewal - 1 years	Apr-13	98.00	98.00	98.00	98.00	N
Replacement ID Card	Apr-13	12.50	12.50	12.50	12.50	N
Replacement paper licence	Apr-13	12.50	12.50	12.50	12.50	N
Change of name and/or address	Apr-13	12.50	12.50	12.50	12.50	N
Administration charge for supply of forms for grant of licence (offset against application fee when application submitted)	Sep-02	30.00	30.00	30.00	30.00	N

Operational Services - General Fund

Scale of Charges 2018/19

	Effective from	(A)	(B)	(C)	(D)	VAT Ind
		<----- 2017/18 ----->		<----- 2018/19 ----->		
	Date last revised	Charge Exclusive of VAT 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £	
Private Hire Vehicle Operators - 5 years:						
1 vehicle	Apr-13	367.00	367.00	367.00	367.00	N
Additional vehicle during period of licence	Apr-13	153.00	153.00	153.00	153.00	N
Temporary Plate Issue	Apr-13	80.00	80.00	80.00	80.00	N
Failure to attend Vehicle Inspection	Apr-13	28.00	28.00	28.00	28.00	N
Sex Establishments **						
Grant	Apr-13	989.00	989.00	989.00	989.00	N
Renewal	Apr-13	989.00	989.00	989.00	989.00	N
Transfer	Apr-13	377.00	377.00	377.00	377.00	N
Street Trading Consent **	Apr-13	530.00	530.00	530.00	530.00	N
Boating - Boats and Boatmen **						
Boat licence fee	Apr-13	54.00	54.00	54.00	54.00	N
Boatman's licence:						
Initial	Apr-13	54.00	54.00	54.00	54.00	N
Renewal	Apr-13	54.00	54.00	54.00	54.00	N
Scrap Metal Dealers Licence						
Site Licence						
Grant	Sep-13	320.00	320.00	320.00	320.00	N
Renewal	Sep-13	190.00	190.00	190.00	190.00	N
Variation	Sep-13	30.00	30.00	30.00	30.00	N
Mobile Collectors Licence						
Grant	Sep-13	200.00	200.00	200.00	200.00	N
Renewal	Sep-13	130.00	130.00	130.00	130.00	N
Variation	Sep-13	30.00	30.00	30.00	30.00	N

** These Fees and Charges are determined on the basis of cost recovery.

LICENSING

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

ADULT GAMING CENTRE LICENCE

Non-Conversion (Other Premises)	Apr-13	656.00	656.00	656.00	656.00	N
Annual Fee	Apr-13	375.00	375.00	375.00	375.00	N
Vary Licence	Apr-13	316.00	316.00	316.00	316.00	N
Transfer Licence	Apr-13	95.00	95.00	95.00	95.00	N
Reinstatement of Licence	Apr-13	84.00	84.00	84.00	84.00	N
Provisional Statement	Apr-13	656.00	656.00	656.00	656.00	N

BETTING PREMISES (OTHER) LICENCE

Non-Conversion (Other Premises)	Apr-13	656.00	656.00	656.00	656.00	N
Annual Fee	Apr-13	375.00	375.00	375.00	375.00	N
Vary Licence	Apr-13	316.00	316.00	316.00	316.00	N
Transfer Licence	Apr-13	95.00	95.00	95.00	95.00	N
Reinstatement of Licence	Apr-13	84.00	84.00	84.00	84.00	N
Provisional Statement	Apr-13	656.00	656.00	656.00	656.00	N

Operational Services - General Fund

Scale of Charges 2018/19

	Effective from	(A)		(B)		(C)		(D)	VAT Ind
		<----- 2017/18 ----->		<----- 2018/19 ----->		<----- 2018/19 ----->			
		Charge Exclusive of VAT 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £		
BETTING PREMISES (TRACK) LICENCE									
Non-Conversion (Other Premises)	Apr-13	656.00	656.00	656.00	656.00	656.00	656.00		N
Annual Fee	Apr-13	375.00	375.00	375.00	375.00	375.00	375.00		N
Vary Licence	Apr-13	316.00	316.00	316.00	316.00	316.00	316.00		N
Transfer Licence	Apr-13	95.00	95.00	95.00	95.00	95.00	95.00		N
Reinstatement of Licence	Apr-13	84.00	84.00	84.00	84.00	84.00	84.00		N
Provisional Statement	Apr-13	656.00	656.00	656.00	656.00	656.00	656.00		N
BINGO PREMISES LICENCE									
Non-Conversion (Other Premises)	Apr-13	656.00	656.00	656.00	656.00	656.00	656.00		N
Annual Fee	Apr-13	375.00	375.00	375.00	375.00	375.00	375.00		N
Vary Licence	Apr-13	316.00	316.00	316.00	316.00	316.00	316.00		N
Transfer Licence	Apr-13	95.00	95.00	95.00	95.00	95.00	95.00		N
Reinstatement of Licence	Apr-13	84.00	84.00	84.00	84.00	84.00	84.00		N
Provisional Statement	Apr-13	656.00	656.00	656.00	656.00	656.00	656.00		N
FAMILY ENTERTAINMENT CENTRE PREMISES LICENCE									
Non-Conversion (Other Premises)	Apr-13	656.00	656.00	656.00	656.00	656.00	656.00		N
Annual Fee	Apr-13	375.00	375.00	375.00	375.00	375.00	375.00		N
Vary Licence	Apr-13	316.00	316.00	316.00	316.00	316.00	316.00		N
Transfer Licence	Apr-13	95.00	95.00	95.00	95.00	95.00	95.00		N
Reinstatement of Licence	Apr-13	84.00	84.00	84.00	84.00	84.00	84.00		N
Provisional Statement	Apr-13	656.00	656.00	656.00	656.00	656.00	656.00		N
TEMPORARY LICENSES (PREMISES)									
Temporary Use Notices	Apr-12	214.00	214.00	214.00	214.00	214.00	214.00		N
Motor Vehicle Salvage Operators Application	Apr-13	110.00	110.00	110.00	110.00	110.00	110.00		N
Motor Vehicle Salvage Operators Renewal	Apr-13	80.00	80.00	80.00	80.00	80.00	80.00		N
THE REDRESS SCHEME FOR LETTING AGENCY WORK AND PROPERTY MANAGEMENT SCHEME (ENGLAND) ORDER 2014)									
Failure to belong to Scheme	Apr-17	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00		N

Operational Services - General Fund

Scale of Charges 2018/19

	(A)	(B)	(C)	(D)			
	<----- 2017/18 ----->		<----- 2018/19 ----->				
		Charge Inclusive of VAT where applicable @ 20%		Charge Inclusive of VAT where applicable @ 20%			
Effective from	Date last revised	Charge Exclusive of VAT	01/04/2017	01/04/2017	01/04/2018	01/04/2018	VAT Ind
		£		£	£	£	

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	N
BAND B*	Jan-05	190.00	190.00	190.00	190.00	N
BAND C*	Jan-05	315.00	315.00	315.00	315.00	N
BAND D*	Jan-05	450.00	450.00	450.00	450.00	N
BAND E*	Jan-05	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	N
BAND B*	Jan-05	180.00	180.00	180.00	180.00	N
BAND C*	Jan-05	295.00	295.00	295.00	295.00	N
BAND D*	Jan-05	320.00	320.00	320.00	320.00	N
BAND E*	Jan-05	350.00	350.00	350.00	350.00	N

Minor Variation of a License

	Jul-09	89.00	89.00	89.00	89.00	N
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Theft/Loss etc of Premises Licence or Summary	Jan-05	10.50	10.50	10.50	10.50	N
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Application for provisional statement whilst premises being built	Jan-05	315.00	315.00	315.00	315.00	N
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Notification of change of name or address of Licence Holder	Jan-05	10.50	10.50	10.50	10.50	N
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Application to vary Licence to specify individual as Premises Supervisor	Jan-05	23.00	23.00	23.00	23.00	N
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Application for Transfer of Premises Licence	Jan-05	23.00	23.00	23.00	23.00	N
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Interim Authority Notice following death etc., of licence holder	Jan-05	23.00	23.00	23.00	23.00	N
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Theft, loss of Certificate or Summary	Jan-05	10.50	10.50	10.50	10.50	N
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Notification of change of name or alteration of rules of club	Jan-05	10.50	10.50	10.50	10.50	N
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Change of Relevant registered address of Club	Jan-05	10.50	10.50	10.50	10.50	N
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Temporary Event Notice	Jan-05	21.00	21.00	21.00	21.00	N
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Loss of Temporary Event Notice	Jan-05	10.50	10.50	10.50	10.50	N
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Right of Freeholder to be notified of licensing matters	Jan-05	21.00	21.00	21.00	21.00	N
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* RATEABLE VALUES AND BANDS OF PREMISES:

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

Operational Services - General Fund

Scale of Charges 2018/19

	Effective from	(A)		(B)		(C)		(D)		VAT Ind
		<----- 2017/18 ----->		<----- 2018/19 ----->		<----- 2018/19 ----->		<----- 2018/19 ----->		
		Date last revised	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%		
		01/04/2017	01/04/2017	01/04/2017	01/04/2017	01/04/2018	01/04/2018	£	£	
			£	£	£	£	£			
PERSONAL										
Grant	Jan-05		37.00	37.00		37.00	37.00			N
Renewal	Jan-05		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			N
Duty to notify change of name or address	Jan-05		10.50	10.50		10.50	10.50			N
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			N
Existing Operator	Sep-07		100.00	100.00		100.00	100.00			N
Renewal	Sep-07		300.00	300.00		300.00	300.00			N
Change of Name	Sep-07		25.00	25.00		25.00	25.00			N
Copy of Permit	Sep-07		15.00	15.00		15.00	15.00			N
PRIZE GAMING										
New Operator	Sep-07		300.00	300.00		300.00	300.00			N
Existing Operator	Sep-07		100.00	100.00		100.00	100.00			N
Renewal	Sep-07		300.00	300.00		300.00	300.00			N
Change of Name	Sep-07		25.00	25.00		25.00	25.00			N
Copy of Permit	Sep-07		15.00	15.00		15.00	15.00			N
LOTTERY PREMISES										
Grant	Sep-07		40.00	40.00		40.00	40.00			N
Renewal	Sep-07		20.00	20.00		20.00	20.00			N
CLUB GAMING AND CLUB MACHINE PERMIT										
New Operator	Sep-07		200.00	200.00		200.00	200.00			N
Existing Operator	Sep-07		100.00	100.00		100.00	100.00			N
Renewal of Permit	Sep-07		200.00	200.00		200.00	200.00			N
Variation of Permit	Sep-07		100.00	100.00		100.00	100.00			N
Copy of Permit	Sep-07		15.00	15.00		15.00	15.00			N
Annual Fee	Sep-07		50.00	50.00		50.00	50.00			N
LICENSED PREMISES (PUBS)										
New Operator	Sep-07		150.00	150.00		150.00	150.00			N
Existing Operator	Sep-07		100.00	100.00		100.00	100.00			N
Variation of Permit	Sep-07		100.00	100.00		100.00	100.00			N
Transfer of Permit	Sep-07		25.00	25.00		25.00	25.00			N
Change of Name	Sep-07		25.00	25.00		25.00	25.00			N
Copy of Permit	Sep-07		15.00	15.00		15.00	15.00			N
Annual Fee	Sep-07		50.00	50.00		50.00	50.00			N
Notice of Intention to make gaming machines available on premises with a premises alcohol licence. Two or less Category D Gaming Machines	Sep-07		50.00	50.00		50.00	50.00			N

Operational Services - General Fund

Scale of Charges 2018/19

	Effective from	(A)	(B)	(C)	(D)	VAT Ind
		<----- 2017/18 ----->	<----- 2018/19 ----->	<----- 2018/19 ----->	<----- 2018/19 ----->	
	Date last revised	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	
		01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
SAND BAGS	Apr-11	4.17	5.00	4.17	5.00	V
STREET NAMING AND NUMBERING						
<u>Existing Residential Dwellings</u>						
Renaming Existing Dwelling	Apr-17	48.00	48.00	48.00	48.00	N
Adding a Name to a Numbered Dwelling	Apr-17	48.00	48.00	48.00	48.00	N
<i>Prices Listed above are Per Dwelling</i>						
<u>Numbering/Naming New Residential Dwellings</u>						
Including Flats/ Apartments / Conversions on Existing Road						
1 to 10 Dwellings	Apr-17	85.00	85.00	85.00	85.00	N
Over 10 Dwellings	Apr-17	65.00	65.00	85.00	85.00	N
<i>Prices Listed above are Per Dwelling</i>						
<u>Numbering/Naming New Dwellings on new road</u>						
Registering new road	Apr-17	320.00	320.00	370.00	370.00	N
Additional Fee per Dwelling on new road	Apr-17	65.00	65.00	85.00	85.00	N
Renumbering Existing Dwellings (Replan)	Apr-17	85.00	85.00	85.00	85.00	N
Confirmation of Address to Solicitors/ Conveyancers/Land Registry/ Utility Companies (Per Enquiry)	Apr-14	30.00	30.00	30.00	30.00	N
<i>Prices Listed above are Per Dwelling</i>						
<u>Industrial / Commercial Units</u>						
Numbering or Renumbering (Per Unit)	Apr-17	85.00	85.00	85.00	85.00	N
Naming or Renaming (Per Building)	Apr-17	105.00	105.00	105.00	105.00	N
Registering of new road on Industrial/ Commercial Development	Apr-17	320.00	320.00	370.00	370.00	N
Additional Fee on Industrial / Commercial Development	Apr-17	65.00	65.00	85.00	85.00	N
<i>Prices Listed above are Per Unit</i>						
LICENCE TO PLACE TABLES AND CHAIRS ON THE PUBLIC HIGHWAY						
Initial Licence	Apr-13	694.00	694.00	694.00	694.00	N
Renewal of Licence	Apr-13	225.00	225.00	225.00	225.00	N
PUBLIC CONVENIENCES						
R.A.D.A.R. Keys	Apr-09	Actual cost + 15%		Actual cost + 15%		V
Entrance Fee - Frinton Conveniences	Apr-07	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	N
VEHICLE INSPECTION						
Charges for employees requiring car loans	Apr-14	30.71	36.85	30.71	36.85	V
ABANDONED VEHICLES						
Statutory removal and disposal of abandoned vehicles	Apr-11	155.00	155.00	155.00	155.00	N

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)		
		<----- 2017/18 ----->		<----- 2018/19 ----->			
		Charge	Charge	Charge	Charge	VAT	
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind	
		of VAT	VAT where	of VAT	VAT where		
		01/04/2017	applicable	01/04/2018	applicable		
		£	@ 20%	£	@ 20%		
			£		£		
Effective from	Date last revised						
DOG WARDEN							
Charge for dog if collected by owner before kennelling:							
	Dog wearing collar and tag	Sep-11	25.00	25.00	25.00	25.00	N
	Dog without collar and tag	Sep-11	50.00	50.00	50.00	50.00	N
Charges for dog if collected by owner after kennelling:							
	Statutory Fee	Sep-11	25.00	25.00	25.00	25.00	N
	Admin/Transport charge	Sep-11	25.00	25.00	25.00	25.00	N
	Daily Kennelling Fee	Apr-17	15.00	15.00	15.00	15.00	N
	Optimum charge for micro chipping fee on return of dog	Sep-11	15.00	15.00	15.00	15.00	N
	Return dog to owners home	Apr-14	15.00	15.00	15.00	15.00	N
	Owners intentionally not claiming their dog after seizure. 7 days kennelling charge £105, plus administration fee £25, plus statutory fee £25	Apr-17	155.00	155.00	155.00	155.00	N

The cost of any veterinary treatment including care administered by the kennels is in addition to the above charges and will be recharged in full.

LICENSING AND REGISTRATION

Annual Fees:

Riding Establishment	Apr-14	210.00	210.00	210.00	210.00	N
Dangerous Wild Animals	Apr-14	210.00	210.00	210.00	210.00	N
Animal Boarding Establishments	Apr-14	185.00	185.00	185.00	185.00	N
Pet Animal Establishments	Apr-14	185.00	185.00	185.00	185.00	N
Home Boarding of Dogs	Apr-13	150.00	150.00	150.00	150.00	N
Dog Breeders	Apr-14	185.00	185.00	185.00	185.00	N
Zoos	Apr-14	480.00	480.00	480.00	480.00	N
Acupuncturist	Apr-13	120.00	120.00	120.00	120.00	N
Tattooist	Apr-14	170.00	170.00	170.00	170.00	N
Electrolysis	Apr-13	120.00	120.00	120.00	120.00	N
Ear Piercing	Apr-13	120.00	120.00	120.00	120.00	N
Amendment to Acupuncturist, Tattooist, Electrolysis or Ear Piercing Licence	Apr-13	90.00	90.00	90.00	90.00	N

The following conditions apply:

- Riding Establishments and Dangerous Wild Animals are inspected by a vet.
- All other establishments inspected by a vet where necessary.
- Where Veterinary Inspections are deemed necessary, all costs will be charged to the Licence Holder

These Fees and Charges are determined on the basis of cost recovery.

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)		
		<----- 2017/18 ----->		<----- 2018/19 ----->			
		Charge	Charge	Charge	Charge	VAT	
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind	
		of VAT	VAT where	of VAT	VAT where		
			applicable		applicable		
			@ 20%		@ 20%		
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018		
		£	£	£	£		
MOBILE HOMES SITE LICENCES							
Mobile Homes Act 2013							
<u>Application for New Site Licence</u>							
Number of Caravans							
	200+	Apr-15	513.57	513.57	513.57	513.57	N
	100 to 199	Apr-15	436.05	436.05	436.05	436.05	N
	25 to 99	Apr-15	354.65	354.65	354.65	354.65	N
	6 to 24	Apr-15	302.32	302.32	302.32	302.32	N
	1 to 5	Apr-15	286.82	286.82	286.82	286.82	N
<u>Annual Site Licence</u>							
Number of Caravans							
	200+	Apr-15	387.00	387.00	387.00	387.00	N
	100 to 199	Apr-15	310.08	310.08	310.08	310.08	N
	25 to 99	Apr-15	213.18	213.18	213.18	213.18	N
	6 to 24	Apr-15	145.35	145.35	145.35	145.35	N
	1 to 5	Apr-15	108.53	108.53	108.53	108.53	N
PRIVATE WATER SUPPLY REGULATIONS							
	Hourly Charge for risk assessments, investigations, granting of authorisations	Apr-11	An hourly charge up to a maximum of £500 for risk assessment and £100 for investigation and authorisation	An hourly charge up to a maximum of £500 for risk assessment and £100 for investigation and authorisation			N
	Sample Collection Charge (not including Analysis Costs)	Apr-11	A charge up to a maximum of £100	A charge up to a maximum of £100			N
	Analysis costs	Apr-10	Analysis cost only	Analysis cost only			N
	Certification of inventory of condemned food	Apr-14	45.00	45.00	45.00	45.00	N
	Export Certificate - Food (per certificate)	Apr-14	25.00	25.00	25.00	25.00	N
FOOD PREMISES REGULATIONS							
	Copies of Public Register:						
	Per Sheet (or part thereof)	Apr-13	25.00	30.00	25.00	30.00	V
	Entire Register	Apr-13	400.00	480.00	400.00	480.00	V
PORT HEALTH							
	Attendance of a Port Health Officer 'Outside Hours' of normal duty for EEC foodstuffs/ Third Country non animal products	Apr-17	£70.00 per hour with a minimum of £70.00 per visit	£70.00 per hour with a minimum of £70.00 per visit			N
REFUSE COLLECTION							
	Seagull proof Bags (per bag)	Apr-17	8.33	10.00	8.33	10.00	V
	Food Caddy Liners (per roll of 52)	Apr-17	1.25	1.50	1.25	1.50	V
	Dog Waste Bags (per roll of 50)	Apr-17	0.42	0.50	0.42	0.50	V

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
GARDEN WASTE COLLECTION						
Joining Fee (inc Brown Wheeled Bin)	Apr-14	25.00	25.00	25.00	25.00	N
Annual Subscription	Apr-14	50.00	50.00	50.00	50.00	N
REQUESTS FOR INFORMATION						
Provision of information involving a search of records including statutory public records, not covered by the Freedom of Information Act	Apr-17	£41.67 per hour with a minimum of £83.34 per search	£50.00 per hour with a minimum of £100.00 per search	£41.67 per hour with a minimum of £83.34 per search	£50.00 per hour with a minimum of £100.00 per search	V
Provision of factual statements under the Health and Safety at Work etc Act 1974	Apr-15	105.00	126.00	105.00	126.00	V
CEMETERIES						
Interments						
Adult Burial						
First Interment (Single Depth)						
Exclusive Right of Burial	Apr-16	785.00	785.00	785.00	785.00	N
Digging & Turf Carpeting	Apr-16	600.00	600.00	600.00	600.00	N
Chapel (Optional)	Apr-16	150.00	150.00	150.00	150.00	X
First Interment (Double Depth)						
Exclusive Right of Burial	Apr-16	785.00	785.00	785.00	785.00	N
Digging & Turf Carpeting	Apr-16	680.00	680.00	680.00	680.00	N
Chapel (Optional)	Apr-16	150.00	150.00	150.00	150.00	X
Infant & Child Burial *						
Exclusive Right of Burial	Apr-16	230.00	230.00	230.00	230.00	N
Digging & Turf Carpeting	Apr-16	150.00	150.00	150.00	150.00	N
Chapel (Optional)	Apr-16	150.00	150.00	150.00	150.00	X
Only for new graves at Clacton & Dovercourt * (Non-viable foetal remains, stillborn, and up to 12 years)						
Interment of Cremated Remains						
Exclusive Right of Burial	Apr-16	775.00	775.00	775.00	775.00	N
Digging & Turf Carpeting	Apr-16	220.00	220.00	220.00	220.00	N
Chapel (Optional)	Apr-16	150.00	150.00	155.00	155.00	X
Interment of Body Part						
Digging & Turf Carpeting	Apr-15	215.00	215.00	215.00	215.00	N
Chapel (Optional)	Apr-16	150.00	150.00	155.00	155.00	X

Note 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.

Operational Services - General Fund

Scale of Charges 2018/19

	Effective from	(A)		(B)		(C)		(D)	VAT Ind
		<----- 2017/18 ----->		<----- 2018/19 ----->		<----- 2018/19 ----->			
		Charge Exclusive of VAT 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £		
Subsequent Use of Grave or Cremated Remains Plot									
Adult Burial									
Digging & Turf Carpeting (Single Depth)	Apr-15	600.00	600.00	600.00	600.00	600.00	600.00		N
Digging & Turf Carpeting (Double Depth)	Apr-16	680.00	680.00	680.00	680.00	680.00	680.00		N
Chapel (Optional)	Apr-16	150.00	150.00	150.00	150.00	150.00	150.00		X
Infant & Child Burial									
Digging & Turf Carpeting	Apr-16	150.00	150.00	150.00	150.00	150.00	150.00		N
Chapel (Optional)	Apr-16	150.00	150.00	155.00	155.00	155.00	155.00		X
Interment of Cremated Remains									
Digging & Turf Carpeting	Apr-16	220.00	220.00	220.00	220.00	220.00	220.00		N
Chapel (Optional)	Apr-16	150.00	150.00	155.00	155.00	155.00	155.00		X
Burial In Public Grave (Clacton Only)									
Adult Burial									
Digging & Turf Carpeting	Apr-16	750.00	750.00	750.00	750.00	750.00	750.00		N
Chapel (Optional)	Apr-16	150.00	150.00	155.00	155.00	155.00	155.00		X
Chapel									
For the use of the Cemetery Chapel for a memorial service without a burial	Apr-16	150.00	150.00	155.00	155.00	155.00	155.00		X
PLEASE NOTE :									
1 Cancellation Fee if within 48 hours of Service : 50% of cost									
2 From November to February (inc) the 3:30pm time at all Cemeteries will be suspended. All 2:45pm services will be direct to grave only, with 2:00pm services being the latest time for a chapel service									
Garden of Remembrance (Clacton Only)									
Scattering of cremated remains (in Garden of Remembrance or on a grave) if cremation at Weeley	Apr-16		No charge		No charge		No charge		
Scattering of cremated remains (in Garden of Remembrance or on a grave) if cremation not at Weeley	Apr-16		No charge		No charge		No charge		
Interment of cremated remains in a Columbarium Niche	Apr-16		No charge		No charge		No charge		
Memorials (Permission to Erect)									
Memorial on any grave - Lawned, Cremated Remains or Traditional	Apr-16	150.00	150.00	150.00	150.00	150.00	150.00		N
Additional Inscription for all Memorials	Apr-16	90.00	90.00	90.00	90.00	90.00	90.00		N
Replacement Bronze Memorial Plaque for Kerbing	Apr-16	210.00	210.00	210.00	210.00	210.00	210.00		N

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
		01/04/2017	applicable	01/04/2018	applicable	
		£	@ 20%	£	@ 20%	
			£		£	
	Effective from					
	Date last revised					
Exhumation Charges						
Exhumation of Cremated Remains including Basic Polyrum	Apr-16	220.00	220.00	220.00	220.00	N
Exhumation of a body by Specialist Company	Apr-12	See note 3		See note 3		N
Note 3						
The cost of a full Exhumation will be the actual cost from the Contractor (which may vary from each Exhumation) plus the cost of preparing the Grave prior to Exhumation, being £680).						
Miscellaneous Charges						
Burial Register Search for two or more deceased	Apr-16	80.00	96.00	80.00	96.00	V
CREMATORIUM						
Cremation:						
0 - 16 years	Apr-08	No charge		No charge		
Over 16 years	Apr-16	760.00	760.00	760.00	760.00	X
Double Funeral (e.g. husband and wife)	Apr-16	1,400.00	1,400.00	1,400.00	1,400.00	X
Cremation:						
Of body parts (however caused)	Apr-16	125.00	125.00	125.00	125.00	X
Miscellaneous Charges:						
Use of chapel for separate memorial service (with or without organist)	Apr-16	155.00	155.00	155.00	155.00	X
Certified extract from Register of Cremation and/or Register Search	Apr-16	60.00	60.00	60.00	60.00	N
Non attended interment or strewing of cremated remains from another crematorium	Apr-15	No charge		No charge		
Attended interment or strewing of cremated remains from another crematorium	Apr-15	No charge		No charge		
Attended interment or strewing of remains of deceased cremated at Weeley	Apr-15	No charge		No charge		
MEMORIAL RENEWALS						
10 Year Lease	Apr-16	340.00	408.00	340.00	408.00	V
5 Year Lease	Apr-16	180.00	216.00	180.00	216.00	V
1 Year Lease	New	-	-	35.83	43.00	V

Additional fees & charges for memorials, remembrance and other optional requirements are based on cost plus overheads. A schedule of current charges will be available from the Public Realm Manager upon request (N.B. VAT will be applicable on these charges).

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
		01/04/2017	applicable	01/04/2018	applicable	
		£	@ 20%	£	@ 20%	
Effective from	Date last revised					
SHIPS WATER TESTING						
<u>Call Out for Water Test</u>						
Standard Ships						
	First Sample	Apr-15	105.00	105.00	105.00	105.00 N
	Subsequent Samples	Apr-15	45.00	45.00	45.00	45.00 N
Legionella Ships						
	First Sample	Apr-15	105.00	105.00	105.00	105.00 N
	Subsequent Samples	Apr-15	55.00	55.00	55.00	55.00 N
<u>Water Test associated with Ship Sanitation Inspection</u>						
	Standard Water Test	Apr-15	36.00	36.00	36.00	36.00 N
	Legionella Water Test	Apr-15	50.00	50.00	50.00	50.00 N
The Water Testing and Inspection Services shown above are also subject to an Officer Mileage Charge of £0.51 per mile						
PEST CONTROL						
(determined in accordance with Contract)						
Cost per treatment of private households:						
	Rats*	Apr-11	21.67	26.00	21.67	26.00 V
	Mice*	Apr-11	21.67	26.00	21.67	26.00 V
	Cockroaches	Apr-11	33.10	39.72	33.10	39.72 V
	Fleas	Apr-11	33.10	39.72	33.10	39.72 V
	Bed Bugs	Apr-11	33.10	39.72	33.10	39.72 V
	Wasps	Apr-11	33.10	39.72	33.10	39.72 V
	Ants	Apr-11	33.10	39.72	33.10	39.72 V
	Insect Pests of stored food products	Apr-11	33.10	39.72	33.10	39.72 V
* £7.50 to residents in receipt of benefit						

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
LOCAL AIR POLLUTION PREVENTION AND CONTROL CHARGES						
(Determined by Defra)						
Application Fees : Installations						
Reduced Fee Activity - Part 1	Apr-10	148.00	148.00	155.00	155.00	N
Reduced Fee Activity - Part 2, 3 or 4	Apr-10	346.00	346.00	362.00	362.00	N
Vehicle Refinishers	Apr-10	346.00	346.00	362.00	362.00	N
PVR I and II Combined	Apr-10	246.00	246.00	257.00	257.00	N
Other Part B or Solvent Emission Activity	Apr-10	1,579.00	1,579.00	1,650.00	1,650.00	N
Application Fees : Mobile Plant						
First and Second Permit	Apr-10	1,579.00	1,579.00	1,650.00	1,650.00	N
Third to Seventh Permit	Apr-10	943.00	943.00	985.00	985.00	N
Eighth Permit Onwards	Apr-10	477.00	477.00	498.00	498.00	N
Additional Fee for operating without a Permit						
Reduced fee activities	Apr-10	68.00	68.00	99.00	99.00	N
Other Part B or Solvent Emission Activity	Apr-10	1,137.00	1,137.00	1,188.00	1,188.00	N
Where an application for any of the above is for a combined Part B and waste application, an additional £310.00 will be included in the fee.						
Annual Subsistence Charges : Installations						
Other Part B or Solvent Emission Activity						
Low Risk	Apr-10	739.00	739.00	772.00	772.00	N
Medium Risk	Apr-10	1111.00	1111.00	1,161.00	1,161.00	N
High Risk	Apr-10	1672.00	1672.00	1,747.00	1,747.00	N
Other Part B or Solvent Emission Activity (<i>Additional Fee where a permit is for a combined Part B and Waste Installation</i>)						
Low Risk	Apr-10	99.00	99.00	104.00	104.00	N
Medium Risk	Apr-10	149.00	149.00	156.00	156.00	N
High Risk	Apr-10	198.00	198.00	207.00	207.00	N
Reduced Fee Activities - Part 1						
Low Risk	Apr-10	76.00	76.00	79.00	79.00	N
Medium Risk	Apr-10	151.00	151.00	158.00	158.00	N
High Risk	Apr-10	227.00	227.00	237.00	237.00	N
PVR I & II Combined Part 2, 3 & 4						
Low Risk	Apr-10	108.00	108.00	113.00	113.00	N
Medium Risk	Apr-10	216.00	216.00	226.00	226.00	N
High Risk	Apr-10	326.00	326.00	341.00	341.00	N
Vehicle Refinishers						
Low Risk	Apr-10	218.00	218.00	228.00	228.00	N
Medium Risk	Apr-10	349.00	349.00	365.00	365.00	N
High Risk	Apr-10	524.00	524.00	548.00	548.00	N
Late Payment Fee	Apr-10	50.00	50.00	52.00	52.00	N

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			applicable		applicable	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
Annual Subsistence Charges : Mobile Plant						
Mobile Screening and Crushing Plant (First and Second Permits)						
Low Risk	Apr-10	618.00	618.00	626.00	626.00	N
Medium Risk	Apr-10	989.00	989.00	1,034.00	1,034.00	N
High Risk	Apr-10	1,484.00	1,484.00	1,551.00	1,551.00	N
Mobile Screening and Crushing Plant (Third to Seventh Permits)						
Low Risk	Apr-10	368.00	368.00	385.00	385.00	N
Medium Risk	Apr-10	590.00	590.00	617.00	617.00	N
High Risk	Apr-10	884.00	884.00	924.00	924.00	N
Mobile Screening and Crushing Plant (Eighth Permit Onwards)						
Low Risk	Apr-10	189.00	189.00	198.00	198.00	N
Medium Risk	Apr-10	302.00	302.00	314.00	314.00	N
High Risk	Apr-10	453.00	453.00	473.00	473.00	N
Late Payment Fee	Apr-10	50.00	50.00	52.00	52.00	N
Where a Part B installation is subject to reporting under the E-PRTR Regulation, an additional £99.00 will be included in the fee.						
Transfer and Surrender						
Reduced Fee Activities						
Transfer	Apr-10	No charge		No charge		N
Partial Transfer	Apr-10	45.00	45.00	47.00	47.00	N
Other Part B or Solvent Emission Activity						
Transfer	Apr-10	162.00	162.00	169.00	169.00	N
Partial Transfer	Apr-10	476.00	476.00	497.00	497.00	N
New operator at low risk reduced fee activity	Apr-10	75.00	75.00	78.00	78.00	N
Surrender: All Part B activities	Apr-10	No charge		No charge		N
Temporary Transfer for Mobiles						
First transfer	Apr-10	51.00	51.00	53.00	53.00	N
Repeat following enforcement or warning	Apr-10	51.00	51.00	53.00	53.00	N
Substantial Change						
Reduced fee activities	Apr-10	98.00	98.00	102.00	102.00	N
Other Part B or Solvent Emission Activity	Apr-10	1,005.00	1,005.00	1,050.00	1,050.00	N
Other Part B or Solvent Emission Activity	Apr-10	1,579.00	1,579.00	1,650.00	1,650.00	N

Operational Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
LOCAL AUTHORITY INDUSTRIAL POLLUTION PREVENTION AND CONTROL CHARGES						
(Determined by Defra)						
Installations and Waste Incineration Plant Permit						
Application Fee	New	-	-	3,363.00	3,363.00	N
Additional Fee for operating without a permit	New	-	-	1,188.00	1,188.00	N
Annual Subsistence Charge						
Low Risk	New	-	-	1,446.00	1,446.00	N
Medium Risk	New	-	-	1,610.00	1,610.00	N
High Risk	New	-	-	2,333.00	2,333.00	N
Late Payment Fee	New	-	-	52.00	52.00	N
Substantial Variation	New	-	-	202.00	202.00	N
Transfer	New	-	-	235.00	235.00	N
Partial transfer	New	-	-	698.00	698.00	N
Surrender	New	-	-	698.00	698.00	N
SHIP INSPECTION CHARGES						
(Determined by The Association of Port Health Authorities)						
Gross Tonnage						
Up to 1,000 tonnes	Apr-17	76.00	76.00	76.00	76.00	N
1,001 - 3,000 tonnes	Apr-17	112.00	112.00	112.00	112.00	N
3,001 - 10,000 tonnes	Apr-17	172.00	172.00	172.00	172.00	N
10,001 - 20,000 tonnes	Apr-17	228.00	228.00	228.00	228.00	N
20,001 - 30,000 tonnes	Apr-17	290.00	290.00	290.00	290.00	N
Over 30,000 tonnes	Apr-17	345.00	345.00	345.00	345.00	N
With the exception of:						
Vessels with the capacity to carry between 500 and 1,000 persons	Jan-10	320.00	320.00	320.00	320.00	N
Vessels with the capacity to more than 1,000 persons	Jan-10	550.00	550.00	550.00	550.00	N
PARKING PENALTY CHARGE NOTICE RATES						
(Fees set by Central Government)						
Higher	Apr-08	70.00	70.00	70.00	70.00	N
if paid within 14 days	Apr-08	35.00	35.00	35.00	35.00	N
Lower	Apr-08	50.00	50.00	50.00	50.00	N
If paid within 14 days	Apr-08	25.00	25.00	25.00	25.00	N
FIXED PENALTY CHARGES						
Littering	Apr-11	75.00	75.00	75.00	75.00	N
Dog Fouling	Apr-17	50.00	50.00	50.00	50.00	N
Duty of Care	Apr-14	300.00	300.00	300.00	300.00	N

Operational Services - General Fund

Scale of Charges 2018/19

		(B)	(D)	
		2017/18	2018/19	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2018 £	
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	V
Up to 2 hours	Apr-12	2.40	2.40	V
Up to 4 hours	Apr-12	4.60	4.60	V
Over 4 hours	Apr-08	6.00	6.00	V
Commercial Vehicles (after 6 pm only)	Apr-06	7.00	7.00	V
Over 2 hours upper levels Multi storey only	Apr-04	4.00	4.00	V
Alton Park Road (B), Clacton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-07	0.80	0.80	V
Up to 2 hours	Apr-07	1.20	1.20	V
Up to 4 hours	Apr-07	2.00	2.00	V
Up to 6 hours	Apr-07	4.00	4.00	V
Over 6 hours	Apr-07	4.50	4.50	V
Hastings Avenue (B), Clacton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 2 hours	Apr-12	2.50	2.50	V
Up to 4 hours	Apr-12	4.50	4.50	V
Over 4 hours	Apr-05	6.00	6.00	V
Martello Bay Coach Park, Marine Parade West, Clacton				
Coaches and Double Decker Buses only:				
Up to 8 hours	Apr-05	7.00	7.00	V
Over 8 hours - up to 24 hours	Apr-05	10.00	10.00	V
Cars, Motorcycles and Motorcycle combinations:				
Up to 2 hours	Apr-15	2.50	2.50	V
Up to 4 hours	Apr-15	4.50	4.50	V
Over 4 hours	Apr-15	6.00	6.00	V
Agate Road (A), Clacton (short stay)				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	1.40	1.40	V
Up to 2 hours	Apr-12	2.60	2.60	V
Up to 3 hours	Apr-06	4.00	4.00	V
Over 3 hours	Apr-06	10.00	10.00	V

Operational Services - General Fund

Scale of Charges 2018/19

		(B)	(D)	
		2017/18	2018/19	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2018 £	
Wellesley Road (B), Clacton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-06	1.00	1.00	V
1 to 2 hours	Apr-06	2.00	2.00	V
2 to 4 hours	Apr-05	4.00	4.00	V
Over 4 hours	Apr-11	5.00	5.00	V
York Road, (B) Holland-on-Sea				
Cars, Minibuses, Motorcycles and Motorcycle combinations:				
Up to 3 hours	Apr-16	1.00	1.00	V
All day	Apr-16	2.00	2.00	V
Beach Hut Owner Permit	Apr-16	20.00	20.00	V
Brighton Road, (B) Holland-on-Sea				
Cars, Minibuses, Motorcycles and Motorcycle combinations:				
Up to 3 hours	Apr-16	1.00	1.00	V
All day	Apr-16	2.00	2.00	V
Beach Hut Owner Permit	Apr-16	20.00	20.00	V
Hazlemere Road, (B) Holland-on-Sea				
Cars, Minibuses, Motorcycles and Motorcycle combinations:				
Up to 3 hours	Apr-16	1.00	1.00	V
All day	Apr-16	2.00	2.00	V
Beach Hut Owner Permit	Apr-16	20.00	20.00	V
Ipswich Rd (B), Holland on Sea				
Cars, Motorcycles and Motorcycle combinations:				
Up to 30 minutes	Apr-06	0.50	0.50	V
Up to 1 hour	Apr-06	0.70	0.70	V
1 to 3 hours	Apr-06	1.20	1.20	V
Up to 4 hours	Apr-05	3.00	3.00	V
Over 4 hours	Apr-07	10.00	10.00	V
Evening Tariff 6pm to 8am	Apr-08	1.00	1.00	V
Holland Haven and the Naze, Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	1.20	1.20	V
Up to 2 hours	Apr-12	2.20	2.20	V
Up to 4 hours	Apr-12	4.00	4.00	V
Up to 24 hours	Apr-12	5.00	5.00	V
Beach Hut Owner Permit	Apr-04	20.00	20.00	V
Evening Tariff 6pm to 8am	Apr-08	1.00	1.00	V
The concession rate for residents for the Tendring District to park free until 10.30am remains unchanged				

Operational Services - General Fund

Scale of Charges 2018/19

		(B)	(D)	
		2017/18	2018/19	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2018 £	
Station Yard (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
	Up to 2 hours	2.00	2.00	V
	Up to 4 hours	3.50	3.50	V
	Over 4 hours	5.00	5.00	V
Buses and Commercial vehicles				
	Up to 4 hours	4.50	4.50	V
	Over 4 hours	6.50	6.50	V
Church Road (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
	Up to 2 hours	2.00	2.00	V
	Up to 4 hours	3.50	3.50	V
	Over 4 hours	5.50	5.50	V
High Street (A), Walton				
Cars, Motorcycles and Motorcycle combinations:				
	Up to 1 hour	1.00	1.00	V
	Up to 2 hours	1.50	1.50	V
	Up to 4 hours	3.00	3.00	V
	Over 4 hours	6.00	6.00	V
Frinton and Walton Swimming Pool Car Park, Walton				
Cars, Minibuses, Motorcycles and Motorcycle combinations:				
	Up to 3 hours (Pool Users only. Refundable on day of issue)	4.00	4.00	V
	3 to 5 hours	6.00	6.00	V
Mill Lane (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
	Up to 1 hour	0.80	0.80	V
	Up to 3 hours	2.20	2.20	V
	Over 3 hours	5.00	5.00	V
Coronation (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
	Up to 1 hour	1.40	1.40	V
	Up to 3 hours	4.00	4.00	V
	Over 3 hours	6.00	6.00	V
	Coaches up to 8 hours	7.00	7.00	V
	Coaches up to 24 hours	10.00	10.00	V
Milton Road (A), Dovercourt				
Cars, Motorcycles and Motorcycle combinations:				
	Up to 1 hour	0.80	0.80	V
	Up to 2 hours	1.40	1.40	V
	Up to 4 hours	3.00	3.00	V
	Over 4 hours	5.00	5.00	V

Operational Services - General Fund

Scale of Charges 2018/19

		(B)	(D)	
		2017/18	2018/19	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2018 £	
Lower Marine Parade (B), Dovercourt (April to September)				
Cars, Motorcycles and Motorcycle combinations:				
All Day	Apr-16	1.00	1.00	V
Beach Hut Owner Permit	Apr-07	20.00	20.00	V
The Quay (Time Restricted Permits Only)				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	1.00	1.00	V
Up to 2 hours	Apr-12	2.20	2.20	V
Up to 4 hours	Apr-12	3.50	3.50	V
Over 4 hours	Apr-05	5.00	5.00	V
Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm)	Apr-02	10.00	10.00	V
Wellington Road (B), Harwich				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-11	0.50	0.50	V
1 to 4 hours	Apr-11	2.00	2.00	V
Over 4 hours	Apr-11	3.00	3.00	V
Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm)	Apr-02	10.00	10.00	V
Tower Street (B), Brightlingsea				
Cars, Motorcycles and Motorcycle combinations:				
Up to 2 hours	Apr-12	1.60	1.60	V
Up to 4 hours	Apr-12	3.40	3.40	V
Over 4 hours	Apr-05	6.00	6.00	V
Up to 72 hours (weekend)	Apr-12	12.00	12.00	V
Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm)	Apr-02	10.00	10.00	V
Promenade Way (B), Brightlingsea (May to September)				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	0.80	0.80	V
Up to 2 hours	Apr-12	1.50	1.50	V
Up to 4 hours	Apr-12	2.80	2.80	V
Over 4 hours	Apr-05	5.00	5.00	V
Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm)	Apr-02	10.00	10.00	V
Beach Hut Owner Permit	Apr-07	20.00	20.00	V

Operational Services - General Fund

Scale of Charges 2018/19

		(B)	(D)	
		2017/18	2018/19	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2018 £	
Western Promenade Grass (B), Brightlingsea (May to September)				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	0.80	0.80	V
Up to 2 hours	Apr-12	1.50	1.50	V
Up to 4 hours	Apr-12	2.80	2.80	V
Over 4 hours	May-10	4.00	4.00	V
Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm)	Apr-07	10.00	10.00	V
Beach Hut Owner Permit	Apr-07	20.00	20.00	V
Oyster Tank Road (B), Brightlingsea (May to September)				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	May-10	0.50	0.50	V
1 to 4 hours	May-10	1.50	1.50	V
Over 4 hours	May-10	3.00	3.00	V
Time restricted permit (Yearly) (Before 9.00 am and after 4.00 pm)	Apr-07	10.00	10.00	V
Beach Hut Owner Permit	Apr-07	20.00	20.00	V
Jaywick Beach (B), Jaywick				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	1.00	1.00	V
Up to 2 hours	Apr-12	2.00	2.00	V
Up to 4 hours	Apr-12	3.80	3.80	V
Over 4 hours	Apr-04	5.00	5.00	V
Seafront Bays, (B) Clacton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-12	0.60	0.60	V
1 to 4 hours	Apr-12	2.60	2.60	V
Over 4 hours	Apr-07	5.00	5.00	V
Dovercourt Swimming Pool Car Park, Dovercourt				
Cars, Minibuses, Motorcycles and Motorcycle combinations:				
Up to 3 hours (Pool Users only. Refundable on day of issue)	Apr-08	1.50	1.50	V
Over 3 hours	Apr-08	6.00	6.00	V
Victoria Place, (B) Brightlingsea				
Cars, Minibuses, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-08	0.50	0.50	V
1 to 2 hours	Apr-08	1.00	1.00	V
2 to 4 hours	Apr-08	2.00	2.00	V
4 to 6 hours	Apr-08	3.00	3.00	V
Over 6 hours	Apr-08	5.00	5.00	V
Time restricted permit (Yearly) Before 9am and after 4pm	Apr-08	10.00	10.00	V

Operational Services - General Fund

Scale of Charges 2018/19

	Effective from	(B)	(D)	VAT Ind
		2017/18	2018/19	
	Date last revised	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £	
Season Tickets:				
Category (A)	Apr-12	330.00	330.00	V
Category (B)	Apr-12	190.00	190.00	V
On Street Dispensation Permit:				
1st day	Apr-12	10.00	10.00	N
Each following day up to one week	Apr-06	5.00	5.00	N
Tendring District Council Householder Parking Permit Scheme				
Initial Permit		No charge	No charge	
Second Permit	Apr-16	20.00	20.00	V
Further Permits	Apr-16	50.00	50.00	V
Non Resident Permit	Apr-16	50.00	50.00	V
Change of Registration Fee	Apr-16	5.00	5.00	V
The above Permits are valid from September to June, a separate permit will need to be purchased for the months of July and August				
Monthly Parking Permits				
July - August (per Month)	Apr-16	20.00	20.00	V

In addition to the above fee paying car parks, the Council operates a number of free car parks.

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
DEVELOPMENT CONTROL						
Copy planning permissions (including extraction)						
Scanned and emailed	Apr-12		No charge		No charge	
Printed and posted	Apr-12		Cost of postage *		Cost of postage *	V
* possible additional charge at the discretion of the Head of Department depending on number of copies requested.						
Plan printing - dyeline machine (exclusive of						
By size:						
A0	Nov-13	8.33	10.00	8.33	10.00	V
A1	Nov-13	6.67	8.00	6.67	8.00	V
A2	Nov-13	5.00	6.00	5.00	6.00	V
Provision of complex statistical or planning information:						
Per hour	Nov-13	37.50	45.00	37.50	45.00	V
ENFORCEMENT						
High Hedges - processing formal complaint (Anti-Social Behaviour Act 2003 - Part VIII)	Apr-11	450.00	450.00	450.00	450.00	N
Release of stored illegal advertisements removed from land, buildings and street furniture in the district	Jun-17	25.00	25.00	25.00	25.00	N
SECTION 106 MONITORING FEES						
<u>Monitoring Fee</u>						
Minimum Charge	Apr-11	300.00	300.00	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	N
<u>Other Monitoring Fee</u>						
Administration charge or simple agreements - minimum charge	Apr-09	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	Apr-11	100.00	100.00	100.00	100.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

	(A)	(B)	(C)	(D)		
	<----- 2017/18 ----->		<----- 2018/19 ----->			
	Date last revised	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from		01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
LOCAL PLAN (All fees are excluding the cost of post and packaging)						
Tendring District Local Plan	Apr-17	70.00	70.00	70.00	70.00	N
Common Strategic Part 1 for Local Plans:						
Environmental Report (June 2016)	Apr-17	10.00	10.00	10.00	10.00	N
Non-Technical Summary (June 2016)	Apr-17	3.00	3.00	3.00	3.00	N
Annex A Plans and Programmes (June 2016)	Apr-17	5.00	5.00	5.00	5.00	N
Annex B Baseline Information (June 2016)	Apr-17	6.00	6.00	6.00	6.00	N
Part 2 Local Plan (June 2016)	Apr-17	15.00	15.00	15.00	15.00	N
Boundary definition for Proposed Extension to the Suffolk Coasts and Heaths AONB on the South Side of the Stour Estuary (June 2003)	Apr-17	20.00	20.00	20.00	20.00	N
TOWN AND COUNTRY PLANNING						
Pre-Application Advice Service Fees						
Small Scale Proposals	Aug-13	35.00	35.00	35.00	35.00	N
Dwellings (new developments and conversions of existing buildings)						
1 to 4 units	Aug-13	100.00	100.00	100.00	100.00	N
5 to 9 units	Aug-13	400.00	400.00	400.00	400.00	N
10 to 49 units	Aug-13	750.00	750.00	750.00	750.00	N
50+ units	Aug-13	2,500.00	2,500.00	2,500.00	2,500.00	N
Changes of use/operation development	Aug-13	100.00	100.00	100.00	100.00	N
Business and commercial development/additional floor space						
Extensions and alterations less than 100	Aug-13	100.00	100.00	100.00	100.00	N
Extensions and alterations 100 - 499 sq.m	Aug-13	250.00	250.00	250.00	250.00	N
Extensions and alterations 500 - 999 sq.m	Aug-13	1,000.00	1,000.00	1,000.00	1,000.00	N
Extensions and alterations of 1000 sq.m or more	Aug-13	2,500.00	2,500.00	2,500.00	2,500.00	N
Major development	Aug-13	2,500.00	2,500.00	2,500.00	2,500.00	N
Further Pre App Meetings	Aug-13	50.00	50.00	50.00	50.00	N
All Other Categories	Aug-13	200.00	200.00	200.00	200.00	N

Please note that certain exemptions and concessions may be available on the above Planning Application Fees and Charges.

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			applicable		applicable	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
LOCAL LAND CHARGES * REGISTER						
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	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	Apr-15	14.00	14.00	14.00	14.00	N
(ii) in any other case	Apr-15	14.00	14.00	14.00	14.00	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	N
Registration of a charge in Part 11 of the register (light obstruction notices)	Apr-09	45.00	45.00	45.00	45.00	N
Filing a definitive certificate of the Lands Tribunal under rule 10(3) of the Local Land Charges Rules 1977	Apr-09	45.00	45.00	45.00	45.00	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	45.00	45.00	45.00	45.00	N
Inspection of documents filed under rule 10 of the Local Land Charges Rules 1977 in respect of each parcel of land	Apr-09	45.00	45.00	45.00	45.00	N
CON29						
Basic enquiry (Includes the Essex County Council fee) +	Apr-17	47.50	57.00	47.50	57.00	V
Con 29 questions (Questions 4-21)	Apr-17	10.00	12.00	10.00	12.00	V
Con 29 questions (Question 22)	Apr-08	16.67	20.00	16.67	20.00	V
Each additional property (excl. statutory fee)	Apr-17	13.33	16.00	13.33	16.00	V
Each additional question	Apr-08	10.00	10.00	10.00	10.00	N
Copy of search	Apr-08	13.00	13.00	13.00	13.00	N

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

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
BUILDING CONTROL TABLE A - NEW DWELLINGS						
DWELLING HOUSES AND FLATS NOT EXCEEDING 300m²						
FULL PLANS APPLICATION - PLAN CHARGE						
Houses or Bungalows less than 4 storeys						
	1 Plot	Apr-11	150.00	180.00	150.00	180.00 V
	2 Plots	Apr-11	225.00	270.00	225.00	270.00 V
	3 Plots	Apr-11	302.50	363.00	302.50	363.00 V
	4 Plots	Apr-11	350.00	420.00	350.00	420.00 V
	5 Plots	Apr-11	397.50	477.00	397.50	477.00 V
Flats						
	1	Apr-11	150.00	180.00	150.00	180.00 V
	2	Apr-11	225.00	270.00	225.00	270.00 V
	3	Apr-11	302.50	363.00	302.50	363.00 V
	4	Apr-11	350.00	420.00	350.00	420.00 V
	5	Apr-11	397.50	477.00	397.50	477.00 V
Conversion to						
	Single Dwelling-House	Apr-11	130.00	156.00	130.00	156.00 V
	Single Flat	Apr-11	130.00	156.00	130.00	156.00 V
Notifiable Electrical work						
	(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	29.17	35.00	29.17	35.00 V
FULL PLANS APPLICATION - INSPECTION CHARGE						
Houses or Bungalows less than 4 storeys						
	1 Plot	Apr-11	331.67	398.00	331.67	398.00 V
	2 Plots	Apr-11	533.33	640.00	533.33	640.00 V
	3 Plots	Apr-11	711.67	854.00	711.67	854.00 V
	4 Plots	Apr-11	890.00	1,068.00	890.00	1,068.00 V
	5 Plots	Apr-11	1,068.33	1,282.00	1,068.33	1,282.00 V
Flats						
	1	Apr-11	302.50	363.00	302.50	363.00 V
	2	Apr-11	475.00	570.00	475.00	570.00 V
	3	Apr-11	600.00	720.00	600.00	720.00 V
	4	Apr-11	795.83	955.00	795.83	955.00 V
	5	Apr-11	960.83	1,153.00	960.83	1,153.00 V
Conversion to						
	Single Dwelling-House	Apr-11	331.67	398.00	331.67	398.00 V
	Single Flat	Apr-11	320.83	385.00	320.83	385.00 V
Notifiable Electrical work						
	(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	89.17	107.00	89.17	107.00 V

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
BUILDING CONTROL TABLE A - NEW DWELLINGS						
DWELLING HOUSES AND FLATS NOT EXCEEDING 300m²						
BUILDING NOTICE CHARGE						
Houses or Bungalows less than 4 storeys						
1 Plot	Apr-11	512.50	615.00	512.50	615.00	V
2 Plots	Apr-11	806.67	968.00	806.67	968.00	V
3 Plots	Apr-11	1,052.50	1,263.00	1,052.50	1,263.00	V
4 Plots	Apr-11	1,300.00	1,560.00	1,300.00	1,560.00	V
5 Plots	Apr-11	1,527.50	1,833.00	1,527.50	1,833.00	V
Flats						
1	Apr-11	475.00	570.00	475.00	570.00	V
2	Apr-11	711.67	854.00	711.67	854.00	V
3	Apr-11	972.50	1,167.00	972.50	1,167.00	V
4	Apr-11	1,216.67	1,460.00	1,216.67	1,460.00	V
5	Apr-11	1,411.67	1,694.00	1,411.67	1,694.00	V
Conversion to						
Single Dwelling-House	Apr-11	504.17	605.00	504.17	605.00	V
Single Flat	Apr-11	465.00	558.00	465.00	558.00	V
Notifiable Electrical work						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	120.83	145.00	120.83	145.00	V
REGULARISATION CHARGE						
Houses less than 4 storeys or Bungalows						
1 Plot	Oct-10	625.00	625.00	625.00	625.00	N
2 Plots	Oct-10	985.00	985.00	985.00	985.00	N
3 Plots	Oct-10	1,278.00	1,278.00	1,278.00	1,278.00	N
4 Plots	Oct-10	1,572.00	1,572.00	1,572.00	1,572.00	N
5 Plots	Oct-10	1,878.00	1,878.00	1,878.00	1,878.00	N
Flats						
1	Oct-10	580.00	580.00	580.00	580.00	N
2	Oct-10	865.00	865.00	865.00	865.00	N
3	Oct-10	1,178.00	1,178.00	1,178.00	1,178.00	N
4	Oct-10	1,472.00	1,472.00	1,472.00	1,472.00	N
5	Oct-10	1,769.00	1,769.00	1,769.00	1,769.00	N
Conversion to						
Single Dwelling-House	Oct-10	625.00	625.00	625.00	625.00	N
Single Flat	Oct-10	570.00	570.00	570.00	570.00	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	160.00	N

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
BUILDING CONTROL TABLE B - WORK TO A SINGLE DWELLING						
LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
FULL PLANS SUBMISSIONS - PLAN FEES						
Extension and New Build						
Separate single storey extension with floor area not exceeding 40m ²	Apr-11	108.33	130.00	108.33	130.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	131.67	158.00	131.67	158.00	V
Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ²	Apr-11	108.33	130.00	108.33	130.00	V
Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	144.17	173.00	144.17	173.00	V
A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ²	Apr-11	90.83	109.00	90.83	109.00	V
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Apr-11	96.67	116.00	96.67	116.00	V
Conversions						
First floor and second floor loft conversions	Apr-11	145.83	175.00	145.83	175.00	V
Other work (e.g. garage conversions)	Apr-11	70.83	85.00	70.83	85.00	V
Alterations (including underpinning)						
Renovation of a thermal element	Apr-11	29.17	35.00	29.17	35.00	V
Replacement of windows, roof lights, roof windows or external glazed doors	Apr-11	29.17	35.00	29.17	35.00	V
Cost of work not exceeding £1,000	Apr-12	58.33	70.00	58.33	70.00	V
Cost of work exceeding £1,000 but not exceeding £5,000 (Including Renewable Energy systems of whatever cost)	Apr-11	76.67	92.00	76.67	92.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	89.17	107.00	89.17	107.00	V
Cost of work exceeding £25,000 and not exceeding £100,000	Apr-11	150.00	180.00	150.00	180.00	V
Notifiable Electrical work in addition to the above (where applicable)						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	29.17	35.00	29.17	35.00	V

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
BUILDING CONTROL TABLE B - WORK TO A SINGLE DWELLING						
LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
FULL PLANS SUBMISSIONS - INSPECTION FEES						
Extension and New Build						
Separate single storey extension with floor area not exceeding 40m ²	Apr-11	287.50	345.00	287.50	345.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Oct-10	400.00	480.00	400.00	480.00	V
Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ²	Apr-11	325.00	390.00	325.00	390.00	V
Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	416.67	500.00	416.67	500.00	V
A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ²	Apr-11	182.50	219.00	182.50	219.00	V
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Apr-11	218.33	262.00	218.33	262.00	V
Conversions						
First floor and second floor loft conversions	Apr-11	245.83	295.00	245.83	295.00	V
Other work (e.g. garage conversions)	Apr-11	108.33	130.00	108.33	130.00	V
Alterations (including underpinning)						
Renovation of a thermal element	Apr-11	70.83	85.00	70.83	85.00	V
Replacement of windows, roof lights, roof windows or external glazed doors	Apr-11	70.83	85.00	70.83	85.00	V
Cost of work not exceeding £1,000	Apr-12	75.00	90.00	75.00	90.00	V
Cost of work exceeding £1,000 but not exceeding £5,000 (Including Renewable Energy systems of whatever cost)	Apr-11	83.33	100.00	83.33	100.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	179.17	215.00	179.17	215.00	V
Cost of work exceeding £25,000 and not exceeding £100,000	Apr-11	279.17	335.00	279.17	335.00	V
Notifiable Electrical work in addition to the above (where applicable)						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	89.17	107.00	89.17	107.00	V

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
Effective from	Date last revised	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
BUILDING CONTROL TABLE B - WORK TO A SINGLE DWELLING						
LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
BUILDING NOTICE CHARGE						
Extension and New Build						
Separate single storey extension with floor area not exceeding 40m ²	Apr-11	412.50	495.00	412.50	495.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	541.67	650.00	541.67	650.00	V
Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ²	Apr-11	450.00	540.00	450.00	540.00	V
Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	575.00	690.00	575.00	690.00	V
A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m ²	Apr-11	280.83	337.00	280.83	337.00	V
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Apr-11	329.17	395.00	329.17	395.00	V
Conversions						
First floor and second floor loft conversions	Apr-11	412.50	495.00	412.50	495.00	V
Other work (e.g. garage conversions)	Apr-11	187.50	225.00	187.50	225.00	V
Alterations (including underpinning)						
Renovation of a thermal element	Apr-11	104.17	125.00	104.17	125.00	V
Replacement of windows, roof lights, roof windows or external glazed doors	Apr-11	104.17	125.00	104.17	125.00	V
Cost of work not exceeding £1,000	Apr-12	141.67	170.00	141.67	170.00	V
Cost of work exceeding £1,000 but not exceeding £5,000 (Including Renewable Energy systems of whatever cost)	Apr-11	166.67	200.00	166.67	200.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	283.33	340.00	283.33	340.00	V
Cost of work exceeding £25,000 and not exceeding £100,000	Apr-11	450.00	540.00	450.00	540.00	V
Notifiable Electrical work in addition to the above (where applicable)						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	120.83	145.00	120.83	145.00	V

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

	Effective from	(A)	(B)	(C)	(D)	VAT Ind
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Date last revised	Charge Exclusive of VAT 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Exclusive of VAT 01/04/2018 £	
BUILDING CONTROL TABLE B - WORK TO A SINGLE DWELLING LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
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	500.00	N
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Oct-10	660.00	660.00	660.00	660.00	N
Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ²	Oct-10	550.00	550.00	550.00	550.00	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	700.00	700.00	700.00	700.00	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	340.00	N
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Oct-10	400.00	400.00	400.00	400.00	N
Conversions						
First floor and second floor loft conversions	Oct-10	500.00	500.00	500.00	500.00	N
Other work (e.g. garage conversions)	Oct-10	250.00	250.00	250.00	250.00	N
Alterations (including underpinning)						
Renovation of a thermal element	Oct-10	130.00	130.00	130.00	130.00	N
Replacement of windows, roof lights, roof windows or external glazed doors	Oct-10	130.00	130.00	130.00	130.00	N
Cost of work not exceeding £1,000	Apr-12	180.00	180.00	180.00	180.00	N
Cost of work exceeding £1,000 but not exceeding £5,000 (Including Renewable Energy systems of whatever cost)	Oct-10	210.00	210.00	210.00	210.00	N
Cost of work exceeding £5,000 and not exceeding £25,000	Oct-10	350.00	350.00	350.00	350.00	N
Cost of work exceeding £25,000 and not exceeding £100,000	Oct-10	545.00	545.00	545.00	545.00	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	160.00	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.

Planning and Regeneration Services - General Fund

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		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
	Effective from	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
		£	£	£	£	
BUILDING CONTROL TABLE C - ALL OTHER NON DOMESTIC WORK						
LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
FULL PLANS SUBMISSIONS - PLAN FEES						
Extensions and New Build						
Separate single storey extension with floor area not exceeding 40m ²	Apr-11	125.00	150.00	125.00	150.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	150.00	180.00	150.00	180.00	V
Separate extension with some part 2 or 3 storey in height and a total floor area not exceeding 40m ²	Apr-11	141.67	170.00	141.67	170.00	V
Separate extension with some part 2 or 3 storey in height and a total floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	179.17	215.00	179.17	215.00	V
Alterations						
Cost of work not exceeding £5,000	Apr-11	83.33	100.00	83.33	100.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units)	Apr-11	83.33	100.00	83.33	100.00	V
Renewable Energy systems (not covered by an appropriate competent persons scheme)	Apr-11	83.33	100.00	83.33	100.00	V
Installation of new shop front	Apr-11	83.33	100.00	83.33	100.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	116.67	140.00	116.67	140.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units)	Apr-11	116.67	140.00	116.67	140.00	V
Renovation of thermal elements	Apr-11	116.67	140.00	116.67	140.00	V
Installation of a raised storage platform within an existing building	Apr-11	116.67	140.00	116.67	140.00	V
Cost of works exceeding £25,000 and not exceeding £100,000	Apr-11	179.17	215.00	179.17	215.00	V
Fit out of building up to 100mm ²	Apr-11	179.17	215.00	179.17	215.00	V

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
		£	£	£	£	
	Effective from	01/04/2017	01/04/2017	01/04/2018	01/04/2018	
BUILDING CONTROL TABLE C - ALL OTHER NON DOMESTIC WORK						
LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
FULL PLANS SUBMISSIONS - INSPECTION FEES						
Separate single storey extension with floor area not exceeding 40m ²	Apr-11	291.67	350.00	291.67	350.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	408.33	490.00	408.33	490.00	V
Separate extension with some part 2 or 3 storey in height and a total floor area not exceeding 40m ²	Apr-11	331.67	398.00	331.67	398.00	V
Separate extension with some part 2 or 3 storey in height and a total floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	433.33	520.00	433.33	520.00	V
Alterations						
Cost of work not exceeding £5,000	Apr-11	108.33	130.00	108.33	130.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units)	Apr-11	108.33	130.00	108.33	130.00	V
Renewable Energy systems (not covered by an appropriate competent persons scheme)	Apr-11	108.33	130.00	108.33	130.00	V
Installation of new shop front	Apr-11	108.33	130.00	108.33	130.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	183.33	220.00	183.33	220.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units)	Apr-11	183.33	220.00	183.33	220.00	V
Renovation of thermal elements	Apr-11	183.33	220.00	183.33	220.00	V
Installation of a Raised Storage Platform within an existing building	Apr-11	183.33	220.00	183.33	220.00	V
Cost of works exceeding £25,000 and not exceeding £100,000	Apr-11	331.67	398.00	331.67	398.00	V
Fit out of building up to 100mm ²	Apr-11	331.67	398.00	331.67	398.00	V

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

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)	
		<----- 2017/18 ----->		<----- 2018/19 ----->		
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
BUILDING CONTROL TABLE C - ALL OTHER NON DOMESTIC WORK LIMITED TO WORK NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL						
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	545.00	N
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Oct-10	700.00	700.00	700.00	700.00	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	625.00	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	750.00	N
Alterations						
Cost of work not exceeding £5,000	Oct-10	250.00	250.00	250.00	250.00	N
Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units)	Oct-10	250.00	250.00	250.00	250.00	N
Renewable Energy systems (not covered by an appropriate competent persons scheme)	Oct-10	250.00	250.00	250.00	250.00	N
Installation of new shop front	Oct-10	250.00	250.00	250.00	250.00	N
Cost of work exceeding £5,000 and not exceeding £25,000	Oct-10	380.00	380.00	380.00	380.00	N
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units)	Oct-10	380.00	380.00	380.00	380.00	N
Renovation of thermal elements	Oct-10	380.00	380.00	380.00	380.00	N
Installation of a raised storage platform within an existing building	Oct-10	380.00	380.00	380.00	380.00	N
Cost of works exceeding £25,000 and not exceeding £100,000	Oct-10	635.00	635.00	635.00	635.00	N
Fit out of building up to 100mm ²	Oct-10	635.00	635.00	635.00	635.00	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.

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)		
		<----- 2017/18 ----->		<----- 2018/19 ----->			
	Effective from	Charge Exclusive of VAT 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £	VAT Ind	
TOWN AND COUNTRY PLANNING							
(Statutory Fees)							
<u>OUTLINE PLANNING APPLICATIONS</u>							
1	Dwellings and other types of building - per 0.1 hectare of part thereof up to 2.5 hectare of site area	Nov-12	385.00	385.00	385.00	385.00	N
	Exceeds 2.5 Hectares of Site Area	Nov-12	9,527.00	9,527.00	9,527.00	9,527.00	N
	Dwellings and other types of building - an additional fee for each 0.1 hectare over 2.5 hectares	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Apr-08	125,000.00	125,000.00	125,000.00	125,000.00	N
2	Erection of other buildings including agricultural buildings - for each 0.1 hectare or part thereof up to 2.5 hectares	Nov-12	385.00	385.00	385.00	385.00	N
	Exceeds 2.5 Hectares of Site Area	Nov-12	9,527.00	9,527.00	9,527.00	9,527.00	N
	Erection of other buildings including agricultural buildings - an additional fee for each 0.1 hectare over 2.5 hectares	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Apr-08	125,000.00	125,000.00	125,000.00	125,000.00	N
<u>FULL APPLICATIONS AND RESERVED MATTERS</u>							
3	New dwellings - per dwelling up to 50	Nov-12	385.00	385.00	385.00	385.00	N
	New dwellings - Exceeds 50 Dwellings	Nov-12	19,049.00	19,049.00	19,049.00	19,049.00	N
	New dwellings: Additional fee exceeds 50 dwellings - Each dwelling	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Apr-08	250,000.00	250,000.00	250,000.00	250,000.00	N
4	Householder alterations or extensions to a dwelling	Nov-12	172.00	172.00	172.00	172.00	N
5	Alteration or extensions to 2 or more dwellings	Nov-12	339.00	339.00	339.00	339.00	N
6	Operations within the curtilage of a dwelling	Nov-12	172.00	172.00	172.00	172.00	N
7	Conversion of buildings into houses/flats each additional unit to a maximum of 50	Nov-12	385.00	385.00	385.00	385.00	N
	Conversion of buildings into houses/flats - Exceeds 50 houses/flats	Nov-12	19,049.00	19,049.00	19,049.00	19,049.00	N
	Conversion of buildings into houses/flats - additional payment for each unit exceeding 50 houses/flats	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Nov-12	250,000.00	250,000.00	250,000.00	250,000.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)		
		<----- 2017/18 ----->		<----- 2018/19 ----->			
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind	
	Effective from	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £		
	Date last revised						
8	<u>Agricultural</u>						
	Nov-12						
	a) Gross floorspace not more than 465m ²	Nov-12	80.00	80.00	80.00	80.00	N
	b) Gross floorspace 465m ² – 540m ²	Nov-12	385.00	385.00	385.00	385.00	N
	c) Gross floorspace over 540m ²	Nov-12	385.00	385.00	385.00	385.00	N
	d) Gross floorspace for every 75m ² in excess of 540m ² up to 4215m ²	Nov-12	385.00	385.00	385.00	385.00	N
	e) Gross floorspace over 4215m ²	Nov-12	19,049.00	19,049.00	19,049.00	19,049.00	N
	f) Gross floorspace over 4215m ² for each additional 75m ²	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Apr-08	250,000.00	250,000.00	250,000.00	250,000.00	N
9	<u>Other Buildings:</u>						
	Nov-12						
	a) No floor space created, e.g. shop front	Nov-12	195.00	195.00	195.00	195.00	N
	b) Up to 40m ²	Nov-12	195.00	195.00	195.00	195.00	N
	c) Over 40m ² but up to 75m ²	Nov-12	385.00	385.00	385.00	385.00	N
	d) Over 75m ² per 75m ² or part thereof up to 3750m ²	Nov-12	385.00	385.00	385.00	385.00	N
	e) Over 3750m ²	Nov-12	19,049.00	19,049.00	19,049.00	19,049.00	N
	f) Over 3750m ² for each additional 75m ²	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Apr-08	250,000.00	250,000.00	250,000.00	250,000.00	N
10	Change of use (except category 7)	Nov-12	385.00	385.00	385.00	385.00	N
11	Erection, alteration of plant and machinery - 0.1 hectare of part thereof up to 5 hectares	Nov-12	385.00	385.00	385.00	385.00	N
	Erection, alteration of plant and machinery - an additional for each 0.1 hectare over 5 hectares	Nov-12	115.00	115.00	115.00	115.00	N
	Exceeds 5 hectares	Nov-12	19,049.00	19,049.00	19,049.00	19,049.00	N
	For each 0.1 hectare in excess of 5 hectares.	Nov-12	115.00	115.00	115.00	115.00	N
	Maximum fee for the above categories	Apr-08	250,000.00	250,000.00	250,000.00	250,000.00	N
12	Car parks, service roads and other accesses	Nov-12	195.00	195.00	195.00	195.00	N
13	Other operations on land - per 0.1 hectare or part thereof	Nov-12	195.00	195.00	195.00	195.00	N
	Maximum fee for the above category.	Feb-10	1,690.00	1,690.00	1,690.00	1,690.00	N
14	Vary or remove a condition.	Nov-12	195.00	195.00	195.00	195.00	N
15	Playing field for non-profit making club	Nov-12	385.00	385.00	385.00	385.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)		
		<----- 2017/18 ----->		<----- 2018/19 ----->			
	Effective from	Date last revised	Charge Exclusive of VAT 01/04/2017 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2017 £	Charge Exclusive of VAT 01/04/2018 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2018 £	VAT Ind
16	Exploratory drilling for oil or gas - per 0.1 hectares or part thereof up to 7.5 hectares	Apr-15	423.00	423.00	423.00	423.00	N
	Exceeds 7.5 hectares	Apr-15	31,725.00	31,725.00	31,725.00	31,725.00	N
	Exploratory drilling for oil or gas - for each additional 0.1 hectare over 7.5 hectares	Apr-15	126.00	126.00	126.00	126.00	N
	Maximum fee for the above categories	Nov-12	250,000.00	250,000.00	250,000.00	250,000.00	N
17	Agricultural Glasshouses and polytunnels up to 465 ² m	Nov-12	80.00	80.00	80.00	80.00	N
	Agricultural Glasshouses and polytunnels over 465m ²	Nov-12	2,150.00	2,150.00	2,150.00	2,150.00	N
	Maximum fee for the above categories	Apr-08	250,000.00	250,000.00	250,000.00	250,000.00	N
18	Confirming compliance with condition(s) at £28 if permission in categories 4,5 or 6.	Nov-12	28.00	28.00	28.00	28.00	N
	Confirming compliance with condition(s) at £97 if permissions in any other category.	Nov-12	97.00	97.00	97.00	97.00	N
ADVERTISEMENTS							
19	On business premises or 'advance signs'	Nov-12	110.00	110.00	110.00	110.00	N
21	Advanced signs, not situated on or visible from the site	Apr-14	110.00	110.00	110.00	110.00	N
22	Other advertisements	Nov-12	385.00	385.00	385.00	385.00	N
DETERMINATIONS							
23	Prior approval of details required for agricultural or forestry permitted development	Nov-12	80.00	80.00	80.00	80.00	N
24	Prior approval of details required for telecommunications equipment	Nov-12	385.00	385.00	385.00	385.00	N
25	Whether prior approval of details required for demolition of building	Nov-12	80.00	80.00	80.00	80.00	N
26	Householder Prior Notifications	May-13	No Charge		No Charge		N
27	Change of Use Prior Notifications	Oct-13	80.00	80.00	80.00	80.00	N
27a	Change of Use Prior Notifications and associated building operations	Apr-16	172.00	172.00	172.00	172.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2018/19

		(A)	(B)	(C)	(D)		
		<----- 2017/18 ----->		<----- 2018/19 ----->			
	Effective from	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	VAT Ind	
	Date last revised	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £		
<u>LAWFUL DEVELOPMENT /USE CERTIFICATE</u>							
28	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	
29	Failure to comply within a Condition (Section 191(1)(c))	Nov-12	195.00	195.00	195.00	195.00	N
30	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 permission	Half the fee that would apply if it was a planning permission		N	
<u>NON MATERIAL AMENDMENT</u>							
31	Permission in Category 4 above	Nov-12	28.00	28.00	28.00	28.00	N
32	Any other category	Nov-12	195.00	195.00	195.00	195.00	N

General Fund Capital Programme

	Proposed Source of Financing	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	2021/22 Budget £
Expenditure						
<i>Corporate Enforcement Portfolio</i>						
Milton Road car park repairs	R1	250,000	-	-	-	-
Clacton Multi-Storey car park repairs	R1	180,000	-	-	-	-
		430,000	-	-	-	-
<i>Environment Portfolio</i>						
Cremator Replacement and Crematorium Car Park	R2	19,790	-	-	-	-
Brook Country Park	E1	530	-	-	-	-
Cranleigh Close, Clacton, landscaping works	E2	6,660	-	-	-	-
Environmental Health Database Migration	R2	5,250	-	-	-	-
Public Access Module to CAPS	C1	56,000	-	-	-	-
Laying Out Cemetery	R2	170,120	-	-	-	-
Crematorium and Cemeteries Road Works	R1	150,000	-	-	-	-
Bath House Meadow Play Area, Walton	E2	200,000	-	-	-	-
		608,350	-	-	-	-
<i>Finance and Corporate Resources Portfolio</i>						
Audit management software	R2	2,230	-	-	-	-
Joint HR and Payroll System	R2	8,430	-	-	-	-
Westleigh House Demolish/additional parking provision	R2	23,710	-	-	-	-
Commercial Property Investment Fund	C1	3,244,500	-	-	-	-
Information and Communications Technology Core Infrastructure	R1/R2	102,070	100,000	100,000	100,000	100,000
IT Strategic Investment	R1/R2	222,010	-	-	-	-
Agresso e-procurement	C1/R2	84,000	-	-	-	-
Channel Shift	R6	350,000	-	-	-	-
Individual Electoral Registration - Scanning Equipment	G2/R2	1,560	-	-	-	-
New Committee Management System	R2	400	-	-	-	-
Enhanced Equipment replacement - Printing and Scanning	R2	3,610	-	-	-	-
Office Rationalisation	R6	1,160,000	-	-	-	-
		5,202,520	100,000	100,000	100,000	100,000

	Proposed Source of Financing	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	2021/22 Budget £
<i>Housing Portfolio</i>						
Replacement of High Volume Printers	R2	29,000	-	-	-	-
Replacement of Northgate Unix Server	R2	60,000	-	-	-	-
Replacement debit and credit card payment facility	R2	14,630	-	-	-	-
Replacement Scan Stations	R2	42,000	-	-	-	-
Alteration of Redundant Cash Office	R2	29,260	-	-	-	-
Housing in Jaywick	R1	500,000	-	-	-	-
Private Sector Renewal Grants/Financial Assistance Loans	C1/E1	563,420	-	-	-	-
Disabled Facilities Grants	G3/C1	3,193,770	757,000	757,000	757,000	757,000
Private Sector Leasing	C1	75,660	-	-	-	-
Empty Homes funding	G2	164,220	-	-	-	-
		4,671,960	757,000	757,000	757,000	757,000
<i>Investment and Growth Portfolio</i>						
Clacton Regeneration	E1/R2	41,180	-	-	-	-
Regeneration Capital Projects	G2/R2	308,000	-	-	-	-
SME Growth Fund Capital Grants	E1	125,000	-	-	-	-
Harwich Public Realm	R1	1,000,000	-	-	-	-
		1,474,180	-	-	-	-

	Proposed Source of Financing	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	2021/22 Budget £
Leisure and Tourism Portfolio						
Replacement of beach hut supports - The Walings	R2	11,620	-	-	-	-
Clacton Leisure Centre Air Handling Units	R1	210,540	-	-	-	-
Princes Theatre Toilets	R1	40,000	-	-	-	-
Princes Theatre Tiered Seating	R1	46,470	-	-	-	-
Town Centre Fountain	R1	160,000	-	-	-	-
Coast Protection - Cliff Road Sea Wall	G1	15,130	-	-	-	-
Venetian Bridge Clacton	R2	355,000	-	-	-	-
New Beach Huts	R2	64,600	-	-	-	-
Cliff Stabilisation Scheme	G1/R2	4,872,630	-	-	-	-
Public Conveniences Works	R7	140,000	-	-	-	-
Marine Parade West Clacton Cliff Works	R1	220,000	-	-	-	-
		6,135,990	-	-	-	-
Total General Fund Capital Programme		18,523,000	857,000	857,000	857,000	857,000
Financing						
Specific Financing						
External Contributions	E1	(340,210)	-	-	-	-
Section 106	E2	(86,660)	-	-	-	-
Government Grant re Coast Protection	G1	(4,887,760)	-	-	-	-
Governments Grants - Other	G2	(322,220)	-	-	-	-
Disabled Facilities Grant	G3	(2,818,540)	(690,000)	(690,000)	(690,000)	(690,000)
		(8,455,390)	(690,000)	(690,000)	(690,000)	(690,000)
General Financing						
Capital Receipts	C1	(1,730,310)	(67,000)	(67,000)	(67,000)	(67,000)
Direct Revenue Contributions	R1	(3,772,810)	(100,000)	(100,000)	(100,000)	(100,000)
Capital Commitments Reserve	R2	(2,914,490)	-	-	-	-
Building for the Future Reserve	R6	(1,510,000)	-	-	-	-
Public Convenience Reserve	R7	(140,000)	-	-	-	-
		(10,067,610)	(167,000)	(167,000)	(167,000)	(167,000)
Total Funding of General Fund Capital Programme		(18,523,000)	(857,000)	(857,000)	(857,000)	(857,000)

RESERVES

	Balance 31 March 2017 £	Contribution from Reserves 2017/18 £	Contribution to Reserves 2017/18 £	Balance 31 March 2018 £	Contribution from Reserves 2018/19 £	Contribution to Reserves 2018/19 £	Balance 31 March 2019 £
Earmarked Reserves							
Revenue Commitments Reserve	13,700,651	(13,131,432)	87,000	656,219	(87,000)	0	569,219
Capital Commitments Reserve	2,914,490	(2,914,490)	0	0	0	0	0
Forecast Risk Fund	0	0	1,887,802	1,887,802	(144,010)	0	1,743,792
Asset Refurbishment / Replacement Reserve	134,777	0	0	134,777	0	0	134,777
Beach Recharge Reserve	150,000	0	1,350,000	1,500,000	0	0	1,500,000
Benefit Reserve	1,099,790	0	0	1,099,790	0	0	1,099,790
Building for the Future Reserve	4,690,660	(4,624,100)	0	66,560	0	1,277,170	1,343,730
Business Rate Resilience Reserve	1,608,422	(149,850)	0	1,458,572	0	150,000	1,608,572
Careline System Replacement Reserve	37,215	0	0	37,215	0	0	37,215
Commutated Sums Reserve	136,152	(39,500)	0	96,652	(39,500)	0	57,152
Crematorium Reserve	154,252	0	0	154,252	0	0	154,252
Election Reserve	30,000	0	30,000	60,000	0	30,000	90,000
Haven Gateway Partnership Reserve	75,000	0	0	75,000	0	0	75,000
Leisure Capital Projects Reserve	0	0	50,000	50,000	0	50,000	100,000
Planning Inquiries and Enforcement Reserve	299,000	(20,000)	0	279,000	(20,000)	0	259,000
Public Conveniences Reserve	140,000	(140,000)	0	0	0	0	0
Residents Free Parking Reserve	221,000	0	0	221,000	0	0	221,000
Specific Revenue Grants Reserve - Homelessness	251,031	(84,740)	0	166,291	(84,740)	0	81,551
	25,642,440	(21,104,112)	3,404,802	7,943,130	(375,250)	1,507,170	9,075,050
Uncommitted Reserve	4,000,000	0	0	4,000,000	0	0	4,000,000
Total Reserves	29,642,440	(21,104,112)	3,404,802	11,943,130	(375,250)	1,507,170	13,075,050

Special Expenses 2018/19

	Open Spaces	Recreation Areas	Total	Tax Base (Band D Properties)	Special Expenses levy (Band D)	Net Impact on Band D Tax
	(A)	(B)	(C)	(D)	(E)	(F)
	(£)	(£)	(£)		(£)	(£)
Clacton	220,336	82,250	302,586	16,801.0	18.01	7.56
Frinton and Walton	66,209	47,128	113,337	7,725.8	14.67	4.22
Harwich	60,051	13,392	73,443	5,404.2	13.59	3.14
Lawford	4,387	-	4,387	1,477.2	2.97	(7.48)
Manningtree	(5,389)	-	(5,389)	330.8	(16.29)	(26.74)
All other Parishes						(10.45)
	345,594	142,770	488,364			

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The total value of Special Expenses of £488,364 reduces the General Council Tax by £10.45

Column (E) shows the special expenses tax amount which will be applicable to different parts of the District
 Column (F) indicates the net impact on the aggregate amount of Council Tax payable

FOR INFORMATION - Comparison of 2018/19 Special Expenses with 2017/18

	2017/18				2018/19				Change in net impact on total Band D Tax ⁽¹⁾	% Change in Special Expenses levy (Col. G compared to Col. C) ⁽²⁾
	Total	Tax Base (Band D Properties)	Special Expenses levy (Band D)	Net Impact on Band D Tax	Total	Tax Base (Band D Properties)	Special Expenses levy (Band D)	Net Impact on Band D Tax		
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	(£)		(£)	(£)	(£)		(£)	(£)	(£)	%
Clacton	312,810	16,533.3	18.92	7.89	302,586	16,801.0	18.01	7.56	(0.33)	(4.81)
Frinton and Walton	117,937	7,574.6	15.57	4.54	113,337	7,725.8	14.67	4.22	(0.32)	(5.78)
Harwich	75,866	5,268.5	14.40	3.37	73,443	5,404.2	13.59	3.14	(0.23)	(5.63)
Lawford	4,466	1,417.9	3.15	(7.88)	4,387	1,477.2	2.97	(7.48)	0.40	(5.71)
Manningtree	(5,394)	327.5	(16.47)	(27.50)	(5,389)	330.8	(16.29)	(26.74)	0.76	(1.09)
All other Parishes	-	-	-	(11.03)	-	-	-	(10.45)	0.58	-
	505,685				488,364					

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Notes

1. An amount in brackets is a reduction in levy between the two years.
2. The percentage in column J will be shown on the Council Tax Bill (a figure in brackets is a percentage reduction however reductions will not have brackets on the bill, only a "-").

REQUISITE BUDGET CALCULATIONS 2018/19

- (a) It be noted that on 21 November 2017 the Council determined in accordance with the Local Government Act 2003 Section 75, the discounts for second homes and long term empty properties. On 1 December 2017 the Finance and Corporate Resources Portfolio Holder agreed in accordance with delegated power 3.40(8) the following amounts for the year 2018/19 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992 and taking into account the discounts determined by Council on 21 November 2017.
- (i) 46,739.5 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 2012, as its council tax base for the year.
 - (ii) Part of the Council's area
The amounts set out in Appendix E column (2) against each area set out in column (1), being the amounts calculated by the Council, in accordance with regulation 6 of the said regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items may relate.
- (b) Using the criteria below it is felt that the Council would be justified in passing a contrary resolution in respect of the special expenses which results in a special expenses total of £488,364.

Consideration of Determining the Contrary Resolution

In judging whether the contrary resolution should be passed in respect of any special expenses, the following matters are relevant:

- (i) Whether in respect of this Council's expenditure the function is to be provided generally for the whole district or is to be restricted to a part or parts of the district?
- (ii) To what extent, if any, are restrictions placed on any part of the district as to the accessibility of the function?
- (iii) The use of the facility/activity to which the Special Expense relates.

These matters must each be considered and a view taken as to whether it would be appropriate to pass the contrary resolution in respect of some of the budgeted expenditure on Special Expenses. Budgeted costs have been analysed between Special Expenses and General Expenses areas using the same methodology as that used last year.

- (c) That the tax bases for calculating the burden of special expenses will be as shown in Appendix E column (2)

(d) That the following amounts be calculated by the Council for the year 2018/19 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:

- (i) £108,447,340 Being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.
- (ii) £100,845,630 Being the aggregate of the amounts that the Council estimates for the items set out in Sections 31A(3)(a) to (d) of the Act.
- (iii) £7,601,710 Being the amount by which the aggregate at d(i) above exceeds the aggregate at d(ii) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax Requirement for the year.
- (iv) £162.64 Being the amount at d(iii) above divided by the amount at a(i) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year.
- (v) £488,364 Being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- (vi) £152.19 Being the amount at d(iv) above less the result given by dividing the amount at d(v) above by the amount at a(i) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in the parts of its area to which no special items apply.

(viii) Part of the Council's area

The amounts set out in Appendix E column (10) for the areas as set out in column (1), being the amounts given by adding to the amount at d(vi) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount a(ii) above calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

CALCULATION OF DISTRICT AND PARISH/TOWN 2018/19 COUNCIL TAX FOR ALL AREAS

Parished or Unparished Areas	Tax Base for Tax Setting Purpose	Parish Precepts	Council Tax Amount	District Special Expense	Council Tax Amount	Total Special Items (3) + (5)	For all Special Items (4) + (6)	Council Tax For General Expenses	Total (8) + (9)
(1)	(2)	£ (3)	£ (4)	£ (5)	£ (6)	£ (7)	£ (8)	£ (9)	£ (10)
Unparished Area:									
Clacton	16,801.0			302,586	18.01	302,586	18.01	152.19	170.20
Parishes of:									
Alresford	725.6	TBC	TBC					152.19	152.19
Ardleigh	860.1	TBC	TBC					152.19	152.19
Beaumont-cum-Moze	125.3	TBC	TBC					152.19	152.19
Great Bentley	834.2	TBC	TBC					152.19	152.19
Little Bentley	105.8	TBC	TBC					152.19	152.19
Bradfield	462.1	TBC	TBC					152.19	152.19
Brightlingsea	2,795.8	TBC	TBC					152.19	152.19
Great Bromley	376.1	TBC	TBC					152.19	152.19
Little Bromley	97.2	TBC	TBC					152.19	152.19
Little Clacton	969.9	TBC	TBC					152.19	152.19
Elmstead	637.8	TBC	TBC					152.19	152.19
Frating	207.5	TBC	TBC					152.19	152.19
Frinton and Walton	7,725.8	TBC	TBC	113,337	14.67	113,337	14.67	152.19	166.86
Harwich	5,404.2	TBC	TBC	73,443	13.59	73,443	13.59	152.19	165.78
Lawford	1,477.2	TBC	TBC	4,387	2.97	4,387	2.97	152.19	155.16
Manningtree	330.8	TBC	TBC	(5,389)	(16.29)	(5,389)	(16.29)	152.19	135.90
Mistley	975.7	TBC	TBC					152.19	152.19
Great Oakley	360.5	TBC	TBC					152.19	152.19
Little Oakley	365.0	TBC	TBC					152.19	152.19
Ramsey and Parkeston	693.7	TBC	TBC					152.19	152.19
St Osyth	1,789.6	TBC	TBC					152.19	152.19
Tendring	261.9	TBC	TBC					152.19	152.19
Thorpe-le-Soken	729.8	TBC	TBC					152.19	152.19
Thorrington	487.9	TBC	TBC					152.19	152.19
Weeley	657.6	TBC	TBC					152.19	152.19
Wix	283.0	TBC	TBC					152.19	152.19
Wrabness	198.4	TBC	TBC					152.19	152.19
	<u>46,739.5</u>	<u>0</u>		<u>488,364</u>		<u>488,364</u>			

TBC = To be confirmed

PRECEPTS ON THE COLLECTION FUND

2017/18			2018/19		
45,859.5		Council Tax Base	46,739.5		
Amount	Council Tax		Amount	Council Tax	Change in Tax
£'000	£		£'000	£	%
13,696	298.65	Total Net Budget	13,902	297.45	
(6,249)	(136.26)	Less Government Support/Business Rates	(5,648)	(120.85)	
7,447	162.39	Net District Council Expenditure	8,254	176.60	
(218)	(4.75)	Less Collection Fund (surplus)/deficit*	(652)	(13.96)	
7,229	157.64	District Council Services	7,602	162.64	3.17%
6,723	146.61	District General Expenses	7,114	152.19	3.81%
506	11.03	District Special Expenses	488	10.45	-5.26%
7,229	157.64	Council Tax Requirement (TDC)	7,602	162.64	3.17%
1,600	34.88	Parish Council Services	TBC	TBC	
8,829	192.52	Council Tax Requirement	TBC	TBC	

DISTRICT COUNCIL TAX AMOUNTS 2018/19

Band	A	B	C	D	E	F	G	H
Multiplier	(6/9)	(7/9)	(8/9)	(9/9)	(11/9)	(13/9)	(15/9)	(18/9)
Parished or Unparished Area								
Unparished Area:								
Clacton	113.47	132.38	151.29	170.20	208.02	245.84	283.67	340.40
Parishes of :								
Alresford	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Ardleigh	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Beaumont-cum-Moze	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Great Bentley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Little Bentley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Bradfield	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Brightlingsea	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Great Bromley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Little Bromley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Little Clacton	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Elmstead	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Frating	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Frinton and Walton	111.24	129.78	148.32	166.86	203.94	241.02	278.10	333.72
Harwich	110.52	128.94	147.36	165.78	202.62	239.46	276.30	331.56
Lawford	103.44	120.68	137.92	155.16	189.64	224.12	258.60	310.32
Manningtree	90.60	105.70	120.80	135.90	166.10	196.30	226.50	271.80
Mistley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Great Oakley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Little Oakley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Ramsey and Parkeston	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
St Osyth	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Tendring	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Thorpe-le-Soken	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Thorrington	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Weeley	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Wix	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38
Wrabness	101.46	118.37	135.28	152.19	186.01	219.83	253.65	304.38

CALCULATION OF ESTIMATED SURPLUS ON THE COLLECTION FUND FOR 2018/19

In January each year the Council (as billing authority) must assess the balance that will be in the Collection Fund on 31 March.

The Council Tax surplus/deficit has to be divided between this Council and the three major precepting authorities in proportion to their original budget requirements. The Business Rates surplus/deficit has to be allocated according to the statutory proportions applicable under business rates retention which are 40% Tendring District Council, 9% Essex County Council, 1% Essex Fire and the remaining 50% to Central Government .

The figures below shows this results in a net surplus available for Tendring of **£0.652m** (£0.335m surplus on Council Tax and a £0.317m surplus on Business Rates). This surplus must be taken into account when setting the 2018/19 budget.

	COUNCIL TAX		BUSINESS RATES	
	Original Estimate £'000	Revised Estimate £'000	Original Estimate £'000	Revised Estimate £'000
Income for the Year	(72,563)	(75,180)	(24,684)	(25,066)
Expenditure				
Precepts/Share of Income				
- Essex County Council	53,367	53,367	2,212	2,212
- Essex Fire	3,166	3,166	246	246
- Essex Police	7,202	7,202	-	-
- Tendring District Council	8,829	8,829	9,832	9,832
- Central Government	-	-	12,289	12,289
Balances				
- Essex County Council	2,253	2,253	(34)	(34)
- Essex Fire	135	135	(4)	(4)
- Essex Police	303	303	-	-
- Tendring District Council	368	368	(150)	(150)
- Central Government	-	-	(187)	(187)
Other Business Rate Payments	-	-	105	97
(Surplus)/Deficit for Year	3,060	443	(375)	(765)
Add (Surplus)/Deficit Brought Forward	(3,060)	(3,199)	375	(27)
(Surplus)/Deficit Carried Forward	0	(2,756)	0	(792)
Allocated to:		£'000		£'000
- Essex County Council		(2,027)		(71)
- Essex Fire		(120)		(8)
- Essex Police		(274)		-
- Tendring District Council		(335)		(317)
- Central Government		-		(396)
		(2,756)		(792)

Proposed Prudential Indicators 2017/18 revised, 2018/19 and forecasts for 2019/20 to 2020/21

CAPITAL EXPENDITURE

This is an estimate of the amount of investment planned over the period. As can be seen, not all investment necessarily has an impact on the Council Tax, schemes funded by grants, capital receipts or external contributions mean that the effect on the Council Tax is greatly reduced.

Capital Expenditure - General Fund	2016/17	2017/18	2018/19	2019/20	2020/21
£000s	Actual	Revised	Estimate	Forecast	Forecast
Total Capital Expenditure	2,295	18,523	857	857	857
Financing - General Fund					
External contributions	(1)	(340)	-	-	-
Section 106	(64)	(87)	-	-	-
Coast protection grant	(74)	(4,888)	-	-	-
Other Government grants	(8)	(322)	-	-	-
Disabled Facilities Grant	(1,432)	(2,819)	(690)	(690)	(690)
Capital receipts	(62)	(1,730)	(67)	(67)	(67)
Direct revenue contributions	(104)	(3,773)	(100)	(100)	(100)
Earmarked reserves	(550)	(4,564)	-	-	-
Total Capital Financing	(2,295)	(18,523)	(857)	(857)	(857)
Net Financing need (External Borrowing)	0	0	0	0	0

Housing Revenue Account Capital Schemes	2016/17	2017/18	2018/19	2019/20	2020/21
£000	Actual	Revised	Estimate	Forecast	Forecast
Total Capital Expenditure	3,413	7,283	3,657	3,474	3,402
Financing - Housing Revenue Account					
Major repairs reserve	(3,262)	(4,111)	(3,176)	(3,176)	(3,176)
Direct revenue contributions	(32)	(2,837)	(481)	(298)	(226)
Section 106	(102)	-	-	-	-
Capital receipts	-	(156)	-	-	-
Government grant	(17)	(179)	-	-	-
Total Capital Financing	(3,413)	(7,283)	(3,657)	(3,474)	(3,402)
Net Financing need (External Borrowing)	0	0	0	0	0

CAPITAL FINANCING REQUIREMENT

Each year, the Council finances the capital programme by a number of means, one of which could be borrowing. The Capital Financing Requirement (CFR) represents the cumulative amount of borrowing that has been incurred to pay for the Council's capital assets, less amounts that have been set aside for the repayment of debt over the years. The Council is only allowed to borrow long term to support its capital programme. It is not allowed to borrow long term to support its revenue budget.

CAPITAL FINANCING REQUIREMENT	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	£000	£000	£000	£000	£000
General Fund	6,158	5,912	5,676	5,449	5,231
Housing Revenue Account	45,099	43,435	41,771	40,107	38,443
Total	51,257	49,347	47,447	45,556	43,674

HRA LIMIT ON INDEBTEDNESS

The Council is required to report the level of the limit imposed (or subsequently amended) at the time of the implementation of self-financing by the Department for Communities and Local Government. This is to be compared to the Housing Revenue Account capital financing requirement.

PRUDENTIAL INDICATOR	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	£000	£000	£000	£000	£000
Limit on indebtedness	60,285	60,285	60,285	60,285	60,285
Capital Financing Requirement	45,099	43,435	41,771	40,107	38,443
Headroom	15,186	16,850	18,514	20,178	21,842

GROSS DEBT AND THE CAPITAL FINANCING REQUIREMENT

This indicator compares the Capital Financing Requirement to the level of external debt and shows how much of the capital programme is financed from internal resources. The capital programme is partially funded in the short to medium term by internal resources when investment interest rates are significantly lower than long term borrowing rates. Net interest payments are, therefore, optimised.

PRUDENTIAL INDICATOR	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	£000	£000	£000	£000	£000
Capital Financing Requirement	51,257	49,347	47,447	45,556	43,674
External debt	45,869	43,898	42,076	40,312	38,592
Internal borrowing	5,388	5,449	5,371	5,244	5,082

OPERATIONAL BOUNDARY AND AUTHORISED LIMIT

The Council must set an operational boundary and authorised limit for external debt. The operational boundary is based on the Council's estimate of most likely, i.e. prudent, but not worst case scenario for external debt. It reflects the decision on the amount of debt needed for the Capital Programme for the relevant year. It also takes account of other long term liabilities, which comprise finance leases, Private Finance Initiative and other liabilities that are not borrowing but form part of the Council's debt. The Council has none of these at present.

The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Council can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

PRUDENTIAL INDICATOR	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	£000	£000	£000	£000	£000
Operational boundary - borrowing	71,538	72,934	66,898	66,836	66,860
Authorised limit - borrowing	79,486	81,038	74,331	74,262	74,289

RATIO OF FINANCING COSTS TO NET REVENUE STREAM

This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

ESTIMATE OF THE RATIO OF FINANCING COSTS TO NET REVENUE	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	%	%	%	%	%
General Fund	0.51	0.53	0.23	0.09	-0.04
Housing Revenue Account	47.52	71.98	48.65	47.49	47.11

INTEREST RATE EXPOSURE

Tendring District Council currently has all its borrowings at fixed rate and usually has a mixture of fixed and variable rate investments. This indicator is set to control the Council's exposure to interest rate risk.

PRUDENTIAL INDICATOR	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	£000	£000	£000	£000	£000
Upper limit for Fixed Interest Rates on debt	51,257	49,347	47,447	45,556	43,674
Upper limit for Variable Interest Rates on debt (based on 30% of the fixed rate limit)	15,377	14,804	14,234	13,667	13,102

TOTAL PRINCIPAL SUMS INVESTED FOR PERIODS LONGER THAN 364 DAYS (excluding property)

Interest rate risk is also affected by the proportion of the investments invested at fixed rates for longer periods, especially in a period when rates are expected to rise.

PRUDENTIAL INDICATOR	2016/17	2017/18	2018/19	2019/20	2020/21
	Actual	Revised	Estimate	Forecast	Forecast
	£000	£000	£000	£000	£000
Limits on the total principal sum invested to final maturities longer than 364 days	0	3,500	3,500	3,500	3,500

TREASURY INDICATOR - EXPOSURE TO CREDIT RISK

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) using the rating applicable when it is taken out and taking the arithmetic average, weighted by the size of each investment. Investments in government instruments such as DMO, treasury bills and in local authorities are scored as 1.

TREASURY INDICATOR	2016/17	2017/18 to	2018/19
	Actual	31 Dec	Upper limit
Average credit score for investments	1.56	1.43	2.00

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

22 JANUARY 2018

JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND FINANCE AND CORPORATE RESOURCES PORTFOLIO HOLDER

A.4 HOUSING REVENUE ACCOUNT BUDGET PROPOSALS - REVISED BUDGET 2017/18 AND ORIGINAL BUDGET 2018/19

(Report prepared by Richard Barrett and Richard Hall)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To set out and seek approval of:

- A Revised Housing Revenue Account (HRA) budget for 2017/18 and Original HRA Budget for 2018/19 including the movement in HRA Balances.
- The level of fees and charges for 2018/19.
- The five year HRA Capital Programme.

EXECUTIVE SUMMARY

- The budget has been calculated based on a number of limited changes.
- As set out in previous years, Local Authorities are required to reduce rents by 1% each year for 4 years, with 2018/19 being the third year of this approach.
- Unlike in previous years, given the on-going 1% reduction in rents and other changes, it is no longer possible to make an annual revenue contribution to HRA balances. In fact, to accommodate the cost of the 1% reduction in rent and other changes, it has been necessary to reduce the revenue contribution to the new build and acquisition scheme within the HRA capital programme from **£0.780m** to **£0.480m**.
- HRA debt continues to reduce year on year as principal is repaid with a total debt position at the end of 2018/19 forecast to be **£41.770m**. This provides borrowing 'headroom' of **£18.515m** against the HRA debt cap of **£60.285m**.
- The HRA general balance is forecast to total **£4.362m** at the end of 2018/19, which retains a strong financial position against which a revised HRA 30 year business plan can be considered.
- Work is underway to revise the HRA 30 year business plan alongside the Housing Strategy in 2018. However in respect of forecasting over a long term period, significant uncertainty still remains around Government policy on housing and the impact on Local Authorities, which will need to be taken into when finalising the revised business plan.

RECOMMENDATION(S)

That Cabinet:

- (a) Approves the 2018/19 Scale of Charges shown in Appendix B;
- (b) notes the 1% reduction in actual rents / formula rents in 2018/19 in line with the Government's imposed restrictions on rent setting policy;
- (c) subject to (a) and (b) above, approves the Housing Revenue Account revised estimates for 2017/18 and original estimates for 2018/19 as set out in Appendix A, along with the HRA Capital Programme and the movement in HRA Balances / Reserves as set out in Appendix C and Appendix D respectively and;
- (d) agrees that, in respect of 2017/18, the corporate financial system is amended accordingly to reflect these changes along with any amendments arising from revised financial reporting requirements.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The HRA budget and Business Plan plays a significant role in the delivery of affordable and decent housing in the district and the Council's responsibilities as a landlord has direct implications for the Council's ability to deliver on its objectives and priorities.

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

The financial implications are set out in this report and its appendices.

Although the availability of financial resources is a key component in the delivery of HRA services there will also be a need for appropriate input of other resources such as staffing, assets, IT etc.

Risk

There are inherent risks associated with the forecast such as:

- Changes in income achieved and future rent setting policy
- Emergence of additional areas of spend
- Emergence of new or revised guidance
- New legislation / burdens
- Changing stock condition requirements
- Adverse changes in interest rates
- National welfare reforms

In view of the above it is important that a sufficient level of balances / reserves is available to support the HRA. HRA Balances are currently forecast to remain between **£4.000m** and **£5.000m**, which although required to support the business plan and HRA investment in future years, provide a 'buffer' to the 30 year Business Plan if, for example, some of the items highlighted above emerge or are required to deal with changing financial and service demand issues.

In mitigating the transfer of risk from Government to the Council under the self-financing changes that came into effect from April 2012, financial modelling was undertaken taking into account a number of assumptions and sensitivity testing. The outcome of this work

confirmed the sustainability and resilience of the HRA within a self financing environment and the ability to provide opportunities for housing investment and associated housing services in the future, although it is acknowledged that the longer term view remains subject to the Government's housing policy.

LEGAL

It is a statutory requirement on a local authority to determine its Housing Revenue Account budget before the upcoming financial year and to ensure that its implementation will not result in an overall debit balance on the Account.

The new self-financing regime for the Housing Revenue Account that came into effect from April 2012 was enabled by the Localism Act 2011.

The Welfare Reform and Work Act 2016 introduced the 1% reduction in social rents from April 2016.

The Housing and Planning Act 2016 introduced a number of changes that have an impact on social housing, which subject to associated regulations need to be reflected in the HRA estimates as necessary.

The HRA 30 Year Business Plan was agreed as part of the self-financing reforms and associated borrowing agreed by Full Council in February 2012 and the budget proposed for 2018/19 remains broadly in-line with the plan.

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.

In carrying out its functions as a social landlord, the Council has regard to the need to reduce the potential for criminal activity by improving the security of dwellings as part of maintenance and repair programmes and for combating anti-social behaviour through effective management procedures.

Although there are no direct equality and diversity issues, the overall HRA and associated financial planning processes aim to recognise and include such issues where appropriate and relevant.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The HRA is the Council's landlord account and it is 'ring fenced' for this purpose. Comprehensive rules and requirements surround the HRA such as specific accounting treatment and what items can or cannot be charged to the account. Authorities are required to set a balanced HRA budget each year and agree the level of rents it wishes to charge.

From April 2012, the Housing Revenue Account has operated under the self-financing approach introduced as part of the Localism Act 2011 which required the Council to 'buy' itself out of the previous subsidy arrangements via a debt settlement process.

Although the Council has up to 2015/16 been free to set its own level of rents, increases each year have been considered within the context of the debt settlement process and 30

year HRA business plan, which was based on the continuation of the Government's commitment for rents to converge across the Social Housing Sector.

From 2016/17, the Government have imposed annual rent reductions of 1% for a period of 4 years, with the 2018/19 estimates reflecting the third year of this requirement.

HOUSING REVENUE ACCOUNT BUDGETS

HRA Revised Budget 2017/18 and Original Budget 2018/19

A high level summary is set out below. Additional information for significant items is also provided below with detailed information set out in **Appendix A**.

	2017/18 Original Budget £m	2017/18 Revised Budget £m	2018/19 Original Budget £m
Direct Expenditure	6.395	7.161	6.971
Direct Income	(14.252)	(14.022)	(13.875)
Indirect Income / Expenditure including Financing Costs	7.681	9.511	7.154
NET (SURPLUS) / DEFICIT	(0.176)	2.650	0.250
Contribution to / (from) Reserves	0.176	(2.650)	(0.250)

REVISED ESTIMATE 2017/18

The revised position is broadly in line with the original estimate, with the change in the contribution to or from reserves primarily reflecting the amounts carried forward from 2016/17. In general, items have been updated to reflect a more up to date position such as the impact in 2017/18 of the changes set out for 2018/19 below, with comments included in the appendices or set out in more detail further on in this report.

It was planned to make a contribution of **£0.176m** to HRA General Balances but due to the various changes set out in the appendices, the associated surplus is no longer forecast to be available, so no contribution has been made.

ORIGINAL ESTIMATE 2018/19

Given the various changes to the budget set out later on in this report, it has not been possible to make a contribution to HRA General balances in 2018/19. To be able to set a balanced budget, it has been necessary to reduce the revenue contribution to the Capital programme by **£0.300m**. This may therefore have an impact on the level of future investment in housing projects such as in Jaywick Sands.

Similarly to the General Fund, no underlying inflationary uplifts have been provided but against this overall backcloth, significant items have been subject to separate review where appropriate.

Comments against significant items within the overall position for the year are set out below:

Rental and Service Charges Income

As previously mentioned, 2018/19 is the third year that Local Authorities have to reduce

rents by 1%. This has reduced the average rent to **£79.19** (from **£81.25**), which reduces the total rental income by **£0.131m**.

Rental income has been further reduced by **£0.200m** to reflect the current level of voids. This issue has been reported to members during the course of the year via the Corporate Budget Monitoring Reports which set out the approach being taken to repairs and asbestos removal where significant work is being undertaken when a property is vacated. This adjustment to the budget also reflects the increased level of voids at Honeycroft and Spendells Sheltered Housing Schemes as separately reported to Members earlier in the year.

Although not expected to have a significant overall impact, when a property becomes empty it is possible to charge the new tenant the formula rent associated with the property, which may be greater than the actual rent charged to the outgoing tenant. However this formula rent is also subject to the 1% reduction which limits the benefit from this change.

The above issue with periods of voids has also been reflected in service charge income which has been reduced by **£0.080m** in 2018/19.

Other HRA Budgets

The bad debt provision has been increased by **£0.030m** in 2018/19 to reflect current and expected collection performance with the roll-out of universal credit now having an impact on the amount required to be set aside each year.

Council Tax on empty properties – the budget has been increased by **£0.050m** to reflect the level of voids as highlighted earlier on in this report.

Revenue contribution to the capital programme – the amount available to contribute to the capital programme has been reduced by **£0.300m**.

Housing repairs – this budget has been increased by **£0.250m** to reflect the additional expenditure being incurred whilst properties are void such as asbestos removal. The cost has been fully met by utilising the corresponding housing repairs reserve.

Salary costs have increased by **£0.300m** due to staff being paid directly from the HRA rather than being recharged from the General Fund. This has been offset by a reduction in the recharges made from the General Fund.

Recharges from the General Fund – after taking into account the adjustment in salary costs mentioned above, the overall change in recharges has seen an increase of **£0.133m** for the year.

Other budget adjustments – a number of further adjustments have been made such as reflecting the most up to date position against a number of budgets such as:

- The charge from the Careline Service within the General Fund – increase of **£0.045m**
- Reduced contribution to the Major Repairs Reserve to reflect the most up to date forecast of required major capital works – reduction of **£0.074m**
- Reduction in interest costs as loans are repaid each year – reduction of **£0.039m**

HRA Fees and Charges

Further details are set out in **Appendix B**.

Following an annual review, a number of fees and charges have been revised to reflect the actual cost of providing the associated service.

HRA Capital Programme

The detailed HRA Capital Programme is set out in **Appendix C**.

The 2017/18 revised budget includes carry forwards from 2016/17. Primarily the future year's budgets reflect the estimated level of capital works based on stock condition surveys and any associated reviews.

The principal source of funding is the annual Major Repairs Contribution which primarily reflects the charge for depreciation plus an additional voluntary contribution to ensure the right level of investment in the housing stock can be maintained.

The use of capital receipts has been included in 2017/18 to reflect the decision to purchase a property in Harwich earlier in the year.

The 2017/18 Capital programme also includes a capital grant which reflects the money made available to the Council by the Government to support the starter homes scheme in Jaywick Sands.

HRA BALANCES / RESERVES

The detailed HRA Reserves are set out in **Appendix D**.

The forecast position for HRA balances at 31 March 2018 and 31 March 2019 will vary over time depending on the outturn positions for 2017/18 and 2018/19 as well as the emergence of other unexpected or unplanned matters that could occur in or across these years.

Current estimates put the total HRA reserves at **£8.935m** by the end of 2018/19, with the general balances element within this overall amount being **£4.362m**.

The use of the general reserve in 2017/18 reflects the decision made by Cabinet earlier in the financial year to establish a budget of **£0.200m** to support residents in the Honeycroft and Spendells sheltered housing schemes as part of the wider consideration of the future of the two schemes and associated consultation.

HRA DEBT

The total HRA debt at the start of 2017/18 was **£45.099m**.

No new debt has been taken on but principal repaid during 2017/18 totals **£1.664m**. With forecast repayments of principal of **£1.664m** in 2018/19, the level of HRA debt at the end of 2018/19 is forecast to be **£41.770m**, with average borrowing costs against this level of debt being 3.37%.

The Government's imposed HRA debt cap is **£60.285m**. Taking into account the actual level of HRA borrowing, at the end of 2018/19 the level of 'headroom' for additional future borrowing is **£18.515m**. This headroom will increase as debt is repaid each year although will be subject to further borrowing decisions in the future.

The annual cost of principal and interest included in the proposed HRA budgets is **£3.157m** and **£3.117m** for 2017/18 and 2018/19 respectively.

CODE OF PRACTICE – STATEMENT OF ACCOUNTS

Every year information is issued to Local Authorities which provides guidance on the information and presentation required for the Financial Statements the Council publishes on an annual basis. Therefore, although not directly affecting the overall financial position of the Council, changes may occur across years. Budgets may need to be reviewed and budget transfers undertaken to address any new requirements emerging from the relevant codes of practice that are issued each year.

BACKGROUND PAPERS FOR THE DECISION

None

APPENDICES

Appendix A	HRA Budgets 2017/18 Revised and 2018/19 Original
Appendix B	HRA Proposed Fees and Charges 2018/19
Appendix C	HRA 5 Year Capital Programme
Appendix D	HRA Reserves

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Revenue Estimates 2018/19

Department - HRA

<u>Analysis by Type of Spend</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate
	£	£	£
Direct Expenditure			
Employee Expenses	813,490	1,063,970	1,092,850
Premises Related Expenditure	3,620,310	3,901,310	3,893,810
Transport Related Expenditure	18,320	25,370	25,370
Supplies & Services	432,310	659,540	488,460
Third Party Payments	1,030	1,030	1,030
Transfer Payments	17,000	17,000	17,000
Interest Payments	1,492,430	1,492,430	1,452,960
Total Direct Expenditure	6,394,890	7,160,650	6,971,480
Direct Income			
Other Grants, Reimbursements and Contributions	(8,000)	(8,000)	(8,000)
Sales, Fees and Charges	(667,220)	(624,920)	(608,130)
Rents Receivable	(13,525,710)	(13,337,620)	(13,207,260)
Interest Receivable	(51,600)	(51,600)	(51,600)
Total Direct Income	(14,252,530)	(14,022,140)	(13,874,990)
Net Direct Costs	(7,857,640)	(6,861,490)	(6,903,510)
Indirect Income/Expenditure			
FRS17/IAS19 Pension Costs	(340,570)	(318,630)	(327,240)
Service Unit and Central Costs	2,260,960	2,089,260	2,093,720
Capital Financing Costs	5,760,300	7,740,230	5,387,030
Total Indirect Income/Expenditure	7,680,690	9,510,860	7,153,510
Net Contribution to/(from) Reserves	176,950	(2,649,370)	(250,000)
Total for HRA	0	0	0

Department - HRA

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - I&E - Capital Grants <i>Portfolio/ Committee: Housing</i>				
Indirect Income/Expenditure	0	(179,070)	0	This relates to Government funding to support starter homes at Jaywick Sands as highlighted in the main body of the report
Net Total	0	(179,070)	0	
HRA - MIRS Items to be excluded from HRA balance <i>Portfolio/ Committee: Housing</i>				
Indirect Income/Expenditure	1,466,250	3,062,550	686,310	The 2017/18 revised budget primarily reflects carry forwards from 2016/17. In addition to some technical changes in respect of depreciation, the 2018/19 budget has had to be reduced given that less money is available within the HRA to contribute to the capital programme due to the continuation of the Government's 1% rent reduction policy.
Net Total	1,466,250	3,062,550	686,310	
HRA - MIRS Reversal of Capital Grant <i>Portfolio/ Committee: Housing</i>				
Indirect Income/Expenditure	0	179,070	0	This reflects the accounting treatment of the capital grant mentioned above.
Net Total	0	179,070	0	
HRA - MIRS HRA - Contributions Payable to the Pension Scheme <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	415,130	401,610	412,680	
Net Total	415,130	401,610	412,680	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - MIRS Total IAS 19 Adjustments				
<i>Portfolio/ Committee: Housing</i>				
Indirect Income/Expenditure	(360,860)	(355,760)	(362,740)	
Net Total	(360,860)	(355,760)	(362,740)	
HRA - MIRS Minimum Revenue Provision				
<i>Portfolio/ Committee: Housing</i>				
Indirect Income/Expenditure	1,664,300	1,664,300	1,664,300	
Net Total	1,664,300	1,664,300	1,664,300	
Total for Finance - Financing Items	3,184,820	4,772,700	2,400,550	
HRA - Policy & Management				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	58,000	58,000	58,000	
Direct Income	(2,200)	(2,200)	(2,200)	
Indirect Income/Expenditure	250,280	318,300	307,900	
Net Total	306,080	374,100	363,700	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
HRA - Unapportionable Central Overheads Contribution <i>Portfolio/ Committee: Housing</i>	£	£	£	
Indirect Income/Expenditure	275,720	275,720	275,720	
Net Total	275,720	275,720	275,720	
Total for Corporate Director and Administration Operational Services	581,800	649,820	639,420	
HRA - Lease Holders Charges <i>Portfolio/ Committee: Housing</i>				
Direct Income	(84,000)	(84,000)	(84,000)	
Indirect Income/Expenditure	21,080	41,520	42,020	
Net Total	(62,920)	(42,480)	(41,980)	
Total for Customer and Commercial Services	(62,920)	(42,480)	(41,980)	
HRA - Managing Tenancies <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	127,000	583,410	394,250	For both 2017/18 and 2018/19, the increase reflects the movement of staff across to the HRA from the General Fund with a corresponding adjustment within internal recharges elsewhere in the HRA.
Indirect Income/Expenditure	647,370	429,970	425,590	
Net Total	774,370	1,013,380	819,840	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - Rent Collection And Accounting				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	237,040	239,890	236,720	
Direct Income	(8,440)	(8,440)	(8,440)	
Indirect Income/Expenditure	94,830	90,310	78,560	
Net Total	323,430	321,760	306,840	
HRA - Right to Buy Administration				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	15,000	20,000	20,000	
Direct Income	(13,000)	(26,000)	(26,000)	
Indirect Income/Expenditure	52,070	48,670	49,180	
Net Total	54,070	42,670	43,180	
HRA - Pumping Stations				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	3,700	5,700	5,700	
Direct Income	(4,290)	(4,290)	(4,290)	
Indirect Income/Expenditure	3,930	3,520	3,610	
Net Total	3,340	4,930	5,020	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - Sewerage Expenses <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	18,680	14,680	14,680	
Direct Income	(16,750)	(16,750)	(16,750)	
Indirect Income/Expenditure	6,340	5,760	5,890	
Net Total	8,270	3,690	3,820	
HRA - Communal Central Heating <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	94,280	86,280	86,280	
Direct Income	(92,280)	(74,990)	(77,240)	
Net Total	2,000	11,290	9,040	
HRA - Sheltered Units <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	340,770	377,790	386,850	Both the 2017/18 and 2018/19 expenditure budgets have been adjusted to take account of the charge for the Careline Service from the General Fund as highlighted in the main body of the report.
Direct Income	(231,740)	(231,600)	(231,600)	
Indirect Income/Expenditure	193,230	139,340	135,060	
Net Total	302,260	285,530	290,310	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - Colne Housing Soc Shel Units <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	8,000	6,000	6,000	
Net Total	8,000	6,000	6,000	
HRA - Estate Sweeping <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	66,000	66,000	66,000	
Net Total	66,000	66,000	66,000	
HRA - Communal Cleaning <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	66,000	66,000	58,500	
Direct Income	(52,520)	(52,520)	(31,520)	
Indirect Income/Expenditure	280	190	190	
Net Total	13,760	13,670	27,170	
HRA - Communal Electricity <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	100,000	90,000	90,000	
Direct Income	(80,000)	(70,660)	(76,310)	
Indirect Income/Expenditure	4,990	4,910	4,960	
Net Total	24,990	24,250	18,650	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - Estate Lighting				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	5,100	5,100	5,100	
Indirect Income/Expenditure	100	230	230	
Net Total	5,200	5,330	5,330	
HRA - Maintenance Of Grounds				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	12,620	12,620	12,620	
Direct Income	(90,000)	(61,470)	(57,780)	
Indirect Income/Expenditure	170,200	158,930	162,020	
Net Total	92,820	110,080	116,860	
HRA - Tenants Rentals				
<i>Portfolio/ Committee: Housing</i>				
Direct Income	(13,509,140)	(13,309,540)	(13,179,180)	Additional details of the various changes made to the rental income budgets are set out in the main body of the report.
Net Total	(13,509,140)	(13,309,540)	(13,179,180)	
HRA - Rents & Other Charges				
<i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	92,670	142,670	142,670	
Net Total	92,670	142,670	142,670	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - Rent Income <i>Portfolio/ Committee: Housing</i>				
Direct Income	(16,570)	(28,080)	(28,080)	
Net Total	(16,570)	(28,080)	(28,080)	
HRA - Interest Receivable <i>Portfolio/ Committee: Housing</i>				
Direct Income	(51,600)	(51,600)	(51,600)	
Net Total	(51,600)	(51,600)	(51,600)	
HRA - Rent Arrears Provision <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	64,970	64,970	94,970	
Net Total	64,970	64,970	94,970	
HRA - Interest Charges <i>Portfolio/ Committee: Housing</i>				
Direct Expenditure	1,492,430	1,492,430	1,452,960	
Net Total	1,492,430	1,492,430	1,452,960	

<u>Analysis by Section/Function</u>	2017/18 Original Estimate	2017/18 Revised Estimate	2018/19 Original Estimate	Notes
	£	£	£	
HRA - Capital Charges <i>Portfolio/ Committee: Housing</i> Indirect Income/Expenditure	2,629,750	3,013,380	3,036,420	The changes reflect technical budget adjustments such as depreciation.
Net Total	2,629,750	3,013,380	3,036,420	
HRA - Use of Balances <i>Portfolio/ Committee: Housing</i> Contributions to/(from) reserves	176,950	(2,649,370)	(250,000)	The 2017/18 position primarily reflects carry forwards from 2016/17 with all other adjustments highlighted in the main body of the report.
Net Total	176,950	(2,649,370)	(250,000)	
Total for Housing	(7,442,030)	(9,416,560)	(7,063,780)	
HRA - Repair & Maintenance <i>Portfolio/ Committee: Housing</i> Direct Expenditure	3,177,500	3,427,500	3,427,500	Please see main body of report for the changes to these repairs budgets
Indirect Income/Expenditure	560,830	609,020	638,290	
Net Total	3,738,330	4,036,520	4,065,790	
Total for Building and Engineering	3,738,330	4,036,520	4,065,790	
Total for HRA	0	0	0	

**HOUSING PORTFOLIO - HRA
SCALE OF CHARGES 2018/19**

	Date last revised	(A)	(B)	(C)	(D)	VAT Ind
		← 2017/18 →	← 2018/19 →	← 2018/19 →	← 2018/19 →	
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	
	Effective from	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
<u>GARAGE RENTS AND ACCOMMODATION CHARGES</u>						
Guest room accommodation at sheltered units per night:						
With en-suite facilities (St Marys Court, Groom House, Greenfields, Ironside Walk, Belmans Court)	Apr-16	16.67	20.00	20.83	25.00	V
Without en-suite facilities (Vyntoner House, Kate Daniels House, Mead House, Spendells House, Crooked Elms, Honeycroft)	Apr-16	12.50	15.00	16.67	20.00	V
Garage rents HRA (not subject to VAT unless separately let to non-council tenants)	Apr-15	8.50	8.50	8.84	8.84	*
<u>QUESTIONNAIRES</u>						
Second mortgage enquiries (per enquiry)	Apr-16	150.00	180.00	155.00	186.00	V
Solicitors enquiries on resale of council flats	Apr-16	150.00	180.00	155.00	186.00	V
<u>SERVICE CHARGES (per week)</u>						
Sewerage charges (not subject to VAT) (See Note 1):						
Treatment Works:						
Goose Green, Tendring	Apr-16	7.81	7.81	8.04	8.04	Z
Coronation Villas, Beaumont	Apr-16	7.76	7.76	7.99	7.99	Z
Whitehall Lane, Thorpe	Apr-16	5.24	5.24	5.40	5.40	Z
Shop Road, Little Bromley	Apr-16	9.00	9.00	9.00	9.00	Z
Horsley Cross, Mistley	Apr-08	9.00	9.00	9.00	9.00	Z
Bio Systems	Apr-13	7.31	7.31	7.53	7.53	Z
Septic Tanks	Apr-16	2.78	2.78	2.86	2.86	Z
Pumping Stations (not subject to VAT)	Apr-16	5.07	5.07	5.22	5.22	Z
Sewerage charge cap where tenant in receipt of benefit	Apr-08	5.00	5.00	5.00	5.00	Z
Communal central heating charges (not subject to VAT) (see note 1):						
Heating and hot water:						
Single units	Apr-17	6.77	6.77	6.97	6.97	N
Double units	Apr-17	7.80	7.80	8.03	8.03	N
Belmans Court	Apr-17	1.63	1.63	1.63	1.63	N

HOUSING PORTFOLIO - HRA

SCALE OF CHARGES 2018/19

	Date last revised	(A)	(B)	(C)	(D)	VAT Ind
		← 2017/18 →	← 2017/18 →	← 2018/19 →	← 2018/19 →	
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	
	Effective from	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
Other Service Charges (not subject to VAT):						
Sheltered Housing:						
Grounds Maintenance	Apr-17	1.34	1.34	1.26	1.26	X
Communal Electricity	Apr-17	2.06	2.06	2.24	2.24	N
Non Sheltered Housing						
Grounds Maintenance	Apr-17	1.00	1.00	0.94	0.94	N
Communal Electricity	Apr-17	0.80	0.80	0.87	0.87	N
Communal Cleaning (not subject to VAT) (See Note 1):						
Langham Drive, Clacton	Apr-16	3.37	3.37	2.72	2.72	N
Nayland Drive, Clacton	Apr-16	3.33	3.33	2.70	2.70	N
Boxted Ave (3 Storey) , Clacton	Apr-16	3.32	3.32	2.66	2.66	N
Boxted Ave (2 Storey) , Clacton	Apr-16	3.30	3.30	1.51	1.51	N
Polstead Way, Clacton	Apr-16	3.30	3.30	1.51	1.51	N
Porter Way, Clacton	Apr-16	3.32	3.32	1.28	1.28	N
Tanner Close, Clacton	Apr-16	3.33	3.33	1.20	1.20	N
Mason Road, Clacton	Apr-16	3.27	3.27	1.36	1.36	N
Groom Park, Clacton	Apr-15	2.05	2.05	1.41	1.41	N
Leas Road , Clacton	Apr-15	2.05	2.05	1.41	1.41	N
Rivers House, Walton	Apr-15	2.23	2.23	1.20	1.20	N
Rochford House, Walton	Apr-15	2.23	2.23	1.20	1.20	N
D'arcy House , Walton	Apr-15	2.23	2.23	1.20	1.20	N
Churchill Court, Dovercourt	Apr-15	2.63	2.63	1.55	1.55	N
Cliff Court, Dovercourt	Apr-15	2.05	2.05	1.81	1.81	N
Grove Avenue Walton	Apr-15	1.06	1.06	0.75	0.75	N

HOUSING PORTFOLIO - HRA
SCALE OF CHARGES 2018/19

	Date last revised	← (A) 2017/18 →	(B) →	← (C) 2018/19 →	(D) →	VAT Ind
		Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	
	Effective from	01/04/2017 £	01/04/2017 £	01/04/2018 £	01/04/2018 £	
<u>SHELTERED UNITS SERVICE CHARGES (Not subject to VAT) (see Note 2):</u>						
Housing Related Support Charge	Apr-17	6.34	6.34	6.34	6.34	X
Landlord Costs	Apr-15	13.60	13.60	13.60	13.60	X
Careline Alarm	Apr-17	2.00	2.00	2.00	2.00	X

Notes

(1) These charges are based on the principle of full cost recovery.

(2) General service charge for sheltered units

Following the withdrawal of supporting people funding by ECC in 2017/18, it was agreed, as part of last year's budget setting process, to not charge the housing related support charge to those tenants who would have qualified for supporting people funding. An associated review of sheltered housing remains in progress and at this time it is proposed to continue with the current approach of subsidising the cost of housing related support in 2018/19.

* Garage Rent - VAT:

Parking:

Council Tenant

Non-Council Tenant

Storage:

Homeless persons goods

Premises suitable for parking

Premises unsuitable for parking

N

V

X

HRA Capital Programme

	Original 2017/18 Budget £	Revised 2017/18 Budget £	2018/19 Budget £	2019/20 Budget Revised Forecast £	2020/21 Budget Revised Forecast £	2021/22 Budget Revised Forecast £	2022/23 Budget Revised Forecast £
EXPENDITURE							
Improvements, enhancement & adaptation of the Council's housing stock	2,770,000	3,572,850	2,696,410	2,696,410	2,696,410	2,696,410	2,696,410
Disabled adaptations for Council tenants	400,000	457,910	400,000	400,000	400,000	400,000	400,000
Information Technology upgrade and replacement	20,000	60,000	20,000	20,000	20,000	20,000	20,000
New Build Initiatives and Acquisitions*	780,250	3,172,130	480,570	298,090	225,780	213,630	488,140
Cash Incentive Scheme	60,000	20,000	60,000	60,000	60,000	60,000	60,000
	4,030,250	7,282,890	3,656,980	3,474,500	3,402,190	3,390,040	3,664,550
FINANCING							
Capital Grants	0	179,070	0	0	0	0	0
Capital Receipts	0	156,210	0	0	0	0	0
Major Repairs Reserve	3,250,000	4,110,760	3,176,410	3,176,410	3,176,410	3,176,410	3,176,410
Direct Revenue Financing of Capital	780,250	2,836,850	480,570	298,090	225,780	213,630	488,140
	4,030,250	7,282,890	3,656,980	3,474,500	3,402,190	3,390,040	3,664,550

HRA RESERVES

APPENDIX D

	Balance 31 March 2017	Contribution from Reserves 2017/18	Contribution to Reserves 2017/18	Est. Balance 31 March 2018	Contribution from Reserves 2018/19	Contribution to Reserves 2018/19	Est. Balance 31 March 2019
	£	£	£	£	£	£	£
HRA Reserves							
HRA General Balance	4,561,980	(200,000)	0	4,361,980	0	0	4,361,980
HRA Commitments	2,151,180	(2,151,180)	0	0	0	0	0
Housing Repairs Reserve	1,572,950	(4,036,520)	3,738,330	1,274,760	(4,065,790)	3,815,790	1,024,760
Major Repairs Reserve	4,485,530	(4,110,760)	3,173,330	3,548,100	(3,176,410)	3,176,410	3,548,100
Total Reserves	12,771,640	(10,498,460)	6,911,660	9,184,840	(7,242,200)	6,992,200	8,934,840

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Key Decision Required:	No	In the Forward Plan:	No
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CABINET

22 JANUARY 2018

PORTFOLIO HOLDER FOR HEALTH AND EDUCATION

**A.5 REVIEW OF THE REGISTRATION OF AN ASSET OF COMMUNITY VALUE:
BRUNSWICK HOUSE ALLOTMENTS, MISTLEY**
(Report prepared by Andy White and Gill Burden)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To review the listing of the Brunswick House Allotments under the Localism Act 2011 (“the Act”) and the Assets of Community Value (England) Regulations 2012 (“the Regulations”) following a request for review by the owner.

EXECUTIVE SUMMARY

In 2014 a valid nomination to register an asset of community value was received from Mistley Parish Council in respect of Brunswick House Allotments, Mistley, Manningtree, Essex, CO11 1HS.

In January 2015 Cabinet resolved to add the land to the list of Assets of Community Value, having taken into account the evidence provided that the land nominated met the criteria set out Section 88 of the Localism Act 2011.

On 01 December 2015 planning application 15/01787/FULL was validated, for 25 bungalows.

On 21 August 2017 the Council entered into a s106 planning agreement with the owners of the land pursuant to that application, including:

1. The transfer of one dwelling as affordable housing
2. The setting out and transfer of revised allotments
3. The creation and transfer of public open space

On 07 September 2017 the Council granted planning permission for 25 bungalows subject to some conditions.

The owner wishes to sell the development land but cannot because of the Asset of Community Value Listing. The owner has requested a review due to the provisions of the Section 106 agreement.

RECOMMENDATION(S)

That Cabinet

- (a) Notes the change in circumstances at Brunswick House Allotments since its decision in January 2005, including Mistley Parish Council’s approval of the removal of the Asset of Community Value listing and consequently agrees to undertake a review;**
- (b) agrees that following the obligations of the Section 106 planning agreement, including a provision to transfer revised allotments, it is not realistic that the original land nominated will further the social wellbeing or social interests of the local community in the future; and**
- (c) Subsequently, the criteria required in Section 88 Localism Act 2011 is no**

longer satisfied and that the land should be removed from the list of Assets of Community Value.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Aspects so the site and proposals contribute to various corporate priorities:

- Promote healthier lifestyles and living
- Deliver a quality living environment
- Local regeneration
- First rate leisure facilities.

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

There are circumstances where the Council may be required to pay compensation. The key criteria in this case would be any cost incurred by the owner as a result of delayed sale caused by the listing. It is hard to quantify this risk and it is therefore not proposed to make a specific allocation. The Advice Note issued by Department of Communities and Local Government (“DCLG”) states that if compensation exceeds £20,000 in any one financial year support can be requested through their burdens funding scheme.

Risk

There is always some risk that the decision in relation to the listing will be controversial whether it is listed or not. In addition, in the specific circumstances of this case a section 106 agreement is in place which actually requires the provision of new allotments which is preferable to the protection of the Localism Act which is, in extremis, limited to delaying sales of land.

LEGAL

If a local authority receives a valid nomination, it must determine whether the land or building nominated meets the definition of an asset of community value as set out in Section 88 of the Localism Act 2011:

- (1) A building or other land in a local authority’s area is land of community value if in the opinion of the authority —
 - (a) an actual current use of the building or other land that is not an ancillary use furthers the social wellbeing or social interests of the local community, and;
 - (b) it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

Section 88(2) of the Act extends this definition to land which has furthered the social wellbeing or social interests of the local community in the recent past, and which it is realistic to consider will do so again during the next five years.

Section 91 of the Act allows for entries to be removed from the register and if a decision is made to do so, reasons must be given and notice given;

Under Schedule 2 of the Local Authorities (Functions and Responsibilities) Regulations 2000, as amended, the determination of an appeal against any decision made by or on behalf of the authority can be made by the Executive or another Committee. It is considered that as Cabinet will be the decision maker of the outcome of the nomination, any review received should be considered and referred to the Community Leadership and

Partnerships Overview and Scrutiny Committee, which already includes within its terms of reference review of Cabinet decisions. Referral to the Overview and Scrutiny committee is only relevant when a review is requested at the time of original nomination, if Cabinet wishes to review its own decision following a change in circumstances; it is free to do so.

The Assets of Community Value (England) Regulations 2012 (“the Regulations”) provide procedural detail to give effect to the assets of community value scheme.

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.

Ongoing recreation and allotment provision is likely to have a positive impact on health inequality

Ongoing recreation provision is likely to provide diversionary activity that will have an ameliorating impact on crime and disorder.

The Parish Council has been invited to comment upon the proposed review.

Area or Ward Affected

Manningtree, Mistley, Little Bentley and Tendring.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Act and Regulations, also collectively known and described as Community Right to Bid place a duty on local authorities in England and Wales to maintain a list of land in their areas that is land of community value as nominated by the local community.

The local authority must consider only if the nominated asset meets the criteria set out in Section 88 Localism Act 2011 in that it is satisfied:

- (a) the actual use, not an ancillary one, that furthers social wellbeing or social interest of the local community and
- (b) that there can continue to be a non-ancillary use, which will further the social well-being or social interests of the local community.

The Council must maintain:

- A list of assets that are held to be of community value, and;
- A list of assets identified in unsuccessful nominations.

If land or buildings are placed on the list of assets of community value:

- They remain on the list for five years;
- They are subject to a local land charge;
- If the owner wishes to sell (some exemptions apply) the asset they must notify the Council;
- The Council must notify the nominator and publicise the potential sale;
- All community groups have a six week window to register their intent to bid for the asset;
- If no registration of intent is received the owner may then sell the asset as they see fit (subject to any normal legal processes);
- If intent is registered community groups are then allowed a further 20 weeks

(strictly 6 months from the date of the owner's notice) to raise money, reach agreement or otherwise bid for the asset;

- The owner may sell to a community group at any time but is never obliged to do so;
- If no community bid is made or accepted within the six months the owner may then sell the asset as they see fit;
- No further bid or moratorium can be made for a period of 18 months from the owner's notice; and
- If the owner suffers financial loss as a result of the imposition of either moratorium the Council must compensate the owner.

The provisions of the community right to bid does not:

- Restrict who the owner of a listed asset can sell their property to, nor at what price;
- Confer a right of first refusal to community interest groups;
- Enable a community group to trigger disposal of a site; or
- Place any restriction on what an owner can do with their property, once listed, if it remains in their ownership.

Only the owner of the land has the right to seek a review of the decision to include any land on the list in accordance with Section 92 of the Localism Act 2011. This must be done in writing within 8 weeks of the written notice of inclusion of the land in the list. The table below, based on guidance produced by the Public Law Partnership sets out an overview of what the Act and Regulations intend to constitute as an Asset of Community Value”.

Section 91 of the Act allows for entries to be removed from the register and if a decision is made to do so, reasons must be given and notice given.

Nature of use	Social use was/is				
	Never	Long Past	Recent Past	Present	Future
The Act intends to apply to Land and Buildings Where:					
(1) The main use of the land or building furthered the social wellbeing or social interests of the local community at the present time AND it is realistic to think that this can continue into the near future (even if the type of social use or benefit might change)*				✓	✓
(2) The main use of the land or building furthered the social wellbeing or social interests of the local community in the recent past AND it is realistic to think that this could again happen in the next five years (even if the type of social use or benefit might change)#			✓		✓
The Act does not intend to apply to land where:					
(3) The main use of the land or building furthered the social wellbeing or social interest of the local community some years ago but is not presently in use for a social purpose		✓			
(4) The land or building has not recently been, and is not currently, in use for	✓				

a primarily social purpose.					
(5) The land or building has been empty or derelict for many years and remains so today.	As applicable				

In their Guidance Public Law Partnership provide some helpful interpretation of these terms:

*This could apply to a broader set of activities and not just cultural, recreational and sport interests as provided by the Act. Working with local communities it could include: any land or building where the main purpose is for the provision of public services for education, health and wellbeing or community safety e.g. nurseries, schools, children’s centres, health centres, surgeries, hospitals, day care centres, and residential care homes. Sport, recreation & culture e.g. parks and open green spaces, sports and leisure centres, libraries, theatres, museums and heritage sites, cinemas, swimming pools. Community services e.g. community centres, youth centres, and public toilets. Any economic use which also provides important local social benefits e.g. village shops, pubs, markets.

#What does it mean “realistic to think that this can continue into the near future”? For the use which is **currently ongoing**, the working assumption should be that the present use can continue into the future, unless the local authority is able to identify evidence that is unlikely to be the case. In other words where the asset is presently in social use there should be a **presumption of continued viability**, unless clear evidence suggests otherwise. For a **social use which has lapsed** and needs to be re-established the local authority will need to take a view on the realism of re-establishing this. A new approach can help to re-establish services that were previously not viable.

CURRENT POSITION

In 2014 a valid nomination to register an asset of community value was received from Mistley Parish Council in respect of Brunswick House Allotments, Mistley, Manningtree, Essex, CO11 1HS.

The Nomination stated that the land was until recently [in relation to the nomination] cultivated and maintained as allotments and had been so for 27 years until the current owners of the land gave the allotment users, collectively known as the Mistley Allotment and Leisure Gardener Association notice to quit in December 2013. The Mistley Allotment and Leisure Gardener Association is made up of local residents, many of them pensioners who have enjoyed use of the allotment site for many years and have established themselves as part of the local community. The position of the allotments is such that local residents can easily walk to the site from their homes nearby. The Nomination states that should the land come up for sale the Association would like the opportunity to bid for the allotment site and have indicated they would raise the necessary funds.

In January 2015 Cabinet resolved, having taken into account the evidence provided that the land nominated, shown edged and dotted pale blue on the plan appended at Appendix A, does meet the criteria set out Section 88 of the Localism Act 2011, to add it to the list of Assets of Community Value.

On 01 December 2015 planning application 15/01787/FULL was validated, for 25 bungalows. The application includes residential use on the area hatched red on the plan together with an access road (partly) shown hatched black on the plan.

On 21 August 2017 the Council entered into a s106 planning agreement with the owners of the land pursuant to that application, providing for the following obligations :

1. The transfer of one dwelling as affordable housing

2. The setting out and transfer of revised allotments in two phases as shown hatched green and hatched yellow on the plan

3. The creation and transfer of public open space, shown with the green grass symbols on the plan

On 07 September 2017 the Council granted planning permission for 25 bungalows subject to some condition and including the s106 agreement.

The owner wishes to sell the land to a developer who will be bound by the s106 agreement but cannot do so without triggering a moratorium of at least six weeks because of the Asset of Community Value Listing. The owner has requested a review.

The Council is required to consider only whether the asset meets the criteria set out in the Section 88 of the Act.

Officers have written to Mistleay Parish Council seeking their comments on the proposed review. The Clerk to the Parish Council has confirmed that it does not oppose the removal of the listing, in the light of the obligations contained within the s106 planning agreement. If Officers receive any further representation prior to the meeting of Cabinet it will be provided at the meeting for consideration.

Taking the above into account it is recommended that the area of land nominated does meet the criteria set out in Section 88 of the Localism Act 2011:

“(2) The main use of the land or building furthered the social wellbeing or social interests of the local community in the recent past...”

However, in the light of the planning permission and the s106 agreement officers consider that it is not “...realistic to think that this could again happen” (as shown in sections 1 and 2 of the table above).

Accordingly it is recommended that the criteria for listing are no longer met and that the land should be removed from the list of Assets of Community Value.

BACKGROUND PAPERS FOR THE DECISION

None.

APPENDICES

Appendix A – Location Plan



TENDRING DISTRICT COUNCIL

Andrew R White
BSc MRICS
HEAD OF PROPERTY SERVICES

Title

Land at Harwich Road Mistley
Brunswick Allotments
Asset of Community Value

Date: 15.12.2019 **Page** 191

Scale: 1:2000

Drawn By: AR WHITE

Drawing No. & Revision

1

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