



CABINET

DATE:	Friday, 24 January 2020
TIME:	10.30 am
VENUE:	Essex Hall - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Stock OBE	- Leader of the Council
Councillor Broderick	- Independent Living Portfolio Holder
Councillor C Guglielmi	- Deputy Leader of the Council, Corporate Finance and Governance Portfolio Holder
Councillor P Honeywood	- Housing Portfolio Holder
Councillor McWilliams	- Partnerships Portfolio Holder
Councillor Newton	- Business and Economic Growth Portfolio Holder
Councillor Porter	- Leisure and Tourism Portfolio Holder
Councillor Talbot	- Environment and Public Space 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: THURSDAY, 16 JANUARY 2020

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 - 14)**

To confirm and sign the minutes of the last meeting of the Cabinet held on Friday 20 December 2019.

3 **Declarations of Interest**

Councillors are invited to declare any Disclosable Pecuniary Interests or Personal Interest, and the nature of it, 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**

There are none on this occasion.

8 **Leader of the Council's Items - A.1 - Tendring4Growth (Pages 15 - 24)**

To seek Cabinet's endorsement of actions to develop and deliver the corporate plan theme TENDRING4GROWTH as a catalyst for growth across the District, supporting businesses and communities.

9 **Cabinet Members' Items - Report of the Business and Economic Growth Portfolio Holder - A.2 - North Essex Economic Strategy (Pages 25 - 62)**

To seek Cabinet's approval of the North Essex Economic Strategy. The report presents the future ambition and vision for economic growth across the North Essex area as set out in the strategy, an overview of the partnership through which this has been developed and an outline of the way in which the aims of the Strategy will be delivered.

10 **Cabinet Members' Items - Joint Report of the Housing Portfolio Holder and the Corporate Finance & Governance Portfolio Holder - A.3 - Freehold Purchase of two Residential Properties (Pages 63 - 66)**

To seek Cabinet's approval, in principle, for the freehold purchase of two residential properties in Clacton-on-Sea.

11 Cabinet Members' Items - Report of the Finance and Corporate Resources Portfolio Holder - A.4 - Latest Financial Forecast / Final Budget Proposals for 2020/21 (Pages 67 - 218)

To seek Cabinet's approval of the latest financial forecast and final General Fund budget proposals 2020/21 (including Council Tax proposals) for recommendation to Council on 11 February 2020.

12 Cabinet Members' Items - Report of the Finance and Corporate Resources Portfolio Holder - A.5 - Housing Revenue Account Budget Proposals 2020/2021 (Pages 219 - 236)

To set out and seek Cabinet's approval of the final HRA budget proposals 2020/21 (including fees and charges, capital programme and movement in HRA Balances) for recommendation to Council on 11 February 2020.

13 Management Team Items

There are none on this occasion.

14 Exclusion of Press and Public

The Cabinet is asked to consider the following resolution:

"That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Items 16 and 17 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A, as amended, of the Act."

15 Exempt Minutes of the Meeting held on Friday 20 December 2019 (Pages 237 - 240)

To confirm and sign the exempt minutes of the meeting of the Cabinet held on Friday 20 December 2019.

16 Cabinet Members' Items - Joint Report of the Housing Portfolio Holder and the Corporate Finance & Governance Portfolio Holder - B.1 - Terms for the Freehold Purchase of two Residential Properties (Pages 241 - 266)

To approve terms for the freehold purchases of two residential properties in Clacton-on-Sea.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Cabinet is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 10.30 am on Friday, 21 February 2020.

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice of Intention to Conduct Business in Private

Notice is hereby given that, in accordance with Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, Agenda Item No. 16 is likely to be considered in private for the following reason:

The item detailed below will involve the disclosure of exempt information under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) to Schedule 12A, as amended, to the Local Government Act 1972:

Cabinet Members' Items - Joint Report of the Housing Portfolio Holder and the Corporate Finance & Governance Portfolio Holder - B.1 - Terms for the Freehold Purchase of two Residential Properties

Information for Visitors

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**MINUTES OF THE MEETING OF THE CABINET,
HELD ON FRIDAY, 20TH DECEMBER, 2019 AT 10.34AM
ESSEX HALL - TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE**

Present: Councillors Neil Stock OBE (Leader of the Council) (Chairman), Carlo Guglielmi (Deputy Leader of the Council & Corporate Finance and Governance Portfolio Holder), Lynda McWilliams (Partnerships Portfolio Holder), Mary Newton (Business and Economic Growth Portfolio Holder), Alex Porter (Leisure and Tourism Portfolio Holder) and Michael Talbot (Environment and Public Space Portfolio Holder)

Group Leaders Present by Invitation: Councillors Terry Allen (Leader of the Tendring First Group), Jayne Chapman (Leader of the Independent Group), Ivan Henderson (Leader of the Labour Group), Gary Scott (Leader of the Liberal Democrats Group) and Mark Stephenson (Leader of the Tendring Independents Group)

Also Present: Councillor Gina Placey

In Attendance: Ian Davidson (Chief Executive), Martyn Knappett (Deputy Chief Executive (Corporate Services)), Paul Price (Corporate Director (Operational Services)), Lisa Hastings (Head of Governance and Legal Services & Monitoring Officer), Richard Barrett (Head of Finance, Revenues and Benefits Services & Section 151 Officer), Tim Clarke (Head of Housing and Environmental Health), Anastasia Simpson (Head of People, Performance and Projects), Mark Westall (Head of Customer and Commercial Services), Andy White (Head of Property Services), Ian Ford (Committee Services Manager & Deputy Monitoring Officer) and William Lodge (Communications Manager)

77. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Joy Broderick (the Portfolio Holder for Independent Living) and Paul Honeywood (the Portfolio Holder for Housing).

78. MINUTES OF THE LAST MEETING

It was **RESOLVED** that the Minutes of the meeting of the Cabinet held on Friday 8 November 2019 be approved as a correct record and be signed by the Chairman.

79. DECLARATIONS OF INTEREST

There were no declarations of interest made at this time though later on in the meeting during the discussions on report B.1 – Essex County Council Telecare Tender – Councillors G V Guglielmi, I J Henderson and M E Stephenson each declared a personal interest insofar as they were also Essex County Councillors but they also declared that they had not been involved with any decision making at the County Council on this particular matter.

80. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

The Leader of the Council (Councillor Stock OBE) made the following announcements:-

Climate Emergency

“Many of you will recall that I put forward a motion in the Summer proposing that the Council declare a climate emergency.

On 7th August we did declare a climate emergency, making a commitment for the Council’s operations to be carbon neutral by 2030 and to provide community leadership to encourage our businesses and communities to aspire towards the same target.

As part of the declaration I agreed to set aside £150,000 in support of this work and to set up a cross-party climate change working group.

I am extremely pleased to say that a cross party working group was quickly established with Councillor Alan Coley as the chair. The group met for the first time on 12th September and has recently held its fourth meeting. I know that the discussions held by the group have been extremely positive and that party politics have not come into play. That is important as we must not let our politics get in the way of such an important issue.

So far, through the work of the group we have achieved the following:

- A commitment to tree planting in the District. It has been reported that Tendring has only 4% tree coverage so we have a great opportunity here. 2400 trees were planted at Rush Green over the last weekend in November, bringing the total number of trees planted there this year to 5000. On the recommendation of the group I have written to Councillor Finch, as leader of Essex County Council, to ask that they maximise the proportion of trees planted in Tendring as part of their commitment to a £1 million tree planting programme across Essex and I am sure that tree planting will be a feature of our Action Plan.*
- A recommendation that an energy efficiency assessment of all our general fund buildings be carried out so we can prioritise our planned investment and works to those buildings. I have just signed a decision committing us to this work which will be carried out in the New Year and funded from the £150,000 I mentioned earlier.*
- Linked to this we have set aside a budget of £1.13 Million towards future energy efficiency improvements to our buildings.*
- The appointment of a specialist consultancy to work with us to calculate our carbon footprint and prepare our action plan for becoming carbon neutral. The consultants we have chosen to work with are the Energy division of the Association of Public Service Excellence (APSE Energy). APSE, who are wholly owned by the local authorities who are their members, have a good knowledge of local councils and are very well placed to support us. I am therefore confident they will help put us on the right footing. I want the public money we will spend on carbon reduction to be well spent and for us to focus our actions on those areas where we can have the biggest impact in the shortest time.*

- *An assessment of how much single-use plastic we use as part of our operations. I would like to propose that we cease the use of single-use plastics across our business where it is possible to do so and will be asking officers to implement this. So no more plastic cups! By the end of 2020 I would like to be able to declare us single-use plastic free.*

As you can hear we are moving in the right direction and have already taken some very significant and positive steps towards becoming carbon neutral.

This is just the beginning though, and if we are to make a meaningful difference for future generations we will need to take some tough decisions. The Action Plan, which I expect to be ready by the Spring, will set out what we need to do to make our operations carbon neutral, along with the associated costs. I will bring that plan to Cabinet and then Full Council to ensure we have the highest level of commitment to the work that will need to be done over the next ten years.”

Councillor Stock OBE then responded to matters raised by Councillors Allen, I J Henderson and Scott.

Corner Lodge Care Home, Jaywick Sands

“I’m delighted to report that Corner Lodge Care Home in Jaywick Sands has won the Activities and Wellbeing category at the Essex Care Sector Awards. This local care home beat over 100 homes throughout Essex nominated in this category, and has been recognised for taking a proactive approach to improving the wellbeing of its residents through meaningful activities that are person centred, creating a compassionate environment where individuals are engaged, stimulated, and fulfilled. My congratulations go to all the staff and residents at Corner Lodge.”

Armed Forces Covenant – Silver Award

“I am pleased to be able to let Members know that Tendring District Council has been awarded the SILVER award under the Armed Forces Covenant.

The scheme publicly recognises employers’ efforts to support defence personnel issues, such as employing reservists and veterans, while encouraging others to do the same.

We are immensely proud of our relationship with the Armed Forces in Tendring, and to be recognised with this prestigious award is a real honour.”

Kindertransport

“Members may be aware of Kindertransport - a hugely significant movement which helped children of Jewish families flee the Nazi regime in Austria, Poland, Germany and Czechoslovakia ahead of the 2nd World War.

On 2 December 1938 the first Kindertransport took place with 196 children transported from Berlin, via the Hook of Holland, to Harwich by ferry. From Harwich port the children were taken on a train to Liverpool Street where they met their volunteer foster parents. Children without volunteer foster parents were placed in holding centres at holiday camps in Dovercourt, in Tendring, and further afield.

A second Kindertransport took place on 10 December 1938 with 500 children travelling from Vienna to Harwich and these children were largely accommodated in a Dovercourt holiday camp.

There is, of course loads more behind the story of Kindertransport than I can describe in a short statement but I am sure Members will agree that this is a hugely significant part of Tendring's history, particularly Harwich's.

Therefore in keeping with this Council's commitment to recognising and promoting our heritage it is only right that we do more to formally recognise the role that Harwich and Dovercourt played in Kindertransport.

I have asked officers to engage with the Harwich Society, and any other interested local groups, to develop proposals for a public art installation which will both commemorate and tell the story of Kindertransport and its' links with Tendring. This will provide a much deserved civic focus for Kindertransport and further add to the ongoing promotion of the history of Harwich and Dovercourt for residents and visitors alike."

Councillor Stock OBE then responded to points made by Councillor I J Henderson.

Parliamentary General Election

Councillor Stock OBE congratulated the staff of both this Council and Colchester Borough Council for the very efficient way in which they had carried out the election and the election counts for the Clacton Parliamentary Constituency and the Harwich and North Essex Parliamentary Constituency.

81. ANNOUNCEMENTS BY CABINET MEMBERS

Illuminate Festival, Harwich

The Leisure and Tourism Portfolio Holder (Councillor Porter) made the following announcement:-

"I would like to highlight to Cabinet the amazing event which took place at the end of November on a crisp evening when all of Harwich was both lit up and packed with families enjoying an incredible light and sound display.

The Illuminate Festival took place on the evenings of Friday 29th and Saturday 30th, bringing a lantern parade, Tunnel of Light and projections right along the old town seafront.

Similar festivals have been held at destinations across the UK, The Netherlands and USA as places with links to The Mayflower and its Pilgrim voyage mark the historic anniversary. Next year sees the 400th anniversary of the Trans-Atlantic crossing and a year of events will commemorate the landmark, with Illuminate held around Thanksgiving period.

An estimated 6,000 people attended Harwich Illuminate Festival across the two days, to enjoy the stunning projections along buildings on The Quay and onto Christopher Jones' House.

Friday saw a lantern parade led by Spark! drummers and containing children from around the town who helped make giant puppets and lanterns, as well as a performance by a 90-strong choir (including our retiree today, Martyn Knappett) which was projected live onto The Pier Hotel. Saturday began with a fireworks flight display by Fireflies, and had a carnival feel with stilt walkers, jugglers, face painting, puppets and more.

There was an incredible buzz throughout the two days, and this is only the start of our commemorations.

A huge thank you must go to our staff for organising such an incredible event and to our partners, most notably The Pier, Harwich Haven Authority and the Harwich Festival, as well as all of the performers and our hosts.”

Councillor I J Henderson, on behalf of himself and his fellow Harwich and Dovercourt Ward Members thanked the Head of Sport and Leisure (Mike Carran) and those Officers from all parts of the Council who had been instrumental in helping to make this event such a great success.

Waste and Recycling Collections

The Environment and Public Space Portfolio Holder (Councillor Talbot) made the following announcement:-

“After all the work that had been put into the introduction of major changes to our Waste and Recycling collections by the staff in Environment Services, the latest statistics supplied by the County Council as the disposal authority, show that the Cabinet’s intention that our re-cycling rate must be increased - is well and truly being achieved, thanks to their efforts.

Our residents, notwithstanding many introductory difficulties, must be congratulated on their co-operation with the Council in helping us achieve a quite exceptional turn round of which we can all be proud of.

September is the first month where a true comparison can be made with last year – pre the new system.

In September 2018 Tendring’s recycling was 29% of all the waste collected, but the County inform us that in September 2019 our recycling rate was now 41.8%. Let me repeat that – Was 29% now 41.8%.

Food waste collections rose by 186% that is from 119 tonnes in September 2018 to 340 tonnes this year.

Our recycling, the Red boxes collecting newspapers, scrap paper and card and the Green boxes collecting plastic bottles and tin cans, went up by 34%, and even the glass collected at the local bottle banks has increased by 46% - due to the efforts of individual residents to whom I express my thanks.

You may guess that most of these increases in recycling are of the waste that once was going direct to landfill where statistics for the same period in 2018 show that we delivered to the County for landfill over 2800 tonnes and now this year’s September’s

the delivery is 2000 tonnes a reduction of approximately 800 tonnes which we assume must now be being recycled.

The Cabinet join me to thank all our residents for their superb efforts made over these last six months, in adapting personally to the changes to their Waste Collection System.”

The Leader of the Council (Councillor Stock OBE) thanked the Officers concerned for their diligent response to residents' concerns and complaints during the difficult introductory period of the new waste and recycling collection service.

82. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were none on this occasion.

83. MATTERS REFERRED TO THE CABINET BY A COMMITTEE

There were none on this occasion.

84. LEADER OF THE COUNCIL'S ITEMS - A.1 - A NEW CORPORATE PLAN 2020 - 2024

The Cabinet gave consideration to a report of the Leader of the Council (A.1) which sought its approval for the onward recommendation to Full Council of the final proposals for the Council's new Corporate Plan 2020/24.

Cabinet recalled that, at its meeting held on 13 September 2019, it had agreed the draft proposals for the Corporate Plan 2020/24 as its initial proposals for consultation purposes. That consultation process had included presentation to the two Overview and Scrutiny Committees (*for consideration and comment back to Cabinet*), and consultation with key partners (*other Local Authorities, Parish and Town Councils*), community representatives, local primary and secondary schools, members of the public and industry and business bodies. The feedback from that consultation process was summarised within the Leader's report.

Members were informed that the final proposed Corporate Plan continued to follow the principles which had been previously agreed by the Cabinet, namely:-

- a “Plan on a Page”;
- with Community Leadership at its heart
- with other cross-cutting themes identified such as Tending4Growth; and
- with a clear statement of the Council's overall vision and values.

It was reported that, following the consultation process and as part of working collaboratively, a number of consultees had requested that the Future of Essex and the vision and ambitions this document set out, be included with Tending's final proposals. Therefore the Leader of the Council was recommending that within the values section and working collaboratively that this section be expanded as follows:

“Working collaboratively with partners, including supporting the Essex wide vision and ambitions”.

The other key themes, remained as previously reported, namely:

- Delivering High Quality Services
- Community Leadership Through Partnerships
- Building Sustainable Communities for the Future
- Strong Finances and Governance
- A Growing and Inclusive Economy

There had also been some minor updates to the order of priorities within the Corporate Plan.

The “Vision of the Council” remained unchanged from the initial proposals.

Having considered the final proposals for the Corporate Plan 2020/24, as set out in Appendix B to the Leader of the Council’s report:-

It was moved by Councillor Stock OBE, seconded by Councillor Newton and:-

RECOMMENDED TO COUNCIL that the final proposals for the Corporate Plan 2020/24, as set out in Appendix B to item A.1 of the Report of the Leader of the Council, be approved, subject to within the section headed “A Growing and Inclusive Economy” the aspiration “*Maximise our seafront opportunities*” being amended to read “*Maximise our **coastal and** seafront opportunities*”.

85. CABINET MEMBERS' ITEMS - REPORT OF THE CORPORATE FINANCE AND GOVERNANCE PORTFOLIO HOLDER - A.2 - UPDATED FINANCIAL FORECAST AND INITIAL BUDGET PROPOSALS 2020/21

The Cabinet gave consideration to a detailed report of the Corporate Finance and Governance Portfolio Holder (A.2) which sought its approval for the updated financial forecast and proposed position for 2020/21 to go out for consultation with the Resources and Services Overview and Scrutiny Committee.

Members were advised that, as part of maintaining a ‘live’ forecast, further updates to the position for 2020/21 had been made since the financial forecast had been last considered by Cabinet at its meeting held on 8 November 2019.

It was reported that, at this stage of the budget process, there was a net deficit of £0.023m forecast in 2020/21, an overall change of £0.946m compared with the £0.969m deficit reported to Cabinet on 8 November 2019. Therefore the long term forecast remained on the right trajectory over the period it covered.

Cabinet’s attention was particularly drawn to the fact that the 2020/21 budget included an estimated collection fund surplus of £1.360m. 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 as a one-off ‘saving’ in 2020/21. Although this amount was available to support the 2020/21 budget, if this was excluded from the forecast, there would be a budget deficit of £1.383m for 2020/21.

Members were informed that, although subject to potential changes to the forecast over the remaining budget setting period, the current forecasted deficit of £0.023m would be met by drawing money down from the forecast risk fund.

Cabinet was aware that the timing of the Local Government Finance Settlement had been disrupted this year due to the Parliamentary General Election and the date of the announcement remained unclear. However, given that the revenue support grant had been completely removed in 2020/21, the main remaining items of note would relate to the confirmation (or otherwise) of the Council's ability to increase the level of Council Tax by a maximum of £5 along with other specific grant funding. Any changes emerging from the detailed Local Government Finance Settlement would be included in the figures that would be presented to Cabinet at its next meeting in January 2020 when it would consider its final budget proposals for recommendation to Full Council.

Cabinet was advised that, once the final position for 2020/21 was determined, the remaining years of the 10 year forecast would be revised, set against the revised 2020/21 position and would be reported to Members later in the budget setting process.

Having considered all of the information contained in the Portfolio Holder's report and its appendices and in order to enable the Resources and Services Overview and Scrutiny Committee to be formally consulted as part of the budget setting process :-

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

RESOLVED that Cabinet:

- a) approves the updated Financial Forecast and proposed position for 2020/21, as set out in the report and its appendices; and
- b) requests the Resources and Services Overview and Scrutiny Committee's formal comments on this latest financial forecast and proposed position for 2020/21.

86. CABINET MEMBERS' ITEMS - REPORT OF THE CORPORATE FINANCE AND GOVERNANCE PORTFOLIO HOLDER - A.3 - ENERGY SAVING MEASURES IN COMMUNITY CENTRES

The Cabinet gave consideration to a report of the Corporate Finance and Governance Portfolio Holder (A.3) which sought its agreement for the identification and implementation of energy saving measures in Council owned Community Centres and for the remaining balance in the Big Society Fund to be reallocated to support that initiative.

Members were aware that the Council had declared a climate emergency and priority to achieve carbon neutrality by 2030.

Cabinet recalled that the Big Society Fund had been launched in April 2011 and to date had awarded over £800,000 in grants to a wide variety of organisations and projects in the local area. There was now £78,400 remaining in the fund which was not considered sufficient to invite a further round of bids as many of the applicants would likely have no chance of receiving any funding. The Portfolio Holder had expressed his wish to see the remaining money used to support the carbon neutrality agenda and community buildings and he was therefore proposing that the remaining fund be reallocated in order to assess the Council's community centre buildings and support Green Energy improvements to reduce their outgoings and make them more sustainable.

Members were made aware that it was unlikely that the fund available would complete all of the measures possible and it was unlikely that any of the existing buildings would achieve Carbon neutrality in their own right. It was therefore proposed that a further report be prepared identifying further works that might be advantageous in terms of viable works to the buildings and that further measures beyond that aimed at carbon neutrality be considered within that project.

Having considered the proposals contained within the Portfolio Holder's report:-

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

RESOLVED that –

- (a) in support of the Council's commitment to carbon neutrality, the remaining monies within the Big Society Fund be reallocated to support the Council's community buildings in assessing the most suitable green energy improvements and to implement them where appropriate and to cease the Big Society Fund;
- (b) the Deputy Chief Executive be authorised to reach agreement and expend funds on identified works at Community Centres where formal leases and robust management practices are in place;
- (c) Officers prepare a further report detailing further energy efficiency measures that could be implemented at community centres which cannot be funded as above; and
- (d) Officers be requested to ensure that formal leases are set in place for all community centres owned by the Council on similar standard terms, including the requirement in new leases to work to facilitate the activities of public and third sector partners.

Pursuant to the provisions of Article 7.08 [1.5] (ii) of the Council's Constitution the Leader of the Tending Independents Group (Councillor M E Stephenson) and the Leader of the Labour Group (Councillor I J Henderson) both requested that their Group's opposition to this decision be recorded in the minutes.

87. CABINET MEMBERS' ITEMS - JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - A.4 - HOUSING REVENUE ACCOUNT ESTIMATES 2020/21

The Cabinet gave consideration to a detailed joint report of the Housing Portfolio Holder and the Corporate Finance & Governance Portfolio Holder (A.4) which sought its approval of the following in order that they could go out for consultation with the Resources and Services Overview and Scrutiny Committee:

- an Housing Revenue Account (HRA) Budget for 2020/21 including the movement in HRA Balances;
- the level of fees and charges for 2020/21; and
- the HRA Capital Programme.

Members were informed that, pending agreement of the Council's Housing Strategy and the long term impact on the 30 year business plan, only limited changes to the HRA

budget were being proposed for 2020/21. In addition, 2019/20 was the fourth and final year of the required 1% reduction in rents. For a period of up to 5 years, starting on 1 April 2020, rent increases of CPI + 1% were now allowed. Rents had therefore been increased in 2020/21 by an average of 2.7% (based on a CPI figure of 1.7%).

Therefore, the average weekly rent proposed for 2020/21 was £82.42 (£80.25 in 2019/20). The total increase in income from the 2.7% rent increase would be £0.340m. Although offset / complimented by other budget adjustments, this was the primary contributor to an overall HRA surplus for the year of £0.363m.

It was proposed to contribute the estimated surplus for the year of £0.363m to the HRA Capital Programme in order to support investment in new homes. This would go some way to making good the reduced contributions to the Capital Programme necessitated by the Government's 4 year 1% rent reduction policy.

It was reported that the proposed HRA Capital Programme for 2020/21 totalled £3.539m and continued to provide for a range of schemes and projects, as set out within Appendix C to the Portfolio Holders' report.

Cabinet was made aware that the HRA general balance was forecast to total £5.029m at the end of 2020/21, which remained a strong financial position against which the Housing Strategy and associated HRA 30 year Business Plan could be developed. The HRA debt continued to reduce year on year as principal was repaid with a total debt position at the end of 2020/21 forecast to be £38.442m. This was a reduction of £1.664m compared with the figure at the end of 2019/20.

Members were reminded that, as announced during the current financial year, the Government had confirmed the removal of the HRA debt cap. Any future borrowing decisions would therefore need to take account of existing prudential borrowing principles within a revised HRA Business Plan rather than be limited to that arbitrary cap, which for this Council was £60.285m. As set out earlier in the year, any borrowing decisions that might be required to support the building of new council houses would be subject to separate decisions as opportunities arose.

Cabinet was advised that, in prior years, the HRA budget had only been subject to its approval. However, from 2020/21 the approval of the HRA budget would follow the same process as the General Fund budget, which culminated in their consideration and approval at Full Council in February. Therefore, at this stage of the process, this report set out the proposed 2020/21 HRA budget for consultation with the Resources and Services Overview and Scrutiny Committee. The final budget proposals, including any comments from the Resources and Services Overview and Scrutiny Committee would be reported back to Cabinet at its January 2020 meeting before being recommended onto Full Council in February 2020.

Members were aware that, following the demise of Roalco (the Council's primary housing repairs and maintenance contractor) earlier in the year, the work previously undertaken by that company was currently being delivered via a mix of the Council's in-house Engineering Team, complimented by a range of external suppliers. A separate report was planned to be presented to Members in the first half of 2020/21 that would seek to formalise a longer term approach, but at this stage it was expected that this would continue to be based on using the in-house team along with external suppliers where appropriate. In the interim period it would be necessary to adjust the budget, as it

currently reflected the old arrangements with Roalco. A delegation to the Corporate Director (Operational Services), in consultation with the Housing Portfolio Holder, had been therefore included in the joint report's recommendations in order to provide the required budget flexibility.

Having considered all of the information and advice contained within the joint report and its appendices and in order to allow the Resources and Services Overview & Scrutiny Committee to be formally consulted as part of the budget setting process:-

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

RESOLVED that Cabinet -

- (a) approves a 2.7% increase in dwelling rents in 2020/21;
- (b) approves the 2020/21 Scale of Charges, as shown in Appendix B to the joint report;
- (c) approves the Housing Revenue Account (HRA) Budget for 2020/21, 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;
- (d) requests the Resources and Services Overview and Scrutiny Committee's formal comments on the HRA budget proposals for 2020/21; and
- (e) authorises the Corporate Director (Operational Services), in consultation with the Housing Portfolio Holder, to make the necessary adjustments to the budget to reflect the changes to the delivery of repairs and maintenance work that was previously undertaken by Roalco.

88. CABINET MEMBERS' ITEMS - JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - A.5 - FREEHOLD SALE OF A RESIDENTIAL PROPERTY

The Cabinet gave consideration to a joint report of the Housing Portfolio Holder and the Corporate Finance & Governance Portfolio Holder (A.5) which sought its approval for the freehold sale of a five bedroom residential property in Harwich which required substantial structural and maintenance work.

It was reported that, in August 2019, authority had been obtained to commence the Property Dealing Procedure and list for open market sale a five bedroom residential property in Harwich which required substantial structural repairs and maintenance work.

A number of offers had been subsequently received and Cabinet's approval, in principle, was now sought for the highest bid to be accepted. That bid sat in the upper valuation range for the building.

Cabinet's approval to enter into a contract to dispose of the property on specific terms would be sought later on in the meeting following the exclusion of the press and public.

Having considered the information and advice contained within the joint report:-

It was moved by Councillor G V Guglielmi, seconded by Councillor Stock OBE and:-

RESOLVED that the freehold sale of the property be approved, in principle, subject to Cabinet's decision on terms and other necessary authorisations to complete the sale of the property which would be taken later in the meeting when it considered the related private and confidential report.

Pursuant to the provisions of Article 7.08 [1.5] (ii) of the Council's Constitution the Leader of the Labour Group (Councillor I J Henderson) requested that his Group's opposition to this decision be recorded in the minutes.

89. CABINET MEMBERS' ITEMS - JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - A.6 - LEASEHOLD PURCHASE OF A RESIDENTIAL PROPERTY

The Cabinet gave consideration to a joint report of the Housing Portfolio Holder and the Corporate Finance & Governance Portfolio Holder (A.6) which sought its approval for the leasehold purchase of a residential property in Walton.

It was reported that it was proposed to purchase the leasehold of a two bedroom first floor flat. The property was ex-Council owned and was being sold by the current owner. This Council already owned the nine other flats in the block and numerous others in the road. Buying back this property would make general improvement works and day to day management to this block an easier process. In addition, for a number of years the Council had had a strong demand for two bedroom accommodation/flats.

Cabinet was informed that, in August 2019, Portfolio Holder approval had been obtained in order to initiate the Council's Property Dealing Procedure and to obtain an independent valuation of the property and to negotiate a price with the owner. The market valuation had now been obtained and negotiations with the owners had been completed satisfactorily which would enable the sale to be progressed to a satisfactory conclusion.

Having considered the information and advice contained within the joint report:-

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

RESOLVED that the leasehold purchase of the property be approved, in principle, subject to Cabinet's decision on terms and the necessary authorisations to enter in to a contract and transfer deed to complete the purchase of the property to be taken later in the meeting when it considered the related private and confidential report.

90. MANAGEMENT TEAM ITEMS

There were none on this occasion.

91. EXCLUSION OF PRESS AND PUBLIC

It was moved by Councillor Stock OBE, seconded by Councillor G V Guglielmi 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 Items 16, 17

and 18 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A, as amended, of the Act.

92. CABINET MEMBERS' ITEMS - JOINT REPORT OF THE INDEPENDENT LIVING PORTFOLIO HOLDER AND THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - B.1 - ESSEX COUNTY COUNCIL TELECARE TENDER

RESOLVED that Cabinet authorises the Corporate Director (Operational Services), in consultation with the Head of Governance and Legal Services, the Head of Finance, Revenues and Benefits and the Deputy Leader of the Council, to implement its decision on this matter.

93. CABINET MEMBERS' ITEMS - JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - B.2 - TERMS FOR THE LEASEHOLD PURCHASE OF A RESIDENTIAL PROPERTY

RESOLVED that –

- (a) the terms for the leasehold purchase of the property in Walton-on-the-Naze be approved; and
- (b) the Deputy Chief Executive be authorised to enter into a contract and transfer deed to complete the purchase of the property on the agreed terms and subject to such other terms that he considers necessary.

94. CABINET MEMBERS' ITEMS - JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - B.3 - TERMS FOR THE FREEHOLD SALE OF A RESIDENTIAL PROPERTY

RESOLVED that –

- (a) the terms for a freehold disposal to the successful bidder be approved; and
- (b) the Deputy Chief Executive be authorised to enter into a contract to dispose of the site on the agreed terms and subject to such other terms that he considers necessary.

The Meeting was declared closed at 12.17 pm

Chairman

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

24th JANUARY 2020

REPORT OF THE LEADER OF THE COUNCIL

A.1 TENDRING4GROWTH

(Report prepared by Ewan Green and Christian Bone)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

This report seeks endorsement of actions to develop and deliver the corporate plan theme Tendring4Growth as a catalyst for sustainable economic growth across the District, supporting businesses and communities.

EXECUTIVE SUMMARY

Overview



TENDRING4GROWTH

Tendring4Growth (T4G) will be a catalyst to create growth through partnership and investment across the District. T4G in action will bring together partners, local businesses and communities to ensure growth in the district is sustained and that it benefits all who live and work in Tendring.

Tendring4Growth will underpin and support delivery Council's Corporate Plan (2020-2024) priorities:

- Develop and attract new businesses
- Support existing businesses
- More and better jobs
- Promote Tendring's tourism, cultural and heritage offers
- Maximise our coastal and seafront opportunities

T4G will underpin actions and services delivered by the Council and it is a brand through which Tendring can be promoted both locally and nationally. The success of T4G is dependent on both internal and external factors which focus on the services and support offered and the way in which these are delivered. This is dependent on T4G becoming embedded into the culture of the Council and having a positive impact both internally, with staff and elected members, and externally with local businesses and residents.

Whilst local businesses and stakeholders have had some degree of exposure to the T4G there is a requirement for further investment in branding & promotion, T4G Business Week

and the provision of dedicated business support activity (a 3 year external commission) to help stimulate and sustain business growth. These activities will help to bolster business growth rates; support new start-ups and attract inward investment.

In total a budget of £90,000 is sought in 2019-20 to deliver Tendring4Growth activity.

This paper sets out how Tendring4Growth can be used as a means of drawing together activities, projects and initiatives within the Council that are linked to the objectives in the Corporate Plan, the Local Plan and other key place shaping strategies for the District such as Housing; Economic Growth; Creative & Cultural; Tourism; and Heritage.

T4G needs to be a Council wide philosophy that underpins the organisations strategic thinking and its operational activity to ensure long term success. T4G will be embedded corporately within the culture of the organisation at all levels (Members and Officers) and this will be achieved by developing linked principles and values (leadership tools; typically including strategies and policies) and then reinforcing these through practices and processes (management tools) including communications, training and delivery of services.

Actions to support delivery will be developed as part of annual Departmental Service Plans. In order to track progress and impact a set of Success Measures will be established for T4G, including outputs and outcomes from activities, and this will be reported through an Annual Report.

RECOMMENDATION(S)

Cabinet is asked to:

1. **agree the overall approach to Tendring4Growth as outlined in the report;**
2. **approve the allocation of £60,000 of agreed Section 106 funds to commission a 3 year business support service;**
3. **approve the allocation of £30,000 from the Regeneration and Investment Budget to deliver actions for 2020-21;**
4. **note actions to deliver Tendring4Growth will be will developed as part of annual Departmental Service Plans; and**
5. **note an Annual Report on Tendring4Growth activity will be produced.**

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Tendring4Growth will help the Council to achieve its corporate vision and address challenges that the District faces including:

- Pockets of high unemployment
- Health inequality
- Low economic activity
- Reducing budgets while delivering key services
- Poor infrastructure
- Place shaping for the future

Tendring4Growth is an underpinning theme within the 2020-2024 Corporate Plan and will support each of the 4 four priorities:

1. Delivering High Quality Services
2. Community Leadership Through Partnerships
3. Building Sustainable Communities for the Future
4. A Growing and Inclusive Economy

This will be achieved through a range of action across all Services including:

- Develop and attract new businesses
- Support existing businesses
- More and better jobs
- Promote Tendring's tourism, cultural and heritage offers
- Maximise our coastal and seafront opportunities

FINANCE, OTHER RESOURCES AND RISK

Delivery of specific TENDRING4GROWTH activity will require a budget of £90,000 in 2019-20 and funding for this is available within existing budgets:

Action	Details	Costs	Funding Source
Business Support Commission	3 Year commission 2021-2024	£60,000	Section 106 Funds
T4G Development and Promotion	Launch Event Brand Development Staff Training	£10,000	Business, Investment and Growth Budget
Bi-monthly networking Events	Hosted by TDC at local venues	£3,000	
T4G Business Week 2020	<ul style="list-style-type: none"> • Jobs & Careers Fair • Sector themed events • Blue Ribbon Awards • T4G Networking event 	£17,000	
Total		£90,000	

It is proposed to allocate £30,000 from the Business, Investment and Growth Budget which currently has an unallocated budget of £700,000 which was brought forward into 2019/2020. The allocation of £30,000 (and the proposed allocation of £20,000 for North Essex Economic Strategy) will reduce the unallocated carried forward budget to £650,000.

It should be noted that opportunities to attract sponsorship and grant support to offset the above costs (particularly for T4G Business Week) will be pursued on an ongoing basis.

LEGAL

Councils are empowered to promote and build greater economic growth through subsidiary powers under Section 111 of the Local Government Act 1972 and General Power of Competence under Section 1 of the Localism Act 2011.

OTHER IMPLICATIONS

Consideration has been given to the implications of the proposed delivery in respect of: Crime and Disorder; Equality and Diversity; Health Inequalities; Area or Ward Affected; Consultation and Public Engagement. Any significant issues are set out below:

The implications of individual projects will be fully and properly assessed and approved prior to commencing. As with resources and risk assessment of other implications will be included as part of enhanced project delivery arrangements.

Area or Ward Affected

The Tendring4Growth corporate theme will include all Wards within the District.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

1. Overall Approach

Tendring4Growth (T4G) was developed as an initial 'brand' to provide a framework for an event to promote Tendring at a Westminster. The event was held to showcase the economic development and regeneration opportunities in the District and the Tendring4Growth brand was developed to be used not only at the event but as a means of promoting the Council's wider Economic Development Strategy and to reinforce the Council's message that Tendring is a place for growth and opportunity. Further networking events have since taken place across the District using the brand to engage local businesses, culminating recently in the first Tendring4Growth Business Week.

Over 220 business representatives attended the network events on offer during the week and 120 new businesses were added to the T4G Business Database which now has over 800 engaged organisations listed on it. These tangible outcomes are clear indicators of the effectiveness of the T4G brand when engaging local organisations.

Tendring4Growth H has been established to act as a catalyst that draws together partners, local businesses and communities to ensure growth is sustained and that it benefits all who live and work in Tendring.

As well as providing guidelines relating to the brand and in what context it should be used, this paper also sets out how this brand can be used as a means of drawing together activities, projects and initiatives within the council that are linked to the Corporate Objectives.

Tendring4Growth will be a success if it is fully embedded corporately within the culture of the organisation at all levels (Members and Officers) and this will be achieved by developing linked principles and values (leadership tools; typically including strategies and policies) and then reinforcing these through practices and processes (management tools) including communications, training and service delivery.

This will ensure that any new developments were right for the organisation and in keeping with our existing values as set out in the Corporate Plan. Tendring4Growth will be successfully integrated into the culture of the organisation at individual, team and strategic level through consistent and effective communication at all levels.

This will be achieved through staff development processes (e.g. staff briefings, induction, training and performance appraisal) and the development of an online training module that all staff could access via self-service. This step is essential to ensure a consistent and proactive understanding and application of the T4G approach. Central to this will be to deliver practical Organisational Development activities:

Level	Communication Mechanism	
Individual	Induction Performance review/appraisal	Management Tools (Operational) Leadership Tools (Strategic)
Team	Senior Managers Forum Management Team Department Team Meetings Departmental plans	
Organisation	Member Induction All Staff Briefings Intranet (Ping) All Member briefings Corporate Plan 2020-2024 Economic Development Strategy 2019	

2. Engaging and Supporting Businesses using the Tendring4Growth Approach

The business community is a key audience and the local businesses that TDC serves fall into four distinct categories.

- Looking to start up – Requiring information, advice and guidance, workshops and adviser support, mentoring and incubation spaces.
- Looking to secure business – Retaining a skilled workforce, financial advice, training & development.
- Looking to grow/scale up business – Needing advice on new premises, help with planning, innovation and funding.
- Inward Investment – businesses seeking to locate into Tendring

To service the needs of businesses, some support has already been developed and implemented using the T4G brand including:

- Free Business Updates Service
- Links to online tools and resources
- Inward Investment Support
- Networking events e.g. Breakfast events
- Partner events e.g. TC Group, BEST Growth Hub and Superfast Essex.

The Tendring4Growth Business Week in October 2019 comprised keynote speakers, networking activities and high profile events including the Jobs & Careers Fair and Blue Ribbon Business Awards. The week also provided an opportunity to re-state our objectives in respect of T4G and associated support to the local business community.

It is essential that there are tangible bottom line benefits for local businesses in respect of T4G and this will require additional investment in support services so that the offer to local firms is a credible one. It is proposed to put in place a 3 year commission to provide support for businesses across the district which will offer specialist advice for start-ups and growth companies.

3. Partnership & Stakeholder Working

Creating the inclusive growth that T4G seeks through partnership & investment is an ambition that can only be achieved by working with organisations whose aims and objectives are aligned to those of the Council.

Through work on the development of the emerging North Essex Economic Strategy, the Council's emerging Local Plan and Economic Development Strategy and work to secure the development of new garden communities (NEGC) the Council has established and reinforced links with a number of partner agencies that can help deliver T4G. Partners and Stakeholders include:

- Colchester Borough & Braintree District Councils
- Essex County Council
- Sector specific groups e.g. NEEG, ESB Care Sector Action Group
- Wider Tendring business base
- Haven Gateway Partnership
- FE & HE Providers
- FSB
- Colbea
- BEST Growth Hub
- Accountants
- Solicitors
- Banks
- Trade Associations
- Career Track
- SELEP

This list is by no means exhaustive but it demonstrates the wide range of partners who are essential to our economic development ambitions. Such external partner involvement in T4G would create significant PR for the Council and increase the credibility of the T4G brand.

4. External Impact

To the Council's external audience, T4G will provide clarity in respect of our offer to businesses and it will reinforce the awareness that Tendring is an area with growth potential. A funded T3G business support offer will further reinforce this message.

The Council's Economic Development Strategy identifies a range of strategic priorities and interventions that (if implemented) will transform the district's economy. Cabinet's adoption of the T4G philosophy will ensure that the entire organisation works to secure the outputs identified in the strategy and thereby support growth in the district's economy.

Attracting high value, high growth potential businesses to the district will result in new employment opportunities for local people and in the longer term, higher skilled, better paid jobs will be created in the district which will have a positive impact on the local economy and increase aspiration levels.

5. Internal Impact

Internally, the T4G approach will help to create a more joined up approach to achieving corporate priorities, with departments working more closely together, having established a shared sense of purpose with regard to the district's economy. Departments and Teams will work in partnership to create a healthier environment for growth and prosperity e.g. when working with businesses looking to relocate into the district and with established businesses wanting to grow.

This joined-up approach, critical to the successful implementation of the vision, will only be possible if policies, systems and processes (particularly in respect of people and performance) are developed with T4G vision in mind.

6. Demonstrating Success

Once fully embedded, the positive impact of Tendring4Growth will be seen in all Council departments. Staff will have a shared understanding of growth being reliant on internal collaboration and partnership and this will then be beneficial for the Council's 'customers'.

For example, a company looking to relocate to the District would benefit from a more joined up approach between departments and a co-ordinated approach to support. This may cover:

- Planning issues (Planning)
- Investment support (Regeneration)
- Skills support (Career Track)
- Support for relocating or attracting employees (Housing)

By ensuring a positive experience for businesses, the Council would create advocates for the District who would then convey the message that Tendring is a place for growth, thereby attracting further investment into the District.

It is intended actions to support delivery will be developed as part of annual Departmental Service Plans. In order to track progress and impact a set of Success Measures will be established for T4G, including outputs and outcomes from activities, and this will be reported through an Annual Report.

CURRENT POSITION

Currently the Tendring4Growth brand has been used to engage local businesses and promote the Council's business updates newsletter which has 804 subscribers, 683 of whom are local businesses. Regular networking events have been held culminating in the recent Business Week in October 2019. The newsletter is used to promote these as well as providing information on business advice, support and funding.

Following the initial event in Westminster in October 2018 marketing materials were produced including an information brochure and this has been circulated at networking meetings and at subsequent partner events. This publication was recently updated for the 2019 T4G Business Week.

The logo created for the October 2018 event is a valuable asset of the Tendring4Growth identity:



It is distinctive, representative of growth and ensures that Tendring District Council stands out in the marketplace and amongst its peers in North Essex.

Partners and businesses that have been 'exposed' to the brand have been overwhelmingly positive suggesting that there is merit in using the brand as a marketing device and a way of articulating the Council's growth ambitions.

Local communities and Tendring residents have had little direct exposure to T4G and yet many will have benefitted through growth focussed initiatives like the investment in the creation of new beaches and the annual air show which gives a boost to the economy.

Internally, T4G has had limited exposure to date and whilst presentations explaining the general approach have been given to the Senior Managers Forum and Management Team there has not been a further structured 'cascade' throughout the organisation, particularly at team and individual levels explaining the philosophy behind TENDRING4GROWTH.

It is at these levels that further work needs to take place to make T4G meaningful for all staff. This internal cultural development work is vital to ensuring that it is credible to partners, stakeholders, business and residents who deal with the Council on an ongoing basis.

Examples of Current TDC Corporate Delivery

Tendring4Growth's main objective is to promote growth through partnership and investment. This will be realised in different ways across the Council's services. Existing examples include:

- Ongoing corporate priorities which include: Jaywick Sands, North Essex Garden Communities, town centre place making, coastal economy & environment and improved digital connectivity - these are ongoing examples where the Council has invested significantly with a view to stimulating the local economy and improving residents quality of life.
- The Local Plan provides a framework for investment in housing and employment and Planning Services work closely with local developers to ensure that planned developments not only meet formal requirements but also fit with the growth aspirations of the District.
- Regeneration organise networking events for local businesses that highlight the advice, funding and support available to them. This support helps businesses to improve their processes and to grow in a sustainable manner. Support and advice is also made available in the form of the SME Growth Fund, sector specific projects (arts, care and energy), and B2B activity and via an online bulletin and this helps the Council to keep in regular contact with growth potential businesses.
- Housing and Environment carry out work that seeks to improve social housing stock that tackles homelessness and they are working with the private sector to deliver new houses. It also supports businesses through its regulatory activities e.g. food hygiene assessments which improve the local food and drink offering for residents and visitors. This helps grow vibrant and healthy communities.
- People & Performance are involved in projects with the CVST, Colchester Institute, Anglia Ruskin University and Career Track all of which can be said to have a growth focus as they are raising the aspirations and attainment of young people encouraging higher participation in further and higher education. Organisation wide co-ordination through T4G can help maximise the benefits of these projects and open them up to an even wider audience e.g. schools, local businesses and funders.
- Sport & Leisure (includes Tourism) work with partners to put on a range of high profile events e.g. Clacton air show, that draw visitors into the District thereby

boosting the local economy and also enhancing the District's reputation as a visitor destination. Sports related projects also help to improve the health and wellbeing of local residents and this in turn creates vibrant communities which are vital to the District.

- Procurement colleagues ensure that local businesses are able to do business with the Council in a manner that is fair and accessible. In encouraging colleagues across the Council to use local firms, Procurement is also helping to sustain the local economy.

The above examples illustrate the breadth and scope of operational impact that Tendring4Growth has right across the Council.

FURTHER HEADINGS RELEVANT TO THE REPORT
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There are none

BACKGROUND PAPERS FOR THE DECISION

There are none

APPENDICES

There are none

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

24th JANUARY 2020

REPORT OF THE BUSINESS AND GROWTH PORTFOLIO HOLDER

A.2 NORTH ESSEX ECONOMIC STRATEGY

(Report prepared by Ewan Green, Corporate Director: Planning and Regeneration)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

This report seeks Cabinet approval of the North Essex Economic Strategy. The report presents the future ambition and vision for economic growth across the North Essex area as set out in the strategy, an overview of the partnership through which this has been developed and an outline of the way in which the aims of the strategy will be delivered.

EXECUTIVE SUMMARY

The North Essex Economic Strategy 2040 has been developed through a partnership of Braintree District, Colchester Borough, Essex County, Tendring District and Uttlesford District Councils.

The partners recognise that the challenges and opportunities affecting North Essex will best be addressed through a collaborative approach to achieving inclusive and sustainable economic growth. The shared ambition is to promote, plan and deliver sustainable, strategic growth at scale and over the long-term; providing the housing, employment, necessary supporting infrastructure and innovations required to ensure the best outcomes for current and future communities of North Essex.

The Strategy provides a platform for strategic intervention at a scale which will achieve transformation in the overall economic prosperity of the North Essex area (and compliments local economic activity which the partners deliver). The partnership between the 5 Councils is set within a structure which brings the required leadership from Members and senior officers together with technical input from economic growth teams. The North Essex Economic Board, made up of Portfolio Holders from each the Partners, has led the development of the Strategy.

The ideas and priorities set out in the North Essex Economic Strategy will contribute to both the Essex Prosperity Prospectus and South East Local Enterprise Partnership (SELEP) Local Industrial Strategy. The Strategy will also form the basis for continued promotion of North Essex to Government, key national agencies and industry.

The Strategy has been articulated through an overall Vision and 4 related Missions:

The Vision:

“North Essex is a high-value, productive and sustainable economy. People choose to live and work locally, in new and established communities that are well connected and inspire innovation and creativity”

The Missions:

1. Driving innovation and technology adoption
2. Developing a skilled and resilient workforce
3. Creating a network of distinctive and cohesive places
4. Growing a greener, more sustainable economy

Alongside this Strategy a rolling 'action plan' will be developed, owned by the North Essex Economic Board, through which business cases for interventions can be identified, scoped and further developed. This will enable the Board to consider options in relation to each proposed action, identify lead partners and consider potential risks, with a view to working collectively on shared objectives. The action plan will be subject to annual review and will be monitored and updated over the initial five years of this Strategy. It is proposed that each Partner contribute £20,000 to create a development budget of £100,000 which will be used to undertake feasibility studies and to develop business cases for interventions arising from the Action Plan.

RECOMMENDATION(S)

It is recommended that Cabinet:

- a) **approve the North Essex Economic Strategy;**
- b) **note the strategy's priorities will contribute to the Essex Prosperity Prospectus and the SELEP Local Industrial Strategy;**
- c) **note the partnership structures which are in place to facilitate the strategy;**
- d) **note that an Action Plan will be developed to guide delivery of key actions;**
- e) **agree that the Council contribute £20,000 as development funding; and**
- f) **note that a process for reporting progress will be established by the partners.**

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The North Essex Economic Strategy will support the Corporate Plan 2020-24 (aligned with the core themes of Tending4Growth and Community Leadership) through delivery of interventions aimed at:

- Delivering High Quality Services
- Community Leadership Through Partnerships
- Building Sustainable Communities for the future
- Strong Finances and Governance
- A Growing and Inclusive Economy

FINANCE, OTHER RESOURCES AND RISK

It is proposed that the 5 Partners each contribute £20,000 in 2019-20 to create a development fund of £100,000. This will be used to undertake feasibility studies and develop business cases for interventions arising from the Action Plan moving forward.

It is proposed to allocate £20,000 from the Business, Investment and Growth Budget which currently has an unallocated budget of £700,000 which was brought forward into 2019/2020. The allocation of £30,000 (and the proposed allocation of £30,000 for Tending4Growth) will reduce the unallocated carried forward budget to £650,000.

Arising from this there will be a requirement for Partners to consider funding options for projects to be developed and delivered as part of the Action Plan. This will include

consideration of external funding opportunities (e.g. the Government's Shared Prosperity Fund).

Risk will be assessed at individual project level and addressed at that stage.

LEGAL

Councils are empowered to promote and build greater economic growth through subsidiary powers under Section 111 of the Local Government Act 1972 and General Power of Competence under Section 1 of the Localism Act 2011.

OTHER IMPLICATIONS

Consideration has been given to the implications of the proposed decision in this report with respect of: Area or Ward Affected; Consultation and Public Engagement; Crime and Disorder; Equality and Diversity; Health Inequalities; and any significant issues are set out below:

Area or Ward Affected

All Wards.

Consultation and Public Engagement

The strategy has been developed following full consultation with each of the Councils at both Members and officer level. In parallel, a series of wider consultations took place. These included two workshop discussions with business, local authority and further and higher education representatives (held in Harwich and Colchester), as well as bilateral consultations with a small number of Essex businesses. Regional level consultation has also taken place with strategic stakeholders including SELP, the Essex Business Board and North Essex Garden Communities Ltd.

Equality, Diversity and Health Inequalities

A strategic level Equalities Impact Assessment was undertaken by Essex County Council on behalf of the Partners. The assessment results in positive outcomes for residents of Tendring and the wider North Essex area. An overview of the assessment is provided below:

The evidence tells us that North Essex has significant opportunities: a growing workforce and employment base, increasingly important innovation assets and is part of one of Europe's most dynamic regions. But there are challenges which this strategy will address: greater prosperity will only be achieved, if productivity is increased - and we will only be successful if the benefits of greater prosperity are shared across North Essex.

There is evidence that in North Essex, the 'innovation ecosystem' is somewhat under-developed. We have an entrepreneurial economy and a growing business base, but it is dispersed sectorally and spatially. There is also a relative lack of scale, with few leading firms driving local supply chains. On conventional measures of 'innovation', North Essex performs relatively poorly: patent registrations are relatively low and recent analysis of the take-up of Innovate UK grants showed that North Essex was some way behind the rest of the country.

The strategy is designed to overcome these barriers and over the next five years, we will build a closer relationship between innovative businesses, their supply chain and the knowledge base - to drive up the share of higher-value, knowledge intensive employment. Despite improvements in recent years, the North Essex workforce skills profile has not

kept pace with that of the rest of the country - only 33% of the local workforce is qualified to NVQ4+, against the national average of 38%. Strengthening our skills profile is recognised as a high priority across Essex and across the South East LEP many of the measures taken forward will be relevant to North Essex.

North Essex has a 'polycentric' network of towns and communities, with distinctive assets and opportunities creating a better connected 'network' will help demonstrate the compelling shared offer across North Essex to new residents and investors. The strategy aims to increase North Essex's exploitation of new technology, driving long-term growth through innovation. Much of the drive for technology change will come from the need to decarbonise our production, construction and transport systems - North Essex has specific opportunities for this with the planned North Essex Garden Communities, through sustainable design and construction, to renewable energy and environmental sustainability.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

Context

1. In 2017 Government launched its Industrial Strategy aimed at boosting UK productivity by focussing on five key foundations; ideas, people, infrastructure, the business environment and places. The Industrial strategy also identified four 'grand challenges' which the UK will need to address over the coming decades, related to our ageing population, the growing importance of artificial intelligence and the data-driven economy, the need for a new model of environmentally-sustainable 'clean growth' and the changing nature of mobility and transport.

Further details on the Government's Industrial Strategy can be accessed via the following link: <https://www.gov.uk/government/topical-events/the-uks-industrial-strategy>

2. In 2018 Government mandated that every Local Enterprise Partnership should produce a Local Industrial Strategy (LIS). The Government is therefore working with the South East Local Enterprise partnership to prepare its LIS, setting out how it will contribute to productivity growth and respond to the 'grand challenges', and to inform the LEP's approach to any future local growth funding.

3. In order to inform and influence the development of the SELEP LIS, work is underway to prepare a Prosperity Prospectus for Essex to set out Essex's ambitions for long-term sustainable and inclusive prosperity and to outline where we must act in the next two or three years to achieve this.

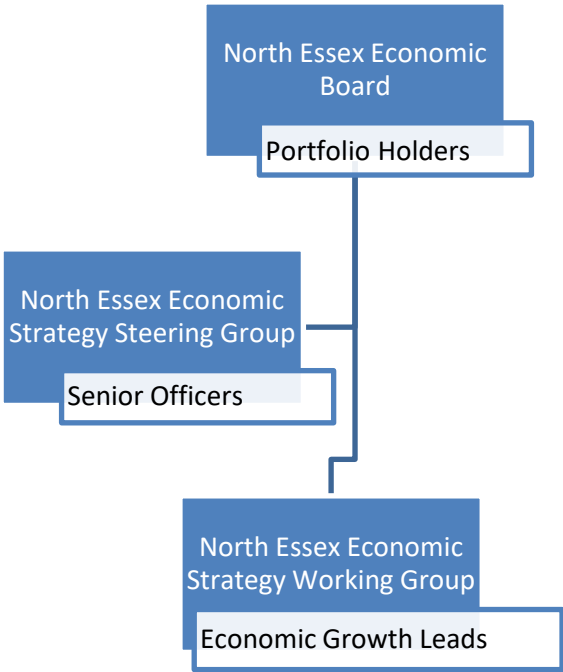
North Essex Approach

4. The North Essex Economic Strategy (NEES) has been developed through a partnership of Braintree District, Colchester Borough, Essex County, Tendring District and Uttlesford District Councils. The NEES provides a platform for strategic intervention at a scale which, through adding value to local economic activity which the partners deliver, will achieve transformation in the overall economic prosperity of the North Essex area as outlined below:



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5. The partnership between the 5 partner Councils is set within a structure which brings the required leadership from Members and senior officers together with technical input from economic growth teams as outlined below:



6. The North Essex Economic Strategy drives forward the aspirations of the North Essex Economic Board, its political leaders and individual Local Authorities to come together and drive forward a collective long-term ambition for economic growth across North Essex.

The ideas and priorities set out in the North Essex Economic Strategy will contribute to both the Essex Prosperity Prospectus and SELEP Local Industrial Strategy. The Strategy will also form the basis for continued promotion of North Essex to Government, key national agencies and industry.

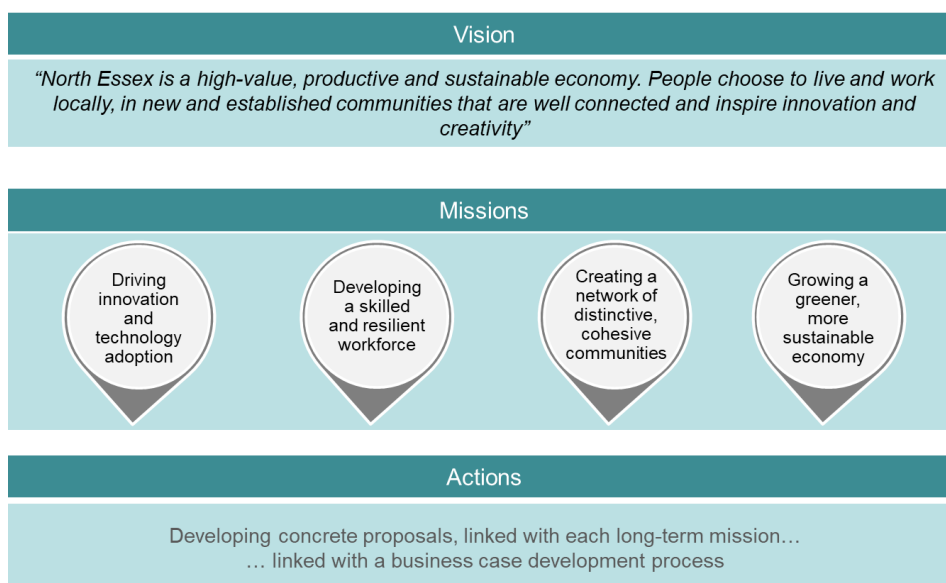
North Essex Economic Strategy

7. The strategy, attached as the Appendix, has been developed with the ambition to achieve transformational in the North Essex by 2040, in recognition that the inherent challenges and opportunities can only be fully addressed through a sustained focus over that time frame.

8. Although this Strategy takes a long-term view, actions taken in the shorter term will shape the direction of future growth. Much is happening already as ‘business as usual’, for example, in land use and infrastructure planning, and the Strategy does not duplicate this. But within a dynamic, changing economy, there should be opportunities to develop new solutions to the challenges faced, and to test out new ideas.

Therefore the Strategy highlights a series of key ‘areas for action’ over the next five years, setting out a framework through which the partners to progress initiatives that will make a difference across the whole of the area.

9. The Strategy has been articulated through an overall Vision and 4 related Missions:



10. The Vision set out in the Strategy is:

"North Essex is a high-value, productive and sustainable economy. People choose to live and work locally, in new and established communities that are well connected and inspire innovation and creativity"

11. To deliver the vision four key ‘missions’ have been identified that will be the focus the partner’s shared activity over the next five years, with each mission providing a framework to consider, and drive forward, new ideas and solutions:

Mission 1: Driving innovation and technology adoption

Our vision seeks an economy that is ‘high value and productive’. To support this, we will develop opportunities for innovative businesses to grow, technology clusters to emerge and

for all businesses to take advantage of measures to increase technology adoption and drive forward productivity.

Mission 2: Developing a skilled and resilient workforce

From an economy-wide perspective, a skilled workforce is essential to productivity growth. From an individual perspective, the ability to adapt and develop new skills is essential in driving opportunity, better pay and progression in work. Looking ahead to 2040, we aim to develop a workforce – of all ages and in all communities – able to contribute fully to North Essex’s growth opportunities.

Mission 3: Creating a network of distinctive and cohesive places

North Essex is a diverse place, with strong local identities and a strong ‘quality of life’ offer. We want to preserve and enhance this, celebrating our unique local characteristics while ensuring that all our towns and communities contribute to and benefit from economic growth within a complementary ‘network’ of places. This will mean investing to reduce local disparities and strengthening our internal connections and our links with our neighbours, so that people and businesses can access new opportunities

Mission 4: Growing a greener, more sustainable economy

Over the long term, we want to ensure that North Essex is a leading example of sustainable development – within existing communities, through our ambitious proposals for new Garden Communities and through lower carbon, innovative businesses.

Delivery

12. The partners recognise that the economic challenges and opportunities affecting respective areas will best be addressed through a collaborative approach to achieving inclusive and sustainable economic growth. The shared ambition is to promote, plan and deliver sustainable, strategic growth at scale and over the long-term; providing the housing, employment, necessary supporting infrastructure and innovations required to ensure the best outcomes for current and future communities of North Essex.

13. Alongside this Strategy a rolling ‘action plan’ will be developed, owned by the North Essex Economic Board, through which business cases for interventions can be identified, scoped and further developed. This will enable the Board to consider options in relation to each proposed action, identify lead partners and consider potential risks, with a view to working collectively on shared objectives. The action plan will be subject to annual review and will be monitored and updated over the initial five years of this Strategy.

14. The partnership structure will evolve following approval of the Strategy and this will be in the context of the following key considerations:

- Potential expansion of the North Essex Economic Board to include key stakeholders and business leaders;
- Engagement at national and regional level to promote and lobby for North Essex;
- Effective delivery of the strategy’s Action Plan through joint working; and
- Identification of Success Measures.

CURRENT POSITION

The North Essex Economic Strategy (NEES) is currently being taken through respective approval processes by the Partners. Following this the key next steps are:

1. Inclusion of the NEES strategic priorities in the Essex Prosperity Prospectus and the SELEP Local Industrial Strategy;
2. Development of an Action Plan and Success Measures;
3. Development of a Communications Plan; and
4. Consideration of the partnership approach and how this will develop in the future

FURTHER HEADINGS RELEVANT TO THE REPORT

There are none.

BACKGROUND PAPERS FOR THE DECISION

There are none.

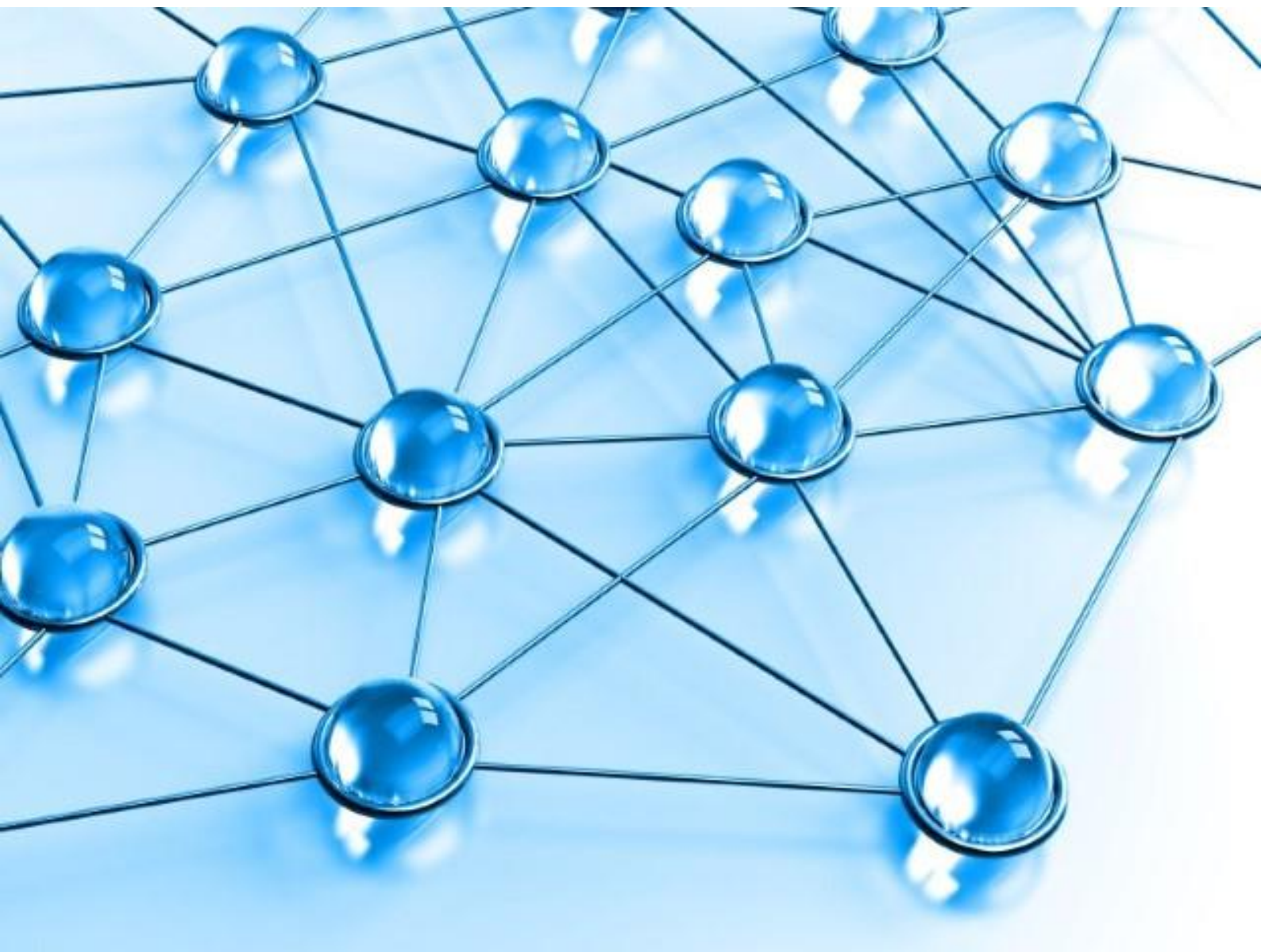
APPENDICES

Appendix: The North Essex Economic Strategy

North Essex Economic Strategy

Final Draft

October 2019



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Note on the Final Draft Strategy

This draft Strategy was considered by the North Essex Economic Board in September 2019, and has been updated in the light of feedback from the Board.

It is envisaged that the final version will be designed for publication (with enhanced maps and graphics, etc., which will be finalised once the Strategy content has been agreed).

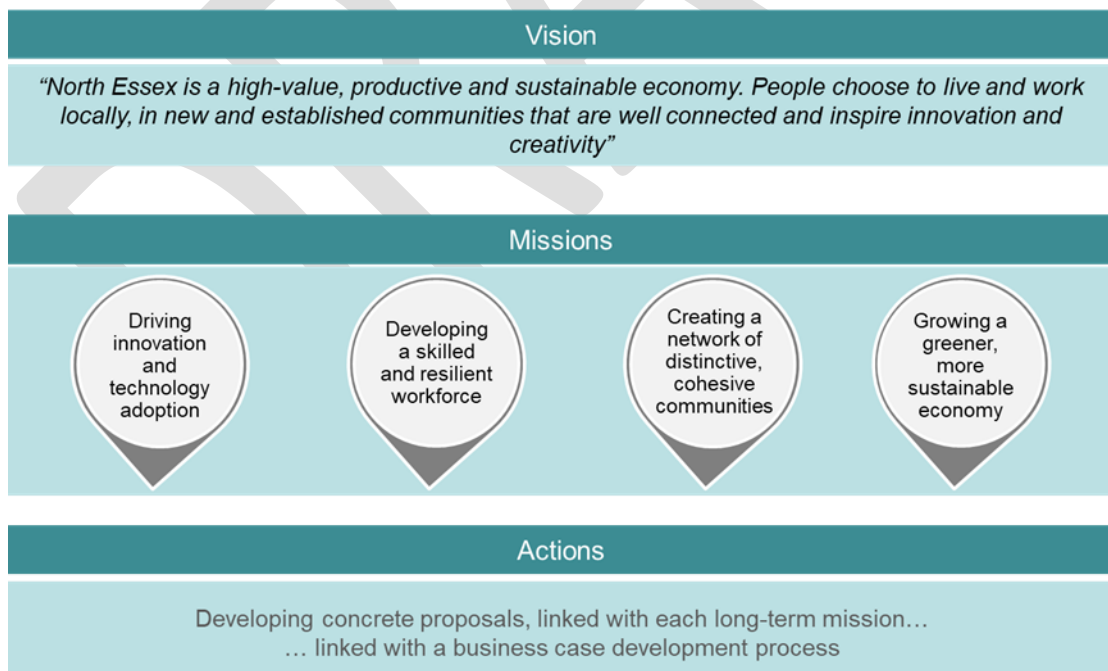
Executive Summary

Introduction

1. Welcome to the **North Essex Economic Strategy**. Looking forward to 2040, this Strategy sets out our shared ambitions for long-term, sustainable and inclusive prosperity – and outlines where we must act in the next five years to help realise them.
2. Our Strategy is prepared in the context of:
 - **Rapid population growth:** In the 20 years to 2018, our population expanded by almost 20% to 580,000. Looking to the future, some 50,000 new homes are planned across North Essex between 2016 and 2036, some of which will be delivered through our new Garden Communities.
 - **Rapid economic change,** as the growing importance of artificial intelligence and the data-driven economy, the need ‘cleaner growth’ and demographic change lead to new goods and services (and the skills, infrastructure and technologies that will be needed to create them), while disrupting existing jobs and business models.

Our vision and missions

3. Over the next twenty years, we have an opportunity to capture the potential of growth and economic change to create an increasingly productive economy in which everyone has a stake:



Mission 1: Driving innovation and technology adoption

4. **Looking forward to 2040,** to support an economy that is ‘high value and productive’, we will develop opportunities for innovative businesses to grow, technology clusters to emerge and

for all businesses to take advantage of measures to increase technology adoption and drive forward productivity.

5. **Over the next five years**, we will build a closer relationship between innovative businesses, their supply chain and the knowledge base. This will seek to maximise the potential of our 'leading edge' research base (especially associated with the University of Essex), increasing interaction between the universities and our SME base; strengthen supply chain links and business-to-business relationships within North Essex; and ensure that those high-value businesses with the ability and appetite to expand have the physical capacity to do so. We will also seek to drive new inward investment alongside indigenous growth, where it will deliver quality, sustainable employment, encourage innovation, and support supply chain opportunities

Mission 2: Developing a skilled and resilient workforce

6. **Looking forward to 2040**, we aim to develop a workforce – of all ages and in all communities – able to contribute fully to North Essex's growth opportunities.
7. **Over the next five years**, working together with existing institutions and partnerships, we will seek to increase the supply of industry-relevant qualifications and develop new solutions to drive greater employer participation in the skills system. In the light of the new economic opportunities emerging through technological change, we will also seek to increase awareness of the career and employment opportunities that are available in North Essex – and which could become available in the future. Linked with this, we will support those who are already in the labour market to access new skills and adapt to changing technologies and working practices.

Mission 3: Creating a network of distinctive, cohesive communities

8. **Looking forward to 2040**, we will preserve and enhance North Essex's unique local identities and diversity, while ensuring that all our towns and communities contribute to and benefit from economic growth within a complementary 'network' of distinctive and creative places.
9. **Over the next five years**, we will drive forward a long-term, coordinated transport strategy, working closely with Transport East, accompanied by measures to increase sustainable transport options and support the further deployment of high-speed digital connectivity. At the same time, we will **invest in the infrastructure to support distinctive, adaptable and creative places**, exploring opportunities to better embed 'anchor institutions', especially within our coastal towns.

Mission 4: Growing a greener, more sustainable economy

10. **Looking forward to 2040**, we will ensure that North Essex is a leading example of sustainable development – within existing communities, through our ambitious proposals for new Garden Communities and through lower carbon, innovative businesses.
11. **Over the next five years**, we will support the development of new industries associated with the transition to a more energy-efficient, lower carbon economy (building on our strengths in the coastal energy industry). We will continue to progress our ambitious proposals for new

Garden Communities, ensuring that long-term sustainable development is planned from the start, and we will seek to incentivise the development and use of sustainable materials within the construction and development process.

Delivering the Strategy

12. Our Strategy sets out an ambitious programme. Delivery will mean close partnership working among all those with a stake in North Essex's future prosperity, including business, the local authorities and our universities and educational institutions. Some measures will also need the support of central Government and, within the overall framework that we have outlined, the Strategy will need to be flexible to adapt to changing opportunities over time.
13. The North Essex Economic Board will ensure strategic oversight, developing a rolling action plan and driving the development of business cases for specific interventions. But this Strategy is just the start. In North Essex, we have the opportunity for a more sustainable, better quality model of economic growth, and the ambition to achieve it. We will now work creatively and in partnership to deliver.

1. Introduction

Welcome to the North Essex Economic Strategy. Looking forward to 2040, this document sets out our ambitions for long-term sustainable and inclusive prosperity – and, at a time of rapid growth and technology change, outlines where we must act in the next two to three years to realise them.

A new economic strategy for North Essex

- 1.1 Stretching from Stansted Airport and the M11 in the west, via Braintree and Colchester to Clacton and Harwich in the east, North Essex is a diverse and outward-facing economy – both internationally and relation to the rest of the Greater South East. Looking to the next twenty years and beyond, the North Essex Economic Board¹ has prepared this Economic Strategy to help us take action now to ensure that we make the most of the opportunities that are ahead of us.

Figure 1-1: North Essex in context



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¹ The North Essex Economic Board is a partnership between Essex County Council and the district authorities in Braintree, Colchester, Tendring and Uttlesford to promote economic growth, working together with business.

The long run: Our growth ambitions

- 1.2 This Strategy is developed in the context of rapid growth. In the 20 years to 2018, our population expanded by almost 20% to 580,000: as Chapter 2 demonstrates, this has been accompanied by rates of housing delivery consistently higher than the national average. Looking to the future, some 50,000 new homes are planned across the four districts between 2016 and 2036². Some of these will be delivered through our emerging proposals for new Garden Communities, which will be built out over a longer, 50 year period.
- 1.3 Alongside *population* growth, we are ambitious for *economic* growth (for example, the Garden Communities aspire to create one job for every home - a high rate of job creation, but one which we must achieve if we are to deliver sustainable, local employment). But we don't just want increased job numbers: we need to take advantage of rapidly changing technology to ensure that future employment is resilient, adaptable and increasingly productive. That means growing local business opportunities, investing in our 'knowledge base' and developing a diverse and highly skilled workforce – both for future residents and our existing communities.

The short run: Five years forward

- 1.4 Although this Strategy takes a long-term view, the actions that we take in the shorter term will shape the direction of future growth. Much is happening already as 'business as usual', for example, in land use and infrastructure planning, and this Strategy does not duplicate this. But within a dynamic, changing economy, there should be opportunities to develop new solutions to the challenges we face, and to test out new ideas. So within the Strategy, we highlight a series of key 'areas for action' over the next five years, setting out a framework through which the North Essex Economic Board can work with partners to progress initiatives that will make a difference across the whole of the area.

The changing strategic context

- 1.5 We have prepared this Strategy at a time of considerable macro-economic and policy uncertainty, not least related to Britain's exit from the European Union. Locally, we will need to adapt to changing patterns of global trade and fluctuations in national and international economic performance as they evolve.
- 1.6 But over a longer horizon, the opportunities and challenges presented by technological and demographic change become clearer. The Government's *Industrial Strategy*, published in 2017, identified four 'grand challenges' which the UK will need to address over the coming decades, related to our ageing population, the growing importance of artificial intelligence and the data-driven economy, the need for a new model of environmentally-sustainable 'clean growth' and the changing nature of mobility and transport. All of these are leading to demand for new goods and services (and the skills, infrastructure and technologies that will be needed to create them), while disrupting existing jobs and business models. Capturing the potential and driving forward productivity, while ensuring that everyone has a stake in future economic growth is a challenge for all local economies, North Essex included.

² 2016-36, based on Local Planning Authorities' housing supply trajectories. Essex County Council (2017), *Greater Essex Growth and Infrastructure Framework*

- 1.7 In this context, the Government is working with local enterprise partnerships across England to prepare *Local Industrial Strategies*, setting out how each area will contribute to productivity growth and respond to the ‘grand challenges’, and potentially acting as a basis for prioritising activity under the forthcoming Shared Prosperity Fund. Work is underway to prepare Local Industrial Strategies for Essex and the wider South East LEP region, to which the ideas and priorities set out in this Strategy will contribute.

Strategy structure

- 1.8 The remainder of this Strategy is structured in four main sections:



2. North Essex: A picture of the economy

With a strong university presence, international connectivity and a good quality of life, the towns and communities of North Essex are well positioned to benefit from rapid growth. But to achieve our potential, we must ensure that our infrastructure, workforce and businesses are resilient, innovative and adaptable. This chapter sketches a picture of the North Essex economy and its opportunities

Diverse places, outward connections: The geography of North Essex

- 2.1 With a population of around 580,000, North Essex extends for some sixty miles from east to west, along the 'A120 Corridor' linking Stansted and the M11 with Harwich. No single centre dominates: while Colchester is the largest urban area, Braintree, Clacton-on-Sea, Harwich and Saffron Walden are all important centres of population, alongside a large rural hinterland.

North Essex is an area of considerable diversity....

- 2.2 Historically, our main settlements have had distinctive roles: the seaside resorts of Clacton and Frinton, the port at Harwich, Braintree as an important manufacturing base, and Colchester as a military centre and (in recent decades) a growing university town and regional service centre. The distinct heritage of our main towns is important, both in relation to their strong local identities and the economic opportunities that each enjoy.

We're a vital international gateway...

- 2.3 Two important international gateways anchor each end of the A120 Corridor. In the west, just off the M11, Stansted Airport is the UK's fourth busiest passenger airport, handling some 25 million passengers in 2017 (as well as a large freight operation). In the east, Harwich International Port offers passenger links to Holland, as well as freight activity, and has more recently become an important centre for the offshore wind industry.

... with important links to the rest of the Greater South East

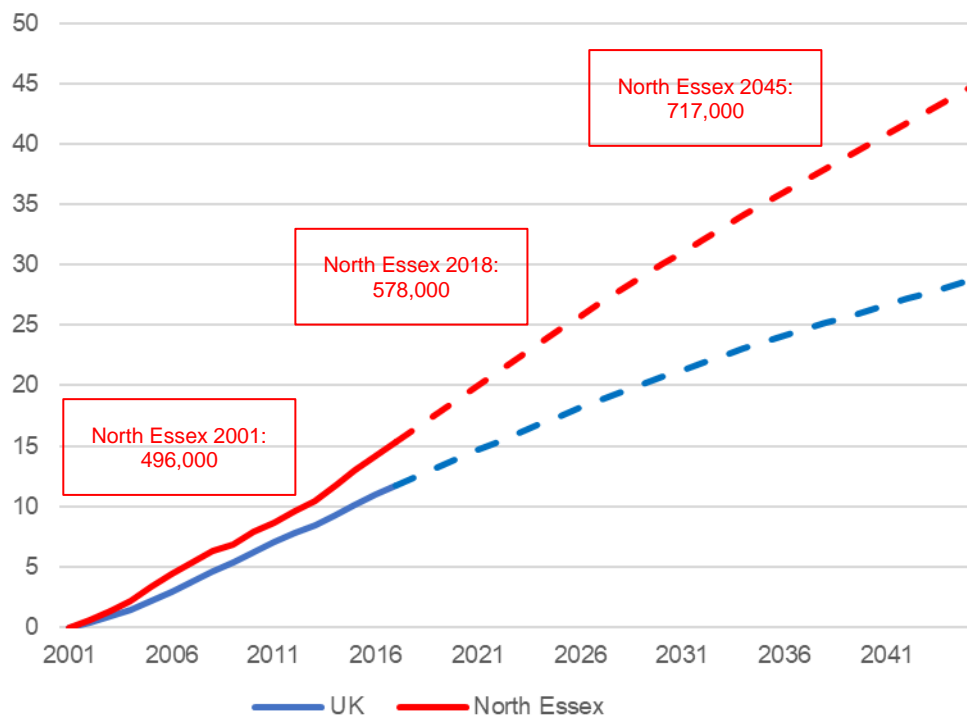
- 2.4 As well as the east-west A120, North Essex is served by two other nationally important transport 'corridors': the A12/ Great Eastern Main Line corridor from London to Norwich via Chelmsford and Colchester, and the M11/ West Anglia line from London to Cambridge via Stansted. Consequently, travel flows from North Essex to other parts of Essex and the rest of the Greater South East are significant: Chelmsford (for example) is the most important commuter destination for residents of Braintree, while Harlow and parts of Hertfordshire along the M11 Corridor are important in Uttlesford – and London is a vital commuter destination and market for businesses across North Essex. The key point is that North Essex – overall – is not self-contained and homogeneous: it is outward-facing and diverse.

Rapid growth

In population and housing...

- 2.5 Despite this diversity, North Essex shares a common growth agenda. For the past 20 years, our population has risen faster than the national average (between 1997 and 2017, the population of the area grew by around 20%, compared with a 13% increase nationally – and a 15% increase across Essex as a whole). The working age population has also grown at a much faster rate than the rest of the country.

Figure 2-1: Population growth 2001-45 (2001=0)



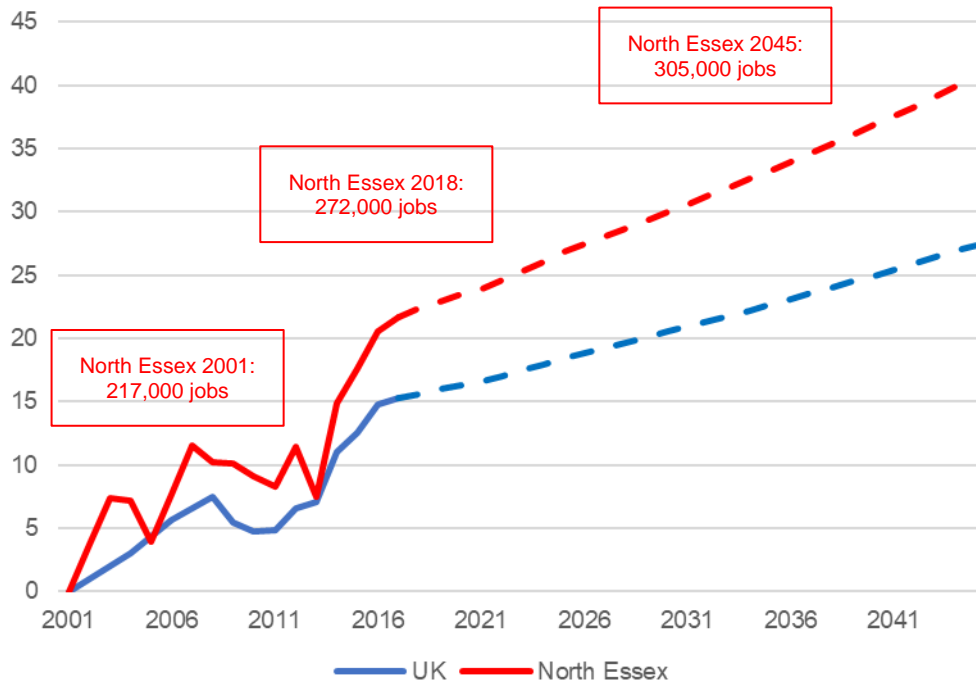
Source: Cambridge Econometrics, East of England Forecasting Model

- 2.6 Looking to the future, population growth is expected to remain high, with a projected increase of 24% between 2018 and 2045 (some 139,000 additional residents). To put this into context, this is the equivalent to the population of an additional town somewhat larger than the Colchester urban area today.
- 2.7 North Essex has responded positively to the growth agenda, with housing growth supporting a rising population. Over the past decade, the pace of housing completions has been strong: over 18,000 new homes were built in the four districts in the ten years to 2018/19 (almost half of all new homes built in Essex as a whole, with delivery in Colchester stronger than in any other Essex district). Over the long term, the North Essex authorities' shared approach to the development of the proposed new Garden Communities provides a coordinated response to meeting future housing needs (alongside the expansion of existing communities), with a commitment to new employment growth to match housing expansion.

... and in employment

2.8 There are currently around 272,000 jobs in North Essex. Generally, employment growth has been somewhat stronger than the national average in recent years, reflecting population growth, and is projected to expand:

Figure 2-2: Jobs growth, 2001-45 (2001=0)



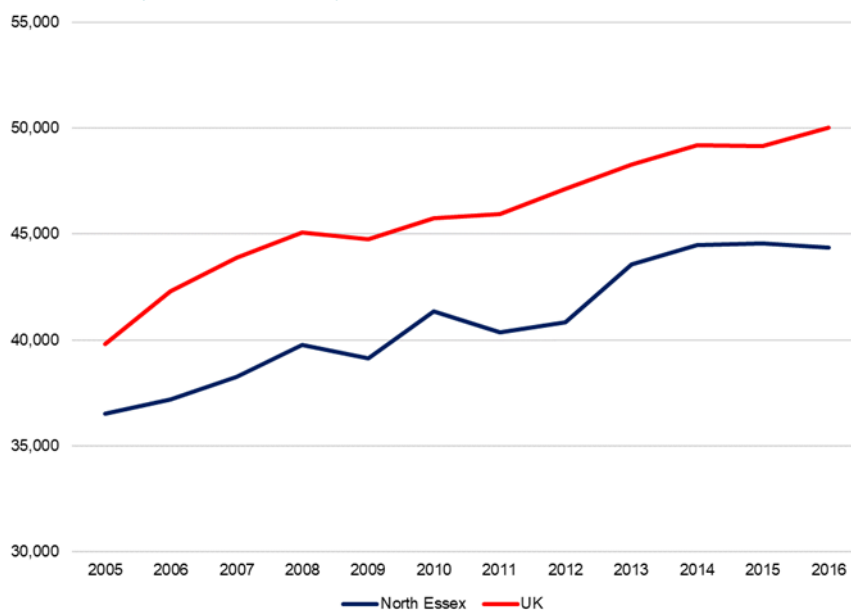
Source: Cambridge Econometrics, East of England Forecasting Model

Productivity challenges

2.9 The UK faces a ‘productivity challenge’: while employment rebounded rapidly from the Great Recession, Britain’s productivity (relative to that of its competitors in Europe and North America) has largely failed to grow. Addressing this is a major focus of the Government’s Industrial Strategy.

2.10 In North Essex, productivity (measured as GVA per filled job) was around £44,000 in 2016, and has lagged the UK average for several years (with some indication of a recent widening of the gap), as Figure illustrates:

Figure 2-3: Productivity (GVA per filled job, £)



Source: SQW estimates

2.11 This ‘productivity deficit’ is broadly in line with that of the South East LEP as a whole. But it does present a risk to the aspiration set out in the Introduction for an economy that is “adaptable, resilient and increasingly productive”. A number of factors underpin our productivity challenge:

- Within the context of a diverse sectoral profile, we have **relatively modest representation in higher-value sectors**. This is not universal (professional and scientific employment is relatively high in Colchester and Uttlesford, for instance), but *in general*, the area’s current sectoral base is oriented to ‘less productive’ activities. Potentially, this suggests a need to support more ‘knowledge intensive’ activity through indigenous growth and external investment, *as well as* raising productivity (for example through increased uptake of new technology) in the wider business base). This should help North Essex businesses to compete in wider markets: while local export data are limited, there is evidence that innovation and technology adoption correlate with a greater propensity to export³.
- **Relatively weak workforce skills**. Around 33% of the North Essex workforce are qualified to NVQ 4 or higher, compared with about 39% in Great Britain as a whole – and some 24,000 people (7% of the working age population) lack any formal qualifications. While recent years have seen improvements, the skills profile tends to change slowly (as new entrants to the labour market gradually replace those who leave). In the context of a need to adapt to new technologies and a wider range of lifetime careers, improving access to re-skilling will be important, alongside support for people in education.
- **Outflows of more highly skilled workers to job opportunities elsewhere**. Overall, there is a net commuting outflow from North Essex, reflecting higher wages that can be commanded in London and other parts of the South East. This proximity to higher-

³ House of Lords Select Committee on SMEs (2013), Roads to Success: SME export performance

value employment is a benefit to local residents (and to firms in the London supply chain), and improved connectivity and changing working practices should develop them further. But supporting the growth of more knowledge intensive activities should help to provide a greater choice of employment opportunities locally.

- **Some sharp spatial inequalities.** Aggregating up to North Essex as a whole obscures quite substantial divergences between different parts of the area. For example, the average NVQ 4+ qualifications rate quoted above hides a range at district level from 44% (in Uttlesford) to 22% (in Tendring), a pattern which is repeated across multiple indicators and reflects North Essex's spatial diversity. Achieving sustainable growth means improving outcomes in all communities, looking beyond the aggregate measure.

Key assets

2.12 While the 'productivity challenge' (which in reality is a series of structural challenges faced by much of the UK) is real, North Essex can draw on a range of important assets, including:

- **Our large and growing SME base.** There are around 23,000 businesses in North Essex. The great majority of these (almost exactly mirroring the national average) are micro businesses, employing fewer than ten people, although our stock of small and medium-sized enterprises is growing as well. Survival rates are good, and while North Essex lacks some of the larger 'anchor' employers that are an important feature elsewhere (such as the large manufacturing businesses in South Essex), there are strengths in a diverse and resilient business base
- **Our higher education infrastructure.** Within North Essex, this includes the University of Essex, as well as University Centre Colchester. In the wider hinterland, Anglia Ruskin and the University of Suffolk are nearby – as are the major centres of higher education in London and Cambridge. The University of Essex has world-leading strengths in computer science, informatics and the application of data, all of which are especially relevant to the growth of North Essex's technology capabilities, and there is a growing relationship between the regional business base.
- **Recent investment in skills,** linked with North Essex's key sector growth opportunities. Examples of innovative provision include Colchester Institute's STEM Innovation Centre at Braintree and the Stansted Airport College, discussed further in Chapter 6.
- **Investment in emerging areas of business activity,** some of which remain relatively small on a North Essex-wide scale, but which are important locally and have strong prospects for growth. Examples include the development of the offshore renewables sector in Tendring, life sciences associated with Chesterford Research Park in Uttlesford (with strong links to the Cambridge/ M11 economy), the digital media industry in Colchester and the continued growth of the advanced manufacturing sector in Braintree.

- **Major infrastructure as an economic anchor**, as well as a driver of connectivity. Around 12,000 people work at Stansted Airport for example; over time, the Airport also has the potential to drive wider location decisions.
- **Proximity to London and the rest of the Greater South East.** Typically seen as a labour market opportunity (North Essex residents commuting to London), travel patterns across the South East are increasingly complex, supported by more flexible working opportunities...
- and linked with this, the **'quality of place' and quality of life that North Essex offers**, in terms of its natural and built environment, access to services and (in some parts of the area) relative affordability. Maintaining and enhancing this asset is vital in the context of growth and the services and infrastructure that will be required to support it

DRAFT

3. Our vision to 2040

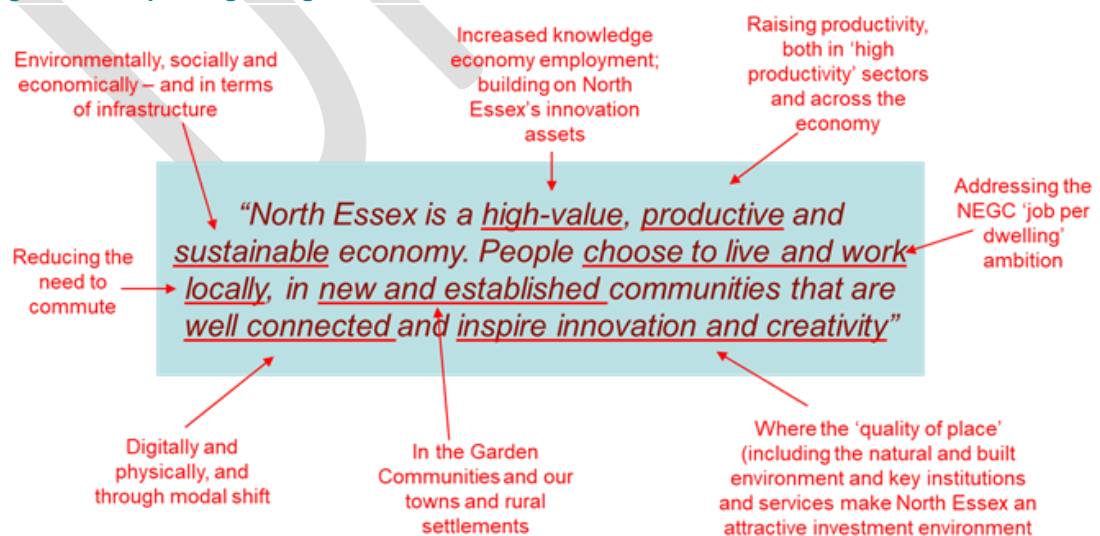
From the evidence to a vision...

- 3.1 The evidence tells us that North Essex has significant opportunities: we have a growing workforce and a growing employment base, we have increasingly important innovation assets and we are part of one of Europe’s most dynamic regions. There is much to be ambitious about.
- 3.2 But we have some challenges too: like the rest of the UK, we will only achieve greater prosperity in the long run if we increase productivity – and we will only be successful if the benefits of greater prosperity are shared across North Essex.
- 3.3 Looking to the future, our vision for 2040 is that:

“North Essex is a high-value, productive and sustainable economy. People choose to live and work locally, in new and established communities that are well connected and inspire innovation and creativity”

- 3.4 This vision is realistic – but it is also challenging.
- 3.5 As the diagram opposite demonstrates, it demands action on a number of fronts, linked with increasing the resilience and ‘knowledge content’ of our employment base, developing a skilled workforce that can take advantage of and drive these opportunities, and ensuring that all communities across North Essex can enjoy the benefits of a more sustainable, more productive economy.
- 3.6 Over the coming years, achieving the vision will be the objective of the North Essex Economic Board:

Figure 3-1: Unpacking the agenda

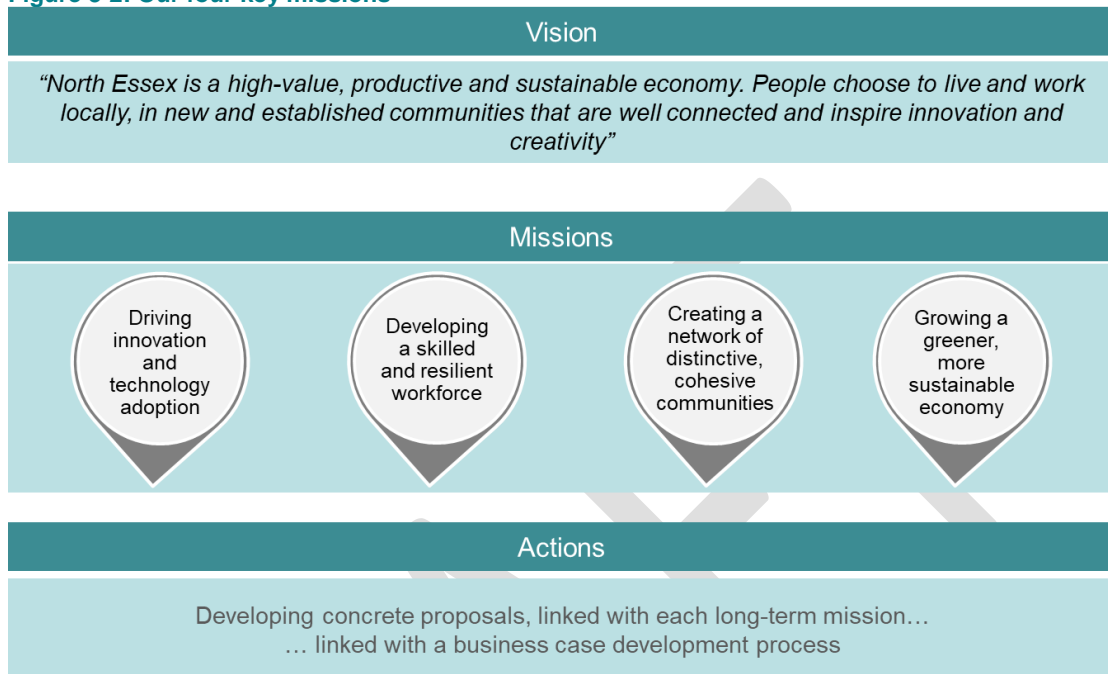


Source: SQW

Delivering the vision: Our four key missions

- 3.7 To deliver the vision, we have identified four key ‘missions’ that will be the focus of our shared activity over the next five years, with each mission providing a framework to consider - and drive forward – new ideas and solutions:

Figure 3-2: Our four key missions



Source: SQW

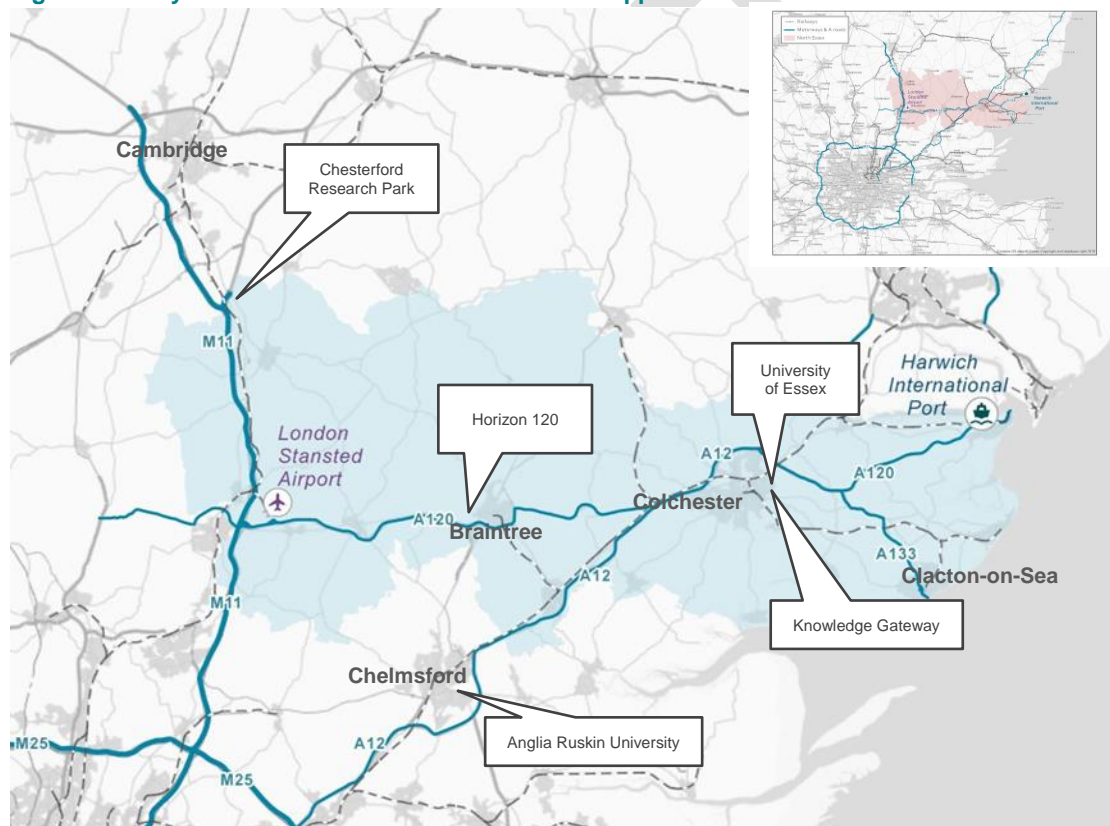
- 3.8 The following chapters explain each mission, setting out the assets and opportunities that underpin it, the challenges we need to address and the potential solutions that we will seek to progress.

4. Mission 1: Driving innovation and technology adoption

Our mission

Our vision seeks an economy that is 'high value and productive'. To support this, we will develop opportunities for innovative businesses to grow, technology clusters to emerge and for all businesses to take advantage of measures to increase technology adoption and drive forward productivity.

Figure 4-1: Key innovation and business assets and opportunities



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The situation today: Challenges, assets and opportunities

- 4.1 Digital technology is transforming the economy. The exploitation of complex data is leading to new products and services, challenging traditional sectoral definitions, and there are few industries that will not be impacted by automation and digital enabling technologies. This presents an opportunity for those firms and institutions that can develop and commercialise new solutions at the 'leading edge' of technology, and for those that can adopt new systems and adapt to change. But it is also a challenge to those that lack the capacity to evolve⁴.

⁴ See for example the report of the *Made Smarter* review, chaired by Jurgen Maier (2017)

4.2 In North Essex, we significant potential:

- **The University of Essex is a significant, and growing asset.** With world-class capabilities in advanced data science (discussed in the case study below), biological sciences and economics and finance, the University is a ‘top 20’ research institution, with global and national research connections, as well as business links in Essex. The University has invested substantially in commercialisation in recent years, including through the development of the Knowledge Gateway on its Colchester campus and the opening in 2019 of a new 38,000 sq ft Innovation Centre.
Data science at the University of Essex
The University of Essex is a leading centre of excellence in analytics and data science, including artificial intelligence and machine learning. Essex was one of the UK’s first universities to house a central research activity in artificial intelligence, and currently hosts the UK Data Service’s national SecureLab.
The University has a strong record of translating advanced computational methods to economic challenges and opportunities ranging from the use of data in policing and public services to Colchester’s award-winning Games Hub for creative start-ups
- Alongside this, there are **public sector-driven opportunities to trial new technologies and develop new solutions:** the Anglian Test Bed Alliance for example actively seeks to work with innovators to find solutions to increase patient independence. Such initiatives are expanding as cost pressures on the health system, and the need to develop new approaches, rise. The North Essex local authorities are also investing in new digital technology to drive efficiencies and better service outcomes – potentially creating new opportunities for local businesses.
- **There are some growing concentrations of high value commercial activity.** Within North Essex itself, these include Chesterford Research Park, home to a cluster of life science businesses; as well as the growth of the ‘digital tech’ sector in Colchester. Links with neighbouring areas are also important: within the wider hinterland, there are major clusters of advanced technology-related activity (and associated support infrastructure) in London and Cambridge, and evidence of an emerging cluster of businesses linked with the semiconductor industry at Chelmsford.
Chesterford Research Park
With over 60 years’ history of scientific research activity, Chesterford Research Park is a centre for life science and technology R&D, accommodating global businesses such as AstraZeneca and Charles River, as well as start-up and expanding firms.
Chesterford Research Park continues to expand as part of a network of science parks to the south of Cambridge, demonstrating the value of connections to North Essex’s neighbouring centres.
- Supporting this, there has been recent investment in the wider **innovation infrastructure**, including the new Innovation Centre at the University of Essex and the forthcoming development of the Horizon 120 business and innovation park at Braintree.
- More broadly, **new technology is reducing barriers to entry** for innovation in (some) sectors, as the costs of small scale production fall and the ability to work ‘anywhere’ grows.

- 4.3 Looking ahead to the next 20 years, our strategy aims to grow these strengths and ensure that they benefit the wider North Essex economy. In particular, there is a growing recognition of the need to promote 'new to the firm' process innovation within the wider stock of SMEs. The Government's *Made Smarter* review highlighted the extent to which the UK's productivity deficit is influenced by a lack of capacity for technology adoption (partly linked with management skills and time, as well as uncertainty regarding risks and benefits). There should be scope to use North Essex's expert assets to drive adoption amongst the wider SME base.
- 4.4 However, **we need to do more to unlock this potential**, and there is evidence that in North Essex, the 'innovation ecosystem' is somewhat under-developed. We have an entrepreneurial economy and a growing business base, but it is dispersed sectorally and spatially. There is also a relative lack of scale, with few leading firms driving local supply chains. On conventional measures of 'innovation', North Essex performs relatively poorly: patent registrations are relatively low, and recent analysis of the take-up of Innovate UK grants showed that North Essex was some way behind the rest of the country⁵.
- 4.5 **Our growth opportunities are also limited by capacity constraints**, both in terms of transport connectivity (discussed in Mission 3) and access to land. recent research has highlighted the challenge that a general lack of 'grow-on' space presents to businesses once they have reached a stage at which they need to expand. Changing market demand (especially occupier desire for greater flexibility), combined with high build costs and land values, has led to a situation in which *"grow-on space does not deliver sufficient returns for developers to be interested in providing this type of space"*, highlighting a need for public sector intervention⁶.

Solutions and actions

- 4.6 Overcoming these barriers will be key to raising long-term productivity in the context of our rapid population growth. Over the next five years, **we will build a closer relationship between innovative businesses, their supply chain and the knowledge base**, as part of an effort to drive up over time the share of higher-value, knowledge-intensive employment. In particular, we will:
- **Maximise the economic potential of our leading-edge research base**, working with the University of Essex and with partners within and beyond North Essex to build our areas of comparative advantage
 - Building on this, **increase interaction between the universities and our SME base**, encouraging and supporting the process of knowledge transfer and supporting the **increased adoption of new technologies and processes** among our SMEs
 - **Strengthen supply chain links between major businesses and SMEs**. As part of this, we will seek to identify clusters of higher-value activity (for example, linked with the expansion of advanced data science). This will include efforts to develop links

⁵ SQW/ Haven Gateway Partnership (2017), *Growth Sectors and Innovation in the Haven Gateway*; SQW/ SELEP (2018), *Economic Strategy Statement: Evidence Base*

⁶ SQW/ BBP/ Essex County Council (2016), *Grow-on Space Feasibility Study*

beyond North Essex (for example with the growing quantum science cluster around Chelmsford) as well as within the area.

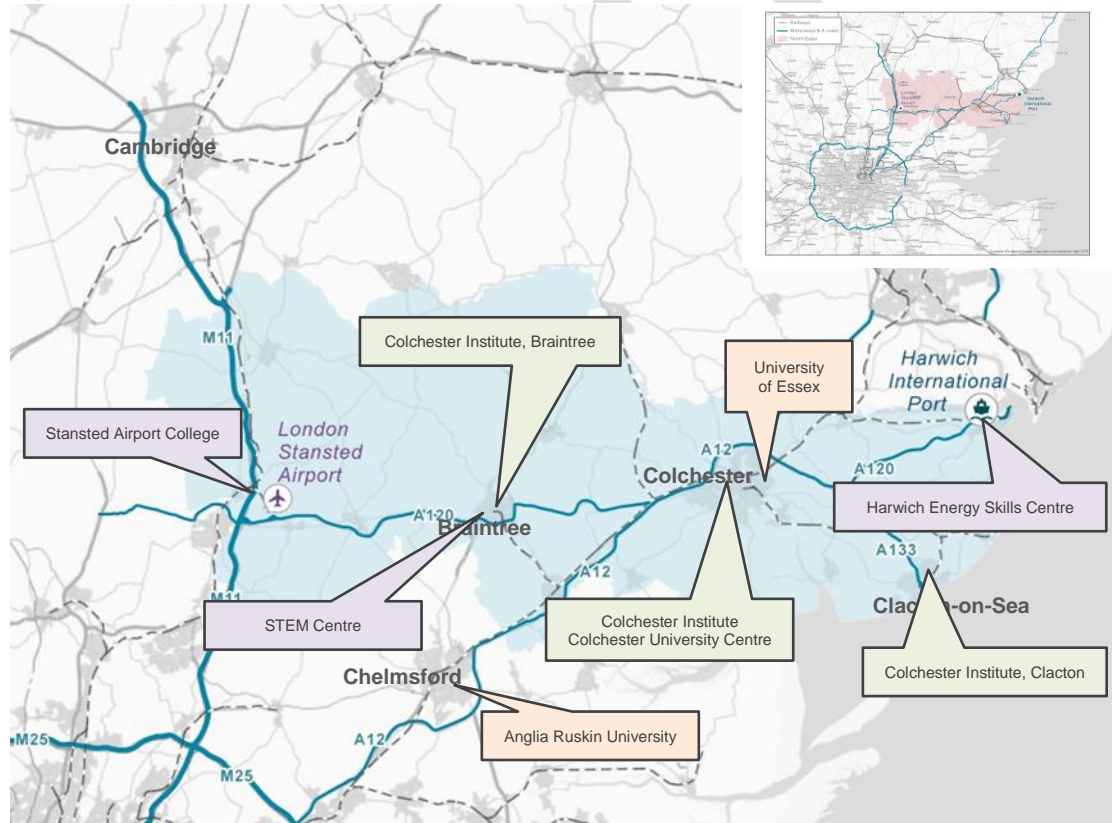
- **Build business-to-business relationships**, increasing interaction between SMEs and larger businesses across North Essex. As part of this, we will explore opportunities for a business-led 'peer-to-peer' support offer to best meet sector or specialist needs
- **Work across the public sector to identify the economic opportunities associated with service transformation**, enabling local universities, colleges and businesses to help design solutions
- **Ensure that high-value businesses with the ability to expand have the physical capacity to do so**. As part of this, we will investigate the potential for acquiring sites and premises where this could support economic growth and deliver a commercial return.
- **Drive new inward investment alongside indigenous growth**, where it will deliver quality, sustainable employment, encourage innovation, and support supply chain opportunities

5. Mission 2: Developing a skilled and resilient workforce

Our mission

From an economy-wide perspective, a skilled workforce is essential to productivity growth. From an individual perspective, the ability to adapt and develop new skills is essential in driving opportunity, better pay and progression in work. Looking ahead to 2040, we aim to develop a workforce – of all ages and in all communities – able to contribute fully to North Essex’s growth opportunities.

Figure 5-1: Key skills and workforce development assets and opportunities



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The situation today: Challenges, assets and opportunities

5.1 North Essex has a buoyant economy in employment terms. Unemployment is at historically low levels, and job creation has broadly kept pace with population growth. However, this masks relatively weak workforce skills, which are a potential drag on economic competitiveness:

- Despite improvements in recent years, **the North Essex workforce skills profile has not kept pace with that of the rest of the country**. Just 33% of the local workforce is qualified to NVQ4+, consistent with the average for the South East LEP, but below

the 38% qualified to this level nationally. This is a significant shortfall, which has been persistent over time

- **There is a net outflow of talent to London and other centres**, which impacts on local recruitment, especially in a tight labour market (although there is some evidence that quality of life considerations help to 'bring talent back' when the job opportunities are there)
- **Routes to progression are under pressure.** Participation in further education has fallen in recent years, apprenticeship starts have failed to rise, and the take-up of retraining is relatively low, reflecting the challenges faced by SMEs (nationally as well as in North Essex) in taking advantage of retraining opportunities, as well as wider resource pressures within the sector.

5.2 However, the case for investment in improved workforce skills is strong. New workforce skills (including management skills and 'skills for innovation') are essential for businesses to realise the opportunities presented by new technology, and there has been recent investment in new industry-focused training facilities:

New approaches to vocationally-focused further education in North Essex

Across North Essex, work is underway to build a stronger dialogue between employers and skills providers. This has led to initiatives designed to support the supply of future skills to growing industries. Three innovative approaches are worth highlighting:

Stansted Airport College is the first purpose-built on-site college at a major UK airport. Part of Harlow College, the new institution has been designed to support entry into roles such as aircraft engineering, logistics and supply chain management, hospitality and customer services – as well as addressing regional gaps in STEM skills. Following capital investment of around £11 million from Essex County Council and the South East LEP, the Airport College opened its doors to a first cohort of students in September 2018.

Looking to rising demand for construction-related skills (linked with North Essex's ambitious growth agenda), as well as a substantial manufacturing base, the **STEM Innovation Centre** at Colchester Institute's Braintree campus offers industry-standard facilities for computing, engineering and construction subjects, opening to its first students in September 2017.

Linked with the growth of the offshore energy sector, the **Energy Skills Centre** at Harwich is also managed by Colchester Institute, offering inshore and offshore engineering qualifications

Solutions and actions

5.3 Strengthening our skills profile is recognised as a high priority across Essex and across the South East LEP. Many of the measures taken forward at these larger spatial scales will be relevant to North Essex: working together with existing institutions and partnerships, we will seek to:

- **Increase the supply of industry-relevant qualifications**, building on the success of innovative projects such as those described above and encouraging greater specialist provision where it will meet local economic need. This will include making the case

for additional capital investment in the skills infrastructure, especially in the context of our housing and population growth.

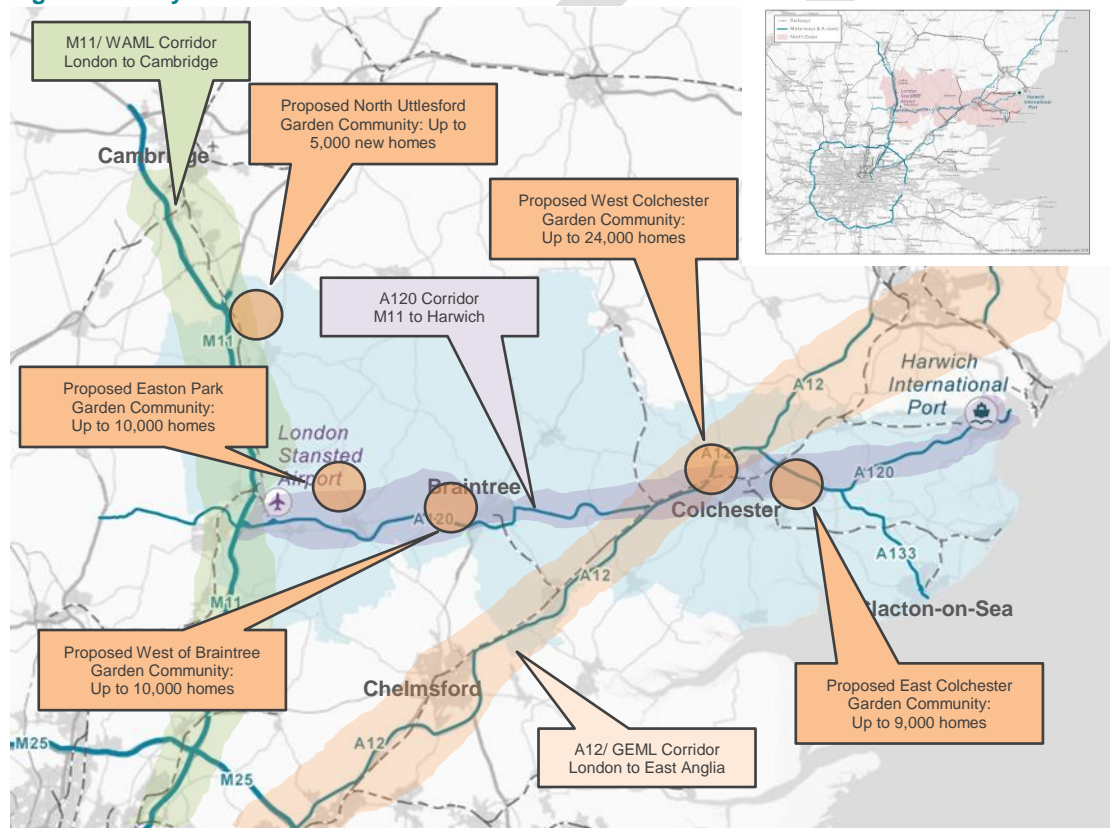
- **Develop new solutions to employer participation in the skills system**, ensuring that qualifications are relevant to industry needs and are accompanied by the skills for creativity and management that an innovative economy needs. Encouraging greater employer engagement is a priority at national as well as local level (with measures such as the introduction of the Apprenticeship Levy designed to incentivise employer involvement). However, it is often hard for employers (especially small businesses) to effectively participate. Together with partners, we aim to:
 - Encourage employers to engage with the new T-Levels, as they are introduced from 2020, and increase the take-up of Apprenticeships
 - Press for selective devolution to the most appropriate level when it can enable greater employer leadership and help to simplify the landscape. This could include seeking to capture the value of unspent Apprenticeship Levies locally, so that they can be proactively made available to SMEs within the area.
- **Raise awareness of the career and employment opportunities that are available in North Essex and its hinterland**, and which could become available in the future. This is a task for the 'whole economy': employers, schools (at all levels), colleges and intermediaries and the wider public, ensuring that young people are able to make informed choices.
- **Support those who are already in the labour market to access new skills** and adapt to changing technologies and working practices. Most of those working in 2040 – the long-term horizon of our vision – are already in the labour market today, and most of us can expect longer working lives, a more diverse range of working patterns and more frequent career changes. This can bring great benefits, as well as challenges – and it is important that our workforce is able to adapt. As part of this, we will support the delivery and take-up of the National Retraining Scheme, we will seek to enhance it where possible and we will ensure that our adult and community skills offer is geared to future economic opportunity, working with partners at the most appropriate spatial scale.

6. Mission 3: Creating a network of distinctive and cohesive places

Our mission

North Essex is a diverse place, with strong local identities and a strong 'quality of life' offer. We want to preserve and enhance this, celebrating our unique local characteristics while ensuring that all our towns and communities contribute to and benefit from economic growth within a complementary 'network' of distinctive and creative places. This will mean investing to reduce local disparities and strengthening our internal connections and our links with our neighbours, so that people and businesses can access new opportunities.

Figure 6-1: Key economic corridors and Garden Communities



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The situation today: Challenges, assets and opportunities

- 6.1 North Essex has a 'polycentric' network of towns and communities, with distinctive assets and opportunities. These include smaller market towns and an extensive rural hinterland with a high quality natural environment; the larger university town and regional centre of Colchester; and the 'Sunshine Coast'. Much of the area looks 'outwards', to neighbouring centres elsewhere in Essex, London, East Anglia and the M11 Corridor. There are real benefits to this diversity and local distinctiveness: 'quality of place' and local identity are increasingly

important as factors in business and residential location decisions (especially given the increasing ability to work remotely and North Essex's relative proximity to other major centres), and we have an opportunity to develop local clusters of economic activity that respond to local strengths.

6.2 Our diversity is a strength, and we want to preserve local identity and choice within the context of a coherent, sub-regional network of places. Looking to the future, we face three challenges:

- First, **unique identities should not mean unequal opportunities**. At present, **disparities across North Essex are sharp**, as the analysis at the start of this strategy bears out. These disparities are visible *between* districts, with a wide variance in (for example) average qualifications and productivity between Uttlesford at one extreme and Tendring at the other. Resolving these differences is challenging: in the case of some of the coastal towns in Tendring, relative peripherality, self-contained local markets and weak connectivity can be hard to overcome. However, significant local disparities also exist *within* districts and communities, and there is a risk that these will become more entrenched.
- Second, **distinctive places require investment**, both in the physical infrastructure that makes them distinctive (the quality of the built environment and public realm) and the local cultural assets and community services that support creativity and quality of life. Demand for community infrastructure and services will evolve over time with demographic change – maintaining and adapting investment to meet the needs of our changing population will be crucial.
- Third, **our ability to develop a sustainable 'polycentric' network is limited by connectivity constraints:**
 - Our **road and rail network is under pressure**, both 'within' North Essex (for example the A120 east of Braintree) and on key 'outward-facing' economic corridors (such as the A12/ Great Eastern Main Line and M11/ West Anglia Main Line routes). Currently, our business base is relatively dispersed and disparate: transport solutions should be important in creating greater critical mass.
 - Growth demands **more sustainable transport solutions**, achieving a modal shift to greater public transport use, reducing congestion and pollution. This is challenging in an area with a dispersed population base, and we will need to find solutions to delivering viable local transport systems
 - As demand for greater **digital connectivity** increases through the development of new products and services, it is important that our infrastructure keeps pace, especially in the context of population growth and the need to develop our knowledge economy

6.3 Creating a better connected 'network' of towns and communities should help to **demonstrate the compelling shared 'offer'** across North Essex to new residents and investors – complemented by clarity regarding the complementary offer of each place in the North Essex 'network', avoiding local competition where possible.

Solutions and actions

6.4 In support of our long-term plans for a network of sustainable, locally distinctive and well-connected communities, we will:

- **Actively promote measures to ensure that all parts of North Essex have access to economic opportunities.** This will include:
 - Exploring how we can **better embed 'anchor institutions'** within communities, especially within our coastal towns. As part of this, we will explore the options for additional public sector employment through relocation, where this could offer wider economic benefits and help to stimulate additional private sector employment
 - Linked with our ambitions in Mission 2, **support opportunities for re-training for people in the current workforce**, to support their resilience to technology and organisational change, and work with employers and schools to **raise aspiration** and access to learning and higher-value employment
- **Invest in distinctive, adaptable and creative places**, ensuring that our communities have the environmental quality and cultural and community offer to encourage people to develop new ideas and opportunities. This will include:
 - **Placing our town centres on the 'front foot' in responding to rapidly changing retail patterns.** This could involve the re-purposing of town centre retail units for more diverse range of commercial and non-commercial uses, where this would lead to a positive economic impact and create more opportunities for people to meet and share ideas, as well as investment in wider infrastructure
 - **Ensuring that our Garden Communities contribute to our 'network of distinctive places' in the long term**, through quality and creative design, sustainable connectivity and strong complementary relationships with existing settlements.
 - **Responding to demographic change and evolving demand**, designing new and existing communities that build in opportunities for healthier lifestyles and travel patterns, and respond to changing lifetime needs.
- **Drive forward a long-term, coordinated sustainable transport strategy**, by:
 - **Working with Transport East to prioritise strategic transport investments**, where they contribute to regional aims and help to deliver North Essex's long-term growth potential:

North Essex within the emerging transport strategy for the East of England

Tasked with preparing a collective vision for transport and infrastructure across Greater Essex, Norfolk and Suffolk, Transport East has identified three priorities that will inform the development of its forthcoming Strategic Transport Plan:

Global Gateways, including better connected ports and airports to support access to international markets and support foreign direct investment. North Essex contains the East's only major international airport: improving access by road and rail to support Stansted's passenger growth will be nationally and regionally important, as will better freight and passenger access to the port at Harwich

Multi-centred Connectivity, improving links between "our fastest growing places and business clusters". Our main corridors along the A12, M11 and A120 will make a vital contribution to this priority in the context of growth.

Energised Coastal Communities, supporting a "reinvented, sustainable coast for the 21st century", delivering our ambitions for energy generation and the visitor economy – as well as improved access from relatively peripheral coastal locations to employment opportunities elsewhere in North Essex and beyond.

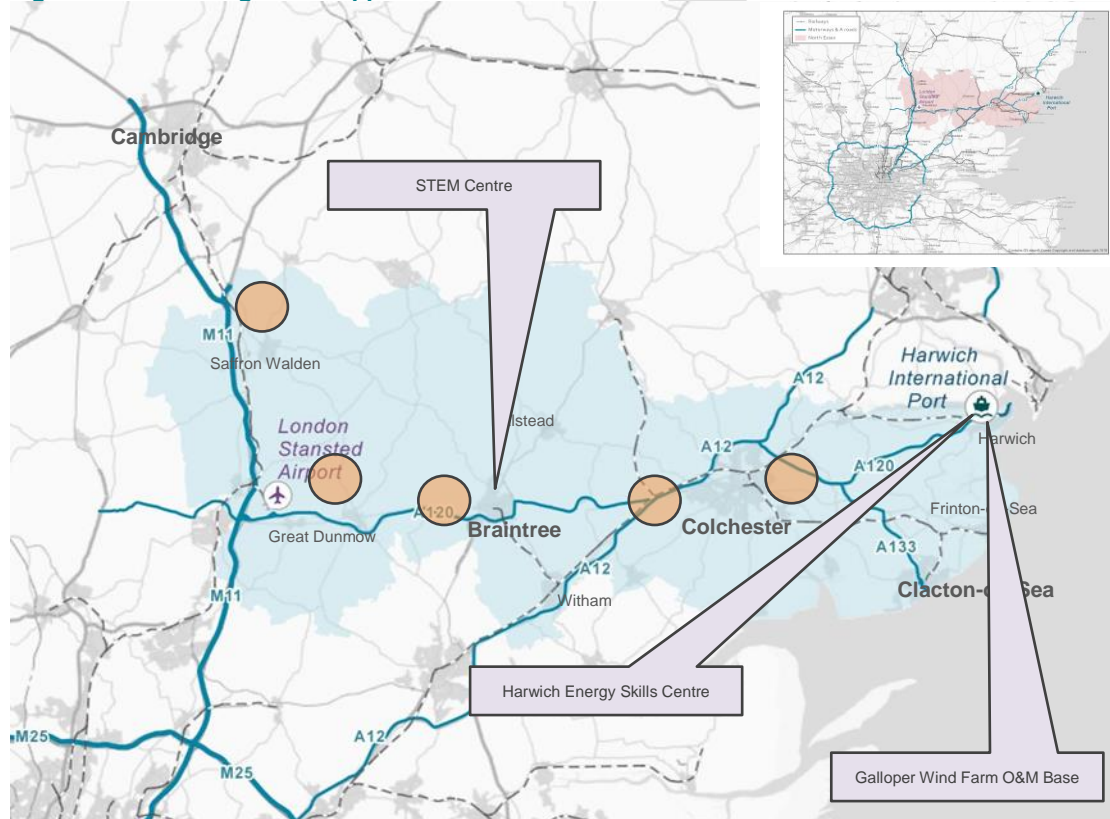
- **Developing options for improved sustainable transport connectivity** (for example new rapid transit systems to link places that are not currently served by rail infrastructure)
- **Actively driving and supporting the deployment of high-speed digital connectivity**, by working closely with the fixed and mobile telecommunications network operators to remove barriers to the commercial rollout of full-fibre and 5G infrastructure. Where possible, we will encourage the use of available subsidies to extend the rollout of fibre broadband into commercially less attractive rural and harder to reach areas.
- **Develop the complementary offer across North Essex**, identifying local strengths and assets, and supporting efforts to attract inward investment and new residents. We will work closely with branding and promotional efforts developed across the county to ensure an integrated and coordinated approach for North Essex and for Essex as a whole.

7. Mission 4: Growing a greener, more sustainable economy

Our mission

Over the long term, we want to ensure that North Essex is a leading example of sustainable development – within existing communities, through our ambitious proposals for new Garden Communities and through lower carbon, innovative businesses.

Figure 7-1: Greener growth: Opportunities and assets



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The situation today: Challenges, assets and opportunities

7.1 Within Mission 1, this Strategy aims to increase North Essex's exploitation of new technology, driving long-term growth through innovation. Over the next 20 years, much of the drive for technology change will come from the need to decarbonise our production, construction and transport systems. While this applies everywhere (and is reflected in the Government's 'Grand Challenges', North Essex has specific opportunities:

- Our plans for the proposed **North Essex Garden Communities** at East Colchester, West Colchester and West of Braintree, as well as at the additional proposed Garden Communities at North Uttlesford and Easton Park include a high level of environmental sustainability and plans for the creation of at least one locally-

accessible job per dwelling, linked (through our proposed shared planning framework) with the sustainable development of North Essex as a whole.

- This planned housing growth – including growth in existing communities – presents an opportunity to advance **new approaches to sustainable design and construction**. As well as the inherent benefits to the environment and to future residents, this should help to drive demand for businesses and individuals skilled in modern methods of construction and low carbon technologies. Rising demand will present skills challenges – which we are already working to address through (for example) Colchester Institute’s STEM Centre at Braintree.
- **We have a leading role in renewable energy**. The North Sea coast is key to the UK’s offshore wind industry, and the renewables sector has long been a priority. In 2018, Harwich International Port was announced as the location for the Operations and Maintenance base for Galloper Wind Farm, a 56-turbine facility. As well as diversifying industry and employment at the Port, this investment could help to consolidate an engineering skills base linked with a growing industry.

Garden Communities will “enhance the natural environment, providing a comprehensive green infrastructure network and net biodiversity gains, using zero-carbon and energy-positive technology to ensure climate resilience”

TCPA Garden City Principles

Solutions and actions

7.2 Decarbonisation will be central to the UK’s future competitiveness. We will ensure that North Essex businesses are well-positioned to access the new opportunities that emerge from this national priority. Over the next five years, we will:

- **Support the development of new industries associated with the transition to a more energy-efficient, lower carbon economy**. North Essex has significant strengths: we will seek to maintain investment into the coastal energy industry, support increased energy sustainability within new developments and support our businesses and universities in taking advantage of Innovate UK and other funding linked with low carbon technology.
- **Incentivise the development and use of sustainable materials** within the construction and development process.
- **Create opportunities through public procurement for lower-carbon solutions**, where the new technology can result in reduced energy and transport costs and deliver public service improvements.
- **Continue to progress our ambitious proposals for new Garden Communities**, ensuring that long-term sustainable development is planned from the start.
- Linked with our ambitions in Mission 3, **invest in sustainable transport systems to connect our polycentric network of (new and existing) communities**.

8. Taking North Essex forward

From the Missions to actions

- 8.1 Within this Strategy, we have set out a series of action areas that we will develop further, in support of each Mission. At present, these are at high level, and in most cases they will require further scoping and analysis before they can be brought forward.
- 8.2 It is important that the North Essex Economic Board is able to drive progress. Even though the Board will not always be the vehicle for the delivery or funding of individual projects, we will want to work with other partners in Government and the private sector to help our plans align.
- 8.3 Alongside this Strategy, we will therefore develop a rolling 'action plan' owned by the North Essex Board, through which business cases for interventions can be identified, scoped and further developed. This will enable the Board to consider options in relation to each proposed action, identify lead partners and consider potential risks, with a view to working collectively on shared objectives. The action plan will be subject to annual review and will be monitored and updated over the initial five years of this Strategy.

Towards the Local Industrial Strategy

- 8.4 As indicated at the start, this document will also form a 'building block' for the forthcoming Essex Prosperity Prospectus and the Local Industrial Strategy that the South East LEP will have to prepare in early 2020 as a strategy 'co-designed' with Government. It is unclear at this stage how the LIS will relate to future funding opportunities, although it is anticipated that it will influence the new Shared Prosperity Fund, when it is launched.

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

JOINT REPORT OF THE PORTFOLIO HOLDER FOR CORPORATE FINANCE & GOVERNANCE AND THE PORTFOLIO HOLDER FOR HOUSING

24th JANUARY 2020

A.3 FREEHOLD PURCHASE OF TWO RESIDENTIAL PROPERTIES IN CLACTON-ON-SEA

(Report prepared by Heidi Foster)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To seek approval from Cabinet for the freehold purchase of two residential properties in Clacton-on-Sea.
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EXECUTIVE SUMMARY

The proposal is to purchase two vacant freehold three bed houses. The properties are currently vacant and are owned by a Registered Housing Association.

For a number of years the Council has had a strong demand for three bedroom houses. In October 2019 Portfolio Holder approval was obtained to initiate the Council’s Property Dealing Procedure, to obtain an independent valuation of the properties and to negotiate a price with the owners.

The market valuations have now been obtained and negotiations with the owners have been completed satisfactorily, to enable the purchases to be progressed to their conclusion. Purchasing these properties will enable them to remain available for social housing.

Part B refers to the detail of negotiations.

RECOMMENDATIONS

That Cabinet authorises the freehold purchase of the two properties in principle, subject to its decision on terms and authorises the Deputy Chief Executive to enter in to a contract and transfer deed to complete the purchase of the properties all as set out in the report in Part B of this agenda.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Our priorities include providing decent affordable housing and to ensure all our residents live in high quality housing which meets local needs.

Supporting the supply of affordable housing.

Managing public money effectively meaning value for money principles are embedded in the delivery of all our services.

FINANCE, OTHER RESOURCES AND RISK

Finance and other resources

The purchase of properties carries a financial cost but would bring two additional dwellings into the Housing Revenue Account that could immediately begin generating a return.

The purchase will funded from Section 106 receipts.

Risk

Officers have not identified any significant risk associated with the proposals.

LEGAL

In coming to decisions in relation to the management or procurement of assets, the Council must act in accordance with its statutory duties and responsibilities. Under case law following Section 120 of Local Government Act 1972, the Council is obliged to ensure that the management of its assets are for the benefit of the District.

Section 17 of the Housing Act 1985 provides the principal power for the acquisition of land for housing purposes, including land as a site for the erection of houses; this includes the power to acquire land for the purposes of disposing of the land to a person who intends to provide housing accommodation on it.

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.

Ward

Cann Hall Ward – Clacton on Sea

PART 3 – SUPPORTING INFORMATION

BACKGROUND

For a number of years the Council has had a very strong demand for three bedroom houses in Clacton. However our stock has dwindled and turnover of tenancies is very slow.

Officers have been approached by a Housing Association who are interested in selling two of their vacant properties. The properties have been viewed by the Housing Manager, Development & Building Manager and Senior Housing Renewal & Adaptations Officer and have been identified as properties of high demand, potentially adaptable to accommodate families with disabilities and the construction is known to the Building Services Team.

CURRENT POSITION

The Housing Tenancy Management and Building Services Teams have viewed the properties and carried out full assessments. In October 2019 Portfolio Holder approval was obtained to initiate the Property Dealing Process and independent valuations were undertaken.

FURTHER HEADINGS RELEVANT TO THE REPORT

None

BACKGROUND PAPERS FOR THE DECISION

None

APPENDICES

None

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

24 JANUARY 2020

REPORT OF THE CORPORATE FINANCE AND GOVERNANCE PORTFOLIO HOLDER

A.4 LATEST FINANCIAL FORECAST / FINAL GENERAL FUND BUDGET PROPOSALS 2020/21

(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 General Fund budget proposals 2020/21 (including Council Tax proposals) for recommendation to Council on 11 February 2020.

EXECUTIVE SUMMARY

- At the meeting on the 20 December 2019, Cabinet considered the Updated Financial Forecast / Budget 2020/21. The forecast at that time provided for a small deficit of **£0.023m** that was to be met by drawing money from the Forecast Risk Fund.
- The Updated Financial Forecast was subject to consultation with the Resources and Services Overview and Scrutiny Committee which met on the 16 December 2019 and 6 and 8 January 2020 to consider it and their comments are set out in this report along with the response from the Corporate Finance and Governance Portfolio Holder.
- Since the Cabinet's meeting on 20 December 2019, additional changes have been required, primarily as a result of new or revised information becoming available which includes the Government's Financial Settlement announcements.
- The changes required result in a surplus for 2020/21 of **£0.461m**, a change of **£0.484m** compared to the **£0.023m** deficit presented to Cabinet in December 2019. **Appendix A** provides further details across the various lines of the forecast with the most significant change being the receipt of revenue support grant which was not originally expected in 2020/21.
- The updated forecast has also now been translated into detailed estimates which are set out in **Appendix D**.
- This figure may change as further adjustments may be required as part of finalising the budget for presenting to Council on 11 February 2020, with a delegation included in the recommendations to reflect this.
- The forecast surplus of **£0.461m** in 2020/21 has been contributed to the Forecast Risk Fund in accordance with the long term forecast principles.
- Based on the final proposed budget for 2020/21, the Council Tax requirement is **£8.354m**, which is based on a £5 increase for this Council's services, with a Band D council tax of **£172.64**.

- 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 11 February 2020 with approval of the 'full' council tax levy for the year to be considered by the Human Resources and Council Tax Committee on 24 February 2020.
- Although the relevant Prudential Indicators are set out in this report, the approval of the associated Treasury Strategy for 2020/21 for consultation with the Resources and Services Overview and Scrutiny Committee is recommended to be delegated to the Portfolio Holder for Corporate Finance and Governance, this is a repeat of the approach taken last year.

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 11 February 2020, delegation be given to the Chief Executive to adjust the forecast / budget, including the use of reserves, in consultation with the Corporate Finance and Governance Portfolio Holder;

(c) that in consultation with the Leader and the Corporate Finance and Governance Portfolio Holder, the Chief Executive 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 the Ministry for Housing, Communities and Local Government etc.;

(d) that the Resources and Services Overview and Scrutiny 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 Corporate Finance and Governance Portfolio Holder in response to those of the Committee as set out in this report;

(e) that in respect of the Treasury Strategy 2020/21, delegation be given to the Portfolio Holder for Corporate Finance and Governance to approve the Strategy for consultation with the Resources and Services Overview and Scrutiny Committee.

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

(a) That following the consideration of the comments from the Resources and Services Overview and Scrutiny 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 D of this report be approved which provide for a Council Tax Requirement for 2020/21 of £8.354m (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 F; and

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

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, businesses and visitors.

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 and IT.

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 additional 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.

However the forecast is based on relatively conservative estimates with no optimistic bias included.

As previously discussed, the Council's ability to financially underwrite the forecast is an important element of the 10 year plan. 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) To date it is estimated that **£3.253m** will have been set aside by the end of 2019/20 within the Forecast Risk Fund to support the budget in future years. This money is available to 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.

The 2020/21 position includes net savings of **£0.369m** which is slightly behind the annual target of **£0.450m**. (further details are set out in **Appendix B**). This figure will need to remain flexible and react 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. Conversely, cost pressures included to date total **£0.491m**, which is lower than the original figure of **£0.600m** included in earlier forecasts. However it is acknowledged that although some emerging costs pressures plan to be mitigated in 2020/21, they may continue at a level that requires them to be considered for inclusion in the 2021/22 budget (further details are set out in **Appendix C**)

It is important to continue to deliver against the forecast in the early years to build confidence in the longer term approach. This will, therefore, continue to need robust input from members and officers where decisions may be required in the short term or on a cash flow basis.

Another aspect to this 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 potentially put it off until next year. There is a practical sense behind this approach as we could flex the delivery of a service one year but increase it again when the forecast allows.

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 **£1.758m** (Business Rates Resilience Reserve) and **£1.000m** (Benefits Reserve), which can be taken into account during the period of the forecast if necessary. The Council also holds **£4.000m** in uncommitted reserves which supports its core financial position.

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 Business 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 revised arrangements mean that there are now 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.

There are no other implications that significantly impact on the financial forecast. However, the ability of the Council to appropriately address such issues will be strongly linked to its ability to fund relevant schemes and projects and determination of the breadth and standard of service delivery to enable a balanced budget to be agreed.

An impact assessment will be undertaken as part of any separate budget decisions such as those that will be required to deliver the necessary savings.

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 20 December 2019 Cabinet considered the Updated Financial Forecast / Budget 2020/21 for consultation with the Resources and Services Overview and Scrutiny Committee. The report set out an estimated deficit of **£0.023m** in 2020/21.

The development of the forecast / budget has continued since Cabinet's meeting on 20 December 2019, primarily to reflect the latest information such as the outcome of the Local Government Finance Settlement. The most up to date position is set out in **Appendix A**, which highlights a surplus position for 2020/21 of **£0.461m**.

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 11 February 2020. 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 Human Resources and Council Tax

RESOURCES AND SERVICES OVERVIEW AND SCRUTINY COMMITTEE COMMENTS

In accordance with the Constitution, Cabinet has consulted with the Resources and Services Overview and Scrutiny Committee on the Updated Financial Forecast / Budget 2020/21.

The Committee met on 16 December to consider the financial forecast as at the end of the second quarter and again on 6 and 8 of January 2020 to consider the most up to date budget proposals being put forward by Cabinet. The Committee's recommendations to Cabinet are set out below along with the response of the Corporate Finance and Governance Portfolio Holder:

RECOMMENDATIONS	The response of the Corporate Finance and Governance Portfolio Holder
<p>That this Committee recommends to Cabinet be instructed to conduct, by the end of the current financial year, a viability review of all long outstanding projects for which monies are currently ring-fenced.</p>	<p>This will form part of the identification of items over and above the unavoidable cost pressures currently included in the budget as part of developing the delivery plan to underpin the new corporate plan.</p>
<p>That Cabinet identifies a range of seafront enhancements/cliff stabilisation/beach protection arrangements, in consultation with seaside communities in the District (including relevant Town and Parish Councils) and seeks to fund these through an associated expansion of beach huts in those communities.</p>	<p>This will form part of the identification of items over and above the unavoidable cost pressures currently included in the budget as part of developing the delivery plan to underpin the new corporate plan.</p>
<p>That Cabinet instigates a review of the Public Conveniences Strategy with a view to realising the full benefits of the intended investment for all of the toilets being retained.</p>	<p>This will form part of the upcoming review of all of the Council's assets and supported by the associated budget of £1.134m set aside earlier in the year.</p>
<p>That commercialism should be a specific part of an existing Portfolio Holder's Responsibility or that a new Portfolio Position should be created to take forward the agenda for commercialism as part of means of contributing positively to meeting the budgetary pressures on the Council as identified in its MTFS.</p>	<p>Commercialism will play a key role in delivering against the action plan being developed to underpin the corporate plan. As part of this process the relevant portfolio holder will need to consider and maximise commercialism</p>

	opportunities, which will be overseen by the Corporate Finance and Governance Portfolio Holder, given their specific role in developing the long term financial forecast. This should address the very relevant and important point raised by the Committee.
That Cabinet, as part of the budget development to support the corporate plan, looks favourably at providing sufficient funding for meaningful interventions for 2020-21 onwards that will support economic growth for businesses and key sectors such as energy.	This will form part of the identification of items over and above the unavoidable cost pressures currently included in the budget as part of developing the delivery plan to underpin the new corporate plan.
That, in view of the Government's unexpected continuation of the revenue support grant to this Council in 2020/21, Cabinet be recommended to approve the passporting of Local Council Tax Subsidy Grant to Parish/Town Councils in the District in 2020/21 be confirmed on the same basis as previously.	This adjustment has now been included in the updated budget set out in this report.
That Cabinet be recommended not to approve the proposed adjustment to the budget to remove expenditure of £68,250 based on the Government's commitments to exempt public conveniences from NNDR liability; as there is no indication that the necessary Parliamentary processes will be undertaken to introduce this measure.	Officers are making further enquiries with the Government to gain a clearer understanding of whether or not they will be implementing the earlier commitment they made. It is therefore proposed to leave the budget unchanged at this stage but keep the issue under review and make a final decision as part of finalising the budget for presenting to Full Council in February.

LATEST FINANCIAL FORECAST AND FINAL BUDGET PROPOSALS 2020/21

As highlighted earlier in this report, the forecast considered by Cabinet at its 20 December 2019 meeting provided for a small deficit of **£0.023m**.

This has subsequently been revised to a surplus of **£0.461m**, a change of **£0.484m** as set out in **Appendix A**.

This change is made up of the following adjustments:

- **Receipt of Revenue Support Grant (RSG) – income of £0.429m has been added to the forecast. (Line 6 – Appendix A)**

The Government have unexpectedly maintained revenue support grant for local authorities in 2020/21. No money was originally expected and it is assumed that as the move to the new 75% retention of business rates model was postponed by the Government until 2021/22, they have instead committed to maintaining the current level of grant funding (uprated by inflation) in the interim period.

In previous years, the Council has reduced the LCTS grant to Town and Parish Council in line with its own reduction in Revenue Support Grant. The forecast to date has therefore reduced the grant payable to Town and Parish Council's to nil in 2020/21. However given the Government's commitment to maintain RSG for a further year, it is proposed to maintain this existing principle and continue to pay an LCTS grant to Town and Parish Councils in 2020/21. This has added a cost of **£0.036m** to the forecast. **(Line 12 – Appendix A)**

- **Other Adjustments - £0.091m (Line 17 – Appendix A)**

This adjustment primarily reflects the change in recharges between the General Fund and Housing Revenue Account (HRA) in 2020/21 along with some small rounding adjustments.

Although there is no net impact on the budget, as part of the annual Local Government Finance Settlement, the Government have announced the New Homes Bonus Grant amounts for 2020/21. This Council will be receiving grant funding of **£1.514m** in 2020/21 with a corresponding expenditure budget set up, against which commitments will to be considered as the year progresses. It is worth highlighting that the Government have stated that they will not be making legacy payments on the 2020/21 amount, unlike in previous years where they committed to honouring legacy payments for a period of four years. The Government have stated that they will be reviewing the scheme during 2020/21.

The level of savings and cost pressures have not changed since the position was reported to Cabinet on 20 December 2019. Details of the items included in the budget are set out in **Appendices B and C** respectively and reflect initial savings items totalling **£0.369m** and cost pressures totalling **£0.491m**.

Council Tax Income

As part of the Local Government Finance Settlement, the Government announced the council tax 'capping' criteria for 2020/21 and it has been confirmed that District Councils can increase their council tax by 2% 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 **£172.64** in 2020/21, with a Council Tax Requirement of **£8.354m**.

Business Rates Income

No changes are required to the forecast. Unless a Local Authority withdraws from the Essex business rates pool, the pool will continue in 2020/21. 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 or reflected in the in-year budget position as necessary during 2020/21.

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:

- general 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.
- increases where market conditions allow
- to meet specific priorities or service delivery aims / objectives

Appendix D includes the full schedule of fees and charges proposed in 2020/21, which have been developed by applying the key principles highlighted above.

Two areas of note are Building Control charges which are proposed to be increased by 10% to better reflect the cost of providing the service along with charges for leisure facilities, which currently remain unchanged from 2019/20 as they will form part of the development of the Leisure Strategy and subject to a separate report later in the year.

All of the above changes along with those set out in the earlier forecast considered by Cabinet in December 2019 have now been translated into detailed budget proposals as set out in Appendix D, 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 11 February 2020.

BUDGET SUMMARIES

Based on all of the adjustments set out elsewhere in this report, the proposed budgets for 2020/2021 are summarised below.

General Fund Revenue Budget

Table 1

	2019/20 Original	2020/21 Original
	£m	£m
Net Cost of Services	18.205	18.876
Revenue Support for Capital Investment	1.214	0.267
Financing Items	(5.830)	(3.472)
Net Expenditure	13.589	15.671
Contribution to /(from) Uncommitted Reserve	0.000	0.000
Net Use of Earmarked Reserves	(0.032)	(1.089)

Total Net Budget	13.557	14.582
Less Funding		
Business Rates (<i>excl. S31 Govt. Grant funding</i>)	(4.470)	(4.438)
Revenue Support Grant	(0.422)	(0.429)
Collection Fund (Surplus) / Deficit	(0.710)	(1.361)
Council Tax Requirement (for Tendring District Council) (Excludes Parish Precepts)	7.955	8.354

The council tax requirement for 2020/21 is based on a Band D council tax of **£172.64**, an increase of **£5 (2.98%)** over the 2019/20 amount of **£167.64**.

General Fund Capital Programme

Table 2

	2020/21 Original Budget
	£m
EXPENDITURE	1.024
FINANCING	
Government Grants	0.757
Direct Revenue Contributions	0.055
Earmarked Reserves	0.212
Total Financing	1.024

Treasury Strategy and Prudential Indicators 2020/21

In accordance with the Budget and Policy Framework the Treasury Strategy is required to be considered by the Resources and Services Overview and Scrutiny, 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 2020/21 to the Corporate Finance and Governance Portfolio Holder for consultation with the Resources and Services Overview and Scrutiny Committee. However the relevant prudential indicators for consideration as part of the overall budget setting process, which are based on the budget proposals for 2020/21 set out above, are included in **Appendix K**.

RESERVES

Detailed information in respect of the level of reserves is set out within **Appendix D**, which reflects the various changes agreed as part of the development of the budget.

As set out in **Appendix D**, the forecast reflects a contribution to the Forecast Risk Fund of **£0.461m** in 2020/21.

The Forecast Risk Fund is estimated to be **£4.214m** by the end of 2020/21 which continues to provide a strong level of funding to underwrite the estimated long term forecast. This will be kept under review as part of the 'live' forecast process, but at the present time there are no significant financial risks that adversely reduce the confidence in the long term approach adopted.

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, the robustness of the estimates and the adequacy of the reserves, both of which are set out below.

Robustness of the Estimates

As part of the Long Term Financial Sustainability Plan introduced during 2017/18, the forecast and budget setting processes continue to be 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 and developed over time is clearly set out within regular reports to Management Team and Members.

As mentioned in earlier years of the long term forecast, cost pressures continue to present one of the more significant risks to the long term plan. As part of the development of the long term plan during 2019 a number of on-going cost pressures emerged which resulted in the cost pressure allowance being increased from **£0.150m** to **£0.600m** in 2020/21. Although the final level of cost pressures included in the budget in 2020/21 was slightly lower at **£0.491m**, it was still significantly more than the initial amount allowed for. It is also important to highlight that mitigation actions have been proposed for a number of cost pressures which may not provide a permanent solution and the item may need to be reconsidered for inclusion in the budget over the later years of the forecast.

As acknowledged in prior years, the long term approach to the forecast requires a compromise 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 and considered approach is being taken in terms of how much additional expenditure by way of cost pressures can be accommodated within the long term forecast. Set against this backdrop and to 'protect' the revenue budget as much as possible, the budget proposals in 2020/21 set out a revised approach to avoidable costs pressures and those relating to the Council's assets. It is proposed to deal with these two classes of cost pressures outside of the annual budget cycle, supported by an initial asset improvement fund of **£1.134m** and via the use of one off money and/or the reprioritisation of existing budgets where necessary. The above approach will also be supported by the Council's newly adopted business case / project initiation processes, which will include the consideration of maximising the use of existing resources or external funding where possible.

In response to the increase in the level of on-going cost pressures included within the 2020/21 budget, the annual savings 'allowance' has been increased from **£0.300m** to **£0.450m** across the remaining 6 years of the forecast period. Savings of **£0.369m** have been included within the 2020/21 budget and work will shortly be underway to identify further savings opportunities to support the budget position from 2021/22 onwards.

The detailed budget for 2020/21 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 2020/21. This has been supported by a risk assessment of each line of the forecast.

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 the specific Forecast Risk Fund. No significant adjustments have been required in 2020/21 that weaken the overall long term approach to the forecast. 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. The future financial settlement arrangements from the Government remains a key risk along with cost pressures and savings targets discussed earlier and together they represent the highest rated risks within the long term forecast.

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. Linked to an earlier point above, where the Council makes significant financial commitments, such as to major projects to deliver against its priorities, money is found from within existing budgets wherever possible and set aside accordingly rather than relying on projected savings or future forecasts.

The Council's External Auditor recently highlighted as part of their value for money work that the medium term financial strategy assumptions adequately reflect demographic and inflationary cost pressures, pay awards and other known cost pressures. The assumptions around funding sources are reasonable and reflect published information and Government announcements. The auditor went on to say that they were satisfied that the Council has adequate arrangements for setting and monitoring financial budgets. While they recognised that there was a funding gap in the long term plan, they were satisfied that the Council is making appropriate arrangements to manage this in a way that will ensure it continues to remain financially sustainable.

Financial Resilience remains at the forefront of the financial planning process with money identified where possible to invest in 'spend to save' projects or 'protect' key services 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 within the Council and remains the key focus in 2020/21 and beyond to enable it to continue to provide quality services and invest in its priorities. Self-sufficiency continues to underpin 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 long term 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 next becomes available, which also provides a key foundation against which the budget is 'built'.

The Council continues to play 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, channel shift and digital transformation projects, remain in progress 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 if faced with adverse issues in the years ahead.

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 the continuing difficult 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 Resources and Services Overview and Scrutiny Committee.

Regular and comprehensive monitoring of the budget will continue to be undertaken during 2020/21 as part of the well-established and comprehensive financial performance reporting 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 continue to 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 2020 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 potential business rates volatility.

Spend to save initiatives have been supported by reserves with the rate of return on investment being a key consideration when any proposal is considered to be funded this way. One example proposed in 2020/21 being the use of reserves to enable the payment of the 3 year pension deficit amount in one upfront amount, which saves the Council in excess of **£0.093m** over three years (equivalent to a return on investment of 4.3%)

As mentioned elsewhere, a Forecast Risk Fund has been established to 'underwrite' the 10 year forecast.

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 11 February 2020.

Appendix H 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 2020/21 is set out in **Appendix J**.

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

The District and Parish council tax amounts are to be considered by Full Council on 11 February 2020. The final precepts from the major precepting authorities will be included when the final council tax levies for 2020/21 are formally considered by the Human Resources and Council Tax Committee on 24 February 2020.

UPDATES TO THE FORECAST FOR THE PERIOD 2021/22 AND BEYOND

The most recent updated long term forecast was presented to Cabinet in November 2019, which set out the following expected annual position for each remaining year of the forecast:

Year	Net Budget Position (including adjusting for prior year use of reserves to balance the budget)
2021/22	£0.935m deficit
2022/23	£0.651m deficit
2023/24	£0.365m deficit
2024/25	£0.076m deficit
2025/26	£0.215m surplus
2026/27	£0.507m surplus

Although the figures set out within the table above will change as part of updating the forecast on a regular basis during 2020/21, there have been no issues that significantly increase the risks in future years with the long term forecast position broadly reflecting a move to a surplus position in the later years. However against this background and as discussed during this budget setting cycle, the level of cost pressures emerging has increased and it may not be possible to avoid or mitigate issues that may arise over the remaining years of the forecast. However, the level of savings required will need to continue to act as the 'safety valve' with the overall position being subject to further updates as part of reporting the quarterly position going forward.

BACKGROUND PAPERS FOR THE DECISION

Working Papers in Accountancy

APPENDICES	
Appendix A	Latest Financial Forecast 2020/21
Appendix B	Net Savings 2020/21
Appendix C	Cost Pressures 2020/21
Appendix D	Detailed General Fund revenue estimates, fees and charges, capital programme and reserves 2020/21
Appendix E	Special Expenses 2020/21
Appendix F	Requisite Budget Calculations 2020/21
Appendix G	Calculation of District Council Taxes for All Areas 2020/21
Appendix H	Precepts on the Collection Fund – District Amounts 2020/21
Appendix I	District Council Tax Amounts 2020/21 (<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 Human Resources and Council Tax Committee</i>)
Appendix J	Calculation of Estimated Surplus on the Collection Funds for 2020/21
Appendix K	Prudential Indicators 2020/21

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UPDATED FINANCIAL FORECAST 2020/21

<i>Line</i>	Updated Forecast (20 December 2019)	Updated Forecast (24 January 2020)	Change between December and January Positions
	2020/21 £m	2020/21 £m	£m
<i>Underlying Funding Growth in the Budget</i>			
1 Council Tax Increase 1.99%	(0.158)	(0.158)	0.000
2 Council Tax increase by £5 (amounts set out are over and above 1.99% above)	(0.079)	(0.079)	0.000
3 Growth in Business Rates - Inflation	(0.110)	(0.110)	0.000
4 Growth in Business Rates / Council Tax - general property growth	(0.365)	(0.365)	0.000
5 Collection Fund Surpluses b/fwd	(1.360)	(1.360)	0.000
	(2.072)	(2.072)	0.000
<i>Net Cost of Services and Other Adjustments</i>			
6 Reduction in RSG	0.422	(0.007)	(0.429)
7 Remove one-off items from prior year	0.013	0.013	0.000
8 Remove one-off items from prior year - Collection Fund Surplus	0.710	0.710	0.000
9 Inflation - Employee Costs (including annual review adjustments)	0.615	0.615	0.000
10 Inflation - Other	0.231	0.231	0.000
11 First / Second / Third year impact of PFH WP Savings	0.000	0.000	0.000
12 LCTS Grant to Parish Council's	(0.036)	0.000	0.036
13 Revenue Contribution to the Capital Programme	(0.045)	(0.045)	0.000
14 Specific Changes in Use of Reserves	1.103	1.103	0.000
15 On-going savings / increases in income	(0.369)	(0.369)	0.000
16 Unmitigated Cost Pressures	0.491	0.491	0.000
17 Other Adjustments	(1.067)	(1.158)	(0.091)
	2.068	1.584	(0.484)
<i>Net Total</i>	(0.004)	(0.488)	(0.484)
Add back General Use of Reserves in Prior Year to Balance the Budget	0.027	0.027	0.000
<i>Net Budget Position</i>	0.023	(0.461)	(0.484)
Use of Forecast Risk Fund to support the Net Budget Position	(0.023)	0.461	0.484

Use of Forecast Risk Fund

Estimated Outturn b/fwd from prior years	(3.253)	(3.253)
Contribution from / (to) reserve	0.023	(0.461)
Planned additional contributions generated in year	(0.500)	(0.500)
Balance to Carry Forward	(3.730)	(4.214)

APPENDIX B

NET ON-GOING SAVINGS ITEMS 2020/21

	2020/21 £	Comments
Increased Income - Interest on Investments	50,000	Based on current trends, it is expected that additional investment returns are achievable. This approach will also be supported by exploring alternative investment 'vehicles' such as property unit trusts and money market funds whilst still balancing the overall risk to the Council.
Reduction in Expenditure - Waste Transfer Station – move to A120 site	27,000	As reported as part of the original contract extension decision, a net saving is now deliverable following ECC agreeing terms for the use of their waste transfer site along the A12.
Increased Income - Potential Increased Recycling Credit Income	50,000	To reflect increased recycling tonnages being achieved following the roll-out of the new service. This figure may increase once recycling tonnages start to feed through from the new recycling service.
Reduction in Expenditure - Interest on borrowing and reduced minimum revenue provision contribution	52,290	Reduced costs are expected as the general fund borrowing is repaid in accordance with the associated loan terms.
Increased Income - Council tax benefit recoverable from prior years	10,000	This is expected to be recovered for pre-LCTS claims where historic overpayments are identified that become recoverable.
Reduction in Expenditure - Various small underspends	30,000	This represents modest 'targets' for departments to deliver during the year by reviewing historic outturn positions
Increased Income – General fee and charges income	81,880	Income budgets can be increased to reflect the actual / historic performance (budget areas include building control, parking and green waste collections).
Reduction in Expenditure - Public Convenience Business Rates	68,250	This reflects an earlier Government announcement where they committed to remove the liability to pay business rates on public toilets from April 2020.
Total	369,420	

UPDATED COST PRESSURE SUMMARY 2020/21

Status		2020/21 £	2021/22 £	2022/23 £	2023/24 onwards £	Comments
Unavoidable Items / Items Included in the 2020/21 Budget						
Included in Budget 2020/21	REVENUE - Operational Services - Public Realm - Expiry of Commuted sums / no commuted sums agreed with Developer to support open space maintenance etc.	2,000	10,000	10,000	10,000	This budget is required to maintain open space etc. to existing standards.
Included in Budget 2020/21	REVENUE - Corporate Services - Finance, Revenues and Benefits - Reduced income from the Council Tax Sharing Agreement with the major preceptors	111,050	111,050	111,050	111,050	This represents a reduction in the sharing percentage from 14% to 12%. However negotiations remain on-going with the aim of securing a tapering approach based on income targets. If agreed this cost pressure may reduce over the year based on the level of income achieved over and above a 'base' level.
Included in Budget 2020/21	REVENUE - Corporate Services - IT and Corporate Resilience - Revised on-going costs associated with the Digital Transformation Programme	113,940	113,940	113,940	113,940	As reported to Cabinet on 13 September 2019

Included in Budget 2020/21	REVENUE - Corporate Services - IT and Corporate Resilience - Expenditure to compliment the digital transformation item above	39,200	52,700	68,700	100,000	The amounts reflect a varied range of expenditure to support the continued digitalisation programme above such as equipment to enable officers to work from home (H&S requirement), hosting costs, mobile telephony costs, website / intranet hosting costs and cyber security costs
Included in Budget 2020/21	REVENUE - Corporate Services - Finance, Revenues and Benefits - Expected increase in Insurance Premium Costs	16,500	16,500	16,500	16,500	This reflects the premiums paid on renewal in 2019
Included in Budget 2020/21	REVENUE - Operational Services - Building and Engineering - Increased net costs of operating recycling bring banks	30,000	30,000	30,000	30,000	This is in response to the volatile recyclate market where there is a net cost associated with the disposal of waste from bring banks rather than generating income as has previously been the case
Included in Budget 2020/21	REVENUE - Operational Services - Public Realm - Increased in water / sewerage charges across public conveniences	43,000	43,000	43,000	43,000	Required change to the budget to reflect increases in prices
Included in Budget 2020/21	REVENUE - Operational Services - Public Realm - Fleet contract hire / lease costs	0	5,000	9,000	15,000	To maintain the transport fleet to current standards ensuring departments can continue to provide good customer service and supporting the Council's reputation

Included in Forecast 2021/22 and beyond	REVENUE - Corporate Services - Finance Other Corporate Costs - New 5 year banking contract entered into in 2019/20	0	7,000	7,000	7,000	Reflects new banking contract prices which includes a one-off reduction in the first year so cost pressure only required from 2021/22.
Included in Budget 2020/21	REVENUE - Corporate Services - Democratic Services - Replacement polling equipment	21,900	2,600	0	0	To compliment a one-off £10k budget allocated as part of the outturn 2018/19 to continue / extend this project
Total of Unavoidable Items Included in the 2020/21 Budget		377,590	391,790	409,190	446,490	

One-Off Items From Prior Years Included In The Base Budget On an On-Going Basis

Included in Budget 2020/21	REVENUE - Operational Services - Sport and Leisure - Clacton Airshow	60,000	60,000	60,000	60,000	This item has previously been funded on a one-off basis. This cost pressure will allow the cost of this event to be built into the budget on an on-going basis
Included in Budget 2020/21	REVENUE - Operational Services - Sport and Leisure - Sea and Beach Festival	20,000	20,000	20,000	20,000	This item has previously been funded on a one-off basis. This cost pressure will allow the cost of this event to be built into the budget on an on-going basis
Included in Budget 2020/21	REVENUE - Planning and Regeneration - Regeneration - Contribution to Mental Health Hub	23,000	23,000	23,000	23,000	This item has previously been funded on a one-off basis. This cost pressure will allow the cost of this initiative to be built into the budget on an on-going basis

Included in Budget 2020/21	REVENUE - Operational Services - Building and Engineering - Kerbside Clinical Waste Collection Service	10,000	10,000	10,000	10,000	This item has previously been funded on a one-off basis. This cost pressure will allow the cost of this initiative to be built into the budget on an on-going basis
Total of One-off Items From Prior Years Included in the Base Budget on an On-going Basis		113,000	113,000	113,000	113,000	
Items to be mitigated / met via reductions elsewhere within the overall budget						
To be met via the reduction in staffing capacity during the roll out of UC period	REVENUE - Corporate Services - Finance, Revenues and Benefits - Estimated Reduction in Housing Benefit Administration Grant	104,620	236,000	378,000	491,690	There will be a reduction in the housing benefit administration grant receivable from the Government on a year on year basis to reflect reduced housing benefit workload over the period that Universal Credit is being rolled out.
Expected To be mitigated by Potential Government Grants / New Initiatives	Revenue - Operational Services - Homelessness - Cost of Temporary Accommodation / Homelessness Initiatives	81,550	81,550	81,550	81,550	Up until 2019/20 homeless costs have been supported by an associated reserve. This reserve has now been depleted but homelessness demand remains high. The Government have continued to support homelessness via grant funding, a position that is expected to be continued into 2020/21. Initiatives to increase access to temporary accommodation are also being explored (Reconfiguration of Spendells) which should also help. The situation will be reviewed as part of the on-going forecast and it may be necessary to include this cost pressure in the base budget in future years.

<p>To be met via the expected residual budget set aside for the roll-out of the new service</p>	<p>REVENUE - Operational Services - Building and Engineering - Budget to allow for the Replacement of Wheeled Bins</p>	<p>25,000</p>	<p>25,000</p>	<p>25,000</p>	<p>25,000</p>	<p>At the end of the second quarter of 2019/20, £329k remains available within the New Homes Bonus set aside to support the roll out of the revised waste and recycling service. Although this will be subject to on-going monitoring, this does provide a good basis to fund replacement bins over the remaining years of the current contract.</p>
<p>Not to be included but respond on a one-off basis during 2020/21</p>	<p>REVENUE - Planning and Regeneration - Planning and Development - Planning Appeal Costs</p>	<p>150,000</p>	<p>150,000</p>	<p>150,000</p>	<p>150,000</p>	<p>Once the Local Plan has been adopted there should be a reduction in appeals but given the significant impact in 2019/20 it is likely that any reduction will be on a tapering basis over time. It is therefore difficult to predict the actual costs to be incurred in 2020/21 given the variables involved so it is proposed to respond on a one-off basis as part of the quarterly financial performance reports during the year and review as part of the longer term forecast going into 2021/22 and beyond.</p>

To be met from 20% Planning Fee Increase / General Planning Income	REVENUE - Planning and Regeneration - Planning and Development - Agency Staff	200,000	200,000	200,000	200,000	The ongoing shortage of qualified senior planning officers continues to impact on the ability to recruit. To continue to deliver the service and meet government targets, it is, and will continue to be, necessary to employ the services of agency staff. Although costs are currently being covered, a drop in income levels or staff members may make the use of agency staff a cost pressure that cannot sustainably avoided or mitigated. Looking ahead to years 2022-2025, it is hoped that recruitment campaigns will prove more fruitful but there is no certainty to this.
Total of Mitigated Items		561,170	692,550	834,550	948,240	
TOTAL OF ALL COST PRESSURES ABOVE		1,051,760	1,197,340	1,356,740	1,507,730	
TOTAL OF COST PRESSURES INCLUDED IN THE 2020/21 BUDGET (Total of all cost pressures less mitigated items)		490,590	504,790	522,190	559,490	

General Fund Revenue Estimates 2020/21

The Portfolio/Departmental estimates that follow reflect the items included in the Updated Financial Forecast but translated to a more detailed level within the overall budget.

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.

DIRECT EXPENDITURE/INCOME

Salaries/Employees Expenses

This reflects the latest position in terms of any restructures agreed to date, along with the pay award/increments and on-going pension contribution changes.

Other Movements

A number of virements/budget transfers have been included within the budget to address any on-going issues but do not have an impact on the overall net position.

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.

INDIRECT INCOME/EXPENDITURE

Internal Recharges

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

Capital Financing Costs

These reflect required accounting adjustments and 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 and Other Related Pension Adjustments

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

Revenue Estimates 2020/21

Portfolio Summary	2019/20 Original Estimate £	2020/21 Original Estimate £
Leader	1,894,960	1,969,550
Corporate Finance and Governance	(52,540)	(422,690)
Environment and Public Space	6,656,310	7,102,810
Housing	2,167,430	2,205,010
Partnerships	425,340	517,580
Business and Economic Growth	494,810	469,340
Leisure and Tourism	5,564,550	5,901,460
Independent Living	341,690	429,320
Budgets Relating to Non Executive Functions	712,860	703,240
Net Cost of Services	18,205,410	18,875,620
Revenue Support for Capital Investment	1,213,680	267,230
Financing Items	(5,829,790)	(3,471,550)
Budget Before Use of Reserves	13,589,300	15,671,300
Contribution to/from Earmarked Reserves	(32,730)	(1,089,680)
Total Net Budget	13,556,570	14,581,620
<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	(4,469,610)	(4,438,020)
Revenue Support Grant	(421,920)	(428,790)
Collection Fund Surplus	(709,650)	(1,360,420)
Council Tax Requirement for Tendring District Council	7,955,390	8,354,390

Department Summary	2019/20 Original Estimate £	2020/21 Original Estimate £
Office of Chief Executive	0	0
Corporate Services	(16,737,290)	(17,530,790)
Operational Services	14,130,410	14,870,350
Planning and Regeneration	2,606,880	2,660,440
Total	0	0

Revenue Estimates

Office of Chief Executive

<u>Analysis by Type of Spend</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Direct Expenditure			
Employee Expenses	0	178,550	
Transport Related Expenditure	0	2,820	
Supplies & Services	0	2,810	
Total Direct Expenditure	0	184,180	
Net Direct Costs	0	184,180	
Indirect Income/Expenditure			
FRS17/IAS19 Pension Costs	0	17,570	
Recharged Income	0	(201,750)	
Total Indirect Income/Expenditure	0	(184,180)	
Total for Office of Chief Executive	0	0	

Office of Chief Executive

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Office of Chief Executive Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 0 0 0	 184,180 (184,180) 0	 The change between years reflects staff restructures and associated transfers to other budget lines. In respect of this specific line of the budget, this is a new cost centre which holds costs that were previously included elsewhere and therefore does not represent growth in the base position over and above the wider salary adjustments set out in the forecast.
Total for Office of Chief Executive	0	0	

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Revenue Estimates

Corporate Services

<u>Analysis by Type of Spend</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Direct Expenditure			
Employee Expenses	7,047,960	9,781,210	
Premises Related Expenditure	190,500	290,000	
Transport Related Expenditure	69,950	83,530	
Supplies & Services	4,204,710	4,550,220	
Transfer Payments	57,206,990	57,196,990	
Interest Payments	63,670	20,460	
Total Direct Expenditure	68,783,780	71,922,410	
Direct Income			
Government Grants	(61,768,910)	(62,427,470)	
Other Grants, Reimbursements and Contributions	(1,536,580)	(1,404,630)	
Sales, Fees and Charges	(16,650)	(16,650)	
Rents Receivable	(330)	(650)	
Interest Receivable	(531,580)	(585,700)	
RSG, Business Rates and Council Tax	(13,556,570)	(14,581,620)	
Total Direct Income	(77,410,620)	(79,016,720)	
Net Direct Costs	(8,626,840)	(7,094,310)	
Indirect Income/Expenditure			
FRS17/IAS19 Pension Costs	(2,791,760)	(3,263,560)	
Service Unit and Central Costs	6,854,340	6,559,440	
Capital Financing Costs	(859,670)	(1,835,260)	
Recharged Income	(11,280,630)	(10,807,420)	
Total Indirect Income/Expenditure	(8,077,720)	(9,346,800)	
Net Contribution to/(from) Reserves	(32,730)	(1,089,680)	
Total for Corporate Services	(16,737,290)	(17,530,790)	

Corporate Services

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Deputy Chief Executive and Administration Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 244,160 (244,160) 0	 241,650 (241,650) 0	£10,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Total for Deputy Chief Executive and Administration	0	0	
Governance and Legal Services Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 320,830 (3,330) (317,500) 0	 337,300 (3,330) (333,970) 0	
Total for Governance and Legal Services	0	0	
Accountancy Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 375,640 (375,640) 0	 394,130 (394,130) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Audit Services Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	188,340 (188,340) 0	177,700 (177,700) 0	
Fraud & Risk Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	146,380 (17,670) (128,710) 0	156,330 (17,670) (138,660) 0	
Payroll & Payments <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	167,680 (60) (167,620) 0	181,250 (60) (181,190) 0	
Finance, Revenues and Benefits Management Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	82,810 (82,810) 0	86,580 (86,580) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Cashiers Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 55,580 (55,580) 0	 55,710 (55,710) 0	
Benefits & Revenues SU <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,754,420 (327,020) (1,427,400) 0	 1,864,150 (327,020) (1,537,130) 0	
Health & Safety <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 54,220 (54,220) 0	 57,440 (57,440) 0	
Procurement <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 84,430 (84,430) 0	 87,480 (87,480) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Rent Allowances <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 49,638,110 (49,952,350) 719,850 405,610	 49,638,110 (49,952,350) 882,430 568,190	
Rent Rebates <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 7,766,050 (7,807,940) 187,590 145,700	 7,766,050 (7,807,940) 118,030 76,140	
Local Council Tax Support Scheme <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 0 (231,370) 604,580 373,210	 (10,000) (231,370) 398,950 157,580	£10,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Cost Of NDR Collection <i>Portfolio/ Committee: Housing</i> Direct Income Indirect Income/Expenditure Net Total	 (294,800) 163,070 (131,730)	 (290,000) 195,790 (94,210)	 £4,800 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Cost Of Council Tax Collection <i>Portfolio/ Committee: Housing</i> Direct Income Indirect Income/Expenditure Net Total	 (170,740) 889,990 719,250	 (170,740) 943,190 772,450	
Hardship Fund <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Net Total	 23,830 (20,940) 2,890	 23,830 (20,940) 2,890	
Total for Finance, Revenues and Benefits	1,514,930	1,483,040	
Bar Code, Credit & Debit Card Charges <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 106,700 (106,700) 0	 106,700 (106,700) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Other Apportionable Overheads <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total			
	(241,870)	(241,870)	
	(2,120)	(2,120)	
	243,990	243,990	
	0	0	
Other Apportionable Overheads - Corporate Support <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total			
	44,310	44,310	
	(44,310)	(44,310)	
	0	0	
Insurance Recharge Account <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total			
	491,430	507,930	£16,500 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
	(10,930)	(10,930)	
	(480,500)	(497,000)	
	0	0	
Other Democratic Costs <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total			
	35,250	35,250	
	528,230	529,960	
	563,480	565,210	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Corporate Management - General <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 111,230 451,760 562,990	 111,230 314,870 426,100	
Treasury Management <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 7,880 3,310 11,190	 8,880 5,590 14,470	
Non-Distributed Costs - Unused Assets <i>Portfolio/ Committee: Corporate Finance and Governance</i> Indirect Income/Expenditure Net Total	 7,160 7,160	 5,620 5,620	
Pension Fund Contributions <i>Portfolio/ Committee: Corporate Finance and Governance</i> Indirect Income/Expenditure Net Total	 45,000 45,000	 55,000 55,000	
Garden Communities Project <i>Portfolio/ Committee: Leader</i> Indirect Income/Expenditure Net Total	 0 0	 38,290 38,290	This reflects estimated officer time expected to be spent on this project in 2020/21.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
<p>EU Exit Preparation</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Indirect Income/Expenditure</p> <p>Net Total</p>	<p>0</p> <p>0</p>	<p>19,330</p> <p>19,330</p>	<p>This reflects estimated officer time expected to be spent on this project in 2020/21.</p>
<p>Other Corporate Costs</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Direct Expenditure</p> <p>Direct Income</p> <p>Indirect Income/Expenditure</p> <p>Net Total</p>	<p>1,330,080</p> <p>(330)</p> <p>30</p> <p>1,329,780</p>	<p>1,728,150</p> <p>(650)</p> <p>0</p> <p>1,727,500</p>	<p>£292,850 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget. The primary element of this budget reflects the expenditure side of the New Homes Bonus receivable in 2020/21.</p>
<p>Council Tax Sharing Agreement with Major Preceptors</p> <p><i>Portfolio/ Committee: Housing</i></p> <p>Direct Income</p> <p>Net Total</p>	<p>(830,320)</p> <p>(830,320)</p>	<p>(719,270)</p> <p>(719,270)</p>	<p>£111,050 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
<p>Other Non-Specific Grants</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Direct Income</p> <p>Net Total</p>	<p>(3,439,850)</p> <p>(3,439,850)</p>	<p>(4,103,210)</p> <p>(4,103,210)</p>	<p>£663,360 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p> <p>The primary element of this budget reflects the New Homes Bonus receivable in 2020/21 along with government grants relating to Business Rate reliefs.</p>
<p>Other Corporate Costs - Parish Council Grants</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Direct Expenditure</p> <p>Net Total</p>	<p>35,810</p> <p>35,810</p>	<p>36,420</p> <p>36,420</p>	<p>£610 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>
<p>Interest Payable and similar charges</p> <p><i>Portfolio/ Committee: Finance - Other Financing Items</i></p> <p>Direct Expenditure</p> <p>Net Total</p>	<p>70,830</p> <p>70,830</p>	<p>26,620</p> <p>26,620</p>	<p>£43,210 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Investment Property Income <i>Portfolio/ Committee: Finance - Other Financing Items</i> Direct Income Net Total	(211,340) (211,340)	(215,460) (215,460)	£4,120 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Interest & Investment Income <i>Portfolio/ Committee: Finance - Other Financing Items</i> Direct Income Net Total	(320,240) (320,240)	(370,240) (370,240)	£50,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Pensions net interest/return on assets <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	1,766,000 1,766,000	1,019,000 1,019,000	
Total for Finance - Other Corporate Costs	(409,510)	(1,474,620)	
Contribution to Housing Pooled Capital Receipts <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	90,000 90,000	90,000 90,000	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
MIRS Contributions to/(from) Earmarked Reserves <i>Portfolio/ Committee: Finance - Corporate</i> Contributions to/(from) reserves Net Total	(32,730) (32,730)	(1,089,680) (1,089,680)	£1,591,160 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget. The overall change between years includes the use of the Building for the Future Reserve to fund the upfront pension deficit contribution highlighted elsewhere in the budget.
MIRS Revenue Financing of Capital (RCCO) <i>Portfolio/ Committee: Finance - Capital Investment</i> Indirect Income/Expenditure Net Total	1,213,680 1,213,680	267,230 267,230	£946,450 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
MIRS Minimum Revenue Provision <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	227,020 227,020	217,940 217,940	£9,080 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
MIRS Finance Lease Mitigation <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	(5,160) (5,160)	(5,160) (5,160)	
MIRS Capital Charges made to GF <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	(3,970,980) (3,970,980)	(3,754,710) (3,754,710)	
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) (90,000)	
MIRS - Contributions Payable to the Pension Scheme <i>Portfolio/ Committee: Finance - Other Financing Items</i> Net Total	1,802,770	4,449,880	The increase across years reflects the three year deficit contribution being made as one single payment in 2020/21 which is funded by the temporary use of the Building for the Future Reserve.
MIRS - Total IAS 19 Adjustments <i>Portfolio/ Committee: Finance - Other Financing Items</i> Indirect Income/Expenditure Net Total	(5,188,690) (5,188,690)	(4,839,420) (4,839,420)	
Total for Finance - Financing Items	(5,954,090)	(4,753,920)	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Parish Precepts <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 1,873,880 1,873,880	 1,873,880 1,873,880	
Revenue Support Grant <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 (421,920) (421,920)	 (428,790) (428,790)	£6,870 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Business Rates Tariff and Levy <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 6,451,810 6,451,810	 6,686,540 6,686,540	£234,730 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Business Rates <i>Portfolio/ Committee: Finance - Corporate</i> Direct Income Net Total	 (10,921,420) (10,921,420)	 (11,124,560) (11,124,560)	£203,140 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
<p>Income from Council Taxpayers (inc Parish Precept) <i>Portfolio/ Committee: Finance - Corporate</i></p> <p>Direct Income</p> <p>Net Total</p>	<p>(9,829,270)</p> <p>(9,829,270)</p>	<p>(10,228,270)</p> <p>(10,228,270)</p>	<p>£399,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>
<p>Collection Fund Balance - Council Tax <i>Portfolio/ Committee: Finance - Corporate</i></p> <p>Direct Income</p> <p>Net Total</p>	<p>(264,000)</p> <p>(264,000)</p>	<p>(399,760)</p> <p>(399,760)</p>	<p>£135,760 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>
<p>Collection Fund Balance - NDR <i>Portfolio/ Committee: Finance - Corporate</i></p> <p>Direct Income</p> <p>Net Total</p>	<p>(445,650)</p> <p>(445,650)</p>	<p>(960,660)</p> <p>(960,660)</p>	<p>£515,010 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>
<p>Total for Finance - RSG, Business Rates and Council Tax</p>	<p>(13,556,570)</p>	<p>(14,581,620)</p>	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Property Services Management Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 176,450 (176,450) 0	 185,820 (185,820) 0	
Community Asset Off Setting Scheme <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 58,780 8,840 67,620	 67,140 0 67,140	
Open Space Maintenance Contributions <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 13,500 0 13,500	 13,500 1,680 15,180	
Office Transformation Revenue <i>Portfolio/ Committee: Corporate Finance and Governance</i> Indirect Income/Expenditure Net Total	 0 0	 124,790 124,790	This reflects estimated officer time expected to be spent on this project in 2020/21.
Total for Property Services	81,120	207,110	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
People, Performance and Projects Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	325,290 (325,290) 0	339,950 (339,950) 0	
Communications SU <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	68,000 (68,000) 0	75,170 (75,170) 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	65,390 (65,390) 0	
Personnel and Human Resources Issues <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Indirect Income/Expenditure Net Total	113,460 (113,460) 0	113,460 (113,460) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Career Track <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 165,610 (188,080) 68,790 46,320	 173,090 (188,080) 68,800 53,810	
Essex Family Needs Project <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Indirect Income/Expenditure Net Total	 38,590 5,750 44,340	 40,460 4,380 44,840	
CDRP Support <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Indirect Income/Expenditure Net Total	 2,220 90,790 93,010	 2,220 16,800 19,020	
Crime and Disorder - Other Initiatives <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 34,440 (17,000) 4,150 21,590	 0 0 0 0	 This budget has been merged with the Community Health/Safety budget below.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Community Health/Safety <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Indirect Income/Expenditure Net Total	 4,620 24,740 29,360	 136,580 32,170 168,750	 See comment above.
Total for People, Performance and Projects	234,620	286,420	
TDC Website <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 21,940 (21,940) 0	 21,940 (21,940) 0	
IT and Corporate Resilience Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 781,310 (781,310) 0	 827,900 (827,900) 0	
IT Direct Service Costs <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 533,620 (533,620) 0	 683,760 (683,760) 0	£150,140 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
<p>Central Telephone Service</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Direct Expenditure</p> <p>Indirect Income/Expenditure</p> <p>Net Total</p>	<p>91,560</p> <p>(91,560)</p> <p>0</p>	<p>94,560</p> <p>(94,560)</p> <p>0</p>	<p>£3,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.</p>
<p>Emergency Planning</p> <p><i>Portfolio/ Committee: Partnerships</i></p> <p>Direct Expenditure</p> <p>Indirect Income/Expenditure</p> <p>Net Total</p>	<p>52,820</p> <p>12,970</p> <p>65,790</p>	<p>59,880</p> <p>30,970</p> <p>90,850</p>	
<p>Total for IT and Corporate Resilience</p>	<p>65,790</p>	<p>90,850</p>	
<p>Leadership Support Service Unit</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Direct Expenditure</p> <p>Indirect Income/Expenditure</p> <p>Net Total</p>	<p>361,440</p> <p>(361,440)</p> <p>0</p>	<p>134,610</p> <p>(134,610)</p> <p>0</p>	<p>The change between years reflects staff restructures and associated transfers to other budget lines.</p>
<p>Democratic Services Management</p> <p><i>Portfolio/ Committee: Corporate Finance and Governance</i></p> <p>Direct Expenditure</p> <p>Indirect Income/Expenditure</p> <p>Net Total</p>	<p>68,430</p> <p>(68,430)</p> <p>0</p>	<p>72,080</p> <p>(72,080)</p> <p>0</p>	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Elections Management Service Unit <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Indirect Income/Expenditure Net Total	147,610 (147,610) 0	150,970 (150,970) 0	
Committee Services Management Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	82,170 (290) (81,880) 0	86,760 (290) (86,470) 0	
Members Allowance <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	424,090 4,520 428,610	424,090 16,310 440,400	
Members - Other Costs <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	17,060 79,960 97,020	17,060 119,800 136,860	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Other Democratic Costs <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Net Total	 21,800 21,800	 21,800 21,800	
Member Support Cost <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 20,410 (910) 47,720 67,220	 20,410 (910) 31,750 51,250	
Civic Ceremonial Expenses <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Indirect Income/Expenditure Net Total	 14,750 88,560 103,310	 14,750 100,890 115,640	
Chairman Charity Account <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 3,900 (3,900) 0 0	 0 0 0 0	 In a change for 2020/21 donations will no longer be budgeted for but they will be reflected during the year as income is collected and committed to associated activities.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Election Expenses <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Indirect Income/Expenditure Net Total	 135,200 190,730 325,930	 37,100 172,280 209,380	 £98,100 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Electoral Registration Expenses <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 87,730 (2,520) 157,320 242,530	 87,730 (2,520) 151,410 236,620	
Total for Democratic Services	1,286,420	1,211,950	
Total for Corporate Services	(16,737,290)	(17,530,790)	

Revenue Estimates

Operational Services

<u>Analysis by Type of Spend</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Direct Expenditure			
Employee Expenses	8,999,960	9,669,900	
Premises Related Expenditure	2,741,160	2,726,790	
Transport Related Expenditure	445,490	429,690	
Supplies & Services	3,063,790	3,101,090	
Third Party Payments	4,885,590	5,117,470	
Transfer Payments	191,340	191,340	
Total Direct Expenditure	20,327,330	21,236,280	
Direct Income			
Government Grants	(515,460)	(515,460)	
Other Grants, Reimbursements and Contributions	(1,219,830)	(1,172,500)	
Sales, Fees and Charges	(8,136,870)	(8,413,120)	
Rents Receivable	(323,710)	(339,470)	
Direct Internal Income	(56,830)	(13,230)	
Total Direct Income	(10,252,700)	(10,453,780)	
Net Direct Costs	10,074,630	10,782,500	
Indirect Income/Expenditure			
FRS17/IAS19 Pension Costs	961,280	903,070	
Service Unit and Central Costs	10,478,290	11,303,220	
Capital Financing Costs	3,562,790	3,451,880	
Recharged Income	(10,946,580)	(11,570,320)	
Total Indirect Income/Expenditure	4,055,780	4,087,850	
Total for Operational Services	14,130,410	14,870,350	

Operational Services

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Corporate Director Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 366,730 (366,730) 0	 352,290 (352,290) 0	£10,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Community Housing Trust Grant <i>Portfolio/ Committee: Housing</i> Indirect Income/Expenditure Net Total	 0 0	 2,360 2,360	This reflects estimated officer time expected to be spent on this project in 2020/21.
Total for Corporate Director and Administration Operational Services	0	2,360	
Transport <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 398,240 (1,070) (397,170) 0	 391,950 (1,070) (390,880) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Public Realm Service Unit <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 422,430 (422,430) 0	 479,150 (479,150) 0	
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) 108,190 109,390	 0 0 0 0	In a change for 2020/21 external income (and associated expenditure) will no longer be budgeted for but it will be reflected during the year once confirmed by the relevant external party.
Cemeteries <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 46,370 (326,550) 396,290 116,110	 49,460 (326,550) 452,810 175,720	£3,090 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Crematorium <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 355,020 (1,370,220) 335,110 (680,090)	 380,810 (1,370,220) 387,940 (601,470)	£5,350 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Public Conveniences <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 495,900 (17,040) 264,990 743,850	 495,050 (24,220) 283,250 754,080	 £12,830 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Open Spaces <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 57,350 (14,200) 620,230 663,380	 57,350 (19,760) 720,200 757,790	
Memorial Seats <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 23,460 (23,000) 12,170 12,630	 23,460 (23,000) 14,610 15,070	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Nature Conservation <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 36,640 (16,380) 35,070 55,330	 37,300 (16,380) 35,350 56,270	
Recreation Grounds <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 44,790 (69,190) 393,530 369,130	 45,830 (69,790) 446,040 422,080	£1,040 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Playgrounds <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 31,770 122,810 154,580	 33,770 149,800 183,570	£2,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Shelters - General <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 17,970 59,920 77,890	 17,970 45,320 63,290	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Public Halls <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 4,260 (35,940) 20,060 (11,620)	 4,260 (36,940) 38,230 5,550	
Car Parks - Off St <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 495,220 (737,610) 290,320 47,930	 510,460 (767,910) 279,280 21,830	£24,930 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Horticultural Services <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,007,310 (59,470) (947,840) 0	 1,045,620 (15,870) (1,029,750) 0	
Total for Public Realm	1,658,510	1,853,780	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Customer and Commercial Services Service Unit <i>Portfolio/ Committee: Independent Living</i> Direct Expenditure Indirect Income/Expenditure Net Total	 352,950 (352,950) 0	 505,680 (505,680) 0	 The change between years reflects staff restructures and associated transfers to other budget lines.
Operational Services Finance & Procurement SU <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 143,960 (143,960) 0	 140,460 (140,460) 0	
Customer & Commercial Strategy & Management SU <i>Portfolio/ Committee: Independent Living</i> Direct Expenditure Indirect Income/Expenditure Net Total	 110,320 (110,320) 0	 115,710 (115,710) 0	
Print and Post Hub Service Unit <i>Portfolio/ Committee: Corporate Finance and Governance</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 153,940 (43,800) (110,140) 0	 158,040 (43,800) (114,240) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Licensing Service Unit Account <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Indirect Income/Expenditure Net Total	 167,250 (167,250) 0	 175,980 (175,980) 0	
Contact Centre Service Unit <i>Portfolio/ Committee: Independent Living</i> Direct Expenditure Indirect Income/Expenditure Net Total	 91,070 (91,070) 0	 96,220 (96,220) 0	
Careline / CCTV Service Unit <i>Portfolio/ Committee: Independent Living</i> Direct Expenditure Indirect Income/Expenditure Net Total	 600,760 (600,760) 0	 632,960 (632,960) 0	
Switchboard Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 22,480 (22,480) 0	 22,610 (22,610) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Careline <i>Portfolio/ Committee: Independent Living</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 146,670 (814,520) 891,710 223,860	 146,670 (814,520) 973,620 305,770	
CCTV <i>Portfolio/ Committee: Independent Living</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 23,530 (13,730) 108,030 117,830	 23,530 (13,730) 113,750 123,550	
Licensing <i>Portfolio/ Committee: Budgets Relating to Non Executive Functions</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 24,310 (279,350) 302,800 47,760	 21,300 (276,340) 313,410 58,370	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Tourist Information Centres <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 7,870 (6,540) 59,860 61,190	 7,870 (6,540) 16,660 17,990	
Total for Customer and Commercial Services	450,640	505,680	
Sport and Leisure Service Unit <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 244,120 (244,120) 0	 291,570 (291,570) 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	
Brightlingsea Sports Centre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 184,830 (121,260) 14,070 77,640	 186,180 (121,260) 10,290 75,210	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Harwich Sports Centre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 135,960 (78,270) 12,000 69,690	 132,660 (78,270) 8,200 62,590	
Manningtree Sports Centre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 150,540 (110,160) 2,730 43,110	 159,280 (110,160) 6,460 55,580	
Management Of Sport & Leisure Facilities <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 88,270 1,247,130 1,335,400	 108,270 1,324,080 1,432,350	
Beach Hut Sites <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 88,390 (947,940) 141,100 (718,450)	 61,620 (947,940) 171,910 (714,410)	£620 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Miscellaneous Seafront Activities <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 259,010 (32,510) 258,760 485,260	 282,880 (34,510) 315,280 563,650	 £20,770 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
First Aid Posts <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,260 4,460 5,720	 1,260 5,900 7,160	
Shops & Kiosks <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 13,160 (137,390) 66,190 (58,040)	 13,160 (141,610) 99,000 (29,450)	
Princes Theatre <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 794,780 (739,440) 222,290 277,630	 844,200 (739,440) 248,250 353,010	 £39,030 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Skate Park Clacton <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 5,780 760 6,540	 5,760 1,150 6,910	
Community Activity Network <i>Portfolio/ Committee: Leisure and Tourism</i> Indirect Income/Expenditure Net Total	 2,030 2,030	 0 0	This reflects a change to the estimated officer time expected to be spent on this project.
Tourism Publicity Marketing Promotion <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 24,820 107,230 132,050	 24,820 53,300 78,120	
TDC Events - Council Owned Land <i>Portfolio/ Committee: Leisure and Tourism</i> Indirect Income/Expenditure Net Total	 40,830 40,830	 18,630 18,630	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Air Show <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 107,220 (85,310) 77,760 99,670	 167,220 (85,310) 115,730 197,640	 £60,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
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) 12,460 12,910	 1,700 (1,250) 5,430 5,880	
Dovercourt Swimming Pool & All Weather Facilities <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 563,300 (402,930) 46,160 206,530	 591,030 (402,930) 42,200 230,300	 £14,560 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Frinton & Walton Swimming Pool <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 600,620 (369,220) 44,870 276,270	 616,110 (369,220) 43,090 289,980	 £13,750 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Leisure Centre Clacton <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,339,610 (1,116,790) 91,400 314,220	 1,406,460 (1,111,390) 96,110 391,180	 £21,250 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Total for Sports and Leisure	2,609,010	3,024,330	
Environmental Services Service Unit <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 658,960 (658,960) 0	 543,210 (543,210) 0	 The change between years reflects staff restructures and associated transfers to other budget lines.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Housing Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 528,730 (528,730) 0	 570,510 (570,510) 0	£26,800 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Houses in Multiple Occupation <i>Portfolio/ Committee: Housing</i> Direct Income Indirect Income/Expenditure Net Total	 (3,200) 99,960 96,760	 (3,200) 158,940 155,740	This reflects a change in the estimated officer time expected to be spent on this area of the budget in 2020/21.
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) 105,970 96,640	 1,150 (10,480) 208,200 198,870	
Private Sector Housing - Licensing <i>Portfolio/ Committee: Housing</i> Indirect Income/Expenditure Net Total	 0 0	 22,760 22,760	This reflects a change in the estimated officer time expected to be spent on this area of the budget in 2020/21.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Private Sector Housing MH Support Pilot <i>Portfolio/ Committee: Housing</i> Indirect Income/Expenditure Net Total	 0 0	 5,790 5,790	 This reflects a change in the estimated officer time expected to be spent on this project in 2020/21.
Port Health <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 8,870 (7,880) 73,920 74,910	 8,870 (7,880) 71,640 72,630	
Public Health <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 27,770 (2,930) 382,570 407,410	 27,770 (2,930) 316,450 341,290	
Defective Drains <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,470 23,910 25,380	 1,470 19,130 20,600	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Environmental Protection <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 4,470 (12,240) 158,690 150,920	 4,470 (12,240) 185,940 178,170	
Housing Disrepair <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 1,070 216,720 217,790	 1,070 34,430 35,500	
Public Health & Complaints <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 51,540 (20,360) 215,150 246,330	 53,890 (20,360) 356,670 390,200	
Rodent & Pest Control <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 4,470 9,900 14,370	 4,470 3,780 8,250	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Home Improvement Agency <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 8,280 40,350 48,630	 8,280 73,580 81,860	
Improvement Grants - Admin <i>Portfolio/ Committee: Housing</i> Indirect Income/Expenditure Net Total	 335,220 335,220	 210,450 210,450	
Home Energy Conservation Act <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 400 28,910 29,310	 400 9,680 10,080	
Non Statutory Properties <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 120 (19,990) 7,050 (12,820)	 120 (20,290) 7,240 (12,930)	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Homelessness <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,111,640 (711,750) 217,910 617,800	 1,075,920 (711,750) 210,180 574,350	 £21,350 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Total for Housing and Environmental Health	2,348,650	2,293,610	
Street Scene Service Unit <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 131,420 (131,420) 0	 178,260 (178,260) 0	
Building and Engineering Services Service Unit <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 660,110 (660,110) 0	 701,330 (701,330) 0	 £174,390 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Engineering Services Management <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 255,490 (255,490) 0	 269,430 (269,430) 0	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Depots General <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 58,290 (1,660) (56,630) 0	 61,370 (1,660) (59,710) 0	 £3,080 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Office Accommodation Expenses <i>Portfolio/ Committee: Housing</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 443,570 (1,970) (441,600) 0	 444,360 (1,970) (442,390) 0	 £9,290 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Coast Protection - General <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 342,410 2,334,700 2,677,110	 340,180 2,410,900 2,751,080	
Land Drainage - General Maintenance <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 3,000 15,770 18,770	 11,370 16,850 28,220	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Highways TDC - Private Street Lighting <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Indirect Income/Expenditure Net Total	 10,910 5,920 16,830	 10,910 5,230 16,140	
Highways TDC - General <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 15,560 (69,000) 47,800 (5,640)	 15,560 (69,000) 38,250 (15,190)	
Town Centre Enhancement Project <i>Portfolio/ Committee: Leader</i> Direct Expenditure Indirect Income/Expenditure Net Total	 45,790 51,110 96,900	 45,790 66,520 112,310	
Dangerous Structures <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 30 18,030 18,060	 30 13,290 13,320	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Abandoned Vehicles <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 2,970 28,890 31,860	 2,970 12,810 15,780	
Dog Warden <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 80,030 (18,630) 64,960 126,360	 80,330 (18,630) 56,890 118,590	
Recycling & Waste Contract <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 3,114,260 (981,500) 233,800 2,366,560	 3,177,010 (1,001,500) 289,650 2,465,160	£42,750 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Garden Waste Collection Service <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 255,000 (360,000) 48,800 (56,200)	 448,650 (585,530) 53,490 (83,390)	£31,880 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget. The change in expenditure and income across years reflects the uptake in the service and corresponding contract payment, resulting in the overall net effect highlighted above.
Clinical Waste Collection Service <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Net Total	 0 0	 10,000 10,000	£10,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Street Sweeping <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,710,210 (4,430) 67,210 1,772,990	 1,694,980 (4,430) 52,420 1,742,970	£51,640 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Engineering Services <i>Portfolio/ Committee: Leisure and Tourism</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 348,440 (12,000) (336,440) 0	 445,650 (12,000) (433,650) 0	 The change across years reflects increased capacity within the service funded by adjustments elsewhere within the budget.
Interim In House Buildings Maintenance <i>Portfolio/ Committee: Leisure and Tourism</i> Indirect Income/Expenditure Net Total	 0 0	 15,600 15,600	
Office Cleaning <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total	 139,400 (139,400) 0	 125,800 (125,800) 0	
Total for Building and Engineering	7,063,600	7,190,590	
Total for Operational Services	14,130,410	14,870,350	

Revenue Estimates

Planning and Regeneration

<u>Analysis by Type of Spend</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Direct Expenditure			
Employee Expenses	2,213,200	2,341,690	
Premises Related Expenditure	28,790	28,970	
Transport Related Expenditure	35,300	35,300	
Supplies & Services	633,820	646,820	
Third Party Payments	870	870	
Total Direct Expenditure	2,911,980	3,053,650	
Direct Income			
Sales, Fees and Charges	(1,301,830)	(1,321,830)	
Rents Receivable	(56,510)	(54,010)	
Total Direct Income	(1,358,340)	(1,375,840)	
Net Direct Costs	1,553,640	1,677,810	
Indirect Income/Expenditure			
FRS17/IAS19 Pension Costs	244,200	219,440	
Service Unit and Central Costs	4,183,940	4,193,330	
Capital Financing Costs	5,500	5,460	
Recharged Income	(3,380,400)	(3,435,600)	
Total Indirect Income/Expenditure	1,053,240	982,630	
Total for Planning and Regeneration	2,606,880	2,660,440	

Planning and Regeneration

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Corporate Director Service Unit <i>Portfolio/ Committee: Leader</i> Direct Expenditure Indirect Income/Expenditure Net Total	 111,820 (111,820) 0	 110,390 (110,390) 0	 £10,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Total for Corporate Director	0	0	
Planning Service Unit <i>Portfolio/ Committee: Leader</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 1,651,960 (300) (1,651,660) 0	 1,742,370 (300) (1,742,070) 0	
Total for Planning and Customer Services	0	0	
Planning and Enforcement <i>Portfolio/ Committee: Leader</i> Direct Expenditure Indirect Income/Expenditure Net Total	 26,000 0 26,000	 26,000 45,990 71,990	 This reflects a change in the estimated officer time expected to be spent in this area in 2020/21.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Development Control - Chargeable Account <i>Portfolio/ Committee: Leader</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 86,150 (960,000) 1,433,400 559,550	 86,150 (960,000) 1,353,230 479,380	
Development Control - Non Chargeable Account <i>Portfolio/ Committee: Leader</i> Indirect Income/Expenditure Net Total	 216,840 216,840	 208,990 208,990	
Planning Enforcement <i>Portfolio/ Committee: Leader</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 16,100 (2,320) 288,290 302,070	 16,100 (2,320) 325,570 339,350	
Dangerous Trees <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	 430 430	 430 430	
Total for Planning and Development	1,104,890	1,100,140	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Heritage and Conservation - General <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	 3,210 3,210	 3,210 3,210	
Land Property Gazetteer-Policy and Conservation <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	 2,240 2,240	 2,240 2,240	
Suffolk Coastal AONB Contribution <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	 7,650 7,650	 7,650 7,650	
Dedham Vale AONB <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	 740 740	 740 740	
Planning Policy and Conservation <i>Portfolio/ Committee: Leader</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 175,000 (1,340) 381,960 555,620	 175,000 (1,340) 321,120 494,780	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Tree Planting <i>Portfolio/ Committee: Leader</i> Direct Expenditure Net Total	 2,230 2,230	 2,230 2,230	
Land Charges <i>Portfolio/ Committee: Leader</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 49,870 (178,960) 75,690 (53,400)	 49,870 (178,960) 79,750 (49,340)	
Total for Planning Policy	518,290	461,510	
Building Control Management <i>Portfolio/ Committee: Leader</i> Direct Expenditure Indirect Income/Expenditure Net Total	 173,770 (173,770) 0	 182,410 (182,410) 0	
Building Regulations-Non Chargeable/Other Activities Account <i>Portfolio/ Committee: Leader</i> Direct Expenditure Indirect Income/Expenditure Net Total	 860 88,810 89,670	 860 37,570 38,430	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Building Regulations-Chargeable Account <i>Portfolio/ Committee: Leader</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total	 6,380 (158,910) 237,740 85,210	 6,380 (178,910) 391,400 218,870	 £20,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
Total for Building Control	174,880	257,300	
Regeneration Service Unit <i>Portfolio/ Committee: Business and Economic Growth</i> Direct Expenditure Indirect Income/Expenditure Net Total	 287,830 (287,830) 0	 303,330 (303,330) 0	
Tendring CAB <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Indirect Income/Expenditure Net Total	 144,000 5,600 149,600	 167,000 5,570 172,570	 £23,000 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Public Halls-Jaywick Community Centre <i>Portfolio/ Committee: Environment and Public Space</i> Direct Expenditure Indirect Income/Expenditure Net Total	 4,390 6,300 10,690	 4,390 12,500 16,890	
Youth Initiatives <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Indirect Income/Expenditure Net Total	 5,450 30 5,480	 5,450 0 5,450	
Enabling Fund <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Indirect Income/Expenditure Net Total	 8,460 5,610 14,070	 8,460 5,540 14,000	
Community Rail Partnership <i>Portfolio/ Committee: Partnerships</i> Direct Expenditure Net Total	 2,100 2,100	 2,100 2,100	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Industrial Units and Properties <i>Portfolio/ Committee: Business and Economic Growth</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total			
	3,440	3,440	
	(46,130)	(43,630)	
	4,290	19,330	
	(38,400)	(20,860)	
Jaywick Enterprise Centre (Starter Units) <i>Portfolio/ Committee: Business and Economic Growth</i> Direct Expenditure Direct Income Indirect Income/Expenditure Net Total			
	21,070	21,250	£180 has been adjusted in the 2020/21 Estimates to show the net changes required between years included in the latest Long Term Financial Forecast for 2020/21 set out in Appendix A. Therefore in effect these adjustments reflect the translation of the items set out in the long term forecast into the detailed lines of the budget.
	(10,380)	(10,380)	
	17,820	18,560	
	28,510	29,430	
Business Investment and Growth <i>Portfolio/ Committee: Business and Economic Growth</i> Direct Expenditure Indirect Income/Expenditure Net Total			
	25,250	25,250	
	479,450	388,560	
	504,700	413,810	
Jaywick Sands Team <i>Portfolio/ Committee: Housing</i> Direct Expenditure Indirect Income/Expenditure Net Total			
	95,580	100,950	
	36,490	60,190	
	132,070	161,140	

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £	Notes
Tendring 4 Growth Events <i>Portfolio/ Committee: Business and Economic Growth</i>			
Indirect Income/Expenditure	0	46,960	This reflects estimated officer time expected to be spent on this project in 2020/21.
Net Total	0	46,960	
Total for Regeneration	808,820	841,490	
Total for Planning and Regeneration	2,606,880	2,660,440	

TENDRING DISTRICT COUNCIL

SCALE OF CHARGES 2020/21

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 - 2019/20 Charge Exclusive of VAT

Column B - 2019/20 Charge Inclusive of VAT @ 20%

Column C - 2020/21 Charge Exclusive of VAT

Column D - 2020/21 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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
	Date last revised	of VAT	VAT where applicable @ 20%	of VAT	VAT where applicable @ 20%	
Effective from		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
LEGAL CHARGES - FIXED FEES						
Acquisitions/disposals to be determined at time of negotiation	Apr-15	Minimum £250 (excluding VAT), maximum £1,750 (excluding VAT) unless work exceeds 10 hours (thereafter charged at hourly rate)	Minimum £250 (excluding VAT), maximum £1,750 (excluding VAT) unless work exceeds 10 hours (thereafter charged at hourly rate)	Minimum £250 (excluding VAT), maximum £1,750 (excluding VAT) unless work exceeds 10 hours (thereafter charged at hourly rate)	Minimum £250 (excluding VAT), maximum £1,750 (excluding VAT) unless work exceeds 10 hours (thereafter charged at hourly rate)	V
Right To Buy (RTB) : repayment of discount	Apr-17	150.00	150.00	160.00	160.00	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	385.00	462.00	V
Deed of Release of Covenant *	Apr-17	350.00	420.00	385.00	462.00	V
Deed of Variation or Surrender *	Apr-17	350.00	420.00	385.00	462.00	V
Deed of Easement or Wayleaves *	Apr-19	500.00	600.00	550.00	660.00	V
Licence to Occupy	Apr-17	350.00	420.00	385.00	462.00	V
Leases: Commercial (works in excess of 7 hours charged at hourly rate)	Apr-19	650.00	780.00	715.00	858.00	V
Leases: Others * (works in excess of 7 hours charged at hourly rate)	Apr-19	600.00	720.00	660.00	792.00	V
Various and miscellaneous Licences for eg. to assign, alterations, sublet etc. *	Apr-17	350.00	420.00	385.00	462.00	V
Registering Assignments and Charges	Apr-15	As specified in the lease but normally varies from £40 to £75+ depending on work involved	As specified in the lease but normally varies from £40 to £75+ depending on work involved	As specified in the lease but normally varies from £40 to £100+ depending on work involved	As specified in the lease but normally varies from £40 to £100+ depending on work involved	**
Preparation Fee for Unilateral Undertakings	New	-	-	Varies from £100 to £150+ depending on work involved plus disbursements	Varies from £100 to £150+ depending on work involved plus disbursements	**

* If entitled to Community Asset Rent Off-Setting Scheme (a CAROS grant) all fees are discounted by the same percentage/proportion of the grant. Renewals with no significant alterations/amendments charged at an hourly rate

** 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-19	250.00	300.00	250.00	300.00	V
Solicitor 4 years up to 8 years PQE (per hour)	Apr-19	200.00	240.00	200.00	240.00	V
Solicitor 2 years up to 4 years PQE (per hour)	Apr-19	175.00	210.00	175.00	210.00	V
Paralegal (per hour)	Apr-19	100.00	120.00	100.00	120.00	V

Criminal cases:

Per hour flat rate	Apr-19	150.00	180.00	150.00	180.00	V
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Corporate Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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	01/04/2019	01/04/2019	01/04/2020	01/04/2020		
	£	£	£	£		
HIRE OF ACCOMMODATION						
<u>Council Offices, Weeley</u>						
Council Chamber:						
3 hour booking or part thereof						
	Apr-18	32.40	32.40	33.10	33.10	X
	Apr-18	49.70	49.70	50.70	50.70	X
Additional hourly charge thereafter						
	Apr-18	13.40	13.40	13.70	13.70	X
	Apr-18	20.00	20.00	20.40	20.40	X
Room 39:						
3 hour booking or part thereof						
	Apr-18	28.10	28.10	28.70	28.70	X
	Apr-18	32.40	32.40	33.10	33.10	X
Additional hourly charge thereafter						
	Apr-18	10.50	10.50	10.70	10.70	X
	Apr-18	13.40	13.40	13.70	13.70	X
<u>Town Hall, Clacton</u>						
Connaught Room:						
3 hour booking or part thereof						
	Apr-18	28.10	28.10	28.70	28.70	X
	Apr-18	32.40	32.40	33.10	33.10	X
Additional hourly charge thereafter						
	Apr-18	10.50	10.50	10.70	10.70	X
	Apr-18	13.40	13.40	13.70	13.70	X
ASSET CHARGES						
<u>Consents</u>						
	Apr-17	300.00	360.00	320.00	384.00	V
	Apr-17	300.00	360.00	320.00	384.00	V
	New	-	-	320.00	384.00	V
	Apr-17	150.00	180.00	150.00	180.00	V
<u>Services</u>						
	Apr-17	15.00	18.00	15.00	18.00	V
	Apr-17	20.00	24.00	20.00	24.00	V
	New	-	-	20.00	24.00	V
<u>Transactions</u>						
	Apr-17	200.00	240.00	320.00	384.00	V
	Apr-17	200.00	240.00	320.00	384.00	V
	New	-	-	50.00	60.00	V
	Apr-17	75.00	90.00	100.00	120.00	V

Corporate Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
Misc. or other Commercial Work : Hourly rate						
Chartered Surveyor	Apr-17	200.00	240.00	220.00	264.00	V
Surveyor	Apr-17	175.00	210.00	190.00	228.00	V
Technician	Apr-17	80.00	96.00	85.00	102.00	V
Administrator	Apr-17	50.00	60.00	50.00	60.00	V
NEW Note: 50% discount on all charges where applicable to beneficiaries under CAROS						
PEOPLE, PERFORMANCE & PROJECTS						
Psychometric Testing	Apr-17	65.00	78.00	£200 - £500 per candidate		V
Mediation	Apr-17	450.00	540.00	500.00	600.00	V
Mental Health First Aid (MHFA) Training	Apr-19	£450.00 - £500.00 (excluding VAT) for, but not limited to, Local Partner Organisations		£450.00 - £500.00 (excluding VAT) for, but not limited to, Local Partner Organisations		V
Career Track						
Business Admin - Levy employers (ESFA funded)	Apr-18	To be determined by Head of People, Performance and Projects in relation to the Government Apprenticeship arrangements		To be determined by Head of People, Performance and Projects in relation to Government Apprenticeship arrangements		V
Customer Service - Levy employers (ESFA funded)	Apr-18					V
ADMINISTRATION - GENERAL						
Provision of Council Book for full year (per eight/nine sets)	Apr-17	85.00	85.00	85.00	85.00	N
		Plus postage		Plus postage		
Provision of each Council Book	Apr-19	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 Council Constitution per copy	Apr-19	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 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	Apr-19	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 Reports	Apr-19	Reimbursement of costs with a minimum of £4.50 plus postage		Reimbursement of costs with a minimum of £4.50 plus postage		N

Corporate Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
Provision of Council Book for full year (per eight/nine sets) to political parties represented on the Council:						
Up to three copies	Apr-00	No charge		No charge		
Fourth and subsequent copies	Apr-00	Normal charge applies		Normal charge applies		N
Provision of CD recording of Council Meeting	Apr-17	5.50	5.50	5.50	5.50	N
		Plus postage		Plus postage		
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-18	37.00	37.00	To be agreed by S151 Officer on cost recovery basis		N
NNDR	Apr-18	37.00	37.00			N
SUMMONS COSTS						
(determined by agreement with The Magistrates Court)						
Council Tax and NNDR	Apr-18	30.00	30.00	To be agreed by S151 Officer on cost recovery basis		N
UK DATA PROTECTION ACT 2018						
Access to Personal Information - per registration application	Apr-19	No charge		No charge		N

Corporate Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		Charge	Charge	Charge	Charge	
		Exclusive	Inclusive of	Exclusive	Inclusive of	
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
	Date last		applicable		applicable	VAT
	revised					Ind
Effective from		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
ELECTIONS AND ELECTORAL REGISTRATION						
(Statutory Fee)						
Register of Electors:						
Written confirmation of inclusion on current years register	Apr-19	No charge		10.00	10.00	N
Written confirmation of inclusion on previous years register	Apr-19	No charge		20.00	20.00	N
Supply of street and postcode index (per side)	Apr-18	1.50	1.50	1.50	1.50	N
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
Endorsement of foreign pension certificates (Proof of Life)	New	-	-	25.00	25.00	N

Corporate Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
FREEDOM OF INFORMATION						
(Statutory Fee)						
Enquiries utilising 18 or more hours of officer time						
If information can be obtained from the Council only:						
	Apr-06	450.00	450.00	450.00	450.00	N
	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:						
	Apr-06	5.00	5.00	5.00	5.00	N
	Apr-06	0.10	0.10	0.10	0.10	N

Operational Services - General Fund

Scale of Charges 2020/21

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		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
BEACH HUT SITES						
<u>Resident Fees:</u>						
Frinton:						
	The Walings	Apr-18	410.83	493.00	410.83	493.00 V
	High and Low Walls	Apr-18	265.00	318.00	265.00	318.00 V
	The Leas	Apr-18	265.00	318.00	265.00	318.00 V
Walton:						
	Southcliff	Apr-18	176.67	212.00	176.67	212.00 V
	Eastcliff	Apr-18	221.67	266.00	221.67	266.00 V
Clacton/Holland:						
	Holland A Section East Seafront (1-79)	Apr-18	221.67	266.00	221.67	266.00 V
	Holland A Section East Seafront (80-124)	Apr-18	221.67	266.00	221.67	266.00 V
	Blue Chalets small (Residents Only)	Apr-18	592.50	711.00	592.50	711.00 V
	Blue Chalets large (Residents Only)	Apr-18	742.50	891.00	742.50	891.00 V
	Holland East Seafront Other *	Apr-18	221.67	266.00	221.67	266.00 V
	Clacton Martello	Apr-18	221.67	266.00	221.67	266.00 V
Brightlingsea:						
	West Promenade	Apr-18	176.67	212.00	176.67	212.00 V
Harwich:						
	Harwich Green	Apr-18	154.17	185.00	154.17	185.00 V
Dovercourt:						
	Dovercourt West End and Spa	Apr-18	154.17	185.00	154.17	185.00 V
	Spa Cabins (Residents Only)	Apr-18	487.50	585.00	487.50	585.00 V
	Orwell Terrace Chalets (Residents Only)	Apr-18	441.67	530.00	441.67	530.00 V
	Dovercourt Bay	Apr-18	233.33	280.00	233.33	280.00 V
<u>Non Resident Fees:</u>						
Frinton:						
	The Walings	Apr-18	813.33	976.00	813.33	976.00 V
	High and Low Walls	Apr-18	530.83	637.00	530.83	637.00 V
	The Leas	Apr-18	530.83	637.00	530.83	637.00 V
Walton:						
	Southcliff	Apr-18	353.33	424.00	353.33	424.00 V
	Eastcliff	Apr-18	441.67	530.00	441.67	530.00 V
Clacton/Holland:						
	Holland A Section East Seafront (1-79)	Apr-18	441.67	530.00	441.67	530.00 V
	Holland A Section East Seafront (80-124)	Apr-18	441.67	530.00	441.67	530.00 V
	Holland East Seafront Other *	Apr-18	441.67	530.00	441.67	530.00 V
	Clacton Martello	Apr-18	441.67	530.00	441.67	530.00 V

* Holland East Seafront Other refers to the following areas:-

Brighton Road, Holland Haven, Fernwood Avenue, Hazelmere Road,
Kings Avenue, Southview Drive, York Road, Cliff Road

Operational Services - General Fund

Scale of Charges 2020/21

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		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
Brightlingsea:						
West Promenade	Apr-18	353.33	424.00	353.33	424.00	V
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
<u>Rental of Clacton Pastel Huts</u>						
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 Jul-Aug	Apr-18	103.33	124.00	103.33	124.00	V
Weekly Sep-Jun	Apr-18	70.00	84.00	70.00	84.00	V
Weekly with Disabled Facilities - Single	Apr-18	51.67	62.00	51.67	62.00	V
Weekly with Disabled Facilities - Double	Apr-18	103.33	124.00	103.33	124.00	V
Air Show Week (Weekly)	Apr-17	171.67	206.00	171.67	206.00	V
<u>New Huts On Vacant Sites</u>						
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

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
PHOTOCOPIING (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	Apr-18	5.00	6.00	5.00	6.00	V
Charge for printing & photocopying (80g):						
Mono Printing A4/A3 per side on uncoated paper	Apr-18	0.05	0.06	0.05	0.06	V
Mono Printing A4/A3 per side on top coated silk and card	Apr-18	0.08	0.10	0.08	0.10	V
Colour Copies:						
Colour Printing A4/A3 per side on uncoated paper	Apr-18	0.10	0.12	0.10	0.12	V
Colour Printing A4/A3 per side on top coated silk and card	Apr-18	0.15	0.18	0.15	0.18	V
Laminating:						
A4/A3 (printing not included)	Apr-18	0.15	0.18	0.15	0.18	V
Combining per binder	Apr-18	0.10	0.12	0.10	0.12	V
Artwork	Apr-18	By Negotiation		By Negotiation		V
CARELINE						
Lifeline Monthly Charges:						
Individual Lifeline customers (Tendring)	Apr-19	21.34	25.61	21.34	25.61	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
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-18	50.00	60.00	50.00	60.00	V

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
GARAGE RENTS						
Non-statutory (subject to VAT if separately let to non-council tenants) (see note 1)	Apr-18	8.84	8.84	9.08	9.08	*
QUESTIONNAIRES						
House Renovation Grants - Enquiries on sale or repossession of property (see Note 2)	Apr-18	98.00	117.60	100.00	120.00	V
MANDATORY LICENSING SCHEME FOR HMO'S						
Licence Fee (first licence)	Apr-18	700.00	700.00	718.90	718.90	N
Licence Fee (renewal of licence)	Apr-18	700.00	700.00	718.90	718.90	N
Charge per additional room for HMO over 6 units	Apr-18	20.00	20.00	20.54	20.54	N
HOUSING ACT 2004 NOTICES						
Improvement Notice (see note 3)	Apr-18	400.00	400.00	410.80	410.80	N
Prohibition Notice (see note 3)	Apr-18	500.00	500.00	513.50	513.50	N
Emergency Remedial Action Notice (see note 3)	Apr-18	400.00	400.00	410.80	410.80	N
SMOKE & CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015						
First Offence	Apr-18	1,300.00	1,300.00	1,335.10	1,335.10	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
ENERGY REGULATION FINES 2015 (see note 4)						
Breaches in relation to Regulation 23 in a domestic property						
Less than 3 months	New	-	-	2,000.00	2,000.00	N
3 months or more	New	-	-	4,000.00	4,000.00	N
False or misleading information - Regulation 36(2)	New	-	-	1,000.00	1,000.00	N
Failure to comply with a compliance notice - Regulation 37(4)(a)	New	-	-	2,000.00	2,000.00	N

Notes:1) Garage Rents

These are reviewed as part of the associated Housing Revenue Account Budgets.

2) Questionnaires

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

3) Housing Act 2004 Notices

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

4) Energy Regulation Fines 2015

The proposed fees are the maximum allowable under the regulations. Where imposed the total financial penalties cannot be more than £5,000.

* Garage Rent - VAT:

Parking

V

Storage:

Homeless persons goods

N

Premises suitable for parking

V

Premises unsuitable for parking

N

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
SPORTS FACILITIES						
(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
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	**

* 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

** 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

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
		@ 20%	applicable	@ 20%	applicable	
		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
Effective from	Date last revised					
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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
PRINCES THEATRE (including use of Kitchen & Dressing Rooms)						
(determined by Corporate Director)						
Theatre Hire (Hourly Rate)	Apr-15	110.00	110.00	115.00	115.00	X
Dance School Hire (Hourly Rate)**	Apr-15	75.00	75.00	79.00	79.00	X
Exhibition (Hourly Rate)	Apr-15	80.00	80.00	84.00	84.00	X
Rehearsal Hire (Hourly Rate)	Apr-15	85.00	85.00	89.00	89.00	X
Conference (Hourly Rate)	Apr-15	110.00	110.00	115.00	115.00	X
Wedding Reception - weekday (Hourly Rate)	Apr-18	Package price agreed with customer		Package price agreed with customer		X
Wedding Reception - weekend (Hourly Rate)	Apr-18	Package price agreed with customer		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	26.00	26.00	X
Commercial/Trade (Hourly Rate)	Apr-17	40.00	40.00	42.00	42.00	X
Standard (Weekend Hourly Rate)	Apr-15	39.00	39.00	41.00	41.00	X
Commercial/Trade (Weekend Hourly Rate)	Apr-17	50.00	50.00	52.00	52.00	X
Pantomime Sponsorship Packages						
Advertising - 1/4 Page in Programme & 1 Web Page	Dec-19	245.83	295.00	245.83	295.00	V
Advertising - 1/2 Page in Programme & 2 Web Pages	Dec-19	412.50	495.00	412.50	495.00	V
Advertising - Full Page in Programme & 3 Web Pages	Dec-19	662.50	795.00	662.50	795.00	V
CLACTON AIR SHOW						
(determined by Corporate Director)						
<u>Trade Stands</u>						
3m stand	Apr-18	325.00	325.00	325.00	325.00	X
5m stand	Apr-18	478.00	478.00	478.00	478.00	X
6m stand	Apr-18	530.00	530.00	530.00	530.00	X
9m stand	Apr-18	735.00	735.00	735.00	735.00	X

Operational Services - General Fund

Scale of Charges 2020/21

	Effective from	Date last revised	(A)	(B)	(C)	(D)	VAT Ind
			<----- 2019/20 ----->		<----- 2020/21 ----->		
			Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	Charge Exclusive of VAT	Charge Inclusive of VAT where applicable @ 20%	
			01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
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 year		Apr-13	197.00	197.00	197.00	197.00	N
Renewal - 1 year		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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
BETTING PREMISES (TRACK) 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
BINGO PREMISES 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
FAMILY ENTERTAINMENT CENTRE PREMISES 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
TEMPORARY LICENSES (PREMISES)						
Temporary Use Notices	Apr-12	214.00	214.00	214.00	214.00	N
Motor Vehicle Salvage Operators Application	Apr-13	110.00	110.00	110.00	110.00	N
Motor Vehicle Salvage Operators Renewal	Apr-13	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	N

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
LICENSING						
(Statutory Fees 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
Theft/Loss etc of Premises Licence or Summary	Jan-05	10.50	10.50	10.50	10.50	N
Application for provisional statement whilst premises being built	Jan-05	315.00	315.00	315.00	315.00	N
Notification of change of name or address of Licence Holder	Jan-05	10.50	10.50	10.50	10.50	N
Application to vary Licence to specify individual as Premises Supervisor	Jan-05	23.00	23.00	23.00	23.00	N
Application for Transfer of Premises Licence	Jan-05	23.00	23.00	23.00	23.00	N
Interim Authority Notice following death etc., of licence holder	Jan-05	23.00	23.00	23.00	23.00	N
Theft, loss of Certificate or Summary	Jan-05	10.50	10.50	10.50	10.50	N
Notification of change of name or alteration of rules of club	Jan-05	10.50	10.50	10.50	10.50	N
Change of Relevant registered address of Club	Jan-05	10.50	10.50	10.50	10.50	N
Temporary Event Notice	Jan-05	21.00	21.00	21.00	21.00	N
Loss of Temporary Event Notice	Jan-05	10.50	10.50	10.50	10.50	N
Right of Freeholder to be notified of licensing matters	Jan-05	21.00	21.00	21.00	21.00	N
* 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 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
		Charge	Charge	Charge	Charge	VAT	
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind	
Effective from	Date last revised	of VAT	VAT where	of VAT	VAT where		
		01/04/2019	applicable	01/04/2020	applicable		
		£	@ 20%	£	@ 20%		
			£		£		
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 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £		
STREET NAMING AND NUMBERING							
<u>Existing Residential Dwellings (per dwelling)</u>							
	Renaming Existing Dwelling	Apr-19	50.00	50.00	50.00	50.00	N
	Adding a Name to a Numbered Dwelling	May-19	50.00	50.00	50.00	50.00	N
<u>Numbering/Naming New Residential Dwellings (per dwelling)</u>							
	Including Flats/ Apartments / Conversions on Existing Road						
	Fee per Dwelling	Apr-19	90.00	90.00	95.00	95.00	N
<u>Numbering/Naming New Dwellings on new road</u>							
	Registering new road	Apr-19	400.00	400.00	400.00	400.00	N
	Additional Fee per Dwelling on new road	Apr-19	90.00	90.00	95.00	95.00	N
	Renumbering Existing Dwellings (Replan)	Apr-19	90.00	90.00	95.00	95.00	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-19	100.00	100.00	100.00	100.00	N
	Naming or Renaming (Per Building)	Apr-19	110.00	110.00	110.00	110.00	N
	Registering of new road on Industrial/ Commercial Development	Apr-19	400.00	400.00	400.00	400.00	N
	Additional Fee on Industrial / Commercial Development	Apr-18	90.00	90.00	No Longer Applicable		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 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020		
		£	£	£	£		
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-19	17.50	17.50	17.50	17.50	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 £122.50, plus administration fee £25, plus statutory fee £25	Apr-19	172.50	172.50	172.50	172.50	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:							
	Hiring Out Horses	Apr-14	210.00	210.00	250.00	250.00	N
	Dangerous Wild Animals	Apr-14	210.00	210.00	250.00	250.00	N
	Boarding Kennels	Apr-14	185.00	185.00	210.00	210.00	N
	Selling Animals as Pets	Apr-14	185.00	185.00	210.00	210.00	N
	Home Boarding of Dogs	Apr-13	150.00	150.00	170.00	170.00	N
	Dog Breeders	Apr-14	185.00	185.00	210.00	210.00	N
	Zoos	Apr-14	480.00	480.00	550.00	550.00	N
	Keeping Animals for Exhibition	Apr-19	72.00	72.00	210.00	210.00	N
	Cat Boarding Establishments	Apr-19	185.00	185.00	210.00	210.00	N
	Joint Cat and Dog Boarding	Apr-19	259.00	259.00	295.00	295.00	N
	Dog Day Care	Apr-19	150.00	150.00	170.00	170.00	N
	Variation to Licence / Re-evaluation of Risk Score	New	-	-	95.00	95.00	N
	Inspection appeal of a risk rating score	New	-	-	120.00	120.00	N
	Acupuncturist	Apr-13	120.00	120.00	135.00	135.00	N
	Tattooist / Skin Piercing	Apr-14	170.00	170.00	190.00	190.00	N
	Electrolysis	Apr-13	120.00	120.00	135.00	135.00	N
	Ear Piercing	Apr-13	120.00	120.00	135.00	135.00	N
	Amendment to Acupuncturist, Tattooist, Skin Piercing, Electrolysis or Ear Piercing Licence	Apr-13	90.00	90.00	95.00	95.00	N

The following conditions apply:

- Hiring out of Horses 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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		Charge	Charge	Charge	Charge	
		Exclusive	Inclusive of	Exclusive	Inclusive of	
		of VAT	VAT where	of VAT	VAT where	
			@ 20%		@ 20%	
	Date last revised	01/04/2019	01/04/2019	01/04/2020	01/04/2020	VAT Ind
	Effective from	£	£	£	£	
MOBILE HOMES SITE LICENCES						
Mobile Homes Act 2013						
Application for New Site Licence						
Number of Caravans						
200+	Apr-19	673.63	673.63	691.81	691.81	N
100 to 199	Apr-19	571.95	571.95	587.39	587.39	N
25 to 99	Apr-19	465.19	465.19	477.75	477.75	N
6 to 24	Apr-19	396.55	396.55	407.26	407.26	N
1 to 5	Apr-19	376.22	376.22	386.38	386.38	N
Annual Site Licence						
Number of Caravans						
200+	Apr-19	508.40	508.40	522.13	522.13	N
100 to 199	Apr-19	406.72	406.72	417.70	417.70	N
25 to 99	Apr-19	279.62	279.62	287.17	287.17	N
6 to 24	Apr-19	190.65	190.65	195.80	195.80	N
1 to 5	Apr-19	142.35	142.35	146.19	146.19	N
Transfer of Site Licence	Apr-19	198.28	198.28	203.64	203.64	N
Amendment of Site Licence	Apr-19	198.28	198.28	203.64	203.64	N
Checking and Registering Site Rules	Apr-19	174.60	174.60	179.31	179.31	N
PRIVATE WATER SUPPLY REGULATIONS						
Hourly Charge for risk assessments, investigations, granting of authorisations	Apr-19	An hourly charge of £25.42 up to a maximum of £500 for risk assessment and £100 for investigation and authorisation		An hourly charge of £30.60 up to a maximum of £500 for risk assessment and £100 for investigation and authorisation		N
Sample Collection Charge (not including Analysis Costs)	Apr-19	An hourly charge of £25.42 up to a maximum of £100		An hourly charge of £30.60 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

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		Charge	Charge	Charge	Charge	VAT
		Exclusive	Inclusive of	Exclusive	Inclusive of	Ind
		of VAT	VAT where	of VAT	VAT where	
		@ 20%	applicable	@ 20%	applicable	
Effective from	Date last revised	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
REFUSE COLLECTION						
	Apr-17	8.33	10.00	8.33	10.00	V
	Apr-17	1.25	1.50	1.25	1.50	V
	Apr-17	0.42	0.50	0.42	0.50	V
	Apr-17	1.95	2.34	2.00	2.40	V
GARDEN WASTE COLLECTION						
	Apr-14	25.00	25.00	25.00	25.00	N
	Apr-14	50.00	50.00	50.00	50.00	N
REQUESTS FOR INFORMATION						
	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
	Apr-15	105.00	126.00	105.00	126.00	V
CEMETERIES						
Full Burial						
<u>Full Burial Section - Over 18 Years</u>						
	Apr-19	885.00	885.00	885.00	885.00	N
	Apr-19	630.00	630.00	630.00	630.00	N
	Apr-19	165.00	165.00	165.00	165.00	X
	Apr-19	885.00	885.00	885.00	885.00	N
	Apr-19	720.00	720.00	720.00	720.00	N
	Apr-19	165.00	165.00	165.00	165.00	X
<u>Full Burial Section - 0 to 18 Years</u>						
	Apr-19	No Charge		No Charge		N
	Apr-19	No Charge		No Charge		N
	Apr-19	No Charge		No Charge		X
<u>Baby & Infant Section</u>						
	Apr-19	No Charge		No Charge		N
	Apr-19	No Charge		No Charge		N
	Apr-19	No Charge		No Charge		X

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020		
		£	£	£	£		
Cremated Remains Burial							
<u>Cremated Remains Section - Over 18 Years</u>							
	Exclusive Right of Burial	Apr-19	885.00	885.00	885.00	885.00	N
	Digging & Turf Carpeting	Apr-16	220.00	220.00	220.00	220.00	N
	Chapel (Optional)	Apr-19	165.00	165.00	165.00	165.00	X
<u>Cremated Remains Section - 0 to 18 Years</u>							
	Exclusive Right of Burial	Apr-19	No Charge		No Charge		N
	Digging & Turf Carpeting	Apr-19	No Charge		No Charge		N
	Chapel (Optional)	Apr-19	No Charge		No Charge		X
<u>Baby & Infant Section</u>							
	Exclusive Right of Burial	Apr-19	No Charge		No Charge		N
	Digging & Turf Carpeting	Apr-19	No Charge		No Charge		N
	Chapel (Optional)	Apr-19	No Charge		No Charge		X
<u>Interment of Body Part</u>							
	Digging & Turf Carpeting	Apr-19	220.00	220.00	220.00	220.00	N
	Chapel (Optional)	Apr-19	165.00	165.00	165.00	165.00	X
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.							
Subsequent Use of Grave or Cremated Remains Plot							
<u>Over 18 Years</u>							
	Digging & Turf Carpeting (Single Depth)	Apr-19	630.00	630.00	630.00	630.00	N
	Digging & Turf Carpeting (Double Depth)	Apr-19	720.00	720.00	720.00	720.00	N
	Chapel (Optional)	Apr-19	165.00	165.00	165.00	165.00	X
<u>0 to 18 Years</u>							
	Digging & Turf Carpeting	Apr-19	No Charge		No Charge		N
	Chapel (Optional)	Apr-19	No Charge		No Charge		X
Interment of Cremated Remains							
<u>Over 18 Years</u>							
	Digging & Turf Carpeting	Apr-16	220.00	220.00	220.00	220.00	N
	Chapel (Optional)	Apr-19	165.00	165.00	165.00	165.00	X
<u>0 to 18 Years</u>							
	Digging & Turf Carpeting	Apr-19	No Charge		No Charge		N
	Chapel (Optional)	Apr-19	No Charge		No Charge		X
Burial In Public Grave (Clacton Only)							
<u>Over 18 Years</u>							
	Digging & Turf Carpeting	Apr-16	750.00	750.00	750.00	750.00	N
	Chapel (Optional)	Apr-19	165.00	165.00	165.00	165.00	X
<u>0 to 18 Years</u>							
	Digging & Turf Carpeting	Apr-19	No Charge		No Charge		N
	Chapel (Optional)	Apr-19	No Charge		No Charge		X

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
Chapel						
For the use of the Cemetery Chapel for a memorial service without a burial	Apr-19	165.00	165.00	165.00	165.00	X
PLEASE NOTE :						
1 Cancellation Fee if within 48 hours of Service : 50% of cost						
2 From November to February (incl) 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		
Scattering of cremated remains (in Garden of Remembrance or on a grave) if cremation not at Weeley	Apr-16	No charge		No charge		
Interment of cremated remains in a Columbarium Niche	Apr-16	No charge		No charge		
Memorials (Permission to Erect)						
Memorial on any grave - Lawned, Cremated Remains or Traditional	Apr-19	155.00	155.00	155.00	155.00	N
Additional Inscription for all Memorials	Apr-19	95.00	95.00	95.00	95.00	N
Replacement Bronze Memorial Plaque for Kerbing	Apr-19	215.00	215.00	215.00	215.00	N
Exhumation Charges						
Exhumation of Cremated Remains including Polyurn	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
<u>Note 3</u>						
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 £750).						
Miscellaneous Charges						
Burial Register Search for two or more deceased	Apr-16	80.00	96.00	80.00	96.00	V

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
CREMATORIUM						
Cremation:						
0 - 18 years	Apr-08	No charge		No charge		
Over 18 years	Apr-19	775.00	775.00	775.00	775.00	X
Double Funeral / One Service Time	Apr-16	1,400.00	1,400.00	1,400.00	1,400.00	X
Double Funeral / Extended Service	Apr-19	1,565.00	1,565.00	1,565.00	1,565.00	X
Cremation:						
Of body parts (however caused)	Apr-19	130.00	130.00	130.00	130.00	X
Miscellaneous Charges:						
Use of chapel for separate memorial service (with or without organist)	Apr-19	165.00	165.00	165.00	165.00	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-19	358.33	430.00	358.33	430.00	V
5 Year Lease	Apr-19	179.17	215.00	179.17	215.00	V
1 Year Lease	Apr-18	35.83	43.00	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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
SHIPS WATER TESTING						
<u>Call Out for Water Test</u>						
Standard Ships						
	First Sample	Apr-19	141.17	141.17	141.17	141.17 N
	Subsequent Samples	Apr-19	60.50	60.50	60.50	60.50 N
Legionella Ships						
	First Sample	Apr-19	160.00	160.00	160.00	160.00 N
	Subsequent Samples	Apr-19	73.50	73.50	73.50	73.50 N
<u>Water Test associated with Ship Sanitation Inspection</u>						
	Standard Water Test	Apr-19	85.17	85.17	85.17	85.17 N
	Legionella Water Test	Apr-19	104.70	104.70	104.70	104.70 N
The Water Testing and Inspection Services shown above are also subject to an Officer Mileage Charge.						
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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
LOCAL AIR POLLUTION PREVENTION AND CONTROL CHARGES						
(Determined by Defra)						
Application Fees : Installations						
Reduced Fee Activity - Part 1	Apr-18	155.00	155.00			N
Reduced Fee Activity - Part 2, 3 or 4	Apr-18	362.00	362.00			N
Vehicle Refinishers	Apr-18	362.00	362.00			N
PVR I and II Combined	Apr-18	257.00	257.00			N
Other Part B or Solvent Emission Activity	Apr-18	1,650.00	1,650.00			N
Application Fees : Mobile Plant						
First and Second Permit	Apr-18	1,650.00	1,650.00			N
Third to Seventh Permit	Apr-18	985.00	985.00			N
Eighth Permit Onwards	Apr-18	498.00	498.00			N
Additional Fee for operating without a Permit						
Reduced fee activities	Apr-18	99.00	99.00			N
Other Part B or Solvent Emission Activity	Apr-18	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-18	772.00	772.00			N
Medium Risk	Apr-18	1,161.00	1,161.00			N
High Risk	Apr-18	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-18	104.00	104.00			N
Medium Risk	Apr-18	156.00	156.00			N
High Risk	Apr-18	207.00	207.00			N
Reduced Fee Activities - Part 1						
Low Risk	Apr-18	79.00	79.00			N
Medium Risk	Apr-18	158.00	158.00			N
High Risk	Apr-18	237.00	237.00			N
PVR I & II Combined Part 2, 3 & 4						
Low Risk	Apr-18	113.00	113.00			N
Medium Risk	Apr-18	226.00	226.00			N
High Risk	Apr-18	341.00	341.00			N
Vehicle Refinishers						
Low Risk	Apr-18	228.00	228.00			N
Medium Risk	Apr-18	365.00	365.00			N
High Risk	Apr-18	548.00	548.00			N
Late Payment Fee	Apr-18	52.00	52.00			N

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
Annual Subsistence Charges : Mobile Plant						
Mobile Screening and Crushing Plant (First and Second Permits)						
Low Risk	Apr-18	626.00	626.00			N
Medium Risk	Apr-18	1,034.00	1,034.00			N
High Risk	Apr-18	1,551.00	1,551.00			N
Mobile Screening and Crushing Plant (Third to Seventh Permits)						
Low Risk	Apr-18	385.00	385.00			N
Medium Risk	Apr-18	617.00	617.00			N
High Risk	Apr-18	924.00	924.00			N
Mobile Screening and Crushing Plant (Eighth Permit Onwards)						
Low Risk	Apr-18	198.00	198.00			N
Medium Risk	Apr-18	314.00	314.00			N
High Risk	Apr-18	473.00	473.00			N
Late Payment Fee	Apr-18	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				N
Partial Transfer	Apr-18	47.00	47.00			N
Other Part B or Solvent Emission Activity						
Transfer	Apr-18	169.00	169.00			N
Partial Transfer	Apr-18	497.00	497.00			N
New operator at low risk reduced fee activity	Apr-18	78.00	78.00			N
Surrender: All Part B activities	Apr-10	No charge				N
Temporary Transfer for Mobiles						
First transfer	Apr-18	53.00	53.00			N
Repeat following enforcement or warning	Apr-18	53.00	53.00			N
Substantial Change						
Reduced fee activities	Apr-18	102.00	102.00			N
Other Part B or Solvent Emission Activity	Apr-18	1,050.00	1,050.00			N
Other Part B or Solvent Emission Activity where the substantial change results in a new PPC activity	Apr-18	1,650.00	1,650.00			N

Operational Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
LOCAL AUTHORITY INDUSTRIAL POLLUTION PREVENTION AND CONTROL CHARGES						
(Determined by Defra)						
Installations and Waste Incineration Plant Permit						
Application Fee	Apr-18	3,363.00	3,363.00			N
Additional Fee for operating without a permit	Apr-18	1,188.00	1,188.00			N
Annual Subsistence Charge						
Low Risk	Apr-18	1,446.00	1,446.00	Local air pollution		N
Medium Risk	Apr-18	1,610.00	1,610.00	prevention and control		N
High Risk	Apr-18	2,333.00	2,333.00	charges for 2020/21 have		N
Late Payment Fee	Apr-18	52.00	52.00	not yet been published by		N
Substantial Variation	Apr-18	202.00	202.00	DEFRA		N
Transfer	Apr-18	235.00	235.00			N
Partial transfer	Apr-18	698.00	698.00			N
Surrender	Apr-18	698.00	698.00			N
SHIP INSPECTION CHARGES						
(Determined by The Association of Port Health Authorities)						
Gross Tonnage of Vessel						
Up to 1,000	Apr-19	95.00	95.00	100.00	100.00	N
1,001 - 3,000	Apr-19	130.00	130.00	135.00	135.00	N
3,001 - 10,000	Apr-19	200.00	200.00	205.00	205.00	N
10,001 - 20,000	Apr-19	255.00	255.00	265.00	265.00	N
20,001 - 30,000	Apr-19	330.00	330.00	340.00	340.00	N
Over 30,000 tonnes	Apr-19	390.00	390.00	400.00	400.00	N
With the exception of:						
Vessels with the capacity to carry between 50 and 1,000 persons	Apr-19	390.00	390.00	400.00	400.00	N
Vessels with the capacity to more than 1,000 persons	Apr-19	665.00	665.00	680.00	680.00	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 2020/21

		(B)	(D)	
		2019/20	2020/21	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2019 £	01/04/2020 £	
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-19	2.50	2.50	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-19	1.00	1.00	V
Up to 2 hours	Apr-19	1.50	1.50	V
Up to 4 hours	Apr-19	2.50	2.50	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-19	3.00	3.00	V
Up to 4 hours	Apr-19	5.00	5.00	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-19	8.00	8.00	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-19	3.00	3.00	V
Up to 4 hours	Apr-19	5.00	5.00	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-19	1.50	1.50	V
Up to 2 hours	Apr-19	3.00	3.00	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 2020/21

		(B)	(D)	
		2019/20	2020/21	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2019 £	01/04/2020 £	
Wellesley Road (B), Clacton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.20	1.20	V
1 to 2 hours	Apr-19	2.20	2.20	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
Hazelmere 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-19	No Charge	No Charge	V
Up to 1 hour	Apr-19	No Charge	No Charge	V
1 to 3 hours	Apr-19	No Charge	No Charge	V
Up to 4 hours	Apr-19	No Charge	No Charge	V
Over 4 hours	Apr-19	No Charge	No Charge	V
Evening Tariff 6pm to 8am	Apr-19	No Charge	No Charge	V
Holland Haven and the Naze (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.50	1.50	V
Up to 2 hours	Apr-19	2.50	2.50	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 2020/21

		(B)	(D)	
		2019/20	2020/21	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2019 £	01/04/2020 £	
Station Yard (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 2 hours	Apr-19	2.50	2.50	V
Up to 4 hours	Apr-19	4.00	4.00	V
Over 4 hours	Apr-12	5.00	5.00	V
Buses and Commercial vehicles				
Up to 4 hours	Apr-06	4.50	4.50	V
Over 4 hours	Apr-04	6.50	6.50	V
Church Road (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 2 hours	Apr-19	2.50	2.50	V
Up to 4 hours	Apr-19	4.00	4.00	V
Over 4 hours	Apr-19	6.00	6.00	V
High Street (A), Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.20	1.20	V
Up to 2 hours	Apr-19	2.00	2.00	V
Up to 4 hours	Apr-19	4.00	4.00	V
Over 4 hours	Apr-12	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)	Apr-11	4.00	4.00	V
3 to 5 hours	Apr-06	6.00	6.00	V
Mill Lane (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.00	1.00	V
Up to 3 hours	Apr-19	2.50	2.50	V
Over 3 hours	Apr-12	5.00	5.00	V
Coronation (B), Walton				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.50	1.50	V
Up to 3 hours	Apr-11	4.00	4.00	V
Over 3 hours	Apr-11	6.00	6.00	V
Coaches up to 8 hours	Apr-12	7.00	7.00	V
Coaches up to 24 hours	Apr-12	10.00	10.00	V
Milton Road (A), Dovercourt				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.00	1.00	V
Up to 2 hours	Apr-19	2.00	2.00	V
Up to 4 hours	Apr-11	3.00	3.00	V
Over 4 hours	Apr-11	5.00	5.00	V

Operational Services - General Fund

Scale of Charges 2020/21

		(B)	(D)	
		2019/20	2020/21	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2019 £	01/04/2020 £	
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-19	1.20	1.20	V
Up to 2 hours	Apr-19	2.40	2.40	V
Up to 4 hours	Apr-19	4.00	4.00	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-19	2.00	2.00	V
Up to 4 hours	Apr-19	4.00	4.00	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-19	1.00	1.00	V
Up to 2 hours	Apr-19	2.00	2.00	V
Up to 4 hours	Apr-19	3.00	3.00	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 2020/21

		(B)	(D)	
		2019/20	2020/21	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2019 £	01/04/2020 £	
Western Promenade Grass (B), Brightlingsea (May to September)				
Cars, Motorcycles and Motorcycle combinations:				
Up to 1 hour	Apr-19	1.00	1.00	V
Up to 2 hours	Apr-19	2.00	2.00	V
Up to 4 hours	Apr-19	3.00	3.00	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	Apr-19	0.80	0.80	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-19	0.50	0.50	V
1 to 4 hours	Apr-19	2.50	2.50	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 2020/21

		(B)	(D)	
		2019/20	2020/21	
		Charge Inclusive of VAT where applicable @ 20%	Charge Inclusive of VAT where applicable @ 20%	VAT Ind
Effective from	Date last revised	01/04/2019 £	01/04/2020 £	
Season Tickets:				
Category (A)	Apr-19	350.00	350.00	V
Category (B)	Apr-19	200.00	200.00	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	N
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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
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 postage):						
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	495.00	495.00	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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
LOCAL PLAN (All fees are excluding the cost of post and packaging)						
Tending 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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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	01/04/2019	01/04/2019	01/04/2020	01/04/2020		
		£	£	£	£	
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	165.00	198.00	V
2 Plots	Apr-11	225.00	270.00	247.50	297.00	V
3 Plots	Apr-11	302.50	363.00	332.50	399.00	V
4 Plots	Apr-11	350.00	420.00	385.00	462.00	V
5 Plots	Apr-11	397.50	477.00	437.50	525.00	V
Flats						
1	Apr-11	150.00	180.00	165.00	198.00	V
2	Apr-11	225.00	270.00	247.50	297.00	V
3	Apr-11	302.50	363.00	332.50	399.00	V
4	Apr-11	350.00	420.00	385.00	462.00	V
5	Apr-11	397.50	477.00	437.50	525.00	V
Conversion to						
Single Dwelling-House	Apr-11	130.00	156.00	143.33	172.00	V
Single Flat	Apr-11	130.00	156.00	143.33	172.00	V
Notifiable Electrical work						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	29.17	35.00	32.50	39.00	V
FULL PLANS APPLICATION - INSPECTION CHARGE						
Houses or Bungalows less than 4 storeys						
1 Plot	Apr-11	331.67	398.00	364.17	437.00	V
2 Plots	Apr-11	533.33	640.00	586.67	704.00	V
3 Plots	Apr-11	711.67	854.00	782.50	939.00	V
4 Plots	Apr-11	890.00	1,068.00	979.17	1,175.00	V
5 Plots	Apr-11	1,068.33	1,282.00	1,175.00	1,410.00	V
Flats						
1	Apr-11	302.50	363.00	332.50	399.00	V
2	Apr-11	475.00	570.00	522.50	627.00	V
3	Apr-11	600.00	720.00	660.00	792.00	V
4	Apr-11	795.83	955.00	875.00	1,050.00	V
5	Apr-11	960.83	1,153.00	1,056.67	1,268.00	V
Conversion to						
Single Dwelling-House	Apr-11	331.67	398.00	364.17	437.00	V
Single Flat	Apr-11	320.83	385.00	352.50	423.00	V
Notifiable Electrical work						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	89.17	107.00	98.33	118.00	V

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Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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	563.33	676.00	V
2 Plots	Apr-11	806.67	968.00	887.50	1,065.00	V
3 Plots	Apr-11	1,052.50	1,263.00	1,157.50	1,389.00	V
4 Plots	Apr-11	1,300.00	1,560.00	1,430.00	1,716.00	V
5 Plots	Apr-11	1,527.50	1,833.00	1,680.00	2,016.00	V
Flats						
1	Apr-11	475.00	570.00	522.50	627.00	V
2	Apr-11	711.67	854.00	782.50	939.00	V
3	Apr-11	972.50	1,167.00	1,070.00	1,284.00	V
4	Apr-11	1,216.67	1,460.00	1,338.33	1,606.00	V
5	Apr-11	1,411.67	1,694.00	1,552.50	1,863.00	V
Conversion to						
Single Dwelling-House	Apr-11	504.17	605.00	555.00	666.00	V
Single Flat	Apr-11	465.00	558.00	511.67	614.00	V
Notifiable Electrical work						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Apr-11	120.83	145.00	132.50	159.00	V
REGULARISATION CHARGE						
Houses less than 4 storeys or Bungalows						
1 Plot	Oct-10	625.00	625.00	688.00	688.00	N
2 Plots	Oct-10	985.00	985.00	1,083.00	1,083.00	N
3 Plots	Oct-10	1,278.00	1,278.00	1,405.00	1,405.00	N
4 Plots	Oct-10	1,572.00	1,572.00	1,729.00	1,729.00	N
5 Plots	Oct-10	1,878.00	1,878.00	2,065.00	2,065.00	N
Flats						
1	Oct-10	580.00	580.00	638.00	638.00	N
2	Oct-10	865.00	865.00	951.00	951.00	N
3	Oct-10	1,178.00	1,178.00	1,296.00	1,296.00	N
4	Oct-10	1,472.00	1,472.00	1,619.00	1,619.00	N
5	Oct-10	1,769.00	1,769.00	1,946.00	1,946.00	N
Conversion to						
Single Dwelling-House	Oct-10	625.00	625.00	688.00	688.00	N
Single Flat	Oct-10	570.00	570.00	627.00	627.00	N
Notifiable Electrical work						
(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Oct-10	160.00	160.00	176.00	176.00	N

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Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
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	119.17	143.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	131.67	158.00	145.00	174.00	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	119.17	143.00	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	158.33	190.00	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	100.00	120.00	V
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Apr-11	96.67	116.00	106.67	128.00	V
Conversions						
First floor and second floor loft conversions	Apr-11	145.83	175.00	160.00	192.00	V
Other work (e.g. garage conversions)	Apr-11	70.83	85.00	78.33	94.00	V
Alterations (including underpinning)						
Renovation of a thermal element	Apr-11	29.17	35.00	32.50	39.00	V
Replacement of windows, roof lights, roof windows or external glazed doors	Apr-11	29.17	35.00	32.50	39.00	V
Cost of work not exceeding £1,000	Apr-12	58.33	70.00	64.17	77.00	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	84.17	101.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	89.17	107.00	98.33	118.00	V
Cost of work exceeding £25,000 and not exceeding £100,000	Apr-11	150.00	180.00	165.00	198.00	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	32.50	39.00	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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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	316.67	380.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Oct-10	400.00	480.00	440.00	528.00	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	357.50	429.00	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	458.33	550.00	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	200.83	241.00	V
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Apr-11	218.33	262.00	240.00	288.00	V
Conversions						
First floor and second floor loft conversions	Apr-11	245.83	295.00	270.00	324.00	V
Other work (e.g. garage conversions)	Apr-11	108.33	130.00	119.17	143.00	V
Alterations (including underpinning)						
Renovation of a thermal element	Apr-11	70.83	85.00	78.33	94.00	V
Replacement of windows, roof lights, roof windows or external glazed doors	Apr-11	70.83	85.00	78.33	94.00	V
Cost of work not exceeding £1,000	Apr-12	75.00	90.00	82.50	99.00	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	91.66	109.99	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	179.17	215.00	197.50	237.00	V
Cost of work exceeding £25,000 and not exceeding £100,000	Apr-11	279.17	335.00	307.50	369.00	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	98.33	118.00	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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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	453.33	544.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	541.67	650.00	595.83	715.00	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	495.00	594.00	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	632.50	759.00	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	309.17	371.00	V
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Apr-11	329.17	395.00	361.67	434.00	V
Conversions						
First floor and second floor loft conversions	Apr-11	412.50	495.00	453.33	544.00	V
Other work (e.g. garage conversions)	Apr-11	187.50	225.00	206.67	248.00	V
Alterations (including underpinning)						
Renovation of a thermal element	Apr-11	104.17	125.00	115.00	138.00	V
Replacement of windows, roof lights, roof windows or external glazed doors	Apr-11	104.17	125.00	115.00	138.00	V
Cost of work not exceeding £1,000	Apr-12	141.67	170.00	155.83	187.00	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	183.33	220.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	283.33	340.00	311.67	374.00	V
Cost of work exceeding £25,000 and not exceeding £100,000	Apr-11	450.00	540.00	495.00	594.00	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	132.50	159.00	V

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Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
	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		01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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	550.00	550.00	N
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Oct-10	660.00	660.00	726.00	726.00	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	605.00	605.00	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	770.00	770.00	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	374.00	374.00	N
Detached non-habitable domestic building with total floor area not exceeding 50m ²	Oct-10	400.00	400.00	440.00	440.00	N
Conversions						
First floor and second floor loft conversions	Oct-10	500.00	500.00	550.00	550.00	N
Other work (e.g. garage conversions)	Oct-10	250.00	250.00	275.00	275.00	N
Alterations (including underpinning)						
Renovation of a thermal element	Oct-10	130.00	130.00	143.00	143.00	N
Replacement of windows, roof lights, roof windows or external glazed doors	Oct-10	130.00	130.00	143.00	143.00	N
Cost of work not exceeding £1,000	Apr-12	180.00	180.00	198.00	198.00	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	231.00	231.00	N
Cost of work exceeding £5,000 and not exceeding £25,000	Oct-10	350.00	350.00	385.00	385.00	N
Cost of work exceeding £25,000 and not exceeding £100,000	Oct-10	545.00	545.00	600.00	600.00	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	176.00	176.00	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.

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Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
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	137.50	165.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	150.00	180.00	165.00	198.00	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	155.83	187.00	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	197.50	237.00	V
Alterations						
Cost of work not exceeding £5,000	Apr-11	83.33	100.00	91.67	110.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units)	Apr-11	83.33	100.00	91.67	110.00	V
Renewable Energy systems (not covered by an appropriate competent persons scheme)	Apr-11	83.33	100.00	91.67	110.00	V
Installation of new shop front	Apr-11	83.33	100.00	91.67	110.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	116.67	140.00	128.33	154.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units)	Apr-11	116.67	140.00	128.33	154.00	V
Renovation of thermal elements	Apr-11	116.67	140.00	128.33	154.00	V
Installation of a raised storage platform within an existing building	Apr-11	116.67	140.00	128.33	154.00	V
Cost of works exceeding £25,000 and not exceeding £100,000	Apr-11	179.17	215.00	197.50	237.00	V
Fit out of building up to 100mm ²	Apr-11	179.17	215.00	197.50	237.00	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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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	320.83	385.00	V
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Apr-11	408.33	490.00	449.17	539.00	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	365.00	438.00	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	476.67	572.00	V
Alterations						
Cost of work not exceeding £5,000	Apr-11	108.33	130.00	119.17	143.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units)	Apr-11	108.33	130.00	119.17	143.00	V
Renewable Energy systems (not covered by an appropriate competent persons scheme)	Apr-11	108.33	130.00	119.17	143.00	V
Installation of new shop front	Apr-11	108.33	130.00	119.17	143.00	V
Cost of work exceeding £5,000 and not exceeding £25,000	Apr-11	183.33	220.00	201.67	242.00	V
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units)	Apr-11	183.33	220.00	201.67	242.00	V
Renovation of thermal elements	Apr-11	183.33	220.00	201.67	242.00	V
Installation of a Raised Storage Platform within an existing building	Apr-11	183.33	220.00	201.67	242.00	V
Cost of works exceeding £25,000 and not exceeding £100,000	Apr-11	331.67	398.00	365.00	438.00	V
Fit out of building up to 100mm ²	Apr-11	331.67	398.00	365.00	438.00	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 2020/21

		(A)	(B)	(C)	(D)	
		<----- 2019/20 ----->		<----- 2020/21 ----->		
		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	01/04/2019	01/04/2019	01/04/2020	01/04/2020	
		£	£	£	£	
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	600.00	600.00	N
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	Oct-10	700.00	700.00	770.00	770.00	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	687.00	687.00	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	825.00	825.00	N
Alterations						
Cost of work not exceeding £5,000	Oct-10	250.00	250.00	275.00	275.00	N
Replacement of windows, rooflights, roof windows or external glazed doors (not exceeding 20 units)	Oct-10	250.00	250.00	275.00	275.00	N
Renewable Energy systems (not covered by an appropriate competent persons scheme)	Oct-10	250.00	250.00	275.00	275.00	N
Installation of new shop front	Oct-10	250.00	250.00	275.00	275.00	N
Cost of work exceeding £5,000 and not exceeding £25,000	Oct-10	380.00	380.00	418.00	418.00	N
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units)	Oct-10	380.00	380.00	418.00	418.00	N
Renovation of thermal elements	Oct-10	380.00	380.00	418.00	418.00	N
Installation of a raised storage platform within an existing building	Oct-10	380.00	380.00	418.00	418.00	N
Cost of works exceeding £25,000 and not exceeding £100,000	Oct-10	635.00	635.00	698.00	698.00	N
Fit out of building up to 100mm ²	Oct-10	635.00	635.00	698.00	698.00	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 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
	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		01/04/2019	01/04/2019	01/04/2020	01/04/2020		
		£	£	£	£		
TOWN AND COUNTRY PLANNING							
(Statutory Fees)							
<u>OUTLINE PLANNING APPLICATIONS</u>							
1	Dwellings and other types of building, including agricultural buildings - per 0.1 hectare of part thereof up to 2.5 hectare of site area	Jan-18	462.00	462.00	462.00	462.00	N
	Exceeds 2.5 Hectares of Site Area	Jan-18	11,432.00	11,432.00	11,432.00	11,432.00	N
	Dwellings and other types of building - an additional fee for each 0.1 hectare over 2.5 hectares	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above categories	Jan-18	150,000.00	150,000.00	150,000.00	150,000.00	N
2	On land allocated for development in Brownfield Register, Development Plan or Neighbourhood Plan						
	(a) Stage 1 - PIP (Permission in Principle, per 0.1 hectare of site area)	Jan-18	402.00	402.00	402.00	402.00	N
	(b) Stage 2 - TDC (Technical detail consent)	Jan-18	Same as planning application		Same as planning application		N
<u>FULL APPLICATIONS AND RESERVED MATTERS</u>							
3	New dwellings - per dwelling up to 50	Jan-18	462.00	462.00	462.00	462.00	N
	New dwellings - Exceeds 50 Dwellings	Jan-18	22,859.00	22,859.00	22,859.00	22,859.00	N
	New dwellings: per dwelling over 50 dwellings	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above categories	Jan-18	300,000.00	300,000.00	300,000.00	300,000.00	N
4	Householder alterations or extensions to a dwelling including works within the curtilage	Jan-18	206.00	206.00	206.00	206.00	N
5	Alteration or extensions to 2 or more dwellings including works within the curtilage of a dwelling	Jan-18	407.00	407.00	407.00	407.00	N
6	Conversion of buildings into houses/flats each additional unit up to a maximum of 50	Jan-18	462.00	462.00	462.00	462.00	N
	Conversion of buildings into houses/flats - Exceeds 50 houses/flats	Jan-18	22,859.00	22,859.00	22,859.00	22,859.00	N
	Conversion of buildings into houses/flats - additional payment for each unit exceeding 50 houses/flats	Jan-18	138.00	138.00	138.00	138.00	N
7	Change of use of land	Jan-18	462.00	462.00	462.00	462.00	N
	Maximum fee for the above categories	Jan-18	300,000.00	300,000.00	300,000.00	300,000.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
	Date last revised	Charge Exclusive of VAT 01/04/2019 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2019 £	Charge Exclusive of VAT 01/04/2020 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2020 £	VAT Ind	
	Effective from						
8	Full Planning Permission for the erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than Category 10) (And First Reserved Matters Applications)						
	(a) Gross external floor space created does not exceed 465m ²	Jan-18	96.00	96.00	96.00	96.00	N
	(b) Gross external floor space exceeds 465m ² but not 540m ²	Jan-18	462.00	462.00	462.00	462.00	N
	(c) Gross external floor space created exceeds 540m ² but not 4215m ² , £462 for 540m ² , plus £462 for each 75m ² thereafter	Jan-18	462.00	462.00	462.00	462.00	N
	(d) Gross external floor space created exceeds 4215m ²	Jan-18	22,859.00	22,859.00	22,859.00	22,859.00	N
	(e) Each 75m ² over 4215m ²	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above categories	Jan-18	300,000.00	300,000.00	300,000.00	300,000.00	N
9	Agricultural Glasshouses and polytunnels up to 465m ²	Jan-18	96.00	96.00	96.00	96.00	N
	Agricultural Glasshouses and polytunnels exceeds 465m ²	Jan-18	2,580.00	2,580.00	2,580.00	2,580.00	N
10	<u>Other Buildings:</u>						
	a) No floor space created, e.g. shop front	Jan-18	234.00	234.00	234.00	234.00	N
	b) Up to 40m ²	Jan-18	234.00	234.00	234.00	234.00	N
	c) Over 40m ² but up to 75m ²	Jan-18	462.00	462.00	462.00	462.00	N
	d) Over 75m ² and per 75m ² or part thereof up to 3750m ²	Jan-18	462.00	462.00	462.00	462.00	N
	e) Over 3750m ²	Jan-18	22,859.00	22,859.00	22,859.00	22,859.00	N
	f) Per additional 75m ² over 3750m ²	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above categories	Jan-18	300,000.00	300,000.00	300,000.00	300,000.00	N
11	Erection, alteration of plant and machinery - 0.1 hectare or part thereof up to 5 hectares	Jan-18	462.00	462.00	462.00	462.00	N
	Erection, alteration of plant and machinery - for each additional 0.1 hectare over 5 hectares	Jan-18	138.00	138.00	138.00	138.00	N
	Exceeds 5 hectares	Jan-18	22,859.00	22,859.00	22,859.00	22,859.00	N
	For each additional 0.1 hectare in excess of 5 hectares.	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above categories	Jan-18	300,000.00	300,000.00	300,000.00	300,000.00	N
12	Car parks, service roads and other accesses	Jan-18	234.00	234.00	234.00	234.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
	Effective from	Date last revised	Charge Exclusive of VAT 01/04/2019 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2019 £	Charge Exclusive of VAT 01/04/2020 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2020 £	VAT Ind
13	Exploratory drilling for oil or gas - per 0.1 hectares or part thereof up to 7.5 hectares	Jan-18	508.00	508.00	508.00	508.00	N
	Exceeds 7.5 hectares	Jan-18	38,070.00	38,070.00	38,070.00	38,070.00	N
	Exploratory drilling for oil or gas - for each additional 0.1 hectare over 7.5 hectares	Jan-18	151.00	151.00	151.00	151.00	N
	Maximum fee for the above category	Jan-18	300,000.00	300,000.00	300,000.00	300,000.00	N
	Operations (other than exploratory drilling) for oil or gas - per 0.1 hectares or part thereof up to 15 hectares	Jan-18	257.00	257.00	257.00	257.00	N
	Exceeds 15 hectares	Jan-18	38,520.00	38,520.00	38,520.00	38,520.00	N
	Exploratory drilling for oil or gas - for each additional 0.1 hectare over 15 hectares	Jan-18	151.00	151.00	151.00	151.00	N
	Other operations (winning and working of minerals) excluding oil and gas - per 0.1 hectare or part thereof up to 15 hectares	Jan-18	234.00	234.00	234.00	234.00	N
	Exceeds 15 hectares	Jan-18	34,934.00	34,934.00	34,934.00	34,934.00	N
	Operations (other than exploratory drilling) for oil or gas - for each additional 0.1 hectare over 15 hectares	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above categories	Jan-18	78,000.00	78,000.00	78,000.00	78,000.00	N
14	Other operations (not coming within any of the above categories) for each 0.1 ha (or part thereof)	Jan-18	234.00	234.00	234.00	234.00	N
	Maximum fee for the above category.	Jan-18	2,028.00	2,028.00	2,028.00	2,028.00	N
	Use of land for: (a) The disposal of refuse or waste materials; (b) The deposit of material remaining after minerals have been extracted or (c) The storage of minerals in the open, for each 0.1 hectare up to 15 hectares	Jan-18	234.00	234.00	234.00	234.00	N
	More than 15 hectares	Jan-18	34,934.00	34,934.00	34,934.00	34,934.00	N
	For each additional 0.1 hectare over 15 hectares	Jan-18	138.00	138.00	138.00	138.00	N
	Maximum fee for the above category	Jan-18	78,000.00	78,000.00	78,000.00	78,000.00	N
	Vary or remove a condition	Jan-18	234.00	234.00	234.00	234.00	N
	Confirming compliance with condition(s) at £34 if permission in categories 4,5 or 6	Jan-18	34.00	34.00	34.00	34.00	N
	Confirming compliance with condition(s) at £116 if permissions in any other category.	Jan-18	116.00	116.00	116.00	116.00	N
15	Playing field for non-profit making club	Jan-18	462.00	462.00	462.00	462.00	N

Planning and Regeneration Services - General Fund

Scale of Charges 2020/21

		(A)	(B)	(C)	(D)		
		<----- 2019/20 ----->		<----- 2020/21 ----->			
	Effective from	Charge Exclusive of VAT 01/04/2019 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2019 £	Charge Exclusive of VAT 01/04/2020 £	Charge Inclusive of VAT where applicable @ 20% 01/04/2020 £	VAT Ind	
<u>ADVERTISEMENTS</u>							
16	On business premises or 'advance signs'	Jan-18	132.00	132.00	132.00	132.00	N
17	Advanced signs, not situated on or visible from the site	Jan-18	132.00	132.00	132.00	132.00	N
18	Other advertisements	Jan-18	462.00	462.00	462.00	462.00	N
<u>DETERMINATIONS</u>							
19	Prior approval of details required for agricultural or forestry permitted development	Jan-18	96.00	96.00	96.00	96.00	N
20	Prior approval of details required for telecommunications equipment	Jan-18	462.00	462.00	462.00	462.00	N
21	Whether prior approval of details required for demolition of building	Jan-18	96.00	96.00	96.00	96.00	N
22	Householder Prior Notifications	Jan-18	No Charge		No Charge		N
23	Change of Use Prior Notifications	Jan-18	96.00	96.00	96.00	96.00	N
24	Change of Use Prior Notifications and associated building operations	Jan-18	206.00	206.00	206.00	206.00	N
<u>LAWFUL DEVELOPMENT /USE CERTIFICATE</u>							
25	Lawful Existing Use/Development of Land, Buildings or Operations (Sections 191(1)(a) or (b)) - Same fee as if it was a planning application	Jan-18	Same fee as if it was a planning application		Same fee as if it was a planning application		N
26	Failure to comply within a Condition (Section 191(1)(c))	Jan-18	234.00	234.00	234.00	234.00	N
27	Lawful Proposed Use/Development of Land, Buildings or Operations (Sections 192(1) (a) or (b))	Jan-18	Same fee as if it was a planning application		Same fee as if it was a planning application		N
<u>NON MATERIAL AMENDMENT</u>							
28	Permission in Category 4 above	Jan-18	34.00	34.00	34.00	34.00	N
29	Any other category	Jan-18	234.00	234.00	234.00	234.00	N

General Fund Capital Programme

	Proposed Source of Financing	2020/21 Budget £	2021/22 Budget £	2022/23 Budget £	2023/24 Budget £
Expenditure					
Corporate Finance and Governance Portfolio					
Information and Communications Technology Core Infrastructure	R1/R2	55,000	55,000	55,000	55,000
Enhanced Equipment replacement - Printing and Scanning	R1/R2	-	3,610	-	-
Office Rationalisation	R1/R2	31,760	-	-	-
		86,760	58,610	55,000	55,000
Environment and Public Space Portfolio					
Laying Out Cemetery	R2	168,470	-	-	-
		168,470	-	-	-
Housing Portfolio					
Replacement Scan Stations	R2	12,000	-	-	-
Disabled Facilities Grants	G3	757,000	757,000	757,000	757,000
		769,000	757,000	757,000	757,000
Leisure and Tourism Portfolio					
Replacement of beach hut supports - The Walings	R2	-	-	11,620	-
		-	-	11,620	-
Total General Fund Capital Programme		1,024,230	815,610	823,620	812,000
Financing					
Specific Financing					
Disabled Facilities Grant	G3	(757,000)	(757,000)	(757,000)	(757,000)
		(757,000)	(757,000)	(757,000)	(757,000)
General Financing					
Direct Revenue Contributions	R1	(55,000)	(55,000)	(55,000)	(55,000)
Capital Commitments Reserve	R2	(212,230)	(3,610)	(11,620)	-
		(267,230)	(58,610)	(66,620)	(55,000)
Total Funding of General Fund Capital Programme		(1,024,230)	(815,610)	(823,620)	(812,000)

RESERVES

	Balance 31 March 2019 £	Contribution from Reserves 2019/20 £	Contribution to Reserves 2019/20 £	Balance 31 March 2020 £	Contribution from Reserves 2020/21 £	Contribution to Reserves 2020/21 £	Balance 31 March 2021 £
Earmarked Reserves							
Revenue Commitments Reserve	11,800,429	(11,579,429)	0	221,000	0	0	221,000
Capital Commitments Reserve	4,868,390	(4,640,930)	0	227,460	(212,230)	0	15,230
Forecast Risk Fund	3,497,114	(890,612)	76,870	2,683,372	0	461,490	3,144,862
Asset Refurbishment / Replacement Reserve	134,777	0	1,134,511	1,269,288	0	0	1,269,288
Beach Recharge Reserve	1,500,000	0	0	1,500,000	0	0	1,500,000
Benefit Reserve	999,790	0	0	999,790	0	0	999,790
Building for the Future Reserve	1,332,580	0	1,277,170	2,609,750	(1,370,940)	0	1,238,810
Business Rate Resilience Reserve	1,758,422	0	0	1,758,422	0	0	1,758,422
Careline System Replacement Reserve	37,215	(37,215)	0	0	0	0	0
Commuted Sums Reserve	297,722	(28,000)	0	269,722	(28,000)	0	241,722
Crematorium Reserve	154,252	0	0	154,252	0	0	154,252
Election Reserve	90,000	(120,000)	30,000	0	0	30,000	30,000
Haven Gateway Partnership Reserve	75,000	0	0	75,000	0	0	75,000
Leisure Capital Projects Reserve	100,000	(574,500)	575,000	100,500	0	50,000	150,500
Planning Inquiries and Enforcement Reserve	259,000	(160,000)	0	99,000	(20,000)	0	79,000
Residents Free Parking Reserve	221,000	0	0	221,000	0	0	221,000
Specific Revenue Grants Reserve - Homelessness	81,551	(81,551)	0	0	0	0	0
	27,207,242	(18,112,237)	3,093,551	12,188,556	(1,631,170)	541,490	11,098,876
Uncommitted Reserve	4,000,000	0	0	4,000,000	0	0	4,000,000
Total Reserves	31,207,242	(18,112,237)	3,093,551	16,188,556	(1,631,170)	541,490	15,098,876

Special Expenses 2020/21

	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	268,600	96,033	364,633	17,167.3	21.24	9.07
Frinton and Walton	80,748	55,026	135,774	7,982.0	17.01	4.84
Harwich	73,492	15,636	89,128	5,501.7	16.20	4.03
Lawford	5,271	-	5,271	1,582.9	3.33	(8.84)
Manningtree	(5,838)	-	(5,838)	336.1	(17.37)	(29.54)
All other Parishes	-	-	-	-	-	(12.17)
	422,273	166,695	588,968			

The total value of Special Expenses of £588,968 reduces the General Council Tax by £12.17

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 2020/21 Special Expenses with 2019/20

	2019/20				2020/21				Change in net impact on total Band D Tax ⁽¹⁾	% Change in Special Expenses levy (Col. G compared to Col. C)
	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)		
	(£)		(£)	(£)	(£)	(£)	(£)	(£)	%	
Clacton	324,456	16,925.2	19.17	8.13	364,633	17,167.3	21.24	9.07	0.94	10.80
Frinton and Walton	121,434	7,844.6	15.48	4.44	135,774	7,982.0	17.01	4.84	0.40	9.88
Harwich	79,014	5,453.0	14.49	3.45	89,128	5,501.7	16.20	4.03	0.58	11.80
Lawford	4,746	1,550.9	3.06	(7.98)	5,271	1,582.9	3.33	(8.84)	(0.86)	8.82
Manningtree	(5,840)	336.2	(17.37)	(28.41)	(5,838)	336.1	(17.37)	(29.54)	(1.13)	0.00
All other Parishes	-	-	-	(11.04)	-	-	-	(12.17)	(1.13)	-
	523,810				588,968					

Note

1. An amount in brackets is a reduction in levy between the two years.

REQUISITE BUDGET CALCULATIONS 2020/21

- (a) It be noted that on 21 January 2020 the Council determined in accordance with the Local Government Act 2003 Section 75, the discounts for second homes and long term empty properties. On 21 January 2020 the Corporate Finance and Governance Portfolio Holder agreed in accordance with delegated power 3.36(8) the following amounts for the year 2020/21 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 January 2020.
- (i) 48,392.0 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 G 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 £588,968.

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 G column (2)

(d) That the following amounts be calculated by the Council for the year 2020/21 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:

- (i) £112,206,820 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) £103,852,430 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) £8,354,390 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) £172.64 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) £588,968 Being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- (vi) £160.47 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 G 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.

NB: all figures exclude Parish Precepts which are subject to confirmation, but they will be reported to Council on 11th February 2020.

CALCULATION OF DISTRICT AND PARISH/TOWN 2020/21 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	17,167.3			364,633	21.24	364,633	21.24	160.47	181.71
Parishes of:									
Alresford	778.9	TBC	TBC					160.47	160.47
Ardleigh	963.4	TBC	TBC					160.47	160.47
Beaumont-cum-Moze	125.2	TBC	TBC					160.47	160.47
Great Bentley	888.8	TBC	TBC					160.47	160.47
Little Bentley	118.0	TBC	TBC					160.47	160.47
Bradfield	484.0	TBC	TBC					160.47	160.47
Brightlingsea	2,866.0	TBC	TBC					160.47	160.47
Great Bromley	385.4	TBC	TBC					160.47	160.47
Little Bromley	100.4	TBC	TBC					160.47	160.47
Little Clacton	1,030.3	TBC	TBC					160.47	160.47
Elmstead	721.6	TBC	TBC					160.47	160.47
Frating	212.8	TBC	TBC					160.47	160.47
Frinton and Walton	7,982.0	TBC	TBC	135,774	17.01	135,774	17.01	160.47	177.48
Harwich	5,501.7	TBC	TBC	89,128	16.20	89,128	16.20	160.47	176.67
Lawford	1,582.9	TBC	TBC	5,271	3.33	5,271	3.33	160.47	163.80
Manningtree	336.1	TBC	TBC	(5,838)	(17.37)	(5,838)	(17.37)	160.47	143.10
Mistley	1,043.9	TBC	TBC					160.47	160.47
Great Oakley	361.3	TBC	TBC					160.47	160.47
Little Oakley	376.7	TBC	TBC					160.47	160.47
Ramsey and Parkeston	721.2	TBC	TBC					160.47	160.47
St Osyth	1,863.7	TBC	TBC					160.47	160.47
Tendring	284.4	TBC	TBC					160.47	160.47
Thorpe-le-Soken	768.9	TBC	TBC					160.47	160.47
Thorrington	504.6	TBC	TBC					160.47	160.47
Weeley	724.3	TBC	TBC					160.47	160.47
Wix	300.9	TBC	TBC					160.47	160.47
Wrabness	197.3	TBC	TBC					160.47	160.47
	<u>48,392.0</u>	<u>0</u>		<u>588,968</u>		<u>588,968</u>			

PRECEPTS ON THE COLLECTION FUND

2019/20			2020/21		
47,455.2		Council Tax Base	48,392.0		
Amount	Council Tax		Amount	Council Tax	Change in Tax
£'000	£		£'000	£	%
13,557	285.67	Total Net Budget	14,582	301.33	
(4,892)	(103.08)	Less Government Support/Business Rates	(4,867)	(100.57)	
8,665	182.59	Net District Council Expenditure	9,715	200.76	
(710)	(14.95)	Less Collection Fund (surplus)/deficit	(1,361)	(28.12)	
7,955	167.64	District Council Services	8,354	172.64	2.98%
7,431	156.60	District General Expenses	7,765	160.47	2.47%
524	11.04	District Special Expenses	589	12.17	10.24%
7,955	167.64	Council Tax Requirement (TDC)	8,354	172.64	2.98%
1,874	39.49	Parish Council Services	TBC	TBC	
9,829	207.13	Council Tax Requirement	TBC	TBC	

DISTRICT COUNCIL TAX AMOUNTS 2020/21

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	121.14	141.33	161.52	181.71	222.09	262.47	302.85	363.42
Parishes of :								
Alresford	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Ardleigh	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Beaumont-cum-Moze	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Great Bentley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Little Bentley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Bradfield	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Brightlingsea	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Great Bromley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Little Bromley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Little Clacton	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Elmstead	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Frating	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Frinton and Walton	118.32	138.04	157.76	177.48	216.92	256.36	295.80	354.96
Harwich	117.78	137.41	157.04	176.67	215.93	255.19	294.45	353.34
Lawford	109.20	127.40	145.60	163.80	200.20	236.60	273.00	327.60
Manningtree	95.40	111.30	127.20	143.10	174.90	206.70	238.50	286.20
Mistley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Great Oakley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Little Oakley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Ramsey and Parkeston	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
St Osyth	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Tendring	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Thorpe-le-Soken	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Thorrington	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Weeley	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Wix	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94
Wrabness	106.98	124.81	142.64	160.47	196.13	231.79	267.45	320.94

CALCULATION OF ESTIMATED SURPLUS ON THE COLLECTION FUND FOR 2020/21

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 **£1.361m** (£0.400m surplus on Council Tax and a £0.961m surplus on Business Rates). This surplus must be taken into account when setting the 2020/21 budget.

	COUNCIL TAX		BUSINESS RATES	
	Original Estimate £'000	Latest Estimate £'000	Original Estimate £'000	Latest Estimate £'000
Income for the Year	(82,713)	(85,815)	(26,019)	(27,406)
Expenditure				
Precepts/Share of Income				
- Essex County Council	60,289	60,289	2,310	2,310
- Essex Fire	3,438	3,438	257	257
- Essex Police	9,157	9,157	-	-
- Tendring District Council	9,829	9,829	10,265	10,265
- Central Government	-	-	12,831	12,831
Balances				
- Essex County Council	1,625	1,625	100	100
- Essex Fire	94	94	11	11
- Essex Police	225	225	-	-
- Tendring District Council	264	264	446	446
- Central Government	-	-	557	557
Other Business Rate Payments	-	-	356	354
(Surplus)/Deficit for Year	2,208	(894)	1,114	(275)
Add (Surplus)/Deficit Brought Forward	(2,208)	(2,470)	(1,114)	(2,127)
(Surplus)/Deficit Carried Forward	-	(3,364)	-	(2,402)
Allocated to:		£'000		£'000
- Essex County Council		(2,452)		(216)
- Essex Fire		(140)		(24)
- Essex Police		(372)		-
- Tendring District Council		(400)		(961)
- Central Government		-		(1,201)
		(3,364)		(2,402)

Prudential Indicators 2019/20, 2020/21 and forecasts for 2021/22 to 2022/23**INDICATORS FOR PRUDENCE****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 £000s	2019/20 Original	2020/21 Estimate	2021/22 Forecast	2022/23 Forecast
Total Capital Expenditure	2,637	1,024	816	824
Financing - General Fund				
Coast protection grant	(602)	-	-	-
Disabled Facilities Grant	(757)	(757)	(757)	(757)
Capital receipts	(64)	-	-	-
Direct revenue contributions	(100)	(55)	(55)	(55)
Earmarked reserves	(1,114)	(212)	(4)	(12)
Total Capital Financing	(2,637)	(1,024)	(816)	(824)
Net Financing need (External Borrowing)	0	0	0	0

Housing Revenue Account Capital Schemes £000	2019/20 Original	2020/21 Estimate	2021/22 Forecast	2022/23 Forecast
Total Capital Expenditure	3,176	3,457	3,176	3,176
Financing - Housing Revenue Account				
Major repairs reserve	(3,176)	(3,176)	(3,176)	(3,176)
Direct revenue contributions	-	(281)	-	-
Total Capital Financing	(3,176)	(3,457)	(3,176)	(3,176)
Net Financing need (External Borrowing)	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	2019/20 Original £000	2020/21 Estimate £000	2021/22 Forecast £000	2022/23 Forecast £000
General Fund	5,449	5,230	5,021	4,820
Housing Revenue Account	40,106	38,442	36,778	34,563
Total	45,555	43,672	41,799	39,383

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	2019/20	2020/21	2021/22	2022/23
	Original	Estimate	Forecast	Forecast
	£000	£000	£000	£000
Capital Financing Requirement	45,555	43,672	41,799	39,383
External debt	40,312	38,592	36,921	34,699
Internal borrowing	5,243	5,080	4,878	4,684

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	2019/20	2020/21	2021/22	2022/23
	Original	Estimate	Forecast	Forecast
	£000	£000	£000	£000
Operational boundary - borrowing	67,704	67,525	67,469	68,012
Authorised limit - borrowing	76,455	76,113	76,042	76,749

INDICATORS FOR AFFORDABILITY**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	2019/20	2020/21	2021/22	2022/23
	Original	Estimate	Forecast	Forecast
	%	%	%	%
General Fund	-0.64	-1.61	-1.19	-1.26
Housing Revenue Account	46.23	45.06	43.90	46.55

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

24 JANUARY 2020

JOINT REPORT OF THE HOUSING PORTFOLIO HOLDER AND CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER

A.5 HOUSING REVENUE ACCOUNT BUDGET PROPOSALS 2020/2021

(Report prepared by Richard Barrett and Richard Hall)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To seek Cabinet's approval of the final HRA budget proposals 2020/21 (including fees and charges, capital programme and movement in HRA Balances) for recommendation to Council on 11 February 2020.

EXECUTIVE SUMMARY

- At the meeting on the 20 December 2019, Cabinet considered the initial Housing Revenue Account Budget Proposals 2020/21. The budget proposals at that time provided for a surplus of **£0.363m** that was to be contributed to the HRA Capital Programme.
- The initial budget proposals were subject to consultation with the Resources and Services Overview and Scrutiny Committee which met on the 6 and 8 January 2020 to consider them and their comments are set out in this report along with the response from the Housing Portfolio Holder.
- Since the Cabinet's meeting on 20 December 2019, only a very limited number of changes have been required, primarily as a result of new or revised information becoming available.
- The changes required result in a revised surplus for 2020/21 of **£0.281m**, a change of **£0.082m** compared to the **£0.363m** surplus presented to Cabinet in December 2019. **Appendix A** provides further details across the various lines of the HRA budget.
- This figure may change as further adjustments may be required as part of finalising the budget for presenting to Council on 11 February 2020, with a delegation included in the recommendations to reflect this.
- The revised forecast surplus of **£0.281m** in 2020/21 has remained as a contribution to the Capital Programme as originally set out in December, albeit at a lower amount. The proposed HRA Capital Programme for 2020/21 therefore now totals **£3.457m** and continues to provide for a range of schemes and projects as set out within **Appendix C**.
- The average weekly rent remains unchanged to the figure reported in December at **£82.42**, an increase of 2.7% over the comparable figure of **£80.25** for 2019/20.
- All other figures presented to Cabinet in December 2019 remain unchanged and include the following:

1) The HRA general balance is forecast to total **£5.029m** at the end of 2020/21, which retains a strong financial position against which the Housing Strategy and associated HRA 30 year Business Plan can be developed.

2) HRA debt continues to reduce year on year as principal is repaid with a total debt position at the end of 2020/21 forecast to be **£38.442m** (A reduction of **£1.664m** compared with the figure at the end of this year).

RECOMMENDATION(S)

(a) That if the financial position changes prior to Council considering the HRA budget on 11 February 2020, Cabinet agrees a delegation to the Chief Executive to adjust the forecast / budget, including the use of reserves, in consultation with the Housing Portfolio Holder;

(b) that Cabinet thanks the Resources and Services Overview and Scrutiny Committee for the work they have undertaken and continue to undertake in supporting the development of the forecast / budgets and agrees the comment of the Housing Portfolio Holder in response to the one made by the Committee as set out in this report;

That subject to a) above, Cabinet approves and recommends to Full Council on 11 February 2020:

(c) A 2.7% increase in dwelling rents in 2020/21 along with the detailed HRA Budget proposals for 2020/21 as set out in Appendices A to D

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 general balances are currently forecast to be **£5.029m** at the end of 2020/21, which although required to support the business plan and HRA investment in future years, provides 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.

Although subject to change as part of the development of the Housing Strategy, a 30 year HRA Business Plan is maintained that continues to demonstrate 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 always remains subject to the Government's housing policies.

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

The Regulator of Social Housing and its predecessor bodies have, at the Direction of Government, issued requirements and guidance to registered providers of social housing (which includes Local Authorities) in respect of rents. This has included the maximum levels of rent they can charge and annual increases in rents.

In 2016, Parliament passed the Welfare Reform and Work Act which, together with Regulations made under it, created a legislation-based regime of rent reduction across the sector by 1% per year until 2020. Therefore, since 2016, providers have been required to reduce rents by 1% per year across its housing stock.

In October 2017, the Government announced that at the end of the 4 year rent reduction period it intended to return to annual rent increases of up to CPI + 1%, implemented through the regulator's Rent Standard rather than through legislation.

The Secretary of State for Housing, Communities and Local Government published on 26 February 2019 a 'Direction to the Regulator' to set a Rent Standard that will apply from 1 April 2020. That Direction was published alongside the Government's Policy Statement on Rents (the Policy Statement) and the regulator is required to have regard to this when setting its Rent Standard.

The publication of the 'Direction to the Regulator' created an obligation on the regulator to prepare and consult on the new Rent Standard, which will apply from 2020 and fulfil the Secretary of State's Direction. The 2020 Rent Standard is, by Direction, to apply to all registered providers of social housing, including local authority registered providers.

The regulator may under section 194(2A) of the Housing and Regeneration Act 2008 set standards for registered providers requiring them to comply with specified rules about their levels of rent (and the rules may, in particular, include provision for minimum or maximum levels of rent or levels of increase or decrease of rent).

The Housing and Planning Act 2016 introduced a number of changes that had an impact on social housing, which via associated regulations are 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 2020/21 remains broadly in-line with the plan after taking into account relevant external factors and changes introduced by the Government since that date.

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

On 20 December 2019 Cabinet considered the initial Housing Revenue Account Budget Proposals 2020/21 for consultation with the Resources and Services Overview and Scrutiny Committee. The report set out an estimated surplus of **£0.363m** in 2020/21, which was proposed to be contributed to the HRA Capital Programme to support the continuation of the new build and acquisition project.

The development of the forecast / budget has continued since Cabinet's meeting on 20 December 2019, primarily to reflect the latest information such as the outcome of the annual review of recharges between the General Fund and Housing Revenue Account.

Subject to the recommendations set out in this report, Cabinet's final HRA Budget Proposals 2020/21 will be presented to Full Council on 11 February 2020.

RESOURCES AND SERVICES OVERVIEW AND SCRUTINY COMMITTEE COMMENTS

Cabinet has consulted with the Resources and Services Overview and Scrutiny Committee on the initial Housing Revenue Account Budget Proposals 2020/21.

The Committee met on 6 and 8 of January 2020 to consider the HRA budget proposals being put forward by Cabinet. The Committee's recommendation to Cabinet is set out below along with the response of the Housing Portfolio Holder:

RECOMMENDATION	The response of the Housing Portfolio Holder
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<p>That Cabinet be recommended to approve the retention of the estimated surplus of £363K in the HRA in 2020/21 for capital investment in the Council's housing stock.</p>	<p>The comment from the Committee is welcomed and the overall surplus remains as a contribution to the capital programme, albeit at a reduced amount of £0.281m due to the impact of the latest budget changes that have been required as set out elsewhere in this report.</p>
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LATEST HRA BUDGET PROPOSALS 2020/21

As highlighted earlier in this report, the HRA Budget Proposals considered by Cabinet at its 20 December 2019 meeting provided for a surplus of **£0.363m**, which was proposed to be contributed to the HRA Capital Programme.

This has subsequently been revised to a surplus of **£0.281m**, a reduction of **£0.082m** as set out in **Appendix A**. This change is due to revisions to the recharges between the HRA and the General Fund. It is still proposed to contribute this overall surplus of **£0.281m** to the capital programme in 2020/21 – this change in the surplus / contribution to the capital programme reduces the overall capital programme amount to **£3.457m** (from **£3.539m** reported in December).

All other figures reported to Cabinet in December and considered by the Resources and Services Overview and Scrutiny Committee remain unchanged with some key headlines as follows:

- Rents are proposed to be increased by 2.7% (CPI + 1%) resulting in an average weekly rent of **£82.42** in 2020/21
- **£6.313m** remains within the budget proposals for the major refurbishment and repairs to the housing stock.
- Current estimates put the total HRA reserves at **£11.281m** by the end of 2020/21, with the general balances element within this amount being **£5.029m**.
- With forecast repayments of principal of **£1.664m** in 2020/21, the level of HRA debt at the end of 2020/21 is forecast to be **£38.442m**.

As set out in the report to Cabinet in December, it is acknowledged that the Government may reconsider previous housing policy decisions or introduce new housing related initiatives / requirements on local authorities. This is in addition to potential changes to the regulatory regime surrounding fire safety following the Grenfell inquiry and Hackett review. Whilst the immediate impact on the Council's HRA stock is relatively minimal at this time given the adequacy of safety measures within the stock, there is significant cross sector concern surrounding the potential regulatory regime which is being proposed and potentially extended to buildings which do not exceed the current 18 meter plus threshold. The Council is currently working with the MHCLG and other social housing providers in an attempt to ensure that whatever regime is implemented provides for a safe living environment for residents whilst also being proportionate and affordable.

The HRA budget proposals for 2020/21 set out a robust position and with estimated balances of **£5.029m**, it presents a strong financial position against which the Housing Strategy and associated HRA 30 year Business Plan can be developed.

It is possible that further changes to the budget may be required 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 11 February 2020.

BUDGET SUMMARIES

Based on all of the adjustments set out elsewhere in this report, the proposed HRA budgets for 2020/2021 is summarised below.

HRA Revenue Budget

Table 1

	2019/20 Original Budget £m	2020/21 Original Budget £m
Direct Expenditure	6.532	6.585
Direct Income	(13.437)	(13.713)
Indirect Income / Expenditure including Financing Costs	6.830	6.847
NET (SURPLUS) / DEFICIT	(0.075)	(0.281)
Contribution to / (from) Reserves	0.075	0
Contribution to the Capital Programme	0	0.281

HRA Capital Programme

Table 2

	2020/21 Original Budget £m
EXPENDITURE	3.457
FINANCING	
Major Repairs Reserve	3.176
Direct Revenue Contribution	0.281
Total Financing	3.457

BACKGROUND PAPERS FOR THE DECISION

Working Papers in Accountancy

APPENDICES

Appendix A	HRA Budget Proposals 2020/21
Appendix B	HRA Proposed Service Charges / Fees and Charges 2020/21
Appendix C	HRA Capital Programme
Appendix D	HRA Reserves 2020/21

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Revenue Estimates 2020/21

Housing Revenue Account (HRA)

<u>Analysis by Type of Spend</u>	2019/20 Original Estimate	2020/21 Original Estimate
	£	£
Direct Expenditure		
Employee Expenses	1,090,540	1,132,930
Premises Related Expenditure	3,458,870	3,524,190
Transport Related Expenditure	20,370	20,370
Supplies & Services	531,040	531,040
Third Party Payments	1,030	1,030
Transfer Payments	17,000	17,000
Interest Payments	1,413,490	1,358,430
Total Direct Expenditure	6,532,340	6,584,990
Direct Income		
Other Grants, Reimbursements and Contributions	(8,000)	(8,000)
Sales, Fees and Charges	(534,360)	(536,200)
Rents Receivable	(12,843,320)	(13,117,260)
Interest Receivable	(51,600)	(51,600)
Total Direct Income	(13,437,280)	(13,713,060)
Net Direct Costs	(6,904,940)	(7,128,070)
Indirect Income/Expenditure		
FRS17/IAS19 Pension Costs	(447,690)	(500,810)
Service Unit and Central Costs	2,370,840	2,441,600
Capital Financing Costs	4,906,460	5,187,280
Total Indirect Income/Expenditure	6,829,610	7,128,070
Net Contribution to/(from) Reserves	75,330	0
Total for HRA	0	0

Housing Revenue Account (HRA)

<u>Analysis by Section/Function</u>	2019/20 Original Estimate £	2020/21 Original Estimate £
HRA - I&E - Capital Grants		
Indirect Income/Expenditure	0	0
Net Total	0	0
HRA - MIRS Items to be excluded from HRA balance		
Indirect Income/Expenditure	188,670	469,490
Net Total	188,670	469,490
HRA - MIRS Reversal of Capital Grant		
Indirect Income/Expenditure	0	0
Net Total	0	0
HRA - MIRS HRA - Contributions Payable to the Pension Scheme		
Direct Expenditure	428,460	427,820
Net Total	428,460	427,820
HRA - MIRS Total IAS 19 Adjustments		
Indirect Income/Expenditure	(525,310)	(569,580)
Net Total	(525,310)	(569,580)
HRA - MIRS Minimum Revenue Provision		
Indirect Income/Expenditure	1,664,300	1,664,300
Net Total	1,664,300	1,664,300
Total for Finance - Financing Items	1,756,120	1,992,030
HRA - Policy & Management		
Direct Expenditure	58,000	58,000
Direct Income	(2,200)	(2,200)
Indirect Income/Expenditure	259,820	328,570
Net Total	315,620	384,370
HRA - Unapportionable Central Overheads Contribution		
Indirect Income/Expenditure	275,720	275,720
Net Total	275,720	275,720
Total for Corporate Director and Administration Operational Services	591,340	660,090

HRA - Lease Holders Charges		
Direct Income	(84,000)	(84,000)
Indirect Income/Expenditure	36,430	33,650
Net Total	(47,570)	(50,350)
Total for Customer and Commercial Services	(47,570)	(50,350)
HRA - Managing Tenancies		
Direct Expenditure	398,030	(0)
Direct Income	0	0
Indirect Income/Expenditure	462,810	0
Net Total	860,840	(0)
HRA - Tenancy Management & Rent Collection		
Direct Expenditure	0	680,790
Direct Income	0	(8,440)
Indirect Income/Expenditure	0	617,410
Net Total	0	1,289,760
HRA - Rent Collection And Accounting		
Direct Expenditure	257,830	0
Direct Income	(8,440)	0
Indirect Income/Expenditure	155,990	0
Net Total	405,380	0
HRA - Right to Buy Administration		
Direct Expenditure	20,000	20,000
Direct Income	(26,000)	(26,000)
Indirect Income/Expenditure	56,370	60,350
Net Total	50,370	54,350
HRA - Pumping Stations		
Direct Expenditure	5,700	5,700
Direct Income	(4,290)	(2,620)
Indirect Income/Expenditure	3,510	4,790
Net Total	4,920	7,870
HRA - Sewerage Expenses		
Direct Expenditure	14,680	15,430
Direct Income	(16,750)	(17,050)
Indirect Income/Expenditure	5,980	7,300
Net Total	3,910	5,680

HRA - Communal Central Heating		
Direct Expenditure	70,310	82,410
Direct Income	(66,320)	(66,320)
Indirect Income/Expenditure	0	2,680
Net Total	3,990	18,770
HRA - Sheltered Units		
Direct Expenditure	319,360	337,460
Direct Income	(174,750)	(171,290)
Indirect Income/Expenditure	118,630	142,010
Net Total	263,240	308,180
HRA - Colne Housing Soc Shel Units		
Direct Expenditure	6,000	6,000
Net Total	6,000	6,000
HRA - Estate Sweeping		
Direct Expenditure	66,000	66,000
Net Total	66,000	66,000
HRA - Communal Cleaning		
Direct Expenditure	58,500	85,250
Direct Income	(31,520)	(31,520)
Indirect Income/Expenditure	970	4,640
Net Total	27,950	58,370
HRA - Communal Electricity		
Direct Expenditure	77,060	98,560
Direct Income	(73,010)	(70,000)
Indirect Income/Expenditure	5,690	9,870
Net Total	9,740	38,430
HRA - Estate Lighting		
Direct Expenditure	5,100	9,320
Indirect Income/Expenditure	380	0
Net Total	5,480	9,320
HRA - Maintenance Of Grounds		
Direct Expenditure	12,620	12,620
Direct Income	(55,080)	(64,760)
Indirect Income/Expenditure	183,650	209,480
Net Total	141,190	157,340

HRA - Tenants Rentals		
Direct Expenditure	0	0
Direct Income	(12,815,240)	(13,089,180)
Net Total	(12,815,240)	(13,089,180)
HRA - Rents & Other Charges		
Direct Expenditure	130,090	130,090
Net Total	130,090	130,090
HRA - Rent Income		
Direct Expenditure	0	0
Direct Income	(28,080)	(28,080)
Net Total	(28,080)	(28,080)
HRA - Interest Receivable		
Direct Income	(51,600)	(51,600)
Net Total	(51,600)	(51,600)
HRA - Rent Arrears Provision		
Direct Expenditure	156,500	156,500
Net Total	156,500	156,500
HRA - Interest Charges		
Direct Expenditure	1,413,490	1,358,430
Net Total	1,413,490	1,358,430
HRA - Capital Charges		
Indirect Income/Expenditure	3,053,490	3,053,490
Net Total	3,053,490	3,053,490
HRA - Use of Balances		
Contributions to/(from) reserves	75,330	0
Net Total	75,330	0
Total for Housing and Environmental Health	(6,217,010)	(6,450,280)
HRA - Repair & Maintenance		
Direct Expenditure	3,034,610	3,034,610
Direct Income	0	0
Indirect Income/Expenditure	882,510	813,900
Net Total	3,917,120	3,848,510
Total for Building and Engineering	3,917,120	3,848,510
Total for HRA	0	0

Housing Portfolio - HRA

Scale of Charges 2020/21

		(A) 2019/20	(B) 2019/20	(C) 2020/21	(D) 2020/21	VAT Ind
	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%	
Effective from		01/04/2019 £	01/04/2019 £	01/04/2020 £	01/04/2020 £	
<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-18	20.83	25.00	21.33	25.60	V
Without en-suite facilities (Vyntoner House, Kate Daniels House, Mead House, Crooked Elms)	Apr-18	16.67	20.00	17.08	20.50	V
Garage rents HRA (not subject to VAT unless separately let to non-council tenants)	Apr-18	8.84	8.84	9.08	9.08	*
<u>QUESTIONNAIRES</u>						
Second mortgage enquiries (per enquiry)	Apr-18	155.00	186.00	158.33	190.00	V
Solicitors enquiries on resale of council flats	Apr-18	155.00	186.00	158.33	190.00	V
<u>SERVICE CHARGES (per week)</u>						
Sewerage charges (not subject to VAT) (See Note 1):						
Treatment Works:						
Goose Green, Tendring	Apr-18	8.04	8.04	8.26	8.26	Z
Coronation Villas, Beaumont	Apr-18	7.99	7.99	8.21	8.21	Z
Whitehall Lane, Thorpe	Apr-18	5.40	5.40	5.55	5.55	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-18	7.53	7.53	7.73	7.73	Z
Septic Tanks	Apr-18	2.86	2.86	2.94	2.94	Z
Pumping Stations (not subject to VAT)	Apr-18	5.22	5.22	5.36	5.36	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-18	6.97	6.97	7.16	7.16	N
Double units	Apr-18	8.03	8.03	8.25	8.25	N
Belmans Court	Apr-18	1.63	1.63	1.67	1.67	N
Other Service Charges (not subject to VAT):						
Sheltered Housing:						
Grounds Maintenance	Apr-18	1.26	1.26	1.29	1.29	X
Communal Electricity	Apr-18	2.24	2.24	2.30	2.30	N

Non Sheltered Housing						
Grounds Maintenance	Apr-18	0.94	0.94	0.97	0.97	N
Communal Electricity	Apr-18	0.87	0.87	0.89	0.89	N

Communal Cleaning (not subject to VAT) (See Note 1):

Langham Drive, Clacton	Apr-18	2.72	2.72	2.79	2.79	N
Nayland Drive, Clacton	Apr-18	2.70	2.70	2.77	2.77	N
Boxted Ave (3 Storey) , Clacton	Apr-18	2.66	2.66	2.73	2.73	N
Boxted Ave (2 Storey) , Clacton	Apr-18	1.51	1.51	1.55	1.55	N
Polstead Way, Clacton	Apr-18	1.51	1.51	1.55	1.55	N
Porter Way, Clacton	Apr-18	1.28	1.28	1.31	1.31	N
Tanner Close, Clacton	Apr-18	1.20	1.20	1.23	1.23	N
Mason Road, Clacton	Apr-18	1.36	1.36	1.40	1.40	N
Maldon Way, Clacton	Apr-20	NEW		1.40	1.40	N
Groom Park, Clacton	Apr-18	1.41	1.41	1.45	1.45	N
Leas Road , Clacton	Apr-18	1.41	1.41	1.45	1.45	N
Rivers House, Walton	Apr-18	1.20	1.20	1.23	1.23	N
Rochford House, Walton	Apr-18	1.20	1.20	1.23	1.23	N
D'arcy House , Walton	Apr-18	1.20	1.20	1.23	1.23	N
Churchill Court, Dovercourt	Apr-18	1.55	1.55	1.59	1.59	N
Cliff Court, Dovercourt	Apr-18	1.81	1.81	1.86	1.86	N
Nichols Close, Lawford	Apr-20	NEW		2.46	2.46	N
Grove Avenue Walton	Apr-18	0.75	0.75	0.77	0.77	N

SHELTERED UNITS SERVICE CHARGES (Not subject to VAT) (see Note 2):

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) Only applies to tenants who are not in receipt of Housing Benefit

* Garage Rent - VAT:

Parking:

Council Tenant

N

Non-Council Tenant

V

Storage:

Homeless persons goods

N

Premises suitable for parking

V

Premises unsuitable for parking

X

HRA Capital Programme

	2019/20	2020/21	2021/22	2021/23	2023/24	2024/25
	Original	Budget	Budget	Budget	Budget	Budget
	Budget	Budget	Budget	Budget	Budget	Budget
	£	£	£	£	£	£
EXPENDITURE						
Improvements, enhancement & adaptation of the Council's housing stock	2,696,410	2,696,410	2,696,410	2,696,410	2,696,410	2,696,410
Disabled adaptations for Council Tenants	400,000	400,000	400,000	400,000	400,000	400,000
Information Technology upgrade and replacement	20,000	20,000	20,000	20,000	20,000	20,000
New Build Initiatives and Acquisitions	0	280,820	0	0	0	0
Jaywick Sands Starter Homes	0	0	0	0	0	0
Cash Incentive Scheme	60,000	60,000	60,000	60,000	60,000	60,000
	3,176,410	3,457,230	3,176,410	3,176,410	3,176,410	3,176,410
FINANCING						
External Contributions	0	0	0	0	0	0
Capital Grants	0	0	0	0	0	0
Major Repairs Reserve	3,176,410	3,176,410	3,176,410	3,176,410	3,176,410	3,176,410
Direct Revenue Financing of Capital	0	280,820	0	0	0	0
	3,176,410	3,457,230	3,176,410	3,176,410	3,176,410	3,176,410

HRA RESERVES

APPENDIX D

	Balance 31 March 2019	Contribution from Reserves 2019/20	Contribution to Reserves 2019/20	Est. Balance 31 March 2020	Contribution from Reserves 2020/21	Contribution to Reserves 2020/21	Est. Balance 31 March 2021
	£	£	£	£	£	£	£
HRA Reserves							
HRA General Balance	5,028,190	(75,000)	75,330	5,028,520	0	0	5,028,520
HRA Commitments	2,890,558	(2,890,558)	0	(0)	0	0	(0)
Housing Repairs Reserve	864,260	(3,917,120)	3,917,120	864,260	(3,848,510)	3,848,510	864,260
Major Repairs Reserve	4,810,640	(3,753,620)	3,176,410	4,233,430	(3,176,410)	3,176,410	4,233,430
Total Reserves	13,593,648	(10,636,298)	7,168,860	10,126,210	(7,024,920)	7,024,920	10,126,210

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