

Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL

Cabinet

Date: Tuesday, 19th January, 2016

Time: 2.00 pm

Place: Committee Room 1 - Civic Suite

Contact: Colin Gamble

Email: colingamble@southend.gov.uk

A G E N D A

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Corporate Performance Management 2016/17**
Report of Chief Executive
- 4 Council Tax Base and Non-Domestic Rating Base 2016/17**
Report of Corporate Director for Corporate Services
- 5 Draft Housing Revenue Account Budget 2016/17 and Rent Setting**
Report of Corporate Director for Corporate Services and Corporate Director for People
- 6 Draft Capital Programme 2016/17 to 2019/20**
Report of Corporate Management Team
- 7 Draft Fees and Charges 2016/17**
Report of Corporate Management Team
- 8 Draft General Fund Revenue Budget 2016/17**
Report of Corporate Management Team
- 9 Exclusion of the Public**

To agree that, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 10 Establishment of a Local Authority Trading Company for Adult Social Care and site feasibility study for Delaware, Priory and Viking**
Report of Corporate Director for People

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Southend-on-Sea Borough Council

Report of Chief Executive and Town Clerk
To

Cabinet

On

19th January 2016

Report prepared by:
Leo Lord – Senior Business Management Advisor

Corporate Performance Management – 2016/17

People; Place; Policy and Resources Scrutiny Committees

Executive Councillor: Councillor Woodley

A Part 1 Public Agenda item

1. Purpose of Report

- 1.1. To agree the Council's corporate approach to performance management for 2016/17.

2. Recommendations

It is recommended that:

- 2.1. **Cabinet agrees the corporate performance measures to be monitored via the Monthly Performance Report (MPR) for 2016/17 - set out at Appendix 1.**
- 2.2. **Cabinet agrees the corporate priority actions, to support implementation of the Council's 2016/17 Corporate Priorities – set out at Appendix 2.**

3. Background

- 3.1. The Council's approach to corporate performance management and corporate priority actions and measures is reviewed each year to ensure that the most appropriate ones are identified for future monitoring.
- 3.2. The Council's Corporate Management Team reviewed the current basket of corporate indicators and has agreed to identify 28 performance indicators (as set out at Appendix 1) and 41 corporate priority actions (as set out at Appendix 2). This is of similar scale to 2015/16.
- 3.3. As in previous years, it may be necessary to adjust indicators, actions and targets in the light of quarter 4 (January-March) information and it is, therefore, suggested that the Chief Executive, in consultation with the Leader of the Council and relevant portfolio holders, is authorised to finalise the list as further information becomes available.

4. Corporate Performance Indicators

4.1. Appendix 1 outlines the proposed corporate performance indicators for 2016/17. In selecting the basket of indicators, a number of factors have been taken into consideration, including:

- They are a priority for residents;
- They require particular focus for 2016/17;
- They are timely (ideally they can be reported regularly, ideally monthly);
- They can be monitored with minimal administrative effort;
- There are a spread of indicators that cover customers, staff, finance and key projects.

The 28 proposed corporate performance indicators breakdown against current Departments as:

- 11 People (6 Adult Services and Housing; 4 Children's Services; 1 Learning Services)
- 9 Place (4 Public Protection; 3 Planning; 2 Culture)
- 5 Corporate Services (2 People & Policy; 2 Finance & Resources; 1 Customer Services)
- 3 Public Health

Targets for indicators take into account that where possible, they are stretching but achievable, but also the potential impact of budget reductions and the economic climate.

5. Corporate Priority Actions

5.1 The proposed 2016/17 corporate priority actions are attached at Appendix 2. These will be included in the 2016/17 service plans, which are currently being developed. The proposed actions breakdown as:

- 15 People
- 17 Place
- 4 Corporate Services
- 4 Public Health
- 1 Joint

6. Reasons for Decision

To ensure measures and targets are in place by which the Council can assess its performance against its agreed Corporate Priorities.

Other Options

1. Significantly increasing the numbers of performance measures and indicators. This would place significant pressure on available resources to undertake the necessary monitoring, and would result in diverting resources from other priority areas.

2. Not identifying any Corporate Priority actions or indicators. This would leave the Council unable to monitor its performance against its key priorities or to assess whether resources are appropriately allocated.

7 Reasons for Recommendations

- 7.1 To identify corporate measures and targets against which the Council's performance can be monitored and managed effectively.

8 Corporate Implications

8.1 Contribution to Council's Vision & Corporate Priorities

The Council's corporate priorities help ensure that the Council's work reflects community and organisational needs and as such are a critical element of robust business planning arrangements. The proposed indicators and actions will enable residents and others to monitor and comment upon Council performance. Actions and indicators are also included in service plans.

8.2 Financial Implications

The Corporate Priorities help steer budget discussion and thereby help determine where resources will be allocated. Performance against the proposed measures throughout the year will help determine whether financial resources need to be redeployed to meet the priorities.

8.3 Legal Implications

There is no statutory duty to produce Corporate Priorities or Corporate Priority indicators, although it is considered good practice as part of strategic business planning.

8.4 People Implications - None

8.5 Property Implications - None

8.6 Equalities and Diversity Implications

The Council's Corporate Priorities have been identified to reflect local needs and the Corporate Priority indicators are selected to monitor progress against these.

8.7 Risk Assessment

Regular monitoring of performance against the Council's priorities will enable appropriate action to be taken to address any performance issues arising during the year.

8.8 Value for Money

Effective performance management is central to assessing whether the council is providing Value for money services, by enabling year on year and organisational benchmarking.

8.9 Community Safety Implications - None specific

8.10 Environmental Impact - None specific

9 Background Papers

2015/16 Monthly Performance Report

10 Appendices

Appendix 1 - Performance Indicators for 2016/17

Appendix 2 - Corporate Priority Actions for 2016/17

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Monthly Performance Report Performance Indicators 2016/17

Appendix 1

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2015/16 Target	2016/167 Target	Dept.	Comments
1	Yes	% of people who use services who receive direct payments (ASCOF 1C(2A))[Monthly Snapshot]	Aim to Maximise	30.9% 2014/15	n/a	30%	People – Adult Services and Housing	Benchmark – National 26.3%, Eastern Region 28.3% and similar LA 25.4%.
2	No	% of older people (65 and over) who were still at home 91 days after discharge to re-ablement/rehabilitation services [Quarterly Snapshot]	Aim to Maximise	82.80% (Oct)	86%	86%	People -Adult Services and Housing	Keeping the target the same.
3	No	% of adults in contact with secondary mental health services who are living in stable accommodation (ASCOF 1H)	Aim to Maximise	67.8% (Oct)	66%	66%	People – Adult Services and Housing	
4	No	% of adults with learning disabilities in paid employment [Quarterly Snapshot]	Aim to Maximise	11.6% (Oct)	10%	10%	People – Adult Services and Housing	
5	No	Delayed transfers of care from hospital (Social Care) [Cumulative]	Aim to Minimise	6 (Oct)	24	24	People -Adult Services and Housing	
6	No	Current Rent Arrears as % of rent due	Aim to Minimise	1.47% (Oct)	1.77%	1.7%	People -Adult Services and Housing	Top quartile in our benchmark group is 1.77% meaning our target is within the top quartile.
7	Yes	Rate of Early Help Assessments Completed (per 10,000)	Aim to Maximise	New Indicator	n/a	195	People – Children’s Services	2014/15 Benchmarking – Eastern Region 125.1, Southend 187.8.
8	No	Rate of children subject to a Child Protection Plan (per 10,000 population)[Monthly Snapshot]	Goldilocks	42.8 (Oct)	37.8-45.1	45.7-52.3	People – Children’s Services	Regional trend showing increase which is reflected in the change of target.
9	No	Rate of Looked After Children (per 10,000 population) [Monthly Snapshot]	Goldilocks	64.9 (Oct)	54.4-65	54.4-65	People – Children’s Services	

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2015/16 Target	2016/17 Target	Dept.	Comments
10	No	% of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	78.2% (Oct)	85%	85%*	People – Children's Services	*Following a change in procedure this target will need to be reviewed following final 2015/16 out-turn.
11	No	The % of children in 'good or outstanding' schools [Monthly Snapshot]	Aim to Maximise	81.62% (Oct)	75%	80%	People – Learning Services	Significant profiling work carried out to set target.
12	No	Number of hours delivered through volunteering within cultural services [Cumulative]	Aim to Maximise	9076 (Oct)	12,000	13,000	Place - Culture	
13	No	Number of participants and attendance at council owned / affiliated cultural and sporting activities and events [Cumulative]	Aim to Maximise	2,157,314 (Oct)	3,429,000	4,000,000	Place - Culture	
14	No	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	4920 (Oct)	7389	7389	Place – Public Protection	Carry over 2015/16 target
15	No	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	98% (Oct)	90%	92%	Place – Public Protection	
16	No	Number of reported missed waste collections per 100,000 [Monthly Snapshot]	Aim to Minimise	42 (Oct)	45	45	Place – Public Protection	
17	No	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	51.49% (Oct)	54%	54%	Place – Public Protection	
18	No	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	86.2% (Oct)	79%	79%	Place – Planning	
19	No	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	89.31% (Oct)	84%	84%	Place – Planning	2016/17 target represents top quartile performance (81% – all unitary)
20	No	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	95.66% (Oct)	90%	90%	Place – Planning	2016/17 target represents top quartile performance (90% – all unitary)

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2015/16 Target	2016/167 Target	Dept.	Comments
21	No	Govmetric measurement of customer satisfaction (3 channels)[Cumulative]	Aim to Maximise	92.26% (Oct)	≥80%	≥80%	Corporate Services – Customer Services	2015 /16 and beyond will see an increased drive for channel shift (from telephony to on line) so satisfaction with the phone service which has traditionally sustained overall customer satisfaction with the contact experience may drop. Hopefully this will be offset by increased satisfaction with the on line offering.
22	No	Number of payments made online [Cumulative]	Aim to Maximise	35,460 (Oct)	≥50,000pa	TBC*	Corporate Services – People & Policy	*Will need to be reviewed following 2015/16 outturn
23	No	% of Council Tax for 2016/17 collected in year [Cumulative]	Aim to Maximise	61.4% (Oct)	97.0%	97.1%	Corporate Services – Finance and Resources	
24	No	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	63.5% (Oct)	97.6%	97.6%	Corporate Services – Finance and Resources	
25	No	Working days lost per FTE due to sickness – excluding school staff [Cumulative]	Aim to Minimise	3.69 (Oct)	7.20	TBC*	Corporate Services – People and Policy	* Dependent on 2015/16 outturn figure
26	No	Number of people successfully completing 4 week stop smoking [Cumulative]	Aim to Maximise	518 (Oct)	1300	1300	Public Health	
27	No	Take up of the NHS Health Check programme by those eligible [Cumulative]	Aim to Maximise	4582 (Oct)	5673	5673	Public Health	
28	No	Number of Southend employers signed up to the public health responsibility deal [Cumulative]	Aim to Maximise	15 (Oct)	40	40	Public Health	

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2016/17 Draft Corporate Priority Actions by Council Aims and related Corporate Priorities
Aim: SAFE

Corporate Priority	Action	Due Date	Department
<ul style="list-style-type: none"> ➤ Create a safe environment across the town for residents, workers and visitors. ➤ Work in partnership with Essex Police and other agencies to tackle crime. ➤ Look after and safeguard our children and vulnerable adults. 	1. Deliver the priorities of the Strategic Intelligence Assessment to support a reduction in crime	31 st March 2017	Place
	2. Successfully implement the new parking enforcement contract	31 st March 2017	Place
	3. Implement the outcome of the 20 mph Speed Limit Scrutiny Project (subject to Council approval).	31 st March 2017	Place
	4. Implement and embed the Early Help offer redesign	31 st March 2017	People
	5. Monitor the implementation and delivery of the new commission the new Emotional Health and Wellbeing Service	31 st March 2017	People
	6. Implement and performance manage the Multi-Agency Risk Assessment Team	31 st March 2017	People

Aim: CLEAN			
Corporate Priority	Action	Due Date	Department
<ul style="list-style-type: none"> ➤ Continue to promote the use of green technology and initiatives to benefit the local economy and environment. ➤ Encourage and enforce high standards of environmental stewardship. 	7. Deliver a high performing waste collection and street cleansing service across the Borough including increasing the recycling/composting rate to 54%.	31st March 2017	Place
	8. Continue to utilise environmental enforcement powers where appropriate to maintain an attractive street scene for residents and visitors (Clean and Green)	31st March 2017	Place
	9. Implement the new model of service delivery for the Grounds Maintenance Service	31 st March 2017	Place
	10. Deliver the aspirations of the Council's Low Carbon Energy Strategy 2015-2020	31st March 2017	Place
	11. Continue to implementation the agreed corporate Energy Projects including the Southend Energy Partnership	31st March 2017	Place
	12. Produce a new Highway Asset Management Plan to support the maintenance and improvement of the roads, pavements and street furniture across the Borough	31st March 2017	Place
	13. Deliver and implement the Traffic & Highways Capital Programme	31 st March 2017	Place
	14. Deliver the programmed replacement of old street lighting lanterns with new LED type	Multi-year programme with annual targets	Place

Aim: HEALTHY			
Corporate Priority	Action	Due Date	Department
<ul style="list-style-type: none"> ➤ Actively promote healthy and active lifestyles for all. ➤ Work with the public and private rented sectors to provide good quality housing. ➤ Improve the life chances of our residents, especially our vulnerable children and adults, by working to reduce inequalities and social deprivation across our communities. 	15. Develop and implement an Accident Prevention Strategy	31 st March 2017	Public Health
	16. Develop a Mental Wellbeing Strategy	31 st March 2017	Public Health
	17. Develop a social marketing programme for health improvement	31 st August 2016	Public Health
	18. Develop a public health vision that informs prioritisation of public health needs within the community and revise the public health strategy to address these.	31 st December 2016	Public Health
	19. Deliver Phase 2 of the Streets Ahead programme	31 st March 2017	People
	20. Deliver Year 2 of the Fulfilling Lives programme to improve the life chances of children aged 0-3	31 st March 2017	People
	21. Narrow the achievement gap for all disadvantaged groups	31 st March 2017	People
	22. Develop and implement an asset based model of assessment and service provision across Adult Social Care	31 st March 2017	People
	23. Embed the integrated community recovery pathway as the standard model for service delivery in adult social care	31 st March 2017	People
24. Deliver the joint integrated work plan across children's, adults and community services.	31 st March 2017	People	

Aim: PROSPEROUS			
Corporate Priority	Action	Due Date	Department
<p>➤ Maximise opportunities to enable the planning and development of quality, affordable housing.</p> <p>➤ Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment.</p> <p>➤ Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and supported.</p> <p>➤ Ensure continued regeneration of the town through a culture led agenda.</p>	25. Work in partnership to develop affordable housing	30 th June 2016	People
	26. Deliver the agreed Council strategy for Southend adult social care homes and other care services	31 st March 2017	People
	27. Develop a secondary school places strategy to cater for the increasing pupil numbers	31 st March 2017	People
	28. Further develop the School Led School Improvement System (school-to-school support)	31 st March 2017	People
	29. Increase the number of schools judged as 'Good' or 'Outstanding'.	31 st March 2017	People
	30. Improve school attendance for the academic year 2016/17	31 st March 2017	People
	31. Seaway Car Park – to bring forward the development of a leisure-led scheme, including the relocation of coach parking and the seafront area waste depot, 2016/17 actions: <ul style="list-style-type: none"> • To support Turnstone to submit a planning application • To meet the Coach Park Relocation Condition • To support Turnstone in securing prime tenants 	31 st March 2016 30 th June 2016 31 st August 2016	Corporate Services

<p>32. Airport Business Park – to bring forward development of land north of Aviation Way over 15-20 years for a Business Park via a development partnership, 2016/17 actions:</p> <ul style="list-style-type: none"> • To commence Phase 1 infrastructure works • To agree Westcliff Rugby Club relocation strategy and commence work • To submit a planning application for the Innovation centre 	<p>31st July 2016 30th September 2016 30th September 2016</p>	<p>Corporate Services/Place</p>
<p>33. Queensway Area Regeneration Project, 2016/17 actions:</p> <ul style="list-style-type: none"> • Progress the finance option and housing plans for the Queensway area regeneration project • Consultation and communication with existing residents of the Queensway development to inform specifications for the redevelopment. 	<p>31st March 2017 31st March 2017</p>	<p>Corporate Services/People/Place</p>
<p>34. Continue to make the case for Growth Fund Investment in Southend by working with the South Essex Growth Partnership and SELEP</p>	<p>31st March 2017</p>	<p>Place</p>
<p>35. Develop a Smart Cities Strategy and associated projects</p>	<p>31st March 2017</p>	<p>Place</p>
<p>36. Delivery of Seafront Lagoon</p>	<p>31st March 2017</p>	<p>Place</p>
<p>37. Complete detailed design for the Seafront Museum</p>	<p>31st March 2017</p>	<p>Place</p>

Aim: EXCELLENT			
Corporate Priority	Action	Due Date	Department
<ul style="list-style-type: none"> ➤ Work with and listen to our communities and partners to achieve better outcomes for all. ➤ Enable communities to be self-sufficient and foster pride in the town. ➤ Promote and lead an entrepreneurial, creative and innovative approach to the development of our town. 	38. Implement the recommendations from the Library Review	31 st March 2017	Place
	39. Southend Way – To continue to embed the Southend Way cultural change programme. (Aspiration programme – Council)	31st March 2017	Corporate Services
	40. Identify and support opportunities that improve community capacity and resilience (Aspiration programme for the borough)	31st March 2017	Corporate Services
	41. Work with Government and local partners develop and deliver a devolution deal which maximises the benefits for Southend, building on City Deal and profile of the Thames Gateway	31st March 2017	Place

Southend-on-Sea Borough Council

Report of Corporate Director for Corporate Services
to
Cabinet
On
19 January 2016

Agenda
Item No.

Report prepared by: Christine Lynch
Group Manager - Revenues

Council Tax Base and National Non Domestic Rating Base 2016/17
Policy & Resources Scrutiny Committee
Executive Councillor: Councillor Ron Woodley
A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To enable a valid Council Tax to be determined, the calculation of the Tax Base at the commencement of the forthcoming financial year needs to be approved. This report shows the calculation of the Council Tax Base for 2016/17.
- 1.2 To approve the National Non Domestic Rates (NNDR1) form that must be submitted to the Department of Communities and Local Government (DCLG) by 31 January 2016.

2. Recommendations

In respect of the Council Tax Base

- 2.1 **That in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003) and Local Government Finance Act 2012 (Calculation of billing authority's council tax base Section 15):**

The Local Council Tax Support Scheme for 2016/17 approved by Council on 10 December 2015, be incorporated into the Council Tax base setting as outlined in Appendices A and B;

That the changes to Council Tax discounts and exemptions approved by Cabinet on 5 January 2016 be introduced with effect from 1 April 2016 and these will be incorporated into the Council Tax Base:-

- Properties requiring or undergoing structural alteration or major repairs (Class D) as allowed by Section 11A of the Local Government Finance Act 2012 will be set at 0%;
- Vacant and substantially unfurnished properties (Class C) as allowed by Section 11A of the Local Government Finance Act 2012 to be entitled to receive a discount of 100% for up to 1 months. If Class D is applicable then there is no entitlement to Class C;

That the following discounts and exemptions that were originally approved by Council on 13 December 2012 will remain unchanged from 1 April 2016 and these will also be incorporated into the Council Tax Base;

- Second homes (Classes A and B) as allowed by Section 11A of the Local Government Finance Act 2012 will be set at 0%;
- Long-term empty homes (Class C) as allowed by Section 11A of the Local Government Finance Act 2012, a surcharge of 50% will be set allowing a full charge of 150% where they have been unoccupied for more than 2 years;
- That a continuous 6 week period of occupancy is required between empty periods before a further discount can be awarded.

2.2 The amount calculated by Southend-on-Sea Council as its Council Tax Base for the year 2016/17 shall be 55,701.27;

2.3 The amount calculated by Southend-on-Sea Council as the Council Tax Base in respect of Leigh-on-Sea Town Council for the year 2016/17 shall be 8,645.94;

In respect of the Non-Domestic Rates Base (NNDR1 Form)

2.4 That the NNDR1 form attached at Appendix C be approved for submission to the DCLG.

Or in the event the final NNDR1 Form is not made available by DCLG in a timely fashion

2.5 That Cabinet note it will be necessary for the Head of Finance and Resources, in conjunction with the Leader of the Council, to approve the NNDR1 form for submission to the DCLG, and that the Head of Finance and Resources will include an explanation in a subsequent report to Council as to why it was not practical for Cabinet to use its own delegation.

3. Background

- 3.1 The Council Tax Base is the number of band D equivalent properties/dwellings, or looked at another way it is the amount of money the billing authority estimates it can raise for each £1 of council tax set at the band D level.
- 3.2 The Council is required under the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003 and Local Government Finance Act 2012 (Calculation of billing Authority's council tax base Section 15) to determine the Council Tax Base and notify major precepting authorities in the period 1 December to 31 January.
- 3.3 The Council is also required to calculate a tax base for the part of its area falling within the Leigh-on-Sea Town Council's area. The Town Council has been notified of their indicative Council Tax base to allow them to prepare their potential precept and Council Tax, and following Cabinets approval will be formally notified of the Council's decision in respect of their final Tax base.
- 3.4 As part of the Governments extensive finance reform changes from April 2013, the Council has to formally agree the submission of its Non Domestic Rates baseline for the forthcoming financial year. Given the importance of how the submitted baseline now impacts on the funding that will flow to the Authority from Government, the baseline now has to be approved in the same way as setting the Council Tax base.
- 3.5 Setting the Council Tax base is a Council function which usually requires full Council approval during the specified period. However, Section 67 to the Local Government Finance Act 1992 (as amended by section 84 to the Local Government Act 2003) excluded setting the tax base from having to be determined by Full Council. Thus it can be delegated under section 101 to the Local Government Act 1972 to a committee, the cabinet, or even an officer.
- 3.6 It was agreed on 13 December 2012 that Council delegate both the setting of the Council Tax base and the approval of the NNDR1 to Cabinet. This was to allow both to be considered by Cabinet in a timely fashion to meet the statutory 31 January deadline. In addition, The Council has delegated the authority to approve the NNDR1 form and the Council Tax Base to the Head of Finance and Resources, in conjunction with the Leader, subject to the delegation only being used where Cabinet is not able to approve the NNDR1 form or the Council Tax Base by the 31 January. Where this additional delegation is used, the Head of Finance and Resources will include an explanation in a subsequent report to Council as to why it was not practical for Cabinet to use its delegation.
- 3.7 Details of the tax base and the retained business rates will be reported to Cabinet and Council as part of the budget setting process.

4. **Council Tax Base**

- 4.1 The Regulations require the tax base to be based upon the District Valuer's List as at 30 November each year. This figure is then amended for the estimated activity on the Council Tax base from 1 December to 31 March. An early determination assists the Council and precepting authorities in their financial planning.
- 4.2 Since 1 April 2013, in addition to the forecasting of banding of properties and voids, the Council Tax base must also reflect the discretionary technical reforms of Council Tax (discounts and exemptions) together with the impact of the Local Council Tax Support Scheme because awards of Council Tax Support are classified as discounts and as such will have the effect of reducing the overall Council Tax base.
- 4.3 Exemption classes A & C were abolished with effect from 1 April 2013. Class A exemptions covered "vacant dwellings where major repair works or structural alterations are required, under way or recently completed (up to twelve months) whilst Class C exempt dwellings were "a vacant dwelling (i.e. empty and substantially unfurnished) (up to six months)".
- 4.4 In addition since 1 April 2013, Local authorities in England have had the choice to apply council tax discounts of between 0% and 50% for second homes, and to apply council tax discounts for empty dwellings at any level between 0% and 100%. Also, from 1 April 2013, an Empty Homes Premium of up to 50% can be charged on dwellings that had been empty for more than 2 years.
- 4.5 On 5 January 2016 Council approved to implement further changes that are set out in 2.1. Specifically, to uninhabitable and empty and unfurnished properties, and this will come into effect on 1 April 2016, regardless of when any previous discount has been awarded.
- 4.6 It was agreed by Council on 10 December 2015 that there should be no changes to the existing Local Council Tax Support Scheme for Southend-on-Sea approved by Council on 13 December 2012.

Calculation of the Council Tax Base

- 4.7 The calculation of the Council Tax Base commences with reference to the number of properties in each band of the valuation list as it stands at 30 November each year (the relevant day).
- 4.8 Adjustments are then made for:-
- (a) Any known alterations not shown on the valuation list on the relevant day.
 - (b) Properties exempt from council tax on the relevant day.
 - (c) Any reductions in banding awarded in respect of disabled persons as of the relevant day.

- (d) Any status discounts granted as they stand on the relevant day.
- (e) Any estimated changes likely to occur to the base information during the period from the relevant day to 31 March each year.
- (f) Impacts of local Council Tax Support Scheme.

4.9 Once these adjustments are made to each band, a calculation is made to express all bands as a Band D equivalent. The sum of Band D equivalent properties is then reduced by the Authority's anticipated allowance for changes in voids, discounts and exemptions and an allowance for changes in the provision for bad and doubtful debts (which is linked to the anticipated in year collection rate and collection of arrears). The result is the Council Tax Base for tax setting purposes.

4.10 The same exercise is carried out in respect of the area covered by Leigh-on-Sea Town Council. The Government consulted on the possibility of providing a separate Council Tax Base for Town and Parish Councils due to changes in Council Tax support. The consultation response was that the Government decided not to follow this option and therefore the same allowance must be applied to both calculations.

4.11 The Council Tax base for 2016/17 is therefore:-

	Southend-on-Sea	Leigh-on-Sea
Council Tax Base 2015/16	54,591.12	8,442.91
Council Tax Base 2016/17	55,701.27	8,645.94
Increase/(Decrease) in Tax Base 2015/16 to 2016/17	1,110.15	203.03
Percentage Increase/(Decrease) in Tax Base 2015/16 to 2016/17	2.03%	2.40%

The Council Tax base for Southend-on-Sea has increased as a result of a combination of more properties on the list coupled with the impact of the agreed discounts and exemptions.

4.12 The calculation of the Tax Base is set out in **Appendices A and B**.

5. National Non Domestic Rating Base (NNDR1 Form)

5.1 Under the Local Government Finance Act 1988 (as amended by the Local Government Finance Act 2012) from 1 April 2013 a proportion of non-domestic rates will be retained locally rather than paid into the central pool.

5.2 The NNDR1 form sets the anticipated amount of non-domestic rates that will be collected in the coming year and will therefore determine the respective shares between Central Government and Southend-on-Sea Council. There will be a retrospective cash adjustment by Government in the following financial year based on the final position for the financial year in question.

- 5.3 The NNDR1 form is in a defined format set by Government and changes from year to year. At the time of writing this report a revised form was received in late-December and we have been advised that this is the final version to use for 2016/17. However, it is possible that the DCLG may alter this form as late as January. This report has been based upon the form received in December and is therefore attached as Appendix C to this report. However, if the form changes and is not available in time for this meeting it may mean that the delegation allowing the Head of Finance and Resources, in conjunction with the Leader, to approve the form prior to submission may need to be invoked this year. The NNDR1 must be submitted by 31 January 2016. If this is the case then the completed form if available in time will be presented to Scrutiny Committees as appropriate.
- 5.4 The NNDR1 form at Appendix C shows business rate income (after adjusting for prior years) of £48.1m, of which this Council's share is £23.7m. In addition the Council receives a Business Rates Retention Grant and is in receipt of S31 grants in relation to small business rate relief and other reliefs to businesses funded directly by Government.

6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

The approval of the Council Tax Base and NNDR1 will enable a budget to be set for the forthcoming financial year and a Council Tax level to be set in line with statutory requirements.

6.2 Financial Implications

The financial implications of the approved Council Tax Base and NNDR1 will be included in the budget and council tax report for 2016/17 to be considered by Council on 25 February 2016.

These figures will be reflected in the budget proposals for 2016/17 and the Medium Term Financial Strategy.

6.3 Legal Implications

There is a statutory duty to approve the Council Tax Base and NNDR1 for 2016/17 and notify precepting authorities by 31 January 2016.

6.4 People Implications

None

6.5 Property Implications

None

6.6 Consultation

None

6.7 Equalities Impact Assessment

None

6.8 Risk Assessment

Assuming this report is approved, there is no risk that the Council will not meet its statutory duty to approve the Council Tax Base for 2016/17 and notify precepting authorities by 31 January 2016. In addition, it will also enable the statutory deadline of 31 January 2016 to be achieved for the submission of the NNDR1.

6.9 Value for Money

Under the Governments financial reforms for funding Local Government, the Council Tax Base and Non Domestic baseline are critical elements in determining the level of Council Tax and funding for the Authority.

6.10 Community Safety Implications

None

6.11 Environmental Impact

None

7. Background Papers

- Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003);
- Local Government Finance Act 2012 (Calculation of billing authority's council tax base Section 15);
- Valuation List for the Billing Authority area;
- CTB1 Return for 2015/16.

8. Appendices

Appendix A – Council Tax base calculation – Southend-on-Sea Council
Appendix B – Council Tax base calculation – Leigh Town Council
Appendix C – National Non Domestic Rates (NNDR1) Form

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NATIONAL NON-DOMESTIC RATES RETURN - NDR1**2016-17**

Please e-mail to: ndr.statistics@communities.gsi.gov.uk by no later than **31 January 2016**.
In addition, a certified copy of the form should be returned by no later than **31 January 2016** to the same email address

All figures must be entered in whole £

Please check the validation tabs and supply answers to the validation queries that require a comment

Select your local authority's name from this list:

South Ribbles
South Somerset
South Staffordshire
South Tyneside
Southampton
Southend-on-Sea

Authority Name
E-code
Local authority contact name
Local authority contact number
Local authority e-mail address

Southend-on-Sea
E1501

Please enter the name of your authority contact
Please enter your authority contact's phone number
Please enter your authority contact's email address

Ver 1.2

PART 1A: NON-DOMESTIC RATING INCOME**COLLECTIBLE RATES**

1. Net amount receivable from rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs and accounting adjustments

£

47,941,842

TRANSITIONAL PROTECTION PAYMENTS

2. Sums due to the authority

0

3. Sums due from the authority

0

COST OF COLLECTION (See Note A)

4. Cost of collection formula

238,425

5. Legal costs

0

6. Allowance for cost of collection

238,425

SPECIAL AUTHORITY DEDUCTIONS

7. City of London Offset : Not applicable for your authority

0

DISREGARDED AMOUNTS

8. Amounts retained in respect of Designated Areas. Not applicable for your authority

0

9. Amounts retained in respect of Renewable Energy Schemes (See Note B)

0

of which:

10. sums retained by billing authority

0

11. sums retained by major precepting authority

0

NON-DOMESTIC RATING INCOME

12. Line 1 plus line 2, minus lines 3 and 6 - 9

47,703,417

NATIONAL NON-DOMESTIC RATES RETURN - NDR1
2016-17

Please e-mail to: ndr.statistics@communities.gsi.gov.uk by no later than **31 January 2016**.
In addition, a certified copy of the form should be returned by no later than **31 January 2016** to the same email address

All figures must be entered in whole £

Please check the validation tabs and supply answers to the validation queries that require a comment

Local Authority : Southend-on-Sea

Ver 1

PART 1B: PAYMENTS

This page is for information only; please do not amend any of the figures

The payments to be made, during the course of **2016-17** to:

- i) the Secretary of State in accordance with Regulation 4 of the Non-Domestic Rating (Rates Retention) Regulations 2013;
- ii) major precepting authorities in accordance with Regulations 5, 6 and 7; and to be
- iii) transferred by the billing authority from its Collection Fund to its General Fund,

are set out below

	Column 1 Central Government	Column 2 Southend-on-Sea	Column 3	Column 4 Essex Fire Authority	Column 5 Total
Retained NDR shares	£	£	£	£	£
13. % of non-domestic rating income to be allocated to each authority	50%	49%	0%	1%	100%
Non-Domestic Rating Income for 2016-17					
14. Non-domestic rating income from rates retention scheme	23,851,709	23,374,674	0	477,034	47,703,417
15. (less) qualifying relief in Enterprise Zones	0	0	0	0	0
16. Not used this year					
17. TOTAL:	23,851,709	23,374,674	0	477,034	47,703,417
Other Income for 2016-17					
18. add: cost of collection allowance		238,425			238,425
19. add: amounts retained in respect of Designated Areas		0			0
20. add: amounts retained in respect of renewable energy schemes		0	0		0
21. add: qualifying relief in Enterprise Zones		0	0	0	0
22. add: City of London Offset		0			0
23. Not used this year					
Estimated Surplus/Deficit on Collection Fund					
24. Estimated Surplus/Deficit at end of 2015-16	86,733	84,999	0	1,735	173,467
TOTAL FOR THE YEAR					
25. Total amount due to authorities	23,938,442	23,698,098	0	478,769	48,115,309

Southend-on-Sea Borough Council

Report of Corporate Director for Corporate Services
and Corporate Director for People

to
Cabinet
on
19 January 2016

Agenda
Item No.

Report prepared by: Ian Ambrose
Group Manager, Financial Management

**Draft Housing Revenue Account Budget 2016/17 and Rent Setting
Policy and Resources Scrutiny Committee
Executive Councillor: Councillor David Norman
*A Part 1 Public Agenda Item***

1 Purpose of Report

This report sets out the Housing Revenue Account (HRA) budget for 2016/17, together with the information necessary to set a balanced budget as required by legislation.

This report has been drafted before new legislation, and associated regulations, proposed through the Welfare Reform and Work Bill affecting the rent levels for social housing and the Housing and Planning Bill imposing enforced sale of high value voids or an equivalent financial levy has been finalised, and therefore the assumptions made within this report may need substantial updating once the Government's proposals are made clear.

2 Recommendation

Cabinet are asked to recommend to Council

- 2.1 A rent reduction of 1% on secure tenancies, as required by the Welfare Reform and Work Bill;
- 2.2 An average rent increase of 3.39% on shared ownership properties;
- 2.3 An increase in hostel rents to the appropriate Local Housing Allowance rate, less 10% plus £60, as allowed by national guidance;
- 2.4 That the proposed rent changes in 2.1, 2.2 and 2.3 be effective from 4 April 2016;
- 2.5 The increases in other charges as set out in section 5;

- 2.6 Note the management fee proposed by South Essex Homes, as set out in section 6;
- 2.7 That from 1 April 2016, South Essex Homes be charged with setting and recovering service, heating and water charges directly, on a cost recovery only basis, and their management fee be reduced accordingly;
- 2.8 The appropriations to the Repairs Contract Pensions earmarked reserve and the HRA Capital Investment earmarked reserve, as set out in section 8;
- 2.9 Subject to 2.1 through to 2.8 above, the HRA budget as set out in Appendix 1; and
- 2.10 The value of the Council's capital allowance for 2016/17 be declared as £34.073M, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

3 Background

- 3.1 The Housing Revenue Account (HRA) is the statutory "landlord" account for the authority. For Southend therefore this expresses in financial terms the level of housing service provided within agreed policy guidelines.
- 3.2 The Council is obliged by law to set rents and other charges at a level to avoid a deficit on the HRA balance (i.e. the legal minimum balance at any time during the financial year must be greater than zero). This report proposes an HRA budget that avoids a deficit balance.
- 3.3 The estimates have been prepared alongside South Essex Homes, and incorporate their proposed management fee.
- 3.4 Summary estimates for the HRA are at Appendix 1.

4 Rent Increase

- 4.1 The average weekly rent charged on HRA secure tenancies is currently £86.90.
- 4.2 Under changes introduced by the Government in the proposed Welfare Reform and Work Act, the Council is obliged to reduce secure tenancy rents by 1%. This applies to both formula and affordable rents. This reverses the announcement made in the last year of the Coalition Government that rents would increase by CPI plus 1% for the next ten years, and the basis for planning the current HRA Medium Term Financial Forecast (MTFF). The Council will be able to continue with its policy to move rents to formula level on change of tenancy, although the formula rent will similarly need to fall by 1% as well. As currently written, the proposed Act obliges the rent reduction to apply to both general needs and sheltered accommodation, although there is provision for classes of accommodation to be exempted from the requirement through regulation. As yet no draft regulations have been published.

- 4.3 The rent reduction requirement does not apply to rents on shared ownership properties or temporary accommodation.
- 4.4 The rents for the Council's 14 shared ownership properties have traditionally been set on the same basis as a full Council dwelling, pro-rata'd to the Council's ownership. As these properties are not covered by the Government's reduction policy, it is recommended that these rents continue to increase as would be normal by CPI +1%, plus a move towards final convergence. Across the 14 properties, the Council's ownership ranges from 10% up to 75%. On average rents would increase by 3.39%, although individual rent rises will vary depending upon how near to rent convergence a particular rent is.
- 4.5 Similarly rents in the Council's hostels have traditionally been set with reference to formula rents for Council Dwellings, notwithstanding that the hostels are let as temporary accommodation. As these temporary tenancies are not subject to the Government's rent reduction policy, it provides an opportunity to review and potentially charge higher rent levels in recognition of the additional costs associated with managing temporary accommodation. There is a national formula which is applied to managing temporary accommodation of the Local Housing Allowance rate, minus 10% plus £60 per week, equivalent to about £160 per week, compared to the current average charge for a room of £69. This level will be deemed to be inclusive of relevant service charges. This higher level of rent for temporary accommodation is fully admissible for Housing Benefit. It is recommended that this new approach to temporary accommodation rents be adopted.
- 4.6 Notwithstanding the welfare reforms being brought in by the government, those whose rent is currently met through housing benefit should continue to receive the same degree of financial assistance. Clearly where rents are being reduced, any associated housing benefit will reduce pound for pound, leaving the tenant no better or worse off.
- 4.7 Members are however reminded that a proportion of tenants will be impacted by other welfare reforms regardless of the rent rise. Where working age tenants are in under occupation of their home, any housing benefit payable will be reduced by 14% for one extra bedroom or 25% for two or more extra bedrooms. The other major change that may affect some tenants is the imposition of the lower benefit cap, which would limit the totality of all benefits to a maximum of £20,000 per year (currently £23,000). Where total benefits, including housing benefit, exceed the cap, the housing benefit will have to be reduced to bring the total package back down to £20,000.
- 4.8 The effective date of any increase will be 4 April 2016, being the first Monday of the new rent year.

5 Other Fees and Charges

- 5.1 The HRA benefits from a number of income streams other than dwelling rents, the majority of which are set by the Council and therefore need a resolution for any increases.

Garages

- 5.2 Standard garages are currently charged at £10.80 per week for tenants (£12.96 being £10.80 plus VAT for non-tenants). It is recommended that these charges be increased to £11.00 per week for tenants (£13.20, being £11.00 plus VAT for non-tenants), being a 2% rise, being consistent with the standard approach taken across the Council's fees and charges. All variants on a standard garage will receive a proportionate increase.

Service and Water Charges

- 5.3 2010/11 saw the completion of the current round of service charge unpooling from the main rent. This was the process where previous "all-in" rent payment was split between the rent element and the service charge element. The reduced rental payment then resumed its convergence path with the formula rent. There are no proposals as part of this budget to unpool further costs from the main dwelling rental, although the situation will continue to be monitored for any new unpooling opportunities. There is therefore only the need to consider the uplift of the existing service charges currently levied. Over the past year, there has been a detailed review of the cost-recovery of service charges, which has confirmed that the overall income derived covers the cost of provision. It is therefore only necessary to recommend an average 1% inflationary increase in service charges. As service charges are based on actual costs for each block, individual charges could change by more or less than the average rise. This will enable service charges to be kept in line with the cost of providing the service. Service charges are generally covered by housing benefit where applicable.
- 5.4 Water charges are collected by the Council on behalf of Essex and Suffolk Water, with the actual cost being passed on to the tenant. The Council receives a commission payment from the water company for providing this service.

Heating Charges

- 5.5 Heating charges for sheltered housing tenants are monitored on a scheme by scheme basis, with the aim that each scheme broadly covers its costs. Following consultation last year, the basis of charge is now calculated using actual costs for each scheme based on the previous year.
- 5.6 Based on costs associated with heating, it is proposed that there is an average 1% decrease in heating charges in 2016/17. The actual charge for 2016/17 will be the actual costs associated with each scheme.

Careline

- 5.7 Careline is an important service provided to more vulnerable tenants and non-tenants alike, enabling them to feel secure in their own homes and reassured that help, if needed, is at hand. The Council, alongside South Essex Homes, are keen to ensure that while remaining a robust and reliable service; it is provided in the most cost effective way.

5.8 The service is currently estimated to be operating at a loss. To bring the service back into a breakeven situation, it is estimated to require a 20%, taking the weekly cost of the provision of the equipment and monitor service from £2.42 to £2.90 and the monitor only service from £1.35 to £1.60. Although these increased charges are justifiable, and will still be below the average charged for these services across Essex, it is considered that a single increase of this magnitude may discourage vulnerable clients from using the service, which in time has the potential to increase costs elsewhere. It is therefore recommended that the service be restored to breakeven in a phased basis, with the equipment and monitor service increasing to £2.60 and the monitor only service increasing to £1.50. Many of the recipients receive this service free of charge, with the Council picking up the cost through Supporting People.

6 Management Fee to South Essex Homes

6.1 A management fee bid by the Board of South Essex Homes has been received by the Director for People, which following negotiations has been agreed.

6.2 The fee is normally made up of two principal elements; the core management fee which covers the day to day cost of running the service and an administration fee levied on the decent homes programme. The proposed fee has been set mindful of the financial pressures within the HRA. The bid is summarised in the table below.

	2015/16 Budget £000	2016/17 Forecast £000
Core Management Fee	9,264	9,264
Inflationary Pressures		153
Less:		
Savings Target		(120)
Inflation Absorbed		(88)
Total Management Fee	9,264	9,209

6.3 The inflationary pressures for South Essex Homes are in respect of primarily employee related increased costs.

6.4 A significant proportion of income to the HRA comes from service, heating and water charges. The income comes directly into the HRA, with the costs of providing these services being incurred by South Essex Homes and therefore included within the management fee.

6.5 It is beholden on South Essex Homes and the Council to ensure that service charges are reasonable, and as near as possible are set on a cost recovery basis. This process is however hampered by a mismatch of responsibilities and lack of clarity; South Essex Homes provide the service, the Council collects income. Therefore from time to time reviews are carried out.

- 6.6 Given that South Essex Homes have full details of their costs associated with the provision of chargeable services, it is recommended that South Essex Homes sets and recovers the charges directly on a cost recovery basis, albeit ratified by the Council as part of the introduction of the new management agreement from 1 April 2016, with the management fee being reduced accordingly. South Essex Homes have been consulted on this proposal and are in agreement with it. This will cover service charges, water charges and heating charges. As Careline at present is operating below breakeven, it is considered that it is premature to transfer this income stream too.
- 6.7 This change will see £3,461,000 income flow directly to South Essex Homes, with the headline management fee reduced by the same amount.

7 Enforced sale of Voids

- 7.1 Members will recall that the proposed Housing and Planning Act will be the statutory route through which the Government will introduce a duty on councils to consider selling high value vacant social housing when it becomes vacant. The Bill has changed the understanding of the nature of the scheme, in that it empowers the Secretary of State to require an upfront payment from the Council calculated by reference to the market value of their "high value" housing stock, rather than just paying over the proceeds of the actual sales, raising the possibility that should insufficient properties be sold, the HRA will have to fund the levy through other resources.
- 7.2 There has been a data gathering exercise carried out by the Department for Communities and Local Government which closed 24 December 2015 that is anticipated to form the basis for any proposed levy, but as yet there is no indication as to the likely amount. At the time of writing this report, it is not therefore possible to predict the resource implications of any levy arrangement. A verbal update will be given at Cabinet.

8 Options to Balance the HRA

- 8.1 The HRA budget has been constructed using realistic estimates wherever possible, however as indicated through the report there are a number of areas where legislation is pending that has the potential to significantly alter the proposed budget.
- 8.2 The budget, based on the recommendations above, is shown at Appendix 1. That budget shows an operating surplus of £3.951M. On that basis the HRA is clearly in balance and Members could choose to take no other action. However that surplus is less than it otherwise would have been had the Government not required the Council to reduce rents, and therefore the HRA has less resource for future investment into its stock than it otherwise would have done. Members will also recall that the reduction in rents is an on-going obligation for the next four years, by which time it will be reducing available resources by nearly £4M per year, and is predicted to move the HRA into deficit.

- 8.3 There is also the currently unknown impact of the enforced sale of voids regime.
- 8.4 Clearly action will need to be planned through the HRA medium term financial strategy. However as an immediate action, work has been jointly undertaken by South Essex Homes and the Council to identify a proposed reduction in the repairs budget of £500,000. This reduction will not compromise any health and safety work, instead it will target primarily contingent items. Should there be urgent or emergency works that cannot be contained within the reduced budget, then there would need to be a call on reserves.
- 8.5 Separately the savings plans for the General Fund include a proposed new charge of £50,000 into the HRA relating to the allocations policy and £68,000 for the management of HRA related Aids and Adaptations.
- 8.6 These two changes bring the total operating surplus to £4.333M. Of this amount, £2.176M will be used to fund previously agreed revenue contributions to capital in relation to the new build at Shoeburyness and for the Queensway project, leaving £2.157M of the surplus unused. £60,000 of this will be diverted to the Repairs Contract Pensions Reserve under the five year arrangement put in place when the repairs contract was last let. Rather than just take the residual £2.097M surplus to the HRA balances, it is recommended that it be taken to the HRA Capital Investment Reserve where any revenue surpluses are being accumulated for use in support of future capital investment.
- 8.7 General HRA balances will still remain above the target of £3M at £3.502M.
- 8.8 The HRA MTFs will be updated in line with this budget and presented to Cabinet in February.

9 Capital Allowance

- 9.1 The HRA capital programme is reported elsewhere on this agenda. This proposes an indicative programme of works over the next 4 years totalling £34.073M. At the same time, capital receipts generated by the sale of HRA assets continue to be subject to pooling arrangements with up to 75% of proceeds being paid over to government. The Council can take action to preserve the full value of its non right to buy capital receipts however by declaring a capital allowance under regulation 16 of the Local Authorities (Capital Finance And Accounting) (England) Regulations. This equates to the value of investment back into affordable housing, and as such is equal to the value of the HRA capital programme.

- 10 **Other Options** – options available to Members are set out throughout the report, particularly in relation to the proposed rent rise.

11 Reasons for Recommendations

Part of the process of maintaining a balanced budget for the HRA is to consider and set a rent rise (and associated increases in other income streams). Full Council need to approve the HRA budget prior to the start of the financial year.

12 Corporate Implications

- 12.1 Contribution to Council's Vision & Critical Priorities
The recommendations in this report contribute directly to the Council's corporate priority to enable well-planned quality housing and developments that meet the needs and expectations of all of Southend's residents.
- 12.2 Financial Implications
As set out in the report
- 12.3 Legal Implications
None at this stage
- 12.4 People Implications
None at this stage
- 12.5 Property Implications
The recommendations in this report assist in the proper management of the Council's housing stock
- 12.6 Consultation
Appropriate notice of proposed increases in rents and charges has been factored into the timetable for implementing the recommendations of this report.
- 12.7 Equalities Impact Assessment
None at this stage
- 12.8 Risk Assessment
The financial risks associated with these proposals have been considered throughout this report, and in particular have been factored into the development of the self-financing business plan, and will be incorporated into the report on the robustness of the budget and the reserves policy to be presented to the March Cabinet.
- 12.9 Value for Money
The proposals within this report are consistent with the Council's plans to continue to improve value for money within the services it offers.
- 12.10 Community Safety Implications
None at this stage
- 12.11 Environmental Impact
None at this stage

13 Background Papers

Cabinet Report – Financial Pressures facing the HRA – 10 November 2015

14 Appendices

Appendix 1 – HRA Budget 2016/17

HRA Budget 2016/17

Appendix 1

	2015/16 Estimate £000	2015/16 Revised £000	2016/17 Original £000	Service Charge Switch	Growth / (Savings)	2016/17 Original £000
Employees	279	279	276			276
Premises (excluding repairs)	673	733	702			702
Repairs	5,236	5,236	5,236		(500)	4,736
Supplies and Services	66	66	67			67
Management Fee	9,264	9,264	9,209	(3,461)	50 PE7	5,798
MATS	956	956	980		68 PE5	1,048
Provision for Bad Debts	361	361	372			372
Depreciation	7,176	7,075	7,310			7,310
Interest and Debt Management Charges	3,447	3,606	3,620			3,620
Total Expenditure	27,458	27,576	27,772	(3,461)	(382)	23,929
Fees and Charges	(3,789)	(4,138)	(4,144)	3,461		(683)
Dwelling Rents	(25,941)	(26,244)	(25,636)			(25,636)
Other Rents	(936)	(933)	(940)			(940)
Other	(227)	(242)	(263)			(263)
Interest	(90)	(150)	(210)			(210)
Recharged to Capital	(530)	(530)	(530)			(530)
Total Income	(31,513)	(32,237)	(31,723)	3,461	0	(28,262)
Net Operating Surplus	(4,055)	(4,661)	(3,951)	0	(382)	(4,333)
Revenue Contribution to Capital Outlay	1,334	94	2,176			2,176
Appropriation to Earmarked Reserves	2,721	4,311	1,775	0	382	2,157
(Surplus) or Deficit in Year	0	(256)	0	0	0	0

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Southend-on-Sea Borough Council

Agenda
Item No.

Report of Corporate Management Team
to
Cabinet
on
19 January 2016

Report prepared by: Joe Chesterton
Head of Finance and Resources

Draft Capital Programme 2016/17 to 2019/20
All Scrutiny Committees
Executive Councillor: Councillor Woodley
A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 The purpose of this report is for Members to consider a draft programme of capital projects for the period 2016/17 to 2019/20 that can be submitted to Council for approval.

2. Recommendation

That the Cabinet:

- 2.1 Note the current approved Programme for 2016/17 to 2018/19 of £129.6m (Appendix 1);**
- 2.2 Note the changes to the approved Programme as set out in Appendix 2;**
- 2.3 Consider and approve the proposed new schemes and additions to the Capital Programme for the period 2016/17 to 2019/20 totalling £52.7m of which £44.7m is for the General Fund and £8.0m for the Housing Revenue Account (Appendices 6 and 7);**
- 2.4 Note that the proposed new schemes and additions (Appendices 6 and 7) and other adjustments (Appendix 2) will result in a proposed capital programme of £177.6m for 2016/17 to 2019/20 (Appendix 8);**
- 2.5 Note that, of the total programme of £177.6m for the period 2016/17 to 2019/20, the level of external funding supporting this programme is £59.9m (paragraph 7.1).**
- 2.6 Note that a final review is being undertaken on the 2015/16 projected outturn and that the results will be included in the report to Cabinet on 11 February 2016;**

2.7 Refer this report as approved to all Scrutiny Committees and then to Budget Cabinet on 11 February 2016.

3. Background

- 3.1 Capital expenditure is defined as expenditure incurred on the enhancement, acquisition or creation of assets needed to provide services, such as houses, schools, vehicles etc. This is in contrast to revenue expenditure which is spending on the day to day running costs of services such as employee costs and supplies and services. Capital grants, borrowing and capital receipts can only be spent on capital items and cannot be used to support the revenue budget. However, it should be noted that revenue funding can be used to support capital expenditure.
- 3.2 Under the Local Government Act 2003, from 1 April 2004, each authority can determine how much it can borrow within prudential limits (unsupported borrowing). The Government does have powers to limit the aggregate for authorities for national economic reasons, or for an individual authority.
- 3.3 Unsupported borrowing is not specifically financed by capital grant and no longer as a separate stream in the Government revenue grant. However, the Council has full discretion on how it allocates its formula grant funding. Therefore, any unsupported borrowing undertaken is financed from the total available resources to the Council from both Grant and Council Tax in the setting of its Council tax.

4. Capital Programme 2015/16 to 2018/19 - Movements

- 4.1 The Council's current agreed capital programme for 2015/16 and future years is attached as Appendix 1 and totals £179.4m.
- 4.2 Movements and proposed new schemes and additions since the agreement of the revised programme in November 2015 have an overall effect of increasing the capital programme by £45.3m and are set out in Appendix 2, with more detail in Appendices 3 to 7.

5. Spending Plans 2016/17 to 2019/20

The proposed additions to the Capital Programme for 2016/17 to 2019/20 of £52.7m are set out in Appendix 6, with the details of each scheme and its funding explained in Appendix 7. The key areas of investment and funding for the Council are identified in the sections below.

5.1 Education

5.1.1 In January 2015 the Government confirmed the Education Maintenance Capital allocations, Basic Needs Grant and Devolved Formula Capital (DFC) for 2015/16 and gave an indication that the same level of grant would be available for 2016/17 and 2017/18, subject to downwards adjustments as more schools convert to academy status.

The grant funding was confirmed as follows:

- £2.18 million of basic need funding to provide school places to be paid over three years from 2015/16 to 2017/18 with £1.14 million paid in 2017/18;
- £1.97 million of Maintenance Capital to support the needs of the schools we maintain and for the Sure Start children's centres;
- £0.335 million of Devolved Formula Capital for schools;

5.1.2 All of these allocations will be delivered as capital grant. A further announcement of updated grant awards is expected in late January 2016.

5.1.3 The education capital programme for 2016/17 onwards will continue to be dominated by the need to provide more school places to cope with the rising pupil numbers.

5.1.4 £5.76 million of Basic Need projects that were given funding approval in 2013/14 are almost complete. The outstanding schools are St Helen's Primary School and St Mary's Primary School.

5.1.5 The focus on additional places will mean that expenditure on condition schemes will again be limited, with approximately £1.2 million being allocated in 2016/17 to new high priority condition items at schools and children's centres, which if not done could result in a closure. The replacement of boilers, curtain walling and rewiring continues to dominate.

5.1.6 Following the three year indicative funding award, the Heads Asset Management Group agreed a draft three year maintenance programme to allow schools to plan ahead. The full list of possible maintenance projects could extend the overall programme by a further £3.5 million and the longer these projects are not addressed, the greater the risk of having to undertake emergency project during the year.

5.1.7 Government funding is not ring fenced and Southend, like many other authorities, will be spending more on Basic Need than the awarded grant.

5.1.8 The devolved formula capital allocations to schools are expected to continue into future years at the lower level set in 2012/13. This will continue to put pressure on any central programme with schools unable to address larger condition issues.

5.1.9 The income received from Central Government for maintenance will continue to reduce in relation to the increase in the number of academies. Academies are able to bid into a central pot directly to the Department for Education (DfE)

for capital funding. However, the Basic Need funding to Councils does include expansion at academies and the Government would expect the Council to fund capital works for any new academy arising from a Basic Need requirement.

- 5.1.10 A proposed addition to the education capital programme is a scheme of £8,000,000 to ensure the Council meets its duty to provide sufficient school places from September 2017 and 2018. The scheme includes £3million for the conversion of PROCAT and Wentworth. The rest of the scheme would include partial expansion of an existing school(s) to meet rising year 7 numbers and subsequent years would be part of a wider expansion programme. Corporate funding is required to meet any shortfall in Education Funding Agency grant for basic need. This scheme is in addition to the £10,000,000 budget already in the approved capital programme, funded from corporate borrowing.

5.2 Housing

- 5.2.1 As part of the HRA Land Review project it was agreed that officers should investigate a phased approach to the housing development on Council owned land. The project is currently underway and planning permission was received in April for the proposed sites. The plan is to construct 18 housing units with the Shoeburyness ward with an anticipated start date in early 2016 with a total budget of £2,808,000.
- 5.2.2 The Housing Revenue Account (HRA) capital programme for the 2016/17 financial year is £10,273,000 which comprises mainly Decent Homes work to the Council's housing stock including kitchen and bathroom modernisations together with health and safety works. This also includes a budget of £2,608,000 for the construction of new housing on HRA land as included above and £345,000 for some remodelling works to sheltered housing schemes.
- 5.2.3 The sheltered housing review has been commissioned and the outcome of the review will be available during 2016/17. The resulting programme of works will inform the future capital programme.
- 5.2.4 The overall capital programme for the next four financial years 2016/17 to 2019/20 includes a commitment of at least £7.5 million each year for major repairs and Decent Homes work to the Council's housing stock.

5.3 Highways and Transportation

- 5.3.1 The expenditure will be delivered by fully un-ringfenced capital grants.
- 5.3.2 The settlement is as follows:

	2016/17 £'000	2017/18 £'000
Integrated Transport	1,401	1,401
'Needs Based' Highways Capital Maintenance Block	1,277	1,238

In addition, for the financial years 2018/19 – 2020/21 the following indicative allocations have been announced:

	2018/19 £'000	2019/20 £'000	2020/21 £'000
Integrated Transport	1,401	1,401	1,401
'Needs Based' Highways Capital Maintenance Block	1,121	1,121	1,121

- 5.3.3 The allocations for the Integrated Transport Block (ITB) 2018/19 to 2020/21 are indicative and are subject to review. The Department for Transport intend to refresh the data in April 2017 and then announce confirmed allocations.
- 5.3.4 Following the Autumn Statement 2015, the Government have confirmed the indicative Local Growth Fund allocations that were made through Growth Deals and that Local Enterprise Partnerships will continue to receive core funding from Central Government matched by local areas. A further £100m per year will be available for the Accessibility Fund, £80m of which will be for revenue.
- 5.3.5 The Government has also set up a 'Challenge Fund' for local authorities to bid for major highways maintenance projects that could include bridges, carriageways, footways, drainage and street lighting. The Council was successful in bidding in the first round for the street lighting LED project. There will be a second round of funding through this route in 2017/18. This forms part of the incentivising capital maintenance projects based upon 'banding'. The additional amount within the formula element for the maintenance block could be between £70k and £77k for 2016/17 and £70k and £116k for 2017/18.
- 5.3.6 The Government also announced £475m of new funding to support construction of large transport projects, a £250m pothole action fund, £300m for cycling and continued funding of Bikeability.
- 5.3.7 To allow the full delivery of the 2016/17 Local Transport Plan (LTP) programme, the full spend is proposed to be met 100% by capital grant.
- Typical schemes are presented in the context of four 'Actions' as set out in the Local Transport Plan (LTP3) Implementation Plan: 2015/16 – 2020/21.
 - The recommended allocation to the 'Actions' is set out in Appendix 5a. The Director for Place will progress a prioritised list of schemes for both Integrated Transport and Highways Maintenance in consultation with the Portfolio Holder for Public Protection, Waste and Transport and the Head of Finance and Resources. This includes a list of schemes developed by the Traffic and Parking Working Party and Members requests.
 - The prioritisation process is set out in Diagram 1 of the Implementation Plan. In addition, maintenance schemes will be progressed using the latest information from the Gaist Asset Management work.

- As in previous years, there is flexibility to allocate funding between the two blocks and the LTP actions.

5.4 Other Services

5.4.1 In respect of the other proposed general fund schemes these are to be funded through borrowing, grants and from earmarked reserves and the required relevant borrowing costs have been factored into the Medium Term Financial Strategy.

5.4.2 The other proposed general fund schemes encompass the following key themes:

- Reconstruction and enhancement of the Library car park;
- Redevelopment of the Civic Centre East car park;
- A budget provision to grow a commercial property investment portfolio;
- A budget provision to acquire Queensway commercial properties as opportunities arise as part of the Better Queensway regeneration project;
- Cemeteries and crematorium infrastructure and income generation schemes;
- Upgrade and modernisation of the ICT core infrastructure;
- ICT schemes in support of business transformation;
- Refurbishment of the Council's core property stock to deliver a planned condition programme;
- Non-structural condition works on the pier;
- Reinstatement and stabilisation works to the Belton Hills steps;
- A gateway review for the new museum;
- Energy efficiency and solar PV projects.

6. Capital Programme 2016/17 to 2019/20

6.1 The Council's proposed capital programme for 2015/16 and future years is attached as Appendix 8, which includes all of the adjustments identified in the other appendices.

6.2 The proposed capital programme represents a significant investment of over £177million on the part of the Council in the Southend area and the projected investment in 2016/17 alone amounts to over £65million.

7. Funding the capital programme

- 7.1 The proposed capital programme presented in this report is currently fully funded and has been prepared based on the level of borrowing the Council can support, notified capital grants, prudent assumptions over the level of other grants and the timing and valuation of capital receipts (from the sale of existing surplus Council assets) that will be realised.

The proposed estimated funding for the programme is as follows:

Type of funding:	2016/17	2017/18	2018/19	2019/20 and later years	Total
	£m	£m	£m	£m	£m
External funding – capital grant	15.4	17.9	14.0	10.2	57.5
External funding – third party contributions	1.8	0.5	0.1	-	2.4
Capital Receipts	1.6	0.9	1.0	-	3.5
Major Repairs Reserve (Housing Revenue Account)	7.3	7.5	7.8	8.0	30.6
Earmarked reserves/ Revenue Contributions	8.3	0.3	0.1	-	8.7
Borrowing	31.2*	26.6	11.5	5.6	74.9
	65.6	53.7	34.5	23.8	177.6

* This relates to both internal and external borrowing and in respect of 2016/17 external borrowing is estimated to be in the order of £29 million.

- 7.2 An updated Corporate Asset management Strategy (CAMS) for the period 2015-25 was agreed by Cabinet on 22 September 2015 and endorsed by Full Council on 22 October 2015. This revised CAMS records a clear preference for the retention of freeholds but does recognise that in some circumstances, a disposal is the most appropriate course of action. The Capital Receipts target of £1m p.a. is retained but is not a key driver for the sale of property. Capital receipts will reduce the need for borrowing to support the Capital Programme if they can be generated.
- 7.3 When the Council enters into Prudential Borrowing to fund Capital expenditure, there is a revenue impact and therefore an increase to the Council's budget requirement. As an indicative guide to the revenue consequence, there is a cost of approximately £80k for every £1m borrowed or if £8m is borrowed this would equate to an increase in Council Tax of approximately 1%.
- 7.4 The full impact of borrowing costs associated with the funding of the proposed programme has been included in the Council's current financial planning for 2016/17 to 2019/20. The draft 2016/17 revenue budget elsewhere on this agenda incorporates the required borrowing costs budget requirement for 2016/17.
- 7.5 In summary, it is the Chief Finance Officer's view that the 2016/17 to 2019/20 proposed capital programme is Prudent, Affordable and Sustainable.

8. Capital Strategy, Corporate Asset Management Strategy & Prudential Indicators

8.1 Each year the Council agrees a Capital Strategy that sets out the framework for controlling and monitoring the Capital Programme. The Capital Strategy is a key document for the Council. It sets out the processes and policies relating to capital expenditure and includes reference to other key documents of the authority which influence capital investment such as the Medium Term Financial Strategy (MTFS) and the Corporate Asset Management Strategy (CAMS). It is best practice for this strategy to be reviewed annually alongside the MTFS, and an updated Capital Strategy will be presented to Cabinet in February 2016.

8.2 In addition, each year the Council agrees a Treasury Management Strategy and prudential borrowing indicators that includes identifying how planned capital investment is to be funded. The strategy will be presented to Cabinet in February 2016 as part of the suite of papers agreeing the overall 2016/17 to 2019/20 budget.

9. Other Options

9.1 The proposed Capital Programme is compiled from a number of individual projects, any of which can be agreed or rejected independently of the other projects.

10. Reasons for Recommendations

10.1 The proposed Capital Programme is compiled from a number of individual projects which either contribute to the delivery of the Councils objectives and priorities or enhance the Councils infrastructure.

11. Corporate Implications

11.1 Contribution to Council's Vision & Corporate Priorities

The projects directly contribute to the delivery and achievement of the Councils Corporate Priorities.

11.2 Financial Implications

As set out in the report.

11.3 Legal Implications

None at this stage.

11.4 People Implications

None at this stage.

11.5 Property Implications

The Capital Strategy and Corporate Asset Management Strategy (CAMS) may affect the Council's property holdings, assets and liabilities. The Strategy and CAMS will reflect the implications of the agreed capital programme and any impact on the level of required borrowing.

The CAMS now also includes a Commercial Property Investment Strategy setting out the Council's clear intention to proceed to make commercial property investments on the basis of specialist independent advice and where there is a good, sustainable return to be made both in terms of on-going revenue and long term capital appreciation. Now that the CAMS is approved, work on this is beginning, initially with the identification of appropriate advisers.

11.6 Consultation

Consultation has taken place as agreed in the budget timetable.

11.7 Equalities and Diversity Implications

Assessments have been carried out for all capital investment proposals where appropriate.

11.8 Risk Assessment

All capital projects are delivered using best practice project management tools as appropriate. This requires a full risk assessment and management review to be carried out. The programme includes an appropriate sum within each project to cover build risk and claims.

11.9 Value for Money

All projects are required to follow and adhere to procurement guidance issued by the Council. They must also comply with procedure rules for entering into and managing contracts with suppliers.

11.10 Community Safety Implications

Assessments have been carried out for all capital investment proposals where appropriate.

11.11 Environmental Impact

Assessments have been carried out for all capital investment proposals where appropriate.

12. Background Papers

12.1 None.

13. Appendices

Appendix 1 – Approved Capital Programme November 2015

Appendix 2 – Changes to Approved Capital Programme

Appendix 3 – Virements Between Approved Schemes

Appendix 4 – Re-profiles Between Years

Appendix 5 – New External Funding

Appendix 5a – LTP3 – Capital Actions and Allocations

Appendix 6 – Proposed New Schemes and Additions to the Capital Programme

Appendix 7 – Proposed New Schemes and Additions - descriptions

Appendix 8 – Amended Capital Programme 2016/17 to 2019/20 (2015/16 shown for information)

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Corporate Services						
Accommodation Strategy	C10072	189				189
	Total Accomodation Strategy - main	189				189
CCTV relocation & equipment upgrade	C10527	1				1
	Total Accomodation Strategy - CCTV	1				1
Tickfield - Creating Capacity	C10687	84				84
	Total Tickfield	84				84
38 Satanita Road - Priority works	C10597	15				15
93-99 Southchurch Road - exit costs	C10706	338				338
Accommodation Review - Queensway House	C10511	10				10
Airport Business Park	C10261	556	6,405	4,101		11,062
Brunel Road Redevelopment	C10208		50			50
Capital Allocation to Discharge EEDA agreement	C10656		164			164
East Beach Café Project	C10644	32				32
East Street Cottages	C10674	30				30
Focus House Demolition	C10630	160				160
New Beach Huts Phase 2	C10631		109			109
Pier Arches Remedial works	C10604	6				6
Pier Arches toilets - waterproofing solution	C10734	71				71
Pier North End roof repairs	C10600	9				9
Porters Civic House and Cottage	C10571	13				13
Porters Civic House - Repairs to Building	C10657	3				3
Seaways Development Enabling Works	C10643		760			760
The Leas Ventilation equipment trench	C10733	25				25
Toilet Refurbishment Thorpe Hall Avenue	C10703	190				190
Urgent Works To Property	C10181	12				12
Victoria Avenue Improvements	C10632	40	3,940	4,000		7,980
	Total Asset Management	1,510	11,428	8,101		21,039
Cremator Hearth Replacement	C10677		22	12		34
Crematorium Re-Quip (Mercury)	C10055		16			16
Essential Crematorium/Cemetery Equipment	C10572	10	175			185
Mandatory Works to Cremators	C10573	41				41
New Burial Ground	C10054	279	2,000			2,279
West Chapel Pipe Organ - refurbishment	C10678	30				30
	Total Cemeteries & Crematorium	360	2,213	12		2,585

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Agresso Enterprise Resource Planning (ERP) system	C10238	73				73
Citizen Account phase 2	C10574	58				58
DEFRA Inspire III	C10640	8				8
ICT Capita One Enhancements/Developments	C10633	56	32			88
ICT Core Infrastructure	C10575	1,420				1,420
ICT Enterprise Agreement	C10636	46	354	200		600
ICT E-Procurement Solution	C10635		82	29		111
ICT Reprovision of Carefirst	C10637	603	1,605			2,208
ICT Rolling Replacement Programme	C10576	171	200	200		571
IT Human Resources Case Management System	C10679	20				20
Libraries Wireless Project	C10663	8	17			25
Library RFID	C10117	18				18
Pier and Foreshore ICT Improvement Programme	C10698	155	25			180
Replacement and Enhancement to Cash Receipting System	C10578	17	15			32
Software Licencing	C10426	256	250	250		756
Vehicle Tracking and Performance System	C10579	9				9
Wireless Borough/City Deal	C10580	27	371			398
	Total ICT Programme	2,945	2,951	679		6,575
Priority Works	C10121	299	978	988		2,265
	Total Priority Works	99	978	988		2,265
	Total Department for Corporate Services	5,188	17,570	9,780		32,738

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Department for People						
Community Capacity	C10526	420	269			689
Dementia Friendly Environments	C10598	44				44
Mental Health Funding Stream	C10184	75				75
Priory House - Condition Works	C10693	225				225
Transforming Care Housing	C10689	165				165
LATC - Delaware and Priory	C10621	100	500	1,400		2,000
Total Adult Social Care		1,029	769	1,400		3,198
Disabled Facilities - Adults	C10145	900	1,344			2,244
Empty Dwelling Management	C10020	60	413	75		548
PSH Works in Default - Enforcement Work	C10503	58	140	50		248
Private Sector Renewal	C10146	500	744			1,244
Warmer Healthy Homes Expenditure	C10255	88				88
Total General Fund Housing		1,606	2,641	125		4,372
AHDC Short Breaks for Disabled Children	C10282	4	64			68
Kingsdown Phase 2	C10032	22				22
New Primary School (Hinguar)	C10030	15				15
Total Children & Learning Other Schemes		41	64			105

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Blenheim Curtain Walling	C10646	137				137
Bournes Green Junior Boiler	New			135		135
Bournes Green Junior Pipe Works	C10528	5				5
Bournes Green Junior Roof	New		168			168
Chalkwell Infants Hall/Kitchen Windows	New			23		23
Chalkwell Infants Main Building Windows	New			45		45
Chalkwell Infants Roof	New			12		12
Chase High Boilers	C10529	10				10
Earls Hall Amalgamation	C10735	100				100
Earls Hall Ducts and Pipework	C10711	23	56	68		147
Earls Hall Underpinning	C10712	25				25
Edwards Hall Roofs	C10713	110	58			168
Earls Hall Roof Drainage	New		28			28
Fairways Fire Alarm	New			42		42
Friars Boilers	New		196			196
Friars Curtain Walling	C10532	20				20
Friars Fire Systems Replacement	C10647	71	35			106
Future condition projects	C10024	154	162	142		458
Futures College Roof	C10648	23				23
Futures Heating and Pipe Ducts	C10714		292	168		460
Futures Rewire	New			84		84
Hamstel Juniors Fire Systems (H&S)	C10534		28			28
Hamstel Infants Windows	New			40		40
Hamstel Junior Windows	New		84	84		168
Kingsdown Fire System Upgrade	New		34			34
Kingsdown Roof Fire Breaks (H&S)	C10536	17				17
Leigh North Street Amalgamation	C10736	60				60
Prince Avenue Fire Systems and Rewire	C10650	202	36			238
Porters Grange Boilers	New			140		140
Richmond Roof	New			17		17
Temple Sutton Underpinning	C10716	45				45
Thorpedene Boiler	C10717	135				135
Thorpedene Water Tanks	C10540	11				11
West Leigh Infant Roofs	C10718	23	34			57
West Leigh Junior Gables	C10720	62				62
Total Condition Schemes		1,233	1,211	1,000		3,444

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Devolved Formula Capital	C10014	310				310
Total Devolved Formula Capital		310				310
Basic Need Future Demand	C10641	214				214
Darlinghurst Hall	C10530	209				209
Expansion of 2 yr old Childcare Places	C10558	121				121
Hamstel Infant & Juniors Places	C10116	1,476				1,476
Milton Hall Primary Places	C10036	4				4
Porters Grange Primary Places	C10119	76				76
School Improvement and Provision of School Places	C10475		5,000	5,000		10,000
Sacred Heart Primary School	C10620	1,540				1,540
St Helens to FE	C10618	1,500	1,070			2,570
St Marys East	C10617	1,572				1,572
Thorpe Greenways Infant/Junior School	C10619	1,312				1,312
Total Primary School Places		8,024	6,070	5,000		19,094
Total Department for People		12,243	10,755	7,525		30,523

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Department for Place						
ASO Machinery Purchase	C10731	18				18
Belfairs Farm Buildings - condition surveys and costings	C10704	10				10
Belfairs Golf Course - Drainage	C10552	15				15
Belfairs Swim Centre H & S	C10623	717				717
Belfairs Woodland Centre Project	C10502	58				58
Bridges in Priory Park - Health & Safety	C10659	40				40
Chalkwell Park and Priory Park Tennis Courts	C10682	180				180
Chase Sports & Fitness Centre - Fire Alarm	C10732	30				30
Cliffs Pavilion - External Works above Maritime Room	C10695	200				200
Cliffs Pavilion - Refurbishmen of passenger lift	C10692	62				62
Cliffs Pavilion - Replacement floor in auditorium	C10670	60				60
Cliffs Pavilion undercroft piping replacement – urgent works	C10722	90				90
Elmer Sq Project - Library	C10019	411				411
Energy Improvements in Culture Property Assets	C10565	169				169
FPG	C10488	5				5
Hard Surface Path Improvements	C10566	174				174
Library Review	C10624	521	260			781
Milton Gardens - Childrens Multi-Play Unit	C10728	10				10
Palace Theatre fire exit installation – urgent works	C10723	30				30
Palace Theatre - Replacement of External Windows	C10725	60				60
Palace Theatre - Replacement of roof over smoke hood	C10705	15				15
Parks Land Drainage - Blenheim Park	C10680	105				105
Parks Land Drainage - Southchurch Park	C10681	75				75
Parks Sports Pitch Drainage	C10694	85				85
Priory Park Water Main	C10625	100				100
Prittwell Prince Museum	C10043			38		38
Prittwell Prince Storage	C10696	200				200
Pump Priming Budget	C10044		333			333

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Southchurch Park Bowls Pavillion	C10739	95				95
Southchurch Park Lake	C10077	3				3
Southchurch Park Lighting	C10591	9				9
Southend Leisure & Tennis Centre - Refurbishment of Lift	C10627	21				21
War Memorials within the Borough	C10569	87				87
Total Culture		3,655	631			4,286
City Deal - Incubation Centre	C10668	80				80
Coastal Communities Fund	C10658	377	948			1,325
Pier Hill Lifts - Emergency Maintenance	C10551	9				9
Pier Hill Lifts Replacement	C10737	315				315
Prince George Extension Works	C10038	1,243				1,243
Property Refurbishment Programme	C10626	369	300	300		969
Southend Pier - Condition Works	C10697	600	500	500	1,050	2,650
Total Enterprise, Tourism & Regeneration		2,993	1,748	800	1,050	6,591
Cliff Stabilisation - Clifton Drive	C10683	847				847
Coastal Defence (Shoebury Common Sea Defence Scheme)	C10011	105		4,320		4,425
Coastal Defence - Storm Damage	C10660	42				42
Flooding - Repairs and Renewals	C10707	600				600
Two Tree Island - Slipway	C10654	139				139
Total Coastal Defence		1,733		4,320		6,053
Cinder Path	C10115	348	487			835
Highways Planned Maintenance Investment	C10029	552	502	502		1,556
Queensway - Ground Penetrating Radar	NEW	200				
Street Lighting Renewal	C10061	3,947	6,905	2,485		13,337
Total Highways & Infrastructure		5,047	7,894	2,987		15,728
Car Parks Upgrade	C10151	550				550
Total Parking Management		550				550

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
S106 Airport 0901960 Fulm	C10274	7	4			11
S106 Audley Court 0200874 Ful	C10276	10				10
S106 - College London Rd	C10203	50				50
S106 Ajax Works 0300130ful	C10199	1	1	1	3	6
S106 Elm Gate 1000655FULM	C10666	7	125			132
S106 279 Fairfax Drive 1101349FULM	C10691		75			75
S106 Former College 1000225FUL	C10207	11				11
S106 Garrison 0000777 Deposit	C10690	21				21
S106 Garrison Park Store	C10188	1				1
S106 High Works Shoe Garrison	C10213	6				6
S106 Land North Of Ambleside	C10201	2				2
S106 Lifstan Way 0000273 Out	C10269	4	4	4	72	84
S106 910 London Road 0901899 ful	C10479	1				1
S106 Manchester Drive 10/01584/FULM	C10491	1				1
S106 North Rd & Salisbury Ave 1200056	C10605	2				2
S106 Nth Sbury Rd 0301504out	C10205	438	648			1,086
S106 7-9 Pembury Road 0902326FULM	C10264	9				9
S106 53 Pavilion Dr 0701870OUTM	C10652		143			143
S106 Premier Inn 1300835FULM	C10653	15				15
S106 87 Rectory Gr 1101018FULM	C10581		155			155
S106 Seec 0200500ful	C10073		104			104
S106 21 Station Rd 0401552 FUL	C10277	12				12
S106 Sunlight Ldry 1400411FULM	C10686	16				16
S106 285 Sutton Rd 1001190FULM	C10218	66	15			81
S106 Univ H-Way0401561ful	C10196	46				46
S106 199-207 West Road 0501108OUT	C10582	12				12
S38/S278 Airport 0901960 Fulm	C10275	111				111
S78 Bellway Homes 14/00943/fulm	C10730	15				15
S38 Foot/Cycleway at Garrison	C10191	4				4
S38 Fossetts Farm Bridleway	C10193	116				116
S38 Garrison NBP Road Supp Fee	C10267	34				34
S38 Inspection Magazine Rd	C10190	5				5
Total S106 & S38 Agreements		1,023	1,274	5	75	2,377

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
LTP (Integrated Transport block) - Bridge Strengthening	C10512	400	380	370	350	1,500
LTP (Integrated Transport block) - Better Sustainable Transport	C10384	400	400	400	400	1,600
LTP (Integrated Transport block) - Better Networks	C10671	400	400	400	400	1,600
LTP (Integrated Transport block) - Traffic Management Schemes	C10513	400	400	400	400	1,600
LTP (Integrated Transport block) - Network Management	C10470	201	201	201	201	804
LTP - Maintenance	C10076	993	847	868	621	3,329
LTP - Maintenance - Street Lighting	C10708		50		150	200
Total Local Transport Plan		2,794	2,678	2,639	2,522	10,633
Local Growth Fund - A127 Growth Corridor	C10699	1,515	4,300	1,680	10,560	18,055
Local Growth Fund - Local Sustainable Transport Fund	C10700	800	200			1,000
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport)	C10701	120	120	1,400	4,340	5,980
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	C10702		1,000	2,000	4,000	7,000
Total Local Growth Fund		2,435	5,620	5,080	18,900	32,035
A127 Junction Improvements	C10553	696	171			867
HCA Progress Road	C10254	20				20
Southend Transport Model	C10058	62	30			92
Victoria Gateway - Design Review	C10609	6				6
Total Transport		784	201			985
Short Street Depot	C10570	591				591
Waste Transfer Station	C10467	6				6
Total Waste		597				597
Beecroft and Central Museum Energy Project	C10738	1,092				1,092
Civic Centre Boilers - Low Loss Header	C10676	36				36
Eastwood Schools Energy Project	C10740	219				219
LED Lighting - Civic Centre Underground Car Park	C10662	19				19
Southend Adult Community College Energy Project	C10664	552				552
Temple Sutton School Energy Project	C10665	934				934
Total Energy Saving		2,852				2,852
Total Department for Place		24,463	20,046	15,831	22,547	82,687
Total General Fund Capital Schemes		41,894	48,371	33,136	22,547	145,948

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 & later years Budget £000	Total Current Budget £000
Housing Revenue Account (HRA)						
Bathroom Refurbishment	C10161	380				380
Central Heating	C10162	492				492
Common Areas Improvement	C10168	2,660	220			2,880
Environmental - H&S works	C10163	1,314	100			1,414
Kitchen Refurbishments	C10164	691				691
Rewiring	C10165	80				80
Roofs	C10166	1,090				1,090
Windows and Doors	C10167	250				250
Efdf - Whole Home Energy Project	C10160	37				37
Future Programme (MRA & Decent Homes)	C10298		7,000	7,500	7,800	22,300
	Total Decent Homes Programme	6,994	7,320	7,500	7,800	29,614
HRA Disabled Adaptations - Major Adaptations	C10015	450				450
HRA Disabled Adaptations - Minor Adaptations	C10257	50				50
	Total Council House Adaptions	500				500
Sheltered Housing DDA works	C10177		345			345
	Total Sheltered Housing Remodelling		345			345
S106 New Build 32 Byron Avenue	C10584	12				12
S106 HRA Land Review	C10685	66				66
	Total S106 Funded HRA Projects	78				78
New Build 32 Byron Avenue - RTB funded	C10595	4				4
	Total RTB Funded HRA Projects	4				4
Construction of New Housing on HRA Land	C10684	134	2,608			2,742
Strategic acquisition of tower block leaseholds	C10614	135				135
	Total Other HRA	269	2,608			2,877
	Total HRA Capital Schemes	7,845	10,273	7,500	7,800	33,418
TOTAL PROPOSED CAPITAL PROGRAMME		49,739	58,644	40,636	30,347	179,366

Total Capital Programme 2016/17 to 2018/19 and later years: 129,627

SUMMARY OF CHANGES TO THE CAPITAL PROGRAMME

Appendix 2

Scheme/Event	Department	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Budget (all years) £000
Approved Capital Programme - November Cabinet (Appendix 1)		49,739	58,644	40,636	30,347	0	179,366
Proposed changes:							
Qweensway leaseholder properties - approved at September Cabinet	HRA		500				500
Victoria Avenue Improvements	Corporate Services	(40)	(3,940)	(4,000)			(7,980)
38 Satanita Road - Urgent Works	Corporate Services	(2)					(2)
93-99 Southchurch Road - Exit Costs	Corporate Services	(10)					(10)
Southchurch Park Bowls Pavilion	Place	(75)					(75)
Virements (see Appendix 3)	Various	0	0	0	0	0	0
Budget re-profiles (see Appendix 4)	Various	(2,508)	(141)	1,749	(9,990)	10,890	0
New external funding (see Appendix 5)	Various	0	202	0	0	0	202
Proposed Additions (see Appendices 6 and 7)	Various	0	10,370	15,310	14,065	12,955	52,700
Current Programme - following amendments		47,104	65,635	53,695	34,422	23,845	224,701

Total budget for 2016/17 to 2019/20:

177,597

Note

Brackets indicate a reduction in budget

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RE-PROFILES AND AMENDMENTS

Appendix 4

Scheme/Event	Department	Code	Code Description	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Budget (all years) £000
Asset Management	Corporate Services	C10674	East Street Cottages	(20)	20				0
	Corporate Services	C10643	Seaways Development Enabling Works		(560)	560			0
Cemeteries & Crematorium	Corporate Services	C10054	New Burial Ground	(209)	(1,880)	2,089			0
Adult and Social Care	People	C10621	LATC - Delaware and Priory			(900)	900		0
General Fund Housing	People	C10146	Private Sector Renewal	(380)	380				0
Education Capital Programme	People	C10116	Hamstel Infant & Juniors Places	(200)	200				0
	People	C10617	St Marys East	(250)	250				0
Highways	Place	C10115	Cinder Path	(338)	338				0
Energy Saving Schemes	Place	C10738	Beecroft and Central Museum Energy Project	(502)	502				0
Southend Pier	Place	C10697	Southend Pier - Condition Works				(550)	550	0
	Place	C10699	Local Growth Fund - A127 Growth Corridor	(500)	500		(6,120)	6,120	0
Local Growth Fund	Place	C10701	Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport)				(2,220)	2,220	0
	Place	C10702	Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)				(2,000)	2,000	0
S106 Capital Programme	Place	C10277	S106 21 Station Road	(12)	12				0
	Place	C10264	S106 7-9 Pembury Rd	(9)	9				0
	Place	C10205	S106 North Shoebury Road	(74)	74				0
	Place	C10686	S106 Sunlight Ldry	(14)	14				0
				(2,508)	(141)	1,749	(9,990)	10,890	0

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SCHEMES FINANCED BY NEW EXTERNAL FUNDING

Appendix 5

Scheme/Event	Department	Project Code	Project Description	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Budget (all years) £000
S106 Capital Programme	Place	C10741	S106 Dairy Crest 1400340AMDT		202				202
				0	202	0	0	0	202

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Actions - Capital LTP3 - Allocations			
	C - Better Partnerships, Engagement and Sponsorship to support Greater Efficiencies in Funding and Delivery - all schemes to be developed in partnership		
Year / Schemes	A - Better Sustainable Transport and Mobility Management	B - Better Networks and Traffic Management Schemes	D - Better Operation of Traffic Control, Information and Communications Systems
Proposed allocation for 2016/17			
Better Sustainable Transport and Mobility Management	400		
Better Networks and Traffic Management Schemes		800	
Better Operation of Traffic Control, Information and Communication System			201
Total Integrated Transport Block *		1,401	
Footway Maintenance Schemes		167	
Carriageway Maintenance Schemes		680	
Lighting Maintenance Programme		50	
Bridge Strengthening		380	
Total Maintenance Block #		1,277	
Proposed allocation for 2017/18			
Better Sustainable Transport and Mobility Management	400		
Better Networks and Traffic Management Schemes		800	
Better Operation of Traffic Control, Information and Communication System			201
Total Integrated Transport Block *		1,401	
Footway Maintenance Schemes		145	
Carriageway Maintenance Schemes		723	
Lighting Maintenance Programme		0	
Bridge Strengthening		370	
Total Maintenance Block #		1,238	
Proposed Indicative allocation for 2018/19			
Better Sustainable Transport and Mobility Management	400		
Better Networks and Traffic Management Schemes		800	
Better Operation of Traffic Control, Information and Communication System			201
Total Integrated Transport Block *		1,401	
Footway Maintenance Schemes		141	
Carriageway Maintenance Schemes		480	
Lighting Maintenance Programme		150	
Bridge Strengthening		350	
Total Maintenance Block #		1,121	
Proposed Indicative allocation for 2019/20			
Better Sustainable Transport and Mobility Management	400		
Better Networks and Traffic Management Schemes		800	
Better Operation of Traffic Control, Information and Communication System			201
Total Integrated Transport Block		1,401	
Footway Maintenance Schemes		141	
Carriageway Maintenance Schemes		480	
Lighting Maintenance Programme		150	
Bridge Strengthening		350	
Total Maintenance Block		1,121	
Proposed Indicative allocation for 2020/21			
Better Sustainable Transport and Mobility Management	400		
Better Networks and Traffic Management Schemes		800	
Better Operation of Traffic Control, Information and Communication System			201
Total Integrated Transport Block		1,401	
Footway Maintenance Schemes		141	
Carriageway Maintenance Schemes		480	
Lighting Maintenance Programme		150	
Bridge Strengthening		350	
Total Maintenance Block		1,121	
Total Integrated Transport Block		7,005	
Total Maintenance Block		5,878	
Total all Local transport Block funding		12,883	

Total Integrated Transport Block *

These figures can be seen on Page 8 of Appendix 8 - 'LTP - Integrated Transport' scheme

Total Maintenance Block #

These figures can be seen on Page 8 of Appendix 8 - 'LTP - Maintenance' scheme

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PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 6

Scheme/Event	Department	Code	Code Description	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Budget (all years) £000
Core ICT Infrastructure	Corporate Services	C10576	Rolling Replacement Programme			200	200	400
		C10426	Software Licencing	70	70	320	320	780
		New	GCSx Mail Update	25				25
		New	Websense Replacement	30				30
		New	Barracuda Replacement	30				30
		New	Mobile Device End Point Protection Replacement	45	45			90
		New	Wireless Access Point Upgrade	30				30
Total Core ICT Infrastructure				230	115	520	520	1,385
Corporate ICT Business Transformation	Corporate Services	New	Digitisation of Paper Records		150			150
		New	Web Development	30				30
		New	Replacement of Remote Working Solution	100				100
		New	Health and Social Care Enablement Project	100				100
Total Corporate ICT Business Transformation				230	150	-	-	380
Departmental ICT Business Transformation	Corporate Services	New	Place - Business Transformation in End to End Reporting	500	200			700
		New	Place - Culture and Enterprise and Tourism - EPOS System	30				30
		New	Place - Culture and Enterprise and Tourism - Events Booking System	50				50
		New	Place - Culture - Hardware in Libraries	50				50
		New	Place - Enterprise, Regeneration and Tourism - Upgrade of Pier Network Infrastructure	50				50
		New	Public Health - MyHealthTools	80				80
		New	Public Health - Sentrion: Advanced Health Analysis	50				50
Total Departmental ICT Business Transformation				810	200	-	-	1,010

PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 6

Scheme/Event	Department	Code	Code Description	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Budget (all years) £000
Non-ICT Schemes	Corporate Services	C10121	Priority Works	(500)	(500)	500	500	0
		New	Commercial Property Investment	2,000	2,000	2,000		6,000
		New	Queensway - Commercial Property	500	500			1,000
		New	Better Queensway - Regeneration	500				500
		New	Mercury Emissions Testing Equipment	20				20
		New	Cremated Remains Plots	90				90
		New	Pergola Walk Memorial Scheme	370				370
		New	Cemetery Lodge and Crematorium Connection to Mains Sewer	70				70
		New	Library Car Park Reconstruction and Enhancement	50	4,000	1,150		5,200
		New	Civic East Car Park Redevelopment	100	500	4,000	1,100	5,700
		Total Non-ICT Schemes			3,200	6,500	7,650	1,600
Total Corporate Services			4,470	6,965	8,170	2,120	21,725	
Education Capital Programme	People	C10475	Secondary School Places Provision	1,000	4,000	3,000		8,000
Total People				1,000	4,000	3,000	0	8,000

PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 6

Scheme/Event	Department	Code	Code Description	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Budget (all years) £000
Highways Schemes	Place	New	Carriageways and Footways Improvements	1,000	1,000	1,000	1,000	4,000
	Place	New	Car Parks Infrastructure Improvements	200	200			400
	Place	New	Highways Asset Management Project	80				80
Cliff Slip Investigation Works	Place	New	Cliff Slip Investigation Works	380				380
Property Refurbishment	Place	C10626	Property Refurbishment	200	200	500	500	1,400
Pier Condition Works	Place	C10697	Pier Condition Works		410	635	935	1,980
Three Shells Lagoon	Place	C10658	Three Shells Lagoon	600		-		600
Belton Hills Steps	Place	New	Belton Hills Steps	100	400	600	400	1,500
Culture Schemes	Place	New	Central Museum Works		150	100		250
	Place	New	"Make Southend Sparkle" Initiative	10	10	10		30
	Place	New	New Museum - Gateway Review	750	750			1,500
	Place	New	Replacement of Play Equipment	50	50	50		150
	Place	New	Playground Gates	130				130
	Place	New	Palace Theatre - Air Handling Units	25	215			240
	Place	New	Southend Leisure & Tennis Centre - Air Handling Units	20	355			375
	Place	New	Southchurch Park Tow Path	20	230			250
Energy Saving Schemes	Place	New	Energy Efficiency Projects	375	375			750
	Place	New	Solar PV Projects	960				960
Total Place				4,900	4,345	2,895	2,835	14,975
HRA Schemes	HRA	New	HRA Future Programme				8,000	8,000
Total HRA				-	-	-	8,000.00	8,000

New schemes/additions as per Appendix 7:

10,370 15,310 14,065 12,955

52,700

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CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

GENERAL FUND

DEPARTMENT FOR CORPORATE SERVICES

A – CORE ICT INFRASTRUCTURE - £1,385,000

C1 Rolling Replacement Programme - £400,000

16/17 - £0

17/18 - £0

18/19 - £200,000

19/20 - £200,000

This scheme is to replace desktops and laptops with appropriate equipment and technology to meet the on-going needs of the business and in turn the citizen. New operating systems and software demand new platforms to function and this rolling replacement meets this challenge.

This scheme is to be funded from corporate borrowing.

C2 Software Licencing - £780,000

16/17 - £70,000

17/18 - £70,000

18/19 - £320,000

19/20 - £320,000

This scheme is to maintain the on-going software licences required to deliver corporate wide systems, without which the Council would not be entitled to use all proprietary applications.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C3 GCSx Mail Upgrade - £25,000

16/17 - £25,000

17/18 - £0

18/19 - £0

19/20 - £0

The GCSx (Government Connect Secure Exchange) are secure mailboxes used by 500 staff within the Council for secure communication to/from central Government. This scheme is to replace and upgrade the existing infrastructure to ensure service continues and is resilient for staff.

This scheme is to be funded from the earmarked capital reserve.

C4 Websense Replacement - £30,000

16/17 - £30,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to re-tender and upgrade the Council's web content filtering software as the existing solution is not resilient, there has been much technological improvement in this type of software and the market has not been tested for several years.

This scheme is to be funded from the earmarked capital reserve.

C5 Barracuda Replacement - £30,000

16/17 - £30,000

17/18 - £0

18/19 - £0

19/20 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is to re-tender and upgrade the Council's e-mail filtering software as the existing solution is not resilient, there has been much technological improvement in this type of software and the market has not been tested for several years. A combined solution with the web content filtering software will be investigated to ensure best value for money.

This scheme is to be funded from the earmarked capital reserve.

C6 Mobile Device End Point Protection Replacement - £90,000

16/17 - £45,000

17/18 - £45,000

18/19 - £0

19/20 - £0

This scheme is to re-evaluate the Council's anti-virus software to ensure end-point protection is provided for modern and mobile ways of working.

This scheme is to be funded from the earmarked capital reserve.

C7 Wireless Access Point Upgrade - £30,000

16/17 - £30,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to replace the wireless access points to ensure wireless connectivity continues to provide the Council with flexibility within its workforce to hot-desk and to enable new devices to connect to these wireless access points.

This scheme is to be funded from the earmarked capital reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

B – CORPORATE ICT BUSINESS TRANSFORMATION - £380,000

C8 Digitisation of Paper Records - £150,000

16/17 - £0

17/18 - £150,000

18/19 - £0

19/20 - £0

This scheme is to digitise remaining paper records in highways, regulatory services, human resources and housing. This will free up space and further enable mobile and flexible working.

This scheme is to be funded from the earmarked capital reserve.

C9 Web Development - £30,000

16/17 - £30,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to further develop the website to benefit our customers.

This scheme is to be funded from the earmarked capital reserve.

C10 Replacement of Remote Working Solution - £100,000

16/17 - £100,000

17/18 - £0

18/19 - £0

19/20 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is to replace or upgrade the current remote working software as it is coming to the end of its life in terms of support and maintenance and needs upgrading to a supported version that enables staff to work efficiently and productively in today's multi-device environment.

This scheme is to be funded from the earmarked capital reserve.

C11 Health and Social Care Enablement Project - £100,000

16/17 - £100,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to enable the Council's network to deliver N3 services to allow services such as SystemOne to be delivered over the Council's network and CareFirst to be delivered over the local NHS network to enable cross-site working and joint delivery of services. It will include additional infrastructure and hardware to enable full connectivity via wireless and wired means across all floors. There are currently two existing N3 links on legacy speeds, unable to support modern working and an upgrade to a modern line throughout the building will enable better integration with Health and better use and co-location with partners and allow the flexibility needed to maximise rental income from third-party staff locating to the Civic Campus. It is estimated that £25,000 of additional revenue budget would be needed to pay for the upgraded line.

This scheme is to be funded from the earmarked capital reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C – DEPARTMENTAL ICT BUSINESS TRANSFORMATION - £1,010,000

C12 Place – Business Transformation in End to End Reporting - £700,000

16/17 - £500,000

17/18 - £200,000

18/19 - £0

19/20 - £0

This scheme relates to a programme of work with the Department for Place leading to a stepped improvement in the highways asset management function:

- ensuring an ‘end to end’ review of ‘report it’ and ‘apply for it’ processes across waste, public protection, highways and parking management services delivering channel shift improvements and service efficiencies better exploiting the contribution of the Council’s website and Citizens Account portal;
- ensuring the improvements in customer service offered via the new waste management contract are optimised;
- ensuring the Council can identify, collate, record and maintain details of highways assets for operational and strategic purposes attaining band 3 status in the national programme maximising Local Transport Plan grant and additional Challenge Fund bidding opportunities.

Further work is being undertaken on the total funding required for this project.

This scheme is to be funded from corporate borrowing.

C13 Place – Culture and Enterprise and Tourism - EPOS System - £30,000

16/17 - £30,000

17/18 - £0

18/19 - £0

19/20 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is to implement an Electronic Point of Sale system to improve the Council's ability to take payments and to reduce manual processes.

This scheme is to be funded from the earmarked capital reserve.

C14 Place – Culture and Enterprise and Tourism – Events Booking System - £50,000

16/17 - £50,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to implement an events booking system as bookings cannot currently be managed electronically putting pressure on the Customer Services Centre and back offices.

This scheme is to be funded from the earmarked capital reserve.

C15 Place – Culture – Hardware in Libraries - £50,000

16/17 - £50,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to replace the ICT hardware in the libraries with appropriate equipment to meet the on-going needs of the business and in turn the citizen

This scheme is to be funded from the earmarked capital reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C16 Place – Enterprise, Regeneration and Tourism – Upgrade of Pier Network Infrastructure - £50,000

16/17 - £50,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to upgrade the pier network infrastructure as currently there is a single connection that is several years old, is unreliable and does not enable the installation of wireless at the far end of the pier in the pavilion and café.

This scheme is to be funded from the earmarked capital reserve.

C17 Public Health – MyHealthTools - £80,000

16/17 - £80,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to procure and use the MyHealthTools on-line services to provide self-care and self-management options to residents with long term conditions. Annual support and maintenance costs would be approximately £21,000 per annum and would be funded by the existing Public Health budget.

This scheme is to be funded from contributions from the public health budget.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C18 Public Health – Sentrion: Advanced Health Analysis - £50,000

16/17 - £50,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to utilise ‘big data’ technology with proven clinical data analysts to inform and identify Public Health Strategy and targeting of services for vulnerable residents. Annual support and maintenance costs would be approximately £21,000 per annum and remote hosting costs would be approximately £13,000 per annum and would be funded from the existing Public Health budget.

This scheme is to be funded from contributions from the public health budget.

D – NON ICT SCHEMES - £18,950,000

C19 Priority Works - £0

16/17 - £(500,000)*

17/18 - £(500,000)*

18/19 - £500,000

19/20 - £500,000

** A bracket denotes a reduction in budget.*

This scheme is to ensure a £500,000 budget in this area is available for the start of each financial year to deal with any priority works that may arise during the year. In previous years a £1million budget has been approved each year but given the nature of the priority works in previous years and the inclusion of the Property Refurbishment capital bid of £1,400,000 later in this document, this budget is to be reduced to £500,000 each year.

This scheme is to be funded from corporate borrowing after utilising any unspent budget from this scheme from the previous financial year.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C20 Commercial Property Investment - £6,000,000

16/17 - £2,000,000

17/18 - £2,000,000

18/19 - £2,000,000

19/20 - £0

The Commercial Property Investment Strategy was approved as part of the Corporate Asset Management Strategy 2015-2025 at Cabinet on 22nd September 2015. In accordance with that, this scheme is to grow an investment portfolio to enable the Council to secure and maintain long-term growing income streams and capital appreciation. The portfolio will require active management in terms of acquisition, management and disposal decisions. Decisions will need to be made commercially and often quickly and efficiently.

This is a budget provision and the profile across years and whether it will be spent in full will depend on the number and size of appropriate and cost effective opportunities that arise.

This scheme is to be funded from corporate borrowing with the rental incomes at least covering the financing costs.

C21 Queensway – Commercial Property - £1,000,000

16/17 - £500,000

17/18 - £500,000

18/19 - £0

19/20 - £0

This scheme is to enable the Council to take advantage of any opportunities to acquire commercial properties, or interests in properties along Southchurch Road if they come to the market or become otherwise available. Acquisition would be subject to the usual value for money processes and authorised by the Chief Finance Officer in consultation with the Leader.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This is a budget provision and the profile across years and whether it will be spent in full will depend on the number and value of appropriate and cost effective opportunities to acquire properties that arise.

This scheme is to be funded from corporate borrowing.

C22 Better Queensway - Regeneration - £500,000

16/17 - £500,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is provide the project team budget and associated studies and works to enable this regeneration project to actively progress.

This scheme is to be funded from corporate borrowing.

C23 Mercury Emissions Testing Equipment - £20,000

16/17 - £20,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to comply with statutory obligations in respect of mercury emissions measurement resulting from the cremation process.

This scheme is to be funded from the earmarked capital reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C24 Cremated Remains Plots - £90,000

16/17 - £90,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to install 197 pre-made mini graves, plus vase blocks and metal flower holders, each to hold two interments of cremated remains. The aim is to extend the offer in Sutton Road Cemetery, to use available space less quickly and to generate additional income of £314,000 over the next ten years from the extra interments and the exclusive rights of burial. The income for the 16/17 year is estimated at £55,000.

This scheme is to be funded from revenue contributions.

C25 Pergola Walk Memorial Scheme - £370,000

16/17 - £370,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to replace the aged and dangerous Pergola Walk at the Crematorium with a new modern offering with the provision of 312 above ground interment units and 2,812 memorials within the supporting structure. The aim is to improve the crematorium grounds and provide a memorial scheme offer to generate estimated new income of £1.4million over the next five years, with £115,000 of this income estimated for the 16/17 year.

This scheme is to be funded from corporate borrowing with the financing costs to be covered by the income generated.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C26 Cemetery Lodge and Crematorium Connection to Mains Sewer - £70,000

16/17 - £70,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is for works to link into the main sewer system for both the cemetery Lodge and the crematorium which are currently both connected to a cesspool. The current costs of emptying the cesspool would be saved but there would be waste rates to be paid, giving a net saving of £15,000 per annum.

This scheme is to be funded from the earmarked capital reserve.

C27 Library Car Park Reconstruction and Enhancement - £5,200,000

16/17 - £50,000

17/18 - £4,000,000

18/19 - £1,150,000

19/20 - £0

This scheme is for the demolition of the existing car park and construction of a new one. The car park is approaching the end of its design life and instead of building a new one on a 'like for like' basis, this scheme will increase capacity from 165 spaces to between 335 and 410 spaces subject to a final decision on the number of levels. If the option of 335 spaces (one level lower) is chosen then £1,200,000 could be removed from this scheme. It is anticipated that the spaces would be mainly for staff car parking but it is estimated that additional income of £40,000 per annum would be generated from the additional level.

This scheme is to be funded by corporate borrowing, the financing costs of £500,000 of this borrowing to be covered by the income generated.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C28 Civic East Car Park Redevelopment - £5,700,000

16/17 - £100,000

17/18 - £500,000

18/19 - £4,000,000

19/20 - £1,100,000

This scheme is for the planning and development of a housing scheme on East Car Park to optimise the land for redevelopment following on from the redevelopment of the College Site. The scheme is expected to generate rental and council tax income from 52 sites with the additional infrastructure and service costs associated with housing. However this is subject to a detailed feasibility study which may influence the number of units which can be delivered and/or the final build cost.

This scheme is to be funded from corporate borrowing with the financing costs to be covered by the income generated.

Sub-Total Department for Corporate Services

£21,725,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

DEPARTMENT FOR PEOPLE

C29 Secondary School Places Provision - £8,000,000

16/17 - £1,000,000

17/18 - £4,000,000

18/19 - £3,000,000

19/20 - £0

This scheme is to ensure the Council meets its duty to provide sufficient school places from September 2017 and 2018. The scheme includes £3million for the conversion of PROCAT and Wentworth. The rest of the scheme would include partial expansion of an existing school(s) to meet rising year 7 numbers and subsequent years would be part of a wider expansion programme. Corporate funding is required to meet any shortfall in Education Funding Agency grant for basic need. This scheme is in addition to the £10,000,000 budget already in the approved capital programme, funded from corporate borrowing.

This scheme's additional investment is estimated to be funded from Government grant but is subject to final Government capital funding announcements.

Sub-Total Department for People

£8,000,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

DEPARTMENT FOR PLACE

C30 Carriageways and Footways Improvements - £4,000,000

16/17 - £1,000,000

17/18 - £1,000,000

18/19 - £1,000,000

19/20 - £1,000,000

This scheme is to invest in the highways infrastructure to reduce long term structural maintenance and improve public safety. The works are based on priorities identified by the outcome of the asset management condition survey. This is in addition to the budget of £2.8million already in the approved capital programme funded by the Local Transport Plan grant.

This scheme's additional investment is to be funded from corporate borrowing.

C31 Car Parks Infrastructure Improvements - £400,000

16/17 - £200,000

17/18 - £200,000

18/19 - £0

19/20 - £0

This scheme is to improve car park surfacing, structures and signage and to replace pay and display machines in order to maximise capacity and usage and to improve customer service. The scheme will be to rationalise and upgrade pay and display equipment across all car parks, surface improvements at East Beach, lighting upgrades at Belton Gardens, layout alterations to improve accessibility and security and communication links with the CCTV service at University Square, communication link improvements with the CCTV service at Tylers Avenue and surface upgrading at Rayleigh Road.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C32 Highways Asset Management Project - £80,000

16/17 - £80,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is for the continuation of the provision of specialist technical support to assist with the introduction and implementation of a Highways Asset Management Strategy in order to achieve and maintain a Band 3 Authority status with the Department for Transport (DfT). The Council needs to do this in order to maximise the funding it is eligible for from DfT for highways maintenance.

This scheme is to be funded from the earmarked capital reserve.

C33 Cliff Slip Investigation Works - £380,000

16/17 - £380,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is for the installation of monitoring equipment and for ground investigation to develop a programme of works for Cliff Parade to mitigate further failures.

This scheme is to be funded from corporate borrowing.

C34 Property Refurbishment - £1,400,000

16/17 - £200,000

17/18 - £200,000

18/19 - £500,000

19/20 - £500,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is for the delivery of a planned condition programme across the Council's core property stock to ensure properties remain safe, fit for purpose and meet the operational requirements of the services delivered from them whilst minimising closure periods due to property related issues. The properties include museums, theatres, shelters and leisure centres. This is in addition to the £969,000 budget already in the approved capital programme (£369,000 in 15/16, £300,000 in 16/17 and £300,000 in 17/18) funded from corporate borrowing.

This scheme's additional investment is to be funded from corporate borrowing.

C35 Pier Condition Works - £1,980,000

16/17 - £0

17/18 - £410,000

18/19 - £635,000

19/20 - £935,000

This scheme is for the delivery of a planned approach to addressing non-structural condition works on the pier such as decking, lamp columns, electrics, shelters and the pier head toilets, thereby reducing the requirement for urgent and/or reactive condition works. This is in addition to the £2,650,000 budget already in the approved capital programme (£600,000 in 15/16, £500,000 in 16/17, £500,000 in 17/18 and £1,050,000 in 2018/19 and later years).

This scheme's additional investment is to be funded from corporate borrowing.

C36 Three Shells Lagoon - £600,000

16/17 - £600,000

17/18 - £0

18/19 - £0

19/20 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is to form a lagoon, erect a single storey toilet block and undertake associated landscaping in accordance with the planning application. Any revenue implications of this scheme are to be met within the existing budget. This is in addition to the £1,325,000 budget already in the approved capital programme (£1,048,000 funded by grant and £277,000 funded by borrowing). This is due to increased construction costs and the demolition and rebuild of the jetty for the Alexander Yacht Club following a recent structural survey. If the project is not delivered the Coastal Communities Funding would need to be returned.

This scheme's additional investment is to be funded from corporate borrowing.

C37 Belton Hills Steps - £1,500,000

16/17 - £100,000

17/18 - £400,000

18/19 - £600,000

19/20 - £400,000

This scheme is to undertake reinstatement and stabilisation works to the Belton Hills steps following ground movement.

This scheme is to be funded from corporate borrowing.

C38 Central Museum Works - £250,000

16/17 - £0

17/18 - £150,000

18/19 - £100,000

19/20 - £0

This scheme is to install a lift to enable people with mobility issues to access the first floor, and the consequential reorganisation of the building. These works will ensure that the necessary DDA requirements are met.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

C39 “Make Southend Sparkle” Initiative - £30,000

16/17 - £10,000

17/18 - £10,000

18/19 - £10,000

19/20 - £0

This scheme is to fund additional tree planting and other works identified by the introduction of a campaign to help encourage residents and businesses to take pride in the town.

This scheme is to be funded from the earmarked capital reserve.

C40 New Museum – Gateway Review - £1,500,000

16/17 - £750,000

17/18 - £750,000

18/19 - £0

19/20 - £0

This scheme is to progress the project to completion of the technical design and procurement stage. The gateway review would then consider a phased approach and funding of the construction of the car park and building based upon the cost report that will be produced.

This scheme is to be funded from corporate borrowing.

C41 Replacement of Play Equipment - £150,000

16/17 - £50,000

17/18 - £50,000

18/19 - £50,000

19/20 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is for a programme of replacement play equipment to ensure the continued availability of the play areas and the safety of users is met.

This scheme is to be funded from the earmarked capital reserve.

C42 Playground Gates - £130,000

16/17 - £130,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is for the replacement of 86 playground gates within the borough's play areas to enable compliance with health and safety recommendations.

This scheme is to be funded from the earmarked capital reserve.

C43 Palace Theatre – Air Handling Units - £240,000

16/17 - £25,000

17/18 - £215,000

18/19 - £0

19/20 - £0

This scheme is to replace the compressors within the air handling unit following a change in the regulations relating to gasses used to re-fill units.

This scheme is to be funded from corporate borrowing.

C44 Southend Leisure & Tennis Centre – Air Handling Units - £375,000

16/17 - £20,000

17/18 - £355,000

18/19 - £0

19/20 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

This scheme is to replace the compressors within the air handling unit following a change in the regulations relating to gasses used to re-fill units.

This scheme is to be funded from corporate borrowing.

C45 Southchurch Park Tow Path - £250,000

16/17 - £20,000

17/18 - £230,000

18/19 - £0

19/20 - £0

This scheme is to reinstate areas of the tow path which have eroded and caused the surface to collapse, to provide safe access to the waterside and recreational activities around the park lake.

This scheme is to be funded from corporate borrowing.

C46 Energy Efficiency Projects - £750,000

16/17 - £375,000

17/18 - £375,000

18/19 - £0

19/20 - £0

This scheme is to establish a budget to facilitate multiple, short timeframe, small scale projects valued between £5k - £75k using energy efficiency measures to improve and upgrade facilities. Projects would need to meet pre-agreed criteria and approved by the Corporate Delivery Board. There would also need to be appropriate governance arrangements put in place and sufficient due diligence undertaken before schemes are progressed.

The energy efficiency projects already in the approved capital programme are: LED street lighting (£13,500k), LED lighting for Civic Centre Underground Car Park (£19k), Civic Centre Insulation (£145k), Civic Centre Boilers – Low Loss Header (£38k), Southend Adult Community College Energy Project (£588k), Temple Sutton School Energy Project (£1,137k),

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

Pier Hill Lift Replacement Project (solar on roof) (£315k), Beecroft and Central Museum Energy Project (£1,092k). The total of these agreed schemes is £16,834k.

The works element of the proposed schemes are to be funded from corporate borrowing via interest free loans from Salix (an independent, not for profit company, funded by the Department for Energy and Climate Change) and the fees elements are to be funded by revenue contributions generated by energy efficiency savings.

C47 Solar PV Projects - £960,000

16/17 - £960,000

17/18 - £0

18/19 - £0

19/20 - £0

This scheme is to install solar PV panels on the roofs of Southend Hospital, Garons Leisure Centre and the Cliffs Pavilion. The local operators would be charged for energy consumed at a lower rate than their grid electricity providing them with a saving whilst the Council would generate an income from the energy charges, from a Feed-in Tariff (FiT) for all units generated and an export Tariff for any energy not consumed on site. This proposal is based on the expected drop in solar PV volume in the market immediately after the FiT changes contained in the government consultation. Energy savings are estimated at £100,000 per annum, with £50,000 in the first year.

This scheme is to be funded from corporate borrowing with the revenues generated more than covering the financing costs.

Sub-Total Department for Place **£14,975,000**

TOTAL CAPITAL SCHEMES - GENERAL FUND **£44,700,000**

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

HOUSING REVENUE ACCOUNT

C48 HRA Future Programme - £8,000,000

16/17 - £0

17/18 - £0

18/19 - £0

19/20 - £8,000,000

The investment relates to

- the continuance of completing the Decent Homes programme to bring the housing stock to decency levels;
- energy efficiency and health & safety works;

This scheme is to be wholly funded through the HRA by the Major Repairs Allowance.

TOTAL CAPITAL SCHEMES – HOUSING REVENUE ACCOUNT £8,000,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

The annual profile of this total investment would be as follows;

Year	General Fund £'000	Housing Revenue Account £'000	Total £'000
2016/17	10,370	0	10,370
2017/18	15,310	0	15,310
2018/19	14,065	0	14,065
2019/20	4,955	8,000	12,955
TOTAL	44,700	8,000	52,700

The annual funding for this total investment would be as follows;

Year	General Fund Borrowing £'000	General Fund Borrowing where financing costs to be met from savings/income generation £'000	General Fund External Funding £'000	General Fund Existing Funding £'000	Housing Revenue Account Self-Funded £'000	Total £'000
2016/17	4,415	3,755	1,000	1,200	0	10,370
2017/18	7,680	3,325	4,000	305	0	15,310
2018/19	5,005	6,000	3,000	60	0	14,065
2019/20	3,855	1,100	0	0	8,000	12,955
TOTAL	20,955	14,180	8,000	1,565	8,000	52,700

* Capital receipts or revenue contributions to capital including from earmarked reserves

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

The funding by total cost of scheme would be as follows;

No.	Scheme name	General Fund Borrowing £'000	General Fund Borrowing where financing costs to be met from savings/income generation £'000	General Fund External Funding £'000	General Fund Existing Funding £'000	Housing Revenue Account Self-Funded £'000	Total £'000
C1	Rolling Replacement Programme	400	0	0	0	0	400
C2	Software Licencing	780	0	0	0	0	780
C3	GCSx Mail Upgrade	0	0	0	25	0	25
C4	Websense Replacement	0	0	0	30	0	30
C5	Barracuda Replacement	0	0	0	30	0	30
C6	Mobile Device End Point Protection Replacement	0	0	0	90	0	90
C7	Wireless Access Point Upgrade	0	0	0	30	0	30
	A - Core ICT Infrastructure Total	1,180	0	0	205	0	1,385
C8	Digitisation of Paper Records	0	0	0	150	0	150
C9	Web Development	0	0	0	30	0	30
C10	Replacement of Remote Working Solution	0	0	0	100	0	100
C11	Health and Social Care Enablement Project	0	0	0	100	0	100
	B - Corporate ICT Business Transformation Total	0	0	0	380	0	380

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

No.	Scheme name	General Fund Borrowing £'000	General Fund Borrowing where financing costs to be met from savings/income generation £'000	General Fund External Funding £'000	General Fund Existing Funding £'000	Housing Revenue Account Self-Funded £'000	Total £'000
C12	Place – Business Transformation in End to End Reporting	700	0	0	0	0	700
C13	Place – Culture and Enterprise and Tourism - EPOS system	0	0	0	30	0	30
C14	Place – Culture and Enterprise and Tourism – Events Booking System	0	0	0	50	0	50
C15	Place – Culture – Hardware in Libraries	0	0	0	50	0	50
C16	Place – Enterprise, Regeneration and Tourism – Upgrade of Pier Network Infrastructure	0	0	0	50	0	50
C17	Public Health – MyHealthTools	0	0	0	80	0	80
C18	Public Health – Sentrian: Advanced Health Analysis	0	0	0	50	0	50
	C - Departmental ICT Business Transformation Total	700	0	0	310	0	1,010

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

No.	Scheme name	General Fund Borrowing £'000	General Fund Borrowing where financing costs to be met from savings/income generation £'000	General Fund External Funding £'000	General Fund Existing Funding £'000	Housing Revenue Account Self-Funded £'000	Total £'000
C19	Priority Works	0	0	0	0	0	0
C20	Commercial Property Investment	0	6,000	0	0	0	6,000
C21	Queensway – Commercial Property	1,000	0	0	0	0	1,000
C22	Better Queensway - Regeneration	500	0	0	0	0	500
C23	Mercury Emissions Testing Equipment	0	0	0	20	0	20
C24	Cremated Remains Plots	0	0	0	90	0	90
C25	Pergola Walk Memorial Scheme	0	370	0	0	0	370
C26	Cemetery Lodge and Crematorium Connection to Mains Sewer	0	0	0	70	0	70
C27	Library Car Park Reconstruction and Enhancement	4,700	500	0	0	0	5,200
C28	Civic East Car Park Redevelopment	0	5,700	0	0	0	5,700
	D – Non ICT Schemes Total	6,200	12,570	0	180	0	18,950
	Department for Corporate Services Total:	8,080	12,570	0	1,075	0	21,725

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

No.	Scheme name	General Fund Borrowing £'000	General Fund Borrowing where financing costs to be met from savings/income generation £'000	General Fund External Funding £'000	General Fund Existing Funding £'000	Housing Revenue Account Self-Funded £'000	Total £'000
C29	Secondary School Places Provision	0	0	8,000	0	0	8,000
	Department for People Total:	0	0	8,000	0	0	8,000
C30	Carriageways and Footways Improvements	4,000	0	0	0	0	4,000
C31	Car Parks Infrastructure Improvements	400	0	0	0	0	400
C32	Highways Asset Management Project	0	0	0	80	0	80
C33	Cliff Slip Investigation Works	380	0	0	0	0	380
C34	Property Refurbishment	1,400	0	0	0	0	1,400
C35	Pier Condition Works	1,980	0	0	0	0	1,980
C36	Three Shells Lagoon	600	0	0	0	0	600
C37	Belton Hills Steps	1,500	0	0	0	0	1,500
C38	Central Museum Works	250	0	0	0	0	250

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2016/17 to 2019/20

No.	Scheme name	General Fund Borrowing £'000	General Fund Borrowing where financing costs to be met from savings/income generation £'000	General Fund External Funding £'000	General Fund Existing Funding £'000	Housing Revenue Account Self-Funded £'000	Total £'000
C39	"Make Southend Sparkle" Initiative	0	0	0	30	0	30
C40	New Museum – Gateway Review	1,500	0	0	0	0	1,500
C41	Replacement of Play Equipment	0	0	0	150	0	150
C42	Playground Gates	0	0	0	130	0	130
C43	Palace Theatre – Air Handling Units	240	0	0	0	0	240
C44	Southend Leisure & Tennis Centre – Air Handling Units	375	0	0	0	0	375
C45	Southchurch Park Tow Path	250	0	0	0	0	250
C46	Energy Efficiency Projects	0	650	0	100	0	750
C47	Solar PV Projects	0	960	0	0	0	960
	Department for Place Total:	12,875	1,610	0	490	0	14,975
	General Fund Total:	20,955	14,180	8,000	1,565	0	44,700
C48	HRA Future Programme	0	0	0	0	8,000	8,000
	HRA Total:	0	0	0	0	8,000	8,000
	TOTAL	20,955	14,180	8,000	1,565	8,000	52,700

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Corporate Services							
Accommodation Strategy	C10072	189					189
	Total Accomodation Strategy - main	189					189
CCTV relocation & equipment upgrade	C10527	1					1
	Total Accomodation Strategy - CCTV	1					1
Tickfield - Creating Capacity	C10687	84					84
	Total Tickfield	84					84
38 Satanita Road - Priority works	C10597	13					13
93-99 Southchurch Road - exit costs	C10706	328					328
Accommodation Review - Queensway House	C10511	10					10
Airport Business Park	C10261	556	6,405	4,101			11,062
Better Queensway - Regeneration	NEW		500				500
Brunel Road Redevelopment	C10208		50				50
Capital Allocation to Discharge EEDA agreement	C10656		164				164
Civic East Car Park Redevelopment	NEW		100	500	4,000	1,100	5,700
Commercial Property Investment	NEW		2,000	2,000	2,000		6,000
East Beach Café Project	C10644	32					32
East Street Cottages	C10674	10	20				30
Focus House Demolition	C10630	160					160
Library Car Park Reconstruction and Enhancement	NEW		50	4,000	1,150		5,200
New Beach Huts Phase 2	C10631		109				109
Park View Suite - Drainage Works	C10742	3					3
Pier Arches Remedial works	C10604	6					6
Pier Arches toilets - waterproofing solution	C10734	71					71
Pier North End roof repairs	C10600	9					9
Porters Civic House and Cottage	C10571	13					13
Porters Civic House - Repairs to Building	C10657	3					3
Queensway - Commercial Property	NEW		500	500			1,000
Seaways Development Enabling Works	C10643		200	560			760
The Leas Ventilation equipment trench	C10733	25					25
Toilet Refurbishment Thorpe Hall Avenue	C10703	190					190
Urgent Works To Property	C10181	15					15
	Total Asset Management	1,444	10,098	11,661	7,150	1,100	31,453
Cemetery Lodge and Crematorium Connection to Mains Sewer	NEW		70				70
Cremator Hearth Replacement	C10677		22	12			34
Crematorium Re-Quip (Mercury)	C10055		16				16
Essential Crematorium/Cemetery Equipment	C10572	20	175				195
Mandatory Works to Cremators	C10573	41					41
Mercury Emissions Testing Equipment	NEW		20				20
Cremated Remains Plots	NEW		90				90

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
New Burial Ground	C10054	60	120	2,089			2,269
Pergola Walk Memorial Scheme	NEW		370				370
West Chapel Pipe Organ - refurbishment	C10678	30					30
Total Cemeteries & Crematorium		151	883	2,101			3,135
Agresso Enterprise Resource Planning (ERP) system	C10238	73					73
Barracuda Replacement	NEW		30				30
Citizen Account phase 2	C10574	58					58
DEFRA Inspire III	C10640	8					8
Digitisation of Paper Records	NEW			150			150
GCSx Mail Update	NEW		25				25
Health and Social Care Enablement Project	NEW		100				100
ICT Capita One Enhancements/Developments	C10633	56	32				88
ICT Core Infrastructure	C10575	1,420					1,420
ICT Enterprise Agreement	C10636	46	354	200			600
ICT E-Procurement Solution	C10635		82	29			111
ICT Reprovision of Carefirst	C10637	603	1,605				2,208
ICT Rolling Replacement Programme	C10576	171	200	200	200	200	971
IT Human Resources Case Management System	C10679	20					20
Libraries Wireless Project	C10663	8	17				25
Library RFID	C10117	18					18
Mobile Device End Point Protection Replacement	NEW		45	45			90
Pier and Foreshore ICT Improvement Programme	C10698	155	25				180
Place - Business Transformation in End to End Reporting	NEW		500	200			700
Place - Culture - Hardware in Libraries	NEW		50				50
Place - Culture and Enterprise and Tourism - EPOS System	NEW		30				30
Place - Culture and Enterprise and Tourism - Events Booking System	NEW		50				50
Place - Enterprise, Regeneration and Tourism - Upgrade of Pier Network Infrastructure	NEW		50				50
Public Health - MyHealthTools	NEW		80				80
Public Health - Sentrian: Advanced Health Analysis	NEW		50				50
Replacement and Enhancement to Cash Receipting System	C10578	17	15				32
Replacement of Remote Working Solution	NEW		100				100
Software Licencing	C10426	256	320	320	320	320	1,536
Vehicle Tracking and Performance System	C10579	9					9
Web Development	NEW		30				30
Websense Replacement	NEW		30				30
Wireless Access Point Upgrade	NEW		30				30
Wireless Borough/City Deal	C10580	27	371				398
Total ICT Programme		2,945	4,221	1,144	520	520	9,350
Priority Works	C10121	93	478	488	500	500	2,059
Total Priority Works		93	478	488	500	500	2,059
Total Department for Corporate Services		4,907	15,680	15,394	8,170	2,120	46,271

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Department for People							
Community Capacity	C10526	420	269				689
Dementia Friendly Environments	C10598	44					44
Mental Health Funding Stream	C10184	75					75
Priory House - Condition Works	C10693	225					225
Transforming Care Housing	C10689	165					165
LATC - Delaware and Priory	C10621	100	500	500	900		2,000
Total Adult Social Care		1,029	769	500	900		3,198
Disabled Facilities - Adults	C10145	900	1,344				2,244
Empty Dwelling Management	C10020	60	413	75			548
PSH Works in Default - Enforcement Work	C10503	58	140	50			248
Private Sector Renewal	C10146	120	1,124				1,244
Warmer Healthy Homes Expenditure	C10255	88					88
Total General Fund Housing		1,226	3,021	125			4,372
AHDC Short Breaks for Disabled Children	C10282	4	64				68
Kingsdown Phase 2	C10032	22					22
New Primary School (Hinguar)	C10030	15					15
Total Children & Learning Other Schemes		41	64				105
Blenheim Curtain Walling	C10646	137					137
Bournes Green Junior Boiler	New			135			135
Bournes Green Junior Pipe Works	C10528	5					5
Bournes Green Junior Roof	New		168				168
Chalkwell Infants Hall/Kitchen Windows	New			23			23
Chalkwell Infants Main Building Windows	New			45			45
Chalkwell Infants Roof	New			12			12
Chase High Boilers	C10529	10					10
Earls Hall Amalgamation	C10735	100					100
Earls Hall Ducts and Pipework	C10711	23	56	68			147
Earls Hall Underpinning	C10712	25					25
Edwards Hall Roofs	C10713	110	58				168
Earls Hall Roof Drainage	New		28				28
Fairways Fire Alarm	New			42			42
Friars Boilers	New		196				196
Friars Curtain Walling	C10532	20					20

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Friars Fire Systems Replacement	C10647	71	35				106
Future condition projects	C10024	154	162	142			458
Futures College Roof	C10648	23					23
Futures Heating and Pipe Ducts	C10714		292	168			460
Futures Rewire	New			84			84
Hamstel Juniors Fire Systems (H&S)	C10534		28				28
Hamstel Infants Windows	New			40			40
Hamstel Junior Windows	New		84	84			168
Kingsdown Fire System Upgrade	New		34				34
Kingsdown Roof Fire Breaks (H&S)	C10536	17					17
Leigh North Street Amalgamation	C10736	60					60
Prince Avenue Fire Systems and Rewire	C10650	202	36				238
Porters Grange Boilers	New			140			140
Richmond Roof	New			17			17
Temple Sutton Underpinning	C10716	45					45
Thorpedene Boiler	C10717	135					135
Thorpedene Water Tanks	C10540	11					11
West Leigh Infant Roofs	C10718	23	34				57
West Leigh Junior Gables	C10720	62					62
	Total Condition Schemes	1,233	1,211	1,000			3,444
Devolved Formula Capital	C10014	310					310
	Total Devolved Formula Capital	310					310
Basic Need Future Demand	C10641	214					214
Darlinghurst Hall	C10530	209					209
Expansion of 2 yr old Childcare Places	C10558	121					121
Hamstel Infant & Juniors Places	C10116	1,276	200				1,476
Milton Hall Primary Places	C10036	4					4
Porters Grange Primary Places	C10119	76					76
School Improvement and Provision of School Places	C10475		6,000	9,000	3,000		18,000
Sacred Heart Primary School	C10620	1,540					1,540
St Helens to FE	C10618	1,500	1,070				2,570
St Marys East	C10617	1,322	250				1,572
Thorpe Greenways Infant/Junior School	C10619	1,312					1,312
	Total Primary School Places	7,574	7,520	9,000	3,000		27,094
	Total Department for People	11,413	12,585	10,625	3,900		38,523

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Department for Place							
ASO Machinery Purchase	C10731	18					18
Belfairs Farm Buildings - condition surveys and costings	C10704	10					10
Belfairs Golf Course - Drainage	C10552	15					15
Belfairs Swim Centre H & S	C10623	717					717
Belfairs Woodland Centre Project	C10502	58					58
Bridges in Priory Park - Health & Safety	C10659	40					40
Central Museum Works	New			150	100		250
Chalkwell Park and Priory Park Tennis Courts	C10682	180					180
Chase Sports & Fitness Centre - Fire Alarm	C10732	30					30
Cliffs Pavilion - External Works above Maritime Room	C10695	200					200
Cliffs Pavilion - Refurbishmen of passenger lift	C10692	62					62
Cliffs Pavilion - Replacement floor in auditorium	C10670	60					60
Cliffs Pavilion undercroft piping replacement – urgent works	C10722	90					90
Elmer Sq Project - Library	C10019	411					411
Energy Improvements in Culture Property Assets	C10565	169					169
FPG	C10488	5					5
Hard Surface Path Improvements	C10566	174					174
Library Review	C10624	521	260				781
"Make Southend Sparkle" Initiative	New		10	10	10		30
Milton Gardens - Childrens Multi-Play Unit	C10728	10					10
New Museum - Gateway Review	New		750	750			1,500
Palace Theatre - Air Handling Units	New		25	215			240
Palace Theatre fire exit installation – urgent works	C10723	30					30
Palace Theatre - Replacement of External Windows	C10725	60					60
Palace Theatre - Replacement of roof over smoke hood	C10705	15					15
Parks Land Drainage - Blenheim Park	C10680	105					105
Parks Land Drainage - Southchurch Park	C10681	75					75
Parks Sports Pitch Drainage	C10694	85					85
Playground Gates	New			130			130
Priory Park Water Main	C10625	100					100
Prittlewell Prince Museum	C10043			38			38
Prittlewell Prince Storage	C10696	200					200
Pump Priming Budget	C10044			333			333

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Replacement of Play Equipment	New		50	50	50		150
Southchurch Park Bowls Pavillion	C10739	20					20
Southchurch Park Lake	C10077	3					3
Southchurch Park Lighting	C10591	9					9
Southchurch Park Tow Path	New		20	230			250
Southend Leisure & Tennis Centre - Air Handling Units	New		20	355			375
Southend Leisure & Tennis Centre - Refurbishment of Lift	C10627	21					21
War Memorials within the Borough	C10569	87					87
Total Culture		3,580	1,636	1,760	160		7,136
City Deal - Incubation Centre	C10668	80					80
Three Shells Lagoon	C10658	377	1,548				1,925
Pier Hill Lifts - Emergency Maintenance	C10551	9					9
Pier Hill Lifts Replacement	C10737	315					315
Prince George Extension Works	C10038	1,243					1,243
Property Refurbishment Programme	C10626	369	500	500	500	500	2,369
Southend Pier - Condition Works	C10697	600	500	910	1,135	1,485	4,630
Total Enterprise, Tourism & Regeneration		2,993	2,548	1,410	1,635	1,985	10,571
Cliff Slip Investigation Works	NEW		380				380
Cliff Stabilisation - Clifton Drive	C10683	847					847
Coastal Defence (Shoebury Common Sea Defence Scheme)	C10011	105		4,320			4,425
Coastal Defence - Storm Damage	C10660	42					42
Flooding - Repairs and Renewals	C10707	600					600
Two Tree Island - Slipway	C10654	139					139
Total Coastal Defence and Foreshore		1,733	380	4,320			6,433
Belton Hills Steps	NEW		100	400	600	400	1,500
Carriageways and Footways Improvements	NEW		1,000	1,000	1,000	1,000	4,000
Cinder Path	C10115	10	825				835
Gaist Highways Asset Management Project	NEW		80				80
Highways Planned Maintenance Investment	C10029	552	502	502			1,556
Queensway - Ground Penetrating Radar	NEW	200					200
Street Lighting Renewal	C10061	3,947	6,905	2,485			13,337
Total Highways & Infrastructure		4,709	9,412	4,387	1,600	1,400	21,508
Car Park Infrastructure Improvements	NEW		200	200			400
Car Parks Upgrade	C10151	550					550
Total Parking Management		550	200	200			950

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
S106 Airport 0901960 Fulm	C10274	7	4				11
S106 Audley Court 0200874 Ful	C10276	10					10
S106 - College London Rd	C10203	50					50
S106 Ajax Works 0300130ful	C10199	1	1	1	3		6
S106 Dairy Crest 1400340AMDT	C10741		202				202
S106 Elm Gate 1000655FULM	C10666	7	125				132
S106 279 Fairfax Drive 1101349FULM	C10691		75				75
S106 Former College 1000225FUL	C10207	11					11
S106 Garrison 0000777 Deposit	C10690	21					21
S106 Garrison Park Store	C10188	1					1
S106 High Works Shoe Garrison	C10213	6					6
S106 Land North Of Ambleside	C10201	2					2
S106 Lifstan Way 0000273 Out	C10269	4	4	4	72		84
S106 910 London Road 0901899 ful	C10479	1					1
S106 Manchester Drive 10/01584/FULM	C10491	1					1
S106 North Rd & Salisbury Ave 1200056	C10605	2					2
S106 Nth Sbury Rd 0301504out	C10205	364	722				1,086
S106 7-9 Pembury Road 0902326FULM	C10264		9				9
S106 53 Pavilion Dr 0701870OUTM	C10652		143				143
S106 Premier Inn 1300835FULM	C10653	15					15
S106 87 Rectory Gr 1101018FULM	C10581		155				155
S106 Seec 0200500ful	C10073		104				104
S106 21 Station Rd 0401552 FUL	C10277		12				12
S106 Sunlight Ldry 1400411FULM	C10686	2	14				16
S106 285 Sutton Rd 1001190FULM	C10218	66	15				81
S106 Univ H-Way0401561ful	C10196	46					46
S106 199-207 West Road 0501108OUT	C10582	12					12
S38/S278 Airport 0901960 Fulm	C10275	111					111
S78 Bellway Homes 14/00943/fulm	C10730	15					15
S38 Foot/Cycleway at Garrison	C10191	4					4
S38 Fossetts Farm Bridleway	C10193	116					116
S38 Garrison NBP Road Supp Fee	C10267	34					34
S38 Inspection Magazine Rd	C10190	5					5
Total S106 & S38 Agreements		914	1,585	5	75		2,579

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
LTP (Integrated Transport block) - Bridge Strengthening	C10512	400	380	370	350		1,500
LTP (Integrated Transport block) - Better Sustainable Transport	C10384	400	400	400	400		1,600
LTP (Integrated Transport block) - Better Networks	C10671	400	400	400	400		1,600
LTP (Integrated Transport block) - Traffic Management Schemes	C10513	400	400	400	400		1,600
LTP (Integrated Transport block) - Network Management	C10470	201	201	201	201		804
LTP - Maintenance	C10076	993	847	868	621		3,329
LTP - Maintenance - Street Lighting	C10708		50		150		200
Total Local Transport Plan		2,794	2,678	2,639	2,522		10,633
Local Growth Fund - A127 Growth Corridor	C10699	1,015	4,800	1,680	4,440	6,120	18,055
Local Growth Fund - Local Sustainable Transport Fund	C10700	800	200				1,000
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport)	C10701	120	120	1,400	2,120	2,220	5,980
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	C10702		1,000	2,000	2,000	2,000	7,000
Total Local Growth Fund		1,935	6,120	5,080	8,560	10,340	32,035
A127 Junction Improvements	C10553	696	171				867
HCA Progress Road	C10254	20					20
Southend Transport Model	C10058	62	30				92
Victoria Gateway - Design Review	C10609	6					6
Total Transport		784	201				985
Short Street Depot	C10570	591					591
Waste Transfer Station	C10467	6					6
Total Waste		597					597
Beecroft and Central Museum Energy Project	C10738	590	502				1,092
Civic Centre Boilers - Low Loss Header	C10676	36					36
Eastwood Schools Energy Project	C10740	219					219
Energy Efficiency Projects	New		375	375			750
LED Lighting - Civic Centre Underground Car Park	C10662	19					19
Solar PV Projects	New		960				960
Southend Adult Community College Energy Project	C10664	552					552
Temple Sutton School Energy Project	C10665	934					934
Total Energy Saving		2,350	1,837	375			4,562
Total Department for Place		22,939	26,597	20,176	14,552	13,725	97,989
Total General Fund Capital Schemes		39,259	54,862	46,195	26,622	15,845	182,783

Scheme	Project code	2015/16 Budget £000	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Housing Revenue Account (HRA)							
Bathroom Refurbishment	C10161	380					380
Central Heating	C10162	492					492
Common Areas Improvement	C10168	2,660	220				2,880
Environmental - H&S works	C10163	1,314	100				1,414
Kitchen Refurbishments	C10164	691					691
Rewiring	C10165	80					80
Roofs	C10166	1,090					1,090
Windows and Doors	C10167	250					250
Efdf - Whole Home Energy Project	C10160	37					37
Future Programme (MRA & Decent Homes)	C10298		7,000	7,500	7,800	8,000	30,300
	Total Decent Homes Programme	6,994	7,320	7,500	7,800	8,000	37,614
HRA Disabled Adaptations - Major Adaptations	C10015	450					450
HRA Disabled Adaptations - Minor Adaptations	C10257	50					50
	Total Council House Adaptions	500					500
Sheltered Housing DDA works	C10177		345				345
	Total Sheltered Housing Remodelling		345				345
S106 New Build 32 Byron Avenue	C10584	12					12
S106 HRA Land Review	C10685	66					66
	Total S106 Funded HRA Projects	78					78
New Build 32 Byron Avenue - RTB funded	C10595	4					4
	Total RTB Funded HRA Projects	4					4
Construction of New Housing on HRA Land	C10684	134	2,608				2,742
Strategic acquisition of tower block leaseholds	C10614	135	500				635
	Total Other HRA	269	3,108				3,377
	Total HRA Capital Schemes	7,845	10,773	7,500	7,800	8,000	41,918
TOTAL PROPOSED CAPITAL PROGRAMME		47,104	65,635	53,695	34,422	23,845	224,701

Total Capital Programme 2016/17 to 2019/20: 177,597

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Southend-on-Sea Borough Council

Agenda
Item No.

Report of Corporate Management Team

to

Cabinet

on

19 January 2016

Report prepared by: Ian Ambrose
Group Manager, Financial Management

Fees & Charges 2016/17

All Scrutiny Committees

Executive Councillor: Councillor Ron Woodley

A Part 1 Public Agenda Item

1 Purpose of Report

To consider the detailed fees and charges for services in 2016/17 included in the budget proposals for 2016/17.

2 Recommendation

That the Cabinet recommend that the proposed fees & charges for each Department as contained within the body of this report and the appendices be approved by Council.

3 Background

3.1 Income from fees and charges are an important part of the Council's overall financial strategy and assist in the overall balancing of the budget. Clearly the scope to increase fees or charges is determined by a number of factors, of which the most important are: strategic desirability, government direction, elasticity of demand for services, and impact on service users. There is no prescribed increase in individual fees and charges, although the medium term financial strategy assumes a 2% increase in net income collected (yield) from general price increases. Some proposed savings are also predicated on discreet increases over and above the assumed 2% increase in yield or new charges, and have been included within the schedules.

3.2 Where fees are subject to VAT, the rate of 20% has been incorporated into these proposals.

3.3 In addition some charges made by the Council are set by statute and therefore they are not at the discretion of the Council; these are clearly marked in the attached charges.

4 Proposals for 2016/17

- 4.1 Proposals for fees and charges for 2016/17 are set out in the Appendices to this report.

Appendix 1 – Department for People

Appendix 2 – Department for Place

Appendix 3 – Department for Corporate Services

5 Other Options

No other options were considered. This report merely brings together the proposals for fees and charges, be they statutory or discretionary.

6 Reasons for Recommendations

Part of the process of maintaining a balanced budget includes a requirement to consider the contribution that fees and charges make towards that aim. This report is in fulfilment of that requirement.

7 Appendices

Appendix 1 – Department for People

Appendix 2 – Department for Place

Appendix 3 – Department for Corporate Services

FEES AND CHARGES

2016/17

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
1	Charge per day Meals on Wheels (main course and pudding)	4.80		4.80	TBD		TBD
2	Charge per day for lunch at day centres - main course	2.60		2.60	2.70		2.70
3	Charge per day for lunch at day centres - pudding	1.00		1.00	1.00		1.00
4	Charge for tea/snacks at day centres	0.50		0.50	0.50		0.50
5	Maximum charge to user per week for home care/daycare	Full Cost of Service			Full Cost of Service		
6	Forecast average unit cost of all home care per hour	14.10		14.10	14.10		14.10
7	Maximum charge per session (day) for day service	Full Cost of Service			Full Cost of Service		
8	Transport	2.00		2.00	2.04		2.04
9	Minimum client contrib for OP long stay res care per week	126.40		126.40	128.90		128.90
10	Minimum charge for adult long stay res care per week 18-24	65.45		65.45	66.75		66.75
11	Minimum charge for adult long stay res care per week 25-59	80.65		80.65	82.30		82.30
12	Administration Fee for Deferred Payment Scheme	485.00		485.00	495.00		495.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Charges to Landlords						
1	Mandatory Licence of House in Multiple Occupation - up to 6 lettings	750.00		750.00	850.00		850.00
2	Mandatory Licence of House in Multiple Occupation - each additional letting	50.00		50.00	50.00		50.00
3	Improvement Notice	500.00		500.00	500.00		500.00
4	Energy Performance Certificate Enforcement	200.00		200.00	200.00		200.00
5	Immigration Inspection - initial visit	160.00		160.00	160.00		160.00
6	Immigration Inspection - each subsequent visit	60.00		60.00	60.00		60.00
7	Hazard Awareness Notice	500.00		500.00	500.00		500.00
8	Prohibition Order	500.00		500.00	500.00		500.00
9	Emergency Prohibition Order	500.00		500.00	500.00		500.00
10	Remedial Action Notice	500.00		500.00	500.00		500.00
11	Emergency Remedial Action Notice	500.00		500.00	500.00		500.00
12	Demolition Order	500.00		500.00	500.00		500.00
13	Clearance Area	500.00		500.00	500.00		500.00
14	Interim Management Order	1,200.00		1,200.00	1,200.00		1,200.00
15	Each additional unit above 6 units	50.00		50.00	50.00		50.00
16	Final Management Order	1,200.00		1,200.00	1,200.00		1,200.00
17	Each additional unit above 6 units	50.00		50.00	50.00		50.00
18	Interim Empty Dwelling Management Order	800.00		800.00	800.00		800.00
19	Final Empty Dwelling Management Order	800.00		800.00	800.00		800.00
20	Works in Default undertaken	30% of cost of works in default		30% of cost of works in default			
21	Court of Protection Assistance (charged per hour)	15.00		15.00	35.00		35.00
22	Monetary Penalty for failure to join an Ombudsman Scheme under the Redress Schemes for Lettings Agency and Property Management Work (England) Order 2014				Up to £5,000		Up to £5,000
23	Monetary Penalty for failure to comply with requirement to install smoke or carbon monoxide alarms under The Smoke and Carbon Monoxide Alarm (England) Regulations 2015				Up to £5,000		Up to £5,000
24	Interest charged by PSH on outstanding fees	Statutory Interest (8%) + Base Rate		Statutory Interest (8%) + Base Rate			

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	ATHLETICS							
1	Southend Athletics Club - season (2 evenings & Sunday a.m.)	2,996.00		2,996.00		3,056.00		3,056.00
2	SLTC (Monday - Friday half day)	112.50	22.50	135.00		115.00	23.00	138.00
3	SLTC (Monday - Friday evening)	87.50	17.50	105.00		89.17	17.83	107.00
4	SLTC (Weekend, half day rate)	172.50	34.50	207.00		175.83	35.17	211.00
5	SLTC (Per Hour up to Max 2 hours)	28.92	5.78	34.70		29.50	5.90	35.40
6	SLTC (Monday - Friday 1 Hour)	23.00	4.60	27.60		23.50	4.70	28.20
7	SLTC - Flood lights (per hour)	17.92	3.58	21.50		18.33	3.67	22.00
8	SLTC – Equipment (hurdles, high jump, pole vault)	37.42	7.48	44.90		38.33	7.67	46.00
9	SLTC - Pit Area, Hurdles, Misc. (Charges Per Area)	6.42	1.28	7.70		6.58	1.32	7.90
10	SLTC - Casual Adult	3.00	0.60	3.60		3.08	0.62	3.70
11	SLTC - Casual Junior & Concession	1.33	0.27	1.60		1.42	0.28	1.70
	BOWLS (PARKS)							
12	Season Ticket 7 day Resident	123.92	24.78	148.70		130.00	26.00	156.00
13	Season Ticket 7 day Resident - Advantage Card C	62.00	12.40	74.40		65.00	13.00	78.00
14	Season Ticket 7 day Resident Senior (born before 1 April 1952)	79.83	15.97	95.80		83.83	16.77	100.60
15	Season Ticket 7 day Resident Senior (born before 1 April 1952) Advantage Card C	39.92	7.98	47.90		41.92	8.38	50.30
16	Season Ticket Non Resident	147.00	29.40	176.40		154.17	30.83	185.00
17	Season Ticket Non Resident (born before 1 April 1952)	112.42	22.48	134.90		118.33	23.67	142.00
18	Cadet Season Ticket Resident 16 & under	24.08	4.82	28.90		24.58	4.92	29.50
19	Cadet Season Ticket Resident 16 & under - Advantage Card C	11.58	2.32	13.90		11.83	2.37	14.20
20	Cadet Season Ticket Non Resident 16 & under	35.00	7.00	42.00		35.83	7.17	43.00
21	Per Hour (per person)	3.58	0.72	4.30		3.75	0.75	4.50
22	Per Hour (per person)-Advantage Card AB	3.25	0.65	3.90		3.33	0.67	4.00
23	Per Hour (per person)-Advantage Card C	1.83	0.37	2.20		2.08	0.42	2.50
24	Per Hour 16 and Under (per person)	0.83	0.17	1.00		0.92	0.18	1.10
25	Per Hour 16 and Under (per person) Advantage Card AB	0.83	0.17	1.00		0.92	0.18	1.10
26	Per Hour 16 and Under (per person) Advantage Card C	0.42	0.08	0.50		0.50	0.10	0.60
27	Two Hour Game (Per Person)	6.67	1.33	8.00		6.83	1.37	8.20
28	Two Hour Game (Per Person)- Advantage Card AB	6.00	1.20	7.20		6.25	1.25	7.50
29	Two Hour Game (Per Person)- Advantage Card C	3.33	0.67	4.00		3.42	0.68	4.10

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
30	Rink hire - Visiting Club (2 hour maximum)	15.00	3.00	18.00		15.33	3.07	18.40
31	County Matches - Visiting Club - No charge							
32	Member of visiting club (per game) (collected by host club)	3.00	0.60	3.60		3.08	0.62	3.70
33	Annual license fee per bowling green (22 weeks)	5,100.00		5,100.00		5,202.00		5,202.00
	CRICKET					-		
34	Cat A (season every Saturday/Sunday)	3,176.00		3,176.00		3,240.00		3,240.00
35	Cat A (season every Saturday/Sunday) with Council pavilion	3,913.00		3,913.00		3,991.00		3,991.00
36	Cat B (season every Saturday/Sunday)	2,012.00		2,012.00		2,052.00		2,052.00
37	Cat A (season every weekday - 1 day)	2,558.00		2,558.00		2,609.00		2,609.00
38	Cat A (season every weekday - 1 day) with Council pavilion	2,680.00		2,680.00		2,734.00		2,734.00
39	CAT B (season every weekday - 1 day)	1,356.00		1,356.00		1,384.00		1,384.00
40	Cat A (season every weekday - 1 evening)	1,322.00		1,322.00		1,384.00		1,384.00
41	Cat A (season every weekday - 1 evening) with Council Pavilion	1,367.00		1,367.00		1,394.50		1,394.50
42	Cat B (season every weekday - 1 evening)	885.00		885.00		903.00		903.00
43	Cat A (casual all day - 11.00 a.m.)	159.17	31.83	191.00		162.50	32.50	195.00
44	Cat A (casual all day - 11.00 a.m.) with Council pavilion	167.50	33.50	201.00		170.83	34.17	205.00
45	Cat B (casual all day - 11 a.m.)	125.83	25.17	151.00		128.33	25.67	154.00
46	Cat A (casual half day - 2.00 p.m.)	121.67	24.33	146.00		124.17	24.83	149.00
47	Cat A (casual half day - 2.00 p.m.) with Council pavilion	125.83	25.17	151.00		128.33	25.67	154.00
48	Cat B (casual half day - 2.00 p.m.)	84.17	16.83	101.00		85.83	17.17	103.00
49	Cat A (casual evening - 6.00 p.m.)	60.83	12.17	73.00		62.50	12.50	75.00
50	Cat A (casual evening - 6.00 p.m.) with Council pavilion	66.67	13.33	80.00		68.00	13.60	81.60
51	Cat B (casual evening - 6.00 p.m.)	42.50	8.50	51.00		43.33	8.67	52.00
52	Cat A (casual Sunday & Bank Holiday afternoon)	159.17	31.83	191.00		162.50	32.50	195.00
53	Cat A (casual Sunday & Bank Holiday afternoon) with Council	167.50	33.50	201.00		170.83	34.17	205.00
54	Cat B (casual Sunday & Bank Holiday afternoon)	135.00	27.00	162.00		137.50	27.50	165.00
55	Cat A (casual Sunday & Bank Holiday all day)	205.00	41.00	246.00		209.17	41.83	251.00
56	Cat A (casual Sunday & Bank Holiday all day) with Council pavilion	214.17	42.83	257.00		128.33	25.67	154.00
57	Cat B (casual Sunday & Bank Holiday all day)	167.50	33.50	201.00		170.83	34.17	205.00
58	Cricket Pitch junior practice (half day)	23.33	4.67	28.00		24.17	4.83	29.00
59	Cat A (Sunday a.m. youth on Saturday wicket)	33.33	6.67	40.00		34.17	6.83	41.00
60	Cat B (Sunday a.m. youth on Saturday wicket)	27.50	5.50	33.00		28.33	5.67	34.00
61	Chalkwell Park artificial wicket (casual)	26.67	5.33	32.00		27.50	5.50	33.00
62	Artificial wicket (season)	1,886.00		1,886.00		1,924.00		1,924.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	GOLF							
63	18 Holes (Monday-Friday)	15.00	3.00	18.00		15.00	3.00	18.00
64	18 Holes (Monday-Friday) Advantage Card AB	13.50	2.70	16.20		13.50	2.70	16.20
65	18 Holes (Monday-Friday) Advantage Card C	12.00	2.40	14.40		12.00	2.40	14.40
66	Twilight (Monday - Friday) 9 holes	7.50	1.50	9.00		7.50	1.50	9.00
67	18 Holes (Saturday, Sunday & Bank Holidays)	20.83	4.17	25.00		18.33	3.67	22.00
68	18 Holes (Saturday, Sunday & Bank Holidays)-Advantage Card AB	18.75	3.75	22.50		16.50	3.30	19.80
69	18 Holes (Saturday, Sunday & Bank Holidays)-Advantage Card C	16.67	3.33	20.00		13.33	2.67	16.00
70	Twilight (Saturday, Sunday & Bank Holidays) 9 Holes	10.00	2.00	12.00		9.17	1.83	11.00
71	18 Holes (Monday-Friday Senior)	10.00	2.00	12.00		10.00	2.00	12.00
72	18 Holes (Monday-Friday 18 and Under)	8.33	1.67	10.00		8.33	1.67	10.00
73	18 Holes (Monday-Friday Senior) Advantage Card AB	9.00	1.80	10.80		9.00	1.80	10.80
74	18 Holes (Monday-Friday 18 and Under) Advantage Card AB	7.50	1.50	9.00		7.50	1.50	9.00
75	18 Holes (Monday-Friday Senior) Advantage Card C	8.00	1.60	9.60		8.00	1.60	9.60
76	18 Holes (Monday-Friday 18 and Under) Advantage Card C	6.67	1.33	8.00		6.67	1.33	8.00
77	Twilight 9 Holes (Monday-Friday Senior)	7.50	1.50	9.00		7.50	1.50	9.00
78	Twilight 9 Holes (Monday-Friday 18 and Under)	7.50	1.50	9.00		7.50	1.50	9.00
79	Off Peak (Monday-Friday)	11.67	2.33	14.00		11.67	2.33	14.00
80	Off Peak (Saturday, Sunday & Bank Holidays)	16.67	3.33	20.00		16.67	3.33	20.00
81	Off Peak (Monday - Friday, Senior/ 18 and Under)	7.92	1.58	9.50		7.92	1.58	9.50
82	Lesson Ticket	1.42	0.28	1.70		1.67	0.33	2.00
83	Lesson Ticket (Golf Foundation Under 18)	0.67	0.13	0.80		0.83	0.17	1.00
84	Lesson Ticket (Golf Foundation Under 18)-Advantage Card AB	0.58	0.12	0.70		0.67	0.13	0.80
85	Lesson Ticket (Golf Foundation Under 18)-Advantage Card C	0.42	0.08	0.50		0.50	0.10	0.60
86	Practice Ticket	1.75	0.35	2.10		2.08	0.42	2.50
87	Season Ticket 7 Day Resident	595.00	119.00	714.00		595.00	119.00	714.00
88	Season Ticket 7 Day Resident Advantage Card C	523.33	104.67	628.00		523.33	104.67	628.00
89	Season Ticket 7 Day Non-Resident	653.33	130.67	784.00		653.33	130.67	784.00
90	Season Ticket 5 Day Resident before 5.00 pm Senior (born before 1 April 1952)	297.50	59.50	357.00		297.50	59.50	357.00
91	Season Ticket 5 Day Resident before 5.00 pm Senior (born before 1 April 1952) -Advantage Card C	255.00	51.00	306.00		255.00	51.00	306.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
92	Season Ticket 5 Day Non-Resident before 5.00 pm Senior (born before 1 April 1952)	382.50	76.50	459.00		382.50	76.50	459.00
93	Season Ticket 5 Day Resident	402.50	80.50	483.00		402.50	80.50	483.00
94	Season Ticket 5 Day Resident Advantage Card C	358.33	71.67	430.00		358.33	71.67	430.00
95	Season Ticket 5 Day Non-Resident	447.50	89.50	537.00		447.50	89.50	537.00
96	Season Ticket Student Under 18's	71.67	14.33	86.00		71.67	14.33	86.00
97	Locker Rent (per annum)	10.83	2.17	13.00		11.25	2.25	13.50
98	Block Booking for 2 hours	116.67	23.33	140.00		119.17	23.83	143.00
99	Block Booking (home clubs) for 2 hours	40.00	8.00	48.00		40.83	8.17	49.00
100	Tee Reservation (Annual School Championship)	14.17	2.83	17.00		14.58	2.92	17.50
101	Pitch & Putt (per round) Adult	2.50	0.50	3.00		2.58	0.52	3.10
102	Pitch & Putt (per round) Adult Advantage Card AB	2.25	0.45	2.70		2.33	0.47	2.80
103	Pitch & Putt (per round) Adult Advantage Card C	2.00	0.40	2.40		2.08	0.42	2.50
104	Pitch & Putt (per round) Child	1.67	0.33	2.00		1.67	0.33	2.00
105	Pitch & Putt (per round) Child Advantage Card AB	1.50	0.30	1.80		1.50	0.30	1.80
106	Pitch & Putt (per round) Child Advantage Card C	1.33	0.27	1.60		1.33	0.27	1.60
	RUGBY							
107	Cat A (Season - Warners/Westbarrow)	2,845.00		2,845.00		2,902.00		2,902.00
108	Cat A (casual)	100.83	20.17	121.00		102.92	20.58	123.50
109	Under 13's – Under 19's on 'Senior Pitch' Sunday Season	1,050.00		1,050.00		1,071.00		1,071.00
110	Under 13's – Under 19's on 'Senior Pitch' Sunday Casual	37.50	7.50	45.00		38.33	7.67	46.00
111	Mini Rugby – on Senior Pitches	194.00		194.00		165.00		165.00
	FOOTBALL							
112	Cat A (season 28 weeks - weekday)	1,677.00		1,677.00		1,711.00		1,711.00
113	Cat B (season 28 weeks - weekday)	1,082.00		1,082.00		1,104.00		1,104.00
114	Cat C (season 28 weeks - weekday)	1,012.00		1,012.00		1,032.00		1,032.00
115	Cat A (season 28 weeks - Saturday/Sunday)	1,972.00		1,972.00		2,011.00		2,011.00
116	Cat B (season 28 weeks - Saturday/Sunday)	1,329.00		1,329.00		1,356.00		1,356.00
117	Cat C (season 28 weeks - Saturday/Sunday)	1,109.00		1,109.00		1,131.00		1,131.00
118	Cat A (casual)	90.83	18.17	109.00		92.50	18.50	111.00
119	Cat B (casual)	54.17	10.83	65.00		55.42	11.08	66.50
120	Cat C (casual)	41.67	8.33	50.00		42.50	8.50	51.00
121	Youth Commemoration/Jones Memorial Grounds (season - under 18)	689.00		689.00		703.00		703.00
122	Youth Commemoration/Jones Memorial Grounds (casual- under 18)	34.17	6.83	41.00		35.00	7.00	42.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
123	Youth Commemoration/Jones Memorial Grounds (season - under 16)	629.00		629.00		642.00		642.00
124	Youth Commemoration/Jones Memorial Grounds (casual- under 16)	25.00	5.00	30.00		25.50	5.10	30.60
125	Youth Commemoration/Jones Memorial Grounds (season - under 11)	318.00		318.00		325.00		325.00
126	Youth Commemoration/Jones Memorial Grounds (casual - under 11)	12.08	2.42	14.50		12.50	2.50	15.00
127	Southchurch Park Arena (Southend Manor) Season and training	5,067.00		5,067.00		5,169.00		5,169.00
128	Mini soccer (season 28 weeks)	318.00		318.00		325.00		325.00
129	Casual	12.08	2.42	14.50		12.50	2.50	15.00
	SYNTHETIC PITCH- WARNERS PARK							
130	Pitch per hour	48.33	9.67	58.00		49.17	9.83	59.00
131	Floodlighting per hour	10.83	2.17	13.00		11.25	2.25	13.50
	TENNIS (Outdoor Courts Priory and Chalkwell)					-		
136	Annual Pass per household	22.92	4.58	27.50		23.33	4.67	28.00
137	Annual Pass per household Advantage Card A,B,C	20.83	4.17	25.00		21.25	4.25	25.50
	PARK OR SITE EVENT HIRE							
138	Charity and Community Small	62.00		62.00		64.00		64.00
139	Charity and Community Medium	87.00		87.00		89.00		89.00
140	Charity and Community Large	123.00		123.00		125.00		125.00
141	Commercial Small	281.00		281.00		287.00		287.00
142	Commercial Medium	561.00		561.00		572.00		572.00
143	Commercial Large	1,122.00		1,122.00		1,144.50		1,144.50
144	Standpipe for Small Event	18.00		18.00		19.00		19.00
145	Standpipe for Medium Event	36.00		36.00		37.00		37.00
146	Standpipe for Large Event	58.00		58.00		59.00		59.00
	OTHER EVENTS							
147	Bandstand -Priory Park 2 hour performance and 2 hour set up fee	102.00		102.00		104.00		104.00
148	Outdoor Fitness Classes Annual Permit	153.00		153.00		156.00		156.00
149	Partnership events with the council free of charge							
	MISCELLANEOUS							
150	Key deposit (refundable)	10.00		10.00		10.20		10.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
151	Donated Trees	153.00		153.00		156.00		156.00
152	Plaque for Donated Item	128.00		128.00		131.00		131.00
153	Plaque for Donated Items - Advantage Card ABC	116.00		116.00		118.00		116.00
154	Donated Wooden Seats & Plaques	793.00		793.00		809.00		809.00
155	Donated Wooden Seats & Plaques Advantage Card ABC	714.00		714.00		729.00		729.00
156	Donated Metal Seats & Plaques	909.00		909.00		927.00		927.00
157	Donated Metal Seats & Plaques Advantage Card ABC	818.00		818.00		834.00		834.00
158	Donated Seats – Cliffs Gardens & Prittlewell Square	1,005.00		1,005.00		1,025.00		1,025.00
159	Donated Seats – Cliffs Gardens & Prittlewell Square Advantage Card ABC	905.00		905.00		923.10		923.00
158	Donated Seat and Plaque - Rustic Bench	1,200.00		1,200.00		1,224.00		1,224.00
159	Donated Seat and Plaque - Rustic Bench Advantage Card ABC	1,090.00		1,090.00		1,111.80		1,112.00
	SPONSORED ITEMS							
160	Play equipment, sculpture, flower beds, shrubs, specimen tree planting - by negotiation							
	ADVANTAGE CARDS							
161	Advantage Card: Resident Adult Category A	4.17	0.83	5.00		4.25		5.00
162	Resident Under 17/Senior (born before 1 April 1952)/Student Category B	2.50	0.50	3.00		2.50	0.50	3.00
163	Resident Adult Low Income Category C	0.83	0.17	1.00		0.83	0.17	1.00
164	Resident Under 17/Senior (born before 1 April 1952)/Student Low Income Category C	0.83	0.17	1.00		0.83	0.17	1.00
165	Family (1 adult, all children) Category A	7.50	1.50	9.00		7.50	1.50	9.00
166	Family (2 adults, all children) Category A	10.00	2.00	12.00		10.00	2.00	12.00
	ACCESS GATES							
167	Access Gate Licence (5 years) for gate from private property onto	35.00		35.00		35.70		35.70
	ALLOTMENTS							
168	Per 5.5m ² (rod) (plus water recharged at current rates)	4.00		4.00		4.00		4.00
169	Per 5.5m ² (rod) (plus water recharged at current rates) – Senior (born before 1 April 1952)	2.00		2.00		2.00		2.00
170	Per 5.5m ² (rod) (plus water recharged at current rates) – Advantage Card C	2.00		2.00		2.00		2.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
171	Per 5.5m2 (rod) (plus water recharged at current rates) – Under 18	2.00		2.00		2.00		2.00
172	Edwards Hall Leisure Garden (plus water recharged at current rates)– Allotments	32.00		32.00		32.00		32.00
173	Edwards Hall Leisure Garden – Allotments (plus water recharged at current rates) - Senior (born before 1 April 1952)	16.00		16.00		16.00		16.00
174	Edwards Hall Leisure Garden - Allotments (plus water recharged at current rates) - Advantage Card C	16.00		16.00		16.00		16.00
175	Edwards Hall Leisure Garden - Allotments (plus water recharged at current rates) - under 18	16.00		16.00		16.00		16.00
	FLORISTRY							
176	All Arrangements							
	MUSEUM – SERVICE FEES							
	Venue Hire - Priory & Southchurch							
180	Commercial Organisation per 4 hour session (6pm – 10pm)	450.00		450.00		459.00		459.00
181	Voluntary Sector / Charity per 4 hour session (6pm – 10pm)	400.00		400.00		408.00		408.00
182	Additional Hour 10pm - 11:30pm	150.00		150.00		153.00		153.00
183	Central Museum and Beecroft Art Gallery - Weekdays cultural, educational & charitable purposes, per hour (or part)	20.00		20.00		21.00		21.00
184	One Mayoral Charity Function Per Annum – Free of Charge.							
	Weddings/Civic Ceremonies (Southchurch Hall)							
185	Tues, Wed, Thur	375.00		375.00		385.00		385.00
186	Saturdays	550.00		550.00		560.00		560.00
	Weddings/Civil Ceremonies (Priory)							
187	Tues, Wed, Thur before 18:00 hrs	950.00		950.00		975.00		975.00
188	Tues, Wed, Thur 18:00 to 22:00 hrs	1,200.00		1,200.00		1,250.00		1,250.00
189	Friday & Saturday before 18:00 hrs	1,200.00		1,200.00		1,250.00		1,250.00
190	Friday & Saturday 18:00 to 22:00 hrs	2,000.00		2,000.00		2,050.00		2,050.00
190	Deposit	150.00		150.00		50.00		50.00
	Beecroft Art Gallery Fees							
191	Lecture Theatre (<i>Commercial organisations and Public Meetings held by Political Parties – per hour</i>)	40.00		40.00		40.80		40.80
192	Lecture Theatre (<i>Other organisations and Non-Public Meetings of Political Parties – per hour</i>)	25.00		25.00		25.50		25.50

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
193	Private View	75.00		75.00		76.50		76.50
194	Sale of works commission (30%)							
195	Open exhibition entry fee, 1 work	6.00		6.00		6.10		6.10
196	Open exhibition entry fee, 2 works	11.00		11.00		11.20		11.20
197	Open exhibition entry fee, 3 works	15.00		15.00		15.30		15.30
	Planaterium Fees							
198	Single Adult	3.83	0.77	4.60		4.17	0.83	5.00
199	Single Child/OAP	3.00	0.60	3.60		3.33	0.67	4.00
200	Family Ticket (2 adults & 3 children)	12.92	2.58	15.50		13.33	2.67	16.00
201	Groups (10 or more) Adult	3.33	0.67	4.00		3.42	0.68	4.10
202	Groups (10 or more) Child	2.42	0.48	2.90		2.50	0.50	3.00
203	Evening Booking Surcharge (for groups)	17.92	3.58	21.50				
	Other Charges							
204	General Admissions - Free		No Charge				No Charge	
205	Special exhibitions & events (including Sundays)		Market Rate				Market Rate	
	Education Fees							
206	School group single session or planetarium per child	2.90		2.90		3.00		3.00
207	School group two session per child (1 handling activity & Planetarium)	3.90		3.90		4.00		4.00
208	School group three session per child (1 handling activity, Planetarium & Walk)	4.80		4.80		4.90		4.90
209	School loans, per 3 boxes per month		Market Rate				Market Rate	
210	School Outreach -Single Session per child plus travelling fee - £20	2.90		2.90		3.00		3.00
211	School Outreach - Two session per child plus travelling fee -£20	3.90		3.90		4.00		4.00
212	School Outreach -Three session per child plus travelling fee - £20	4.80		4.80		4.90		4.90
	CHARGES FOR PHOTOGRAPHY							
213	Computer Database photos (SID) printouts – per image		Market Rate				Market Rate	
214	A4 printout from SID – per image on photographic paper		Market Rate				Market Rate	
215	Scanned images on CD from originals – per image		Market Rate				Market Rate	
	PHOTOGRAPHIC REPRODUCTION CHARGES- COMMERCIAL							
216	For book jackets/covers		Market Rate				Market Rate	
217	For book/magazine illustrations		Market Rate				Market Rate	

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	Cliff Lift Return Journey							
218	Adult	0.83	0.17	1.00		0.83	0.17	1.00
219	Child / Concession	0.42	0.08	0.50		0.42	0.08	0.50
220	Family Ticket (5 people, min 1 child)	2.08	0.42	2.50		2.08	0.42	2.50
	LIBRARY SERVICE FEES							
	Reservations – each item reserved on adult ticket							
221	Charge for obtaining items not on ELAN and not suitable for purchase	2.70		2.70		2.80		2.80
	Charges for searches by staff: Time spent reporting the results of a search will be charged in addition to time spent searching.							
222	General Enquiries	21.25	4.25	25.50		21.25	4.25	25.50
223	Family History,Census & Parish Register Enquiries - Charges equivalent to those made by ERO - Chelmsford							
	Fines – Books, Compact Discs and Cassettes							
224	Charge for each day issuing library is open	0.15		0.15		0.15		0.15
225	Maximum Charge for each loan (a renewal is a new loan)	6.00		6.00		6.00		6.00
	Recorded Sound							
226	Music: Compact Disc hire (3 week loan)	1.10		1.10		1.10		1.10
227	Audio Books: Adults: 1 or 2 cassettes/CD's (3 week loan)	1.10		1.10		1.10		1.10
228	Adults: 3 to 7 cassettes/CD's (3 week loan)	1.60		1.60		1.60		1.60
229	Adults: 8 or more cassettes/CD's (3 week loan)	1.60		1.60		1.60		1.60
230	All spoken word for children Free of Charge							
231	Language Courses: Single item for 3 weeks	1.10		1.10		1.10		1.10
232	Multiple sets for 12 weeks	3.10		3.10		3.10		3.10
	DVD							
233	Feature Films Hire (DVD1): Each item/week	2.50		2.50		2.50		2.50
234	Overdue: Item/week	2.50		2.50		2.50		2.50
235	Maximum charge (10 weeks)	31.00		31.00		31.00		31.00
236	Children's Fiction Video Hire (DVDC):							
237	Each item/week	2.00		2.00		2.00		2.00
238	Overdue: Item/week	2.00		2.00		2.00		2.00
239	Maximum charge (10 weeks)	25.00		25.00		25.00		25.00
240	Non-Fiction Video Hire (DVD2):							
241	Each item/week	2.00		2.00		2.00		2.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
242	Overdue: Item/week	2.00		2.00		2.00		2.00
243	Maximum charge (10 weeks)	25.00		25.00		25.00		25.00
	CD-ROM							
244	CD-ROM Hire: Each item/3 weeks	2.10		2.10		2.10		2.10
	Music Sets and Play Sets(Essex CC Charges)							
245	Music Set hire per 4 weeks (or part of 4 weeks)							
246	Vocal scores (per score)	0.50		0.50		0.50		0.50
247	Sheets – per set	3.00		3.00		3.00		3.00
248	Chamber Music (3 or more parts)	3.00		3.00		3.00		3.00
249	Orchestral set	6.00		6.00		6.00		6.00
250	Play sets hire (3 – 15 copies)	2.50		2.50		2.50		2.50
	Damaged or Lost Items = Admin Fee plus Replacement Cost (If no replacement cost can be found, cost will be determined by Group Manager)							
251	Admin fee	3.10		3.10		3.16		3.20
252	Photocopies						Market Rate	
	Fax							
252	Outgoing: First page: UK & Europe	1.67	0.33	2.00		1.75	0.35	2.10
253	Additional page	0.83	0.17	1.00		0.87	0.17	1.04
254	First page: rest of world	2.50	0.50	3.00		2.63	0.53	3.16
255	Additional page	1.25	0.25	1.50		1.31	0.26	1.57
256	Faxes to ships	12.50	2.50	15.00		13.13	2.63	15.76
257	Incoming: Each	0.83	0.17	1.00		0.87	0.17	1.04
258	Admin charge where 'Free fax' numbers are used	1.75	0.35	2.10		1.84	0.37	2.21
259	Print-Outs and disc copies						Market Rate	
	Premises Hire							
	<i>Commercial organisations and Public Meetings held by Political Parties – per hour</i>							
259	Meetings Room	40.00		40.00		40.80		40.80
	<i>Other organisations and Non-Public Meetings of Political Parties – per hour</i>							
260	Meetings Room	19.50		19.50		20.00		20.00
	<i>Ancillary Equipment (where available) – per hour</i>							
261	Cine/Slide/OHP Projector	5.50	1.10	6.60		5.67	1.13	6.80

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£		£	£
262	Carousel Projector/Back Projector	5.50	1.10	6.60	5.67	1.13	6.80
263	Compact Disc/Cassette Machines	5.50	1.10	6.60	5.67	1.13	6.80
264	TV/Video	5.50	1.10	6.60	5.67	1.13	6.80
265	PC Projector	15.50	3.10	18.60	15.83	3.17	19.00
	Foyer						
266	Table and 2 chairs for consultations(inc Council Departments)/clinics etc.per day or part <i>Display board and table by ground floor exhibition area</i>	21.50		21.50	22.00		22.00
267	Artists and other profit making organisations per week	26.50		26.50	27.10		27.10
268	Charities - (non profit making) per week	12.00		12.00	12.20		12.20
269	Strategic Partners on mutual projects - Free Displays – per week						
296	Up to 75 sq. m	24.50		24.50	25.00		25.00
297	Over 75 sq.m	43.00		43.00	44.00		44.00
	Exhibitions						
298	Display screens: Deposit	140.00		140.00	142.80		143.00
299	Weekly hire per set	80.00		80.00	81.60		81.60
300	Display cases or shop window displays- By Agreement Exhibition Space:						
	<i>Exhibition of works or crafts by individual artists and craftsmen – min period of hire: 1 week - 30% or standard fee</i>						
301	Standard Fee: Forum – ½ area	40.00		40.00	40.80		40.80
302	Standard Fee: Forum – ⅓ area	70.00		70.00	71.40		71.40
303	Forum – whole area	105.00		105.00	107.00		107.00
304	Other Libraries	30.00		30.00	30.60		30.60
305	Private Views: First 2 hours	75.00		75.00	76.50		76.50
306	Subsequent hours – per hour	26.50		26.50	27.00		27.00
	Internet						
307	First hour Free (additional 1 hour for jobseekers if no paying customers waiting)						
308	Subsequent hours – per hour	1.25	0.25	1.50	1.25	0.25	1.50
	Talks						
309	Community groups	12.00		12.00	15.00		15.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	FOCAL POINT GALLERY							
	Education Fees							
310	School group single session per child (to delete)	3.00		3.00				
311	Art Classes					7.00		7.00
312	Art Classes (10 sessions)					63.00		63.00
313	Art Classes Siblings					5.00		5.00
314	Art Classes Advantage Card holders					5.00		5.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Pier Charges							
Advantage Card discounts apply. Details are available at point of sale.							
Pier Royal Pavillion							
1	Full day hire - Mon to Wed (hire includes rail tickets for all of your group)	1,000.00	-	1,000.00	1,000.00	-	1,000.00
2	Full day hire - Thur to Sun (hire includes rail tickets for all of your group)	2,500.00	-	2,500.00	2,500.00	-	2,500.00
Artists Studio							
3	Mon - Wed during normal pier hours	100.00	-	100.00	100.00	-	100.00
4	Thur - Sun during normal pier hours	250.00	-	250.00	250.00	-	250.00
All internal bookings for Royal Pavilion - Details on request							
5	Pier train return						
6	Adult	3.58	0.72	4.30	3.75	0.75	4.50
7	Child / concession	1.83	0.37	2.20	2.08	0.42	2.50
8	Family (5 people min two children)	9.17	1.83	11.00	9.58	1.92	11.50
Walk and ride							
9	Adult	3.17	0.63	3.80	3.33	0.67	4.00
10	Child / concession	1.67	0.33	2.00	1.83	0.37	2.20
11	Family	8.33	1.67	10.00	8.75	1.75	10.50
12	Walk both ways (winter) All Tickets	0.83	0.17	1.00	0.83	0.17	1.00
13	Walk both ways (summer) Adult	1.67	0.33	2.00	1.67	0.33	2.00
14	Walk both ways (summer) Child / Concession	0.83	0.17	1.00	0.83	0.17	1.00
All day rate							
Return as many times on the day train / walk							
15	Adult	5.00	1.00	6.00	5.42	1.08	6.50
16	Concession	2.50	0.50	3.00	2.75	0.55	3.30
17	Family	12.50	2.50	15.00	13.33	2.67	16.00
Joining visiting ship							
18	As above rates with 20% discount						
19	Inclusive add on to theatre performance	2.08	0.42	2.50	2.50	0.50	3.00
Pier Fishing							
20	Adult	5.00	1.00	6.00	5.42	1.08	6.50
21	Child / concession	3.33	0.67	4.00	3.75	0.75	4.50
22	Any age one way only (licensed angling boat)	2.17	0.43	2.60	2.50	0.50	3.00
Pier fishing season tickets							
23	Adult day	58.33	11.67	70.00	66.67	13.33	80.00
24	Concession day	29.17	5.83	35.00	33.33	6.67	40.00
25	Adult night	50.00	10.00	60.00	54.17	10.83	65.00
26	Concession night	25.00	5.00	30.00	29.17	5.83	35.00
27	Adult Anytime	100.00	20.00	120.00	116.67	23.33	140.00
28	Concession anytime	50.00	10.00	60.00	58.33	11.67	70.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Pier season tickets (daytime only)						
33	Adult	58.33	11.67	70.00	66.67	13.33	80.00
34	Concession	29.17	5.83	35.00	33.33	6.67	40.00
	Pier head berthing						
	Private craft						
35	Up to 40 ft (12.2M)	16.67	3.33	20.00	20.83	4.17	25.00
36	Up to 50 ft (15.2M)	33.33	6.67	40.00	37.50	7.50	45.00
37	Over 50 ft (15.2M)	66.67	13.33	80.00	70.83	14.17	85.00
	Licensed passenger vessels						
38	Capacity 1-49 passengers (per visit)	33.33	6.67	40.00	37.50	7.50	45.00
39	50+ passengers (per visit)	66.67	13.33	80.00	70.83	14.17	85.00
40	Angling vessel embarking or disembarking passengers (per occasion)	41.67	8.33	50.00	45.83	9.17	55.00
41	Annual License for licensed angling vessel	83.33	16.67	100.00	87.50	17.50	105.00
	Foreshore charges						
	moorings						
42	Two tree island	183.33	36.67	220.00	191.67	38.33	230.00
43	Two tree (waterman)	108.33	21.67	130.00	112.50	22.50	135.00
44	PLA Two tree	283.33	56.67	340.00	291.67	58.33	350.00
45	PLA two tree (waterman)	204.17	40.83	245.00	212.50	42.50	255.00
46	Hadleigh Ray	200.00	40.00	240.00	208.33	41.67	250.00
47	Hadleigh Ray (waterman)	125.00	25.00	150.00	133.33	26.67	160.00
48	Other location	83.33	16.67	100.00	87.50	17.50	105.00
49	Other (waterman)	58.33	11.67	70.00	62.50	12.50	75.00
50	Running moorings	66.67	13.33	80.00	70.83	14.17	85.00
51	Dinghy racks	29.17	5.83	35.00	33.33	6.67	40.00
52	Two tree island lockers	41.67	8.33	50.00	45.83	9.17	55.00
	Other foreshore charges						
53	Motor boat / PWC casual launching	29.17	5.83	35.00	29.17	5.83	35.00
54	Sailing / rowing / casual launch	12.50	2.50	15.00	12.50	2.50	15.00
55	Fine for non-payment of launching fees	60.00		60.00	50.00	10.00	60.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Season tickets - launching						
56	Motor boat/ PWC	141.67	28.33	170.00	150.00	30.00	180.00
57	Club member motor boat	104.17	20.83	125.00	108.33	21.67	130.00
58	Sailing / rowing boat	83.33	16.67	100.00	87.50	17.50	105.00
59	Combined launching and storage	133.33	26.67	160.00	141.67	28.33	170.00
60	Boat wreck removal	Individual price on application					
61	Use of crane at Two Tree (per boat)	16.67	3.33	20.00	20.83	4.17	25.00
64	Boatman's license	37.50	7.50	45.00	41.67	8.33	50.00
65	Boat licence - up to 12 passengers	37.50	7.50	45.00	41.67	8.33	50.00
66	Boat equipment inspection	58.33	11.67	70.00	62.50	12.50	75.00
67	Test fee, boatman's license (1st class) including consultant fee	83.33	16.67	100.00	100.00	20.00	120.00
	Berthing at Leigh Wharfs						
68	First day free. Per day or part day thereafter	15.00	3.00	18.00	16.67	3.33	20.00
69	Per day or part after 10 days	50.00	10.00	60.00	50.00	10.00	60.00
	Use of Leigh Wharfs for lifting boats						
70	Charge per occasion	150.00	30.00	180.00	150.00	30.00	180.00
	Beach changing huts Chalkwell Beach						
71	Summer licence (May to September)	208.33	41.67	250.00	216.67	43.33	260.00
72	Winter licence (October to Mar)	125.00	25.00	150.00	133.33	26.67	160.00
73	Weekly licence	54.17	10.83	65.00	54.17	10.83	65.00
	Bait digging licence						
74	Adult	20.83	4.17	25.00	20.83	4.17	25.00
75	Child / OAP	12.50	1.67	10.00	12.50	2.50	15.00
	Event Space - use of beach areas						
76	Commercial small	275.00		275.00	280.50		280.50
77	Commercial Medium	550.00		550.00	561.00		561.00
78	Commercial Large	1,100.00		1,100.00	1,122.00		1,122.00
79	Charity and Community Small	60.00		60.00	61.20		61.20
80	Charity and Community Medium	85.00		85.00	86.70		86.70
81	Charity and Community Large	120.00		120.00	122.40		122.40

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Southend town centre charges						
82	Commercial events	270.00		270.00	270.00		270.00
83	Mon - Fri (per day)	535.00		535.00	535.00		535.00
84	Sat / Sunday (per day)	1,285.00		1,285.00	1,285.00		1,285.00
85	Weekly charge (Mon - Sun)	1,070.00		1,070.00	1,070.00		1,070.00
	Thurs - Sun inclusive						
86	Charities and Community Organisations (events only)	270.00		270.00	270.00		270.00
87	Mon - Sun - Victoria Circus / Gateway / Royal Square / City Beach	Free		Free	Free		Free
88	Mon - Sun - Lloyds Bank (Charity Street Collections ONLY)	55.00		55.00	55.00		55.00
	Mon - Sun - All other areas (Contact Business Support for more information)						
	Price subject to discussion regarding nature of event (£100 to £1,000)						
89	Market Pitch Fee (per 3m x 3m pitch, per day)	30.00		30.00	30.00		30.00
	Tourism charges						
90	Filming and photography	66.67	13.33	80.00	66.67	13.33	80.00
91	Admin (payable by all except student film makers)	100.00	20.00	120.00	100.00	20.00	120.00
92	Location fee - commercial - per hour or part thereof	50.00	10.00	60.00	50.00	10.00	60.00
93	Location fee - non commercial - per hour or part thereof						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Food Certification						
1	Food Export Certificate	66.00		66.00	66.00		66.00
2	Food Surrender Certificate	61.00		61.00	61.00		61.00
3	Collect/Dispose Unfit Food (per hour)	66.00		66.00	66.00		66.00
	Environmental Protection						
4	Environmental Regulation of Industrial Processes (Local Air Pollution Control)	All Statutory Fees Published on Defra Website: https://www.gov.uk/government/publications/environmental-regulation-of-industrial-plant-fees-and-charges					
5	Pre-Application Planning - Expert Acoustic Advice (cost per hour)				75.50		75.50
6	Contaminated Land Enquiry	110.00		110.00	120.00		120.00
	Dog Warden Service						
7	Initial Animal Warden fee (includes prescribed fee/collection/transport/initial	72.00		72.00	72.00		72.00
8	Plus Kennelling charge for each additional day or part day	12.00		12.00	12.00		12.00
9	Microchipping Fee (if done by Animal Warden)	18.00		18.00	18.00		18.00
10	If dog collected before first night kennelling (Prescribed fee + Transport / microchip)	35.00		35.00	35.00		35.00
	Trading Standards						
11	All Services (per hour)	75.50		75.50	75.50		75.50
	Poisons Act						
12	Initial registration	40.00		40.00	40.00		40.00
13	Re-registration	22.00		22.00	22.00		22.00
14	Change in details	15.00		15.00	15.00		15.00
	Petroleum						
15	Not exceeding 2,500 litres (for 1 Year - additional charges apply for 2/3 Years)	42.00		42.00	42.00		42.00
16	Exceeding 2,500 litres but not exceeding 50,000 litres (for 1 Year - additional	58.00		58.00	58.00		58.00
17	Exceeding 50,000 litres (for 1 Year - additional charges apply for 2/3 Years)	120.00		120.00	120.00		120.00
18	Transfer of Certificate	8.00		8.00	8.00		8.00
19	Research on plans of disused sites			-			
	Explosives						
20	Initial Licence of premises for keeping of explosives (1 Year new Licence - additional	105.00		105.00	105.00		105.00
21	Renewal of Licence (1 Year new Licence - additional fees apply for 2-5 years)	52.00		52.00	52.00		52.00
22	Variation of Licence (amend name or address of site). Other variations at reasonable cost of work done by Licensing Service.	35.00		35.00	35.00		35.00
23	Transfer or replacmenet of Licence document	35.00		35.00	35.00		35.00
24	Licence to sell explosives all year round	500.00		500.00	500.00		500.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Sex Establishments							
25	Application fee (non refundable) * + £1500 if it goes to Formal Hearing	1,350.00		1,350.00	1,350.00		1,350.00
26	Annual Licence Renewal	1,000.00		1,000.00	1,000.00		1,000.00
Hackney Carriage and Private Hire Licence Fees							
Vehicles Hackney Carriage							
27	1 Year	280.00		280.00	280.00		280.00
28	From 4-8 Months	192.00		192.00	192.00		192.00
29	Under 4 Months	100.00		100.00	100.00		100.00
30	(Replacement Vehicle Fee)	46.00		46.00	46.00		46.00
Vehicles Private Hire							
31	1 Year	247.00		247.00	247.00		247.00
32	From 4-8 Months	176.00		176.00	176.00		176.00
33	Under 4 Months	87.00		87.00	87.00		87.00
34	(Replacement Vehicle Fee)	46.00		46.00	46.00		46.00
Drivers							
35	Licence Fee on First Application and Knowledge Test: 3 Years	350.00		350.00	350.00		350.00
36	Licence Fee on First Application and Knowledge Test: 1-2 Years	306.00		306.00	306.00		306.00
37	Licence Fee on First Application and Knowledge Test: Under 1 Year	277.00		277.00	277.00		277.00
38	Dual Hackney Carriage & Private Hire Licence additional licence fee	53.00		53.00	53.00		53.00
39	Enhanced DVLA Records for check for applicants for Hackney Carriage and Private	7.50		7.50	7.50		7.50
40	Licence Renewal Fee	243.00		243.00	243.00		243.00
Private Hire Operators							
41	5 Years	1,022.00		1,022.00	1,022.00		1,022.00
42	Between 2 & 3 yrs	859.00		859.00	859.00		859.00
43	Less than 2 Years	688.00		688.00	688.00		688.00
44	If only 3 or less Private Hire Vehicles Licensed an operator may opt for 1 year	93.00		93.00	93.00		93.00
Replacements							
45	Driver's Badge	15.00		15.00	15.00		15.00
46	Licence Plate	15.00		15.00	15.00		15.00
47	Plate Holder	15.00		15.00	15.00		15.00
48	Internal Disc	15.00		15.00	15.00		15.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Registers							
49	Hackney Carriage Register of Licensees	31.00		31.00	32.00		32.00
50	Private Hire Register of Licensees	31.00		31.00	32.00		32.00
51	Administration fee for in year license transfer	12.00		12.00	13.00		13.00
Safety & Licensing							
52	Skin Piercing Registration	118.00		118.00	118.00		118.00
53	Tattoo convention - venue charge	368.00		368.00	368.00		368.00
54	Tattoo convention - individual registration	27.00		27.00	27.00		27.00
55	Massage Establishments - Licence	118.00		118.00	118.00		118.00
56	Massage Establishments - Renewal	100.00		100.00	100.00		100.00
Tables and Chairs							
57	Annual Licensing Fee - 1 table	200.00		200.00	200.00		200.00
58	Annual Licensing Fee - 2 tables	400.00		400.00	400.00		400.00
59	Annual Licensing Fee - 3 tables	600.00		600.00	600.00		600.00
60	Annual Licensing Fee - 4 tables	800.00		800.00	800.00		800.00
61	Annual Licensing Fee - 5 tables	1,000.00		1,000.00	1,000.00		1,000.00
62	Annual Licensing Fee - 6 tables	1,200.00		1,200.00	1,200.00		1,200.00
63	Annual Licensing Fee - 7 tables	1,400.00		1,400.00	1,400.00		1,400.00
64	Annual Licensing Fee - 8 tables	1,600.00		1,600.00	1,600.00		1,600.00
65	Annual Licensing Fee - 9 tables	1,800.00		1,800.00	1,800.00		1,800.00
66	Annual Licensing Fee - 10+ tables	2,000.00		2,000.00	2,000.00		2,000.00
Animal Licensing							
67	Boarding Establishment – Initial Grant; Renewal or Transfer	248.00		248.00	248.00		248.00
68	Breeding of Dogs - Initial Grant; Renewal or Transfer	248.00		248.00	248.00		248.00
69	Pet Shops - Initial Grant	170.00		170.00	170.00		170.00
70	Pet Shops - Renewal or Transfer	86.00		86.00	86.00		86.00
71	Dangerous Wild Animals – Initial Grant	423.00		423.00	423.00		423.00
72	Dangerous Wild Animals – Renewal at existing premise	368.00		368.00	368.00		368.00
73	Riding Establishments - Initial Grant; Renewal or Transfer	822.00		822.00	822.00		822.00
74	Zoo (3-6 yearly by instalments) - Initial Grant; Renewal	865.00		865.00	865.00		865.00
75	Animal Home Boarding initial grant	131.00		131.00	131.00		131.00
76	Animal Home Boarding renewal	77.00		77.00	77.00		77.00
77	Performing animals licence	153.00		153.00	153.00		153.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Access to CCTV Footage						
78	Insurance Company evidential requests	100.00	20.00	120.00	110.00	22.00	132.00
	Scrap Metal Dealers						
79	Scrap Metal site - New	375.00		375.00	375.00		375.00
80	Scrap Metal site - Renewal	224.00		224.00	224.00		224.00
81	Scrap Metal site - Variation	113.00		113.00	113.00		113.00
82	Additional Scrap Metal site (per site)	50.00		50.00	50.00		50.00
83	Scrap Metal Collector- New	227.00		227.00	227.00		227.00
84	Scrap Metal Collector- Renewal	176.00		176.00	176.00		176.00
85	Scrap Metal Collector- Variation	76.00		76.00	76.00		76.00
86	Copy Licence	22.00		22.00	22.00		22.00
87	Certified Copy Licence	25.00		25.00	25.00		25.00

Licensing Act 2003 (statutory fees)

Applications for new premises licences and club premises certificates, variations, and annual fees

The licence fees payable for Premises Licences and Club Premises Certificates are based upon the rateable value in the local non-domestic rating list for the time being in force. The fees payable are set in Bands, depending upon the rateable value, in accordance with the table below.

In addition to the main fees payable upon application, an annual charge is also payable on the anniversary of the date of the original grant. The relevant fee must also be submitted in respect of variation applications.

In the case of applications relating to premises in the course of construction, they are assigned to Band C. In the case of premises without a rateable value, they are assigned to Band A.

Rateable Value Bands	A	B	C	D	E
Licence or Club Premises Certificate Application Fee £	100	190	315	450	635
Variation Application Fee £	100	190	315	450	635
Annual Fee £	70	180	295	320	350

Rateable Value	Band
No rateable value to £4,300	A
£4,301 to £33,000	B
£33,001 to £87,000	C
£87,001 to £125,000	D
£125,001 and above	E

A multiplier applied to premises in bands D and E where they are exclusively or primarily used for carrying on the premises the supply of alcohol for consumption on the premises:-

Band	D (x 2)	E (x 3)
Licence at Club Premises Certificate application fee £	900	1905
Variation Fee £	900	1905
Annual Fee £	640	1050

The above multipliers do not apply to premises for which Club Premises Certificates are applicable.

Applications for variation of conditions applicable to a Premises Licence or a Club Premises Certificate during the transition stage (between 7th February 2005 and 6th August 2005)

In the case of variations to premises licences, where the variation relates in any way to the provision of alcohol, the following variation fees shall be payable where the application is made at the same time as the application for an initial grant of the premises licence.

Rateable value bands	A	B	C	D	E
Variation Fee £	20	60	80	100	120

No variation fee is payable during transition stage for variations of club premises certificates, where such applications are made at the same time as the application for the initial grant of the Club Premises Certificate.

Exceptionally Large Events

Where the maximum number of persons to be allowed on the premises at the same time is more than 5,000, an additional fee is payable, in accordance with table below.

Number in attendance at any one time	Additional fee for application	Subsequent annual fee
5,000 to 9,999	£1,000	£500
10,000 to 14,999	£2,000	£1,000
15,000 to 19,999	£4,000	£2,000
20,000 to 29,999	£8,000	£4,000
30,000 to 39,999	£16,000	£8,000
40,000 to 49,999	£24,000	£12,000
50,000 to 59,999	£32,000	£16,000
60,000 to 69,999	£40,000	£20,000
70,000 to 79,999	£48,000	£24,000
80,000 to 89,999	£56,000	£28,000
90,000 and over	£64,000	£32,000

Exemptions

Certain exemptions to fees apply in the case applications for premises, club premises certificates, annual fees for such premises, and related variation applications.

The exemptions cover Regulated Entertainment only, and relate to:-

- a) Educational institutions comprising schools and colleges (in specified circumstances), and
- b) Premises which form part of a church hall, chapel hall or other similar building or a village hall, parish hall or community hall or other similar building.

Gambling Act

Table of Fees for Licensed Premises 2016/17

Licensed Premises Type	Application Fee for non-conversion provisional statement premises (i.e. premises already having provisional statement)	Non-Conversion Application Fee	First Annual Fee for Premises Licence	Annual Fee
Converted Casino Premises Licence (Existing Casino)	N/A	N/A	£2,670.00	£2,670.00
Small Casino Premises Licence	£2,670.00	£7,120.00	£4,450.00	£4,450.00
Large Casino Premises Licence	£4,450.00	£8,900.00	£8,900.00	£8,900.00
Regional Casino Premises Licence	£7,120.00	£13,350.00	£13,350.00	£13,350.00
Bingo Premises Licence	£1,068.00	£3,115.00	£890.00	£890.00
Adult Gaming Centre Premises Licence	£1,068.00	£1,780.00	£890.00	£890.00
Betting Premises (Track) Licence	£845.50	£2,225.00	£890.00	£890.00
Family Entertainment Centre Premises Licence	£845.50	£1,780.00	£667.50	£667.50
Betting Premises (Other) Licence (ie Betting Shops)	£1,068.00	£2,670.00	£534.00	£534.00

Licensed Premises Type	Application Fee to Vary Licence	Application Fee to Transfer Licence	Application Fee for Re-Instatement of Licence	Application Fee for Provisional Statement
Converted Casino Premises Licence (Existing Casino)	£2,000.00	£1,201.50	£1,201.50	N/A
Small Casino Premises Licence	£3,526.00	£1,602.00	£1,602.00	£7,120.00
Large Casino Premises Licence	£4,450.00	£1,913.50	£1,913.50	£8,900.00
Regional Casino Premises Licence	£6,675.00	£5,785.00	£5,785.00	£13,350.00
Bingo Premises Licence	£1,324.32	£1,068.00	£1,068.00	£3,115.00
Adult Gaming Centre Premises Licence	£890.00	£1,068.00	£1,068.00	£1,780.00
Betting Premises (Track) Licence	£1,112.50	£845.50	£845.50	£1,900.00
Family Entertainment Centre Premises Licence	£890.00	£845.50	£845.50	£1,900.00
Betting Premises (Other) Licence (ie Betting Shops)	£1,335.00	£1,068.00	£1,068.00	£2,670.00

Note: Application for change of circumstances to be charged at £50.00 and application for copy of licence to be charged at £25.00 for all classes of premises.

Table of Fees 2016/17 Permits etc.

Permit Type	Application Fee	Renewal Fee	Annual Fee	Transition Application fee	Variation Fee	Change of Name	Transfer Fee	Copy of Permit
Family Entertainment Centre Gaming Machine Permit	£300	£300 (Ten Yearly Renewal)	N/A	£100	N/A	£25	N/A	£15
Prize Gaming Permit	£300	£300 (Ten Yearly Renewal)	N/A	£100	N/A	£25	N/A	£15
Club Gaming Permit & Gaming Machine Permit	£200 (£100 for holder of Club Premises Certificate or existing part 2/part 3 Operator)	£200 (£100 where holder of Club Premises) (Ten Yearly Renewal)	£50	N/A	£100	N/A	N/A	£15
Alcohol Licensed Premises Gaming Machine Permit	£150	N/A	£50	£100	£100	£25	£25	£15
Alcohol Licensed Premises - £50 - notification fee only (for authorisation of up to 2 machines)								

Personal Licences, Temporary Events and Other Fees

The following fees are payable:-

	2015/16	2016/17
Application for a grant or renewal of personal licence	£37.00	£37.00
Temporary event notice	£21.00	£21.00
Supply of copy of licence or summary, following loss, theft, etc.	£10.50	£10.50
Application for a provisional statement where premises being built, etc.	£315.00	£315.00
Notification of change of name or address of premises licence holder	£10.50	£10.50
Application to vary licence to specify individual as premises supervisor	£23.00	£23.00
Application for transfer of premises licence	£23.00	£23.00
Interim authority notice following death etc. of licence holder	£23.00	£23.00
Supply of copy of club premises certificate or summary, following loss, theft	£10.50	£10.50
Notification of change of name or alteration of rules of club	£10.50	£10.50
Change of relevant registered address of club	£10.50	£10.50
Supply of copy of temporary event notice, following loss, theft, etc.	£10.50	£10.50
Supply of copy of personal licence, following loss, theft, etc.	£10.50	£10.50
Fee to accompany notification of change of name or address of personal licence holder	£10.50	£10.50
Fee to accompany notice from freeholder etc. requesting to be notified of licensing matters	£21.00	£21.00

PARKING CHARGES

RATIONALE

The proposed increase in charges are designed to encourage short term on street parking and long term parking in car parks and increase tourists activities along the seafront

PARKING OPERATION NOTES

Christmas Parking	To provide free parking in all Council car parks after 1600hrs on Thursdays and all day on Sundays in December.
Seafront Parking	To provide free parking after 6pm along Seafront, covering Fairhead Green, Seaway and Western esplanade. Revise tariffs to commence charging from 9am to 6pm daily.
Bank Holidays	Car parks and on street parking bays are operational on bank holidays and fees apply except Christmas Day and Good Friday.

Current charges will remain in car parks with

*
Electric Cars Free Parking in Council car parks

PARKING CHARGES	Time	Current Tariff (£s)	Proposed Tariff (£s)
Zone A - Town Centre *			
On Street Bays (0900-1800) Daily			
	30 mins	1.00	1.00
	1 hour	1.70	1.70
	2 hours	3.30	3.30
	3 hrs	5.00	5.00
	4 hrs	6.50	6.50
	5 hrs	8.30	8.30
	6 hrs	10.00	10.00
	7 hrs	11.50	11.50
	8 hrs	13.20	13.20
	8+ hrs	14.20	14.20

Zone H - Hospital Area *	Time	Current Tariff (£s)	Proposed Tariff (£s)
On Street Bays (0930-1630 Monday to Friday			
	2 hours	2.10	2.10
	4 hours	2.80	2.80

Leigh Marshes & Belton Way On Street Bays *	Time	Current Tariff (£s)	Proposed Tariff (£s)
Monday to Friday - Midnight until 1000		4.00	4.00
Monday to Friday - 1000 until Midnight		Free	Free
Weekends and Bank Holidays - all day		1.00	1.00

Zone A- Town Centre Car Parks (0900-1800) Daily, unless otherwise specified) *		Current Tariff (£s)	Proposed Tariff (£s)
Alexandra Street	1 hour	1.10	1.10
Clarence Road	2 hours	1.90	1.90
Essex St	3 hrs	2.70	2.70
Short Street	4 hrs	4.70	4.70
Warrior Square	5 hrs	5.70	5.70
London Road (North)	6 hrs	7.00	7.00
York Road	7 + hrs	11.00	11.00
University Square (24hrs)			
Tyler's Avenue (24hrs)			
Civic Centre North & Underground (not weekdays)			
	1 hour	1.00	1.00
	2 hours	1.60	1.60
	3 hrs	2.40	2.40
	4 hrs	4.10	4.10
	5 hrs	5.10	5.10
	6 hrs	6.10	6.10
	7 + hrs	10.20	10.20
Libraries			
	1 hour	1.00	1.00
	2 hours	1.80	1.80
	3 hrs	2.50	2.50
	4 hrs	4.30	4.30
	5 hrs	5.40	5.40
	6 hrs	6.40	6.40
	7 + hrs	10.50	10.50

Zone B	Current Tariff (£s)	Proposed Tariff (£s)
Baxter Street (permits only)	900.00	1,000.00

Zone C *	Time	Current Tariff (£s)	Proposed Tariff (£s)
Ilfracombe Avenue	30 mins	0.20	0.20
North Road	1 hour	0.50	0.50
Hamlet Court Road	2 hours	1.70	1.70
Elm Road	3 hrs	2.20	2.20
North Street	4 hrs	2.50	2.50
Ceylon Road	5 hrs	4.40	4.40
Thorpe Bay Broadway (max 3hrs)	6 hrs	5.40	5.40
	7+ hrs	10.50	10.50

Zone D *	Time	Current Tariff (£s)	Proposed Tariff (£s)
Seafront On Street bays (0900-1800 unless specified otherwise) including:			
Eastern Esplanade	1 hour	1.20	1.20
	2 hrs	2.30	2.30
	3 hrs	3.90	3.90
	4 hrs	4.60	4.60
	5 hrs	5.70	5.70
	6 hrs	7.00	7.00
	7+ hrs	11.00	11.00
Chalkwell Esplanade	1 hour	1.00	1.00
Thorpe Esplanade	2 hrs	2.10	2.10
	3 hrs	3.40	3.40
	4 hrs	4.30	4.30
	5 hrs	5.40	5.40
	6 hrs	6.50	6.50
	7+ hrs	12.00	12.00
Belton Bridge	1 hr	1.10	1.10
	2 hrs	2.30	2.30
	3 hrs	3.40	3.40
	4 hrs	4.60	4.60
	5 hrs	5.70	5.70
	6 hrs	6.90	6.90
	7+ hrs	11.00	11.00
Seafront Off Street (0900-1800hrs unless specified otherwise) *			
	Time	Current Tariff (£s)	Proposed Tariff (£s)
Belton Gardens- North & South	1 hour	1.10	1.10
Leigh Foundry	2 hours	2.10	2.10
Victoria Wharf	3 hrs	3.00	3.00
	4 hrs	4.80	4.80
	5 hrs	6.00	6.00
	6 hrs	7.40	7.40
	7+ hrs	9.00	9.00
Shorefield Road (0900-2100)	1 hour	1.00	1.00
East Beach	2 hours	2.00	2.00
Shoebury Common	3 hrs	2.80	2.80
	4 hrs	4.50	4.50
	5 hrs	5.60	5.60
	6 hrs	7.00	7.00
	7+ hrs	8.50	8.50

Central Seafront (0900-1800hrs)	Time	Current Tariff (£s)	Proposed Tariff (£s)
Fairheads Green	1 hour	1.20	1.60
Western Esplanade- all	2 hours	2.20	2.90
Seaway	3 hrs	3.20	4.20
	4 hrs	5.00	6.60
	5 hrs	6.30	8.30
	6 hrs	7.70	10.20
	7+ hrs	9.60	12.70
Seaway (24 hours)	Coaches	17.00	22.40
	Lorries	20.00	26.40

Season Tickets, Permits and Miscellaneous Charges	Current Tariff (£s)	Proposed Tariff (£s)
Residents Zone A Annual (on-street charging)	90.00	100.00
Residents Zone A 2 year (on-street charging)	150.00	180.00
Carers/Health Care Special Comprehensive (named car park)	80.00	90.00
Suspensions (Administration Cost) for upto 7 days and for each subsequent renewals	25.00	30.00
Suspensions of on street & car park bays (per day per bay) - Zone A	17.50	20.00
Suspensions of on street & car park bays (per day per bay) -All other areas	12.50	15.00
Dispensations (on waiting/limited waiting restrictions) for allowing vehicle parking for upto 7 days	27.50	30.00
Replacement of permit due to vehicle changes		5.00
Lost Permits	25.00	30.00
Special Comprehensive - All car parks Borough Wide Annual	850.00	1,100.00
Special Comprehensive Borough Wide Quarter	275.00	300.00
Special Comprehensive Borough Wide Monthly	85.00	110.00
Comprehensive Borough Wide Except Zone A Town Centre Annual	700.00	900.00
Comprehensive Borough Wide Except Zone A Town Centre Quarter	225.00	240.00
Comprehensive Borough Wide Except Zone A Town Centre Monthly	70.00	85.00
Annual permit (Zone A- Town Centre)	750.00	900.00
Quarterly permit (Zone A only)	240.00	280.00
Seafront Annual - Residents	175.00	200.00
Seafront annual - Non residents of the area		900.00
Seafront Seasonal - 1st May - 30th September	130.00	150.00
Seafront Monthly	40.00	50.00

Season Tickets, Permits and Miscellaneous Charges (Cont.)		Current Tariff (£s)	Proposed Tariff (£s)
Ad Hoc Annual Permits (single car parks in Town Centre)			400.00
Ad Hoc Annual Permits (single car parks in District Car Parks)			300.00
Residents Permits and Visitor Vouchers *		Current Tariff (£s)	Proposed Tariff (£s)
Colchester Road, Hospital, Milton, Victoria, Beresford Road			
	1st & 2nd Permit	15.00	15.00
	3rd Permit	30.00	30.00
	4th Permit	50.00	50.00
Visitor Vouchers- All area	per book of 20	5.00	5.00
Discretionary Permits		Proposed Tariff (£s)	

Charitable Organisation

Registered Charities may receive up to 5 free permits on application (subject to justifying the need). Then up to 5 further permits at a discount of 50% (subject to demonstrating measures to promote sustainable travel choices). The location of parking to which the permits apply will be at the discretion of the Council.

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Highways & Traffic Management Services							
1	Apparatus on the highway (crane, cherrypicker etc)	180.00		180.00	180.00		180.00
2	Vehicle access onto pedestrian zone			-	15.00		15.00
Builders Skips on the Public Highway							
3	Skip Company Operators Licence - application registration	55.00		55.00	60.00		60.00
4	Consideration of an application for permission to deposit a skip				15.00		15.00
5	Skip Licence - for occupation of the highway up to 21 days	35.00		35.00	35.00		35.00
	Licence extentions - a new licence is required for skips needed longer than 21 days						
6	Recovery of expenses to remove or reposition a skip	140.00		140.00	cost + 20%		cost + 20%
7	Fixed Penalty Notice - deposit of a skip without permission/contravention of a licence				100.00		100.00
8	Fixed Penalty Notice - discounted amount if payment is made within 15 days				75.00		75.00
Scaffolding or Other Structure on or over the Public Highway							
9	Consideration of an application for a licence to erect or retain scaffolding or other structure				15.00		15.00
10	Licence - for occupation of the highway up to 21 days	180.00		180.00	180.00		180.00
11	Deposit - per m2 (minimum deposit £300.00)				50.00		50.00
12	Fixed Penalty Notice - for offences relating to the erection or retention of scaffolding or other structure				500.00		500.00
13	Fixed Penalty Notice - discounted amount if payment is made within 15 days				300.00		300.00
Hoarding or Fence on the Public Highway							
14	Consideration of an application to erect hoarding or fencing	180.00		180.00	15.00		15.00
15	Licence - for occupation of the highway up to 21 days				180.00		180.00
16	Deposit - per m2 (minimum deposit £300.00)				50.00		50.00
17	Site Inspections to monitor compliance - per inspection (minimum of one inspection)				50.00		50.00
Deposit of Building Materials & Making Excavations in Streets							
18	Consideration of an application for consent				15.00		15.00
19	Temporary disturbance permit - for occupation of highway up to 28 days	180.00		180.00	180.00		180.00
20	Deposit - per m2 (minimum deposit £300.00)				50.00		50.00
21	Permit extensions - a new permit is required if works are to exceed 28 days						
Permanent Vehicular Crossing							
22	Application fee - includes initial site assessment	125.00		125.00	125.00		125.00
23	Application fee incorporating exceptional circumstances - including initial site assessment	175.00		175.00	175.00		175.00
24	Costs to construct a crossing are based on current SBC Contractor schedule of rates, quotations to be issued upon application approval				variable		variable
25	Inspection fee during construction	75.00		75.00	75.00		75.00
26	Application to become an approved PVX contractor	95.00		95.00	100.00		100.00

	Description of Service	Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	New Roads & Street Works Act						
27	section 50 - Street works Licence	245.00		245.00	245.00		245.00
28	section 75 - Inspection fee	65.00		65.00	65.00		65.00
	Parking & Penalty Charge Notices						
29	High rate	70.00		70.00	70.00		70.00
30	Lower rate	50.00		50.00	50.00		50.00
31	Higher rate if paid within 2 weeks (14 days) of issue of PCN - 50% reeuction	35.00		35.00	35.00		35.00
32	Lower rate if paid within 2 weeks (14 days) of issue of PCN - 50% reduction	25.00		25.00	25.00		25.00
	Note: A reminder " Notice" issued after 28 days						
33	If not paid within 4 weeks (28 days)of reminder/notice - 50% increase	90.00		90.00	90.00		90.00
34	If not paid within 6 weeks (42 days)of reminder/notice - debt is registered at court (+£5)	95.00		95.00	95.00		95.00
35	If not paid within a further 3 weeks (21 days) of debt registration warrant issued to baliffs(baliffs costs to be added)	95.00		95.00	95.00		95.00
	Traffic Regulation Orders and Road Signs & Lines						
36	Temporary Traffic Orders - where no advertismment necessary	441.67	88.33	530.00	470.00	94.00	564.00
37	Temporary Traffic Orders - where advertismment necessary	2,166.67	433.33	2,600.00	2,166.67	433.33	2,600.00
38	Traffic Regulation Orders amendments	2,208.33	441.67	2,650.00	2,208.33	441.67	2,650.00
39	White " H" bar marking at vehicular accesses (cost)						
40	White " H" bar marking at vehicular accesses (Admin fee)	95.83	19.17	115.00	95.83	19.17	115.00
41	Private destination signs (cost)						
42	Private destination signs (Admin Fee)	45.83	9.17	55.00	50.00	10.00	60.00
43	Temporary traffic signal design and approval (cost)						
44	Temporary traffic signal design and approval (Admin Fee)	91.67	18.33	110.00	95.00	19.00	114.00
45	Attendance by Traffic Signal Engineer to inspect/turn on-off signals for approved purposes(cost)						
46	Attendance by Traffic Signal Engineer to inspect/turn on-off signals for approved purposes per visit	91.67	18.33	110.00	93.33	18.67	112.00
47	Neighbourhood Watch Signs	45.00	9.00	54.00	45.00	9.00	54.00
48	Highway Boundary Searches (in relation to buying/selling or developments)	50.00	10.00	60.00	55.00	11.00	66.00
49	Traffic Regulation Orders - copies / extracts	40.00	8.00	48.00	45.00	9.00	54.00
50	Provision of Road Casualty Data - per street per 500m length	91.67	18.33	110.00	95.00	19.00	114.00
51	Supply of Technical Survey data	91.67	18.33	110.00	95.00	19.00	114.00
52	Approval for temporary direction signage	50.00	10.00	60.00	55.00	11.00	66.00
	Highways Supervision & Agreements						
53	New Street Agreement (Section 38) - 10% of the value of the works						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Road Safety							
54	Road Safety Promotional-at cost						At cost
55	Cycle Training- at cost. (£10 payment in advance for childrens holiday course and adult training)						At cost
Public Rights of Way							
56	Stopping up and diversion of Public Rights of Way - non refundable fee	208.33	41.67	250.00	220.00	44.00	264.00
57	Progression of work to stop up / divert Public Right of Way or highway, including the cost of advertising	2,125.00	425.00	2,550.00	2,170.00	434.00	2,604.00
Highways Records							
58	Highway Boundary Searches - £56 was the agreed increased fee for 2012-13	65.00		65.00	70.00		70.00
Naming / Numbering for new properties							
59	Up to 5	100.00		100.00	105.00		105.00
60	6 - 20	300.00		300.00	310.00		310.00
61	21 - 50	500.00		500.00	515.00		515.00
62	51 and over	700.00		700.00	720.00		720.00
63	Addressing unregistered properties (each)	25.00		25.00	25.00		25.00
64	Provision of street name plates (each)	450.00		450.00	470.00		470.00
East of England Common Permit Scheme							
65	Major and standard works on a traffic sensitive street Category 3 and 4 (charges are per day)	750.00		750.00	750.00		750.00
66	Major and standard works on a non- traffic sensitive street Category 3 and 4 (charges are per day)	250.00		250.00	250.00		250.00
67	Minor and immediate works on a traffic sensitive street Category 3 and 4 (charges are per day)	250.00		250.00	250.00		250.00
68	Minor and immediate works on a non- traffic sensitive street Category 3 and 4 (charges are per day)	100.00		100.00	100.00		100.00
69	The penalty fee is £500 if paid within 36 days for working without a permit.	500.00		500.00	500.00		500.00
70	The penalty fee is £300 if paid within 28 days for working without a permit.	300.00		300.00	300.00		300.00
71	For breaching a condition of a permit the fee is £120 if paid within 36 days	120.00		120.00	120.00		120.00
72	For breaching a condition of a permit the fee is £80 if paid within 28 days	80.00		80.00	80.00		80.00
	Permit as per schedule						
73	Permit variations on category 0, 1 and 2 streets and category 3 and 4 streets that are traffic sensitive	45.00		45.00	45.00		45.00
74	Permit variations for all activities on category 3 and 4 non traffic sensitive streets	35.00		35.00	35.00		35.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Travel Centre						
75	Departure charges	0.35		0.35	0.36	-	0.36
	Traffic Information and Modelling						
76	Traffic Flow Data per request	230.00		230.00	235.00		235.00
77	Use of the Southend Transport Models (cost on application to be agreed, generally SBC consultant's fee plus 20%)						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Planning & Building Regulation Document History requests (including Tree Preservation Orders)						
Note	Only the owner or owners representative are permitted to view plans or associated documents deposited under Building Regulations						
Note	Requests relating to planning files do not incur VAT						
1	To retrieve and view a file that is stored on-site	6.00		6.00	6.00		6.00
2	To retrieve and view a file that is stored off-site	21.50		21.50	22.00		22.00
3	Written responses to Solicitors, Developers or Insurers (in addition to the retrieval fee)	32.50	6.50	39.00	33.33	6.67	40.00
4	To copy an A4 (297 x 210 mm) document (in addition to the retrieval fee)	7.50	1.50	9.00	7.50	1.50	9.00
5	To copy an A3 (297 x 420 mm) document (in addition to the retrieval fee)	8.00	1.60	9.60	8.33	1.67	10.00
6	To copy an A2 (420 x 594 mm) document (in addition to the retrieval fee)	8.50	1.70	10.20	8.33	1.67	10.00
7	To copy an A1 (594 x 841 mm) document (in addition to the retrieval fee)	9.00	1.80	10.80	9.17	1.83	11.00
8	To copy an A0 (841 x 1189 mm) document (in addition to the retrieval fee)	9.50	1.90	11.40	10.00	2.00	12.00
	PLANNING FEES						
9	Majority set by statute (see separate table)						
10	Hyperlink to Planning Application and related fees ↓						
11	http://www.southend.gov.uk/downloads/485/planning_applications						
	Pre-application advice - LARGE SCALE MAJOR						
12	Written advice (Not applicable for this type of development)						
13	Meeting plus written advice	1,166.67	233.33	1,400.00	1,190.00	238.00	1,428.00
14	Follow up meeting plus written advice	625.00	125.00	750.00	637.50	127.50	765.00
	Pre-application advice - SMALL SCALE MAJOR						
15	Written advice	333.33	66.67	400.00	340.00	68.00	408.00
16	Meeting plus written advice	958.33	191.67	1,150.00	977.50	195.50	1,173.00
17	Follow up meeting plus written advice	250.00	50.00	300.00	255.00	51.00	306.00
	Pre-application advice - MINOR						
18	Written advice	166.67	33.33	200.00	170.00	34.00	204.00
19	Meeting plus written advice	500.00	100.00	600.00	510.00	102.00	612.00
20	Follow up meeting plus written advice	166.67	33.33	200.00	170.00	34.00	204.00
21	Advice to agents regarding extension/alterations to dwellings	212.50	42.50	255.00	216.67	43.33	260.00
22	Pre-application advice for members of the public wishing to extend/alter their own						
23	Duty Planner	Free		Free	FREE		Free
24	Written Advice	75.00		75.00	76.50		76.50

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Micellaneous Fees							
25	Copy of Tree Preservation Order	17.00		17.00	17.30		17.30
26	Inspection of compliance with Enforcement Notice	129.17	25.83	155.00	131.67	26.33	158.00
27	Adopted Local Development Framework Documents (per document)	25.00		25.00	26.00		26.00
33	Compliance with S106 Agreement Requests	75.00		75.00	77.00		77.00
High Hedge Complaints							
34	Application fee	350.00		350.00	357.00		357.00
35	Application fee (concessions only)	250.00		250.00	255.00		255.00
SUDS Approval Body Applications							
36	Suds Application (Major Developments) under 0.5ha	350.00		350.00	357.00		357.00
37	Suds Application (Major Developments) 0.5ha - 0.99ha	600.00		600.00	612.00		612.00
38	Suds Application (Major Developments) 1ha +	900.00		900.00	918.00		918.00

Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
	New Dwellings						
1	Plan Charge	Houses/Bungalows < 300sqm (1 Plot)	147.00	29.40	176.40	150.00	180.00
2		Houses/Bungalows < 300sqm (2 Plots)	220.50	44.10	264.60	225.00	270.00
3		Houses/Bungalows < 300sqm (3 Plots)	294.00	58.80	352.80	300.00	360.00
4		Houses/Bungalows < 300sqm (4 Plots)	367.50	73.50	441.00	375.00	450.00
5		Houses/Bungalows < 300sqm (5 Plots)	441.00	88.20	529.20	450.00	540.00
6	Inspection Charge	Houses/Bungalows < 300sqm (1 Plot)	441.00	88.20	529.20	450.00	540.00
7		Houses/Bungalows < 300sqm (2 Plots)	661.50	132.30	793.80	675.00	810.00
8		Houses/Bungalows < 300sqm (3 Plots)	882.00	176.40	1,058.40	900.00	1,080.00
9		Houses/Bungalows < 300sqm (4 Plots)	1,102.50	220.50	1,323.00	1,124.17	1,349.00
10		Houses/Bungalows < 300sqm (5 Plots)	1,323.00	264.60	1,587.60	1,349.17	1,619.00
11	Building Notice	Houses/Bungalows < 300sqm (1 Plot)	612.50	122.50	735.00	625.00	750.00
12		Houses/Bungalows < 300sqm (2 Plots)	931.00	186.20	1,117.20	950.00	1,140.00
13		Houses/Bungalows < 300sqm (3 Plots)	1,200.50	240.10	1,440.60	1,224.17	1,469.00
14		Houses/Bungalows < 300sqm (4 Plots)	1,519.00	303.80	1,822.80	1,549.17	1,859.00
15		Houses/Bungalows < 300sqm (5 Plots)	1,813.00	362.60	2,175.60	1,849.17	2,219.00
16	Regularisation	Houses/Bungalows < 300sqm (1 Plot)	Individually determined		Individually determined		
17		Houses/Bungalows < 300sqm (2 Plots)	Individually determined		Individually determined		
18		Houses/Bungalows < 300sqm (3 Plots)	Individually determined		Individually determined		
19		Houses/Bungalows < 300sqm (4 Plots)	Individually determined		Individually determined		
20		Houses/Bungalows < 300sqm (5 Plots)	Individually determined		Individually determined		
21	Plan Charge	1 Flat < 300sqm	122.50	24.50	147.00	125.00	150.00
22		2 Flats < 300sqm	196.00	39.20	235.20	200.00	240.00
23		3 Flats < 300sqm	245.00	49.00	294.00	250.00	300.00
24		4 Flats < 300sqm	294.00	58.80	352.80	300.00	360.00
25		5 Flats < 300sqm	367.50	73.50	441.00	375.00	450.00
26	Inspection Charge	1 Flat < 300sqm	367.50	73.50	441.00	375.00	450.00
27		2 Flats < 300sqm	588.00	117.60	705.60	600.00	720.00
28		3 Flats < 300sqm	735.00	147.00	882.00	750.00	900.00
29		4 Flats < 300sqm	931.00	186.20	1,117.20	950.00	1,140.00
30		5 Flats < 300sqm	1,102.50	220.50	1,323.00	1,124.17	1,349.00
31	Building Notice	1 Flat < 300sqm	514.50	102.90	617.40	525.00	630.00
32		2 Flats < 300sqm	759.50	151.90	911.40	775.00	930.00
33		3 Flats < 300sqm	1,004.50	200.90	1,205.40	1,025.00	1,230.00
34		4 Flats < 300sqm	1,249.50	249.90	1,499.40	1,274.17	1,529.00
35		5 Flats < 300sqm	1,519.00	303.80	1,822.80	1,549.17	1,859.00
36	Regularisation	1 Flat < 300sqm	Individually determined		Individually determined		
37		2 Flats < 300sqm	Individually determined		Individually determined		
38		3 Flats < 300sqm	Individually determined		Individually determined		
39		4 Flats < 300sqm	Individually determined		Individually determined		
40		5 Flats < 300sqm	Individually determined		Individually determined		

	Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
41	EW1	Notifiable electrical work (where applicable)	220.50	44.10	264.60	225.00	45.00	270.00
		Work to a single dwelling						
42	Plan Charge	1 storey extension not exceeding 40sqm	98.00	19.60	117.60	100.00	20.00	120.00
43		1 storey extension 40 - 100sqm	147.00	29.40	176.40	150.00	30.00	180.00
44		2/3 storey extension not exceeding 40sqm	147.00	29.40	176.40	150.00	30.00	180.00
45		2/3 extension 40 - 100 sqm	147.00	29.40	176.40	150.00	30.00	180.00
46		Garage/store etc not exceeding 100sqm	73.50	14.70	88.20	75.00	15.00	90.00
47		Detached non-habitable domestic building not exc 50sqm	98.00	19.60	117.60	100.00	20.00	120.00
48	Inspection Charge	1 storey extension not exceeding 40sqm	367.50	73.50	441.00	375.00	75.00	450.00
49		1 storey extension 40 - 100sqm	416.50	83.30	499.80	425.00	85.00	510.00
50		2/3 storey extension not exceeding 40sqm	416.50	83.30	499.80	425.00	85.00	510.00
51		2/3 extension 40 - 100 sqm	465.50	93.10	558.60	475.00	95.00	570.00
52		Garage/store etc not exceeding 100sqm	220.50	44.10	264.60	225.00	45.00	270.00
53		Detached non-habitable domestic building not exc 50sqm	294.00	58.80	352.80	300.00	60.00	360.00
54	Building Notice	1 storey extension not exceeding 40sqm	490.00	98.00	588.00	500.00	100.00	600.00
55		1 storey extension 40 - 100sqm	588.00	117.60	705.60	600.00	120.00	720.00
56		2/3 storey extension not exceeding 40sqm	588.00	117.60	705.60	600.00	120.00	720.00
57		2/3 extension 40 - 100 sqm	637.00	127.40	764.40	650.00	130.00	780.00
58		Garage/store etc not exceeding 100sqm	318.50	63.70	382.20	325.00	65.00	390.00
59		Detached non-habitable domestic building not exc 50sqm	416.50	83.30	499.80	425.00	85.00	510.00
60	Regularisation	1 storey extension not exceeding 40sqm	Individually determined			Individually determined		
61		1 storey extension 40 - 100sqm	Individually determined			Individually determined		
62		2/3 storey extension not exceeding 40sqm	Individually determined			Individually determined		
63		2/3 extension 40 - 100 sqm	Individually determined			Individually determined		
64		Garage/store etc not exceeding 100sqm	Individually determined			Individually determined		
65		Detached non-habitable domestic building not exc 50sqm	Individually determined			Individually determined		
66	Plan Charge	Rooms in roof	122.50	24.50	147.00	125.00	25.00	150.00
67		Garage conversions	73.50	14.70	88.20	75.00	15.00	90.00
68	Inspection Charge	Rooms in roof	392.00	78.40	470.40	400.00	80.00	480.00
69		Garage conversions	171.50	34.30	205.80	175.00	35.00	210.00
70	Building Notice	Rooms in roof	539.00	107.80	646.80	550.00	110.00	660.00
71		Garage conversions	269.50	53.90	323.40	275.00	55.00	330.00
72	Regularisation	Rooms in roof	Individually determined			Individually determined		
73		Garage conversions	Individually determined			Individually determined		
74	Plan Charge	Re-roof etc	73.50	14.70	88.20	75.00	15.00	90.00
75		Window replacement	73.50	14.70	88.20	75.00	15.00	90.00
76		work not exceeding £5000	73.50	14.70	88.20	75.00	15.00	90.00
77		Work £5,000 - £25,000	98.00	19.60	117.60	100.00	20.00	120.00
78		Work £25,000 - £100,000	98.00	19.60	117.60	100.00	20.00	120.00

Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
79	Inspection Charge	Re-roof etc	98.00	19.60	117.60	100.00	120.00
80		Window replacement	98.00	19.60	117.60	100.00	120.00
81		Work not exceeding £5000	98.00	19.60	117.60	100.00	120.00
82		Work £5,000 - £25,000	196.00	39.20	235.20	200.00	240.00
83		Work £25,000 - £100,000	392.00	78.40	470.40	400.00	480.00
84	Building Notice	Re-roof etc	171.50	34.30	205.80	175.00	210.00
85		Replacement Windows	171.50	34.30	205.80	175.00	210.00
86		work not exceeding £5000	171.50	34.30	205.80	175.00	210.00
87		Work £5,000 - £25,000	318.50	63.70	382.20	325.00	390.00
88		Work £25,000 - £100,000	514.50	102.90	617.40	525.00	630.00
89	Regularisation	Re-roof etc	Individually determined		Individually determined		
90		Window replacement	Individually determined		Individually determined		
91		work not exceeding £5000	Individually determined		Individually determined		
92		Work £5,000 - £25,000	Individually determined		Individually determined		
93		Work £25,000 - £100,000	Individually determined		Individually determined		
94	EW1	Notifiable Electrical work (in addition to the above, where applicable)	220.50	44.10	264.60	225.00	270.00
		All other Non-Domestic Work					
95	Plan Charge	1 storey extension not exceeding 40sqm	147.00	29.40	176.40	150.00	180.00
96		1 storey extension 40 - 100sqm	171.50	34.30	205.80	175.00	210.00
97		2/3 storey extension not exceeding 40sqm	147.00	29.40	176.40	150.00	180.00
98		2/3 extension 40 - 100 sqm	196.00	39.20	235.20	200.00	240.00
99	Inspection Charge	1 storey extension not exceeding 40sqm	392.00	78.40	470.40	400.00	480.00
100		1 storey extension 40 - 100sqm	465.50	93.10	558.60	475.00	570.00
101		2/3 storey extension not exceeding 40sqm	441.00	88.20	529.20	450.00	540.00
102		2/3 extension 40 - 100 sqm	490.00	98.00	588.00	500.00	600.00
103	Regularisation	1 storey extension not exceeding 40sqm	Individually determined		Individually determined		
104		1 storey extension 40 - 100sqm	Individually determined		Individually determined		
105		2/3 storey extension not exceeding 40sqm	Individually determined		Individually determined		
106		2/3 extension 40 - 100 sqm	Individually determined		Individually determined		
107	Plan Charge	Work not exceeding £5000	122.50	24.50	147.00	125.00	150.00
108		Replacement Windows	122.50	24.50	147.00	125.00	150.00
109		Renewable Energy Systems	122.50	24.50	147.00	125.00	150.00
110		Shopfront	122.50	24.50	147.00	125.00	150.00
111	Inspection Charge	Work not exceeding £5000	122.50	24.50	147.00	125.00	150.00
112		Replacement Windows	122.50	24.50	147.00	125.00	150.00
113		Renewable Energy Systems	122.50	24.50	147.00	125.00	150.00
114		Shopfront	122.50	24.50	147.00	125.00	150.00
115	Regularisation	Work not exceeding £5000	Individually determined		Individually determined		
116		Replacement Windows	Individually determined		Individually determined		
117		Renewable Energy Systems	Individually determined		Individually determined		
118		Shopfront	Individually determined		Individually determined		

	Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
119	Plan Charge	Work £5000 - £25,000	122.50	24.50	147.00	125.00	25.00	150.00
120		Replacement Windows (large)	122.50	24.50	147.00	125.00	25.00	150.00
121		Renovation of thermal elements	122.50	24.50	147.00	125.00	25.00	150.00
122		Storage Platforms	122.50	24.50	147.00	125.00	25.00	150.00
123	Inspection Charge	Work £5000 - £25,000	220.50	44.10	264.60	225.00	45.00	270.00
124		Replacement Windows (large)	220.50	44.10	264.60	225.00	45.00	270.00
125		Renovation of thermal elements	220.50	44.10	264.60	225.00	45.00	270.00
126		Storage Platforms	220.50	44.10	264.60	225.00	45.00	270.00
127	Regularisation	Work £5000 - £25,000	Individually determined			Individually determined		
128		Replacement Windows (large)	Individually determined			Individually determined		
129		Renovation of thermal elements	Individually determined			Individually determined		
130		Storage Platforms	Individually determined			Individually determined		
131	Plan Charge	Work £25,000 - £100,000	147.00	29.40	176.40	150.00	30.00	180.00
132		Fit out work	147.00	29.40	176.40	150.00	30.00	180.00
133	Inspection Charge	Work £25,000 - £100,000	441.00	88.20	529.20	450.00	90.00	540.00
134		Fit out work	441.00	88.20	529.20	450.00	90.00	540.00
135	Regularisation	Work £25,000 - £100,000	Individually determined			Individually determined		
136		Fit out work	Individually determined			Individually determined		

Charges for work not included on this schedule will be individually assessed by contacting the Building Control Section on 01702 215345 or buildingcontrol@southend.gov.uk

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
CEMETERIES & CREMATORIUM							
<u>BURIAL FEES</u>							
Private Grave Space First division, if available (100 years)							
1	Exclusive Rights of Burial including Registration Resident	1,495.00		1,495.00	1,555.00		1,555.00
2	Exclusive Rights of Burial including Registration Non Resident	2,505.00		2,505.00	2,605.00		2,605.00
Interment fee including excavation all depths							
3	A person whose age at time of death exceeds 16 years Resident	750.00		750.00	780.00		780.00
4	A Person whose age at time of death exceeds 16 Non Resident	1,200.00		1,200.00	1,250.00		1,250.00
5	A Child whose age at time of death exceeds 5 years but did not exceed 16 years 16 years	-		-			-
6	An NVF, Stillborn child or child not exceeding 5 years at time of death	-		-			-
7	Re-open Brick Grave or vault Internment fee	765.00		765.00	780.00		780.00
Private Grave Space - Traditional 50 years							
8	Exclusive Rights of Burial, Including Registration in traditional Grave Resident	2,035.00		2,035.00	2,120.00		2,120.00
9	Exclusive Rights of Burial including Registration in traditional Grave Non Resident	3,425.00		3,425.00	3,560.00		3,560.00
Interment fee including excavation all depths							
10	A person whose age at time of death exceeds 16 years Resident	750.00		750.00	780.00		780.00
11	A Person whose age at time of death exceeds 16 Non Resident	1,200.00		1,200.00	1,250.00		1,250.00
12	A Child whose age at time of death exceeds 5 years but did not exceed 16 years 16 years	-		-			-
13	An NVF, Stillborn child or child not exceeding 5 years at time of death	-		-			-
Private Grave Space- second division and (third division, Leigh Cemetery) including 100, 75 and 50 years grave spaces							
14	Exclusive Right of Burial including Registration Resident	765.00		765.00	780.00		780.00
15	Exclusive Right of Burial including Registration Non Resident	1,275.00		1,275.00	1,325.00		1,325.00
Interment fee including excavation all depths							
16	A person whose age at time of death exceeds 16 years Resident	750.00		750.00	780.00		780.00
17	A person whose age at time of death exceeds 16 Non Resident	1,200.00		1,200.00	1,250.00		1,250.00
18	A Child whose age at time of death exceeds 5 years but did not exceed 16 years			-			-
19	An NVF, Stillborn child or child not exceeding 5 years at time of death			-			-
20	Re-open Brick Grave or vault Internment fee	765.00		765.00	780.00		780.00
Interment Jewish Cemetery Stock Road							
<i>Interment fee including excavation for one interment only</i>							
21	5.0' All graves (Fee calculated at 1.25 x the current interment fee for grave in Sutton Road Cemetery)	960.00		960.00	980.00		980.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Private Grave Space - Children`s (50 years)						
22	Exclusive Right of Burial Including Registration <i>Interment fee including excavation all depths 5.0' only</i>	600.00		600.00	610.00		610.00
23	A Child whose age at time of death exceeded 5 years but did not exceed 16 years 16 years	-		-			-
24	An NVF, Stillborn child or child not exceeding 5 years at time of death	-		-			-
	Cremated Ashes Grave Space						
25	Exclusive Right of Burial including Registration Resident	515.00		515.00	535.00		535.00
26	Exclusive Righth of Burial including Registration Non Resident <i>Interment fee including excavation all depths</i>	870.00		870.00	905.00		905.00
27	A person whose age at time of death exceeds 16 years Resident	190.00		190.00	200.00		200.00
28	A person whose age at time of death exceeds 16 years Non Resident	295.00		295.00	310.00		310.00
29	A child whose age at the time of death exceeded 5 years but did not exceed 16 years			-			-
30	An NVF stillborn child or child not exceeding 5 years at time of death			-			-
	Public Graves (Rights of Burial not purchased)						
31	A person whose age at time of death exceeds 16 years	560.00		560.00	570.00		570.00
32	A child whose age at the time of death exceeded 5 years but did not exceed 16 years	N/C		N/C	N/C		N/C
33	A stillborn child or child not exceeding 5 years at time of death	N/C		N/C	N/C		N/C
	Removal/Replacement of Monuments on Graves to be re-opened						
34	Headstone only, or equivalent on lawn graves	N/C		N/C	N/C		N/C
35	Tablet on cremated remains grave or other memorial which can be lifted by hand	N/C		N/C	N/C		N/C
36	Headstone on traditional grave not exceeding 5.00' in height	105.00		105.00	110.00		110.00
37	Headstone and kerbs or equivalent not exceeding 5.00' in height	175.00		175.00			-
	Monuments/Memorial Rights						
38	Headstone or similar without kerbing not exceeding 3.0' in overall height	235.00		235.00	200.00	40.00	240.00
39	Headstone or similar exceeding 3.0' in overall height (non lawn sections only) per additional ft or part ft	70.00		70.00	58.33	11.67	70.00
40	Inscribed Book, Scroll, Tablet or vase not exceeding 20" in height when erected as only memorial marking grave	135.00		135.00	116.67	23.33	140.00
41	Cremated Remains Grave: Tablet/Vase	135.00		135.00	116.67	23.33	140.00
42	Additional Inscription (unless added within 6 months of original grant of memorial rights then no charge)	105.00		105.00	91.67	18.33	110.00
43	Concession charge for Public Grave: Headstone or additional inscription	70.00		70.00	58.33	11.67	70.00
	Surcharge - except interment of cremated Remains						
44	Surcharge for all burials at 2.15 pm	35.00		35.00	35.00		35.00
45	Surcharge for all burials at 2.45 pm	65.00		65.00	65.00		65.00
46	Surcharge for all burials at 3.15 pm	105.00		105.00	110.00		110.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Exhumation Charges							
47	Per coffin exhumed, including excavation	AT COST		AT COST	AT COST		AT COST
48	Plus per coffin exhumed and re-interred in same cemetery	AT COST		AT COST	AT COST		AT COST
49	Per container of cremated remains	215.00		215.00	220.00		220.00
Miscellaneous Charges (Cemeteries)							
50	Use of Cemetery Church or Chapel for burial or memorial service	95.00		95.00	100.00		100.00
51	Use of organist	60.00		60.00	65.00		65.00
52	Extension of burial rights for 25 years once expired	380.00		380.00	390.00		390.00
53	Registration transfer of Grant of Right of Burial	65.00		65.00	70.00		70.00
54	Certificate of Burial	35.00		35.00	40.00		40.00
55	Certificate of Ownership of Burial Rights	35.00		35.00	40.00		40.00
56	Every Search (other than for identification of Grave)	20.00		20.00	20.00		20.00
Memorials							
57	4' Memorial Seat and Bronze Plaque	855.00		855.00	870.00	174.00	1,044.00
58	5' Memorial Seat and Bronze Plaque	885.00		885.00	905.00	181.00	1,086.00
59	6' Memorial Seat and Bronze Plaque	1,030.00		1,030.00	1,050.00	210.00	1,260.00
60	Plus 25 year lease for all memorial seats	590.00		590.00	720.00		720.00
61	Replacement Bronze Plaques (6"x 2")	180.00		180.00	154.17	30.83	185.00
62	Additional characters	5.00		5.00	4.17	0.83	5.00
63	Memorial Tree and Bronze Plaque (6"x4")	160.00		160.00	141.67	28.33	170.00
64	Memorial Tree lease period for 5 years	250.00		250.00	255.00		255.00
65	Memorial Tree lease period for 10 years	485.00		485.00	495.00		495.00
66	Memorial Tree lease renewal for 5 years	265.00		265.00	270.00		270.00
67	Memorial Shrub and Bronze Plaque (6"x4")	160.00		160.00	166.67	33.33	200.00
68	Memorial Shrub lease period for 5 years	215.00		215.00	220.00		220.00
69	Memorial Shrub lease period for 10 years	415.00		415.00	425.00		425.00
70	Memorial Shrub lease renewal for 5 years	215.00		215.00	220.00		220.00
71	Replacement Bronze Plaques (6"x 2")	160.00		160.00	137.50	27.50	165.00
72	Replacement Bronze Plaques (7"x 5")	225.00		225.00	191.67	38.33	230.00
73	Replacement Bronze Plaque with Photo (8"x4")	310.00		310.00	262.50	52.50	315.00
74	Additional Characters	5.00		5.00	4.17	0.83	5.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Grave Maintenance charges							
75	upkeep per grave space 1 year	90.00		90.00	95.00		95.00
76	Planting (must be accompanied by upkeep Contract) Spring only	70.00		70.00	75.00		75.00
77	Spring and Autumn	95.00		95.00	100.00		100.00
78	Waterwashing Memorials Traditional Graves One one year	110.00		110.00	115.00		115.00
79	Lawn Headstones and Cremated Remains Tablets	75.00		75.00	80.00		80.00
80	Initial Clean - Cremated remains Grave	75.00		75.00	80.00		80.00
81	Initial Clean - Lawn Graves	130.00		130.00	135.00		135.00
82	Initial Clean - Traditional Graves	215.00		215.00	220.00		220.00
83	Moulding - per grave	50.00		50.00	50.00		50.00
84	Turfing/Seeding - per grave	50.00		50.00	50.00		50.00
<i>Levelling Memorials/Monuments</i>							
85	Cremated Remains	40.00		40.00	40.00		40.00
86	Lawn Headstones	110.00		110.00	115.00		115.00
87	Lawn Headstone on a traditional grave	110.00		110.00	115.00		115.00
88	Monument over 5.0' in height, or a vault	AT COST		AT COST	AT COST		AT COST
CREMATORIUM							
CREMATION FEES							
89	Cremation Fee incl of environmental charge	710.00		710.00	740.00		740.00
90	Committal Gold A person whose age at the time of death exceeds 16 years Cremation only. Family attending (No service, organist or music, incl of environmental charge)	580.00		580.00	605.00		605.00
91	Committal Silver A person whose age at the time of death exceeds 16 years cremation only No Family attending (No Service, organist or Music, incl environmental charge)	350.00		350.00	365.00		365.00
92	A child whose age at the time of death exceeded 5 years but did not exceed 16 years	N/C		N/C	N/C		N/C
93	NVF, Stillborn child or child not exceeding 5 years at the time of death	N/C		N/C	N/C		N/C
94	Body Parts	170.00		170.00	175.00		175.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Miscellaneous Charges							
95	Use of Chapel for Memorial Service	175.00		175.00	180.00		180.00
96	Metal Urn - Adult	50.00		50.00	50.00		50.00
97	Metal Urn or Poly Urn - Child	-		-			-
98	Additional Poly Urn	30.00		30.00	30.00		30.00
99	Biodegradable urn (For use in Crematorium Garden of Remembrance	70.00		70.00	70.00		70.00
100	Web Cast (Cremation Service)	83.33	16.67	100.00	87.50	17.50	105.00
101	DVD Recording (Web broadcast)	62.50	12.50	75.00	66.67	13.33	80.00
102	CD Recording (Cremation Service)	50.00	10.00	60.00	54.17	10.83	65.00
103	packing and despatch of cremated remains within UK Mainland	66.67	13.33	80.00	70.83	14.17	85.00
104	Packing and despatch of cremated remains elsewhere- actual postage plus	40.00		40.00	45.00		45.00
105	Storage cremated remains beyond 1 month- per month or part month	25.00	5.00	30.00	29.17	5.83	35.00
106	For 6 months	75.00	15.00	90.00	79.17	15.83	95.00
107	For 12 Months	129.17	25.83	155.00	133.33	26.67	160.00
108	Interment of cremated remains in Garden of Remeberance where cremation took place at another crematorium	105.00		105.00	110.00		110.00
	Interment of cremated remains in Garden of Remeberance where cremation took place at Southend Crematorium if returned after 1 year	105.00		105.00	110.00		110.00
109	Saturday interment of cremated remains (Maximum of 4 interments PM only) in Garden of Remeberance	65.00		65.00	70.00		70.00
110	Additional or replacement Certified copy of cremation certificate	20.00		20.00	20.00		20.00
Commemorative Fees (incl VAT)							
Book of Remeberance							
111	2 line inscription	50.00	10.00	60.00	54.17	10.83	65.00
112	2 line lease	35.00		35.00	33.33	6.67	40.00
113	5 line inscription	83.33	16.67	100.00	87.50	17.50	105.00
114	5 line lease	50.00		50.00	50.00	10.00	60.00
115	8 line inscription	112.50	22.50	135.00	116.67	23.33	140.00
116	8 line lease	65.00		65.00	62.50	12.50	75.00
Rememberance Card							
117	2 line inscription	62.50	12.50	75.00	66.67	13.33	80.00
118	5 line inscription	79.17	15.83	95.00	83.33	16.67	100.00
119	8 line inscription	100.00	20.00	120.00	104.17	20.83	125.00
Minature Book of Remberance							
120	2 line inscription	87.50	17.50	105.00	91.67	18.33	110.00
121	5 line inscription	108.33	21.67	130.00	112.50	22.50	135.00
122	8 line inscription	125.00	25.00	150.00	129.17	25.83	155.00
123	Additional lines: per line	16.67	3.33	20.00	20.83	4.17	25.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Floral Motif						
124	Extra with 5 lines	104.17	20.83	125.00	108.33	21.67	130.00
125	Extra with 8 lines	112.50	22.50	135.00	116.67	23.33	140.00
	Service badges & Crest						
126	Extra with 5 lines	112.50	22.50	135.00	116.67	23.33	140.00
127	Extra with 8 lines	120.83	24.17	145.00	125.00	25.00	150.00
128	Coat of Arms - extra with 8 line entry	141.67	28.33	170.00	145.83	29.17	175.00
	Leaves of life						
129	Engraved Leaf Small for 12 months	41.67	8.33	50.00	41.67	8.33	50.00
130	Engraved Leaf Large for 12 months	62.50	12.50	75.00	62.50	12.50	75.00
130	Renewal of display for 1 year period Small	45.00		45.00	41.67	8.33	50.00
131	Renewal of display for 1 year period Large	70.00		70.00	58.33	11.67	70.00
	Memorial panels- 2 or 3 line panel displayed						
132	Memorial panel	62.50	12.50	75.00	66.67	13.33	80.00
133	5 year display lease	185.00		185.00	190.00		190.00
134	10 year display lease	350.00		350.00	360.00		360.00
135	Renewal of display for 5 year period	185.00		185.00	190.00		190.00
136	Re Gild Letter	4.17	0.83	5.00	4.17	0.83	5.00
	Memorial Pergola Tablets						
137	Pergola Tablet	195.83	39.17	235.00	200.00	40.00	240.00
138	5 year display lease	185.00		185.00	190.00		190.00
139	10 years display lease	350.00		350.00	360.00		360.00
140	<i>Pavillion Plaques (Children)</i>						
141	Bronze plaque flag style	87.50	17.50	105.00	91.67	18.33	110.00
142	plus 10 year lease	90.00		90.00	95.00		95.00
143	5 year renewal	80.00		80.00	85.00		85.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Memorial Trees and Shrubs							
144	Memorial Tree and Bronze Plaque (6"x4")	133.33	26.67	160.00	141.67	28.33	170.00
145	Memorial Tree lease period for 5 years	250.00		250.00	255.00		255.00
146	Memorial Tree lease period for 10 years	485.00		485.00	495.00		495.00
147	Memorial Tree lease renewal for 5 years	265.00		265.00	270.00		270.00
148	Memorial Shrub and Bronze Plaque (6"x4")	133.33	26.67	160.00	141.67	28.33	170.00
149	Memorial Shrub lease period for 5 years	215.00		215.00	220.00		220.00
150	Memorial Shrub lease period for 10 years	415.00		415.00	425.00		425.00
151	Memorial Shrub lease renewal for 5 years	215.00		215.00	220.00		220.00
152	Replacement Bronze Plaques (6"x 2")	133.33	26.67	160.00	137.50	27.50	165.00
153	Replacement Bronze Plaques (7"x 5")	187.50	37.50	225.00	191.67	38.33	230.00
154	Replacement Bronze Plaque with Photo (8"x4")	258.33	51.67	310.00	262.50	52.50	315.00
155	Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00
156	Standard Rose replacement Bronze Plaque (4"x 6")	150.00	30.00	180.00	154.17	30.83	185.00
157	Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00
158	4' Memorial Seat and Bronze Plaque	712.50	142.50	855.00	870.00	174.00	1,044.00
159	5' Memorial Seat and Bronze Plaque	737.50	147.50	885.00	905.00	181.00	1,086.00
160	6' Memorial Seat and Bronze Plaque	858.33	171.67	1,030.00	1,050.00	210.00	1,260.00
161	Plus 25 year lease for all memorial seats	590.00		590.00	720.00		720.00
162	Replacement Bronze Plaques (6"x 2")	150.00	30.00	180.00	154.17	30.83	185.00
163	Additional characters	4.17	0.83	5.00	4.17	0.83	5.00
Memorial Rockeries							
164	Lease 15 years	1,245.00		1,245.00	1,270.00		1,270.00
165	Bronze Plaque (6" x 4")	133.33	26.67	160.00	137.50	27.50	165.00
166	Bronze Plaque (7"x5")	187.50	37.50	225.00	191.67	38.33	230.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
REGISTRATION SERVICE		No increase by GRO			No increase by GRO		
From the General Register Office, Office of National Statistics, Statutory Fees SET BY THE GRO							
Cost of Certificates							
From Registrar who registered Birth, Death or Marriage:							
1	Standard Certificate (at time of registration)	4.00		4.00	4.00		4.00
2	Short Birth Certificate (at time of registration) (One short certificate issued free of charge at time of registering birth)	4.00		4.00	4.00		4.00
3		7.00		7.00	7.00		7.00
From the Superintendent Registrar:							
4	Standard Certificate	10.00		10.00	10.00		10.00
5	Short Birth Certificate	10.00		10.00	10.00		10.00
6	Same Day Priority Service (order by 2pm)	27.50		27.50	27.50		27.50
7	Next Day Service (order by 2pm)	18.00		18.00	18.00		18.00
General Register Office:							
8	Full certificate with GRO index reference supplied	9.25		9.25	9.25		9.25
9	Full certificate without GRO index reference supplied	9.25		9.25	9.25		9.25
10	Additional full certificate issued at same time	9.25		9.25	9.25		9.25
Priority Service 24 hour service excluding weekends and Bank Holidays							
11	Full certificate with GRO index reference supplied	23.40		23.40	23.40		23.40
12	Full certificate without GRO index reference supplied	23.40		23.40	23.40		23.40
13	Additional full certificate issued at same time	23.40		23.40	23.40		23.40
MARRIAGE & Civil Partnership Ceremonies							
Southend Register Office Approved Premises in Borough of Southend & Essex							
14	Notice Fee per person *	35.00		35.00	35.00		35.00
15	Copy Marriage Certificate at time of registration	4.00		4.00	4.00		4.00
16	Copy Marriage Certificate before register closes	7.00		7.00	7.00		7.00
17	Registrar – attending outside office to be given notice of marriage of a house-bound	46.00		46.00	46.00		46.00
18	Registrar – attending outside office to be given notice of marriage of a detained person	67.00		67.00	67.00		67.00
19	Superintendent Registrar - attending outside office to be given notice of marriage of a house-bound	46.00		46.00	46.00		46.00
20	Superintendent Registrar - attending outside office to be given notice of marriage of a detained person	67.00		67.00	67.00		67.00
21	Superintendent Registrar - Entering a notice of marriage in a Marriage Notice Book	35.00		35.00	35.00		35.00
22	Superintendent Registrar – Attending a marriage at the residence of a house-bound	82.00		82.00	82.00		82.00
23	Superintendent Registrar – Attending a marriage at the residence of a detained person	93.00		93.00	93.00		93.00
24	Entering a notice of marriage by Registrar General's Licence in a Marriage Notice Book (not paid to Council)	3.00		3.00	3.00		3.00
25	Attending a marriage by Registrar General's licence (not paid to Council)	15.00		15.00	15.00		15.00
26	Registrar – attending a marriage at the Register Office MONDAY - WEDNESDAY ONLY	45.00		45.00	45.00		45.00
27	Registrar - Attending a marriage at a registered building	84.00		84.00	84.00		84.00

	Description of Service	Proposed Net Charge 2015/16 £	VAT (20.00%) £	Proposed Gross 2015/16 Charge £	Proposed Net Charge 2016/17 £	VAT (20.00%) £	Proposed Gross 2016/17 Charge £
28	Registrar - Attending a marriage at the residence of a house-bound	79.00		79.00	79.00		79.00
29	Registrar - Attending a marriage at the residence of a detained person	86.00		86.00	86.00		86.00
	CIVIL PARTNERSHIPS						
	Certificates - Certified copy issued by registration authority						
30	At time of registration	4.00		4.00	4.00		4.00
31	After time of registration	10.00		10.00	10.00		10.00
	For a certified extract issued by a registration authority						
32	At the time of registration	4.00		4.00	4.00		4.00
33	After the time of registration	10.00		10.00	10.00		10.00
34	Notices – Attestation by an authorised person of the necessary declaration	35.00		35.00	35.00		35.00
35	Signing by the civil partnership registrar of the civil partnership schedule MONDAY -WEDNESDAY ONLY	45.00		45.00	45.00		45.00
36	Attendance of an authorised person at a place other than one provided by the registration authority, for attesting the necessary declaration for house-bound	46.00		46.00	46.00		46.00
37	Attendance of an authorised person at a place other than one provided by the registration authority, for attesting the necessary declaration for a detained person	67.00		67.00	67.00		67.00
38	On giving notice to a registration authority under the Civil Partnership (Registration Abroad and Certificates) Order 2005, article 17(2) (certified impediment)	35.00		35.00	35.00		35.00
39	Registration – Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule for house-bound	79.00		79.00	79.00		79.00
40	Registration – Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule for detained person	86.00		86.00	86.00		86.00
41	Registrar – certification of a place of meeting for religious worship	28.00		28.00	28.00		28.00
42	Registration of a building for the solemnisation of marriages	120.00		120.00	120.00		120.00
	CITIZENSHIP CEREMONIES						
	Application						
43	Standard Group Ceremony	80.00		80.00	80.00		80.00
44	Individual Ceremony	135.00		135.00	135.00		135.00
	Note: Fees specified by the Registration of Births, Deaths & Marriages (Fees) Order 1999 (SI 1999/3311) except for * the Registration of Births, Deaths & Marriages (Fees) (Amendment) Order 2000 (SI 2000/3165)						
	MARRIAGE & Civil Partnership Ceremonies						
	NON STATUTORY FEES, SET BY LOCAL AUTHORITY						
	Civic Centre Approved Premises Registrars Fees (Jubilee Room)						
45	Weekdays - Monday - Thursday	200.00		200.00	205.00		205.00
46	Weekdays - Fridays NEW FEE	230.00		230.00	235.00		235.00
47	Saturday	260.00		260.00	265.00		265.00
48	Sunday & Bank Holiday	330.00		350.00	360.00		360.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Approved Premises							
49	Weekdays	350.00		380.00	390.00		390.00
50	Saturday	400.00		410.00	420.00		420.00
51	Sunday & Bank Holidays	450.00		470.00	480.00		480.00
Extended Hours Weddings (External Approved Premises Only)							
52	6pm - 9pm Weekdays	405.00		420.00	430.00		430.00
53	6pm - 9pm Saturdays	560.00		600.00	615.00		615.00
54	6pm - 9pm Sundays and Bank Holidays	615.00		650.00	665.00		665.00
Victoria Room							
54	Weekdays Monday-Thursday)	120.00		130.00	135.00		135.00
55	Weekday Friday	180.00		200.00	205.00		205.00
56	Saturday	245.00		245.00	250.00		250.00
57	Sunday & Bank Holiday	400.00		400.00	410.00		410.00
NAMING CEREMONIES/RE-AFFIRMATION OF VOWS/COMMITMENT all inclusive & inclusive of VAT							
Approved & Private Premises in Borough of Southend							
58	Celebrant Fee – weekday - including ceremony pack @ £50 + VAT Pack only vatable element	220.00	10.00	230.00	225.00	10.00	235.00
59	Saturday pack element only vatable	250.00	10.00	260.00	255.00	10.00	265.00
60	Sunday & Bank Holidays pack element only vatable	290.00	10.00	300.00	295.00	10.00	305.00
61	Civic Centre Approved Premises (Jubilee Room) including room hire & ceremony pack @ £50 + VAT Pack only vatable element				-		
62	Monday-Thursday	370.00	10.00	380.00	380.00	10.00	390.00
63	Fridays	440.00	10.00	450.00	450.00	10.00	460.00
64	Saturdays	490.00	10.00	500.00	500.00	10.00	510.00
65	Sunday & Bank Holidays	640.00	10.00	650.00	655.00	10.00	665.00
	Civic Centre Approved Premises (DecommissionedRoom) including room hire & ceremony pack @ £50 + VAT Pack only vatable				-		
66	Monday - Thursday	290.00	10.00	300.00	295.00	10.00	305.00
67	Fridays	390.00	10.00	400.00	400.00	10.00	410.00
68	Saturdays	440.00	10.00	450.00	450.00	10.00	460.00
69	Sundays & Bank Holidays	590.00	10.00	600.00	600.00	10.00	610.00
Individual Citizenship Ceremonies							
70	Staff Attendance – Approved Premises (weekday)	380.00		380.00	390.00		390.00
71	Jubilee Room (Monday - Thursday) - includes room hire	420.00		420.00	430.00		430.00
72	Decommissioned Room (Monday - Thursday) - includes room hire	250.00		250.00	255.00		255.00
73	Register Office (Monday - Wednesday only)	135.00		135.00	140.00		140.00
NATIONALITY CHECKING SERVICE * fees inclusive of VAT							
74	Adult who submits a single application pays one fee	58.33	11.67	70.00	58.33	11.67	70.00
76	Children under the age of 18	25.00	5.00	30.00	25.00	5.00	30.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
CIVIL FUNERALS * fees inclusive of VAT							
77	Funeral Package includes order of service 30 pack without image	133.33	26.67	160.00	150.00	30.00	180.00
78	Pre Booking, before death	91.67	18.33	110.00	95.83	19.17	115.00
79	Memorial Service	95.83	19.17	115.00	100.00	20.00	120.00
80	Interment of Ashes	58.33	11.67	70.00	58.33	11.67	70.00
ONLINE CERTIFICATE APPLICATIONS							
81	Copy Certificates posted out (before register closes)*	8.50		8.50	8.50		8.50
82	Copy Certificates posted out - Recorded Delivery (before register closes)*	9.25		9.25	9.25		9.25
83	Copy Certificates Collected (before register closes) *	7.00		7.00	7.00		7.00
84	Copy Certificate Collected (after register closed)*	10.00		10.00	10.00		10.00
85	Copy Certificate Posted Out (after register closed)*	11.50		11.50	12.00		12.00
86	Copy Certificate Posted Out recorded delivery (after register closed)*	12.25		12.25	13.00		13.00
87	Same Day Copy Certificate	27.50		27.50	30.00		30.00
88	Next Day Certificate	18.00		18.00	20.00		20.00
89	* dependant upon GRO fee rates						
PREMISES LICENSE FEES							
90	Approved Premises Inspection Fee	1,600.00		1,600.00	1,700.00		1,700.00
91	Additional Room during License Period	500.00		500.00	510.00		510.00
92	Approved Premises Application – decision Review	550.00		550.00	560.00		560.00
93	Private Premise Health & Safety Inspection	55.00		55.00	60.00		60.00
ROOM HIRE							
94	Victoria Room (weekday)	100.00		100.00	100.00		100.00
95	Decommissioned Room (Saturday)	160.00		160.00	165.00		165.00
96	Decommissioned Room (Sunday/Bank Holiday)	245.00		245.00	250.00		250.00
Jubilee Room							
97	Jubilee Room (weekday)	180.00		180.00	185.00		185.00
98	Jubilee Room (Saturday)	250.00		250.00	255.00		255.00
99	Jubilee Room (Sunday/Bank Holiday)	320.00		320.00	330.00		330.00
100	The Courtyard			Price on Application			Price on Application
Memorial Cards, Birth Announcements, Ceremony Invitations additional pages may incur increase in cost, will depend on quantity							
Including envelopes with image and personalised							
101	15 card pack	23.33	4.67	28.00	25.00	5.00	30.00
102	Up to 30 cards	40.00	8.00	48.00	41.67	8.33	50.00
103	Up to 50 cards	50.00	10.00	60.00	50.00	10.00	60.00
104	Without image						
105	15 card pack	20.83	4.17	25.00	20.83	4.17	25.00
106	Up to 30 cards	35.00	7.00	42.00	37.50	7.50	45.00
107	Up to 50 cards	45.00	9.00	54.00	45.83	9.17	55.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Save The Date/Reply Cards A6 Postcards							
With personalised image							
108	15 card pack	8.33	1.67	10.00	8.33	1.67	10.00
109	Up to 30 cards	15.83	3.17	19.00	16.67	3.33	20.00
110	Up to 50 cards	20.83	4.17	25.00	20.83	4.17	25.00
Without image							
111	15 card pack	5.83	1.17	7.00	8.33	1.67	10.00
112	Up to 30 cards	11.67	2.33	14.00	12.50	2.50	15.00
113	Up to 50 cards	16.67	3.33	20.00	16.67	3.33	20.00
Order of Service – up to 50 copies							
With personalised image							
114	15 card pack	20.83	4.17	25.00	21.67	4.33	26.00
115	50 card pack	50.00	10.00	60.00	50.00	10.00	60.00
Without personalised image							
116	15 card pack	16.67	3.33	20.00	16.67	3.33	20.00
117	50 card pack	45.00	9.00	54.00	45.83	9.17	55.00
118	Commemorative Birth, Marriage and Civil Partnership Certificates – each	7.08	1.42	8.50	8.33	1.67	10.00
ADVERTISING + VAT							
119	Option 3	400.00	80.00	480.00	408.33	81.67	490.00
120	Option 4	450.00	90.00	540.00	458.33	91.67	550.00
121	Option 5 Fulfilment Service	320.00	64.00	384.00	329.17	65.83	395.00
122	Option 6 Registration Folder - ½ page advert full colour	420.00	84.00	504.00	429.17	85.83	515.00
123	Option 7 Promotional Events - Fulfilment Service	50.00	10.00	60.00	50.00	10.00	60.00
124	Brochure Advertising						
SUNDRY SALES							
<i>These prices will vary dependent upon types purchased</i>							
125	Confetti	1.50		1.50	2.00		2.00
126	Various Nationality Gifts						
ALL APPOINTMENTS - BOOKINGS/AMENDMENTS/CANCELLATION FEES							
127	In the event that the customer makes changes to a booking the following fees will apply						
128	For a ceremony (does not apply to Marriages & Civil Partnerships in the Register Office) a £50 payment is required which is part of the overall fee. If it is subsequently cancelled with :-	50.00		50.00	55.00		55.00
129	six months or more notice - full refund (less a £20 administration fee)	50.00		50.00	55.00		55.00
130	three to six months notice - 50% refund (less a £20 administration fee)	50.00		50.00	55.00		55.00
131	less than three months notice - or failure to cancel - no refund	50.00		50.00	55.00		55.00
132	should the whole fee for the Registration Staff attendance have been paid then the above applies to the whole fee not just the booking fee element.	50.00		50.00	55.00		55.00
133	Amendment of date of ceremony - £20 administration fee	20.00		20.00	25.00		25.00
NATIONALITY CHECKING SERVICE - booking fee							
134	Whole fee is paid in advance (between £65 - £115) if appointment is cancelled within 24 hours (working days) whole fee is non refundable.						
135	For cancellation over 7 days in advance of appointment whole fee is refunded.						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Fleet Hire Charges - VAT Chargeable in addition on external hire						
1	Small Van Full Day	30.00		30.00	35.00		35.00
2	Small Van Half Day	15.00		15.00	20.00		20.00
3	Small Van Cost Per Mile	0.30		0.30	0.40		0.40
4	Large Van Full Day	35.00		35.00	40.00		40.00
5	Large Van Half Day	20.00		20.00	25.00		25.00
6	Large Van Cost Per Mile	0.35		0.35	0.50		0.50
7	Open Back Tipper Full Day/Crew Cab	50.00		50.00	55.00		55.00
8	Open Back Tipper Half Day/ Crew Cab	25.00		25.00	30.00		30.00
9	Minibus (up to 16 seater) Full Day	60.00		60.00	65.00		65.00
10	Minibus (up to 16 seater) Half Day	30.00		30.00	35.00		35.00
11	Minibus Cost Per Mile	0.30		0.30	0.60		0.60
12	Driving Assessment for small vehicle	50.00		50.00	POA		POA
13	Training & test for minibus - internal staff and LA Schools only	90.00		90.00	POA		POA
14	Above with Passenger Transport vehicle	100.00		100.00	POA		POA
15							
16	LA Schools (only) Fleet Management service per year	1,000.00		1,000.00	1,100.00		1,100.00
17	LA Schools not buying fleet management - Advice/works per hour	30.00		30.00	35.00		35.00
	Fuel Charges						
	Variable Cost Plus 5 % Currently 1.07 pence per litre						
18	Charge Per Litre	To charge 5% on top of the cost price of the diesel. Diesel cost price will vary dependent upon diesel prices throughout the year.					
	Parental Contribution (Post 16 Transport)						
19	Parental Contribution	£470.00 or total cost whichever is greater			£500.00 or total cost whichever is greater		
	Dial-A-Ride Charges						
20	Single 0 - 1 miles	3.10		3.10	3.20		3.20
21	Single 1 - 4 miles	3.60		3.60	3.70		3.70
22	Single 4 - 6 miles	4.60		4.60	4.70		4.70
23	Single 6 miles plus	5.60		5.60	5.70		5.70
24	Single Additional Escort To Travel	3.10		3.10	3.20		3.20
25	Return 0 - 1 miles	5.60		5.60	6.40		6.40
26	Return 1 - 4 miles	7.20		7.20	7.40		7.40
27	Return 4 - 6 miles	9.20		9.20	9.40		9.40
28	Return 6 miles plus	11.20		11.20	11.40		11.40
29	Return Additional Escort To Travel	5.10		5.10	5.20		5.20
30	Registration/Membership Fee	10.00		10.00	12.00		12.00
	Room Bookings commence at 08:00						
34	Medium – 18 seater (Room 2) Registered Charity Half Day	32.00		32.00	37.00		37.00
35	Medium – 18 seater (Rooms 2) Registered Charity Full Day	65.00		65.00	70.00		70.00

	Description of Service	Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
36	Medium – 18 seater (Rooms 2) Not for profit organisations Half Day	42.50		42.50	50.00		50.00
37	Medium – 18 seater (Rooms 2) Not for profit organisations Full Day	85.00		85.00	90.00		90.00
38	Medium – 18 seater (Rooms 2) Commercial Organisations Half Day	130.00		130.00	150.00		150.00
39	Medium – 18 seater (Rooms 2) Commercial Organisations Full Day	250.00		250.00	280.00		280.00
40	Medium – 18 seater (Rooms 2) Partner Organisations Half Day	21.50		21.50	25.00		25.00
41	Medium – 18 seater (Rooms 2) Partner Organisations Full Day	42.50		42.50	45.00		45.00
42	Medium Large – 28 seater (Room 7) Registered Charity Half Day	42.50		42.50	45.00		45.00
43	Medium Large – 28 seater (Room 7) Registered Charity Full Day	85.00		85.00	90.00		90.00
44	Medium Large – 28 seater (Room 7) Not for profit organisations Half Day	70.00		70.00	80.00		80.00
45	Medium Large – 28 seater (Room 7) Not for profit organisations Full Day	137.50		137.50	150.00		150.00
46	Medium Large – 28 seater (Room 7) Commercial Organisations Half Day	195.50		195.50	225.00		225.00
47	Medium Large – 28 seater (Room 7) Commercial Organisations Full Day	380.00		380.00	420.00		420.00
48	Medium Large – 28 seater (Room 7) Partner Organisations Half Day	37.50		37.50	45.00		45.00
49	Medium Large – 28 seater (Room 7) Partner Organisations Full Day	72.50		72.50	80.00		80.00
50	Large – 44 seater (Room 3, 4 & 5) Registered Charity Half Day	52.50		52.50	60.00		60.00
51	Large – 44 seater (Room 3, 4 & 5) Registered Charity Full Day	105.00		105.00	110.00		110.00
52	Large – 44 seater (Room 3, 4 & 5) Not for profit organisations Half Day	80.00		80.00	95.00		95.00
53	Large – 44 seater (Room 3, 4 & 5) Not for profit organisations Full Day	165.00		165.00	180.00		180.00
54	Large – 44 seater (Room 3, 4 & 5) Commercial Organisations Half Day	200.00		200.00	230.00		230.00
55	Large – 44 seater (Room 3, 4 & 5) Commercial Organisations Full Day	390.00		390.00	440.00		440.00
56	Large – 44 seater (Room 3, 4 & 5) Partner Organisations Half Day	42.50		42.50	50.00		50.00
57	Large – 44 seater (Room 3, 4 & 5) Partner Organisations Full Day	85.00		85.00	90.00		90.00
58	Extra Large – 65 seater (Room 1) Registered Charity Half Day	80.00		80.00	90.00		90.00
59	Extra Large – 65 seater (Room 1) Registered Charity Full Day	165.00		165.00	170.00		170.00
60	Extra Large – 65 seater (Room 1) Not for profit organisations Half Day	115.00		115.00	135.00		135.00
61	Extra Large – 65 seater (Room 1) Not for profit organisations Full Day	230.00		230.00	260.00		260.00
62	Extra Large – 65 seater (Room 1) Commercial Organisations Half Day	210.00		210.00	245.00		245.00
63	Extra Large – 65 seater (Room 1) Commercial Organisations Full Day	420.00		420.00	450.00		450.00
64	Extra Large – 65 seater (Room 1) Partner Organisations Half Day	57.50		57.50	70.00		70.00
65	Extra Large – 65 seater (Room 1) Partner Organisations Full Day	115.00		115.00	130.00		130.00
74	Extra Large – 60 seater (Room 6) Registered Charity Half Day	105.00		105.00	120.00		120.00
75	Extra Large – 60 seater (Room 6) Registered Charity Full Day	205.00		205.00	230.00		230.00
76	Extra Large – 60 seater (Room 6) Not for profit organisations Half Day	165.00		165.00	190.00		190.00
77	Extra Large – 60 seater (Room 6) Not for profit organisations Full Day	310.00		310.00	360.00		360.00
78	Extra Large – 60 seater (Room 6) Commercial Organisations Half Day	260.00		260.00	300.00		300.00
79	Extra Large – 60 seater (Room 6) Commercial Organisations Full Day	515.00		515.00	580.00		580.00
80	Extra Large – 60 seater (Room 6) Partner Organisations Half Day	85.00		85.00	100.00		100.00
81	Extra Large – 60 seater (Room 6) Partner Organisations Full Day	170.00		170.00	190.00		190.00
82	Small - 14 seater (Room 7) Registered Charity Half Day				30.00		30.00
83	Small - 14 seater (Room 7) Registered Charity Full Day				60.00		60.00
84	Small - 14 seater (Room 7) Not for profit Organisations Half Day				40.00		40.00
85	Small - 14 seater (Room 7) Not for profit Organisations Full Day				70.00		70.00
86	Small - 14 seater (Room 7) Commercial Organisations Half Day				90.00		90.00
87	Small - 14 seater (Room 7) Commercial Organisations Full Day				170.00		170.00

	Description of Service	Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
88	Small - 14 seater (Room 7) Partner Organisations Half Day				40.00		40.00
89	Small - 14 seater (Room 7) Partner Organisations Full Day				30.00		30.00
90	Council Chamber – 250 seater Registered Charity Half Day	170.00		170.00	190.00		190.00
91	Council Chamber – 250 seater Registered Charity Full Day	300.00		300.00	340.00		340.00
92	Council Chamber – 250 seater Not for profit organisations Half Day	270.00		270.00	310.00		310.00
93	Council Chamber – 250 seater Not for profit organisations Full Day	450.00		450.00	480.00		480.00
94	Council Chamber – 250 seater Commercial Organisations Half Day	450.00		450.00	520.00		520.00
95	Council Chamber – 250 seater Commercial Organisations Full Day	750.00		750.00	820.00		820.00
96	Council Chamber – 250 seater Partner Organisations Half Day	137.50		137.50	160.00		160.00
97	Council Chamber – 250 seater Partner Organisations Full Day	230.00		230.00	260.00		260.00
98	Council Chamber – Use of Webcasting Facilities				POA		POA
99	Hire of Microphones and System				POA		POA
100	Hire of equipment: TV's				20.00		20.00
101	Flip chart pens and paper				8.33	1.67	10.00
102	Multimedia/LCD Projector				20.00		20.00
103	Foyer Ground and First Floor – Half Day	27.50		27.50	30.00		30.00
104	Foyer Ground and First Floor – Full Day	52.50		52.50	60.00		60.00
105	Stand (10% of takings where selling or £35 fee where promoting)				POA		POA
106	Charter Restaurant - Price on application dependant upon package. Minimum charge £350 per hire						
107	Courtyard Café - Price on application dependant upon package. Minimum charge £200 per hire				POA		POA
	PORTERS						
108	Porters Tours - per person	5.00		5.00	6.00		6.00
109	Porters Registered Charity Half Day (inc set up and break down time)	60.00		60.00	70.00		70.00
110	Porters Registered Charity Full Day (inc set up and break down time)	110.00		110.00	120.00		120.00
111	Porters Not for profit organisations Half Day (inc set up and break down time)	85.00		85.00	90.00		90.00
112	Porters Not for profit organisations Full Day (inc set up and break down time)	160.00		160.00	170.00		170.00
113	Porters Monday - Wednesday Commercial Organisations (inc ceremonies) Half Day(inc set up and break down time)	650.00		650.00	700.00		700.00
114	Porters Monday - Wednesday Commercial Organisations (inc ceremonies) Full Day (inc set up and break down time)	1,120.00		1,120.00	1,200.00		1,200.00
115	Porters Extended Ceremony Hours Monday - Wednesday New Offer	710.00		710.00	720.00		720.00
116	Porters Thursdays , Fridays, Saturdays, Sundays Commerical Organisations (inc ceremonies) Half Days (inc set up and break down time)	750.00		750.00	800.00		800.00
117	Porters Thursdays, Fridays, Saturdays, Sundays Commerical Organisations (inc ceremonies and reception) Full Day (inc set up and break down time)	1,325.00		1,325.00	1,500.00		1,500.00
118	Porters Extended Ceremony Hours Thursday, Friday, Saturdays, Sundays New Offer	820.00		820.00	850.00		850.00
119	Porters Partner Organisations Half Day (inc set up and break down time)	415.00		415.00	420.00		420.00
120	Porters Partner Organisations Full Day (inc set up and break down time)	825.00		825.00	830.00		830.00
121	Porters Staff (inc private parties) Half Day (inc set up and break down time)	325.00		325.00	330.00		330.00
122	Porters Staff (inc private parties, ceremonies & receptions) Full Day (inc set up and break down time)	650.00		650.00	700.00		700.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
123	Porters Staff extended ceremony hours New Offer	355.00		355.00	360.00		360.00
110	Floral Arrangements						
111	Waitress service for canapés	66.67	13.33	80.00	70.83	14.17	85.00
	Corkage - per bottle inc waitress service						
112	Wine, Champagne, Cava, Pre-mixed Bucks Fizz (Porters)	4.17	0.83	5.00	4.17	0.83	5.00
113	Bottled Beer (Porters)	1.25	0.25	1.50	1.25	0.25	1.50
114	Soft Drinks - Lemonade, Cola, Fruit Juice etc (Porters)	1.25	0.25	1.50	1.25	0.25	1.50
115	Pimms (inc lemonade) (Porters)	6.00	1.20	7.20	6.00	1.20	7.20
116	Tea & Coffee - per cup (Porters)	0.83	0.17	1.00	0.83	0.17	1.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
1	Standard Search (forms LLC1 and Con29'R')	105.00		105.00	105.00		105.00
2	Official Search (form LLC1 only)	35.00		35.00	35.00		35.00
3	Local Enquiries (form Con29'R' only)	70.00		70.00	70.00		70.00
4	Additional Parcels of Land (Standard Search) per parcel	15.00		15.00	15.00		15.00
5	Local Enquiries (form CON29'O') per question	15.00		15.00	15.00		15.00
6	Personal Search No Charge	0.00		0.00	0.00		0.00
7	Extra Parcel Fee LLC1 per parcel	5.00		5.00	5.00		5.00
8	Extra Parcel Fee CON29 per parcel	10.00		10.00	10.00		10.00

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Southend-on-Sea Borough Council

Agenda
Item No.

Report of Corporate Management Team
To
Cabinet
On
19 January 2016

Report prepared by: Joe Chesterton
Head of Finance & Resources

Draft General Fund Revenue Budget 2016/17
All Scrutiny Committees – Executive Councillor: Councillor Ron Woodley
A Part 1 Public Agenda Item

1. Purpose of Report

1.1. To present for consideration a 2016/17 draft revenue budget.

2. Recommendations

That Cabinet;

2.1. Endorse the 2016/17 draft revenue budget and any required commencement of consultation, statutory or otherwise;

2.2. Note that the 2016/17 draft revenue budget has been prepared on the basis of a Council Tax increase of 1.99% and a new Adult Social Care precept of 2%;

2.3. Note that the 2016/17 draft revenue budget has been prepared using the provisional local government finance settlement and that the outcome from the final settlement will need to be factored into the final budget proposals for Budget Cabinet and Budget Council;

2.4. Refer the 2016/17 draft revenue budget, as approved, for the views of all Scrutiny Committees, Business sector and Voluntary sector to inform Budget Cabinet, which will then recommend the Budget and Council Tax to Budget Council;

2.5. Note the Schools budget position and that the recommendations from the Schools Forum on 13th January 2016, as set out in Appendix 13 and 13(i) are referred to People Scrutiny Committee and then to Budget Cabinet and Budget Council.

2.6. Endorse the direction of travel for 2017/18 and beyond (Section 15);

3. Council Budget Process

- 3.1. The Council must set its revenue budget and Council Tax by 11 March of the preceding financial year. If, for whatever reason, the Council cannot agree a budget and Council Tax at Council on 25 February, Members should be aware that it is unlikely that the Council Tax bills could be sent out on time for the 1 April instalment (taking into account the necessary notice period and the time required to print the bills and accompanying leaflet).
- 3.2. It is also good practice to approve the capital programme and fees and charges at the same time as the revenue budget and reports elsewhere on this agenda deal with these matters. It should be noted that the revenue impact of both reports have been factored into the 2016/17 draft revenue budget proposed in this report.
- 3.3. The Housing Revenue Account (HRA) budget also needs to be agreed in a timely manner to ensure rent increases can be reflected from 1 April of each year, and so a report on this can also be found elsewhere on this agenda.
- 3.4. The high level decision-making timetable is shown below:

Schools Forum	2 December 2015 & 13 January 2016
Cabinet approves proposals for reference to Scrutiny Committees, Business and Voluntary sectors	19 January 2016
Cabinet approval (delegated from Council) for the 2016/17 Council Tax base of 55,701.27 equivalent Band D properties	19 January 2016
Scrutiny and Consultation Scrutiny Committees:- - Place - People - Policy & Resources Business and Voluntary sector consultation	25 January 2016 26 January 2016 28 January 2016 19 January 2016
Precept announcements Leigh-on-Sea Town Council Essex Fire Authority Essex Police Authority	19 January 2016 17 February 2016 Police Commissioner by 1st March 2016 (Essex Police and Crime Panel 29 January 2016)

Cabinet recommends the Revenue Budget, Council Tax, Fees & Charges, Capital Programme and HRA to Council	11 February 2016
Council approves the revenue and capital budget, Council Tax and HRA	25 February 2016

3.5. This report presents the draft General Fund revenue budget for 2016/17 for reference to the Scrutiny Committees and as the basis for consultation with the business and voluntary sectors.

3.6. A fuller report including the updated four year Medium Term Financial Strategy and the statutory statement by the Chief Finance Officer on the robustness of the estimates and adequacy of reserves under s25 of the Local Government Act 2003, will be presented to the Budget Cabinet at its meeting on 11 February 2016 and to Budget Council at its meeting on 25 February 2016.

4. Government Funding – Grant and Finance Settlement

4.1. Government funding of its main grant (formerly Formula Grant) is the main provider of funding for the Council's total general fund budget (excluding schools). As such it represents a significant factor in determining the Council's revenue budget. The provisional Local Government Finance Settlement for 2016/17 was issued by the Department for Communities and Local Government (DCLG) on 17 December 2015 and this represents the Government's next four year spending plans.

4.2. The latest Finance Settlement maintains the key changes in the way that Local Government is now financed, which were introduced in April 2013. To recollect for Members the main changes arose from the launch of the Business Rates Retention (BRR) scheme as the principle form of local government funding. In previous years, the settlement announcement provided local authorities with their expected general revenue allocations for the following financial year. The settlement now provides authorities with a combination of provisional Revenue Support Grant (RSG) allocation and confirmation of Business Rates top up grant.

4.3. However, a key change to the settlement is the Government's recognition of the demand and demographic expenditure pressures on Adult Social Care and the ability for Local Authorities to now implement an Adult Social Care precept of up to 2% to support the growing expenditure on Council budgets in this area.

4.4. The provisional settlement sets out the Government's intention to roll the Care Act grant (£1.116m in 2015/16) into the RSG, along with some minor flood related grants.

4.5. The key points arising from the settlement for Southend-on-Sea Borough Council are:

- (i) The provisional Settlement Funding Assessment (SFA) (a combination of actual RSG and estimated business rates income) for 2016/17 is

£53.639m. This compares to an adjusted SFA of £61.803m in respect of 2015/16 (a reduction of £8.164m and equivalent to a 13% reduction);

- (ii) The RSG element for 2016/17 within the provisional SFA IS £21.338m. This compares to an adjusted RSG of £29.769m in respect of 2015/16 (a reduction of £8.431m and equivalent to a 28% reduction);
- (iii) The settlement provides indicative figures for a four year period (2016/17 to 2019/20), however this requires a sign off from the Council and the detail surrounding the offer is under consultation;
- (iv) Some capital and specific grants are provisional and yet to be announced in full;
- (v) No Council Tax freeze grant has been offered by the Government this year;
- (vi) The 2016/17 referendum limit for Council Tax increases has been announced at a level of 2% as part of the provisional settlement (2015/16 this was also set at 2%);
- (vii) For 2016/17, funding to support social care and benefit health is being continued through the Better Care Fund; a pooled budget between the Council and Southend Clinical Commissioning Group (CCG). The provisional settlement has not indicated what the terms of the Better Care Fund are for 2016/17 but that these are to be announced in January/February. At that point the Council will have a better understanding of the pooled budget from existing NHS and Council resources will be in comparison to 2015/16. The proposed budget assumes that the Council's share of the BCF will at least remain unchanged;
- (viii) The consultation on the provisional finance settlement ended on 15 January 2016. The actual timing of the final announcement has yet to be announced, but would normally follow shortly after the consultation period has ended. The provisional settlement does refer to February for the final settlement. A verbal update will be given to Cabinet on any further information surrounding the final finance settlement and any implication on the setting of the Budget;
- (ix) The provisional small business non-domestic rates (NNDR) poundage (multiplier) has been set at 48.4p, having been uplifted 0.80% in accordance with the RPI inflation for September 2015. The associated non-domestic poundage has been set at 49.7p. Non-domestic rates are set nationally by the Government and collected locally by Councils (billing authorities). Under the new arrangements for the localisation of business rates a sum of 50% is returned to Government who then reappportion this sum back to Local Government as part of their main grant settlement. The remaining 50% is retained 49% by the Council and 1% is distributed to the Essex Fire Authority. The Council's actual income from business rates is therefore dependent upon the performance of the

local economy, the success of any rating appeals and collection rates. The Police Authority receive their funding separately;

- (x) The Public Health service grant allocation for 2016/17 is not yet known and the Department of Health has recently indicated that this will now be announced towards the end of January 2016.

5. Government Funding – Dedicated Schools Grant (DSG)

- 5.1. The Dedicated Schools Grant (DSG) was introduced in 2006/07, as a 100% specific grant to fund the Schools Budget. It excludes post-16 funding (with the exception of Special Educational Needs) and other specific grants. The Schools Budget includes funding for all maintained schools in Southend-on-Sea. It also includes other costs relating to pupil's education, mainly comprising: independent school placements, outside the Borough, for pupils with special needs; private, voluntary and independent providers of nursery education; the Southend-on-Sea Pupil Referral Unit; education out of school; behaviour support services; the admissions service; and initiatives agreed by the Schools Forum.
- 5.2. The DSG is now mainly based on pupil numbers in the October before the beginning of each financial year, plus an estimate for the Early Years Block, plus an allocated High Needs Block, allowing an estimate of total grant to be made in order for local authorities to calculate individual school budgets in February.
- 5.3. The current estimated total DSG for 2016/17 is £140.1million (2015/16 = £137.3million). In practice the final DSG will exclude funding for Academies and is estimated to reduce by at least £61 million to £79.1 million for maintained schools and high needs.

6. Schools Budget

- 6.1. The Schools Budget consists of delegated funding to schools and early years providers, the funding of some central services, and the funding related to individual children such as for children with special educational needs (SEN) also known as 'High Needs'.
- 6.2. The Schools Budget is funded from the DSG. In addition, funding for post 16 students in schools is received from the Education Funding Agency.
- 6.3. The Department for Education (DfE) announced on 17 December 2015 the funding details for 2016/17 which are summarised below:
 - (i) Separation of the DSG budget between Schools Block, Early Years Block and High Needs Block.
 - (ii) Overall DSG funding will be protected based on the current 2015/16 funding per pupil albeit split between the various blocks.
 - (iii) The High Needs Block has been adjusted to reflect a small increase in allocations to allow for the full year impact of an increase in the number of high needs places from September 2015.

- (iv) Schools will be protected by a Minimum Funding Guarantee (MFG) so as to lose no more than 1.5% per pupil compared to 2015/16.

6.4. The overall DSG to Southend-on-Sea for 2016/17 will be paid at:-

Schools Block	£114,383,628 (24,900 pupils @ £4,593.72 each)
Early Years Block	£7,048,458 (Provisional at 1,800 FTE children @ £3,915.81 each)
High Needs Block	£16,869,426 (includes placement and top up funding)
2 year old funding	£1,811,375 (Provisional at 650 pupils @ £4.89 per hour)
NQT Funding	£36,000 to be delegated to schools

Total DSG 2016/17 £140,148,887

- 6.5. Decisions on the allocation of the DSG are effectively made by the Schools Forum, although their recommendations still need to be confirmed by the Council. The Schools Forum met on 2 December 2015 and 13 January 2016 to consider the Schools Budget. Subject to Cabinet approval, budget allocations to schools will be determined by the recommendations from the Forum.
- 6.6. Overall due to the cash flat settlement there is no increase in DSG funding per pupil in 2016/17.
- 6.7. In addition to funding from the DSG, schools will receive Pupil Premium grant, which will provide £1,300/£935 of funding per primary/secondary pupil (2015/16 = £1,300/£935 per pupil) who have been registered for free school meals in any of the past 6 years. Based on estimates the Pupil Premium will provide an additional £8 million for schools in Southend-on-Sea (both Maintained and Academy schools).
- 6.8. As a percentage of their total budget, the overall funding for schools will see an increase of circa 2% due to pupil number growth. The change in budget for individual schools will vary depending upon pupil numbers and pupil funding factors such as free school meals registration, with some seeing a larger change than 2% and some less.
- 6.9. Following the meeting of the Schools Forum on 13 January 2016 a breakdown is provided as Appendix 13 and 13 (i), which shows the detailed breakdown of the 2016/17 School's budget, as recommended by the Schools Forum. The schools position for 2016/17 will now be submitted to the People Scrutiny Committee on 26 January 2016, through to Budget Cabinet on 11 February 2016, and then to the Budget Council on 25 February 2016 for final agreement of the Schools Budget, based on the recommendations from the Schools Forum and the comments from the Scrutiny Committee. Following this process, final budgets will be issued to schools.

7. Medium Term Financial Strategy (MTFS)

- 7.1. The Medium Term Financial Strategy that was approved in February 2015 was for a four year period up to the financial year 2018/19. It is now in need of updating as a result of the latest Local Government Finance Settlement, changes to the projections in the current financial planning figures and a review of our service delivery plans and recently refreshed corporate priorities.
- 7.2. It is good practice to update the rolling MTFS as part of setting the Council budget and Council Tax to ensure our financial planning is fully aligned and integrated.
- 7.3. The MTFS for the next four year period 2016/17 to 2019/20 will, therefore, be presented as part of the budget proposals for Budget Cabinet on 11 February 2016 and Budget Council on 25 February 2016.

8. 2016/17 Budget Proposals

- 8.1. This Council budget has been prepared against the background of the Governments' spending plans through various Budget speeches, the Chancellor's Autumn Statement and the Local Government provisional finance settlement. The various Government announcements continue to see the most substantial contraction of available public sector funding, but particularly in Local Government, for many decades.
- 8.2. In addition, it continues to be based upon the Government's significant funding reform for Local Government that has been the most radical in generations. As a result of both the significant contraction of available funding and the financial reforms there is a consequent need to continue to find a significant level of revenue savings over the next four financial years at least on par with the last four year period.
- 8.3. There has been cross party Member involvement in identifying areas where savings can be targeted and made and the outcomes of Member discussions and the All Members budget session undertaken on 18th November 2015 have helped to formulate the budget. Using this Member and portfolio holder input a detailed draft budget has been prepared by senior officers for the Cabinet to put forward that addresses the need for significant savings to be addressed and to set a balanced and robust budget. The various budget consultation has also assisted in informing the compilation of the Council's budget.
- 8.4. The draft 2016/17 General Fund revenue base budget requirement before savings and pressures is £130.646 million and available funding, including Council Tax, Business rates and Government grant (excluding the Adult Social Care precept) is £121.915 million. After applying the required pressures of £1.355 million to the base budget there is a budget gap to find in 2016/17 of £10.086 million through departmental savings. By agreeing the proposed savings of £10.086 million (excluding Public Health savings of £0.381 million, as these savings are ring fenced against the Public Health grant allocation) this will result in a draft 2016/17 revenue budget of £121.915 million (2015/16 £126.093 million). A high level budget summary of the position is set out at Appendix 1.

- 8.5. The draft 2016/17 revenue budgets for each Portfolio are set out in Appendices 2-8 and show the original budget and probable outturn for 2015/16 and the 2016/17 base budget before savings and pressures.
- 8.6. The budget identifies a number of pressures being faced by the Council, which need funding and these total £1.355 million. These are set out in detail in Appendices 9 and 10. The budget is then reduced by various savings proposals, which total £10.086 million set out fully in departmental order in Appendices 11 and 12. The net effect of both the Pressures and Savings is £8.731 million.
- 8.7. As part of the budget proposals, there are also some one-off growth items that are proposed to be funded for their temporary nature by the use of earmarked reserves. The items of revenue growth are;
- Southend Pier - £150,000 for one year. This is to undertake a detailed feasibility study for options on replacing the ageing pier railway and determining an optimum outcome for the vacant platform area;
 - Economic Development - £50,000 pa for 2016/17 and 2017/18. This is to further enable one-off research and support for the promotion of the Town;
 - Pupil support for 11 plus coaching in School holidays - £25,000 for one year
- 8.8. Members will note that the budget proposals do not include the use of earmarked reserves to fund the balancing of the 2016/17 core budget but do allow for their use on the above items of one-off project spending. The use of £1.888 million of reserves in setting the 2015/16 budget to allow the smoothing of the budget gap were replenished as part of the closure of the 2014/15 accounts.
- 8.9. It is recommended that the draft budget is referred to all Scrutiny Committees and their comments considered by the Budget Cabinet on 11 February 2016 to enable the Budget Cabinet to make its recommendation on the 2016/17 budget to full Budget Council on 25 February 2016.

9. Staffing implications of budget savings proposals

- 9.1 The saving proposals outlined in this report will delete 59.6 full time equivalent (fte) posts across the Council, of which 19.4 (33%) are currently vacant.
- 9.2. Formal redundancy consultation with the recognised Trades Unions has commenced and all staff have been fully briefed on the implications of these proposals.
- 9.3. The staffing reductions will be managed in accordance with the Councils policies on the Managing Organisational Change and Redundancy.
- 9.4. The Council's Workforce Planning Panel will continue to control recruitment to vacant posts (permanent and temporary) and, wherever possible, staff identified

As 'at risk' of redundancy will be redeployed through the Talent Pool. In addition, The Council will be working with other Essex authorities and partners in order to maximise redeployment opportunities across the county region.

- 9.5. Volunteers for redundancy have already been sought and will be further sought in order to minimise the number of compulsory redundancies.
- 9.6. A comprehensive package of support for all staff but particularly those directly affected by these proposals has been put into place. This includes coaching and counselling, as well as practical support with job applications and money management.

10. Corporate Priorities

- 10.1. The proposed revenue budget has regard to the Council's 2016/17 Corporate Priorities, which are attached at Appendix 14.

11. Budget Consultation

- 11.1. The media coverage of the public sector economic situation places a worthy expectation for local authorities to engage communities in the difficult decisions that will determine what services are delivered by the Council and how.
- 11.2. The Council continues to invite and receive feedback on its services from residents, businesses, voluntary sector and visitors, and has publicised the challenges of reduced funding and the impact this is likely to have next year and beyond. In addition the Leader of the Council has visited (and continues to visit) a number of community groups to outline these challenges and to discuss where the Council needs to prioritise its resources in the future.
- 11.3. The overall results and comments from the consultation have continued to help inform the preparation of the 2016/17 draft revenue budget.

12. Equality Impact Assessments (EIA) – Making fair financial decisions

- 12.1. Each department has produced a departmental equality analysis taking into consideration any equality and cohesion impacts that restructuring their service may have on staff and service users. The results were then challenged by an internal team of officers and then by the Corporate Management Team.
- 12.2. As before the aim will be to protect delivery of key frontline services as well as highlight greater opportunities for collaborative working with partners to deliver services. Staff, Councillors, Trade Unions, Service users and residents were consulted and engaged in the process. These include but were not limited to, Chief Executive briefing sessions, Departmental Management and Team meetings, workshops and resident engagement via the budget consultation process.
- 12.3. Recommendations made in departmental supporting action plans identify how each department will aim to address and mitigate any indirect differential impact on staff and services over the coming year.

12.4. An overarching EIA is attached at Appendix 15.

13. Council Tax Base 2016/17 and Estimated Collection Fund Surplus/Deficit 2015/16

13.1. The Council has to formally determine the Council Tax Base (the number of Band D equivalent properties) for 2016/17 and any estimated Collection Fund balance at the end of 2015/16. The Council Tax Base for 2016/17 is as reported in a separate report on this agenda for approval as delegated by Council at 55,701.27 (equivalent Band D properties) including Leigh-on-Sea Town Council.

13.2. The tax base for Leigh-on-Sea Town Council has been calculated for 2016/17 as 8,645.94 Band D equivalents.

13.3. The Council Tax base for Southend-on-Sea has increased as a result of a combination of more properties on the list coupled with an increased impact of discounts and exemptions arising from the agreed changes at Cabinet on 5th January 2016.

13.4. The estimated balance on the Collection Fund at the end of 2015/16 will be reported formally to the Budget Cabinet on 11 February 2016. The draft budget and Council Tax implications are currently based on the use of £1million of the projected surplus attributable to the Council.

14. Council Tax (including Precepts)

14.1. The draft budget assumes a Council Tax increase at 1.99% on the Southend-on-Sea element of the total Council Tax. There are no implications arising from this increase for a Council Tax freeze grant, as the Government has not offered one this year.

14.2. The Cabinet (and Scrutiny Committees) may wish to bear in mind that a 1% change in Southend-on-Sea Borough Council's element of the Council Tax is £11.60 per annum for a Band D property. This equates to an amount of circa £0.65 million in the revenue budget for each 1% change.

14.3. The proposed Council Tax increase of 1.99% will mean a Band D level of £1,182.60 per annum on the Southend-on-Sea element of the Council Tax (2015/16 the Band D level is £1,159.56). This equates to an annual increase of £23.04 and a weekly increase of 44p.

14.4. The total Council Tax payable by tax payers consists of Southend-on-Sea Borough Council and the precepts for Essex Fire Authority, Essex Police & Crime Commission, Adult Social Care and, where applicable, Leigh-on-Sea Town Council.

14.5. At this stage the precepts from the major precepting authorities (Fire and Police) are not yet finalised. Essex Police Authority through the Police Commissioner has by law to set its precept no later than 1st March 2016 (after consideration by its Police & Crime Panel on 29 January 2016). No indication has been given of the relevant precept level for 2016/17. Essex Fire Authority is due to set its precept on 17th February 2016 (after consideration by its Policy & Strategy

Committee on 13th January 2016). Again no information on the potential precept level has been forthcoming. The precepts will form part of the formal Council Tax setting at Budget Council on 25 February 2016. As part of the draft budget, estimations have been made of the expected precept levels pending formal approval by the precepting authorities. Any variances from that contained in the draft budget are expected to be minimal and will be contained within the overall budget proposals that will be presented to Budget Council.

14.6. In addition, the draft budget also assumes a new Adult Social Care precept at a level of 2%. The ability to apply this precept has been introduced by the Government as part of this year's Local Government financial settlement. It has been introduced to assist with the increasing demand and demographic expenditure pressures from Adult Social Care that Local Government has been experiencing and are continuing to face. The proposed increase of 2% equates to an annual increase of £23.58 and a weekly increase of 45p. It is proposed that the Adult Social Care precept be used to support the service in two ways;

- The savings proposals at Appendices 11 and 12 include two proposals totalling £3m (PE1 and PE2) that will require significant service redesign. As such it will take some time until the full savings are realised. It is proposed that £0.713 million of the new precept is used to enable the transition and delivery of the savings over a two year period.
- To support the delivery of the service redesign, there is a need for some initial investment to enable old and new style services to be run side by side to enable a safe transition. These total £0.6 million and are as follows;
 - £150,000 - Overnight support for older people reducing the long term use of care;
 - £250,000 – Additional services to reduce admissions for residential care and high cost packages;
 - £200,000 – Mental Health Intensive Enablement.

14.7 Following these adjustments this will now result in a draft 2016/17 revenue budget of £123.228 million (2015/16 £126.093million).

15. 2017/18 and Beyond

15.1. In addressing the national economic situation and following the Emergency Budget in July 2015 the Government has emphasised the need to look further at a four year programme of public sector spending restraint and reconfiguration. This was reinforced in the Chancellor's annual autumn speech/Spending review in December 2015 with further restriction placed on the Government's public spending plans up to 2020. The tightening and reduction of Government funding contributions to local government funding and the new Government's changes from April 2013 for the funding of Local Government, means that the current financial challenges for 2017/18 and beyond will continue. This needs to be seen as part of an extended period of financial retrenchment similar at least to the previous four years that Local Government has already encountered and that councils will need to consider a much longer spending reduction programme than previously identified by Central Government.

- 15.2. This report predominantly addresses, as we are required to do, a detailed budget for 2016/17 but it is also appropriate to identify the areas the Council should continue to explore in order to meet the budget constraints of future years and also tailor the services it provides and review its role within national policy and local circumstances.
- 15.3. Like all local authorities in England, Southend-on-Sea Borough Council is facing unprecedented financial challenges. The Council has, over a number of years, addressed significant funding gaps whilst also achieving improved efficiency and service delivery. In the current, and forecast, period of national financial stringency the scale of financial contraction is such as to challenge the scale, nature and purpose of the role of the Council.
- 15.4. Traditionally, and particularly over recent years, the nature of Council activity has seen an increase in the level of directly delivered services for the local populace and for local businesses and visitors. Many services have been delivered on a universal basis and free or at limited cost. As funding continues to reduce greater pressure is being placed upon the services provided by the Council and also the way in which these are delivered.
- 15.5. Since the beginning of the national fiscal situation the Council has striven to sustain its full range of services but it is increasingly likely that this approach will be unviable.
- 15.6. It is proposed that the Council will increasingly focus the delivery of its services in a targeted way, concentrating on delivering services to those residents who need the Council's help. The Council will also adopt this as an approach in tailoring the delivery of its many statutory services. To underpin this approach the Council will also reposition its role as one to help the community, its residents and businesses, to take personal control of as many factors affecting their lives as is possible.
- 15.7. The Council will adopt an increasing approach of working, and delivering services, in partnership with other agencies, the voluntary and commercial sectors, and the community itself. As part of this approach the Council will encourage the sustenance of community services in collaboration with the local communities, encouraging community capacity to operate in appropriate circumstances.
- 15.8. The Council will also seek to address critical issues such as equality, disadvantage, lack of attainment and poverty by working with communities themselves, seeking enhanced training and opportunity and by fostering and promoting the local economy and thereby enhancing opportunities for aspiration, attainment, household income and personal achievement.
- 15.9. The Council will also seek to explore innovative income generation opportunities that will assist with increasing the Council's revenue sources to assist with bridging the significant budget gap the Council has to deliver. In addition, there is the intention to look greater at commercial opportunities for services of the Council.

- 15.10. Given the financial challenge we have and are to continue to face for a number of years, a continued programme of corporate working will continue with this efficiency drive and to help support the identification of savings for future years. This will allow us to have a programme driving transformational change in the organisation and will allow a clear focus on delivery of the required significant savings that will be required over this period.
- 15.11. Over the coming year it will be extremely important to consider future year potential savings proposals in anticipation of delivering tailored services for the community whilst addressing the known budget reductions required from our total budget and reflecting the estimated significant government grant reductions. It is currently anticipated arising from the Spending Review in late 2015, that further savings in the order of £26m to £28m will be required from the Council's circa £123m annual net budget for the three years 2017/18 to 2019/20.
- 15.12. It is clear that the budget savings presented for 2016/17 cannot be continually repeated in successive years without the Council considering how it delivers services across the borough to avoid duplication of overheads, achieve economic delivery and still provide facilities and services valued by the community.

16. Corporate Implications

16.1. Contribution to Council's Vision & Critical Priorities

The budget strategy is an integral part of the Council's Corporate Service and Resources Planning Framework.

16.2. Financial Implications

As set out in the body of the report.

16.3. Legal Implications

None at this stage.

16.4. People Implications

The draft budget will have an impact on staffing levels and the implications are set out in section 9 of this report.

16.5. Property Implications

None

16.6. Consultation

Consultation has taken place with the Chief Executive, Corporate Directors and their Heads of Service as part of the budget preparation process who are fully committed to working within the budget proposed. Members are being consulted

through Cabinet, Scrutiny and Council but have also been involved through a Member workshop.

The Leader of the Council has undertaken a range of meetings with community and voluntary sector groups to outline the budget challenges the Council faces and listen to their ideas and areas of priority. Consultation with staff and unions will continue throughout the process. Briefings for local businesses and the voluntary sector have been undertaken to give them an opportunity to find out more about what is in the planned draft budget from the Leader and Chief Executive of the Council.

Staff have been kept abreast of progress and opportunities for contributions through personal briefings by the Chief Executive, a dedicated 'speak up' email suggestion inbox and through written briefings.

16.7. Equalities Impact Assessment

Assessments have been carried out for proposed savings in the 2016/17 draft revenue budget and an overarching EIA is attached as an Appendix to this report.

16.8. Risk Assessment

The budget proposals will be subject to a Director's review of risk and robustness. This will inform the Head of Finance & Resources' Section 25 statement on the robustness of estimates and adequacy of reserves to be reported to the Budget Cabinet on 11 February 2016 and Budget Council on 25 February 2016.

16.9. Value for Money

The proposals set out in the report reflect the Council's drive to improve value for money and to deliver significant efficiencies in the way it operates.

16.10. Community Safety Implications

Assessments have been carried out for all revenue proposals.

16.11. Environmental Impact

Assessments have been carried out for all revenue proposals.

17. Background Papers

- 17.1. The provisional finance settlement 2016/17, DCLG
- 17.2. Budget working papers are held in the Finance & Resources' Accountancy section.
- 17.3. Equality Impact Assessments

18. Appendices

Appendix 1	Summary of Draft 2016/17 General Fund Revenue Budget
Appendix 2	2016/17 Draft budget - Adult Social Care & Health
Appendix 3	2016/17 Draft budget – Children & Learning
Appendix 4	2016/17 Draft budget – Community & Organisational Development
Appendix 5	2016/17 Draft budget – Enterprise, Tourism & Economic Development
Appendix 6	2016/17 Draft budget - Leader
Appendix 7	2016/17 Draft budget – Public Protection, Waste & Transport
Appendix 8	2016/17 Draft budget – Housing & Regulatory Services
Appendix 9	Schedule of Proposed Pressures
Appendix 10	Description of Proposed Pressures
Appendix 11	Schedule of Proposed Savings
Appendix 12	Description of Proposed Savings
Appendix 13	Schools Budget
Appendix 13(i)	Schools Budget
Appendix 14	Corporate Priorities 2016/17
Appendix 15	Equality Analyses supporting budget proposals

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**SUMMARY OF GENERAL FUND
REVENUE BUDGET 2016/17**

**SOUTHEND ON SEA BOROUGH COUNCIL ESTIMATE FOR THE
GENERAL FUND YEAR ENDING 31 MARCH 2017**

SUMMARY OF GENERAL FUND REVENUE ESTIMATES

	Appendix	Original Estimate 2015/16	Probable Outturn 2015/16	Original Estimate 2016/17	Budget 2016/17
		£000	£000	£000	£000
Portfolios					
Adult Social Care & Health	2	39,911	41,945	41,746	41,746
Children & Learning	3	33,477	34,544	32,401	32,401
Community & Organisational Development	4	2,613	2,448	2,734	2,734
Enterprise, Tourism & Economic Development	5	13,943	13,993	14,921	14,921
Leader	6	4,098	5,694	4,729	4,729
Public Protection, Waste & Transport	7	25,236	25,635	25,291	25,291
Housing & Regulatory Services	8	12,964	13,185	10,426	10,426
Sub Total		132,242	137,444	132,248	132,248
Capital Financing Removed		(19,982)	(20,886)	(18,642)	(18,642)
Portfolio Net Expenditure		112,260	116,558	113,606	113,606
Levies		550	550	585	585
Contingency - General		2,085	1,091	2,085	2,085
- National Insurance		0	0	900	900
- Transformation		1,500	1,500	1,500	1,500
- Inflation		1,240	447	1,687	1,687
Pensions Upfront Funding		(4,782)	(4,782)	(4,782)	(4,782)
Financing costs		16,062	15,026	15,965	15,965
Total net expenditure		128,915	130,390	131,546	131,546
Contribution to /(from) general reserves		0	266	0	0
Contribution to /(from) earmarked reserves		(1,889)	(3,680)	(2,674)	(2,674)
Revenue Contribution to Capital		3,090	3,090	6,026	6,026
Corporate Pressures	9 & 10	0	0	0	1,355
Savings Requirement	11 & 12	0	0	0	(10,086)
Corporate Savings (2015/16)		(50)	0	0	0
Non Service Specific Grants		(3,973)	(3,973)	(4,252)	(4,252)
Budget Requirement		126,093	126,093	130,646	121,915
Use of Adult Social Care Precept					
Invest to Save for Adult Social Care				0	600
Transition of Adult Social Care Savings				0	713
		0	0	0	1,313
Total Budget Requirement		126,093	126,093	130,646	123,228

ADULT SOCIAL CARE & HEALTH
REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Adult Social Care & Health Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure	Total Income	Net Expenditure / (Income)	Gross Expenditure	Total Income	Net Expenditure / (Income)	Gross Expenditure	Total Income	Net Expenditure / (Income)
£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Adult Support Services and Management	498	(507)	(9)	520	(507)	13	956	(943)	13
Commissioning Team	2,063	(2,062)	1	2,063	(2,127)	(64)	2,601	(2,535)	66
Strategy and Development	1,660	(1,934)	(274)	1,988	(2,252)	(264)	2,345	(2,335)	10
People with a Learning Disability	16,712	(1,734)	14,978	16,429	(2,059)	14,370	16,427	(1,629)	14,798
People with Mental Health Needs	3,105	(165)	2,940	4,037	(176)	3,861	3,462	(166)	3,296
Older People	31,999	(14,581)	17,418	33,292	(15,584)	17,708	32,781	(14,940)	17,841
Other Community Services	3,226	(2,880)	346	2,406	(2,067)	339	1,873	(665)	1,208
People with a Physical or Sensory Impairment	4,595	(552)	4,043	5,287	(1,014)	4,273	4,678	(584)	4,094
Service Strategy and Regulation	328	(107)	221	290	(69)	221	197	(69)	128
Public Health	6,409	(6,369)	40	6,996	(6,043)	953	1,478	(1,438)	40
Drug and Alcohol Action Team	2,717	(2,548)	169	2,886	(2,394)	492	2,583	(2,373)	210
Young Persons Drug and Alcohol Team	301	(263)	38	306	(263)	43	305	(263)	42
Net Expenditure/(Income)	73,613	(33,702)	39,911	76,500	(34,555)	41,945	69,686	(27,940)	41,746

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Adult Social Care & Health Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	16,170	17,096	16,928
Premises	472	438	457
Transport	610	627	529
Supplies & Services	6,520	7,228	6,277
Third Party Payments	43,542	44,790	42,709
Transfer Payments	0	0	0
MATS	2,815	2,815	3,598
Accommodation Charges	471	471	426
Departmental Support	2,921	2,921	(1,377)
Depreciation	92	114	139
Gross Expenditure	73,613	76,500	69,686
Income			
Government Grants	(10,671)	(10,656)	(9,237)
Other Grants & Reimbursements	(8,478)	(8,606)	(7,746)
Sales	(455)	(174)	(444)
Fees & Charges	(9,919)	(10,927)	(10,446)
Rents	0	0	0
Interest	0	(13)	0
Government Capital Grants	0	0	0
Recharges	(4,067)	(4,067)	48
Recharges to Housing Revenue Account	(112)	(112)	(115)
Other Internal Charges	0	0	0
Total Income	(33,702)	(34,555)	(27,940)
Net Expenditure/(Income)	39,911	41,945	41,746

CHILDREN & LEARNING
REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Children & Learning Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Retained									
Childrens Commissioning	1,093	(558)	535	1,073	(592)	481	2,703	(2,307)	396
Children with Special Needs	2,171	(777)	1,394	2,559	(758)	1,801	2,093	(713)	1,380
Early Years Development and Child Care Partnership	2,022	(555)	1,467	11,324	(9,886)	1,438	2,089	(555)	1,534
Children Fieldwork Services	4,887	0	4,887	5,310	0	5,310	4,312	0	4,312
Children Fostering and Adoption	7,061	(208)	6,853	7,335	(287)	7,048	6,749	(247)	6,502
Youth Service	1,813	(390)	1,423	1,806	(380)	1,426	1,681	(397)	1,284
Other Education	577	(524)	53	628	(575)	53	734	(580)	154
Private Voluntary Independent	4,465	(160)	4,305	4,290	(160)	4,130	4,462	(156)	4,306
Children Specialist Commissioning	1,321	(59)	1,262	1,456	(59)	1,397	1,125	(59)	1,066
Children Specialist Projects	219	(216)	3	384	(221)	163	304	(189)	115
School Support and Preventative Services	30,568	(21,215)	9,353	36,594	(27,264)	9,330	25,805	(16,384)	9,421
Youth Offending Service	3,074	(1,132)	1,942	3,099	(1,132)	1,967	3,217	(1,286)	1,931
Total Retained	59,271	(25,794)	33,477	75,858	(41,314)	34,544	55,274	(22,873)	32,401
Delegated									
Schools Delegated Budgets	71,093	(71,093)	0	68,983	(68,983)	0	54,971	(54,971)	0
Total Delegated	71,093	(71,093)	0	68,983	(68,983)	0	54,971	(54,971)	0
Net Expenditure/(Income)	130,364	(96,887)	33,477	144,841	(110,297)	34,544	110,245	(77,844)	32,401

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Children & Learning Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	13,929	14,622	14,020
Premises	317	284	262
Transport	744	734	674
Supplies & Services	9,484	17,338	10,112
Third Party Payments	12,697	13,398	12,102
Transfer Payments	78,029	83,124	61,489
MATS	3,864	3,864	4,219
Accommodation Charges	440	440	480
Departmental Support	1,952	1,952	2,562
Depreciation	8,908	9,085	4,325
Gross Expenditure	130,364	144,841	110,245
Income			
Government Grants	(89,220)	(102,581)	(72,565)
Other Grants & Reimbursements	(758)	(824)	(781)
Sales	(45)	(45)	(46)
Fees & Charges	(798)	(781)	(822)
Rents	0	0	0
Interest	0	0	0
Government Capital Grants	(5,128)	(5,128)	(1,070)
Recharges	(938)	(938)	(2,560)
Recharges to Housing Revenue Account	0	0	0
Other Internal Charges	0	0	0
Total Income	(96,887)	(110,297)	(77,844)
Net Expenditure/(Income)	33,477	34,544	32,401

COMMUNITY & ORGANISATIONAL DEVELOPMENT

REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Community & Organisational Development Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Closed Circuit Television	403	(18)	385	512	(35)	477	516	(32)	484
Community Safety	356	(41)	315	263	(41)	222	249	(32)	217
Cemeteries and Crematorium	1,437	(2,044)	(607)	1,497	(2,289)	(792)	1,470	(2,133)	(663)
Customer Services Centre	1,922	(1,968)	(46)	1,920	(1,968)	(48)	1,958	(1,955)	3
Dial A Ride Service	103	(17)	86	103	(18)	85	116	(19)	97
Housing Benefit and Council Tax Benefit Admin	2,830	(1,285)	1,545	2,712	(1,360)	1,352	2,761	(1,285)	1,476
Rent Benefit Payments	98,947	(99,050)	(103)	99,247	(99,050)	197	98,947	(99,050)	(103)
Registration of Births Deaths and Marriages	470	(323)	147	471	(358)	113	465	(364)	101
Partnership Team	327	0	327	337	0	337	330	0	330
Support To Voluntary Sector	913	0	913	777	0	777	927	0	927
Human Resources	1,936	(1,946)	(10)	2,163	(2,084)	79	2,263	(2,260)	3
Information Communications and Technology	5,064	(5,450)	(386)	5,035	(5,450)	(415)	5,870	(6,057)	(187)
People and Organisational Development	449	(455)	(6)	459	(454)	5	522	(520)	2
Tickfield Training Centre	366	(349)	17	370	(349)	21	385	(349)	36
Transport Management	209	(209)	0	238	(209)	29	242	(241)	1
Vehicle Fleet	809	(773)	36	781	(772)	9	743	(733)	10
Net Expenditure/(Income)	116,541	(113,928)	2,613	116,885	(114,437)	2,448	117,764	(115,030)	2,734

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Community & Organisational Development Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	9,138	9,176	9,504
Premises	461	369	461
Transport	168	339	339
Supplies & Services	3,765	3,825	3,951
Third Party Payments	218	84	88
Transfer Payments	98,699	98,999	98,520
MATS	2,240	2,240	2,804
Accommodation Charges	426	426	396
Departmental Support	337	337	343
Depreciation	1,089	1,090	1,358
Gross Expenditure	116,541	116,885	117,764
Income			
Government Grants	(96,808)	(96,807)	(96,807)
Other Grants & Reimbursements	(3,569)	(3,586)	(3,586)
Sales	(54)	(54)	(46)
Fees & Charges	(3,838)	(4,331)	(4,191)
Rents	(37)	(37)	(17)
Interest	0	0	0
Government Capital Grants	0	0	0
Recharges	(9,156)	(9,156)	(9,860)
Recharges to Housing Revenue Account	(112)	(112)	(115)
Other Internal Charges	(354)	(354)	(408)
Total Income	(113,928)	(114,437)	(115,030)
Net Expenditure/(Income)	2,613	2,448	2,734

ENTERPRISE, TOURISM & ECONOMIC DEVELOPMENT

REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Enterprise, Tourism & Economic Development Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Arts Development	516	(205)	311	529	(205)	324	705	(364)	341
Amenity Services Organisation	3,005	(2,389)	616	3,045	(2,417)	628	2,950	(386)	2,564
Culture Management	135	(6)	129	135	(6)	129	105	(6)	99
Library Service	3,509	(387)	3,122	3,529	(387)	3,142	4,046	(390)	3,656
Museums And Art Gallery	1,168	(92)	1,076	1,256	(92)	1,164	1,068	(67)	1,001
Parks And Amenities Management	4,458	(663)	3,795	4,413	(576)	3,837	3,029	(667)	2,362
Sports Development	277	(134)	143	287	(114)	173	180	(45)	135
Sport and Leisure Facilities	836	0	836	747	(231)	516	781	0	781
Southend Theatres	582	(16)	566	582	(16)	566	576	(17)	559
Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,129	(947)	2,182	3,326	(1,147)	2,179	3,379	(1,051)	2,328
Tourism	301	(10)	291	281	(10)	271	268	(11)	257
Mayoralty	211	0	211	218	0	218	217	0	217
Economic Development	483	(112)	371	633	(112)	521	312	0	312
Town Centre	124	(48)	76	154	(47)	107	185	(58)	127
Climate Change	218	0	218	218	0	218	206	(24)	182
Net Expenditure/(Income)	18,952	(5,009)	13,943	19,353	(5,360)	13,993	18,007	(3,086)	14,921

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Enterprise, Tourism & Economic Development Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	6,430	6,654	6,484
Premises	1,761	1,863	1,787
Transport	423	372	422
Supplies & Services	1,794	2,002	1,783
Third Party Payments	2,247	2,149	2,173
Transfer Payments	0	0	0
MATS	1,774	1,774	2,005
Accommodation Charges	86	86	61
Departmental Support	1,998	2,014	507
Depreciation	2,439	2,439	2,785
Gross Expenditure	18,952	19,353	18,007
Income			
Government Grants	(70)	(50)	0
Other Grants & Reimbursements	(605)	(569)	(594)
Sales	(355)	(397)	(365)
Fees & Charges	(1,941)	(2,286)	(2,108)
Rents	(19)	(39)	(19)
Interest	0	0	0
Government Capital Grants	0	0	0
Recharges	(2,019)	(2,019)	0
Recharges to Housing Revenue Account	0	0	0
Other Internal Charges	0	0	0
Total Income	(5,009)	(5,360)	(3,086)
Net Expenditure/(Income)	13,943	13,993	14,921

LEADER

REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Leader Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Corporate Subscriptions	73	0	73	73	0	73	73	0	73
Corporate and Non Distributable Costs	3,354	(172)	3,182	4,494	(172)	4,322	3,821	(177)	3,644
Emergency Planning	102	0	102	102	0	102	105	0	105
Strategy and Performance	895	(966)	(71)	904	(966)	(62)	892	(891)	1
The Programme Office	340	(341)	(1)	335	(341)	(6)	349	(348)	1
Accounts Payable	194	(154)	40	194	(154)	40	258	(257)	1
Accounts Receivable	274	(282)	(8)	270	(282)	(12)	351	(353)	(2)
Accountancy	2,616	(2,834)	(218)	2,616	(2,834)	(218)	2,755	(2,752)	3
Asset Management	429	(428)	1	444	(428)	16	435	(435)	0
Internal Audit	855	(907)	(52)	855	(907)	(52)	945	(944)	1
Buildings Management	2,843	(2,873)	(30)	2,847	(2,873)	(26)	2,847	(2,939)	(92)
Administration & Support	549	(550)	(1)	534	(550)	(16)	514	(529)	(15)
Community Centres and Club 60	63	(1)	62	63	(1)	62	54	(1)	53
Corporate and Industrial Estates	921	(2,350)	(1,429)	1,024	(2,350)	(1,326)	823	(2,389)	(1,566)
Council Tax Admin	1,413	(471)	942	1,463	(571)	892	1,448	(481)	967
Democratic Services Support	458	0	458	452	0	452	432	0	432
Department of Corporate Services	1,053	(1,053)	0	1,093	(1,053)	40	1,117	(1,117)	0
Elections and Electoral Registration	394	0	394	494	(50)	444	408	0	408
Insurance	195	(241)	(46)	195	(241)	(46)	184	(243)	(59)
Local Land Charges	255	(319)	(64)	255	(318)	(63)	282	(318)	(36)
Legal Services	1,105	(1,131)	(26)	1,279	(1,289)	(10)	1,217	(1,216)	1
Non Domestic Rates Collection	360	(302)	58	360	(302)	58	378	(304)	74
Corporate Procurement	705	(705)	0	787	(705)	82	766	(764)	2
Property Management and Maintenance	575	(575)	0	705	(475)	230	740	(739)	1
Member Support	732	0	732	718	0	718	732	0	732
Net Expenditure/(Income)	20,753	(16,655)	4,098	22,556	(16,862)	5,694	21,926	(17,197)	4,729

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Leader Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	9,818	10,817	9,974
Premises	1,326	1,465	1,398
Transport	54	55	51
Supplies & Services	2,657	2,844	2,684
Third Party Payments	259	38	303
Transfer Payments	0	0	0
MATS	3,606	3,606	4,263
Accommodation Charges	961	961	1,123
Departmental Support	640	640	843
Depreciation	1,314	1,795	1,067
Special Items	118	335	220
Gross Expenditure	20,753	22,556	21,926
Income			
Government Grants	(268)	(318)	(270)
Other Grants & Reimbursements	(130)	(289)	(98)
Sales	(6)	(6)	(6)
Fees & Charges	(1,505)	(1,504)	(1,634)
Rents	(2,373)	(2,373)	(2,412)
Interest	0	0	0
Investment Asset Revaluation Gain	0	0	0
Government Capital Grants	0	0	0
Recharges	(11,972)	(11,972)	(12,367)
Recharges to Housing Revenue Account	(401)	(400)	(410)
Other Internal Charges	0	0	0
Total Income	(16,655)	(16,862)	(17,197)
Net Expenditure/(Income)	4,098	5,694	4,729

PUBLIC PROTECTION, WASTE & TRANSPORT

REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Public Protection, Waste & Transport Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Bridges and Structural Engineering	392	0	392	392	0	392	432	0	432
Concessionary Fares	3,489	0	3,489	3,489	0	3,489	3,497	0	3,497
Decriminalised Parking	1,965	(1,601)	364	2,015	(1,601)	414	1,956	(1,633)	323
Enterprise Tourism and Environment Central Pool	1,858	(1,925)	(67)	1,723	(1,925)	(202)	1,685	(1,684)	1
Highways Maintenance	10,296	(2,232)	8,064	10,791	(2,382)	8,409	10,049	(2,129)	7,920
Car Parking Management	1,437	(5,647)	(4,210)	1,431	(5,746)	(4,315)	1,443	(5,759)	(4,316)
Passenger Transport	389	(61)	328	398	(61)	337	405	(62)	343
Public Conveniences	661	0	661	750	0	750	604	0	604
Road Safety and School Crossing	365	(60)	305	365	(60)	305	405	(60)	345
Transport Planning	1,669	(752)	917	1,644	(752)	892	1,067	(57)	1,010
Traffic and Parking Management	786	(5)	781	783	(5)	778	682	(5)	677
Waste Collection	3,860	0	3,860	3,900	0	3,900	3,967	0	3,967
Waste Disposal	4,019	0	4,019	4,115	0	4,115	4,120	0	4,120
Street Cleansing	2,193	(7)	2,186	2,216	(7)	2,209	2,222	(7)	2,215
Household Recycling	654	0	654	668	0	668	646	0	646
Environmental Care	652	(4)	648	653	(4)	649	641	(4)	637
Waste Management	2,034	0	2,034	2,088	(54)	2,034	2,076	0	2,076
Flood and Sea Defence	874	(63)	811	874	(63)	811	858	(64)	794
Net Expenditure/(Income)	37,593	(12,357)	25,236	38,295	(12,660)	25,635	36,755	(11,464)	25,291

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Public Protection, Waste & Transport Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	3,823	3,682	3,629
Premises	1,844	1,995	1,682
Transport	90	89	92
Supplies & Services	686	772	471
Third Party Payments	20,369	20,752	20,232
Transfer Payments	0	0	0
MATS	1,812	1,812	1,426
Accommodation Charges	156	156	163
Departmental Support	1,129	1,129	591
Depreciation	7,684	7,908	8,469
Gross Expenditure	37,593	38,295	36,755
Income			
Government Grants	(853)	(908)	(103)
Other Grants & Reimbursements	0	0	(40)
Sales	(2)	(2)	(2)
Fees & Charges	(7,940)	(8,188)	(8,111)
Rents	0	0	(1)
Interest	0	0	0
Government Capital Grants	(1,637)	(1,637)	(1,523)
Recharges	(1,925)	(1,925)	(1,684)
Recharges to Housing Revenue Account	0	0	0
Other Internal Charges	0	0	0
Total Income	(12,357)	(12,660)	(11,464)
Net Expenditure/(Income)	25,236	25,635	25,291

HOUSING & REGULATORY SERVICES

REVENUE BUDGET 2016/17

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Housing & Regulatory Services Portfolio

Objective Summary	2015/16						2016/17		
	Original			Probable Outturn			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Building Control	593	(389)	204	728	(389)	339	728	(397)	331
Development Control	1,022	(509)	513	1,022	(559)	463	831	(519)	312
Regional And Local Town Plan	398	0	398	398	0	398	410	0	410
Regulatory Business	661	(10)	651	791	(10)	781	709	(11)	698
Regulatory Licensing	632	(474)	158	678	(474)	204	571	(483)	88
Regulatory Management	239	0	239	543	(459)	84	228	0	228
Regulatory Protection	335	(62)	273	381	(62)	319	308	(62)	246
Strategy and Planning for Housing	218	0	218	198	0	198	256	(255)	1
Private Sector Housing	5,866	(338)	5,528	5,945	(338)	5,607	4,154	(587)	3,567
Housing Needs and Homelessness	1,449	(439)	1,010	1,738	(439)	1,299	1,415	(446)	969
Supporting People	3,772	0	3,772	3,493	0	3,493	3,576	0	3,576
Net Expenditure/(Income)	15,185	(2,221)	12,964	15,915	(2,730)	13,185	13,186	(2,760)	10,426

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2017**

Housing & Regulatory Services Portfolio

Subjective Summary	2015/16		2016/17
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	3,689	3,950	3,956
Premises	3	3	3
Transport	47	47	47
Supplies & Services	3,791	3,494	3,495
Third Party Payments	52	375	41
Transfer Payments	0	0	0
MATS	1,004	1,004	941
Accommodation Charges	216	216	161
Departmental Support	1,054	1,497	997
Depreciation	5,329	5,329	3,545
Gross Expenditure	15,185	15,915	13,186
Income			
Government Grants	(50)	(50)	(50)
Other Grants & Reimbursements	(150)	(150)	(150)
Sales	(2)	(2)	(2)
Fees & Charges	(1,457)	(1,507)	(1,485)
Rents	0	0	0
Interest	0	0	0
Government Capital Grants	(229)	(229)	(476)
Recharges	0	(459)	(255)
Recharges to Housing Revenue Account	(333)	(333)	(342)
Other Internal Charges	0	0	0
Total Income	(2,221)	(2,730)	(2,760)
Net Expenditure/(Income)	12,964	13,185	10,426

APPENDIX 9

Pressure Proposals 2016/17 - All Council Services (excluding schools)

		<u>Corporate Services</u> <u>£'000</u>	<u>People</u> <u>£'000</u>	<u>Place</u> <u>£'000</u>	<u>Proposed Total</u> <u>£'000</u>
No.	<u>Proposed Pressures</u>				
1P	Contract Cleaning Civic Campus	85			
2P	Wide Area Network (WAN) carrying both voice and data traffic between all council sites and schools	80			
3P	Housing Benefit/Localised Council Tax Scheme Administration Grant	90			
Sub-total Corporate Services		255			255
4P	Deprivation of Liberty Assessments (DOLS) for people in hospitals/care homes as well as deprivation of liberty applications to the Court of Protection for people in supported living/extra care housing		100		
5P	Learning Disabilities		400		
6P	Older People Demographics		500		
Sub-total People			1,000		1,000
7P	External Income Generation			100	
Sub-total Place				100	100
Proposed Pressures Total 2016/17		255	1,000	100	1,355

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2016/17 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR CORPORATE SERVICES

1P Contract Cleaning Civic Campus - £85,000

Civic Campus cleaning is forecast to be £60k over budget by the end of 2015/16. The budget for the Civic Campus is £200k with a current contracted commitment of £260k.

In addition, to increase the cleaning at the Civic Campus for annual deep cleaning, further funding of £25k pa would be required. Overall the budget is £85k short in provision to attain the required standard of service.

2P Wide Area Network (WAN) carrying both voice and data traffic between all council sites and schools - £80,000

Current cost £320k pa. Funded by Council £170k and Schools £150k.

The Council's Core Backbone is a figure of eight network linking all 6 telephony exchanges in the Borough providing connectivity to and between the Council's 121 sites. (A figure which includes schools).

The backbone carries both voice and data traffic and also enables the delivery of internet access provided by a third party for the Council and schools. Telephony termination over the internet (the processing or outbound calls) is also enabled by this network through Session Initiation Protocol (SIP).

The current contact is with Udata / Capita, a service provider which adopts and manages BT infrastructure to deliver the service to the end user (SBC/ schools). The current contract has expired and an extension has been negotiated.

There is a clear message from schools (which currently contribute to the cost of the backbone) that they are seeking increased bandwidth as part of any future solution. Schools are not obliged to purchase filtered internet connectivity through the Council and could strike a deal directly with any Internet Service Provider (ISP) they wish.

2016/17 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

However, as the Council currently sells a raft of support services including HR, telephony and ICT support to schools which are enabled by this network connectivity, the continuation of the existing relationship is regarded as beneficial by all.

The estimated increased cost of the WAN being retendered could be as much as £200k above the prevailing rate. The anticipation is that approximately half of this sum would be met by schools given their increased demands with the balance falling to the Council. The final position is still subject to tendering and negotiation.

**3P Housing Benefit/Localised Council Tax Scheme Administration Grant
- £90,000**

This Government grant income provides funding support to the Local Authority for the administrative running of the national Housing Benefit and Localised Council Tax Scheme. The Department for Works and Pensions (DWP) announces annually the Local Authority allocations for the above grant. Nationally the total available for distribution for this overall grant has reduced year on year and the consequent reduction in the Council's annual grant for 2016/17 has now been identified by the DWP as £90,000.

Sub-total Department for Corporate Services

£255,000

2016/17 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PEOPLE

4P Deprivation of Liberty Assessments (DOLS) for people in hospitals/care homes as well as deprivation of liberty applications to the Court of Protection for people in supported living/extra care housing - £100,000

Request for additional budget to cover the increased demand for the Deprivation of Liberty Safeguards. This follows the 2014 High Court Ruling which considerably widened the applicability of the deprivation of liberty safeguards and increased the number of requests for Best Interest Assessments/psychiatrist assessments and seperately, for people living in supported living/extra care housing, to make applications to the Court of Protection.

It is a statutory function of the local authority to carry out DOLS assessment within prescribed timescales.

5P Learning Disabilities - £400,000

Request for additional budget to fund the transition costs of supporting individuals with a Learning Disability who will reach the age of 18 and meet the eligibility criteria for adult social care intervention to ensure that they have positive outcomes in their lives

6P Older People Demographics - £500,000

Request for additional budget to cover the increased demand for care for Older People. This is due to the rise in the life expectancy of the residents in Southend who as a consequence remain in their own homes with a domicilliary care package, which will reduce their social isolation and increase their quality of life. This approach also aligns with the Care Act requirements to consider an individuals wellbeing and prevent, reduce or delay the need for more costly interventions. Supporting people in their own homes is a key priority as well as a more cost effective way in comparison to within a residential environment.

Sub-total Department for People

£1,000,000

2016/17 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PLACE

7P External Income Generation - £100,000

This sum is included in the Property team's budget as an income target secured from the management of various external projects, which are now no longer available to the Council. There are currently no opportunities to replace these external projects in order to deliver the income target.

<u>Sub-total Department for Place</u>	<u>£100,000</u>
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<u>TOTAL PRESSURES</u>	<u>£1,355,000</u>
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No.	Proposed Savings	<u>Corporate</u>	<u>People</u>	<u>Place</u>	<u>Public Health</u>	<u>Proposed</u>
		<u>Services</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>Total</u>
		<u>£'000</u>				<u>£'000</u>
Corporate Services						
CS1	Cremation Fees		47			
CS2	Crematorium		12			
CS3	Cemetery Burial Fees		6			
CS4	Cemeteries & Crematorium Organist		17			
CS5	Customer Service Centre		37			
CS6	Capita One Transport System		10			
CS7	Citizens Account		10			
CS8	Restructure Registration, Facilities, Transport & Document Services		60			
CS9	Policy Engagement and Communication		25			
CS10	Outlook		50			
CS11	Discretionary Rate Relief		126			
CS12	Asset Rental Income		50			
CS13	Revenues Team		140			
CS14	Benefits Team		85			
CS15	Travelling Expenses		20			
CS16	Legal Additional Income		25			
CS17	Schools Appeals Income		10			
CS18	Emergency Planning Supplies		5			
CS19	Procurement Review		125			
CS20	Accommodation - Civic 2		100			
CS21	Capitalisation of major project support		75			
CS22	Cemeteries and Crematoria		23			
CS23	Legal Services and Land Charges		50			
CS24	Financial Planning & Control		40			
CS25	Programme Office		200			
CS26	People and Policy		60			
Sub-Total Corporate Services			1,408			1,408

No.	Proposed Savings	<u>Corporate</u>	<u>People</u>	<u>Place</u>	<u>Public Health</u>	<u>Proposed</u>
		<u>Services</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
		<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
People						
PE1	Review of Learning Disabilities (LD) Services		1,000			
PE2	Review of Social Services for older people or working age adults		2,000			
PE3	Drug and Alcohol Specialist Treatment		61			
PE4	Adult Drug and Alcohol Specialist Treatment		33			
PE5	Housing Aids and Adaptations		68			
PE6	Removal of contribution to Director of Public Health		18			
PE7	Housing Restructure		50			
PE8	Special Educational Needs (SEN) Service		50			
PE9	Trading with Schools		60			
PE10	Children's Centres		100			
PE11	Management Saving		10			
PE12	SEN Team		75			
PE13	Education Psychology Savings		25			
PE14	Home to School Transport		50			
PE15	School Improvement		150			
PE16	Advocacy		10			
PE17	Short Break Grants (Aiming High)		50			
PE18	Placement Budgets		250			
PE19	Marigold Savings		30			
PE20	Child and Adolescent Mental Health Service (CAMHS)		12			
PE21	Targeted Youth Service		96			
PE22	Teenage Pregnancy		67			
PE23	Streets Ahead		100			
PE24	Youth Offending Service		89			
PE25	Connexions Service		61			
PE26	Contact Costs		10			
PE27	Workforce Strategy Restructure		35			
PE28	Workforce Strategy		25			
PE29	Supporting People		100			
PE30	Re-Tendering of Contracts		142			
PE31	Healthwatch		33			
PE32	Early Help Redesign		266			
PE33	Housing Aids and Adaptations		60			
PE34	Telecare Monitoring		50			
PE35	Social Care debt recovery		25			
PE36	Investment in equipment to reduce double handed care packages		50			
Sub-Total People			5,311			5,311

Savings Proposals 2016/17 - All Council Services (excluding schools)

Appendix 11

No.	Proposed Savings	<u>Corporate</u>	<u>People</u>	<u>Place</u>	<u>Public Health</u>	<u>Proposed</u>
		<u>Services</u>				<u>Total</u>
		<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
	Place					
PL1	Grounds Maintenance			294		
PL2	Sport and Leisure			300		
PL3	Transport Contract Efficiencies			250		
PL4	Procurement Savings			650		
PL5	Highways Permit Scheme			100		
PL6	LED Street Lighting			440		
PL7	Parking Income			200		
PL8	Waste Collection Contract			925		
PL9	SMAC			40		
PL10	Museum			30		
PL11	Business Support Re-organisation			58		
PL12	Resort Services			30		
PL13	Development control income			50		
Sub-Total Place				3,367		3,367
	Public Health					
PH1	Stop Smoking				61	
PH2	Drug and Alcohol Grant				140	
PH3	Prevention of unintended injuries				35	
PH4	Cognitive Behavioural Therapy Training in Primary Care				10	
PH5	Southchurch Connecting Communities Project				38	
PH6	Community Gym Project				22	
PH7	Schools Theatre in Education Programme				20	
PH8	Southend Weight Management Service				10	
PH9	Health Lifestyle Service Gateway				45	
Sub-Total Public Health					381	381
Proposed Savings Total 2016/17		1,408	5,311	3,367	381	10,467

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2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR CORPORATE SERVICES

CS1 Cremation Fees - £47,000

Additional income from a 4% increase in the cremation fee and the introduction of a new Committal service.

CS2 Crematorium - £12,000

Additional income from additional memorial shrub beds and the introduction of a new memorial scheme ashes to glass estimate.

CS3 Cemetery Burial Fees – £6,000

Increase in Burial fees of 4% based on 14/15 performance will generate the additional income on the purchase of exclusive rights of burial and burial fees.

CS4 Cemeteries & Crematorium Organist - £17,000

Three organists (minimal hours) to be made redundant and customers to book and pay for the use of an organist direct with the Funeral Directors.

CS5 Customer Service Centre (CSC) - £37,000

The use of speech recognition and workforce management tool will enable the deletion of some vacant hours and 1 FTE CSC officer post..

CS6 Capita One Transport System - £10,000

The purchase of this system will enable the Transport Client Services Team to operate more efficiently and take on other duties: Dial-a-Ride management, routing and administration and will enable a reduction of 0.5 FTE administrative staffing.

CS7 Citizens Account - £10,000

Customer Services is currently working with the Department of Place on low 'end to end' integrated processes which can remove the demands on staff to key and re-key information from customer reports into ICT systems. Currently work is progressing to achieve an integrated solution across Waste and Highways. This will enable 0.3 FTE to be saved in the CSC in 2016/17.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

CS8 Restructure Registration, Facilities, Transport & Document Services - £60,000

Staffing restructure, including deletion of a Group Manager post to deliver the saving of £60,000.

CS9 Policy Engagement and Communication - £25,000

Restructuring within the group will achieve a £10,000 saving; Supplies and services would be reduced by £15,000 through an identified budget underspend.

CS10 Outlook - £50,000

Cease production and distribution of Outlook magazine and use other forms of targeted communication including on-line and other forms of social media already available to the Council.

CS11 Discretionary Rate Relief - £126,000

Due to the Government's change in the accounting treatment for business rates any funding for discretionary relief is now accounted through the main business rates funding we receive. Therefore, this separate budget is now no longer required.

CS12 Asset Rental Income - £50,000

Additional rental income from commercial leases and rents.

CS13 Revenues Team - £140,000

A review of this team's approach to billing and collection and consequent restructure including streamlining of management will deliver this saving.

CS14 Benefits Team - £85,000

A restructure of the team's approach to Benefit claim processing and quality and assurance checking alongside a review of management support will deliver this saving.

CS15 Travelling Expenses - £20,000

An ongoing underspend in the Members' travelling expenses budget allows this saving to be made.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

- CS16 Legal Additional Income - £25,000**
- Additional income for supplying legal services to third parties.
- CS17 Schools Appeals Income - £10,000**
- Additional income from Democratic Services supplying clerking support to School Admission Appeal Panels.
- CS18 Emergency Planning Supplies - £5,000**
- Underspend in budget to be removed.
- CS19 Procurement Review - £125,000**
- A review of ICT and Customer Services Contracts can generate the required cost reduction of £125k.
- CS20 Accommodation – Civic 2 - £100,000**
- Continue to market spare capacity across the Civic Campus to partner organisations generating additional income.
- CS21 Capitalisation of major project support - £75,000**
- Various staff working on key major infrastructure projects to be charged to the relevant Capital Programme budget e.g. Queensway, Airport Business Park.
- CS22 Cemeteries & Crematoria - £23,000**
- Reducing one post through a restructure of the team and a consequent voluntary redundancy will generate this saving.
- CS23 Legal Services and Land Charges - £50,000**
- A restructure of these services involving the deletion of 3 posts, the reassignment of various staff duties and entering into a joint working agreement with ECC, will result in a saving of £50K. At the same time the capacity of the Legal Section to handle the range of work required will be increased and resilience will be improved.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

CS24 Financial Planning & Control - £40,000

A restructure of this team arising from two part time voluntary redundancies will deliver this saving.

CS25 Programme Office - £200,000

Project Management is now embedded in the organisation and key corporate projects such as New Ways of Working and Agresso have either completed or been transferred into "business as usual". It is proposed therefore that this team is deleted and that the residual administrative functions are absorbed within existing resources.

CS26 People and Policy - £60,000

This proposal relates to the reduction of 2 HR Business Partner roles and a realignment of responsibilities across the HR Service.

Sub-Total Department for Corporate Services

£1,408,000

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PEOPLE

PE1 Review of Learning Disabilities (LD) Services - £1,000,000

The budget for LD services accounts for one of the largest areas of expenditure of around £16m. Savings will be realised by adopting a person centred service model which focuses on prevention and includes personal funding arrangements. Savings will be made through areas such as reduced high cost placements, avoidance of residential admissions and contract re-negotiations.

PE2 Review of social services for older people or working age adults - £2,000,000

Savings to be achieved by working with local partners to adopt a preventative, whole system approach to the delivery of social care services. This approach will allow for savings through areas such as reduction in high cost home care packages, avoidance of residential care admissions and contract re-negotiations. This saving will come from a budget of around £26m.

PE3 Drug & Alcohol Specialist Treatment - £61,000

The Southend Treatment and recovery Service contract is due to be renewed from April 2016 and we estimate costs will be saved through contract re-negotiation whilst maintaining service delivery.

PE4 Adult Drug and Alcohol Specialist Treatment - £33,000

It is proposed that the service will continue but responsibility for drug and alcohol rehabilitation be transferred from social care to public health.

PE5 Housing Aids and Adaptations - £68,000

Currently Aids and Adaptations team work is 50% on HRA properties and their time should be charged to the HRA rather than a cost borne by the General Fund.

PE6 Removal of contribution to Director of Public Health - £18,000

Social care have historically contributed funding towards the Director of Public Health. Following the permanent establishment of Public Health within the Local Authority this is no longer required and as such funding will be removed.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PE7 Housing Restructure - £50,000

It is proposed that part of the housing allocation function currently undertaken by the Housing Needs Team be transferred to South Essex Homes and funded through the Housing Revenue Account.

PE8 Special Educational Needs (SEN) Service - £50,000

It has been agreed to use reform funding to cover some staffing costs. Longer term solutions will continue to be explored.

PE9 Trading with Schools - £60,000

Improved co-ordination of the sale of services to schools allowing us to maximise income and ensure schools are receiving value for money. We also propose a commission fee of 3% on all traded services which would equate to an increased income.

PE10 Children's Centres - £100,000

Southend currently has 9 Children's Centres across the borough each led and managed by separate organisations. Options are being explored to establish a single leadership and management structure for all 9 Children's Centres.

PE11 Management Saving - £10,000

This saving will be achieved through lower management costs following changes at Group Manager level for the Access and Inclusion, and School Place Planning and Capital teams.

PE12 SEN Team - £75,000

This saving will be achieved through reviewing the team costs and management overheads and reducing these or ensuring appropriate recovery of these costs where they relate to grant funded or traded activities.

PE13 Education Psychology Savings - £25,000

Proposed savings to be achieved through a review of non-statutory work to free up time for an increase in trading with schools, colleges and social care.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PE14 Home to School Transport - £50,000

Savings will be achieved through a review of administration costs and increased use of personal budgets allowing for current service levels to be maintained.

PE 15 School Improvement - £150,000

Savings will be achieved through a staff restructure and reduction to commissioning budget. Targeted approach to commissioning will allow for current service to be maintained.

PE 16 Advocacy - £10,000

Savings will be achieved through reduction of budget for Youth Advocacy services. This reduction will be achieved through efficiencies and will not impact current service levels.

PE 17 Short Break Grants (Aiming High) - £50,000

Reduction in the amount of short breaks for disabled children commissioned. Grant funding will be reduced by supporting organisations to become self-sustaining and will not impact on current provision.

PE 18 Placement Budgets - £250,000

Due to a change in local demand it is estimated that external placement demand will be lower from 2016/17 and an estimated £250k will be saved.

PE 19 Marigold Savings - £30,000

These changes will be achieved through a reduction in management staffing of 1 FTE.

PE 20 Child and Adolescent Mental Health Service (CAMHS) - £12,000

This saving will be achieved by removing a Service Level Agreement committing to 2 days a week for one external practitioner. Following the commissioning of a new Emotional Health and Wellbeing service this is no longer required.

PE 21 Targeted Youth Service - £96,000

Savings to be achieved through changes to staffing with the deletion of 1 FTE and the funding of some posts via Young Carers budget.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

- PE 22 Teenage Pregnancy - £67,000**
- Savings achieved through staff restructure.
- PE 23 Streets Ahead - £100,000**
- It is proposed that £100k of management and overhead costs are funded from 2016/17 Payment by Results funding.
- PE24 Youth Offending Service - £89,000**
- Savings to be achieved through service redesign including staff requesting voluntary redundancy.
- PE25 Connexions Service – £61,000**
- £61k savings to be achieved through staff restructure and reduction of transport and supply costs.
- PE26 Contact Costs - £10,000**
- Due to a reduction in the number of looked after children there is a saving of £10K to be made from reduced contact costs.
- PE27 Workforce Strategy Restructure - £35,000**
- Restructure of workforce strategy function to ensure team fit for purpose to deliver priorities across department for 16/17.
- PE28 Workforce Strategy - £25,000**
- Saving derived from sustainable income generation via funding from local universities for student social work placements.
- PE29 Supporting People - £100,000**
- The proposal is to follow the national trend of Supporting People teams to be integrated with the Commissioning Team to streamline all commissioning functions into a single team. This will result in the reduction of 3 FTE posts.
- PE30 Re-Tendering of Contracts - £142,000**
- We propose to reduce contract costs by £142k from April 2016. This will be through contract negotiations to existing contracts and merging contracts together into a single service to make on-going savings and make it easier for customers /patients to find the support they need.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

These will include The Alzheimers' Society, BATIAS & The Empowering & Supporting Families Scheme, amongst others.

PE31 Healthwatch - £33,000

Central government grant contribution to fund Healthwatch has been significantly reduced for 16/17. It is proposed that the local contribution be reduced from April 2016. In addition to this we are currently exploring options to merge Healthwatch and Advocacy service into a single contract from October 2016 to make on-going savings and make it easier for customers / patients to find the support they need.

PE32 Early Help Redesign - £266,000

This saving is based upon the complete redesign of the Early Help function and the deletion of vacant posts. It is proposed that bringing together the current integrated Locality Team with Streets Ahead will also make lease savings and maintain an efficient service.

PE33 Housing Aids and Adaptations - £60,000

Following a comprehensive review of the housing aids and adaptation service it is possible to have joined-up services that are more efficient and offer better value for money. We propose creating a single multi-skilled aids and adaptations team which will realise savings.

PE34 Telecare Monitoring - £50,000

Telecare enables an empowering, preventative approach for individuals in the community and is essential to people to maintaining a high quality of life. Recent benchmarking work shows that monitoring call costs are higher than the regional average. We will review these costs with a view to reducing them whilst maintaining the positive impact telecare has on people's lives.

PE35 Social Care debt recovery – £25,000

These savings will be achieved by reviewing the functions carried out within business support and streamlining or automating some responsibilities.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

**PE36 Investment in equipment to reduce double handed care packages
- £50,000**

This proposal involves capital investment in the purchase of equipment that will reduce the number of double handed care packages commissioned by the Council. Recent studies show that a rising number of people receive 'double-up' care for moving & handling and with the right equipment in place; these individuals can be supported by one carer which reduces the cost of care packages.

Sub-Total Department for People

£5,311,000

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PLACE

PL1 Grounds Maintenance - £294,000

Grounds Maintenance Service to be delivered in house across the Borough – the proposed saving will be achieved from organisational efficiencies and a restructure.

PL2 Sport and Leisure - £300,000

Achieved by tendering Leisure Management Contract.

PL3 Transport Contract Efficiencies - £250,000

It is proposed to secure reductions in costs from new contract arrangements in transport services which are currently being renegotiated.

PL4 Procurement Savings - £650,000

The saving will be achieved through the competitive tendering of service contracts.

PL5 Highways Permit Scheme - £100,000

The saving (increased income) will be achieved as a result of the increase in works taking place on the highway. It may also require additional enforcement of permit and permit requirements.

PL6 LED Street lighting - £440,000

This is the net saving from LED Streetlighting project split between energy and maintenance. The budget saving will be greater but the gross saving will be offset to repay capital and interest on the Green Investment Bank financing.

PL7 Parking Income - £200,000

The saving (increased income) will be achieved by increasing parking charges in the central seafront area between April and October.

The proposed charges are set out in the Appendix to the Fees and Charges report.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PL8 Waste Collection Contract - £925,000

Further to the recently agreed Waste Collection Contract there are additional savings in 2016/17.

- Full year effect - £425,000
- Equalisation - £500,000

PL9 SMAC - £40,000

Southend Marine Activities Centre has closed as a Council operation. The building is being marketed so will not be a revenue cost to the Council in future years.

PL10 Museum - £30,000

Proposal is to review Museum opening hours and restructure staff leading to a saving of £30k.

PL11 Business Support Re-organisation - £58,000

The Business Support team will be restructured to reduce management numbers and associated costs.

PL12 Resort Services - £30,000

The Resort Services management team will be restructured to reduce management costs and will deliver more focused approach to managing the foreshore.

PL13 Development control income - £ 50,000

Income in this area is projected to continue to be above the current budget and reflects an increase in the number of planning applications being submitted.

Sub-Total Department for Place

£3,367,000

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PUBLIC HEALTH

PH1 Stop Smoking - £61,000

Savings will be achieved through not recruiting to vacant posts following staff retirement. Savings will also be found from non-pay costs associated with the service.

PH2 Drug and Alcohol Grant - £140,000

The savings will be achieved via reduced contract spend related to externally commissioned drug and alcohol services for adult and young people. Savings will result from either contract re-negotiation and / or re-tendering to tighter service specifications and within a reduced budget. Consequently, it is not possible to precisely calculate where savings will be achieved, albeit it is likely that these will result from a combination of staff and premises reductions.

PH3 Prevention of unintended injuries - £35,000

Savings will be achieved by not commissioning additional bespoke interventions in this area.

PH4 Cognitive Behavioural Therapy Training in Primary Care - £10,000

Savings will be achieved through not commissioning this training programme for primary care and health and social care professionals.

PH5 Southchurch Connecting Communities Project - £38,000

The project is moving into the final stages and will enable savings to be achieved.

PH6 Community Gym Project - £22,000

The new proposed Southend Healthy Lifestyle Service will offer various health and wellbeing and physical activity opportunities allowing savings to be achieved through not commissioning a community gym project.

PH7 Schools Theatre in Education Programme - £20,000

A new risk awareness programme for schools is being currently being rolled out. This allows savings to be achieved through not commissioning the theatre in education programme on relationships and domestic abuse for secondary school aged young people in Southend beyond 2016/17.

2016/17 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PH8 Southend Weight Management Service - £10,000

The Southend Adult Weight Management Service is due to go out to tender as part of the new Southend Healthy Lifestyle Service. This provides an opportunity to make efficiencies and enable savings to be made.

PH9 Health Lifestyle Service Gateway - £45,000

Savings will be achieved following amendments to the scope of the gateway element of the proposed new Southend Healthy Lifestyle Service. This service is pending full tender and the service specification has been amended to reflect the new requirements and outcomes.

Sub-Total Department for Public Health

£381,000

Summary

Corporate Services	£1,408,000
People	£5,311,000
Place	<u>£3,367,000</u>
Sub Total Departmental Savings	£10,086,000
Public Health	£381,000
TOTAL	£10,467,000

Appendix 13

SCHOOLS BUDGET 2016/17

Background to the Schools Forum's recommendations.

1. Introduction

- 1.1. At the meeting of the Schools Forum on 13th January 2015 the Schools Budget for 2016/17 as set out in Appendix 13(i) will be proposed. This is the result of consultation with Schools and Schools Forum and will then be recommended to Cabinet for approval. This Appendix gives details of those recommendations.
- 1.2. The per pupil funding for 2016/17 will be £4,594 for the Schools Block and £3,916 for the Early Years Block. There is also a funding allocation for 2 year old provision funded at £4.89 per hour. The total funding for the High Needs Block is £16.869 million which includes placement and top up fees for special needs, special units and 16-19 Special needs pupils. The Department for Education (DfE) has also announced that the minimum funding guarantee (MFG) for 2016/17 will be the same as 2015/16 with schools receiving no less than 98.5% per pupil of their 2014/15 pupil led funding. Overall there is growth in pupil numbers, which along with local funding formula changes will lead to an additional £2.519 million being allocated to schools. However the bulk of this increase is within the Primary phase and there has been a decrease in Secondary phase pupils in some schools. The average per pupil funding has decreased slightly to £4,522.

2. Schools' Budget 2015/16

- 2.1 Appendix 13 (i) sets out the recommended Schools' Budget for 2016/17 and compares it to the 2015/16 Schools Budget and spending forecast. The Schools budget is split between the three Funding Blocks (i.e. Schools Block, High Needs Block and Early Years Block respectively) as per DfE fair funding reform.
- 2.2 The Schools Block is further split between Primary and Secondary phase schools. The Early Years block shows the breakdown between 2 year old provision, PVI provision, school nurseries and central expenditure. The High Needs block is broken down by the different types of provision and between place funding and top up funding. Details of the Central expenditure of the Schools Budget are provided.
- 2.3 The changes to the 2016/17 schools budget when compared to 2015/16 are:

- i. An increase in funding allocated to schools to part cover the transitional costs in 2016/17 of the Minimum Funding Guarantee. This is due to funding formula changes agreed by Schools Forum following a consultation with all schools. This will be funded by £0.564 million from DSG reserves, estimated at circa 1.6 million.
- ii. An increase in funding allocated to Primary Schools due to growth in pupil numbers.
- iii. An increase in funding allocated to Secondary School funding due to falling pupil numbers.
- iv. A decrease in the 2 year old provision budget as funding will reduce to be based on realistic estimates of provision rather than the previous targeted trajectory from the Department for Education.
- v. Increases in the estimated 3 and 4 year old provision budgets.
- vi. Increases in the High Needs block to be agreed with Schools Forum following an increase in the block funding.
- vii. An increase to the growth fund allocation to fund planned additional classes in primary schools.
- viii. An increase to the budget to pay for an expanded range of school copyright licenses, which will now be paid centrally.

2.4 The Schools Budget recommended for approval for 2016/17 will therefore total £140.950 million. This is an increase of £2.551 million on the 2015/16 Schools Budget of £138.399 million.

3. Impact of academies 2016/17

3.1 Appendix 13 (i) shows the total Schools' Budget including Academies. In practice, the DSG and the Schools' Budget will be reduced via the recouplement process by:

- a) For mainstream Academies the formula share in the ISB;
- b) For special Academies a pro rata share of place and top up funding within the High Needs Block.
- c) Place funding for Non Maintained Special Schools

Appendix 13(i) – 2016/17 DSG 'School's Budget'

		2015/16				2016/17			
Block	S251 Line	Summary Line	Final 2015/16 DSG Schools Budget	Forecast Outturn	Variance	Comments	Proposed Budget for 2016/17	Change to 2015/16 Budget	
Schools Block	1.0.1	Primary Schools	55,847,190	49,758,936	(6,088,254)		57,922,250	2,075,060	Formula changes and growth in pupil numbers
	1.0.1	Secondary Schools	54,224,102	6,228,439	(47,995,663)		54,667,821	443,719	
	1.0.1	Academy Recoupment	0	54,019,320	54,019,320			0	
Schools Block Total			110,071,292	110,006,695	(64,597)	Relates to recoupment adjustment for growth allocations owed to Darlington Academy.	112,590,071	2,518,779	
	1.0.1	2 year old provision	2,508,000	1,600,000	(908,000)	Based on circa 600 2 year olds	1,970,333	(537,667)	Based on circa 650 2 year olds
	1.0.1	3 and 4 y/o provision	4,623,100	4,547,417	(75,683)		4,836,650	213,550	Based on 1800 FTE 3 and 4 year olds
	1.0.1	School/Academy Nurseries	2,200,000	2,178,811	(21,189)		2,200,000	0	
	1.3.1	Central Expenditure on Children under 5	500,000	500,000	0		500,000	0	
Early Years Total			9,831,100	8,826,228	(1,004,872)		9,506,983	(324,117)	
High Needs	1.0.1	Place Funding - PRU	810,000	810,000	0		810,000	0	Indicative recoupment value of YMCA Free School based on 2015/16 levels.
	1.0.1	Place Funding - Special Schools	5,300,000	2,700,000	(2,600,000)		5,300,000	0	
	1.0.1	Place Funding - Special Units	530,000	230,000	(300,000)		530,000	0	
	1.0.1	NMSS recoupment	68,000	20,000	(48,000)	Recoupment adjustments	68,000	0	
	1.0.1	YMCA - Free School Recoupment	186,667	186,667	0		320,000	133,333	
							0	0	
	1.2.1	High Needs Top ups - maintained special schools	3,138,261	2,989,462	(148,799)	£200K under on in-borough placements	3,138,300	39	
	1.2.1	ECHP Top ups - mainstream schools	1,910,000	1,469,068	(440,932)	Current forecast on EHCP	1,910,000	0	
	1.2.2	High Needs Top ups - Academies and post 16 providers	1,674,509	2,087,547	413,038	High spend on post 16 high needs pupils in further education settings. 59 young people placed compared to 43 in 2014/15.	1,674,500	(9)	
	1.2.3	Top up funding - independent providers	1,340,973	1,188,975	(151,998)		1,341,000	27	
	1.2.4	HN targeted LCHI funding	100,000	122,725	22,725	Formula driven allocations	100,000	0	
	1.2.5	Education out of School (ITS)	163,083	153,083	(10,000)		153,000	(10,083)	
	1.2.5	SEN Team	347,479	347,479	0		347,500	21	
	1.2.5	SEN Support Services - special units in schools	201,850	201,850	0		201,850	0	
1.2.8	Nurture Base Provision	483,000	483,000	0		483,000	0		
1.2.6	Hospital Education provision	31,938	31,938	0		32,000	62		
1.2.7	Commissioned Preventative Pathway AP service	224,000	192,000	(32,000)		192,000	(32,000)		
						158,850	158,850	Balance of High Needs funding to be allocated following Forum discussions	
High Needs Total			16,509,760	16,263,794	(245,966)		16,760,000	250,240	

Appendix 13(i) – 2016/17 DSG 'School's Budget'

		2015/16				2016/17			
Block	S251 Line	Summary Line	Final 2015/16 DSG Schools Budget	Forecast Outturn	Variance	Comments	Proposed Budget for 2016/17	Change to 2015/16 Budget	
Centrally Retain	1.1.2	De-delegated - Behaviour Support	75,000	75,000	0		75,000	0	
	1.1.7	De-delegated - Licenses Subscriptions	1,245	1,245	0		1,245	0	
	1.1.8	De-delegated - Staff costs	9,900	9,900	0		9,900	0	
	1.4.1	Contribution to combined budgets	941,288	941,288	0		941,288	0	
	1.4.10	Growth Fund	625,000	800,000	175,000	Additional allocations were made for two more classes than planned. Growth funding also awarded to Darlington Academy.	690,000	65,000	In line with expected basic need growth for Primary classes in September 2016.
	1.4.12	CLA/MPA License	80,000	117,378	37,378	Extended range of licenses now included.	121,000	41,000	Confirmed cost for extended range of licenses 2016/17
	1.4.2	School Admissions	236,290	236,290	0		236,300	10	
	1.4.3	Servicing of School Forums	18,712	18,712	0		18,700	(12)	
Centrally Retained Total			1,987,435	2,199,813	212,378		2,093,433	105,998	
Grand Total			138,399,587	137,296,530	(1,103,057)		140,950,487	2,550,900	
		DSG - Schools Block	(112,514,000)	(58,494,751)	54,019,249		(114,419,698)	(1,905,698)	Growth of circa 400 pupils
		Academy Recoupment	0	(54,019,320)	(54,019,320)		0	0	
		DSG - Early Years Block (2 year olds)	(2,272,000)	(1,500,000)	772,000	Based on circa 600 2 year olds	(1,811,745)	460,255	Based on participation of 650 2 year olds
		DSG - Early Years Block	(6,774,000)	(6,852,994)	(78,994)		(7,048,458)	(274,458)	Now re-budgeted on 1800 FTE 3 and 4 year olds
		DSG - High Needs Funding Block	(16,421,000)	(13,260,000)	3,161,000		(16,869,426)	(448,426)	Confirmed High Needs Block Funding
		High Needs Recoupment	0	(3,157,000)	(3,157,000)		0	0	
Funded From		DSG Brought Forward - Early Years	(284,100)	(284,100)	0		(237,000)	47,100	As per 3 year plan for Early Years
		DSG Brought Forward - to balance	(134,487)	(134,487)	0		(564,161)	(429,674)	To part cover transition costs (MFG) of funding formula changes
			0	0	0		0	0	
Funded From Total			(138,399,587)	(137,702,652)	696,935		(140,950,488)	(2,550,901)	
			0	(406,122)	(406,122)	Forecast Underspend	(0)	(0)	

Southend-on-Sea Borough Council's Corporate Priorities

The Corporate Priorities support the aims and vision of the Council along with the objectives of Southend partnerships to improve the quality of life, prosperity and life chances for people in the borough.

Council's vision: 'Creating a better Southend'	
Council's 5 Aims:	Council's 15 Corporate Priorities:
Safe	<p>To:</p> <ul style="list-style-type: none"> • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults.
Clean	<p>To:</p> <ul style="list-style-type: none"> • Continue to promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.
Healthy	<p>To:</p> <ul style="list-style-type: none"> • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Improve the life chances of our residents, especially our vulnerable children and adults, by working to reduce inequalities and social deprivation across our communities.
Prosperous	<p>To:</p> <ul style="list-style-type: none"> • Maximise opportunities to enable the planning and development of quality, affordable housing. • Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment. • Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and supported. • Ensure continued regeneration of the town through a culture led agenda.
Excellent	<p>To:</p> <ul style="list-style-type: none"> • Work with and listen to our communities and partners to achieve better outcomes for all. • Enable communities to be self-sufficient and foster pride in the town. • Promote and lead an entrepreneurial, creative and innovative approach to the development of our town.

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Appendix 15: Summary of Equality Analyses supporting budget proposals 2016/17

Outlined below is a summary of Equality Analyses which support specific budget proposals for 2016/17 and which have a direct equalities impact either for staff and/or service users. The summary outlines mitigating action to meet the risks of proposals and has been endorsed by the Council's Corporate Management Team. Findings highlight where a full equality analysis will also be undertaken to accompany consideration, and implementation, of the proposals.

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
Corporate Services		
CS1 CS2 CS3 CS4 CS22	Cremation Fees - £47,000 Crematorium - £12,000 Cemetery Burial Fees – £6,000 Cemeteries & Crematorium Organist - £17,000 Cemeteries & Crematoria - £23,000 <u>Total: £105,000</u>	<p>A review of fees and charges, and the service offered to customers, will see some increases for the recently bereaved - a larger proportion of whom tend to be elderly. However, there are a number of options provided for the cost of a funeral which helps to meet a range of income needs. The fees and charges still remain some of the most competitive in Essex and surrounding areas.</p>
CS10	Outlook - £50,000	<p>This will impact on the Council's ability to communicate directly to residents, although alternative mechanisms are being looked to ensure the Council has a means to advertise and promote vital services and information to people who are not 'online' or do not have access to the internet. While there is a move for the Council 'to go digital', there is also an understanding that this is not currently possible for the whole community. The Council will, therefore, need to reconsider how it targets hard to reach groups and explore more targeted but relevant communications to different groups and stakeholders.</p>

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
3P(pressure)	Housing Benefit/Localised Council Tax Scheme Administration Grant - £90,000	The additional resources will mitigate the loss of central government support for this grant helping to support the administration of key benefits to some of the most vulnerable in the community.
People		
PE1	Review of Learning Disabilities (LD) Services - £1,000,000	A full Equality Analysis will be undertaken to assess the differential and cumulative impact of the measure on clients. The new model of service provision is designed to provide more independence, control and choice about the type of support accepted by clients, working in partnership with the Council. This inevitably will mean changes to how services are commissioned and delivered and lead to decommissioning of some services. Eligibility for service/s will be framed by requirements and objectives of the Care Act.
PE2	Review of social services for older people or working age adults - £2,000,000	As with PE1, the measure is part of the transforming adult social care and health agenda to provide greater independence, control and choice to clients. A full Equality Analysis is required to undertake an assessment of the potential impact of the measure on clients.
PE3 PE4	Drug & Alcohol Specialist Treatment - £61,000 Adult Drug and Alcohol Specialist Treatment - £33,000	Client group can sometimes be difficult to engage with. These measures are aimed to improve efficiency of service, meaning clients are moved through the system

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
		faster and, therefore, are more likely to be retained in the system. There will, however, be a reduction in some aspects of service delivery which will be felt by the client group.
PE7	Housing Restructure - £50,000	The restructure will remove some duplication in the current process. It will also provide more generic housing solutions that enable those in need to better present their circumstances, capturing their needs and providing a more inclusive approach.
PE10	Children’s Centres - £100,000	Savings to be derived from a management restructure which are designed to make the management of the service more sustainable. There are no direct equality implications.
PE13	Education Psychology Savings - £25,000	The statutory service is protected and savings, from a re-configuration of workloads, are designed so they do not adversely impact on the service provided.
PE17	Short Break Grants (Aiming High) - £50,000	Measure will not lead to a reduction in service for disabled children, although all support packages are subject to review and may be adjusted accordingly.
PE18	Placement Budgets - £250,000	The Council has successfully been able to place children in local foster placements, which generally provide better outcomes, than higher cost external placements, resulting in budget savings.
PE21	Targeted Youth Service - £96,000	Limited impact on young, vulnerable client group, with existing services continuing and funded by staff restructure and funding from other funding sources. Measure and funding position will be reviewed regularly.

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
PE22	Teenage Pregnancy - £67,000	Increasingly staff are expected to provide advice on the broad range of matters on sexual health for young people. The situation will continue to be monitored carefully to assess any impact, which is anticipated to be limited.
PE24	Youth Offending Service - £89,000	Redesign of service with accompanying staffing restructure, will require a Full Equality Analysis to be undertaken to assess potential impact on clients and staff.
PE30	Re-tendering of Contracts - £142,000	Savings will not result in diminution of service provided to residents and relative target groups, with services being re-commissioned through merging and re-configuration of contracts. Services are being re-commissioned through the merger and re-configuration of contracts to generate efficiencies and, where possible, enhance service provision
PE31	Healthwatch - £33,000	Savings will not result in diminution of service provided to residents and relative target groups, with services being re-commissioned through merging and re-configuration of contracts. Services are being re-commissioned through the merger and re-configuration of contracts to generate efficiencies and, where possible, enhance service provision
PE32	Early Help Redesign - £266,000	Loss of managerial posts will have minimum impact on clients. Equality Analysis is being undertaken.
PE36	Investment in equipment to reduce double handed care packages - £50,000	The measure seeks to make better use of equipment in providing support to those in receipt of care packages. Some clients may feel a loss from having less support staff providing direct care. However, the approach should not lead to a reduced service and should

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
		generate efficiencies that release resources to enable focus on those in greatest need.
Pressures		
5P	Learning Disabilities - £ 400,000	Additional funding goes some way to meet the growing demographic pressures and mitigating savings proposals.
6P	Older People Demographics - £500,000	
Place		
PL1	Grounds Maintenance - £294,000	Bringing service back in house, with organisational efficiencies and staff restructure will have neutral impact on equalities groups and will enable more consistency of service across the borough. Equality Analysis to be undertaken
PL2	Sport and Leisure - £300,000	Full Equality Analysis has been undertaken on the Leisure Management Service contract. Along with the efficiencies to be made, it highlights the requirement on the successful service provider to work with local communities, engage with disadvantaged groups, work with colleges and universities to promote the use of apprentices and support healthy lifestyles and the green agenda.
PL4	Procurement Savings - £650,000	Savings to be achieved from the re-tendering of services will have no direct impact on equality groups
PL6	LED Street lighting - £440,000	Programme to roll out LED programme, with improved illumination levels, is enhancing community safety across the borough, with particular impact in relation to women and the vulnerable, while generating savings from energy use and maintenance and reducing CO2

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
		emissions.
PL7	Parking Income - £200,000	Parking charges to be increased during summer season, reflecting additional associated costs such as additional rubbish/litter produced, with impact focussed on visitors.
PL8	Waste Collection Contract - £925,000	<p>A full, in depth, Equality Analysis has been undertaken for the Waste collection, street sweeping and recycling contract. Savings are generated as a result of the new contract, which has a strong element of social value, including developing community partnerships, supporting local apprenticeships and working with residents to provide an enhanced service.</p> <p>The new contract sees an additional service in relation to paper and cardboard collection, with support mechanisms in place for those who require assistance (on storage issues, for example) and greater vehicle efficiency, reducing traffic and CO2 emissions. Targeted work at harder to reach groups will continue to be undertaken to help increase recycling rates.</p>
PL10	Southend Marine Activity Centre - £40,000	Following previous decisions to close the facility, pending alternative providers being obtained, these savings relate to physical costs of running the SMAC building and do not in themselves have equality implications.
PL11	Museum - £30,000	Change of opening hours will focus access on peak demand times, impacting on all client groups equally.
Public Health		
PH1	Stop Smoking - £61,000	Aim of measure is to move increasingly towards 'making every contact count', with a range of staff providing

Department/ savings no.	Proposal (figures relate to 2016/17 savings proposals – unless stated)	Analysis findings
		health related advice, with an emphasis on reducing levels of smoking, given the impact on health and continuing prevalence among young people, ethnic minorities and pregnant women. Work will continue to be targeted on more deprived wards and broadening the strategy to prevent take up and access to tobacco (eg Public Health staff working closely with Environmental Health and Trading Standards).
PH2	Drug and Alcohol Grant - £140,000	Savings to be derived from contract renegotiation and specification review which commissions services to a vulnerable client group, with multiple needs, including, for example, those with mental health issues. An Equality Analysis will be undertaken as part of the review process.
PH3	Prevention of unintended injuries - £35,000	Will not involve loss to specific projects, with area of work being pursued through a range of means, including antenatal education and through health visitors
PH5	Southchurch C2 Project - £38,000	Aim is to move the project towards becoming a self-sustaining partnership so that saving will have limited impact.
PH6	Community Gym Project - £22,000	Loss of project to be mitigated through referring users to suitable health and wellbeing and physical activity programmes.
PH7	Schools Theatre in Education Programme - £20,000	Loss of this project will be mitigated through the introduction of 'Risk Avert', a new risk awareness programme for schools, which is being currently being rolled out.

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