

**Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL**

Cabinet

Date: Tuesday, 14th February, 2017

Time: 2.00 pm

Place: Committee Room 1 - Civic Suite

Contact: Colin Gamble

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A G E N D A

- 1 Apologies for Absence**
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Southend-on-Sea Borough Council

Agenda
Item No.

Report of Deputy Chief Executive - People
and Director for Finance and Resources

to
Cabinet

on
14 February 2017

Report prepared by: Ian Ambrose
Group Manager, Financial Management

**Housing Revenue Account Budget 2017/18 and Rent Setting
Policy and Resources Scrutiny Committee
Executive Councillor: Councillor Mark Flewitt
*A Part 1 Public Agenda Item***

1 Purpose of Report

This report sets out the Housing Revenue Account (HRA) budget for 2017/18, together with the information necessary to set a balanced budget as required by legislation.

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 Act 2016;
- 2.2 An average rent increase of 4.41% on shared ownership properties;
- 2.3 That the proposed rent changes in 2.1 and 2.2 be effective from 3 April 2017;
- 2.4 The increases in other charges as set out in section 5;
- 2.5 The proposed management fee and the proposed increases in service charges and heating charges by South Essex Homes, as set out in section 6;
- 2.6 The appropriations to the Repairs Contract Pensions earmarked reserve and the HRA Capital Investment earmarked reserve, as set out in section 8;
- 2.7 Subject to 2.1 through to 2.6 above, the HRA budget as set out in Appendix 1;
- 2.8 That the HRA Medium Term Financial Plan as set out in section 9 and Appendix 2 be noted; and

- 2.9 The value of the Council's capital allowance for 2017/18 be declared as £25.965M, 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 general needs tenancies is currently £89.27 and for sheltered accommodation £77.53.
- 4.2 Under changes introduced by the Government in the Welfare Reform and Work Act 2016, the Council is obliged to reduce secure tenancy rents by 1%. This applies to both formula and affordable rents. 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.
- 4.3 Where a property is let at affordable rent, that rent will also be required to fall by 1%. Currently the Council only has 1 property subject to affordable rent. All new properties brought into the HRA will be at affordable rent levels.
- 4.4 The rent reduction requirement does not apply to rents on shared ownership properties or temporary accommodation.
- 4.5 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 September 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 4.41%, although individual rent rises will vary depending upon how near to rent convergence a particular rent is.
- 4.6 Rents in the Council's hostels are set with reference to the national formula which is applied to managing temporary accommodation of the Local Housing Allowance (LHA) rate, minus 10% plus £60 per week, equivalent to £164.87.

This charge is inclusive of service charges, but is subject to additional charges for heating and water. These temporary tenancies are not subject to the Government's rent reduction policy.

- 4.7 The government has however frozen LHA rates for the remainder of the parliament, so there is no scope to increase hostel rents.
- 4.8 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.
- 4.9 Members are however reminded that a proportion of tenants will be impacted by other welfare reforms regardless of the decrease in rent. 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. Some tenants may also be affected by the benefit cap, which limits the totality of all benefits to a maximum of £20,000 per year. 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.
- 4.10 The effective date of any increase will be 3 April 2017, being the first Monday of the new rent year.

Pay to Stay

- 4.11 The Council has received formal notification that the Government is no longer proceeding with its mandatory Pay to Stay policy, which would have seen higher rents being imposed on tenants with household income above £31,000, with the proceeds being collected by the Council and passed back 100% to the Government.

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 £11.00 per week for tenants (£13.20 being £11.00 plus VAT for non-tenants). It is recommended that these charges be increased to £11.20 per week for tenants (£13.44, being £11.20 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.

Water Charges

- 5.3 The Council collects the water rates on behalf of Northumbrian Water Company (trading locally as Essex & Suffolk Water) in respect of all unmetered Council houses and remits this to the water company in full including void properties. The Council is compensated separately by the water company for collecting these water rates including a void loss allowance. When the 2016/17 HRA budget was set, it was proposed that the water company payment received for services rendered was passed directly over to South Essex Homes, and their management fee reduced accordingly. In practice this has not proved to be realistic, not least because it is not an income stream over which South Essex Homes has influence.

Careline

- 5.4 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.
- 5.5 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 roughly 10% increase, taking the weekly cost of the provision of the equipment and monitor service from £2.60 to £2.90 and the monitor only service from £1.50 to £1.60. These increased charges will still be below the average charged for these services across Essex. 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 Deputy Chief Executive - People, which following negotiations has been agreed. The proposed fee has been set mindful of the financial pressures within the HRA. The bid is summarised in the table below.

	2016/17 Budget £000	2017/18 Forecast £000
Management Fee	5,618	5,877
Service Charge Adjustment	(59)	
Water Adjustment	318	
Inflationary Pressures		164
Less:		
Savings Target		(50)
Inflation Absorbed		(164)
Total Management Fee	5,877	5,827

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

- 6.3 Following decisions made as part of last budget setting, South Essex Homes also receive a significant proportion of their income from service and heating charges levied directly on tenants and leaseholder. Since setting that budget adjustments have been made to reflect the actual value of service and heating charges being billed, and for the return of the water company payment to the HRA as set out above. These adjustments are cost neutral on South Essex Homes, as set out in paragraph 6.9 below, and similarly cost neutral on the HRA.
- 6.4 Going forward 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. South Essex Homes has therefore proposed increases in these charges as set out below for Members endorsement.

Service Charges (SEH Charge)

- 6.5 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. There are no proposals as part of this budget to unpool further costs from the main dwelling rental. 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.

Heating Charges (SEH Charge)

- 6.6 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.
- 6.7 Based on costs associated with heating, it is proposed that there is an average 1% increase in heating charges in 2017/18. The actual charge for 2017/18 will be the actual costs associated with each scheme.
- 6.8 On the basis that the Council agrees the proposed service and heating charge increase, the budgeted income to South Essex Homes derived from these charges will be:

	Service Charges £000	Heating Charges £000	Total £000
2016/17 Income	3,106	276	3,382
Inflation	31	3	34
2017/18 Income	3,137	279	3,416

Total funding to South Essex Homes will therefore be:

	2016/17 Original Budget £000	2016/17 Revised Budget £000	2017/18 Forecast £000
Management Fee (funded by the HRA)	5,618	5,877	5,827
Service & Heating Charges (charged to tenants etc)	3,641	3,382	3,416
Total SEH Income	9,259	9,259	9,243

7 Higher Value Voids

- 7.1 Members will recall that the Housing and Planning Act 2016 introduces a duty on councils to consider selling higher value vacant social housing when it becomes vacant. The Act also empowers the Secretary of State to require an upfront levy payment from the Council, to fund the extension of the Right to Buy to Housing Association tenants. That levy will be calculated by reference to the market value of the Council's "higher 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 The Council has received formal notification that there will be no levy imposed on the HRA by Government in 2017/18, as they will now be funding a large-scale regional pilot of the Right to Buy extension directly. The possibility remains however that there could be a levy in future years.

8 Options to Balance the HRA

- 8.1 The HRA budget has been constructed using realistic estimates wherever possible, however as indicated in 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 has been updated since January Cabinet to reflect the last positions on income and capital in particular. The budget shows an operating surplus of £3.742M. On that basis the HRA is clearly in balance and Members can 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 three years, by which time it will be reducing otherwise available resources by £3.750M per year.

8.3 £350,000 of the surplus will fund a revenue contribution towards the completion of the Shoebury new build project. It is recommended that £60,000 of the remaining surplus be diverted to the Repairs Contract Pensions Reserve under the five year arrangement put in place when the repairs contract was last let, with the remaining £3.332M be taken to the HRA Capital Investment Reserve where any revenue surpluses are being accumulated for use in support of future capital investment.

8.4 General HRA balances will still remain above the target of £3M at £3.502M.

9 HRA Medium Term Financial Plan and Strategy

9.1 The HRA Medium Term Financial Plan is shown at appendix 2. The forward forecast of the HRA is based on a general assumption of an underlying 2.0% CPI, consistent with the Bank of England's latest forecasts.

9.2 For expenditure, the variations from the 2% assumption are:

- Insurance costs, where a 5% allowance has been made
- Provision for Bad & Doubtful Debts, where in recognition of the heightened risks of rent arrears arising from the governments welfare reforms, a 3% allowance has been made
- South Essex Homes management fee, where a real terms increase of £50,000 per annum is provided for, before efficiency savings
- Depreciation and Interest Charges are based on the underlying business plan and treasury management strategy. The plan allows for borrowings to rollover on maturity.

9.3 For income, it is assumed that rent will decrease by 1% in 2018/19 and 2019/20, as required by legislation, with a return to CPI only increases thereafter. Other income rises will be limited to an assumption of 2%, in line with the Council's MTFs assumptions for the General Fund. The recharge to capital varies in line with the agreed HRA capital programme.

9.4 Members will be aware of the proposed regeneration of Queensway. The HRA MTFs assumes this to be broadly revenue neutral at this stage, on the basis that lost rental income will be largely offset by a reduced need for management and maintenance. Some basic allowance has been made for a net loss in future years. Clearly much will depend on the final nature of the redevelopment proposal. The MTFs will be updated once a better understanding of the timing of any impact is known.

9.5 The Medium Term Financial Strategy demonstrates that the HRA is currently financially robust.

- 9.6 However what cannot be modelled is the impact of any higher value voids levy that the government may choose to impose in future years. It is not possible to estimate the level of any levy given that the government is still running the extension of right to buy to housing association tenants as a pilot, and are funding the consequences from their own resources rather than a levy on Councils' HRAs. Should the levy be implemented in future years, clearly it will have a detrimental impact on the finances of the HRA.

10 Capital Allowance

- 10.1 The HRA capital programme is reported elsewhere on this agenda. This proposes an indicative programme of works over the next 4 years totalling £25.965M. 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.

- 11 **Other Options** – given the statutory nature of the required reduction in rents, Members have limited scope to alter the budget.

12 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.

13 Corporate Implications

- 13.1 **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.
- 13.2 **Financial Implications**
As set out in the report
- 13.3 **Legal Implications**
None at this stage
- 13.4 **People Implications**
None at this stage
- 13.5 **Property Implications**
The recommendations in this report assist in the proper management of the Council's housing stock

- 13.6 Consultation
Appropriate notice of proposed increases in rents and charges has been factored into the timetable for implementing the recommendations of this report.
- 13.7 Equalities Impact Assessment
None at this stage
- 13.8 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.
- 13.9 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.
- 13.10 Community Safety Implications
None at this stage
- 13.11 Environmental Impact
None at this stage

14 Background Papers

Cabinet Report – Financial Pressures facing the HRA – 8 November 2016

15 Appendices

Appendix 1 – HRA Budget 2017/18

Appendix 2 – HRA Medium Term Financial Plan 2017/18 to 2020/21

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HRA Budget 2017/18

Appendix 1

	2016/17 Original £000	2016/17 Revised £000	2017/18 Budget £000
Employees	276	276	215
Premises (excluding repairs)	702	702	732
Repairs	4,736	4,736	4,831
Higher Value Voids Levy	0	0	0
Supplies and Services	67	167	68
Management Fee	5,618	5,877	5,827
MATS	1,048	1,048	1,124
Provision for Bad Debts	372	372	383
Depreciation	7,310	7,310	7,553
Interest and Debt Management Charges	3,559	3,493	3,461
Total Expenditure	23,688	23,981	24,194
Fees and Charges	(74)	(392)	(392)
Dwelling Rents	(25,705)	(26,005)	(25,400)
Other Rents	(1,369)	(1,369)	(1,273)
Other	(263)	(263)	(277)
Interest	(210)	(160)	(135)
Recharged to Capital	(530)	(390)	(459)
Total Income	(28,151)	(28,579)	(27,936)
Net Operating Expenditure	(4,463)	(4,598)	(3,742)
RCCO	2,176	1,900	350
Potential Impact of Queensway	0	0	0
Appropriation to Earmarked Reserves	2,287	2,698	3,392
(Surplus) or Deficit in Year	0	0	0
General HRA Balance			
Opening Balance	3,502	3,502	3,502
Used to meet Deficit	0	0	0
Closing Balance	3,502	3,502	3,502
Earmarked Reserves			
Opening Balance	17,141	17,141	19,839
Appropriation to Earmarked Reserves	2,287	2,698	3,392
Closing Balance	19,428	19,839	23,231
Total HRA Balances at year end	22,930	23,341	26,733

**HRA Medium term Financial Plan
2017/18 to 2020/21**

Appendix 2

	2017/18 Budget £000	2018/19 Forecast £000	2019/20 Forecast £000	2020/21 Forecast £000
Employees	215	212	201	196
Premises (excluding repairs)	732	764	797	831
Repairs	4,831	4,928	5,027	5,127
Higher Value Voids Levy	0	?	?	?
Supplies and Services	68	69	70	71
Management Fee	5,827	5,877	5,927	5,977
MATS	1,124	1,146	1,169	1,192
Provision for Bad Debts	383	394	406	418
Depreciation	7,553	7,803	8,062	8,329
Interest and Debt Management Charges	3,461	3,461	3,366	3,366
Total Expenditure	24,194	24,654	25,025	25,507
Fees and Charges	(392)	(400)	(408)	(416)
Dwelling Rents	(25,400)	(25,146)	(24,895)	(25,393)
Other Rents	(1,273)	(1,273)	(1,273)	(1,273)
Other	(277)	(277)	(277)	(277)
Interest	(135)	(155)	(215)	(215)
Recharged to Capital	(459)	(430)	(459)	(459)
Total Income	(27,936)	(27,681)	(27,527)	(28,033)
Net Operating Expenditure	(3,742)	(3,027)	(2,502)	(2,526)
RCCO	350	0	0	0
Potential Impact of Queensway	0	0	200	200
Appropriation to Earmarked Reserves	3,392	3,027	2,302	2,326
(Surplus) or Deficit in Year	0	0	0	0
General HRA Balance				
Opening Balance	3,502	3,502	3,502	3,502
Used to meet Deficit	0	0	0	0
Closing Balance	3,502	3,502	3,502	3,502
Earmarked Reserves				
Opening Balance	19,839	23,231	26,258	28,560
Appropriation to Earmarked Reserves	3,392	3,027	2,302	2,326
Closing Balance	23,231	26,258	28,560	30,886
Total HRA Balances at year end	26,733	29,760	32,062	34,388
Major Repairs Allowance				
Opening Balance	7,020	6,808	8,811	10,673
Depreciation Arising	7,553	7,803	8,062	8,329
Used to Fund Capital Expenditure	(7,765)	(5,800)	(6,200)	(6,200)
Closing Balance	6,808	8,811	10,673	12,802

Southend-on-Sea Borough Council

Agenda
Item No.

Report of Corporate Management Team
to
Cabinet
on
14 February 2017

Report prepared by: Joe Chesterton
Director of Finance and Resources

Capital Programme 2017/18 to 2020/21
All Scrutiny Committees
Executive Councillor: Councillor Lamb
A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 The purpose of this report is for Members to consider a proposed programme of capital schemes and their funding for 2017/18 to 2020/21 that can be submitted to Council for approval.

2. Recommendation

That the Cabinet recommend to Council that it:

- 2.1 Note the current approved Programme for 2017/18 to 2019/20 of £125.4m (Appendix 1);**
- 2.2 Approve 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 2017/18 to 2020/21 totalling £79.0m of which £72.8m is for the General Fund and £6.2m 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 £213.0m for 2017/18 to 2020/21 (Appendix 8);**
- 2.5 Note that, of the total programme of £213.0m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £80.8m (paragraph 9.1);**
- 2.6 Note that a final review has been undertaken on the 2016/17 projected outturn and that the results have been included in this report;**

2.7 Approve the proposed Capital Programme for 2016/17 to 2020/21 (Appendix 8);

2.8 Approve the Capital Strategy for 2017/18 to 2020/21 (Appendix 9).

3. Background

3.1 The Council is required to review its capital spending plans each year and set a Capital Programme. A key consideration when setting the programme is the projected level of available capital resources.

3.2 A variety of resources are available to local authorities to fund capital investment. The primary one is borrowing and the Council has to borrow in order to fund any additional commitments that are not funded from external sources. The Medium Term Financial Strategy has set aside revenue funding to enable the Council to fund borrowing over the period from 2017/18 to 2020/21. The purpose of this funding is to complement other sources of funding, such as external grants, to enable the Council to deliver an ambitious capital programme that supports its objectives.

3.3 A second source of funding is capital receipts which arise from the sale of assets such as surplus land and the sale of council dwellings. The Council's approach to property disposals is geared to reflect members' requests to ensure that, wherever possible, assets are used to generate revenue, with freehold disposals being a last option. This recognises the Council's increasing revenue pressures but the impact of this approach is that a much lower level of capital receipts is delivered.

3.4 A third source of funding is capital grants, or external funding, issued by Government departments and agencies, which are often allocated on a competitive bidding basis for specified purposes. Many of these require local authorities to make a financial commitment through match funding and to the on-going running costs of the schemes.

3.5 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.

3.6 Under the Local Government Act 2003 each authority can determine how much it can borrow within prudential limits (unsupported borrowing). The Government does have powers to limit the aggregate sum for authorities for national economic reasons, or for an individual authority.

3.7 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 main revenue Government grant funding. Therefore, any unsupported borrowing undertaken is financed

from the total available revenue resources to the Council from Council Tax, Business Rates and Government Grant.

4. Capital Programme Planning

4.1 An important part of planning is for the Council to have a Capital Strategy and Corporate Asset Management Strategy in place. In addition, there are other service capital plans that are required by Government departments and they need to link clearly to the overall Capital Strategy and Corporate Asset Management Strategy.

4.2 The authority's Capital Strategy is updated on an annual basis and is approved alongside the Capital Programme. A review of the Capital Strategy has been undertaken and this is attached at Appendix 9.

4.3 The Capital Strategy is an over-arching policy document which relates to investment in services and describes how the deployment and redistribution of capital resources contributes to the achievement of corporate goals. The overarching objectives for the Capital Strategy are as follows:

- Successfully deliver a Capital Programme which is consistent with the Council's key priorities;
- Maximising external funding to support the delivery of the Capital Programme consistent with the Council's key priorities, both from the private sector and through Government grant funding;
- Maximising the utilisation of the Council's assets by:
 - Ensuring that all investment properties are making sufficient returns;
 - Ensuring that non-profitable investment properties and assets surplus to requirements are disposed of as efficiently as possible;
 - Monitoring the utilisation of assets on a regular basis.

4.4 The Capital Strategy and the Corporate Asset Management Strategy are integral to the Council's future capital investment planning process. The Capital Strategy links policies and priorities to capital investment and provides a framework for the operational work of asset management. The Corporate Asset Management Strategy, which covers all of the Council's assets, provides essential information in determining capital investment needs.

4.5 The Corporate Asset Management Strategy was comprehensively reviewed and updated for the period 2015 – 2025 and was approved at the Cabinet meeting in September 2015. The amendments to the plan included:

- Revisions to give the Corporate Asset Management Strategy a high level strategic focus to enable flexibility over the plan period and to reinforce the current Vision and Strategic Aims that all the Council's assets are corporately held and managed strategically to:
 - Support efficient and effective service delivery;
 - Support regeneration and development and enable the Council to achieve its objectives;

- Rationalise, develop and improve the portfolio to underpin the capital programme and revenue budget through development, income generation, property acquisition and disposals;
- Actively support co-location and integration with other public-sector partners.

4.6 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. This Strategy and indicators are included in a separate report elsewhere on this agenda.

4.7 The formulation of the 2017/18 to 2020/21 Capital Programme has taken account of the Council's Capital Strategy and Corporate Asset Management Strategy and consequently capital schemes are assessed and approved on the basis of this strategy.

5 Capital Accounting Arrangements

5.1 The enabling legislation for the current capital regime is set out in the Local Government Act 2003 which came into force on the 1 April 2004. Since this date, authorities have been empowered with greater freedoms to borrow than under the previous system, providing they can meet the revenue costs of the borrowing and the running costs of the resultant capital scheme.

The capital system provides for an integrated approach to capital investment decision making with an authority having to take account of the following when setting its prudential indicators:

- Affordability;
- its asset management plans;
- the implications of external borrowing;
- Value for money through options appraisal and its strategic plans.

The aim is to bring together revenue and capital resources to meet service delivery objectives.

5.2 Instead of the use of credit approvals under the previous capital control system, the current system places reliance on a series of prudential indicators that must be determined by each local authority for the forthcoming year and the following two years. These indicators assist Council's in determining an appropriate level of borrowing and to provide benchmarks against which they can monitor their borrowing levels.

5.3 In simple terms the Council is now able to borrow at whatever levels it feels are necessary so long as any borrowing is prudent, affordable and sustainable.

5.4 The prudential guidelines require the Council to set out various indicators on its capital plans, investments and projected Council Tax increases.

5.5 New capital expenditure plans proposed in Appendices 6 and 7 along with previously approved capital investment plans, require the Council to externally

borrow approximately £63m (£42m net of invest to save schemes) over the period 2017/18 to 2020/21. This level of borrowing is driven by the capital programme.

6. Capital Programme 2016/17 to 2019/20 - Movements

- 6.1 The Council's current agreed capital programme for 2016/17 to 2019/20 is attached as Appendix 1 and totals £191.2m.
- 6.2 Movements and proposed new schemes and additions since the agreement of the revised programme at Cabinet in November 2016 have an overall effect of increasing the capital programme by £77m to £268.2m for the period 2016/17 to 2020/21 and are set out in Appendix 2, with more detail in Appendices 3 to 7.

7. Spending Plans 2017/18 to 2020/21

The proposed new schemes and additions to the Capital Programme for 2017/18 to 2020/21 of £79m 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.

7.1 Education

- 7.1.1 In February 2016 the Government confirmed the Education Maintenance Capital allocations and Devolved Formula Capital (DFC) for 2016/17 and gave an indication that a similar level of grant would be available for 2017/18, subject to downwards adjustments as more schools convert to academy status. Basic Need Grant was confirmed for the three years 2016/17 to 2018/19.

The grant funding was confirmed as follows:

- £0.537 million of basic need funding to provide school places to be paid in 2016/17 with £1.14 million paid in 2017/18 and £4.80 million in 2018/19.
- £1.55 million of Maintenance Capital to support the needs of the schools we maintain and for the Sure Start children's centres;
- £0.288 million of Devolved Formula Capital for schools;

- 7.1.2 All of these allocations will be delivered as capital grant.

- 7.1.3 The Government is due to announce in February 2017 the 2017/18 figures and indicative figures for the years 2018/19 and 2019/20. Following the announcement the relevant external funding will be adjusted in the capital programme.

- 7.1.4 The education capital programme for 2017/18 onwards will continue to be dominated by the need to provide more school places to cope with the rising pupil numbers.

- 7.1.5 The Basic Need Grant awarded to Local Authorities includes expansion at academies. The Government also expected all Local Authorities to fund capital works for any new academy arising from a Basic Need requirement unless the new school is funded directly from Central Government under the Free School Agenda.
- 7.1.6 The Primary School Expansion Programme has been completed although any changes to future demand will be monitored closely. The Secondary School Expansion Programme is now in the feasibility and planning stage.
- 7.1.7 Government funding is now ring fenced and Southend, like many other authorities, will be spending more on Basic Need than the awarded grant.
- 7.1.8 Improvement and provision of school places funding of £18 million has funded the purchase of the PROCAT building and to allow improvements and future expansions at Futures college under the umbrella of the incoming Partnership Learning Academy Trust. New accommodation for both Seabrook College elements under the umbrella of the incoming Parallel Learning Academy Trust has been identified and three secondary schools are at the planning application stage of their expansions.
- 7.1.9 In November 2015, following the three year indicative funding award published in January 2015, the Heads Asset Management Group agreed a draft three year building condition programme to allow schools to plan ahead. It was agreed that only the first £1 million of Maintenance Grant per year would be used exclusively for this programme and the remainder would be made available to address condition items within the schools expansion programme.
- 7.1.10 The income received from Central Government for maintenance only covers maintained schools and 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 for capital funding.
- 7.1.11 The focus on additional places will mean that expenditure on condition schemes will continue and be limited, with up to £1 million to be allocated in 2017/18 to address 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. This programme will be subject to adjustment as schools convert to academy and the grant income reduces accordingly.

7.2 Housing

- 7.2.1 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 plan is to construct 18 housing units within the Shoeburyness ward. Works are progressing well on site as the project nears completion. The contractor has handed over the first five houses in Bulwark Road and Exeter Close which are now tenanted. Eight houses in Ashanti Close were handed over in January with the remaining flats expected to be completed and handed over in March.

- 7.2.2 The Housing Revenue Account (HRA) capital programme for the 2017/18 financial year is £8,610,000 which comprises mainly Decent Homes work to the Council's housing stock including kitchen and bathroom modernisations, together with improvements to the common areas. This also includes a budget of £345,000 for some remodelling works to sheltered housing schemes and £500,000 for the strategic acquisition of tower block leaseholds.
- 7.2.3 A proposal for the use of the sheltered housing remodelling budget went forward to November Cabinet. It was agreed that a series of workshops would be set up to explore various schemes. The outcome of these workshops will be presented as a follow up Cabinet report with recommended options for developing a model of sheltered housing provision in order to meet the housing needs of older people in Southend.
- 7.2.4 The overall capital programme for the next four financial years 2017/18 to 2020/21 includes a commitment of around £6 million each year for major repairs and Decent Homes work to the Council's housing stock.

7.3 Highways and Transportation

- 7.3.1 The expenditure will be delivered mainly by fully un-ringfenced capital grants.
- 7.3.2 The Government settlement is as follows:

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

- 7.3.3 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.
- 7.3.4 The Department for Transport has recently issued a document titled 'Roads Investment – The roads funding package' which informs where new funding of £1.3 billion will be allocated as per the Autumn Statement 2016.
- 7.3.5 The document also details information in relation to other funding and the following extracts are taken from that.
- Local Highways Maintenance Funding Needs Element - this existing Needs Based Formula totals £4.7 billion over the 6 years funding period to the end of this Parliament. The Funding allocated to each Local Highway

Authority in England (outside London) is based on a formula using data provided by each authority regarding the assets for which they are responsible.

- Local Highways Maintenance Challenge fund - this fund is to enable Local Highway Authorities in England to bid for more major maintenance projects that are otherwise difficult to fund through the normal needs element allocations they receive. A second tranche of the fund will be announced shortly.
- Local Highways Maintenance Incentive/Efficiency Element Funding – there is existing funding of £578 million to Local Authorities in adopting efficiency principles for highways maintenance. It is a mechanism for authorities to receive additional funding over and above the Needs Based Formula. Round two will be formally launched shortly.
- Pothole Fund – Funding of £250 million was announced in the Budget 2015. This funding is allocated by formula shared by Local Highways Authorities between 2016/17 and 2020/21 based on the road length for which each authority is responsible. The allocated sum to Southend Borough Council is £65k per year until 2020/21. In addition to that sum it has also been announced that a sum of £102k has been allocated for 2017/18.

7.3.6 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 to 2020/21.
- The recommended allocation to the 'Actions' is set out in Appendix 5a (with more details set out in Appendix 5b). The Deputy Chief Executive 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 Director 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.

7.4 Other Services

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

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

- Redevelopment of Delaware, Priory and Viking;
- Further new investment in Southend Pier of £11.6m;
- Car parking in the town centre and central seafront areas;
- Upgrade and modernisation of the ICT core infrastructure;
- ICT schemes in support of business transformation;
- Airport Business Park funded from the Local Growth Fund.

8. Capital Programme 2016/17 to 2020/21

8.1 The Council's proposed capital programme for 2016/17 to 2020/21 is attached as Appendix 8, which includes all of the adjustments identified in the other appendices.

8.2 The proposed capital programme represents a significant investment of over £213m on the part of the Council in the Southend area over the 4 year period 2017/18 to 2020/21 and the projected investment in 2017/18 alone amounts to nearly £77m (General Fund £68m and Housing Revenue Account £9m).

9. Funding the capital programme

- 9.1 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 funding for the programme is as follows:

Type of funding:	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	Total £m
External funding – capital grant	28.8	28.2	14.6	7.3	78.9
External funding – third party contributions	1.6	0.1	0.2	-	1.9
Capital Receipts	1.4	2.7	-	-	4.1
Major Repairs Reserve (Housing Revenue Account)	7.8	5.8	6.2	6.2	26.0
General Fund earmarked reserves/Revenue contributions	4.1	1.3	-	-	5.4
Borrowing – Main Schemes ⁽¹⁾	26.5	26.9	14.3	3.0	70.7
Borrowing – Invest to Save ⁽¹⁾	6.5	5.5	11.3	2.7	26.0
Total	76.7	70.5	46.6	19.2	213.0

Note 1 - this relates to both internal and external borrowing

The estimated amounts of internal and external borrowing are shown in the table below:

Borrowing to fund capital schemes	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	Total £m
Internal borrowing	12.0	8.4	7.6	5.7	33.7
External borrowing	21.0	24.0	18.0	0	63.0
Total borrowing	33.0	32.4	25.6	5.7	96.7

- 9.2 The financing of the capital programme will continue to be supported where possible by the generation of capital receipts from the sale of surplus Council assets. Since 2011, the Council's approach to property disposals has been geared to reflect members' requests to ensure that, wherever possible, assets are used to generate revenue, with freehold disposals being a last option. This recognises the Council's increasing revenue pressures whilst still delivering a modest programme of capital receipts. The impact of this approach is that a much lower level of capital receipts is delivered meaning a greater reliance on borrowing and external funding to fund the Capital Programme.
- 9.3 When the Council enters into Prudential Borrowing to fund Capital expenditure, there is a revenue impact and therefore an increase to the Councils budget requirement. As an indicative guide to the revenue consequence, there is a cost of approximately £70k for every £1m borrowed or if £9m is borrowed this would equate to an increase in Council Tax of around 1%.

9.4 The full impact of financing costs associated with the funding of the proposed programme has been included in the Council's current financial planning for 2017/18 to 2020/21. The 2017/18 revenue budget elsewhere on this agenda incorporates the required financing costs budget requirement for 2017/18.

9.5 In summary, it is the Chief Financial Officer's view that the 2017/18 to 2020/21 proposed Capital Programme is Prudent, Affordable and Sustainable.

10. Other Options

10.1 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.

11. Reasons for Recommendations

11.1 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 enhances the Councils infrastructure.

12. Corporate Implications

12.1 Contribution to Council's Vision & Corporate Priorities

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

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 Capital Strategy and Corporate Asset Management Strategy (CAMS) sets out the approach to disposals that will affect the Council's property holdings, assets and liabilities. The Capital Strategy and CAMS reflect the implications of the agreed Capital Programme.

12.6 Consultation

The draft budget approved at Cabinet on 19 January 2017 has been presented to all three Scrutiny Committees and the Business and Voluntary Sector Consultation meeting. The feedback from each of these scrutiny bodies is as follows:

- Place Scrutiny Committee sought clarification on a few of the capital programme items in respect of their areas of responsibility namely the cost of borrowing for the new capital proposals and the plans for investment in car parking in the Town Centre and Central Seafront. The Committee were supportive of the need to invest in the infrastructure of the Pier, but would welcome a business plan for its on-going operation.
- People Scrutiny Committee sought clarification on a few of the capital programme items in respect of their areas of responsibility namely the Liquid Logic Case Management Solution and the Secondary School Expansion Programme.
- Policy and Resources Scrutiny Committee sought clarification on a few of the capital programme items in respect of their areas of responsibility namely ICT Enterprise Agreement and CCTV Equipment Renewal. Additionally, clarification on investment business cases and the financing of the overall capital programme.
- The Business and Voluntary Sector consultation meeting sought clarification on a few of the capital programme items in respect of their areas of responsibility namely Car Park Investment and Resilience to Flooding. Additionally, clarification on the financing of the overall capital programme.

12.7 Equalities and Diversity Implications

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

12.8 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.

12.9 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.

12.10 Community Safety Implications

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

12.11 Environmental Impact

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

13. Background Papers

13.1 Corporate Asset Management Strategy 2015-2025:

http://www.southend.gov.uk/downloads/file/2074/corporate_asset_management_strategy_2015-2025

14. Appendices

Appendix 1 – Approved Capital Programme November 2016

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 5b – Highways Capital Programme 2017/18

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

Appendix 7 – Proposed New Schemes and Additions - descriptions

Appendix 8 – Amended Capital Programme 2017/18 to 2020/21 (2016/17 shown for information)

Appendix 9 – Capital Strategy 2017/18 to 2020/21

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Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Department of the Chief Executive						
Tickfield - Creating Capacity	C10687	2				2
Perimeter Security Improvements	C10791	7				7
Total Council Buildings		9				9
Airport Business Park	C10261	4,697	9,051			13,748
Brunel Road Redevelopment	C10208		50			50
Capital Allocation to Discharge EEDA agreement	C10656		164			164
Civic East Car Park Redevelopment	C10748	15	585	4,000	1,100	5,700
Commercial Property Investment	C10749	2,000	2,000	2,000		6,000
Demolition of Leigh Cliffs Public Toilets	NEW	15				15
East Beach Café Project	C10644	32				32
Library Car Park Reconstruction and Enhancement	C10750	49	4,000	1,150		5,199
New Beach Huts Phase 2	C10631	109				109
Pier Arches toilets - waterproofing solution	C10734	30				30
Pier North End roof repairs	C10600	4				4
Porters Civic House and Cottage	C10571	9				9
Porters Civic House - Repairs to Building	C10657	2				2
Ropers Farm Cottages - water supply	C10840	45				45
Seaways Development Enabling Works	C10643	7	747			754
Toilet Refurbishment Thorpe Hall Avenue	C10703	92				92
Urgent Works To Property	C10181	41				41
Warrior Square Gardens Kiosk	C10823	5				5
Total Asset Management		7,152	16,597	7,150	1,100	31,999
Better Queensway - Regeneration	C10747	500				500
Queensway - Commercial Property	C10751	500	500			1,000
Queensway - Ground Penetrating Radar	C10745	142				142
Total Queensway		1,142	500			1,642
Cremator Hearth Replacement	C10677	34				34
Crematorium Re-Quip (Mercury)	C10055	16				16
Essential Crematorium/Cemetery Equipment	C10572	175				175
Mercury Emissions Testing Equipment	C10753	20				20
Cremated Remains Plots	C10754	90				90
New Burial Ground	C10054	80				80
Pergola Walk Memorial Scheme	C10755	370				370
Total Cemeteries & Crematorium		785				785
Priority Works	C10121	401	488	500	500	1,889
Total Priority Works		401	488	500	500	1,889
Total Department of the Chief Executive		9,489	17,585	7,650	1,600	36,324

Scheme	Project code	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	291	291			582
Dementia Friendly Environments	C10598	30				30
Mental Health Funding Stream	C10184	75				75
Priory House - Condition Works	C10693	20				20
Transforming Care Housing	C10689	165				165
LATC - Delaware and Priory	C10621	100	694	1,258		2,052
Total Adult Social Care		681	985	1,258		2,924
Disabled Facilities Grant	C10145	800	800	743		2,343
Empty Dwelling Management	C10020	228	275			503
PSH Works in Default - Enforcement Work	C10503	136	100			236
Private Sector Renewal	C10146	305	450	450		1,205
Warmer Healthy Homes Expenditure	C10255	18				18
Total General Fund Housing		1,487	1,625	1,193		4,305
AHDC Short Breaks for Disabled Children	C10282	64				64
Total Children & Learning Other Schemes		64				64
Bournes Green Junior Boiler	New		135			135
Bournes Green Junior Roof	C10771	168				168
Chalkwell Infants Hall/Kitchen Windows	New		23			23
Chalkwell Infants Main Building Windows	New		45			45
Chalkwell Infants Roof	New		12			12
Earls Hall Ducts and Pipework	C10711	59	68			127
Edwards Hall Roofs	C10713	70				70
Earls Hall Roof Drainage	C10772	28				28
Fairways Fire Alarm	New		42			42
Friars Boilers	C10773	150				150
Friars Curtain Walling	C10532	14				14
Friars Fire Systems Replacement	C10647	35				35
Future condition projects	C10024	127	142			269
Futures Heating and Pipe Ducts	C10714	5	168			173
Hamstel Juniors Fire Systems (H&S)	C10790	31				31
Hamstel Junior Windows	C10774	168				168
Kingsdown Fire System Upgrade	C10775	34				34
Prince Avenue Fire Systems and Rewire	C10650	48				48
Richmond Roof	New		17			17
Thorpedene Boiler	C10717	11				11
West Leigh Infant Roofs	C10718	44				44
Total Condition Schemes		992	652			1,644

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Devolved Formula Capital	C10014	288				288
Total Devolved Formula Capital		288				288
Expansion of 2 yr old Childcare Places	C10558		72			72
School Improvement and Provision of School Places	C10475	7,385	6,888	3,000		17,273
St Helens to FE	C10618	1,049				1,049
St Marys East	C10617	666				666
Total Primary and Secondary School Places		9,100	6,960	3,000		19,060
Total Department for People		12,612	10,222	5,451		28,285

Scheme	Project code	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	4				4
Belfairs Golf Course - Drainage	C10552	2				2
Belfairs Swim Centre H & S	C10623	47				47
Belfairs Woodland Centre Project	C10502	75				75
Belton Hills Steps	C10777	50	1,450			1,500
Central Museum Works	New		150	100		250
Chalkwell Park and Priory Park Tennis Courts	C10682	52				52
Chase Sports & Fitness Centre - Fire Alarm	C10732	4				4
Cliffs Pavilion - External Works above Maritime Room	C10695	97				97
Cliffs Pavilion - Refurbishmen of passenger lift	C10692	17				17
Cliffs Pavilion - Replacement floor in auditorium	C10670	6				6
Cliffs Pavilion undercroft piping replacement – urgent works	C10722	99				99
Energy Improvements in Culture Property Assets	C10565	119				119
Hard Surface Path Improvements	C10566	28				28
Library Review	C10624	349	100			449
"Make Southend Sparkle" Initiative	C10778	10	10	10		30
New Museum - Gateway Review	C10776	56	1,500			1,556
Palace Theatre - Air Handling Units	C10782	25	215			240
Palace Theatre - Replacement of External Windows	C10725	55				55
Parks Land Drainage - Belfairs Park	C10680	8				8
Parks Land Drainage - Southchurch Park	C10681	10				10
Parks land drainage - Blenheim Park	C10694	1				1
Playground Gates	C10779	130				130
Priory Park Water Main	C10625	29				29
Prittlewell Prince Research	C10043		38			38
Prittlewell Prince Storage	C10696	120				120
Pump Priming Budget	C10044		333			333
Replacement of Play Equipment	C10780	50	50	50		150
Southchurch Park Bowls Pavillion	C10739		20			20
Southchurch Park Lighting	C10591	5				5
Southchurch Park Tow Path	C10781	20	230			250
Southend Leisure & Tennis Centre - Air Handling Units	C10783	375				375
Southend Leisure & Tennis Centre - Refurbishment of Lift	C10627	18				18
War Memorials within the Borough	C10569	32				32
Total Culture		1,893	4,096	160		6,149

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Barracuda Replacement	C10756	30				30
DEFRA Inspire III	C10640		4			4
Digitisation of Paper Records	NEW		150			150
GCSx Mail Update	C10766	11				11
Health and Social Care Enablement Project	C10767	100				100
ICT Capita One Enhancements/Developments	C10633	20				20
ICT Core Infrastructure	C10575	1,899				1,899
ICT Enterprise Agreement	C10636	64	200			264
ICT E-Procurement Solution	C10635	5	29			34
ICT Reprovision of Carefirst	C10637	1,353	682			2,035
ICT Rolling Replacement Programme	C10576	156	200	200	200	756
IT Human Resources Case Management System	C10679	20				20
Mobile Device End Point Protection Replacement	C10768	45	45			90
Pier and Foreshore ICT Improvement Programme	C10698	152				152
Place - Business Transformation in End to End Reporting	C10757	500	200			700
Place - Culture - Hardware in Libraries	C10764	50				50
Place - Culture and Enterprise and Tourism - EPOS System	C10758	30				30
Place - Culture and Enterprise and Tourism - Events Booking System	C10759	50				50
Place - Enterprise, Regeneration and Tourism - Upgrade of Pier Network Infrastructure	C10762	50				50
Replacement and Enhancement to Cash Receiving System	C10578	21				21
Replacement of Remote Working Solution	C10769	100				100
Software Licencing	C10426	268	320	320	320	1,228
Web Development	C10763	30				30
Websense Replacement	C10770	30				30
Wireless Access Point Upgrade	C10760	30				30
Wireless Borough/City Deal	C10580	16	340			356
Total ICT Programme		5,030	2,170	520	520	8,240
City Deal - Incubation Centre	C10668		44			44
Three Shells Lagoon	C10658	1,669				1,669
Pier Hill Lifts Replacement	C10737	294				294
Prince George Extension Works	C10038	200	976			1,176
Property Refurbishment Programme	C10626	506	500	500	500	2,006
Southend Pier - Condition Works	C10697	666	910	1,135	1,485	4,196
Total Enterprise, Tourism & Regeneration		3,335	2,430	1,635	1,985	9,385
Cliff Slip Investigation Works	C10784	190				190
Cliff Stabilisation - Clifton Drive	C10683	345				345
Coastal Defence (Shoebury Common Sea Defence Scheme)	C10011	186	2,170	2,000		4,356
Southend Shoreline Strategy	C10843	160				160
Total Coastal Defence and Foreshore		881	2,170	2,000		5,051

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
Carriageways and Footways Improvements	C10786	1,000	1,000	1,000	1,000	4,000
Cinder Path	C10115	819				819
Gaist Highways Asset Management Project	C10785	80				80
Highways Maintenance - Potholes	C10588	65	65	65	130	325
Highways Planned Maintenance Investment	C10029	550	502			1,052
Street Lighting Renewal	C10061	8,071	2,485			10,556
Total Highways & Infrastructure		10,585	4,052	1,065	1,130	16,832
Car Park Infrastructure Improvements	C10787	200	200			400
Car Parks Upgrade	C10151	134				134
Total Parking Management		334	200			534
S106 3 Acacia Drive - education	C10835		27			27
S106 Airport 0901960 Fulm - Open Space	C10799	7				7
S106 Audley Court 0200874 Ful	C10276		10			10
S106 Avenue Works 1401968AMDT - cycleway improvement	C10727		2			2
S106 Avenue Works 1401968AMDT - Public Art	C10801	15				15
S106 Ajax Works 0300130ful	C10199	2	1	3		6
S106 Bellway Prittlebrook - education	C10724		306			306
S106 - College London Rd	C10203	8				8
S106 Dairy Crest 1400340AMDT	C10741		202			202
S106 Essex House 1500521FULM - bus stop improvement	C10793	3				3
S106 Essex House 1500521FULM - education	C10794		34			34
S106 Former College 1000225FUL	C10207	11				11
S106 Garrison 0000777 Deposit - information boards	C10811	5				5
S106 Garrison 0000777 Deposit - Junior Play Area maintenance	C10812		10			10
S106 Garrison 0000777 Deposit - rubbish clearance	C10822	1				1
S106 Garrison 0000777 Deposit - Toddler Play Area maintenance	C10815		6			6
S106 Garrison 0000777 Depost - CCTV	C10810	1				1
S106 Garrison Park Store	C10188	1				1
S106 High Works Shoe Garrison	C10213		2			2
S106 Land North Of Ambleside	C10201	2				2
S106 22-23 The Leas - education	C10831		41			41
S106 Lifstan Way 0000273 Out	C10269	3	8	72		83
S106 910 London Road 0901899 ful	C10479	1				1
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution	C10816		2			2
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	C10205	527				527
S106 North Shoebury Road 0301504out - Public Art	C10819	46	45			91
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	C10820	33	33	33	231	330
S106 53 Pavilion Dr 0701870OUTM	C10652		128			128
S106 Premier Inn 1300835FULM	C10653	10				10
S106 87 Rectory Gr 1101018FULM	C10581		155			155
S106 Saxon Lodge 1401744BC4M – education	C10795		16			16
S106 Secc 0200500ful	C10073		104			104

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	Total Current Budget £000
S106 18-22 Southchurch Rd - education	C10839		8			8
S106 Sunlight Ldry 1400411FULM	C10686		2			2
S106 Sunlight Ldry 1400411FULM - Public Art	C10821	14				14
S106 285 Sutton Rd 1100087FULM - Highway Works	C10796		15			15
S106 Univ H-Way0401561ful	C10196	42				42
S38/S278 Airport 0901960 Fulm	C10275	10	91			101
S278 Health & Beaumont House	C10792	1				1
S78 Bellway Homes 14/00943/fulm	C10730	1	13			14
S38 Fossetts Farm Bridleway	C10193	20	95			115
S38 Garrison NBP Road Supp Fee	C10267	10	12			22
S38 Inspection Magazine Rd	C10190	5				5
Total S106 & S38 Agreements		779	1,368	108	231	2,486
LTP (Integrated Transport block) - Bridge Strengthening	C10512	304	370	350	350	1,374
LTP (Integrated Transport block) - Better Sustainable Transport	C10384	417	400	400	400	1,617
LTP (Integrated Transport block) - Better Networks	C10671	521	400	400	400	1,721
LTP (Integrated Transport block) - Traffic Management Schemes	C10513	595	400	400	400	1,795
LTP (Integrated Transport block) - Traffic Control Systems	C10470	201	201	201	201	804
LTP - Maintenance	C10076	925	868	621	621	3,035
LTP - Maintenance - Street Lighting	C10708	50		150	150	350
Total Local Transport Plan		3,013	2,639	2,522	2,522	10,696
Local Growth Fund - A127 Growth Corridor	C10699	4,272	2,105	4,440	6,120	16,937
Local Growth Fund - Local Sustainable Transport Fund	C10700	124				124
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport)	C10701	705	920	2,120	2,220	5,965
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	C10702	985	2,000	2,000	2,000	6,985
Total Local Growth Fund		6,086	5,025	8,560	10,340	30,011
A127 Junction Improvements	C10553	416				416
HCA Progress Road	C10254	19				19
Southend Transport Model	C10058	75				75
Total Transport		510				510
Beecroft and Central Museum Energy Project	C10738	795	200			995
Civic Centre Boilers - Low Loss Header	C10676	20				20
Schools and Council Buildings Solar PV	C10740	217				217
Energy Efficiency Projects	C10788	225	525			750
LED Lighting - Civic Centre Underground Car Park	C10662	19				19
Solar PV Projects	C10789	500	460			960
Southend Adult Community College Energy Project	C10664	256				256
Temple Sutton School Energy Project	C10665	283				283
Total Energy Saving		2,315	1,185			3,500
Total Department for Place		34,761	25,335	16,570	16,728	93,394
Total General Fund Capital Schemes		56,862	53,142	29,671	18,328	158,003

Scheme	Project code	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	368				368
Central Heating	C10162	700				700
Common Areas Improvement	C10168	1,660	570			2,230
Environmental - H&S works	C10163	590	400			990
Kitchen Refurbishments	C10164	416				416
Rewiring	C10165	31				31
Roofs	C10166	952				952
Windows and Doors	C10167	202				202
Future Programme (MRA & Decent Homes)	C10298		7,500	7,800	8,000	23,300
Total Decent Homes Programme		4,919	8,470	7,800	8,000	29,189
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	6				6
S106 HRA Land Review	C10685	41				41
Total S106 Funded HRA Projects		47				47
Construction of New Housing on HRA Land	C10684	2,461				2,461
Southchurch Avenue Hostel Improvement	C10834	109				109
Strategic acquisition of tower block leaseholds	C10614	500				500
Total Other HRA		3,070				3,070
Total HRA Capital Schemes		8,881	8,470	7,800	8,000	33,151
TOTAL PROPOSED CAPITAL PROGRAMME		65,743	61,612	37,471	26,328	191,154

Total Capital Programme 2017/18 to 2019/20: 125,411

SUMMARY OF CHANGES TO THE CAPITAL PROGRAMME

Appendix 2

Scheme/Event	Department	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Approved Capital Programme - November Cabinet (Appendix 1)		65,743	61,612	37,471	26,328	0	191,154
Proposed changes:							
Brunel Road Redevelopment	Chief Executive		(50)				(50)
Seaways Development Enabling Works	Chief Executive		(747)				(747)
Seaways - HCA Condition Funding	Chief Executive		6				6
Future Programme (MRA & Decent Homes)	HRA		(1,300)	(2,000)	(1,800)		(5,100)
Virements (see Appendix 3)	Various	0	0	0	0	0	0
Budget re-profiles (see Appendix 4)	Various	(10,642)	(669)	4,226	1,335	5,750	0
New external funding (see Appendix 5)	Various	13	1,385	0	0	2,522	3,920
Proposed Additions (see Appendices 6 and 7)	Various	0	16,495	30,886	20,689	10,905	78,975
Current Programme - following amendments		55,114	76,732	70,583	46,552	19,177	268,158

Total budget for 2017/18 to 2020/21:

213,044

Note

Brackets indicate a reduction in budget

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RE-PROFILES AND AMENDMENTS

Appendix 4

Scheme/Event	Department	Code	Code Description	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Asset Management	Chief Executive	C10631	New Beach Huts Phase 2	(109)	109				0
	Chief Executive	C10748	Civic East Car Park Redevelopment	(19)	(585)	(2,981)	1,900	1,685	0
	Chief Executive	C10643	Seaways Development Enabling Works	(3)	3				0
	Chief Executive	C10749	Commercial Property Investment	(2,000)	(1,000)		2,000	1,000	0
Queensway	Chief Executive	C10751	Queensway - Commercial Property	(400)		400			0
Adult Social Care	People	C10526	Community Capacity	(76)	76				0
	People	C10598	Dementia Friendly Environments	(27)	27				0
	People	C10621	LATC - Delaware and Priory	(82)	82				0
	People	C10184	Mental Health Funding Stream	(7)	7				0
General Fund Housing	People	C10145	Disabled Facilities Grant	(100)	100				0
	People	C10020	Empty Dwelling Management	(28)	28				0
	People	C10503	Private Sector Housing Works in Default - Enforcement Work	(36)	36				0
Schools	People	C10475	Secondary School Expansion Programme	1,911	890	(2,801)			0
	People	C10558	Expansion of 2 year old Childcare Places	10	(10)				0
Highways	Place	C10588	Highways Maintenance - Potholes				(65)	65	0
	Place	C10029	Highways Planned Maintenance Investment	(160)	160				0
	Place	C10115	Cinder Path	(802)	75	727			0
	Place	C10061	Street Lighting Renewal	(1,500)	1,500				0
Local Transport Plan	Place	C10512	LTP (Integrated Transport block) - Bridge Strengthening	(120)	120				0
	Place	C10513	LTP (Integrated Transport block) - Traffic Management Schemes	(75)	75				0
Transport	Place	C10699	Local Growth Fund - A127 Growth Corridor	(1,172)	1,172		(3,000)	3,000	0
	Place	C10553	A127 Junction Improvements	(416)	416				0
	Place	C10254	HCA Progress Road	(18)	18				0
	Place	C10058	Southend Transport Model	(70)	70				0
Parking	Place	C10787	Car Park Infrastructure Improvements	(100)	100				0
	Place	C10151	Car Parks Upgrade	(100)	100				0
Coastal Defence	Place	C10011	Coastal Defence (Shoebury Common Sea Defence Scheme)		(1,920)	1,420	500		0
	Place	C10784	Cliff Slip Investigation Works	(180)	180				0
	Place	C10683	Cliff Stabilisation - Clifton Drive	(90)	90				0

RE-PROFILES AND AMENDMENTS

Appendix 4

Scheme/Event	Department	Code	Code Description	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
ICT Schemes	Place	C10767	ICT Priority Works	(100)	100				0
	Place	C10756	Barracuda Repalcement	(30)	30				0
	Place	C10768	Mobile Device End Point Protection Replacement	(45)	45				0
	Place	C10770	Websense Replacement	(30)	30				0
	Place	C10679	IT Human Resources Case Management System	(17)	17				0
	Place	C10757	Place - Business Transformation in End to End Reporting	(175)	175				0
Culture	Place	C10044	Pump Priming Budget		(233)	233			0
	Place	C10777	Belton Hill Steps	(47)	47				0
	Place	C10779	Playground Gates	(125)	125				0
	Place	C10624	Library Review	(225)	225				0
	Place	C10682	Chalkwell Park and Priory Park Tennis Courts	(52)	52				0
	Place	C10565	Energy Improvements in Culture Property Assets	(119)	119				0
	Place	C10696	Prittlewell Prince Storage	(35)	35				0
	Place	C10781	Southchurch Park Tow Path	(20)	20				0
	Place	C10199	S106 Ajax Works 0300130ful	(1)	1				0
S106 Schemes	Place	C10801	S106 Avenue Works 1401968AMDT - Public Art	(15)	15				0
	Place	C10811	S106 Garrison 0000777 Deposit - information boards	(3)	3				0
	Place	C10819	S106 North Shoebury Road 0301504out - Public Art	(46)	46				0
	Place	C10205	S106 North Shoebury Road - Shoebury Park Enhancement	(57)	57				0
	Place	C10820	S106 North Shoebury Road - Shoebury Park Maintenance	(3)	3				0
	Place	C10821	S106 Sunlight Ldry 1400411FULM - Public Art	(11)	11				0
	Place	C10261	Airport Business Park	(1,177)	(6,051)	7,228			0
Southend Pier	Place	New	Southend Pier - Pier View Gallery	(200)	200				0
Energy Schemes	Place	C10788	Energy Efficiency Projects	(100)	100				0
	Place	C10740	Schools and Council Buildings Solar PV	(100)	100				0
	Place	C10789	Solar PV Projects	(500)	500				0
	Place	C10665	Temple Sutton School Energy Project	(200)	200				0
Housing Revenue Account	HRA	C10177	Sheltered Housing DDA Works	(345)	345				0
	HRA	C10162	Central Heating	(50)	50				0
	HRA	C10168	Common Areas Improvement	(545)	545				0
	HRA	C10614	Strategic Acquisition of Tower Block Leaseholds	(500)	500				0
				(10,642)	(669)	4,226	1,335	5,750	0

SCHEMES FINANCED BY NEW EXTERNAL FUNDING

Appendix 5

Scheme/Event	Department	Project Code	Project Description	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Schools	People	C10790	Hamstel Juniors Fire Systems Health and Safety	3					3
	People	C10775	Kingsdown Fire Systems Upgrade	5					5
	People	New	Small Friends Expansion		60				60
	People	New	Friars Primary School		332				332
	People	New	Edwards Hall School		144				144
	People	C10014	Devolved Formula Capital		288				288
Highways	Place	C10588	Highways Maintenance - Potholes		102				102
	Place	New	National Productivity Investment Fund		459				459
	Place	C10512	LTP (Integrated Transport block) - Bridge Strengthening					350	350
	Place	C10384	LTP (Integrated Transport block) - Better Sustainable Transport					400	400
	Place	C10671	LTP (Integrated Transport block) - Better Networks					400	400
	Place	C10513	LTP (Integrated Transport block) - Traffic Management Schemes					400	400
	Place	C10470	LTP (Integrated Transport block) - Traffic Control Systems					201	201
	Place	C10076	LTP - Maintenance					621	621
Regeneration	Place	C10708	LTP - Maintenance - Street Lighting					150	150
	Place	C10261	Airport Business Park	5					5
				13	1,385	0	0	2,522	3,920

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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 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		200	
Carriageway Maintenance Schemes		668	
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		5,604	
Total Maintenance Block		4,601	
Total all Local transport Block funding		10,205	

Total Integrated Transport Block *

These figures can be seen on Page 8 of Appendix 8 - 'LTP (Integrated Transport block)' schemes (Appendix 8 figures for 2017/18 may include carry forwards from 2016/17)

Total Maintenance Block #

These figures can be seen on Page 8 of Appendix 8 - 'LTP - Maintenance' schemes (Appendix 8 figures for 2017/18 may include carry forwards from 2016/17)

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APPENDIX 5b

BREAKDOWN OF SCHEMES AND FUNDING -2017/18

Details			Funding Source (000's)						
Scheme	Officer	Scheme Details	LTP/Maintenance Grant	Local Growth Fund	Council Capital - C/FWD from 2016/17.	Dft Challenge Fund	Green Investment Bank (GIB)	Capital -SBC	Combined Totals

LTP3 - Better Sustainable Transport and Mobility Management [ACTION A] C10384 £400k

Cycle Hub	Paul M	Cycle Hub / Cycle Parking at Various locations	100						100
Electric charging points	Davinia F	To install additional points at locations to be agreed.	25						25
Bus stop infrastructure upgrades	Davinia F / Jaimi M	Bus Stop infrastructure improvements.	115						115
Better Queensway	Neil H	Design work to support scheme	60						60
SCAAP / S-CATS	Neil H	Development of design to support LGF Funding 2017/18	100						100
TOTAL AVAILABLE			400						400

LPT3 - Traffic Management Schemes (C10513) £475k (includes £75K c/fwd from 2016/17) [ACTION B]

TROs, and General signage(declutter) and Schemes and Road Safety	Cheryl H	Part of the Capital programme of traffic, road safety and parking work schemes for 2017/18	100						100
Royston Avenue Verge Hardening	Justin S	In order to allow better bus access and reduce minor accidents, between Bournemouth Park Road and Sutton Road	100						100
TOTAL AVAILABLE			475						475

LPT3 - Better Networks (C10671) £400k [ACTION B]

Traffic signals operational efficiency improvements	Richard B	Traffic signal upgrades . Including pedestrian signal heads.	300						300
Drainage Highway Resilience Improvements	Neil H	Resilience Improvements to flooding 'hot-spots' around the highway network	100						100
TOTAL AVAILABLE			400						400

LPT3 Better Operation of Traffic control, Information and communication Systems £201k [ACTION D]

AVL system	Davinia F	Upgrades to bus real time information signage.	100						100
Signage Information	Neil H	Review Cycle and general Borough wide information signage	96						96
Traveline	Davinia F	Contribution to bus data system, providing data to support public transport information system.	5						5
TOTAL AVAILABLE			201						201

APPENDIX 5b

BREAKDOWN OF SCHEMES AND FUNDING -2017/18									
Details			Funding Source (000's)						
Scheme	Officer	Scheme Details	LTP/Maintenance Grant	Local Growth Fund	Council Capital - C/FWD from 2016/17.	Dft Challenge Fund	Green Investment Bank (GIB)	Capital -SBC	Combined Totals
LTP3 FOOTWAY MAINTENANCE									
Footway Maintenance	Zulfi A	Footway repairs as listed below:	200						200
		Johnstone Road							
		Park Terrace							
		South Avenue							
TOTAL AVAILABLE			200						200
LTP CARRIAGEWAY MAINTENANCE									
Highways Maintenance	Zulfi A	Carriageway resurfacing: see list below	668						668
		Blenheim Chase Belfairs							
		Bridgwater Drive							
		Marcus Gardens							
		Marcus Chase							
		Hampton Close							
TOTAL AVAILABLE			668						668
DfT LOCAL MAINTENANCE - POTHOLE FUND									
Pothole Repairs	Zulfi	Various locations	167						167
TOTAL AVAILABLE			167						167
LED PROJECT (includes £1.5M c/fwd from 2016/17)									
LED PROJECT	Richard B	Various locations				1,374	2,611		3,985
TOTAL AVAILABLE						1,374	2,611		3,985
LTP BRIDGES (includes £120K c/fwd from 21016/17)									
Bridges Maintenance	Richard A	Various locations	490						490
TOTAL AVAILABLE			490						490
Flood Defence									
Coastal Defence	Richard A	Development of Strategy						250	250
Improving Resilience to Flooding	Richard A	Significantly reduce the effect of extreme rainfall within the Borough and plan for medium and long term.						250	250
TOTAL AVAILABLE								500	500

APPENDIX 5b

BREAKDOWN OF SCHEMES AND FUNDING -2017/18

Details			Funding Source (000's)						
Scheme	Officer	Scheme Details	LTP/Maintenance Grant	Local Growth Fund	Council Capital - C/FWD from 2016/17.	Dft Challenge Fund	Green Investment Bank (GIB)	Capital -SBC	Combined Totals
Cliff Stabilisation									
Cliff Slip Investigation	Richard A	Cliff Slip			270				270
TOTAL AVAILABLE					270				270

COUNCIL CAPITAL PLANNED MAINTENANCE - C10029

Footways	Zulfi A	Various sites to be agreed						252	252
Carriageways	Zulfi A	Various sites to be agreed			160			250	410
TOTAL AVAILABLE					160			502	662

COUNCIL CAPITAL Highway & Footway Improvements

Highways & Footways	Zulfi A	Various sites to be agreed						1,000	1,000
TOTAL AVAILABLE								1,000	1,000

COUNCIL CAPITAL Car Park Infrastructure improvements

Car Parks	Zulfi A	Car Park infrastructure improvements to be agreed			100			200	300
TOTAL AVAILABLE					100			200	300

Car Parks Upgrades

Car Parks upgrades	Zulfi A	Car parks to be agreed			100				100
Town Centre/Seafront Car Parking	Paul M / Zulfi A	Review for additional car park capacity at sites south of the Central Southend area						250	250
TOTAL AVAILABLE					100			250	350

APPENDIX 5b

BREAKDOWN OF SCHEMES AND FUNDING -2017/18									
Details			Funding Source (000's)						
Scheme	Officer	Scheme Details	LTP/Maintenance Grant	Local Growth Fund	Council Capital - C/FWD from 2016/17.	Dft Challenge Fund	Green Investment Bank (GIB)	Capital -SBC	Combined Totals

OTHER TRANSPORT (includes £1m LGF carry forward from 16/17)									
Cinder Path improvement	Neil H	Widening to create improved footway and new cycle track between Chalkwell and Old Leigh in partnership with Network Rail and Sustrans. (C10115)			75				75
A127 Tesco Roundabout junction improvement	Karen G	Tesco Roundabout completion work			416				416
Southend Transport Model	Paul M	Continuing the Southend Multi Model Work (C10058)			70				70
A127 Kent Elms	Karen G	Scheme Development		1,000	582			120	1,702
A127 Bell Junction	Karen G	Scheme Development		860				400	1,260
Travel Centre	Davinia F	Improvements to door security and toilet block						50	50
Improve VMS system	Richard B	Develop and Improve VMS car park signage and new signage especially for other seafront car parks.						275	275
A127 Major Schemes	Karen G	A127 Major Schemes Highway Maintenance (includes £15k S106 contribution)		315					315
Progress Road	Karen G	Progress Road	18						18
National Productivity Investment Fund	Neil H / Karen G	Improving local road/public transport networks	459						459
SCAAP	Paul M	Development & start of implementing scheme		2,000					2,000
TOTAL AVAILABLE			477	4,175	1,143			845	6,640
CUMULATIVE TOTALS			3,478	4,175	1,773	1,374	2,611	3,297	16,708

PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 6

Scheme/Event	Department	Code	Code Description	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Priority Works Replacement Boiler at Southend Crematorium	Chief Executive Chief Executive	C10121 New	Priority Works Replacement of the Boiler at Southend Crematorium	130			500	500 130
Total Chief Executive				130	0	0	500	630
Schools	People	C10475	Secondary School Expansion Programme		7,996	8,579	3,425	20,000
	People	New	School Refurbishment Programme	1,000				1,000
Adult Social Care	People	C10621	Re-development of Delaware, Priory & Viking	300	2,900	6,300		9,500
Total People				1,300	10,896	14,879	3,425	30,500
Core ICT Infrastructure	Place	New	ICT - Central Government IT Security Compliance	75	75			150
	Place	New	ICT - Core Application and Database Migration	75				75
	Place	C10636	ICT - Enterprise Agreement	80	280	280		640
	Place	New	ICT - Southend Network Monitoring Equipment	40	20			60
	Place	New	ICT - Upgrade of Capacity of Internet	150				150
	Place	New	ICT - Mobile Working and Enterprise Mobility	85				85
Corporate ICT Business Transformation	Place	New	ICT - Phones Migration and Re-Tender	80				80
	Place	New	ICT - Digitally Enable the Council Offices	80	40			120
	Place	New	ICT - Delivery of Phase 1 of "Smart city Journey"		500			500
Departmental ICT Business Transformation	Place	New	ICT - Upgrade of Enterprise Resource Planning (ERP) System	75				75
	Place	C10637	ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	300	260			560

PROPOSED NEW SCHEMES AND ADDITIONS TO THE CAPITAL PROGRAMME

Appendix 6

Scheme/Event	Department	Code	Code Description	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Budget (all years) £000
Other Place Schemes	Place	New	Travel Centre - Bus Service Provision in the Town Centre	50				50
	Place	New	Wheeled Sports Facility Central Southend Area		25	225		250
	Place		Resorts Assets	50				50
	Place	New	Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	125	125			250
	Place	New	Southend Pier - Bearing Refurbishment (Phase One)	500	500			1,000
	Place	New	Southend Pier - Timber Outer Pier Head	500	5,000	2,500		8,000
	Place	New	Southend Pier - Structural Works				500	500
	Place	New	Southend Pier - Prince George Extension (Phase Two)		750	750		1,500
	Place	New	Southend Pier - Pier Entrance Enhancement	250	50			300
	Place	C10788	Energy Projects	125	125			250
	Place	New	CCTV Equipment Renewal	420				420
	Place	New	Improved Car Park Signage and Guidance Systems	275	185	25		485
	Place	New	Car Parking in the Town Centre and Central Seafront	250	2,500	2,000	250	5,000
	Place	New	Improving Resilience of the Borough to Flooding from Extreme Weather Events	250				250
	Place	New	Cliffs Pavilion - External Cladding	320				320
	Place	New	Chase Sports and Fitness Centre - Light Fitting Replacement	70				70
	Place	New	Southend Cliffs - Replacement of Handrails	45				45
	Place	New	Southend Leisure and Tennis Centre - Building Management System (BMS) Control	100				100
	Place	New	Palace Theatre Boilers Replacement	125				125
	Place	New	Palace Theatre - Replacement of Asbestos Stage Safety Curtain	25	75			100
Place	New	Replacement and Upgrade of Parks Furniture	30	30	30	30	120	
Place	New	Sidmouth Park - Replacement of Play Equipment	75				75	
Place	C10261	Airport Business Park	10,440	9,450			19,890	
Total Place				15,065	19,990	5,810	780	41,645
Total General Fund				16,495	30,886	20,689	4,705	72,775
Housing Revenue Account	HRA	New	HRA Future Programme				6,200	6,200
Total HRA				0	0	0	6,200	6,200
				16,495	30,886	20,689	10,905	78,975

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

GENERAL FUND

DEPARTMENT OF THE CHIEF EXECUTIVE

C1 Priority Works - £500,000

17/18 - £0

18/19 - £0

19/20 - £0

20/21 - £500,000

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.

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

C2 Replacement of the Boiler at Southend Crematorium - £130,000

17/18 - £130,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to ensure the Crematorium can continue to abate mercury at 100% in keeping with Government requirements.

This scheme is to be funded from corporate borrowing.

Sub-Total Department of the Chief Executive

£630,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

DEPARTMENT FOR PEOPLE

C3 Secondary School Expansion Programme - £20,000,000

17/18 - £0

18/19 - £7,996,000

19/20 - £8,579,000

20/21 - £3,425,000

This scheme is to expand the secondary schools within Southend to ensure that all pupils can access a school place where requested in line with the recent primary expansion programme. This is to enable the Council to meet its statutory duty to supply sufficient school places.

This scheme is to be funded by an estimated £10,000,000 from Government grant (subject to final Government capital funding announcements) with the remainder from corporate borrowing.

C4 School Refurbishment Programme - £1,000,000

17/18 - £1,000,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to undertake higher cost condition projects at our maintained schools where the schools do not have the income to fund the works. These works are to prevent the deterioration of the Council's school building stock and to ensure they remain fit for purpose.

This scheme is to be funded from Government grant.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C5 Re-development of Delaware, Priory and Viking - £9,500,000

17/18 - £300,000

18/19 - £2,900,000

19/20 - £6,300,000

20/21 - £0

This scheme is for the re-development of Priory and Delaware Residential Care homes and the Viking Day Centre for people with a learning disability. In order for the Council to proceed with the preferred option it would need to enter into procurement contracts for design and build and new facilities.

This scheme is in addition to the £2,052,000 budget already in the approved capital programme funded from corporate borrowing. The level of capital investment is likely to be around £11.5 million but the exact level of investment would be determined ultimately through the market testing of the procurement.

This scheme is to be funded by £2,000,000 of capital receipts generated through the sale of surplus sites, with the remainder funded by corporate borrowing. The full financing costs of the borrowing will be met from a leasing cost for the new buildings paid for by the new Adult Social Care Local Authority Trading Company.

Sub-Total Department for People

£30,500,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

DEPARTMENT FOR PLACE

A – CORE ICT INFRASTRUCTURE - £1,160,000

C6 ICT - Central Government IT Security Compliance - £150,000

17/18 - £75,000

18/19 - £75,000

19/20 - £0

20/21 - £0

This scheme is to create additional security and to procure products that keep the Council's business architecture up to date with Public Services Network (PSN) compliance and legislation. The scheme is to include full versions of the latest security software and techniques to provide adequate protection against Cyber Security, Ransomware and Data-Loss attack.

This scheme is to be funded from corporate borrowing.

C7 ICT - Core Application and Database Migration - £75,000

17/18 - £75,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to support the migration of core corporate applications and their databases to the newly built ICT infrastructure (which includes computers, storage and networks). If existing applications are not migrated they will not benefit from the speed the new infrastructure affords and the older infrastructure will become increasingly more expensive.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C8 ICT – Enterprise Agreement - £640,000

17/18 - £80,000

18/19 - £280,000

19/20 - £280,000

20/21 - £0

This is an increase the existing Enterprise Agreement scheme and is to renew the Council's desktop operating and office systems as the Council is currently two versions behind on Windows 7. Features like Windows 10 and Office 2016 will require further licensing commitments alongside other collaboration components. The scheme is to prepare for the end of support of current arrangements for desktop and office services in January 2020. Currently there is an annual provision for this scheme which needs increasing from £200,000 p.a. to £280,000 p.a. and to continue into years 18/19 onwards.

This scheme is to be funded from corporate borrowing.

C9 ICT - Southend Network Monitoring Equipment - £60,000

17/18 - £40,000

18/19 - £20,000

19/20 - £0

20/21 - £0

This scheme is enable live views of the new Council Giga-bit Network including the Data Centre, Tickfield and potentially a new Intelligence Hub. Increased reliance on the Council's borough-wide network in a Digital City will require proactive software to monitor faults before serious failure occurs. Not doing this will mean potential loss of school business, unacceptable network outages at Council buildings across the Borough and loss of reputation going forward as we increase reliance on automation of Council services.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C10 ICT - Upgrade of Capacity of Internet - £150,000

17/18 - £150,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to upgrade the capacity of the Council's internet provision, its libraries and the schools which sign up to the 1 gig Dark Fibre infrastructure offering. Now that the network providing connectivity to the Council's site and most schools in the Borough has been upgraded to 1 gig by City Fibre there is an associated need to upgrade the internet link from our Internet Service Provider (ISP). It is estimated that £50,000 of additional one-off revenue budget would be needed in 2017/18, which is accounted for in the Council's budget.

This scheme is to be funded from corporate borrowing.

C11 ICT - Mobile Working and Enterprise Mobility - £85,000

17/18 - £85,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to purchase new remote mobility software to allow working from home and in the borough securely and with increased staff uptake (including using older previously incompatible applications). It includes the installation of new technology for accessing apps on more devices remotely and compliance with Government standards around security.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

B – CORPORATE ICT BUSINESS TRANSFORMATION - £700,000

C12 ICT - Phones Migration and Re-Tender - £80,000

17/18 - £80,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to transition the Council to mobile or soft phone telephony and release back office desktop phones for the majority of staff. This will aid mobile working and home working in line with the digital culture of a 21st Century workforce.

This scheme is to be funded from corporate borrowing.

C13 ICT - Digitally Enable the Council Offices - £120,000

17/18 - £80,000

18/19 - £40,000

19/20 - £0

20/21 - £0

This scheme is to digitally enable the Council Offices for conferencing, collaboration and paperless meetings in line with the needs of the 21st Century Public Servant. The scheme will include the installation of conferencing equipment on each floor in Civic 1 and the installation of wall mounted screens in meeting rooms for sharing information on-screen.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C14 ICT - Delivery of Phase 1 of “Smart City Journey” - £500,000

17/18 - £0

18/19 - £500,000

19/20 - £0

20/21 - £0

This scheme is to deliver Phase 1 of the ambitions contained in the Council’s “Smart City Journey” which identifies both immediate and longer term opportunities for the Borough. The aims of Phase 1 are to provide:

- an Intelligence Hub/Centralised Control Room for Council/Borough;
- the provision of a data warehouse;
- the progression of a number of “Smart” pilots (proof of concept)
- the provision of an Open Data solution.

This scheme is to be funded from corporate borrowing.

C – DEPARTMENTAL ICT BUSINESS TRANSFORMATION - £635,000

C15 ICT - Upgrade of Enterprise Resource Planning (ERP) system - £75,000

17/18 - £75,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to upgrade the Unit4 ERP system to ‘Business World On!’ to support the Council’s payroll, procurement and general ledger requirements. Without the upgrade the system would ultimately become out of supported versions resulting in failed PSN status and development of the system would stagnate.

This scheme is to be funded from the Agresso reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C16 ICT – Childrens and Adult Social Care – Development of the Liquid Logic Case Management System - £560,000

17/18 - £300,000

18/19 - £260,000

19/20 - £0

20/21 - £0

This scheme is to invest in the additional modules of the newly acquired Liquidlogic Care Management System in Adults and Children's' Social Care, to further empower individuals, partners and social care front line staff as well as support social care finance staff by improving processes. The aim is to maximise the potential of the system, which will support a whole system transformational approach to change and include community groups, health and social care. It is estimated that £50,000 of additional revenue budget would be needed for support and maintenance and hosting, which will be funded by the People Department's existing budget. This scheme is in addition to the £2,035,000 budget already in the approved capital programme, funded from corporate borrowing.

This scheme is to be funded from corporate borrowing.

D – OTHER PLACE SCHEMES - £39,150,000

C17 Travel Centre – Bus Service Provision in the Town Centre - £50,000

17/18 - £50,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is for door replacement and security improvements at the travel centre.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C18 Wheeled Sports Facility Central Southend Area - £250,000

17/18 - £0

18/19 - £25,000

19/20 - £225,000

20/21 - £0

This scheme is to provide a concrete surfaced wheeled sports facility within the central Southend area to cater for users of varied ages and skill levels. This is to reduce the perceived nuisance of skaters and other wheeled sports activities in the town centre by providing a dedicated facility for this type of activity in the central area. The cost of the facility will depend on the location and the size of the facility.

This scheme is to be funded from corporate borrowing.

C19 Resort Assets - £50,000

17/18 - £50,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to provide commercial space in the form of 'beach hut' buildings on Southend Pier, rickshaw type bikes for the visitor offer and a shelter on City Beach. Adding to the visitor experience and income opportunities the Pier would host two commercial 'huts' offering goods and services throughout the season along with a small fleet of rickshaws to provide transport options. The other element is a contemporary shelter to offer summer shade and rain protection on City beach responding to business and visitor requests.

This scheme is to be funded from the capital reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C20 Southend Pier – Pier Pavilion Platform Detailed Design (Gateway Review One) - £250,000

17/18 - £125,000

18/19 - £125,000

19/20 - £0

20/21 - £0

This scheme is to progress a preferred option for developing the Pavilion Deck of the Pier including detailed design and submission of planning and listed building consents. The Pavilion Deck offers the greatest potential to develop income generating uses on the pier and should the project not be progressed the Pavilion Deck will continue to be an underused asset.

Should the Pavilion Deck not be developed this Gateway Review could no longer be deemed capital and would need to be charged to revenue.

This scheme is to be funded from corporate borrowing.

C21 Southend Pier – Bearing Refurbishment - £1,000,000

17/18 - £500,000

18/19 - £500,000

19/20 - £0

20/21 - £0

This scheme is to undertake a planned programme of works of bearing refurbishment along gridlines 3 and 4 in order to clean and un-seize pile caps thereby reducing the risk of future pile cap failures. This is to address issues identified in the 'Southend Pier – Assessment of Pile Cap Fractures Interim Report – September 2016'.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C22 Southend Pier – Timber Outer Pier Head - £8,000,000

17/18 - £500,000

18/19 - £5,000,000

19/20 - £2,500,000

20/21 - £0

This scheme is to reconstruct the timber outer pier head as recommended following a structural review of the area. Following storm damage in 2015 sections of the lower timber deck were removed and a detailed examination has been undertaken of the exposed structure. This has identified a requirement to rebuild the area of the Pier Head due to its condition.

This scheme is to be funded from corporate borrowing.

C23 Southend Pier – Structural Works - £500,000

17/18 - £0

18/19 - £0

19/20 - £0

20/21 - £500,000

This scheme is to deliver a continuing planned approach to addressing the condition works identified within the 'Southend Pier – Specific Condition Survey May 2014' and subsequent surveys thereby reducing the requirement for urgent and/or reactive condition works. This scheme is in addition to the £4,196,000 budget already in the approved capital programme for the years 16/17 to 19/20, funded from corporate borrowing.

This scheme is to be funded from corporate borrowing.

C24 Southend Pier – Prince George Extension (Phase Two) - £1,500,000

17/18 - £0

18/19 - £750,000

19/20 - £750,000

20/21 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

This scheme is to complete essential structural reinforcement works to the Prince George Extension of the pier. This is in addition to the £1,176,000 budget already in the approved capital programme, funded from corporate borrowing. Detailed investigations have identified that this funding will only enable elements of the deterioration of the Prince George Extension to be addressed. This work is being focussed on the area beneath the RNLI Lifeboat Station and the area immediately adjacent to the Pier Head.

This scheme is to be funded from corporate borrowing.

C25 Southend Pier – Pier Entrance Enhancement - £300,000

17/18 - £250,000

18/19 - £50,000

19/20 - £0

20/21 - £0

This is a scheme to reconfigure the Western side of the Pier Entrance. The scheme sees the re-occupation by the Council of the area currently used as an amusement arcade to enable the whole Pier Entrance area to be re-configured to create a much more welcoming space for visitors which also presents opportunities for visitor information, displays and small events to be held. The scheme will also deliver an area for refreshments which can be used by the public and in particular, visitors waiting for pier trains.

This scheme is to be funded from corporate borrowing.

Further New Investment in Southend Pier:

Year:	17/18	18/19	19/20	20/21	Total
Amount (£):	1,375,000	6,425,000	3,250,000	500,000	11,550,000

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C26 Energy Projects - £250,000

17/18 - £125,000

18/19 - £125,000

19/20 - £0

20/21 - £0

This scheme is for feasibility studies to investigate and demonstrate the opportunity for income generation, expenditure savings and to demonstrate the benefits of the following:

- Tidal and wave energy generation on the pier. Separate studies would be needed as tidal energy is more advanced than wave energy at present and are separate industries, although connected by both using the power of the sea. The deployment of both tidal and wave will be subject to a constraint that no additional load is to be placed on the Pier with devices generally tethered to the sea bed rather than the pier;
- Drainage sensors - to investigate, trial and install sensors in drains, gullies and sustainable drainage systems owned by the Council and Anglian Water to learn what happens with water flows to determine the most economic way to manage excess water events and to reduce surface water flooding. An element of this will be funded by Anglian Water;
- Solar PV and battery energy - to install solar PV panels on the roofs and/or batteries in selected buildings operated by the Council and others where the life of the building is likely to be more than 25 years.

This scheme is to be funded from the capital reserve with an element to be funded from third party contributions.

C27 CCTV Equipment Renewal - £420,000

17/18 - £420,000

18/19 - £0

19/20 - £0

20/21 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

This scheme is to upgrade the Council's CCTV system to support the Southend Community Safety Partnership, cover crime and disorder hotspots and assist the police to respond to and investigate incidents. This project is to replace 92 analogue CCTV cameras with modern digital units and to reinstall one further camera. In addition the scheme will include up to 20 dark fibre cables to enable connectivity to the existing camera network and potential future growth.

This scheme is to be funded from corporate borrowing.

C28 Improved Car Park Signage and Guidance Systems - £485,000

17/18 - £275,000

18/19 - £185,000

19/20 - £25,000

20/21 - £0

This scheme is to develop and improve the car park signage (including Variable Message Signs) for the whole Borough and to introduce new signage especially for other seafront car parks.

This scheme is to be funded from corporate borrowing.

C29 Car Parking in the Town Centre and Central Seafront - £5,000,000

17/18 - £250,000

18/19 - £2,500,000

19/20 - £2,000,000

20/21 - £250,000

This scheme is to review options and provide additional car park capacity at sites in the south of the Central Southend area.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C30 Improving Resilience of the Borough to Flooding from Extreme Weather Events - £250,000

17/18 - £250,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to reduce the effect of extreme rainfall on the Borough to provide resilience to changing weather patterns. This would deliver short term measures and plan for the medium and longer term. There would be a further bid next year to continue delivery of short term measures once the outcome of this work is known.

This scheme is to be funded from corporate borrowing.

C31 Cliffs Pavilion – External Cladding- £320,000

17/18 - £320,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to replace the decaying mosaic tiles on the external wall of the building with cladding. The mosaic tiles have been in place since the Cliffs Pavilion was built in the mid-1960s and the bonding to the structural frame is failing, resulting in falling tiles. The work will not require any closure of the theatre but will require scaffolding around parts of the building and car parking and access requirements will need to be taken into consideration.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C32 Chase Sports and Fitness Centre - Light Fitting Replacement - £70,000

17/18 - £70,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to upgrade and replace the light fittings in the main sports hall and upper gym. The condition survey carried out in April 2015 identified the lighting in the main sports hall as urgent and in need of immediate attention. The gym lighting was described as essential work required within one year to prevent further deterioration.

This scheme is to be funded 29% from external contributions and 71% from corporate borrowing.

C33 Southend Cliffs - Replacement of Handrails - £45,000

17/18 - £45,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to replace handrails along the Cliffs area as they are in a poor state of repair. The cost of the project is for materials only and assumes installation by the grounds maintenance team, if an external contractor is used the cost will need to increase.

This scheme is to be funded from the capital reserve.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C34 Southend Leisure and Tennis Centre - Building Management System (BMS) Control - £100,000

17/18 - £100,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is replace the current manual system which is not being used with an automatic system. Installing an automatic system will enable heating and cooling to operate in accordance with pre-programmed times when needed.

This scheme is to be funded from corporate borrowing.

C35 Palace Theatre Boilers Replacement - £125,000

17/18 - £125,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to replace the current boilers The heating systems and boilers were identified as an issue in the Council's condition surveys, with a recommendation of replacement. The controls and control panel were also identified at this time as being in need of replacement at the same time as the boilers.

This scheme is to be funded from corporate borrowing.

C36 Palace Theatre – Replacement of Asbestos Stage Safety Curtain - £100,000

17/18 - £25,000

18/19 - £75,000

19/20 - £0

20/21 - £0

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

This scheme is to ensure that the fire safety curtain meets the appropriate health & safety standards. Listed building consent is required for this work.

This scheme is to be funded from corporate borrowing.

C37 Replacement and Upgrade of Parks Furniture - £120,000

17/18 - £30,000

18/19 - £30,000

19/20 - £30,000

20/21 - £30,000

This scheme is to provide an annual provision for the replacement of furniture at parks and open spaces across the borough including litterbins, dog bins, signage and fencing. The project will include a review of the style and number of waste receptacles used and the development of a signage strategy to be used in all public open spaces across the town. The reviews will lead the replacement of the inadequate parks furniture and fences currently in place with more appropriate and lower maintenance options.

This scheme is to be funded from corporate borrowing.

C38 Sidmouth Park - Replacement of Play Equipment - £75,000

17/18 - £75,000

18/19 - £0

19/20 - £0

20/21 - £0

This scheme is to replace the old play equipment which is nearing the end of its current life.

This scheme is to be funded from corporate borrowing.

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

C39 Airport Business Park – £19,890,000

17/18 – £10,440,000

18/19 - £9,450,000

19/20 - £0

20/21 - £0

This scheme is to deliver a range of significant infrastructure interventions at the Airport Business Park.

Funding from the Local Growth Fund has been secured to deliver the outputs detailed in the business case.

This scheme is to be funded 100% from Government grant.

<u>Sub-Total Department for Place</u>	<u>£41,645,000</u>
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<u>TOTAL CAPITAL SCHEMES - GENERAL FUND</u>	<u>£72,775,000</u>
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CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

HOUSING REVENUE ACCOUNT

C40 HRA Future Programme – £6,200,000

17/18 - £0

18/19 - £0

19/20 - £0

20/21 – £6,200,000

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 **£6,200,000**

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

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

Year	General Fund £'000	Housing Revenue Account £'000	Total £'000
2017/18	16,495	0	16,495
2018/19	30,886	0	30,886
2019/20	20,689	0	20,689
2020/21	4,705	6,200	10,905
TOTAL	72,775	6,200	78,975

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 ⁽¹⁾ £'000	Housing Revenue Account Self-Funded £'000	Total £'000
2017/18	4,440	0	11,485	570	0	16,495
2018/19	14,413	1,200	13,473	1,800	0	30,886
2019/20	10,100	6,300	4,289	0	0	20,689
2020/21	2,992	0	1,713	0	6,200	10,905
TOTAL	31,945	7,500	30,960	2,370	6,200	78,975

Note 1- Capital receipts or revenue contributions to capital including from earmarked reserves

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

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	Priority Works	500	0	0	0	0	500
C2	Replacement of the Boiler at Southend Crematorium	130	0	0	0	0	130
	Department of the Chief Executive Total:	630	0	0	0	0	630
C3	Secondary School Expansion Programme	10,000	0	10,000	0	0	20,000
C4	School Refurbishment Programme	0	0	1,000	0	0	1,000
C5	Re-development of Delaware, Priory and Viking	0	7,500	0	2,000	0	9,500
	Department for People Total:	10,000	7,500	11,000	2,000	0	30,500
C6	ICT - Central Government IT Security Compliance	150	0	0	0	0	150
C7	ICT - Core Application and Database Migration	75	0	0	0	0	75
C8	ICT – Enterprise Agreement	640	0	0	0	0	640
C9	ICT - Southend Network Monitoring Equipment	60	0	0	0	0	60

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

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
C10	ICT - Upgrade of Capacity of Internet	150	0	0	0	0	150
C11	ICT - Mobile Working and Enterprise Mobility	85	0	0	0	0	85
	A - Core ICT Infrastructure Total	1,160	0	0	0	0	1,160
C12	ICT - Phones Migration and Re-Tender	80	0	0	0	0	80
C13	ICT - Digitally Enable the Council Offices	120	0	0	0	0	120
C14	ICT - Delivery of Phase 1 of "Smart City Journey"	500	0	0	0	0	500
	B - Corporate ICT Business Transformation Total	700	0	0	0	0	700
C15	ICT - Upgrade of Enterprise Resource Planning (ERP) system	0	0	0	75	0	75
C16	ICT – Childrens and Adult Social Care – Development of the Liquid Logic Case Management System	560	0	0	0	0	560
	C - Departmental ICT Business Transformation Total	560	0	0	75	0	635

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

No.	Scheme name	General Fund Borrowing	General Fund Borrowing where financing costs to be met from savings/income generation	General Fund External Funding	General Fund Existing Funding	Housing Revenue Account Self-Funded	Total
		£'000	£'000	£'000	£'000	£'000	£'000
C17	Travel Centre – Bus Service Provision in the Town Centre	50	0	0	0	0	50
C18	Wheeled Sports Facility Central Southend Area	250	0	0	0	0	250
C19	Resort Assets	0	0	0	50	0	50
C20	Southend Pier – Pier Pavilion Platform Detailed Design (Gateway Review One)	250	0	0	0	0	250
C21	Southend Pier – Bearing Refurbishment	1,000	0	0	0	0	1,000
C22	Southend Pier – Timber Outer Pier Head	8,000	0	0	0	0	8,000
C23	Southend Pier – Structural Works	500	0	0	0	0	500
C24	Southend Pier – Prince George Extension (Phase Two)	1,500	0	0	0	0	1,500
C25	Southend Pier – Pier Entrance Enhancement	300	0	0	0	0	300
C26	Energy Projects	0	0	50	200	0	250
C27	CCTV Equipment Renewal	420	0	0	0	0	420

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

No.	Scheme name	General Fund Borrowing	General Fund Borrowing where financing costs to be met from savings/income generation	General Fund External Funding	General Fund Existing Funding	Housing Revenue Account Self-Funded	Total
		£'000	£'000	£'000	£'000	£'000	£'000
C28	Improved Car Park Signage and Guidance Systems	485	0	0	0	0	485
C29	Increasing Car Park Capacity in the Town Centre and Central Seafront	5,000	0	0	0	0	5,000
C30	Improving Resilience of the Borough to Flooding from Extreme Weather Events	250	0	0	0	0	250
C31	Cliffs Pavilion – External Cladding	320	0	0	0	0	320
C32	Chase Sports and Fitness Centre – Light Fitting Replacement	50	0	20	0	0	70
C33	Southend Cliffs: Replacement of Handrails	0	0	0	45	0	45
C34	Southend Leisure and Tennis Centre: Building Management System (BMS) Control	100	0	0	0	0	100
C35	Palace Theatre Boilers Replacement	125	0	0	0	0	125
C36	Palace Theatre – Replacement of Asbestos Stage Safety Curtain	100	0	0	0	0	100

CAPITAL PROGRAMME - NEW SCHEMES/ADDITIONS
2017/18 to 2020/21

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
C37	Replacement and Upgrade of Parks Furniture	120	0	0	0	0	120
C38	Sidmouth Park: Replacement of Play Equipment	75	0	0	0	0	75
C39	Airport Business Park	0	0	19,890	0	0	19,890
	D – Other Place Schemes Total	18,895	0	19,960	295	0	39,150
	Department for Place Total:	21,315	0	19,960	370	0	41,645
	General Fund Total:	31,945	7,500	30,960	2,370	0	72,775
C40	HRA Future Programme	0	0	0	0	6,200	6,200
	HRA Total:	0	0	0	0	6,200	6,200
	TOTAL GF AND HRA	31,945	7,500	30,960	2,370	6,200	78,975

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Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Department of the Chief Executive							
Tickfield - Creating Capacity	C10687	2					2
Perimeter Security Improvements	C10791	7					7
	Total Council Buildings	9					9
Seaways - HCA Condition Funding	C10656		170				170
Civic East Car Park Redevelopment	C10748			1,019	3,000	1,685	5,704
Commercial Property Investment	C10749		1,000	2,000	2,000	1,000	6,000
Demolition of Leigh Cliffs Public Toilets	NEW	15					15
East Beach Café Project	C10644	32					32
Herbert Grove Security	NEW	10					10
Library Car Park Reconstruction and Enhancement	C10750	49	4,000	1,150			5,199
New Beach Huts Phase 2	C10631		109				109
Pier Arches toilets - waterproofing solution	C10734	30					30
Porters Civic House and Cottage	C10571	9					9
Porters Civic House - Repairs to Building	C10657	2					2
Ropers Farm Cottages - water supply	C10840	45					45
Seaways Development Enabling Works	C10643	4	3				7
Toilet Refurbishment Thorpe Hall Avenue	C10703	92					92
Urgent Works To Property	C10181	41					41
Warrior Square Gardens Kiosk	C10823	5					5
	Total Asset Management	334	5,282	4,169	5,000	2,685	17,470
Regeneration	C10747	500					500
Commercial Property	C10751		500	400			900
Ground Penetrating Radar	C10745	242					242
	Total Better Queensway	742	500	400			1,642
Cremator Hearth Replacement	C10677	34					34
Crematorium Re-Quip (Mercury)	C10055	16					16
Cremated Remains Plots	C10754	90					90
Essential Crematorium/Cemetery Equipment	C10572	175					175
Mercury Emissions Testing Equipment	C10753	20					20
New Burial Ground	C10054	80					80
Pergola Walk Memorial Scheme	C10755	370					370
Replacement Boiler at Southend Crematorium	NEW		130				130
	Total Cemeteries & Crematorium	785	130				915
Priority Works	C10121	161	488	500	500	500	2,149
	Total Priority Works	161	488	500	500	500	2,149
	Total Department of the Chief Executive	2,031	6,400	5,069	5,500	3,185	22,185

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Department for People							
Community Capacity	C10526	215	367				582
Dementia Friendly Environments	C10598	3	27				30
Mental Health Funding Stream	C10184	68	7				75
Priory House - Condition Works	C10693	20	94				114
Transforming Care Housing	C10689	165					165
LATC - Delaware and Priory	C10621	18	982	4,158	6,300		11,458
Total Adult Social Care		489	1,477	4,158	6,300		12,424
Disabled Facilities Grant	C10145	700	900	743			2,343
Empty Dwelling Management	C10020	200	303				503
PSH Works in Default - Enforcement Work	C10503	100	136				236
Private Sector Renewal	C10146	305	450	450			1,205
Warmer Healthy Homes Expenditure	C10255	18					18
Total General Fund Housing		1,323	1,789	1,193			4,305
AHDC Short Breaks for Disabled Children	C10282	64					64
Total Children & Learning Other Schemes		64					64
Bournes Green Junior Boiler	New		135				135
Bournes Green Junior Roof	C10771	168					168
Chalkwell Infants Hall/Kitchen Windows	New		23				23
Chalkwell Infants Main Building Windows	New		45				45
Chalkwell Infants Roof	New		12				12
Earls Hall Ducts and Pipework	C10711	59	68				127
Edwards Hall Roofs	C10713	70					70
Earls Hall Roof Drainage	C10772	28					28
Fairways Fire Alarm	New		42				42
Friars Boilers	C10773	150					150
Friars Curtain Walling	C10532	14					14
Friars Fire Systems Replacement	C10647	35					35
Future condition projects	C10024	119	142				261
Futures Heating and Pipe Ducts	C10714	5	168				173
Hamstel Juniors Fire Systems (H&S)	C10790	34					34
Hamstel Junior Windows	C10774	168					168
Kingsdown Fire System Upgrade	C10775	39					39
Prince Avenue Fire Systems and Rewire	C10650	48					48
Richmond Roof	New		17				17
Thorpedene Boiler	C10717	11					11
West Leigh Infant Roofs	C10718	44					44
Total Condition Schemes		992	652				1,644

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Devolved Formula Capital	C10014	288	288				576
Total Devolved Formula Capital		288	288				576
Small Friends Expansion	New		60				60
Friars Primary School	New		332				332
Edwards Hall	New		144				144
Total Early Years			536				536
Expansion of 2 yr old Childcare Places	C10558	10	62				72
School Improvement and Provision of School Places	C10475	9,296	7,778	8,195	8,579	3,425	37,273
Sacred Heart Primary School	C10620	8					8
School Refurbishment Programme	New		1,000				1,000
St Helens to FE	C10618	1,049					1,049
St Marys East	C10617	666					666
Total Primary and Secondary School Places		11,029	8,840	8,195	8,579	3,425	40,068
Total Department for People		14,185	13,582	13,546	14,879	3,425	59,617

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Department for Place							
ASO Machinery Purchase	C10731	4					4
Belfairs Golf Course - Drainage	C10552	2					2
Belfairs Swim Centre H & S	C10623	47					47
Belfairs Woodland Centre Project	C10502	75					75
Belton Hills Steps	C10777	3	1,497				1,500
Central Museum Works	New		150	100			250
Chalkwell Park and Priory Park Tennis Courts	C10682		52				52
Chase Sports & Fitness Centre - Fire Alarm	C10732	4					4
Chase Sports and Fitness Centre - Lighting Fitting Replacement	New		70				70
Cliffs Pavilion - External Cladding	New		320				320
Cliffs Pavilion - External Works above Maritime Room	C10695	97					97
Cliffs Pavilion - Refurbishmen of passenger lift	C10692	17					17
Cliffs Pavilion - Replacement floor in auditorium	C10670	6					6
Cliffs Pavilion undercroft piping replacement – urgent works	C10722	99					99
Energy Improvements in Culture Property Assets	C10565		119				119
Hard Surface Path Improvements	C10566	28					28
Library Review	C10624	131	325				456
"Make Southend Sparkle" Initiative	C10778	10	10	10			30
New Museum - Gateway Review	C10776	56	1,500				1,556
Palace Theatre - Air Handling Units	C10782	25	215				240
Palace Theatre Boilers Replacement	New		125				125
Palace Theatre - Replacement of Asbestos Stage Safety Curtain	New		25	75			100
Palace Theatre - Replacement of External Windows	C10725	55					55
Parks Land Drainage - Belfairs Park	C10680	8					8
Parks Land Drainage - Southchurch Park	C10681	7					7
Parks land drainage - Blenheim Park	C10694	4					4
Playground Gates	C10779	5	125				130
Priory Park Water Main	C10625	29					29
Prittlewell Prince Research	C10043		38				38
Prittlewell Prince Storage	C10696	85	35				120
Pump Priming Budget	C10044		100	233			333
Replacement and Upgrade of Parks Furniture	New		30	30	30	30	120
Replacement of Play Equipment	C10780	50	50	50			150
Sidmouth Park - Replacement of Play Equipment	New		75				75
Southchurch Park Bowls Pavillion	C10739		20				20
Southchurch Park Lighting	C10591	5					5
Southchurch Park Tow Path	C10781		250				250
Southend Cliffs - Replacement of Handrails	New		45				45
Southend Leisure & Tennis Centre - Air Handling Units	C10783	375					375

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Southend Leisure and Tennis Centre - Building Management System (BMS) Control	New		100				100
Southend Leisure & Tennis Centre - Refurbishment of Lift	C10627	18					18
War Memorials within the Borough	C10569	32					32
Wheeled Sports Facility Central Southend Area	New			25	225		250
Total Culture		1,277	5,276	523	255	30	7,361
Barracuda Replacement	C10756		30				30
DEFRA Inspire III	C10640		4				4
Digitisation of Paper Records	NEW		150				150
GCSx Mail Update	C10766	11					11
ICT Priority Works	C10767		100				100
ICT - Core Application and Database Migration	NEW		75				75
ICT Capita One Enhancements/Developments	C10633	20					20
ICT Core Infrastructure	C10575	1,899					1,899
ICT - Central Government IT Security Compliance	NEW		75	75			150
ICT - Delivery of Phase 1 of "Smart city Journey"	NEW			500			500
ICT - Digitally Enable the Council Offices	NEW		80	40			120
ICT Enterprise Agreement	C10636	64	280	280	280		904
ICT E-Procurement Solution	C10635	5	29				34
ICT - Mobile Working and Enterprise Mobility	NEW		85				85
ICT - Phones Migration and Re-Tender	NEW		80				80
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	C10637	1,353	982	260			2,595
ICT Rolling Replacement Programme	C10576	156	200	200	200		756
ICT - Southend Network Monitoring Equipment	NEW		40	20			60
ICT - Upgrade of Capacity of Internet	NEW		150				150
ICT - Upgrade of Enterprise Resource Planning (ERP) System	NEW		75				75
IT Human Resources Case Management System	C10679	3	17				20
Mobile Device End Point Protection Replacement	C10768		90				90
Pier and Foreshore ICT Improvement Programme	C10698	152					152
Place - Business Transformation in End to End Reporting	C10757	325	375				700
Place - Culture - Hardware in Libraries	C10764	50					50
Place - Culture and Enterprise and Tourism - EPOS System	C10758	30					30
Place - Culture and Enterprise and Tourism - Events Booking System	C10759	50					50
Place - Enterprise, Regeneration and Tourism - Upgrade of Pier Network Infrastructure	C10762	50					50
Replacement and Enhancement to Cash Receiving System	C10578	21					21
Replacement of Remote Working Solution	C10769	100					100
Software Licencing	C10426	268	320	320	320		1,228
Web Development	C10763	30					30
Websense Replacement	C10770		30				30
Wireless Access Point Upgrade	C10760	30					30
Wireless Borough/City Deal	C10580	16	340				356
Total ICT Programme		4,633	3,607	1,695	800		10,735

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Airport Business Park (including Local Growth Fund)	C10261	3,525	13,440	16,678			33,643
City Deal - Incubation Centre	C10668		44				44
Three Shells Lagoon	C10658	1,669					1,669
Pier Hill Lifts Replacement	C10737	294					294
Pier Hill Lifts Tower Leaks	C10856	30					30
Property Refurbishment Programme	C10626	506	500	500	500		2,006
Resorts Assets	NEW		50				50
Total Enterprise, Tourism & Regeneration		6,024	14,034	17,178	500		37,736
Southend Pier - Bearing Refurbishment (Phase One)	NEW		500	500			1,000
Southend Pier - Condition Works	C10697	666	910	1,135	1,485		4,196
Southend Pier - Pier Entrance Enhancement	NEW		250	50			300
Southend Pier - Pier View Gallery	C10855		200				200
Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	NEW		125	125			250
Southend Pier - Prince George Extension Works (Phase One)	C10038	200	976				1,176
Southend Pier - Prince George Extension (Phase Two)	NEW			750	750		1,500
Southend Pier - Structural Works	NEW					500	500
Southend Pier - Timber Outer Pier Head	NEW		500	5,000	2,500		8,000
Total Southend Pier		866	3,461	7,560	4,735	500	17,122
Cliff Slip Investigation Works	C10784	10	270				280
Cliff Stabilisation - Clifton Drive	C10683	255					255
Coastal Defence (Shoebury Common Sea Defence Scheme)	C10011	186	250	3,420	500		4,356
Improving Resilience of the Borough to Flooding from Extreme Weather Events	NEW		250				250
Southend Shoreline Strategy	C10843	160					160
Total Coastal Defence and Foreshore		611	770	3,420	500		5,301
Carriageways and Footways Improvements	C10786	1,000	1,000	1,000	1,000		4,000
Cinder Path	C10115	17	75	727			819
Gaist Highways Asset Management Project	C10785	80					80
Highways Maintenance - Potholes	C10588	65	167	65	65	65	427
Highways Planned Maintenance Investment	C10029	390	662				1,052
National Productivity Investment Fund	NEW		459				459
Street Lighting Renewal	C10061	6,571	3,985				10,556
Total Highways & Infrastructure		8,123	6,348	1,792	1,065	65	17,393
Car Park Infrastructure Improvements	C10787	100	300				400
Car Parks Upgrade	C10151	34	100				134
Car Parking in the Town Centre and Central Seafront	NEW		250	2,500	2,000	250	5,000
Improved Car Park Signage and Guidance Systems	NEW		275	185	25		485
Total Parking Management		134	925	2,685	2,025	250	6,019

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
S106 3 Acacia Drive - education	C10835		27				27
S106 Airport 0901960 Fulm - Open Space	C10799	7					7
S106 Audley Court 0200874 Ful - CCTV	C10276		10				10
S106 Avenue Works 1401968AMDT - cycleway improvement	C10727		2				2
S106 Avenue Works 1401968AMDT - Public Art	C10801		15				15
S106 Ajax Works 0300130ful - landscaping maintenance	C10199	1	2	3			6
S106 Bellway Prittlebrook - education	C10724		306				306
S106 Former Coll 0801062FULM - Transport Contribution	C10203	8					8
S106 Dairy Crest 1400340AMDT - Affordable Housing	C10741		202				202
S106 Essex House 1500521FULM - bus stop improvement	C10793	3					3
S106 Essex House 1500521FULM - education	C10794		34				34
S106 Former College 1000225FUL - Tree Replacement	C10207	11					11
S106 Garrison 0000777 Deposit - information boards	C10811	2	3				5
S106 Garrison 0000777 Deposit - Junior Play Area maintenance	C10812		10				10
S106 Garrison 0000777 Deposit - rubbish clearance	C10822	1					1
S106 Garrison 0000777 Deposit - Toddler Play Area maintenance	C10815		6				6
S106 Garrison 0000777 Depost - CCTV	C10810	1					1
S106 Garrison Park Store	C10188	1					1
S106 High Works Shoe Garrison	C10213		2				2
S106 Nth Ambleside 0701079FULM - Recreation	C10201	2					2
S106 22-23 The Leas - eductation	C10831		41				41
S106 Lifstan Way 0000273 Out - Open Space Maintenance	C10269	3	8	72			83
S106 910 London Road 0901899 ful - Tree Replacement	C10479	1					1
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution	C10816		2				2
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	C10205	470	57				527
S106 North Shoebury Road 0301504out - Public Art	C10819		91				91
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	C10820	30	36	33	231		330
S106 53 Pavilion Dr 0701870OUTM - Affordable Housing	C10652		128				128
S106 Premier Inn 1300835FULM - Bus Stop Improvement	C10653	10					10
S106 87 Rectory Gr 1101018FULM - Affordable Housing	C10581		155				155
S106 Saxon Lodge 1401744BC4M – education	C10795		16				16
S106 Seec 0200500ful - Highway Works	C10073		104				104
S106 18-22 Southchurch Rd - education	C10839		8				8
S106 Sunlight Ldry 1400411FULM - Highway Works	C10686		2				2
S106 Sunlight Ldry 1400411FULM - Public Art	C10821	3	11				14
S106 285 Sutton Rd 1100087FULM - Highway Works	C10796		15				15
S106 Univ H-Way0401561ful	C10196	42					42
S38/S278 Airport 0901960 Fulm	C10275	10	91				101
S278 Health & Beaumont House	C10792	1					1
S78 Bellway Homes 14/00943/fulm	C10730	1	13				14
S38 Fossetts Farm Bridleway	C10193	20	95				115
S38 Garrison NBP Road Supp Fee	C10267	10	12				22

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
S38 Inspection Magazine Rd	C10190	5					5
Total S106 & S38 Agreements		643	1,504	108	231		2,486
LTP (Integrated Transport block) - Bridge Strengthening	C10512	184	490	350	350	350	1,724
LTP (Integrated Transport block) - Better Sustainable Transport	C10384	417	400	400	400	400	2,017
LTP (Integrated Transport block) - Better Networks	C10671	521	400	400	400	400	2,121
LTP (Integrated Transport block) - Traffic Management Schemes	C10513	520	475	400	400	400	2,195
LTP (Integrated Transport block) - Traffic Control Systems	C10470	201	201	201	201	201	1,005
LTP - Maintenance	C10076	925	868	621	621	621	3,656
LTP - Maintenance - Street Lighting	C10708	50		150	150	150	500
Total Local Transport Plan		2,818	2,834	2,522	2,522	2,522	13,218
Local Growth Fund - A127 Growth Corridor	C10699	3,100	3,277	4,440	3,120	3,000	16,937
Local Growth Fund - Local Sustainable Transport Fund	C10700	124					124
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport)	C10701	705	920	2,120	2,220		5,965
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	C10702	985	2,000	2,000	2,000		6,985
Total Local Growth Fund		4,914	6,197	8,560	7,340	3,000	30,011
A127 Junction Improvements	C10553		416				416
HCA Progress Road	C10254	1	18				19
Southend Transport Model	C10058	5	70				75
Travel Centre - Bus Service Provision in the Town Centre	New		50				50
Total Transport		6	554				560
CCTV Equipment Renewal	New		420				420
Total Community Safety			420				420
Beecroft and Central Museum Energy Project	C10738	795	200				995
Civic Centre Boilers - Low Loss Header	C10676	20					20
Energy Efficiency Projects	C10788	43	750	125			918
LED Lighting - Civic Centre Underground Car Park	C10662	19					19
LED Lighting - University Square Car Park	C10844	75					75
Solar PV Projects	C10789		960				960
Southend Adult Community College Energy Project	C10664	256					256
Schools and Council Buildings Solar PV	C10740	117	100				217
Temple Sutton School Energy Project	C10665	83	200				283
Total Energy Saving		1,408	2,210	125			3,743
Total Department for Place		31,457	48,140	46,168	19,973	6,367	152,105
Total General Fund Capital Schemes		47,673	68,122	64,783	40,352	12,977	233,907

Scheme	Project code	2016/17 Budget £000	2017/18 Budget £000	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	Total Current Budget £000
Housing Revenue Account (HRA)							
Bathroom Refurbishment	C10161	368					368
Central Heating	C10162	650	50				700
Common Areas Improvement	C10168	1,115	1,115				2,230
Environmental - H&S works	C10163	590	400				990
Kitchen Refurbishments	C10164	416					416
Rewiring	C10165	31					31
Roofs	C10166	952					952
Windows and Doors	C10167	202					202
Future Programme (MRA & Decent Homes)	C10298		6,200	5,800	6,200	6,200	24,400
	Total Decent Homes Programme	4,324	7,765	5,800	6,200	6,200	30,289
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	6					6
S106 HRA Land Review	C10685	41					41
	Total S106 Funded HRA Projects	47					47
Construction of New Housing on HRA Land	C10684	2,461					2,461
Southchurch Avenue Hostel Improvement	C10834	109					109
Strategic acquisition of tower block leaseholds	C10614		500				500
	Total Other HRA	2,570	500				3,070
	Total HRA Capital Schemes	7,441	8,610	5,800	6,200	6,200	34,251
TOTAL PROPOSED CAPITAL PROGRAMME		55,114	76,732	70,583	46,552	19,177	268,158

Total Capital Programme 2017/18 to 2020/21: 213,044

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Capital Strategy

2017/18 – 2020/21

February 2017

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Glossary

Southend Borough Council

Capital Strategy

1 Introduction

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.

2 Council Objectives

The Council has agreed a number of corporate aims, priorities and objectives which guide its work. These are set out in the Corporate Plan. Capital Investment Projects must be in line with these overall objectives as well as individual Service aims and objectives. The following processes are designed to ensure this happens.

3 Developing Service Priorities

3.1 Analysis of need

The need for a capital scheme may be identified by a Service through one or more of the following processes. They can also arise from the need to respond to government initiatives.

- Services annually prepare Service Plans for the improvement of their areas; these must identify any capital investment needed to meet future service demands. This should be the main method of identifying and planning for service's capital requirements;
- The Corporate Asset Management Strategy (completed by Property Services alongside Service Departments) and the Education and Schools Asset Management Plans highlight deficiencies in the condition, suitability and sufficiency of the Council's existing building stock and identify future areas of need;
- The Local Transport Plan is a comprehensive strategy looking at the roads and infrastructure needs of the Council;

- The Performance Management System may identify problem areas where capital investment is needed in order to improve service delivery and meet key performance targets;
- Reviews and External Inspections may also identify areas that need capital investment.

These plans and review outcomes must be considered by Portfolio Holders and their Chief Officers. Service delivery requirements will need to be identified, and analysed in terms of future revenue budget needs and also capital funding.

From this analysis of need, Portfolio Holders must identify their key capital priorities for the next 3 – 5 years by the end of summer each year. Once services have identified their list of key capital priorities, possible sources of funding can then be considered for each of the capital schemes. Each project will be considered in terms of revenue funding to cover the operational running costs of the asset and any borrowing repayment costs, and also how the asset will be funded in terms of capital expenditure.

3.2 Strategic Capital Process

In autumn, managers will present the agreed list of key capital projects for their Service to the Corporate Management Team. At this point in time, the Administration are presented with a description of the scheme and the service delivery demands that the project will meet. At this stage funding details are often unavailable, as Government funding allocations are announced later in the year. The presentations inform Members of the key projects to be completed over the next three to five years.

Payments for capital schemes often occur over many years, depending on the size and complexity of the project. Therefore, estimated payment patterns are calculated for each project so that the expected capital expenditure per year is known. This is called a cash flow projection or budget profiling.

The approval of a rolling five year capital programme assists the council in a number of ways. It assists Service Managers, allowing them to develop longer term capital plans for service delivery.

It allows greater flexibility in planning work loads and more certainty for preparation work for future schemes. It will also allow greater integration of the revenue budget and capital programme. It also matches the time requirement for scheme planning and implementation since capital schemes have a considerable initial development phase.

These overall capital programme totals are then reported to Cabinet Members as part of the annual budget process, who then make recommendations on the overall capital programme.

The Cabinet receive the Capital Programme in draft in January each year, then updated in February each year and in turn make their recommendations to full Council.

Once the Council has approved the capital programme, then expenditure can be committed against these approved schemes subject to the terms and conditions of funding.

Whether capital projects are funded from grant, capital allocations, contributions or borrowing, the revenue costs must be able to be met from existing revenue budgets or identified (and underwritten) savings or income streams.

Following approval by Council the capital programme is then monitored on a monthly basis.

4 Detailed Capital Process

The following officer process is the detailed way of supporting the strategic process above.

Service Managers should produce a list of potential schemes for the capital programme. As part of this process option appraisals should be completed by the service, to determine the most cost effective and best service delivery options.

By submitting the project the Service manager is agreeing to fund all operational and running costs of the scheme and to find any necessary capital resources to fund the scheme or make the Cabinet aware of the full requirement of the use of corporate resources.

As part of the feasibility study an assessment of the maintenance costs per annum averaged over the whole life of the asset should be calculated. As a minimum this will be based on the RICS (Royal Institute of Chartered Surveyors) recommended benchmark figure prevailing at the time.

As part of setting the capital programme for new schemes and additions a Gateway Review process will operate for major, complex and strategic projects. This will operate in the following four stages:

Stage One – Project Initiation

- the initial scheme submitted would be to enable the preparation of the initial project brief;

- at the culmination of this stage a detailed Gateway Review would be undertaken to sign off the direction of travel, noting the project risks and the initial projection of investment required to realise the project;

Stage Two – Project Development

- approval would be sought to proceed to the next stage with resource allocated to enable the project to be taken forward to a fully developed design;
- at the culmination of this stage a detailed Gateway Review would be undertaken to sign off the direction of travel, noting the project risks and the projection of investment required to realise the project;

Stage Three – Project Implementation

- approval would be sought to proceed to the next stage with resource allocated to take the project through the technical design stage to project tendering;
- at the culmination of the tendering stage a review would be undertaken against the approved budget and the investment decision agreed for the appointment of the main contractor;

Stage Four – Project Review

- a final Gateway Review would be undertaken considering whether the project has met its initial objectives and reviewing all lessons learned.

Further resources to progress any of these gateway schemes will need to be approved separately by Cabinet and/or as part of the annual review of the capital programme and would be subject to the relevant resources being available.

4.1 Annual Process

A formalised corporate system for prioritising capital projects has been adopted by the council.

All bids are produced in line with the annual budget timetable with consideration for the financial information contained within the bid. Portfolio Holders must be briefed and understand the service need and the budget consequences, both revenue and capital, of completing the scheme.

The Director of Finance and Resources will then take an overall view on the prudence, affordability and sustainability of the overall borrowing level if all bids are accepted.

Once the Director of Finance and Resources has taken a view of the prudence of the overall borrowing level, the Corporate Management Team will then consider the bids from a corporate priority perspective.

Members approve the overall borrowing levels at the budget meeting in February each year as part of the Treasury Management Report. The taking of loans then becomes an operational decision for the Chief Finance Officer who will decide on the basis of the level of reserves and money market position whether borrowing should be met internally from the Capital Reserve/Capital Receipts or whether to enter into external borrowing.

4.2 In year Opportunities

It is recognised that the Council needs to retain an element of flexibility within its capital planning processes and that projects may arise outside of the annual timetable and process.

Any Schemes which arise during the year outside the normal budget process will **only** be considered for borrowing or funding from central resources if they meet a key service need and one or more of the following criteria:-

- The location of the property to be purchased will bring added value to the estate;
- The requirement for the asset is an extraordinary service demand which could not be anticipated in the normal planning processes;
- There is a limited time span when the opportunity is available;

If any such schemes arise within a financial year they will be considered by Cabinet for inclusion in the approved programme.

5 Funding Strategy and Capital Policies

This section sets out the policies of the Council in relation to funding Capital Investment.

5.1 Forward Planning

During the forward budget process members must consider the Council's overall priorities for the next three years and how these link to the Council Plan. These priorities will then be put into the context of revenue and capital budgets, at service level, linking them to service objectives and performance targets.

5.2 External Funding

Services must seek to maximise external funding wherever possible to support capital schemes. This can be in the form of grants and contributions from outside bodies including central government. However, services must underwrite any cost overruns on externally funded schemes. If services bid for external funding for schemes and say at tender or during construction or procurement, costs

exceed the available funding, then services must fund any shortfall from their existing resources (either revenue or capital).

Prior to submitting bids for grant funding, an assessment of the risk of a contract price increase, associated with market conditions or abnormal building plan demands attached to some grants, must be completed to estimate the likelihood of additional funding being needed.

In respect of match funding bids then the relevant service must fully identify the necessary match funding resources from within existing service budgets. If this is not possible then the appropriate service must raise this for consideration with the members of the Corporate Management Team and the relevant portfolio holder prior to submitting any bid for funding.

5.3 Capital Receipts

The Director of Finance and Resources will review all of the Council's property annually against the aims and objectives of the Corporate Asset Management Strategy. The general policy is that these capital receipts are then pooled and used to finance future investment according to priorities, although they may be used to repay debt as permitted by the regulations.

A capital receipt is an amount of money exceeding £10,000 which is received from the sale of an asset.

5.4 Prudential Borrowing

Capital projects that cannot be funded from any other source can be funded from 'Prudential Borrowing'. Services must be able to afford the borrowing repayment and interest charges on the loan from existing revenue budgets or the Council must see this as their key priority for the budget process and to be factored into the medium term financial strategy accordingly.

The Director of Finance and Resources will make an assessment on the overall prudence, affordability and sustainability of the total borrowing requested. The impact of this borrowing will be reported in the Treasury Management Strategy alongside the Prudential Indicators required by CIPFA's Prudential Code of Practice for Capital.

The view of the Director of Finance and Resources will be fed into the corporate bidding process so that, should the borrowing levels be unaffordable or not prudent, then the schemes will be prioritised against the available funding from borrowing using the corporate prioritisation system.

The Director of Finance and Resources will also determine whether the borrowing should be from internal resources such as the Capital Reserve or whether to enter into external borrowing.

5.5 Revenue Funding

Services may also use their revenue budgets to fund capital expenditure.

The Director of the service and the Director of Finance and Resources will need to take an overview of their service and which is the most appropriate way of funding their service areas.

5.6 Pump Priming and Invest to Save Schemes

Occasionally projects arise for which services require assistance with meeting the set up costs of projects which may bring long term service delivery improvements and/or cost savings. The initial set up costs may be of a revenue or capital nature. Assistance for these schemes must be considered on an individual basis by the Corporate Management Team and then the Cabinet with consideration to the Council's overall priorities and resources.

For 'invest to save' schemes assistance may be given for initial set up costs, but it is expected that in the longer term these schemes will produce savings and/or additional income that will as a minimum fund any additional operational or borrowing costs. If the additional savings/income does not cover the additional costs incurred, then the Service will be required to fund the gap from their existing budgets (i.e. they will underwrite the savings/income).

5.7 Leasing

Services may enter into finance leasing agreements to fund capital expenditure. However, a full option appraisal and comparison of other funding sources must be made and the Director of Finance and Resources must be certain that leasing provides the best value for money method of funding the scheme.

Under the Prudential Code for capital it is now easier for Council's to enter into finance leasing agreements and these are counted against the overall borrowing levels when looking at the prudence of the authority's borrowing.

6 Procurement

The Council has a Procurement team that ensures they provide value for money and to see where efficiency savings can be achieved. This also covers capital procurement.

It is essential that all procurement activities comply with EU procurement directives and adhere to the relevant requirements stipulated in directives. Guidance on this can be sought from the Procurement team. Procurement must also comply with the Councils policies and regulations such as Contract Procedural Rules and Financial Regulations.

The main aim is to hold 'value for money' as a key goal in all procurement activity to optimise the combination of cost and quality.

7 Efficiency

Councils may achieve efficiency gains on capital expenditure through:

- Better procurement processes;
- More efficient investment programmes;
- Invest to save projects;
- Asset Optimisation;
- Leasing/Borrowing Strategies;
- Sale of Surplus assets.

8 Partnerships and Relationships with other Organisations

Wherever possible and subject to the usual risk assessments services should look to expand the number of capital schemes which are completed on a partnership basis and continually look for areas where joint projects can be implemented.

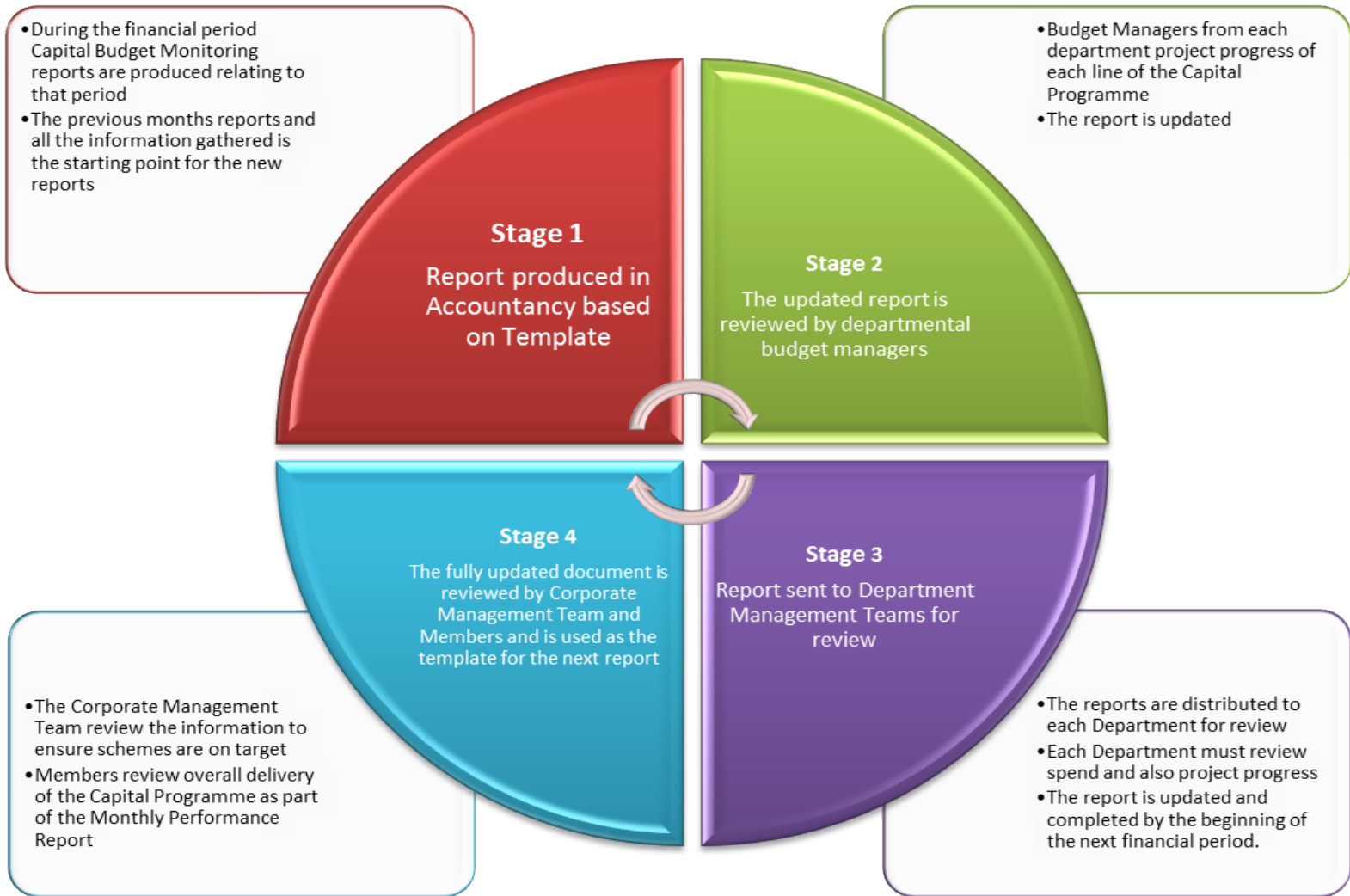
9 Management Framework

The governance structure of the Council has the Corporate Management Team that takes a corporate view on the capital programme and investment.

The Corporate Management Team will also ensure a corporate perspective to the use and allocation of the Council's capital assets, and in planning capital investment. The group receives reports on proposed capital projects and recommends to the Cabinet proposals for the development of the capital programme.

10 Framework for Management and Monitoring of the Capital Programme

Once detailed capital programmes have been approved by members, the financial spend is monitored on a monthly basis. There is a distinct lifecycle for monitoring which is summarised in the diagram on the next page.



11 Post Scheme Evaluation Reviews

Post scheme evaluation reviews should be completed by Departments for all schemes over £0.5 million and for strategic capital projects.

Reviews should look at the effectiveness of the whole project in terms of service delivery outcomes, design and construction, financing etc, and identify good practice and lessons to be learnt in delivering future projects.

12 Performance Management

All capital schemes should be completed in order to improve service delivery. Clear measurable outcomes should be developed for each scheme. After the scheme has been completed, services should check if outcomes have been achieved.

13 Risk Management

Risk is the threat that an event or action will adversely affect Southend Borough Council's ability to achieve its objectives and to execute its strategies successfully.

Risk management is the process of identifying risks, evaluating their potential consequences and determining the most effective methods of managing them and/or responding to them. It is both a means of minimising the costs and disruption to the organisation caused by undesired events and of ensuring that staff understand and appreciate the element of risk in all their activities.

The aim is to reduce the frequency of adverse risk events occurring (where possible), minimise the severity of their consequences if they do occur, or to consider whether risk can be transferred to other parties.

To manage risk effectively, the risks associated with each capital project need to be systematically identified, analysed, influenced and monitored.

An assessment of risk should therefore be built into every capital project and major risks recorded in a Risk Register.

14 Other Considerations

Capital Schemes must comply with legislation, such as the Disability Discrimination Act, and also Council policies, Contract Procedure Rules and

Financial Regulations. Reference should also be made to other strategies and plans of the Council.

Important Linking Documents for reference are:

- Corporate Plan;
- Corporate Asset Management Strategy;
- Education Asset Management Plan;
- Local Transport Plan;
- Individual Service Plans;
- Procurement Strategy;
- Financial Regulations;
- Contract Procedure Rules.

Glossary

Asset Management Plans (AMPs)

A plan maintained by the authority of the condition and suitability of its buildings, updated regularly and utilised to prioritise future capital programmes.

Best Value

The duty which local authorities owe to their stakeholders to provide relevant, cost effective services.

Capital Expenditure

Expenditure on the acquisition or creation of fixed assets, or expenditure that enhances or adds to the life or value of an existing fixed asset, e.g. land and buildings.

Capital Programme

The authority's plan of capital works for future years, including details on the funding of the programme. Included are the purchase of land and buildings, the construction of new buildings, design fees and the acquisition of vehicles and major items of equipment.

Capital Receipts

Income over £10,000 from the sale of a fixed asset. They can only be used to finance other capital expenditure or repay outstanding debt on assets financed from loans. They cannot be spent on revenue items.

Capital Reserve

An internal fund set up to finance capital expenditure as an alternative to external borrowing.

Capital Strategy

To assist with long-term planning for capital investment the government has encouraged Local Authorities to produce capital strategies. The strategy should provide clear strategic guidance about the Council's capital investment processes and policies.

Fixed Assets

Tangible or intangible assets that yield benefits to the Council for a period of more than one year, e.g. land, buildings, roads, vehicles.

Local Transport Plan (LTP)

A rolling five year plan of local transport strategies for achieving an integrated transport system to tackle the problems of congestion and pollution.

Performance Measures

The process of taking aspects of performance for measurement and comparison.

Performance Indicators

Any numerical data or ratios collected and used for the purpose of making initial comparisons of the performance of groups of similar bodies.

Procurement

The purchase of goods and services, with a strategy being developed to assist with the definition of quality standards and securing provision of the best possible services for local people for a given price.

Pump Priming

The process of assisting with the set up costs of projects which may bring long term service delivery improvements and cost savings.

Service Plans

Part of the business planning processes for service departments, ensuring that their objectives meet the overall aims and objectives of the Council, and targets are set for improvements in service delivery.

Unsupported Borrowing

Local Authorities can set their own borrowing levels based on their capital need and their ability to pay for the borrowing. The levels will be set by using the indicators and factors set out in the Prudential Code. The borrowing costs are not supported by the Government so services need to ensure they can fund the repayment costs. This borrowing may also be referred to as Prudential Borrowing.

Useful Life

The period over which the council will derive benefits from the use of a fixed asset.

February 2017

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Southend-on-Sea Borough Council

Agenda
Item No.

Report of Chief Executive
to
Cabinet

on
14 February 2017

Report prepared by: Joe Chesterton
Director of Finance and Resources

Treasury Management and Prudential Indicators – 2017/18
All Scrutiny Committees
Executive Councillor: Councillor Moring
A Part 1 Public Agenda Item

1. Purpose of Report

1.1 To consider the following before recommending them to Council for approval:

- Treasury Management Policy Statement for 2017/18;
- Treasury Management Strategy for 2017/18;
- Annual Investment Strategy for 2017/18;
- Minimum Revenue Provision Policy for 2017/18;
- Prudential indicators required under the Local Government Act 2003.

2. Recommendations

That the Cabinet recommend to Council that it approve:

- 2.1 The Treasury Management Policy Statement set out at Appendix 1;**
- 2.2 The Treasury Management Strategy set out at Appendix 2;**
- 2.3 The Annual Investment Strategy set out at Appendix 3;**
- 2.4 The Minimum Revenue Provision (MRP) Policy set out at Appendix 5;**
- 2.5 The prudential indicators set out at Appendix 6;**
- 2.6 The operational boundary and authorised limits for borrowing for 2017/18 are set at £285m and £295m respectively as set out in Appendix 1.**

3. Background

3.1 In compliance with the CIPFA (Chartered Institute of Public Finance and Accountancy) Treasury Management Code of Practice the Council's Treasury Management Policy comprises the following:

- Treasury Management Policy Statement;
- Treasury Management Strategy;
- Annual Investment Strategy

and these are reviewed annually for approval by Council before the start of each financial year.

3.2 The purpose of the Treasury Management Policy Statement is to set out the scope of the Treasury Management function, the policy on borrowing, debt restructure, investments, delegation and management of risk. The Treasury Management Policy Statement for 2017/18 is attached as **Appendix 1**.

3.3 The purpose of the Treasury Management Strategy is to set out how the budgeted financing costs can be achieved. It covers the prospects for interest rates and the strategy on borrowing and debt restructuring. The Treasury Management Strategy for 2017/18 is attached as **Appendix 2**.

3.4 The purpose of the Annual Investment Strategy is to set out the investment objectives and the policies on the use of external fund managers, on the investment of in-house managed funds and on the use of approved counterparties. The Annual Investment Strategy for 2017/18 is attached as **Appendix 3**.

3.5 Appendices 1, 2 and 3 together form the Treasury Management Policy and are then used by officers on a daily basis for the effective running of the treasury management function.

3.6 The policy and strategy documents are written in order to provide officers and advisers with clear boundaries within which to work but as a result they are written using technical language. Treasury management training has been offered to all councillors to aid understanding of the issues and further courses will be available in the future.

3.7 The changes from the revised 2016/17 Treasury Management Policy are shown in **Appendix 4**.

3.8 The Minimum Revenue Provision (MRP) is an amount to be set aside for the repayment of debt. Each Local Authority has a general duty to charge an amount of MRP to revenue which it considers to be prudent, with responsibility being placed upon the full Council to approve an annual MRP policy statement. The MRP policy statement for 2017/18 is attached as **Appendix 5**.

3.9 Under the Local Government Act 2003 each authority can determine how much it can borrow within prudential limits. The Government does have powers to limit the aggregate for authorities for national economic reasons, or for an individual authority. The majority of capital expenditure will continue to be directly

supported by Government through capital grant or by Council unsupported borrowing.

- 3.10 The CIPFA Prudential Code for Capital Finance in Local Authorities has been developed to support Local Authorities in taking capital investment decisions and to ensure that these decisions are supported by a framework which ensures prudence, affordability and sustainability. To demonstrate compliance with these objectives each authority is required to produce a set of prudential indicators. These prudential indicators are attached as **Appendix 6**.

4. Other Options

- 4.1 There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy set out in this report aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.

5. Reasons for Recommendations

- 5.1 Recommendations 2.1 to 2.3 are to comply with the CIPFA Treasury Management Code of Practice.
- 5.2 Recommendation 2.4 is to comply with the Local Authority's general duty to charge an amount of MRP to revenue which it considers to be prudent.
- 5.3 Recommendations 2.5 and 2.6 are to demonstrate compliance with the CIPFA Prudential Code for Capital Finance in Local Authorities.

6. Corporate Implications

Contribution to the Council's Vision and Critical Priorities

- 6.1 The Treasury Management Strategy sets out how the financing costs as part of the Medium Term Financial Plan may be achieved. The Treasury Management policy together with the prudential indicators, acknowledge how effective treasury management will provide support towards the achievement of the Council's Vision and Critical Priorities.

Financial Implications

- 6.2 The financial implications of the proposed capital programme are considered in the capital and revenue budget reports to Cabinet. Other financial implications are dealt with throughout this report.

Legal Implications

- 6.3 Compliance with the relevant regulations and codes of practice has been considered throughout this report.

People Implications

6.4 There are no people implications arising from this report.

Property Implications

6.5 There are no property implications arising from this report.

Consultation

6.6 The key treasury management decisions are taken in consultation with our treasury management advisers.

Appendices 1 to 4 were presented to the Audit Committee on 18th January 2017 for scrutiny. Audit Committee sought clarification and reassurance on the following areas, which was duly provided by officers:

- the level of currency risk experienced by the Council;
- the level of counterparty limits for in-house investments;
- the presentation of those limits as a % of estimated gross revenue expenditure rather than the estimated level of investments.

Equalities and Diversity Implications

6.7 There are no equalities issues arising from this report.

Risk Assessment

6.8 The Treasury Management Policy acknowledges that the successful identification, monitoring and management of risk is fundamental to the effectiveness of its activities.

Value for Money

6.9 Treasury Management activities include the pursuit of optimum performance consistent with effective control of the risks associated with those activities.

Community Safety Implications

6.10 There are no community safety implications arising from this report.

Environmental Impact

6.11 There are no environmental impacts arising from this report.

7. Background Papers

7.1 None

8. Appendices

Appendix 1 – Treasury Management Policy Statement 2017/18

Appendix 2 – Treasury Management Strategy 2017/18

Appendix 3 – Annual Investment Strategy 2017/18

Appendix 4 – Changes from the revised 2016/17 Treasury Management Policy

Appendix 5 – Minimum Revenue Provision Policy 2017/18

Appendix 6 – Prudential Indicators 2017/18

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SOUTHEND-ON-SEA BOROUGH COUNCIL

TREASURY MANAGEMENT POLICY STATEMENT 2017/18

1 Background

- 1.1 The purpose of this statement is to outline the Council's treasury management policy.
- 1.2 The CIPFA Code of Practice on Treasury Management recommends that Local Authorities:
 - Adopt the CIPFA code
 - Create and maintain both a Treasury Management Policy Statement and suitable Treasury Management practices
 - Appoint an officer to whom Treasury Management is delegated
 - Submit reports regularly
- 1.3 Cabinet approved adoption of the CIPFA code of Practice for Treasury Management at its meeting on 12 February 2002. CIPFA published the revised Code of Practice for Treasury Management on 27 November 2009, the implementation of which was the subject of a report to Audit Committee submitted to its meeting of 13 January 2010.
- 1.4 There is a requirement in the revised code that the treasury management policy should be scrutinised in detail by a specialist committee, before being accepted by the authority, and should be monitored regularly.
- 1.5 The treasury management policy is agreed in advance of the year to which it relates. The policy is then monitored regularly and is updated, as appropriate, to reflect changing circumstances and guidance.
- 1.6 The Council has nominated the Audit Committee to be responsible for ensuring effective scrutiny of the treasury management policy, before approval by full Council as part of the approval of the budget.
- 1.7 The Chief Finance Officer (Section 151 Officer under the Local Government Act 1972) is the person responsible for the treasury management function.
- 1.8 The revised code requires that, as a minimum, reporting should include an annual strategy in advance of the year, a mid-year review and an annual report after its close. The reporting and scrutiny of the strategy and policy are dealt with above. Reports on the activities of the treasury management function will be submitted to Cabinet quarterly. One such report will comprise an annual report for presentation before

31 July of the succeeding year. Another report will be a mid-year review reporting in November of each year.

2 Duration of the Policy Statement

2.1 This Treasury Management Policy Statement covers the 2017/18 financial year.

3 Scope of the Treasury Management Function

3.1 The Council defines its treasury management activities as:

- the management of the organisation's investments and cash flows, its banking, money market and capital market transactions;
- the effective control of the risks associated with those activities;
- the pursuit of optimum performance consistent with those risks.

3.2 The Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the Council.

3.3 The Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving best value in treasury management, and to employing suitable comprehensive performance measurement techniques, within the context of effective risk management.

3.4 The Council acknowledges that responsibility for the effective management and control of risk lies with the authority.

4 Use of a treasury management adviser

4.1 The services of a treasury management adviser, Capita Asset Services, will be used throughout 2017/18 to assist the Council to develop and enhance the performance of the treasury management function.

4.2 The role of this adviser is to provide relevant and timely information and advice on all aspects of treasury management.

4.3 The Council recognises that responsibility for treasury management decisions remains with the authority at all times.

5 Funding requirements for the capital programme

5.1 The following methods of funding have been identified as being available to the Council for use in 2017/18:

- Borrowing;
- Use of capital receipts - from the sale of surplus assets;
- Use of Government Grants – e.g. Local Growth Fund, or grants from the Department for Education;
- Other external contributions – e.g. Section 106 agreements;.
- Revenue funding – transferred from the Revenue Account

5.2 No additional funding source will be used without the agreement of the Cabinet.

6 Limits on external borrowings

6.1 The Council must set an operational boundary and authorised limit for external debt. The operational boundary is how much external debt the Council plans to take up, and reflects the decision on the amount of debt needed for the Capital Programme for the relevant year. The authorised limit is higher than the operational boundary as it allows sufficient headroom to take account of unusual cash movements.

6.2 The table below shows the operational boundary and authorised limits for borrowing for 2016/17 and 2017/18:

	2016/17 Original £m	2017/18 Original £m
Operational boundary	280	285
Authorised limit	290	295

In accordance with the Prudential Code these limits exclude outstanding debt relating to services transferred from Essex County Council (ECC) on 1 April 1998.

7 Policy on sources and types of long term borrowing

7.1 The Council's long term borrowing (i.e. for more than one year) for 2017/18 will be via any type of loan from the Public Works Loan Board (which is a statutory body whose function is to lend money to local authorities and other prescribed bodies) or from banks, building societies or other financial institutions as appropriate.

7.2 In addition, if it is deemed to be economically advantageous the Section 151 Officer, in consultation with our Treasury Management advisers, can issue bonds to raise funds, either in this council's name or collaboratively with other Local Authorities or via the Local

Government Association (LGA), and either as a private or public placement.

- 7.3 In addition, if it is deemed to be economically advantageous the Section 151 Officer, in consultation with our Treasury Management advisers, can borrow from other Local Authorities.
- 7.4 In addition, if it is deemed to be economically advantageous the Section 151 Officer, in consultation with our Treasury Management advisers, can borrow for the purposes of financing regeneration and other infrastructure related projects.
- 7.5 The PWLB is usually the most economic source available to the Council. Following the Spending Review in October 2010, interest on PWLB loans were increased to 1 per cent above UK government gilts. However, on 1 November 2012 HM Treasury implemented a 'certainty rate' at a discount on that level of 0.2% on loans for those local authorities providing improved information and transparency on their locally-determined long-term borrowing and associated capital spending plans. This Council provided the necessary information and is therefore eligible for this 'certainty rate'.
- 7.6 The Autumn Statement in 2012 announced that the Government would make available a new concessionary public works loan rate to support strategic local capital investment projects. The PWLB project rate at 0.4% below the standard rate (across all loan types and maturities) became available from 1 November 2013. The Government is asking each Local Enterprise Partnership to work with Local Authorities in their area to agree which projects should benefit from the cheaper borrowing rate. HM Treasury has approved Southend's application to borrow at the project rate for specified projects only.
- 7.7 Financing arrangements other than borrowing will be in the form of leases. These will be taken out to finance the purchase or use of assets such as equipment or vehicles.
- 7.8 In May 2016 HM Treasury launched a consultation proposing the abolition of the PWLB and the transfer of its functions to another body with the suggestion that this should be the Commissioners of the Treasury. The Government has now assessed the responses and plans to move forward with its proposal and will lay before Parliament a draft Order to implement the changes. It is not anticipated that the changes will have any tangible impact on the Council's ability to borrow but will mean the Treasury Management Strategy will need to be revised to replace references to the PWLB with references to HM Treasury.

8 Timing of new borrowing

- 8.1 New borrowing will be undertaken as and when required to finance capital. The Council's Section 151 Officer is authorised to make application for loans during 2017/18 that are deemed appropriate for

the long term financing of capital. The amount and timing of these loans will have regard to the Council's cash flow, the PWLB interest rates and the future requirements of the capital programme.

9 Debt restructuring policy

- 9.1 Some of the Council's borrowings are at a higher interest rate than the current rate of borrowing. To redeem these loans before their maturity date (i.e. to redeem them early) the Council would be required to pay a premium (this is like paying to redeem a mortgage early except the amount of the penalty depends on the prevailing rate of interest). New loans could then be taken out at the current rate. The savings to be made by paying interest at a lower rate need to be offset by the premiums payable before a decision is made as to whether this would be economically advantageous.
- 9.2 Similarly, some of the Council's borrowings can be at a lower interest rate than the current rate of borrowing. To redeem these loans early the Council would receive a discount (this is the opposite of a premium). New loans could then be taken out at the current rate. The discount receivable would need to be offset by the higher rate of interest paid before a decision is made as to whether this would be economically advantageous.
- 9.3 The Council will undertake debt restructuring as and when appropriate opportunities arise. The main objective of a restructure will be to produce reductions in financing costs as part of an overall budget strategy. The advice of our treasury management advisers would be sought. Members would be notified via the quarterly reporting to Cabinet on treasury management activities.

10 Investments

- 10.1 See the Annual Investment Strategy.

11 The approved activities of the Treasury Management operation are as follows:

- Risk management;
- Cash flow management (daily balance and longer term forecasting);
- Investing surplus funds in approved investments;
- Use of brokers for placing investments;
- Investing surplus funds with external fund managers;
- Long term borrowing to fund the capital programme;
- Short term borrowing for cash flow purposes;
- Management of debt (including repayment and rescheduling);
- Capital receipts management;

- Leasing arrangements for the Council (including schools);
- Banking activities;
- Training for members and officers;
- Prevention of money laundering.

12 Responsibility for the treasury management function

- 12.1 Under the constitution the Council's Section 151 officer who is the Chief Finance Officer (currently the Director of Finance and Resources), must take all steps that are considered appropriate for the administration of the financial affairs of the Council. This includes responsibility for the treasury management function.
- 12.2 The table in Annex 1 shows the treasury management activities and the sub-delegated responsibilities from the Chief Finance Officer to others.
- 12.3 Officers are required to explicitly follow policies and procedures.
- 12.4 The training needs of staff and members with treasury management responsibilities are assessed on a regular basis and training is arranged as necessary.

13 Risks

- 13.1 The overriding principle is that it is more important to balance risks than to maximise returns.

Credit and Counterparty risk

- 13.2 This is the risk that the organisation with which we have invested money becomes insolvent and cannot pay us back our investment. A prime objective of treasury management activities is the security of the principal sums invested and this is placed ahead of the investment return.
- 13.3 Accordingly investment activities are limited to the instruments, methods and techniques referred to in the Annual Investment Strategy. The use of limits and a combined matrix of investment criteria using credit ratings reflects a prudent attitude towards organisations with whom funds may be deposited. Investment activities will be limited to those who meet the criteria in this matrix when the investment is placed, with the exception of the UK part-nationalised banks and the Council's bank, and then limited by other relevant market information.
- 13.4 The policy in respect of those organisations from which the council may borrow, or with whom it may enter into other financing arrangements is set out in this Treasury Management Policy Statement and in the Annual Investment Strategy.

Liquidity risk

- 13.5 This is the risk that there will be insufficient cash available to make payments as they fall due. The Chief Finance Officer will ensure that cash resources are adequate, though not excessive, and that borrowing arrangements are available at all times to enable the Council to achieve its business objectives.

Interest Rate risk

- 13.6 Interest rates will be reviewed as part of the ongoing monitoring arrangements to ensure that, as far as possible, investments are made so as to maintain the return to the Council, whilst retaining a sufficient degree of flexibility to take advantage of unexpected, potentially advantageous changes in the level or structure of interest rates.
- 13.7 Regard will be given to the limits imposed by the treasury management policy, particularly the importance of maintaining the security of the monies invested.

Partnership risk

- 13.8 There are currently no major partnerships involving private borrowing. Some of the Council's costs are met by 'match funding' where other organisations match the funding that the Council contributes. Where this is the case there may be liquidity risk (see 13.5) if the other organisations do not make their contributions when agreed. Our exposure to this risk will be monitored via the revenue and capital budget monitoring processes.

Market risk

- 13.9 Our long term borrowing is mainly through fixed rate maturity loans, whilst our investments are at both fixed and variable rates. To mitigate the risk as far as possible the Council seeks to find the appropriate balance of investments between short and long term and between variable and fixed rate.

Refinancing risk

- 13.10 Our borrowing arrangements are negotiated, structured and documented, and the maturity profile of these monies are managed, with a view to obtaining offer terms for renewal or refinancing, if required, which are competitive and as favourable as can reasonably be achieved in the light of market conditions prevailing at the time.

Currency risk

- 13.11 The Council does not have any foreign currency risk as all investments are in pounds sterling.

Treasury Management Activity	Delegated to:	In their absence, delegated to:
Production of a Treasury Policy each year for approval by the Council prior to the start of the financial year	Group Manager (Financial Planning & Control)	Financial Accountant (Capital & Treasury Management)
Staffing and organisation of the Treasury Management function	Group Manager (Financial Planning & Control)	Chief Finance Officer
Ensuring that all staff engaged in Treasury Management receive appropriate training	Group Manager (Financial Planning & Control)	Financial Accountant (Capital & Treasury Management)
Ensuring that all members with Treasury Management responsibilities receive appropriate training	Chief Finance Officer	Group Manager (Financial Planning & Control)
Advising the Council’s Monitoring Officer when necessary	Chief Finance Officer	Deputy Section 151 Officer
Decisions on long term borrowing	Chief Finance Officer	Deputy Section 151 Officer
Decisions on the restructuring of the Council’s debt	Chief Finance Officer	Deputy Section 151 Officer
Taking out new loans/repayment of loans with the PWLB	Group Manager (Financial Planning & Control)	Chief Finance Officer/ Deputy Section 151 Officer
Maintaining adequate and effective cash flow forecasting records to support the decision to lend or borrow	Designated Accounting Technician/Financial Accountant	Any other designated Accounting Technician/Financial Accountant

Treasury Management Activity	Delegated to:	In their absence, delegated to:
Proposals on placing overnight monies with the Council's bank or in short/long term investments	Financial Accountant (Capital & Treasury Management)	Designated Accounting Technician/Financial Accountant
Approval of short/long term investments	Chief Finance Officer	Deputy Section 151 Officer/Group Manager (Financial Planning & Control)
Placing money in investments once approval has been obtained	Financial Accountant (Capital & Treasury Management)/ other designated Finance Business Partner/ Senior Finance Business Partner	Group Manager (Financial Planning & Control)
Contact for correspondence with external fund managers	Financial Accountant (Capital & Treasury Management)	Other designated Accounting Technician/Finance Business Partner
Decisions on placing with or recalling monies from external fund managers	Chief Finance Officer	Deputy Section 151 Officer
Entering into lease agreements	Chief Finance Officer	Deputy Section 151 Officer
Key contact with the Council's treasury management advisers	Group Manager (Financial Planning & Control)	Financial Accountant (Capital & Treasury Management)
Monitoring of actual against budget for debt charges, interest earnings and debt management expenses	Designated Accounting Technician/Financial Accountant	Any other designated Accounting Technician/Financial Accountant
Monitoring of performance; average interest rates earned and paid etc.	Designated Accounting Technician/Financial Accountant	Any other designated Accounting Technician/Financial Accountant
Monthly report to Section 151 officer detailing performance and any non-compliance with the Treasury Management Policy	Financial Accountant (Capital & Treasury Management)	Designated Accounting Technician/Financial Accountant

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SOUTHEND-ON-SEA BOROUGH COUNCIL
TREASURY MANAGEMENT STRATEGY 2017/18

1. Introduction

- 1.1 The Treasury Management Strategy is written in compliance with the CIPFA Treasury Management Code of Practice requirement to review and report policy and strategy before the start of the year. This has been revised following publication of the revised Code of Practice.
- 1.2 The Treasury Management Strategy sets out how the financing costs may be achieved. It needs to be regularly monitored and modified in the light of changing external and internal circumstances.
- 1.3 The objective of the strategy is to optimise the income generated by surplus cash and minimise borrowing costs, consistent with a low level of risk, maintaining capital sums and maintaining liquidity.

2. The Council's Budget

- 2.1 The budget includes provision for the financing costs of the Council's Capital Programme, including interest on external borrowings. Offsetting this, the Council will earn interest by temporarily investing its surplus cash, which includes unapplied and set-aside capital receipts. These budgets depend on many factors, not least the Council's level of revenue and capital budgets, use of reserves, methods of funding the budget requirement, interest rates, cash flow and the Council's view of risk.
- 2.2 The Council can be both a lender and borrower at the same time as it seeks to invest short-term surpluses and fund longer-term capital investment. The timing of the taking of borrowing is important to secure the most advantageous interest rates.
- 2.3 The net budget for financing costs and interest earned on balances is £16.6m in 2017/18.

3. The Council's Cash Surplus and Cash Flow

- 3.1 It is projected that surplus cash balances will average £85m (of which £35.5m is the estimated sum of medium and long term funds managed by external fund managers) during 2017/18 based on information currently available and historical spending patterns.

4. Interest Earnings (excluding property funds)

- 4.1 At the date of this report, the Bank of England base rate was 0.25%. Based on economic forecasts it is very difficult to predict the timing of any change in interest rates, however it has been assumed that during 2017/18 the bank base rate will remain the same at 0.25%. The average interest earned by the Council on its in-house lending is likely to be 0.40% but this does depend on market conditions.
- 4.2 Sensitivity analysis shows that a difference of 0.5% in interest rates would make a difference of £250k in external interest earned and a difference of £1m in average balances would make a difference of £4k in interest earned in a full year. This risk is reflected in the annual review of the robustness of estimates for the Council Budget undertaken by the Director of Finance and Resources.

5. Long Term Borrowing

- 5.1 There is no Central Government funding to support borrowing by the Council to fund capital projects. Under the Prudential Code the cost of any additional borrowing has to be financed by the Council.
- 5.2 The funding available to support capital investment is based on an assumption that the Council will undertake borrowing in 2017/18 of £21m, £5m of which relates to invest to save schemes. The revenue impact of this borrowing is funded in the Revenue Budget proposals. As an indicative guide to this revenue impact, there is a cost of approximately £70k for every £1m borrowed.
- 5.3 The Capital Financing Requirement (CFR) is the council's theoretical need to borrow but the Section 151 Officer can manage the council's actual borrowing position by either:
- 1 - borrowing to the CFR;
 - 2 - choosing to use temporary cash flow funds instead of borrowing (internal borrowing) or;
 - 3 - borrowing for future increases in the CFR (borrowing in advance of need)
- The Council is likely to begin 2017/18 in the second of the above scenarios. However, as the 2017/18 financial year progresses a combination of scenarios 1, 2 and 3 will be considered, as appropriate.
- 5.4 This authority will only borrow in advance of need where there is a clear justification for doing so and will only do so for the current capital programme or to finance future debt maturities.
- 5.5 So far in 2016/17 no new PWLB loans have been taken out.

5.6 The Council's current outstanding loans for both General Fund and Housing Revenue Account, (estimated as at 31 March 2017) which will need to be repaid:

• Southend-on-Sea Borough Council –GF	£ 169m
- Main Schemes	£160m
- Invest to Save Schemes	£9m
• Southend-on-Sea Borough Council – HRA	£ 77m
	£ 246m
• ECC transferred debt	£ 12.5m

5.7 New loans in 2017/2018 are estimated at:

• Southend-on-Sea Borough Council – GF	£ 21m
- Main Schemes	£16m
- Invest to Save Schemes	£5m
• Southend-on-Sea Borough Council - HRA	£ 0m
• ECC transferred debt	£ 0m

5.8 Repayments in 2017/2018 are estimated at:

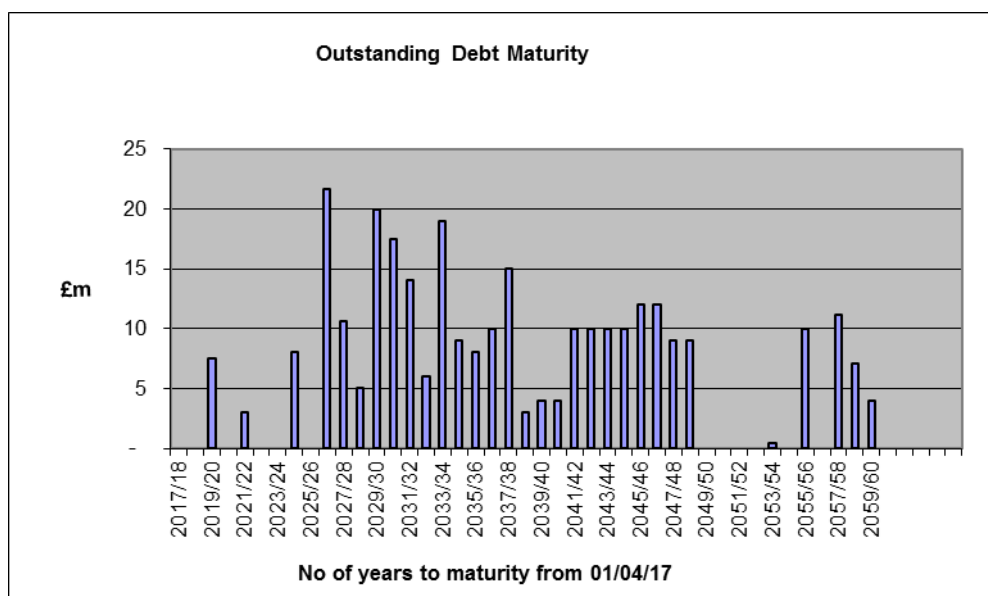
• Southend-on-Sea Borough Council - GF	£ 0.1m
- Main Schemes	£0m
- Invest to Save Schemes	£0.1m
• Southend-on-Sea Borough Council - HRA	£ 0m
• ECC transferred debt	£ 0.6m

5.9 The Council's current outstanding loans for both General Fund and Housing Revenue Account, (estimated as at 31 March 2018) which will need to be repaid:

• Southend-on-Sea Borough Council - GF	£ 190m
- Main Schemes	£176m
- Invest to Save Schemes	£14m
• Southend-on-Sea Borough Council – HRA	£ 77m
	£ 267m
• ECC transferred debt	£ 11.9m

5.10 Outstanding debt relating to services transferred from Essex County Council (ECC) on 1 April 1998, remains under the management of ECC. Southend Borough Council reimburses the debt costs incurred by the County.

- 5.11 The graph below shows the repayment profile of the Council's PWLB borrowings if all new loans are included to reflect the funding of the proposed capital programme and the refinancing of debt.



It shows the gaps in the repayment profile and that there is no one year where the loan maturities are excessive.

The next maturity date of any PWLB debt redemption is September 2019 and is for a sum of £7m (General Fund: £5m, Housing Revenue Account (HRA): £2m).

- 5.12 The potential for the early redemption of high interest loans is reviewed periodically, however the interest savings from the repayment of these loans is usually offset by the premiums that must be paid on their redemption and it has not yet been advantageous for the Council to discharge these loans prematurely. This followed advice from our treasury management advisers which demonstrated the excessive cost to the Council of any debt restructuring. Further advice from our treasury management advisers will be sought at the appropriate time about the potential for restructuring of debt and the timing of such a restructure.
- 5.13 Long term borrowing will normally be taken from the Public Works Loan Board (PWLB) since this is usually the most economic source available to the Council. If other sources are thought to be more advantageous and are permitted under the relevant legislation they will be considered.
- 5.14 As at 27 January 2017 rates of borrowing (from the PWLB) were between 2.90% and 2.95% for loans between 20 and 30 years (these rates exclude the certainty rate discount of 0.2%). During 2017/18 the investment and borrowing interest rates will be kept under review and the further use of capital balances will be considered in lieu of new borrowing where this is advantageous.

5.15 Where it is considered appropriate to take out new borrowing, regard will be given to the existing repayment profile (see 5.11 above) and the need for a spread of maturity dates to ensure that a significant value of loans do not mature at the same time. Loans are taken out for a range of periods in order that the Council continues to balance its debt profile over the longer term and so is not unduly exposed to the prevailing interest rates at the time of the possible debt replacement.

6. Monitoring and Review Arrangements

6.1 During 2017/18, within 7 working days of each month end, the Section 151 Officer will receive a report detailing performance and any non-compliance with the treasury management policy. He will either approve the report or raise the necessary queries to satisfy himself in relation to:

- (i) all transactions being properly authorised
- (ii) all transactions being with approved counterparties
- (iii) all transactions being in accordance with the Council's approved policy
- (iv) monitoring of security and liquidity (i.e. spread of investments by long term credit rating, financial sector, country, maturity profile)
- (v) in-house investment performance against 7 day LIBID
- (vi) investment performance for external fund managers for the relevant period

6.2 In addition to the monthly reports:

- (i) monitoring reports will be included in the regular Performance Monitoring report
- (ii) any changes affecting the treasury management strategy will be reported to Audit Committee for scrutiny and Cabinet for recommending to Council for approval.

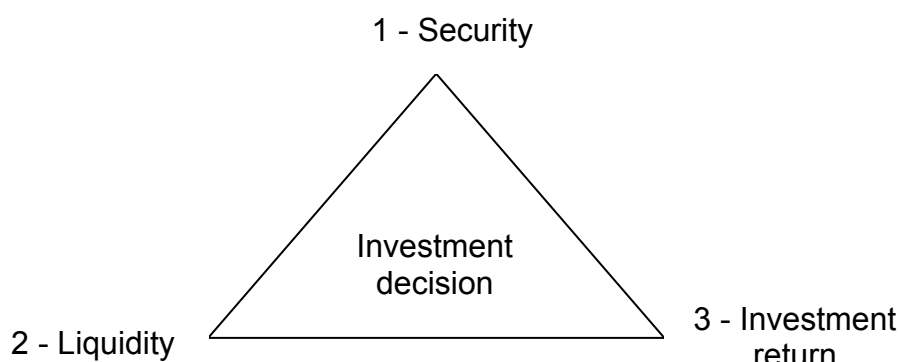
6.3 Benchmarking that considers security and liquidity will be achieved by appropriate comparisons with relevant statistical data.

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SOUTHEND-ON-SEA BOROUGH COUNCIL
ANNUAL INVESTMENT STRATEGY 2017/18

1 Investment Objectives

- 1.1 To secure the principal sums invested
- 1.2 To maintain liquidity (i.e. adequate cash resources)
- 1.3 To optimise the income generated by surplus cash in a way that is consistent with a prudent level of risk
- 1.4 Security and liquidity are placed ahead of the investment return. This is shown in the diagram below:



2 Policy on use of external fund managers

- 2.1 The Council currently has monies placed with five external fund managers to use their knowledge and experience to invest on our behalf the medium and long term funds that are, under normal circumstances, not required for day to day cash flow purposes. These funds are summarised below:

Type of fund	Fund manager	Estimated average balance in 2017/18 (£m)
Property Fund	Lothbury Investment Management Limited	8.0
Property Fund	Rockspring Property Investment Management Limited	7.5
Short Dated Bond Fund	AXA Investment Managers Limited	7.5
Short Dated Bond Fund	Royal London Asset Management	7.5

Enhanced Cash Fund	Payden & Rygel Global Limited	5.0
Total		35.5

- 2.2 Withdrawals may be made during 2017/18 so that a proportion of the council's debt can be repaid or the monies invested as part of the in-house managed funds. Conversely, monies may be placed with the existing and/or a new fund manager during 2017/18 to take full advantage of the knowledge and experience of fund managers in making investment decisions. As to whether monies are deposited or withdrawn, the reason and timing of the decision will have regard to the council's cash flow, relevant interest rates and advice from our treasury management advisers.
- 2.3 In consultation with our treasury management advisers and if appropriate the Section 151 officer will appoint one or more new fund managers in 2017/18 to enable investment of monies.
- 2.4 During 2017/18, if appropriate, the Section 151 officer will approve the placing of monies in Property Funds and will approve the direct investment in property. Any resulting updates to the capital programme would be submitted to Cabinet for approval.
- 2.5 During 2017/18, if appropriate, the Section 151 officer will approve the placing of monies in Short Dated Bond Funds or Enhanced Cash Funds.

3 Policy on investment of in-house managed funds

- 3.1 The remaining funds will be managed in-house with the investment period and amounts being determined by the daily cash flow requirements of the Council. Cash flow forecasts will be produced in order to inform in-house investment decisions.
- 3.2 This authority has accepted the risk of placing funds with financial institutions, rather than solely with the UK government Debt Management Office. However, the risk is minimised by this Annual Investment Strategy, which restricts the types of investment, the counterparties used and the limits for these counterparties.
- 3.3 Guidance from the Department of Communities and Local Government (DCLG) recommends that specified and non-specified investments are identified in the Investment Strategies of local authorities. Specified investments have relatively high security and liquidity, with high credit quality and a maturity of no more than a year. Non-specified investments are investments that do not fall into this category. The types of investment in this strategy and whether they are specified or non-specified are set out in Annex A.
- 3.4 During 2017/18 the Section 151 officer will, if appropriate, approve the placing of monies in deposit accounts, fixed term deposits or certificates of sterling cash deposits up to five years, subject to the proposed banks and building societies satisfying the investment criteria in a combined matrix of

credit ratings, and having regard to other market information available at the time.

- 3.5 During 2017/18 the Section 151 officer will, if appropriate, approve the placing of monies in Money Market Funds, term repurchase arrangements, Treasury bills, with other Local Authorities or the Debt Management Office.
- 3.6 During 2017/18 the Section 151 officer will, if appropriate, approve the investment of monies into Development Companies (either partly or wholly owned by the Council) focused on regeneration and other infrastructure related projects, subject to the necessary due diligence being satisfactorily completed and in consultation with our treasury management advisers. The provision of loan facilities to such companies would count as capital investment in the company and any resulting updates to the capital programme would be submitted to Cabinet for approval.
- 3.7 Where credit ratings are used to assess credit risk, they will be checked when an investment is taken out to ensure that investment satisfies the criteria in this Investment Strategy. Our treasury management advisers provide alerts when credit ratings are changed by the three main rating agencies. If the credit ratings of an institution or investment no longer satisfy the criteria the monies will be withdrawn as soon as possible. This would depend on the maturity date or notice period.
- 3.8 During 2017/18 the Section 151 officer will, if appropriate, approve the short term borrowing of monies from other Local Authorities or the PWLB in order to manage the cash flow and maintain liquidity.
- 3.9 Fixed term deposits may be made directly with the banks and building societies or through the use of a broker. Monies will be placed with other Local Authorities through the use of a broker. Investments in Certificates of Deposit and Treasury bills will be made through the use of a custodian account. The Council acknowledges that it retains responsibility for all investment decisions made whether they are made on its behalf or not.
- 3.10 When investing in-house managed funds, the following are considered; the type of investment, the individual counterparty, the amount that can be invested, the method of placement of monies. These are summarised in Annex A.
- 3.11 The services of our treasury management adviser, Capita Asset Services, will be used throughout 2017/18 to provide advice as well as credit rating and other market information regarding counterparties and types of investment. However, the Council recognises that responsibility for investment decisions remains with the authority at all times.

4 Investment Criteria for Funds Managed In-house

4.1 All financial institutions considered for investment will be assessed for credit worthiness against a combined matrix of pre determined criteria using available credit ratings. Credit ratings are assessments by professional organisations of an entity's ability to punctually service and repay debt obligations. Credit ratings are used by investors as indications of the likelihood of getting their money back in accordance with the terms on which they invested.

4.2 The credit rating components used in the matrices comprise:

- Short term ratings;
- Long term ratings.

Ratings provided by all three credit rating agencies will be consulted and a counterparty will be considered for investment if it meets the ratings criteria of at least one of the agencies.

4.3 The short term rating covers obligations which have an original maturity not exceeding one year. The short-term rating places greater emphasis on the liquidity necessary to meet financial commitments. All three credit rating agencies provide short term ratings. The ratings are expressed from F1+ (highest credit rating) through to D (highest default risk) for Fitch, from A-1+ (highest credit rating) through to D (highest default risk) for Standard and Poors, and from P-1 (highest credit rating) through to NP (highest default risk) for Moody's.

4.4 The long term ratings generally cover periods in excess of one year. Due to the larger time horizon over which the rating is determined, the emphasis shifts to the assessment of the ongoing stability of the institution's prospective financial condition. All three credit rating agencies provide long term ratings. The ratings are expressed from AAA (highest credit rating) through to D (highest default risk) for Fitch and Standard and Poors and from AAA (highest credit rating) through to C (highest default risk) for Moody's.

4.5 In order to balance the objective of securing the maximum level of return on investments with a prudent level of risk a matrix of criteria will be adopted as a starting point to determine the acceptability of a potential investment.

4.6 These matrices are set out below:

If the short and long term ratings meet the following criteria from a minimum of one of the ratings agencies:

For Lending of up to 6 months to Banks and Building societies:

	Fitch	S&P	Moodys
Short term rating minimum	F1	A-1	P-1
Long term rating minimum	A-	A-	A3

For Lending of up to 12 months to Banks and Building societies:

	Fitch	S&P	Moodys
Short term rating minimum	F1	A-1	P-1
Long term rating minimum	A	A	A2

For Lending of up to 3 years to Banks and Building societies:

	Fitch	S&P	Moodys
Short term rating minimum	F1	A-1	P-1
Long term rating minimum	AA-	AA-	Aa3

For Lending of up to 5 years to Banks and Building societies:

	Fitch	S&P	Moodys
Short term rating minimum	F1+	A-1+	P-1
Long term rating minimum	AA+	AA+	Aa1

4.7 An example of the use of this credit ratings matrix as at 27 January 2017 is shown below (the long and short term ratings are Fitch, then Standard and Poors, then Moodys).

Financial Institution	Long Term Rating	Short Term Rating	Maximum length of investment
The Bank of New York Mellon	AA AA- Aa1	F1+ A-1+ P-1	5 years
Royal Bank of Canada	AA AA- Aa3	F1+ A-1+ P-1	3 years
Lloyds Bank Plc	A+ A A1	F1 A-1 P-1	12 months
National Westminster Bank Plc	BBB+ BBB+ A3	F2 A-2 P-2	Initially fails investment criteria

- 4.8 The Council's treasury management advisers, Capita Asset Services, will continually review the appropriateness of our investment criteria and continue to develop a best practise counterparty list. The latest advice has now been incorporated in this Strategy, which is set out below.
- 4.9 The individual ratings for some banks and building societies are low which means that they do not meet the criteria in our credit ratings matrix. However, this does not take account of part nationalised banks (currently The Royal Bank of Scotland Plc and National Westminster Bank Plc). These banks can be included in the counterparty list if they continue to be part nationalised or they meet the criteria of our credit ratings matrix or the criteria in paragraph 4.10. An example of the institutions meeting the criteria for the UK will therefore include:
- Bank of Scotland Plc
 - Lloyds Bank Plc
 - The Royal Bank of Scotland Plc
 - National Westminster Bank Plc
 - Barclays Bank Plc
 - HSBC Bank Plc
 - Nationwide Building Society
 - Santander UK Plc

For example, National Westminster Bank Plc fails the investment criteria of the credit ratings matrix but is a part nationalised bank and would therefore be added back to the counterparty list. Counterparties that are manually added back to the list will have a maximum length of investment of two years. Amendments to the counterparty list can happen at any point in time.

- 4.10 In addition, for practical purposes the Council's bank will form part of the counterparty list, whether or not it meets the criteria in our credit ratings matrix.
- 4.11 Regard will be given to forward looking rating warnings from the three main credit rating agencies (i.e. rating watches and outlooks) provided by our treasury management advisers.
- 4.12 The current advice from DCLG and CIPFA is not to rely solely on the credit rating agencies and the Council recognises that ratings should not be the sole determinant of the quality of an institution. So regard will also be given to market information such as the financial press, and officers will engage with their advisers to maintain a monitor on market pricing (such as share and 'credit default swap' prices) and other such information pertaining to the banking sector. Where available credit information, other than credit ratings has been used, this will be documented when the investment decision is made.
- 4.13 Consideration will also be given to Capita Asset Services' rating methodology approach, where counterparties are put into bands of risk. These reflect the differences in credit quality of suggested duration and counterparties are assigned a risk number/colour.

- 4.14 The achievement of an appropriate balance between short-term and longer-term deposits will be driven by the credit quality of counterparties, the council's cash flow requirements, and the need to achieve optimum performance from our investments consistent with effective management of risk.

5 Investment Limits for Funds Managed In-house

- 5.1 The ratings agencies produce a credit rating for each country, called a sovereign rating. The ratings are expressed from AAA (highest) to D (lowest). The following limits have been set for an investment with a bank or building society whose parent company is registered in a country with a sovereign rating from Fitch and Standard and Poors (S&P) of AAA or AA+ or a sovereign rating from Moody's of Aaa or Aa1. Sovereign ratings provided by all three credit rating agencies will be consulted and the lowest rating will be taken.

Country Sovereign Rating	Limit * All except UK (£ million)
AAA/Aaa	20
AA+/Aa1	5
Lower than AA+/Aa1	0

* These limits relate to the principal sums invested and do not include any accrued interest on that principal.

- 5.2 These limits will also apply to supranationals (international organisations whereby member states transcend national boundaries or interests to share in the decision-making and vote on issues pertaining to the wider grouping). An example of a supranational is the European Investment Bank.
- 5.3 Fitch and S&P have set the UK's sovereign rating at AA and Moodys have set it at AA1. Therefore, to ensure the continued use of UK institutions that fall within our investment criteria, the country sovereign rating limits exclude the UK. The limit will therefore remain at £20 million for all counterparties where the parent company is registered in the UK.
- 5.4 Where the parent company of a bank is not registered in a country with a sovereign rating from Fitch and S&P of AAA or AA+ or a sovereign rating from Moody's of Aaa or Aa1 but that bank's UK operations are ring-fenced to the UK (as is the case for Santander UK), if these banks are included in the counterparty list they will have a counterparty limit of £20 million.
- 5.5 £20 million is 40% of the authority's estimated amount of investments managed in-house for 2017/18 of £50m. £5m is 10% of the estimated investments managed in-house. These are upper limits and would only be fully used in exceptional circumstances as, under normal circumstances, diversification is sought to reduce counterparty risk. These limits are deemed appropriate by our Treasury Management advisers.

5.6 To minimise counterparty risk, the limit on any investment with a bank or building society (with the exception of the Council's bank which is currently Barclays Bank) will be determined in the following way:

- consider the country in which the parent company of the bank or building society is registered
- use the sovereign rating of that country to apply the limits above
- consider the cumulative balance of funds already held in various investment products with that bank or building society
- consider the cumulative balance of funds already held in various investment products for any related group of financial institutions
- determine the remaining amount that can be placed with that bank or building society

For example, the limit on an investment with Lloyds Bank Plc would be determined in the following way:

Steps to determine limit: <i>(for illustrative purposes only and not an indication of actual investments)</i>	Remaining limit available at each stage:
Lloyds Bank Plc is part of the Lloyds Banking Group which is registered in the UK	£20 million
£4 million already placed in an instant access account with Lloyds Bank Plc	£16 million
£5 million already placed in a fixed term deposit with Lloyds Bank Plc	£11 million
£6 million already placed in a notice account with Bank of Scotland Plc (part of the Lloyds Banking Group)	£5 million
Therefore the maximum investment would be £5 million	

5.7 The Council's bank is the exception to these investment limits however, and under normal circumstances our intention would be to comply with a counterparty limit of £30 million, to enable the efficient and effective management of the Council's cashflow.

5.8 The limit on deposits in Money Market Funds will be £20 million with any one AAAM rated (or equivalent) liquidity fund. These work in the same way as a deposit account but the money in the overall fund is invested in a number of counterparties, therefore spreading the counterparty risk.

5.9 There are products being developed that are similar to, but not the same as Money Market Funds, such as 'term repurchase arrangements'. The risk associated with these funds is somewhere between a fixed term deposit and a Money Market Fund. The Section 151 officer will approve the placing of monies in these types of fund up to a maximum of £20 million per fund, if deemed appropriate and in consultation with our treasury management advisers.

- 5.10 Given the prevailing financial market conditions, financial institutions will inevitably devise various investment products to offer enhanced returns. The Council's Section 151 Officer will consider these in consultation with our treasury management advisers and will approve the placing of monies in such investment products with appropriate limits, only after the options and their associated risks have been fully analysed by the treasury management team and our treasury management advisers.
- 5.11 To maximise flexibility, there is no limit on deposits with the UK Government (e.g. Debt Management Office, HM Treasury bills). These deposits will have a maximum duration of 6 months.
- 5.12 The limit on deposits with other Local Authorities will be £40 million which is 80% of the authority's estimated amount of investments managed in-house for 2017/18 of £50m. These deposits will have a maximum duration of 5 years. This is an upper limit and would only be fully used in exceptional circumstances. The limit is higher than the limit for other counterparties such as banks and other financial institutions due to the lower counterparty risk associated with Local Authorities. These limits are deemed appropriate by our Treasury Management advisers.

6 Fund Managers investment criteria

- 6.1 Investments undertaken by external fund managers on behalf of the Council can only be placed in certain types of investment as permitted under the Local Government Act. The types of investment, counterparties and limits used by each fund manager are set out in their Investment Management Agreement.
- 6.2 The Council's Section 151 Officer is authorised to amend these Investment Management Agreements as appropriate to reflect the needs of the Council, after fully considering the options and their associated risk and in consultation with the Council's treasury management advisers. Subject to the relevant due diligence being undertaken, the Investment Management Agreements could include investment in asset classes such as gilts, corporate bonds, property or equities, or investment in a mixed asset fund.
- 6.3 The limit on deposits in Property Funds will be £20 million with any one fund that passes the selection process.
- 6.4 The limit on deposits in Short Dated Bond Funds will be £20 million with any one fund that passes the selection process.
- 6.5 The limit on deposits in Enhanced Cash Funds will be £20 million with any one fund that passes the selection process.

Type of Investment	Individual Counterparty	Limit	Method of placement	Specified/non-specified
Deposit accounts	Bank or building society that meets the criteria of our combined matrix of credit ratings, or one of the part nationalised banks	Per bank or building society, based on country sovereign rating	Directly or through a broker	Specified (if 1 year or less), Non-specified (if more than 1 year)
Fixed term deposits			Directly or through a broker	
Certificates of sterling cash deposits			Custodian account	
Money Market Funds	AAAm rated* (or equivalent) liquidity fund	Per fund	Directly or via an on-line site for managing money market funds	Specified
Property Funds	Via selection process	Per fund	Directly or through a broker	Non-specified (more than 1 year)
Short Dated Bond Funds	Via selection process	Per fund	Directly	Non-specified (more than 1 year)
Enhanced Cash Funds	Via selection process	Per fund	Directly	Non-specified (more than 1 year)
Term repurchase arrangements	AAAf/S1 rated#	Per fund	Directly	Specified (if 1 year or less), Non-specified (if more than 1 year)
Other Local Authorities	Depends on which Local Authorities want to borrow money at that time	For total invested with other Local Authorities	Through a broker	Specified (if 1 year or less), Non-specified (if more than 1 year)
Debt Management Office	UK Government	For total invested with UK Government	Directly	Specified
Treasury Bills			Custodian account	

* A fund with a principal stability rating of 'AAAm' (or equivalent) has an extremely strong capacity to maintain stability and to limit exposure to losses of the principal sums invested due to credit, market and/or liquidity risks.

A fund with a credit quality rating of 'AAAf' has a portfolio holding that provides extremely strong protection against losses from credit defaults. A fund with a volatility rating of S1 possesses low sensitivity to changing market conditions.

This table is subject to change as new products are added as deemed appropriate – see paragraph 5.9.

SOUTHEND-ON-SEA BOROUGH COUNCIL

CHANGES FROM THE REVISED 2016/17 TREASURY MANAGEMENT POLICY

Appendix	Paragraph	Change	Reason for the change
1	7.4	A new paragraph to allow the Section 151 Officer to borrow for the purposes of financing regeneration and other infrastructure related projects.	To provide greater flexibility of the strategy
1	13.11	A new paragraph to include currency risk.	As a result of the scrutiny of the strategy at Audit Committee
2	5.10 in 2016/17	<p>The following paragraph has been removed as it is not applicable to 2017/18:</p> <p><i>Recalculation of borrowing pools following transfer of assets financed by borrowing from HRA to GF:</i></p> <ul style="list-style-type: none"> • <i>Southend-on-Sea Borough Council - GF £ 1m</i> • <i>Southend-on-Sea Borough Council - HRA £ (1)m</i> 	Paragraph not applicable to 2017/18
3	2.1	The paragraph has been amended to reflect the use of new fund managers, with a table added to summarise the type of fund, fund manager and estimated average balance in 2017/18.	To reflect changes in external fund managers
3	2.5	A new paragraph to allow the Section 151 Officer to place monies in Short Dated Bond Funds or Enhanced Cash Funds to take full advantage of the knowledge and experience of fund managers.	To provide greater flexibility of the strategy

Appendix	Paragraph	Change	Reason for the change
3	3.6	A new paragraph to allow the Section151 Officer to provide loan facilities to Development Companies focused on regeneration and other infrastructure related projects , as appropriate and following the necessary due diligence being satisfactorily completed.	To provide greater flexibility of the strategy
3	5.5 and 5.12	Paragraphs updated to compare the in-house counterparty limits with the estimated amount of investments managed in-house, rather than the estimated gross revenue expenditure of the authority.	As a result of the scrutiny of the strategy at Audit Committee
3	6.4	A new paragraph to specify the limit on deposits into Short Dated Bond Funds.	To reflect changes in external fund managers
3	6.5	A new paragraph to specify the limit on deposits into Enhanced Cash Funds.	To reflect changes in external fund managers
3	Annex A	New lines added to include Short Dated Bond funds and Enhanced Cash funds.	To reflect changes in external fund managers

SOUTHEND-ON-SEA BOROUGH COUNCIL
MINIUMUM REVENUE PROVISION POLICY 2017/18

1 Background

- 1.1 The Minimum Revenue Provision (MRP) is an amount to be set aside for the repayment of debt. In previous years the amount of the charge had been defined by statute.
- 1.2 The Chartered Institute of Public Finance & Accounting (CIPFA) defines MRP as the 'minimum amount which must be charged to an authority's revenue account each year and set aside as a provision for credit liabilities, as required by the Local Government & Housing Act 1989'.
- 1.3 Under previous regulations all MRP was a 4% charge in respect of the amount of non-HRA Capital Financing Requirement (CFR). The CFR represents the cumulative amount of borrowing that has been incurred to pay for the Council's capital assets less amounts that have been set aside for the repayment of debt over the years. The MRP charge for any one financial year is applied to the CFR calculated as at the end of the previous financial year.

2 Changes to MRP regulations

- 2.1 Under the new regulations the detailed rules have been replaced with a general duty for a local authority to make an MRP charge to revenue which it considers to be prudent. Responsibility has also been placed upon the full Council to approve an annual MRP policy statement.
- 2.2 Under the 2003 regulations there were five options a local authority could adopt as a method for calculating their MRP;

Option 1 – The regulatory method; applying the statutory formula set out in the 2003 regulations

Option 2 – CFR Method: multiplying the CFR at the end of the preceding financial year by 4%

Option 3a – Equal instalment method; amortising expenditure equally over an estimated useful life

Option3b – Annuity method; takes account of the time value of money

Option 4 – Depreciation method; charges to revenue based on depreciation calculation

- 2.3 The new regulations for MRP applied from the financial year 2007/08 whereby option 1 at this point was revoked. A policy statement regarding the 2017/18 year should be approved before 31st March 2017.
- 2.4 It is recommended that Southend-on-Sea Borough Council continues with its current policy that has been in operation since 2007/08 of:
- Supported Borrowing – Option 2 CFR method
Unsupported Borrowing – Option 3a – Equal Instalment method
- 2.5 Under the regulations capital receipts may be used to repay the principal of any amount borrowed.
- 2.6 The Department of Communities and Local Government guidance on MRP specifies that MRP would not have to be charged until the asset came into service and would begin in the financial year following the one in which the asset became operational.

3 Duration of the Policy Statement

- 3.1 This Minimum Revenue Provision Statement covers the 2017/18 financial year.

4 Minimum Revenue Provision Policy

- 4.1 The amount of MRP chargeable for 2017/18 will be applied at 4% to all:
- Capital expenditure incurred in the years before the start of this new approach
 - New capital expenditure financed by supported borrowing that causes an increase in the CFR up to 31st March 2017.
- 4.2 The amount of MRP chargeable for 2017/18 will be applied in equal annual instalments to any:
- Capital expenditure financed by long term unsupported borrowing (also referred to as Prudential Borrowing) that causes an increase in the CFR up to 31st March 2017.

The period over which it will be charged will be assessed on a basis which most reasonably reflects the anticipated period of benefit that arises from the expenditure.

- 4.3 No MRP for 2017/18 will be applied to:
- 4.3.1 Capital expenditure financed by unsupported borrowing that causes an increase in the CFR up to 31st March 2017 but has

been taken out in the short term to bridge the timing difference between anticipated and actual capital receipts.

It is anticipated that capital receipts will be received to repay this borrowing. Therefore no MRP charge is required as there is already a prudent provision for repayment.

4.3.2 Capital expenditure financed by borrowing that causes an increase in the CFR up to 31st March 2017 due to a transfer of assets between the GF and HRA where due to the nature of the transfer it is anticipated that capital receipts will be received to repay this borrowing. Therefore no MRP charge is required as there is already a prudent provision for repayment.

4.3.3 Capital expenditure financed by unsupported borrowing that causes an increase in the CFR up to 31st March 2017 but has been taken out in the short term to bridge the timing difference between the expenditure being incurred and the budgeted revenue contribution to capital outlay being applied.

It is anticipated that revenue contributions will be received to repay this borrowing. Therefore no MRP charge is required as there is already a prudent provision for repayment.

4.3.4 Capital expenditure financed by unsupported borrowing that causes an increase in the CFR up to 31st March 2017 but has been taken out in the short term to bridge the timing gap while grant conditions are being met and therefore the grant being applied to capital expenditure under International Financial Reporting Standards (IFRS).

It is anticipated that the grant conditions will be met therefore no MRP charge is required as there is already a prudent provision for repayment.

4.4 The amount of MRP chargeable for 2017/18 relating to finance leases will be such that the combined impact of the finance charge and MRP is equal to the estimated rentals payable for the year.

4.5 The amount of MRP chargeable for 2017/18 relating to capital expenditure financed by unsupported borrowing that has been taken out to finance invest to save schemes will either be applied in equal annual instalments or be matched to the repayment profile of the loan, as appropriate.

4.6 If capital receipts are utilised to repay debt in year, the value of MRP chargeable will be reduced by the value of the receipts utilised.

4.7 MRP will only be charged in the year following the asset becoming operational.

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SOUTHEND-ON-SEA BOROUGH COUNCIL PRUDENTIAL INDICATORS 2017/2018

1 Introduction

- 1.1 The Prudential Code is the key element in the system of capital finance that was introduced from 1 April 2004 as set out in the Local Government Act 2003.
- 1.2 Individual authorities are responsible for deciding the level of their affordable borrowing, having regard to the CIPFA code, (which has legislative backing). Prudential limits apply to all borrowing, qualifying credit arrangements (e.g. some forms of lease) and other long term liabilities – whether supported by Government or entirely self financed. The system is designed to encourage authorities that need, and can afford, to borrow for capital investment to do so.

2 CIPFA Prudential Code for Capital Finance in Local Authorities

- 2.1 The Code has been developed to support Local Authorities in taking capital investment decisions and to ensure that these decisions are supported by a framework which ensures prudence, affordability and sustainability. The rationale behind these concepts is set out in the code.
- 2.2 To demonstrate compliance with these objectives of prudence, affordability and sustainability each local authority is required to produce a set of prudential indicators. These indicators are designed to support and record local decision making and are not for comparison with other authorities. The setting and revising of these indicators must be approved by Cabinet and Council.

3 Prudential Indicators

3.1 Adoption of the CIPFA Code of Practice

- 3.1.1 Cabinet approved adoption of the CIPFA Code of Practice for Treasury Management in the Public Services at its meeting on 12 February 2002.

3.2 Interest rate exposure

3.2.1 Southend-on-Sea Borough Council currently has the majority of its borrowings at fixed rate and usually has a mixture of fixed and variable rate investments. The following table shows the difference between the estimated interest payable on borrowing and the estimated interest receivable on investments:

	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/20 £000
Interest payable on borrowing	11,319	11,863	11,994
Interest receivable on investments	(917)	(937)	(994)
Net interest	10,402	10,926	11,000

3.2.2 The following table shows the upper and lower limits on variable interest rate exposures for our investments, expressed as a percentage of the total sums invested:

Variable interest rate investments	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Upper limit on sums invested	100%	100%	100%
Lower limit on sums invested	10%	10%	10%

3.2.3 The main risk is that variable rates will fall and thus increase the net interest cost to the Council. However, it is more important to secure the principal sums invested than to optimise income generation. Given the current financial market conditions investment terms will be kept short to reduce counterparty risk.

3.2.4 The upper and lower limits have been set after taking account of the following considerations; Use will be made of call accounts because they provide instant access or notice accounts and these are at variable rates. Fixed interest investments tend to be for longer investment periods than the variable rate investments, however, fixed interest investments placed with other Local Authorities keep counterparty risk low and more use could be made of these.

3.3 *Maturity Structure of Borrowing during 2017/18*

3.3.1 The table below shows the limits within which the Council delegates its length of borrowing decisions to the Director of Finance and Resources/Section 151 Officer in 2017/18.

	Upper limit %	Lower limit %	Estimated outstanding debt maturity at 31st March 2018 %
Under 12 months	20	0	0
12 months and within 24 months	30	0	0
24 months and within 5 years	40	0	4
5 years and within 10 years	60	0	14
10 years and within 20 years	100	15	49
20 years and within 30 years	100	10	20
30 years and above	80	5	13

3.3.2 The percentages in each category for the upper and lower limits do not add up to 100% as they do not represent an actual allocation.

3.3.3 The actual maturities of new borrowing will be decided taking account of the maturities of existing loans and the interest rates for the various maturity periods available at the time.

3.4 *Operational Boundary and Authorised Limit 2017/18 to 2019/20*

3.4.1 The Council must set an operational boundary and authorised limit for external debt. The operational boundary is how much external debt the Council plans to take up, and reflects the decision on the amount of debt needed for the Capital Programme for the relevant year. The authorised limit is higher than the operational boundary as it allows sufficient headroom to take account of unusual cash movements. If at any time during the year, it is likely that this limit will be breached it will be reported to members as soon as possible and the Leader advised immediately.

	Estimate 2017/18 £m	Estimate 2018/19 £m	Estimate 2019/20 £m
Operational boundary	285	310	320
Authorised limit	295	320	330

3.5 *Estimate of the Capital Financing Requirement*

3.5.1 Each year, the Council finances the capital programme by a number of means, one of which is borrowing. The capital financing requirement represents the cumulative amount of borrowing that has been incurred to pay for the Council's

capital assets, less amounts that have been set aside for the repayment of debt over the years (i.e. Minimum Revenue Provision and Reserved Capital Receipts).

3.5.2 The estimates for the capital financing requirement are:

	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/20 £000
General Fund	223,768	240,338	256,563
Housing Revenue Account	98,740	98,740	98,740
Total	322,508	339,078	355,303

3.5.3 The Council is only allowed to borrow long term to support its capital programme. It is not allowed to borrow long term to support its revenue budget.

3.5.4 Under the Prudential Code, net external borrowing must not exceed the total of the capital financing requirement for the previous year, plus any additional amounts for the current year and the next financial year. This means that net external borrowing cannot exceed £322.508m at 31 March 2017, £339.078m at 31 March 2018 and £355.303m at 31 March 2019.

3.6 *Housing Revenue Account Limit on Indebtedness*

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

	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/20 £000
Limit on Indebtedness	102,159	102,159	102,159
Capital Financing Requirement	98,740	98,740	98,740
Headroom	3,419	3,419	3,419

3.6.2 Net external debt is long term external debt (i.e. PWLB loans taken out), short term borrowing from other Local Authorities and credit arrangements relating to finance leases, netted down by the amount of investments held. The estimates for the net external debt are:

	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/20 £000
External debt	281,483	305,423	315,869
Investments	(98,015)	(99,018)	(99,830)
Net external debt	183,468	206,405	216,039

3.7 *The Ratio of Financing Costs to Net Revenue Stream*

3.7.1 This indicator records what total net capital financing costs will be as a percentage of the net revenue stream.

3.7.2 Net capital financing costs are the revenue cost of financing the debt (the interest payments and the amount set aside annually to repay debt) less interest earned on investments. This is an important indicator because it shows how much of the Council's revenue resources are 'tied up' in fixed capital financing costs. Setting and reviewing this, means that the Council can ensure that its capital financing costs do not become too large a part of the revenue budget, compared to the cost of running services.

	Estimate 2017/18 %	Estimate 2018/19 %	Estimate 2019/20 %
General Fund	13.44	14.61	15.55
Housing Revenue Account	32.09	33.08	33.24

3.8 *The Incremental Impact of New Capital Investment on the Council Tax/Average Weekly Housing Rents*

3.8.1 This is a key indicator of affordability and shows estimates of the incremental impact of the new capital investment decisions on the Council Tax (i.e. on a Band D property) and weekly housing rents.

	Estimate 2017/18 £	Estimate 2018/19 £	Estimate 2019/20 £
Council tax at band D	5.13	11.13	19.34
Housing rent implications per week	0	0	0

3.8.2 However, the housing rents are set using a formula produced by Government that does not take into account the costs incurred in capital investment. So, although the above housing rents indicator is a key indicator of affordability it does not mean that housing rents will actually rise by this amount over and above the Government's guideline figure.

3.9 *Estimates of Capital Expenditure to be Incurred*

3.9.1 This is an estimate of the total amount of investment planned over the period. Not all investment necessarily has an effect on the Council Tax. Schemes funded by grant, third party contributions or by capital receipts mean that the effect on the Council Tax is greatly reduced.

	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/20 £000
General Fund	68,122	64,783	40,352
Housing Revenue Account	8,610	5,800	6,200
Total	76,732	70,583	46,552

3.10 *Total Principal Sums Invested for Periods Longer than 364 Days*

- 3.10.1 A large part of Southend-on-Sea Borough Council's investments are managed by external fund managers. However, a working cash balance is also managed internally within the Council. Part of this cash balance is utilised to smooth out the day to day movements on the cash flow. It is not therefore the intention that this part of the balance would be invested for more than 364 days. The rest of the cash balance is invested to achieve the optimum returns consistent with the effective control of risk.
- 3.10.2 This indicator sets a prudential limit for principal sums invested for periods longer than 364 days. The following limits are for principal sums invested in-house:

	<i>Estimate 2017/18 £m</i>	<i>Estimate 2018/19 £m</i>	<i>Estimate 2019/20 £m</i>
Limits on the total principal sum invested to final maturities beyond the period end	25	25	25

4 **Application of indicators**

- 4.1 These Prudential indicators demonstrate compliance with the objectives of prudence, affordability and sustainability and therefore influence the Treasury Management Policy and the financing of the capital programme.

Southend-on-Sea Borough Council

Agenda
Item No.

Report of Corporate Management Team

to
Cabinet

on
14 February 2017

Report prepared by: Ian Ambrose
Group Manager, Financial Management

Fees & Charges 2017/18
All Scrutiny Committees
Executive Councillor: Councillor John Lamb
A Part 1 Public Agenda Item

1 Purpose of Report

To consider the detailed fees and charges for services in 2017/18 included in the budget proposals for 2017/18.

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 Members are asked to note

3.2.1 Allotments – there is no increase in charge for 2017/18. However given the yearlong notice period required before any increase, the schedule proposes an increase for 2018/19.

- 3.2.2 Pier & Foreshore – there has been a rationalisation of foreshore charges, removing redundant charges.
 - 3.2.3 Regulatory – similarly redundant charges have been removed. The annual licensing fee for Tables and Chairs outside cafés and restaurants has also been removed.
 - 3.2.4 Bereavement Services – there has been a rationalisation of the fee structure for burials, and the introduction of new fees for new service offerings.
 - 3.2.5 Council Tax Penalties – a new set of statutory charges are proposed for the failure to provide certain information to the Council within 21 days of the change occurring.
 - 3.2.6 Corporate Venues – there has been a complete overhaul of the charging structure for hire of various meetings rooms at the Civic Centre and at Tickfield to allow for a more competitive and consistent offering. As a result any prior year comparative has been made redundant. Discretionary discounts may also be negotiated for regular, combination and / or multiple block booking.
 - 3.2.7 General – the schedules show both the proposed monetary and percentage increase for each charge. Where a new charge is proposed, this is flagged accordingly.
- 3.3 Car parking fees - there are no proposals to increase parking charges this year. However, as a result of representations received and the outcome of the Steer Davies Gleave study, the opportunity has been taken to reduce charges for long stay parking along the seafront and in the town centre. At the same time, it is expected that the review of the parking permits will also free up more spaces for visitors. This is expected to encourage visitors to spend more time at seafront and town centre, assisting local economy and reducing parking pressure during busy summer days/months. Other parking charges and permits proposals are:-
- 3.3.1 Introduction of charges along currently free bays along Ness Road (from opposite No 59 to 144/146). There will be residents' permits at a reduced price of £50 per annum.
 - 3.3.2 Annual permits along seafront car parks are withdrawn and replaced with "winter only weekday only" permits between 1 November to 31 March, to enable more capacity for visitors in the summer.
 - 3.3.3 It is proposed to Introduce limits for permits (percentages) based on the level of use of the car parks, encouraging more permits for the underused car parks and restricting the numbers at high demand / yield car parks.
 - 3.3.4 Recognising the needs of the Beach Hut owners, introduce new permits for them to park at nearby car parks and on-street bays.
 - 3.3.5 Introduce seasonal charges and permits at Shoebury Common and East Beach car parks to encourage greater use.
 - 3.3.6 Residents' permits fees for on-street parking in the town centre and sections of seafront are being reduced from £100 to £50 per annum.
 - 3.3.7 Introducing charging non-resident blue badge holder in car parks.
 - 3.3.8 Permit year will run from 1 April to 31 March.
 - 3.3.9 Introducing fixed £3 per day parking fee at the Civic Centre Complex and Beecroft at the weekend.

- 3.3.10 The seasonal summer and winter tariffs are maintained along central seafront and in response to representations received free parking after 6pm is also to continue.
- 3.3.11 The district car parks tariffs remain the same except for a reduction in the long stay parking charges and clarification that there will be free parking on Sundays and that a cap will be placed on the maximum number of permits. Furthermore, an opportunity has been taken to enable residents and businesses to buy parking permits through new flexible annual, quarterly and monthly permits.
- 3.3.12 With respect to the Town Centre car parks, Sunday charging times have been clarified to apply only from 11am to 5pm.
- 3.3.13 It is further proposed not to issue any permits for parking along the Central seafront area between Southchurch Avenue and Western Esplanade to enable greater capacity for visitors and permits in Seafront car parks will only be available during winter months (1 November to 31 March).
- 3.3.14 The charges for the existing special comprehensive, comprehensive, and all town centre car parks permits remain unchanged.
- 3.3.15 Introduce limited waiting restrictions (maximum 6 hours with prohibited return within 4 hours) at Priory Park, Chalkwell Park and Eastwood Park.

3.4 The Council is also commissioning a parking strategy which will undertake a fundamental review of the current parking provision, with the aim of maintaining the economic vitality of the town centre, future parking need and charges.

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

3.6 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 2017/18

4.1 Proposals for fees and charges for 2017/18 are set out in the Appendices to this report.

Appendix 1 – Department for People

Appendix 2 – Department for Place

Appendix 3 – Department of the Chief Executive

4.2 The proposed charges presented to Cabinet in January have been updated in light of the consultation with the Scrutiny Committees and the Business Sector.

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 Corporate Implications

7.1 Contribution to Council's Vision & Critical Priorities

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

7.2 Financial Implications

As set out in the body of the report. In addition the additional income yield has been factored into the proposed 2017/18 budget.

7.3 Legal Implications

None at this stage

7.4 People Implications

None at this stage

7.5 Property Implications

None at this stage

7.6 Consultation

The proposals contained in this report have been considered by the Scrutiny Committees and the Business Sector consultation meeting.

- Place Scrutiny Committee sought clarification and explanation about the majority of the draft fees and charges for 2017/18 in respect of their area of responsibility. In particular they requested that Cabinet reconsider the extension of car parking charges along Eastern Esplanade and Thorpe Esplanade;
- People Scrutiny Committee sought clarification about the forecast average unit cost of all home care per hour, but otherwise offered no comments on the draft fees and charges for 2017/18 in respect of their areas of responsibility;
- Policy and Resources Scrutiny Committee sought clarification about a number of charges but otherwise offered no comments on the draft fees and charges for 2017/18 in respect of their areas of responsibility;
- The Business and Voluntary Sector Consultation meeting offered no comments on the draft fees and charges for 2017/18.

Wherever required public consultation will commence in time to ensure that the new fee structures can be in place for the start of the new financial year.

7.7 Equalities Impact Assessment

None at this stage

7.8 Risk Assessment

The key risks are:

Elasticity of demand for some services may mean that increases in fees & charges lead to a fall in income collected.

Some residents/service users may not be able to afford increases, so that the impact may fall disproportionately on those on low incomes.

Assumptions about increases for those items that are not set by the Council may not be correct.

7.9 Value for Money

In order to deliver value for money it is essential that the Council gets the right balance between charging for services and funding services from Council Tax.

7.10 Community Safety Implications

None at this stage

Environmental Impact

None at this stage

8 Background Papers

None

9 Appendices

Appendix 1 – Department for People

Appendix 2 – Department for Place

Appendix 3 – Department of the Chief Executive

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FEES AND CHARGES

2017/18

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
1	Charge per day for lunch at day centres - main course	2.70		2.70	3.00		3.00	0.30	11.11%
2	Charge per day for lunch at day centres - pudding	1.00		1.00	1.00		1.00	0.00	0.00%
3	Charge for tea/snacks at day centres	0.50		0.50	0.50		0.50	0.00	0.00%
4	Maximum charge to user per week for home care/daycare	Full Cost of Service			Full Cost of Service				
5	Forecast average unit cost of all home care per hour	14.10		14.10	14.10		14.10	0.00	0.00%
6	Maximum charge per session (day) for day service	Full Cost of Service			Full Cost of Service				
7	Transport	2.00		2.00	2.00		2.00	0.00	0.00%
8	Minimum client contrib for OP long stay res care per week	128.90		128.90	131.48		131.48	2.58	2.00%
9	Minimum charge for adult long stay res care per week 18-24	66.75		66.75	68.08		68.08	1.33	1.99%
10	Minimum charge for adult long stay res care per week 25-59	82.30		82.30	83.95		83.95	1.65	2.00%
12	Administration Fee for Deferred Payment Scheme	495.00		495.00	525.00		525.00	30.00	6.06%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Private Sector Housing Charges									
1	Mandatory Licence of House in Multiple Occupation - up to 6 lettings	850.00		850.00	900.00		900.00	50.00	5.88%
2	Mandatory Licence of House in Multiple Occupation - each additional letting	50.00		50.00	50.00		50.00	0.00	0.00%
3	Improvement Notice	500.00		500.00	550.00		550.00	50.00	10.00%
4	Energy Performance Certificate Enforcement	200.00		200.00	200.00		200.00	0.00	0.00%
5	Immigration Inspection - initial visit	160.00		160.00	175.00		175.00	15.00	9.38%
6	Immigration Inspection - each subsequent visit	60.00		60.00	60.00		60.00	0.00	0.00%
7	Hazard Awareness Notice	500.00		500.00	550.00		550.00	50.00	10.00%
8	Prohibition Order	500.00		500.00	550.00		550.00	50.00	10.00%
9	Emergency Prohibition Order	500.00		500.00	550.00		550.00	50.00	10.00%
10	Remedial Action Notice	500.00		500.00	550.00		550.00	50.00	10.00%
11	Emergency Remedial Action Notice	500.00		500.00	550.00		550.00	50.00	10.00%
12	Demolition Order	500.00		500.00	1,000.00		1,000.00	500.00	100.00%
13	Clearance Area	500.00		500.00	1,000.00		1,000.00	500.00	100.00%
14	Interim Management Order	1,200.00		1,200.00	1,250.00		1,250.00	50.00	4.17%
15	Each additional unit above 6 units	50.00		50.00	50.00		50.00	0.00	0.00%
16	Final Management Order	1,200.00		1,200.00	1,250.00		1,250.00	50.00	4.17%
17	Each additional unit above 6 units	50.00		50.00	50.00		50.00	0.00	0.00%
18	Interim Empty Dwelling Management Order	800.00		800.00	900.00		900.00	100.00	12.50%
19	Final Empty Dwelling Management Order	800.00		800.00	900.00		900.00	100.00	12.50%
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)	35.00		35.00	35.00		35.00	0.00	0.00%
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	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	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					

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2018/19	VAT (20%)	Proposed Gross 2018/19 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
ALLOTMENTS									
The rents for allotment plots within Southend-on-Sea have not had an increase since 1st April 2012. As set out in the current fees and charges the rent for non-concessions is £4.00 per rod. The Allotments Act and our tenancy agreement, require a years notice to be served outside the growing season on all allotment tenants advising of the changes to rents. It is proposed to inform all allotment tenants before the 25th March 2017 that Allotment rents are to be change as set out in the table below from 1st April 2018. These changes to the rents will be the first in five years									
1	Per 5.5m ² (rod) (plus water recharged at current rates)	4.00		4.00	4.50		4.50	0.50	12.50%
2	Per 5.5m ² (rod) (plus water recharged at current rates) – Senior (born before 1 April 1952)	2.00		2.00	2.25		2.25	0.25	12.50%
3	Per 5.5m ² (rod) (plus water recharged at current rates) – Advantage Card C	2.00		2.00	2.25		2.25	0.25	12.50%
4	Per 5.5m ² (rod) (plus water recharged at current rates) – Under 18	2.00		2.00	2.25		2.25	0.25	12.50%
5	Edwards Hall Leisure Garden (plus water recharged at current rates)– Allotments	32.00		32.00	36.00		36.00	4.00	12.50%
6	Edwards Hall Leisure Garden – Allotments (plus water recharged at current rates) - Senior (born before 1 April 1952)	16.00		16.00	18.00		18.00	2.00	12.50%
7	Edwards Hall Leisure Garden - Allotments (plus water recharged at current rates) - Advantage Card C	16.00		16.00	18.00		18.00	2.00	12.50%
8	Edwards Hall Leisure Garden - Allotments (plus water recharged at current rates) - under 18	16.00		16.00	18.00		18.00	2.00	12.50%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
ATHLETICS									
1	Southend Athletics Club - season (2 evenings & Sunday a.m.)	3,056.00		3,056.00	3,120.00		3,120.00	64.00	2.09%
2	SLTC (Monday - Friday half day)	115.00	23.00	138.00	116.67	23.33	140.00	2.00	1.45%
3	SLTC (Monday - Friday evening)	89.17	17.83	107.00	90.83	18.17	109.00	2.00	1.87%
4	SLTC (Weekend, half day rate)	175.83	35.17	211.00	179.17	35.83	215.00	4.00	1.90%
5	SLTC (Per Hour up to Max 2 hours)	29.50	5.90	35.40	30.00	6.00	36.00	0.60	1.69%
6	SLTC (Monday - Friday 1 Hour)	23.50	4.70	28.20	24.00	4.80	28.80	0.60	2.13%
7	SLTC - Flood lights (per hour)	18.33	3.67	22.00	18.75	3.75	22.50	0.50	2.27%
8	SLTC – Equipment (hurdles, high jump, pole vault)	38.33	7.67	46.00	39.17	7.83	47.00	1.00	2.17%
9	SLTC - Pit Area, Hurdles, Misc. (Charges Per Area)	6.58	1.32	7.90	6.67	1.33	8.00	0.10	1.27%
10	SLTC - Casual Adult	3.08	0.62	3.70	3.17	0.63	3.80	0.10	2.70%
11	SLTC - Casual Junior & Concession	1.42	0.28	1.70	1.50	0.30	1.80	0.10	5.88%
BOWLS (PARKS)									
12	Season Ticket 7 day Resident	130.00	26.00	156.00	132.50	26.50	159.00	3.00	1.92%
13	Season Ticket 7 day Resident - Advantage Card C	65.00	13.00	78.00	66.67	13.33	80.00	2.00	2.56%
14	Season Ticket 7 day Resident Senior (born before 1 April 1952)	83.83	16.77	100.60	85.83	17.17	103.00	2.40	2.39%
15	Season Ticket 7 day Resident Senior (born before 1 April 1952) Advantage Card C	41.92	8.38	50.30	42.50	8.50	51.00	0.70	1.39%
16	Season Ticket Non Resident	154.17	30.83	185.00	154.17	30.83	185.00	0.00	0.00%
17	Season Ticket Non Resident (born before 1 April 1952)	118.33	23.67	142.00	118.33	23.67	142.00	0.00	0.00%
50% discount for first time season ticket holder									
18	Season Ticket 7 day Resident	65.00	13.00	78.00	66.67	13.33	80.00	2.00	2.56%
19	Season Ticket 7 day Resident - Advantage Card C	32.50	6.50	39.00	33.33	6.67	40.00	1.00	2.56%
20	Season Ticket 7 day Resident Senior (born before 1 April 1952)	41.92	8.38	50.30	42.50	8.50	51.00	0.70	1.39%
21	Season Ticket 7 day Resident Senior (born before 1 April 1952) Advantage Card C	20.96	4.19	25.15	21.67	4.33	26.00	0.85	3.38%
22	Season Ticket Non Resident	77.08	15.42	92.50	77.08	15.42	92.50	0.00	0.00%
23	Season Ticket Non Resident (born before 1 April 1952)	59.17	11.83	71.00	59.17	11.83	71.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Other Bowls Charges									
24	Cadet Season Ticket Resident 16 & under	24.58	4.92	29.50	25.00	5.00	30.00	0.50	1.69%
25	Cadet Season Ticket Resident 16 & under - Advantage Card C	11.83	2.37	14.20	12.08	2.42	14.50	0.30	2.11%
26	Cadet Season Ticket Non Resident 16 & under	35.83	7.17	43.00	35.83	7.17	43.00	0.00	0.00%
27	Per Hour (per person)	3.75	0.75	4.50	3.75	0.75	4.50	0.00	0.00%
28	Per Hour (per person)-Advantage Card AB	3.33	0.67	4.00	3.33	0.67	4.00	0.00	0.00%
29	Per Hour (per person)-Advantage Card C	2.08	0.42	2.50	2.08	0.42	2.50	0.00	0.00%
30	Per Hour 16 and Under (per person)	0.92	0.18	1.10	1.00	0.20	1.20	0.10	9.09%
31	Per Hour 16 and Under (per person) Advantage Card AB	0.92	0.18	1.10	1.00	0.20	1.20	0.10	9.09%
32	Per Hour 16 and Under (per person) Advantage Card C	0.50	0.10	0.60	0.58	0.12	0.70	0.10	16.67%
33	Two Hour Game (Per Person)	6.83	1.37	8.20	7.00	1.40	8.40	0.20	2.44%
34	Two Hour Game (Per Person)- Advantage Card AB	6.25	1.25	7.50	6.42	1.28	7.70	0.20	2.67%
35	Two Hour Game (Per Person)- Advantage Card C	3.42	0.68	4.10	3.50	0.70	4.20	0.10	2.44%
36	Rink hire - Visiting Club (2 hour maximum)	15.33	3.07	18.40	15.67	3.13	18.80	0.40	2.17%
37	County Matches - Visiting Club - No charge								
38	Member of visiting club (per game) (collected by host club)	3.08	0.62	3.70	3.17	0.63	3.80	0.10	2.70%
39	Annual license fee per bowling green (22 weeks)	5,202.00		5,202.00	5,306.00		5,306.00	104.00	2.00%
CRICKET									
40	Cat A (season every Saturday/Sunday)	3,240.00		3,240.00	3,305.00		3,305.00	65.00	2.01%
41	Cat A (season every Saturday/Sunday) with Council pavilion	3,991.00		3,991.00	4,070.00		4,070.00	79.00	1.98%
42	Cat B (season every Saturday/Sunday)	2,052.00		2,052.00	2,093.00		2,093.00	41.00	2.00%
43	Cat A (season every weekday - 1 day)	2,609.00		2,609.00	2,661.00		2,661.00	52.00	1.99%
44	Cat A (season every weekday - 1 day) with Council pavilion	2,734.00		2,734.00	2,789.00		2,789.00	55.00	2.01%
45	CAT B (season every weekday - 1 day)	1,384.00		1,384.00	1,412.00		1,412.00	28.00	2.02%
46	Cat A (season every weekday - 1 evening)	1,384.00		1,384.00	1,412.00		1,412.00	28.00	2.02%
47	Cat A (season every weekday - 1 evening) with Council Pavilion	1,394.50		1,394.50	1,422.00		1,422.00	27.50	1.97%
48	Cat B (season every weekday - 1 evening)	903.00		903.00	921.00		921.00	18.00	1.99%
49	Cat A (casual all day - 11.00 a.m.)	162.50	32.50	195.00	165.83	33.17	199.00	4.00	2.05%
50	Cat A (casual all day - 11.00 a.m.) with Council pavilion	170.83	34.17	205.00	174.17	34.83	209.00	4.00	1.95%
51	Cat B (casual all day - 11 a.m.)	128.33	25.67	154.00	130.83	26.17	157.00	3.00	1.95%
52	Cat A (casual half day - 2.00 p.m.)	124.17	24.83	149.00	126.67	25.33	152.00	3.00	2.01%
53	Cat A (casual half day - 2.00 p.m.) with Council pavilion	128.33	25.67	154.00	130.83	26.17	157.00	3.00	1.95%
54	Cat B (casual half day - 2.00 p.m.)	85.83	17.17	103.00	88.33	17.67	106.00	3.00	2.91%
55	Cat A (casual evening - 6.00 p.m.)	62.50	12.50	75.00	63.75	12.75	76.50	1.50	2.00%
56	Cat A (casual evening - 6.00 p.m.) with Council pavilion	68.00	13.60	81.60	69.17	13.83	83.00	1.40	1.72%
57	Cat B (casual evening - 6.00 p.m.)	43.33	8.67	52.00	44.17	8.83	53.00	1.00	1.92%
58	Cat A (casual Sunday & Bank Holiday afternoon)	162.50	32.50	195.00	165.83	33.17	199.00	4.00	2.05%
59	Cat A (casual Sunday & Bank Holiday afternoon) with Council	170.83	34.17	205.00	174.17	34.83	209.00	4.00	1.95%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
60	Cat B (casual Sunday & Bank Holiday afternoon)	137.50	27.50	165.00	140.00	28.00	168.00	3.00	1.82%
61	Cat A (casual Sunday & Bank Holiday all day)	209.17	41.83	251.00	213.33	42.67	256.00	5.00	1.99%
62	Cat A (casual Sunday & Bank Holiday all day) with Council pavilion	128.33	25.67	154.00	130.83	26.17	157.00	3.00	1.95%
63	Cat B (casual Sunday & Bank Holiday all day)	170.83	34.17	205.00	174.17	34.83	209.00	4.00	1.95%
64	Cricket Pitch junior practice (half day)	24.17	4.83	29.00	25.00	5.00	30.00	1.00	3.45%
65	Cat A (Sunday a.m. youth on Saturday wicket)	34.17	6.83	41.00	35.00	7.00	42.00	1.00	2.44%
66	Cat B (Sunday a.m. youth on Saturday wicket)	28.33	5.67	34.00	29.17	5.83	35.00	1.00	2.94%
67	Chalkwell Park artificial wicket (casual)	27.50	5.50	33.00	28.33	5.67	34.00	1.00	3.03%
68	Artificial wicket (season)	1,924.00		1,924.00	1,963.00		1,963.00	39.00	2.03%
GOLF									
69	18 Holes (Monday-Friday)	15.00	3.00	18.00	15.00	3.00	18.00	0.00	0.00%
70	18 Holes (Monday-Friday) Advantage Card AB	13.50	2.70	16.20	13.50	2.70	16.20	0.00	0.00%
71	18 Holes (Monday-Friday) Advantage Card C	12.00	2.40	14.40	12.00	2.40	14.40	0.00	0.00%
72	Twilight (Monday - Friday) 9 holes	7.50	1.50	9.00	7.50	1.50	9.00	0.00	0.00%
73	18 Holes (Saturday, Sunday & Bank Holidays)	18.33	3.67	22.00	18.75	3.75	22.50	0.50	2.27%
74	18 Holes (Saturday, Sunday & Bank Holidays)-Advantage Card AB	16.50	3.30	19.80	16.83	3.37	20.20	0.40	2.02%
75	18 Holes (Saturday, Sunday & Bank Holidays)-Advantage Card C	13.33	2.67	16.00	13.58	2.72	16.30	0.30	1.88%
76	Twilight (Saturday, Sunday & Bank Holidays) 9 Holes	9.17	1.83	11.00	9.33	1.87	11.20	0.20	1.82%
77	18 Holes (Monday-Friday Senior)	10.00	2.00	12.00	10.00	2.00	12.00	0.00	0.00%
78	18 Holes (Monday-Friday 18 and Under)	8.33	1.67	10.00	8.33	1.67	10.00	0.00	0.00%
79	18 Holes (Monday-Friday Senior) Advantage Card AB	9.00	1.80	10.80	9.00	1.80	10.80	0.00	0.00%
80	18 Holes (Monday-Friday 18 and Under) Advantage Card AB	7.50	1.50	9.00	7.50	1.50	9.00	0.00	0.00%
81	18 Holes (Monday-Friday Senior) Advantage Card C	8.00	1.60	9.60	8.00	1.60	9.60	0.00	0.00%
82	18 Holes (Monday-Friday 18 and Under) Advantage Card C	6.67	1.33	8.00	6.67	1.33	8.00	0.00	0.00%
83	Twilight 9 Holes (Monday-Friday Senior)	7.50	1.50	9.00	7.50	1.50	9.00	0.00	0.00%
84	Twilight 9 Holes (Monday-Friday 18 and Under)	7.50	1.50	9.00	7.50	1.50	9.00	0.00	0.00%
85	Off Peak (Monday-Friday)	11.67	2.33	14.00	11.67	2.33	14.00	0.00	0.00%
86	Off Peak (Saturday, Sunday & Bank Holidays)	16.67	3.33	20.00	17.08	3.42	20.50	0.50	2.50%
87	Off Peak (Monday - Friday, Senior/ 18 and Under)	7.92	1.58	9.50	8.08	1.62	9.70	0.20	2.11%
88	Lesson Ticket	1.67	0.33	2.00	1.75	0.35	2.10	0.10	5.00%
89	Lesson Ticket (Golf Foundation Under 18)	0.83	0.17	1.00	0.92	0.18	1.10	0.10	10.00%
90	Lesson Ticket (Golf Foundation Under 18)-Advantage Card AB	0.67	0.13	0.80	0.67	0.13	0.80	0.00	0.00%
91	Lesson Ticket (Golf Foundation Under 18)-Advantage Card C	0.50	0.10	0.60	0.50	0.10	0.60	0.00	0.00%
92	Practice Ticket	2.08	0.42	2.50	2.08	0.42	2.50	0.00	0.00%
93	Season Ticket 7 Day Resident	595.00	119.00	714.00	606.67	121.33	728.00	14.00	1.96%
94	Season Ticket 7 Day Resident Advantage Card C	523.33	104.67	628.00	533.33	106.67	640.00	12.00	1.91%
95	Season Ticket 7 Day Non-Resident	653.33	130.67	784.00	653.33	130.67	784.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
96	Season Ticket 5 Day Resident before 5.00 pm Senior (born before 1 April 1952)	297.50	59.50	357.00	303.33	60.67	364.00	7.00	1.96%
97	Season Ticket 5 Day Resident before 5.00 pm Senior (born before 1 April 1952) -Advantage Card C	255.00	51.00	306.00	260.00	52.00	312.00	6.00	1.96%
98	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	0.00	0.00%
99	Season Ticket 5 Day Resident	402.50	80.50	483.00	410.83	82.17	493.00	10.00	2.07%
100	Season Ticket 5 Day Resident Advantage Card C	358.33	71.67	430.00	365.83	73.17	439.00	9.00	2.09%
101	Season Ticket 5 Day Non-Resident	447.50	89.50	537.00	447.50	89.50	537.00	0.00	0.00%
102	Season Ticket Student Under 18's	71.67	14.33	86.00	73.33	14.67	88.00	2.00	2.33%
103	Locker Rent (per annum)	11.25	2.25	13.50	11.25	2.25	13.50	0.00	0.00%
104	Block Booking for 2 hours	119.17	23.83	143.00	121.67	24.33	146.00	3.00	2.10%
105	Block Booking (home clubs) for 2 hours	40.83	8.17	49.00	41.67	8.33	50.00	1.00	2.04%
106	Tee Reservation (Annual School Championship)	14.58	2.92	17.50	15.00	3.00	18.00	0.50	2.86%
107	Pitch & Putt (per round) Adult	2.58	0.52	3.10	2.67	0.53	3.20	0.10	3.23%
108	Pitch & Putt (per round) Adult Advantage Card AB	2.33	0.47	2.80	2.42	0.48	2.90	0.10	3.57%
109	Pitch & Putt (per round) Adult Advantage Card C	2.08	0.42	2.50	2.17	0.43	2.60	0.10	4.00%
110	Pitch & Putt (per round) Child	1.67	0.33	2.00	1.75	0.35	2.10	0.10	5.00%
111	Pitch & Putt (per round) Child Advantage Card AB	1.50	0.30	1.80	1.58	0.32	1.90	0.10	5.56%
112	Pitch & Putt (per round) Child Advantage Card C	1.33	0.27	1.60	1.42	0.28	1.70	0.10	6.25%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
RUGBY									
113	Cat A (Season - Warners/Westbarrow)	2,902.00		2,902.00	2,960.00		2,960.00	58.00	2.00%
114	Cat A (casual)	102.92	20.58	123.50	105.00	21.00	126.00	2.50	2.02%
115	Under 13's – Under 19's on 'Senior Pitch' Sunday Season	1,071.00		1,071.00	1,092.00		1,092.00	21.00	1.96%
116	Under 13's – Under 19's on 'Senior Pitch' Sunday Casual	38.33	7.67	46.00	39.17	7.83	47.00	1.00	2.17%
117	Mini Rugby – on Senior Pitches	165.00		165.00	168.00		168.00	3.00	1.82%
FOOTBALL									
118	Cat A (season 28 weeks - weekday)	1,711.00		1,711.00	1,745.00		1,745.00	34.00	1.99%
119	Cat B (season 28 weeks - weekday)	1,104.00		1,104.00	1,126.00		1,126.00	22.00	1.99%
120	Cat C (season 28 weeks - weekday)	1,032.00		1,032.00	1,053.00		1,053.00	21.00	2.03%
121	Cat A (season 28 weeks - Saturday/Sunday)	2,011.00		2,011.00	2,051.00		2,051.00	40.00	1.99%
122	Cat B (season 28 weeks - Saturday/Sunday)	1,356.00		1,356.00	1,383.00		1,383.00	27.00	1.99%
123	Cat C (season 28 weeks - Saturday/Sunday)	1,131.00		1,131.00	1,154.00		1,154.00	23.00	2.03%
124	Cat A (casual)	92.50	18.50	111.00	94.17	18.83	113.00	2.00	1.80%
125	Cat B (casual)	55.42	11.08	66.50	56.50	11.30	67.80	1.30	1.95%
126	Cat C (casual)	42.50	8.50	51.00	43.33	8.67	52.00	1.00	1.96%
127	Youth Commemoration/Jones Memorial Grounds (season - under 18)	703.00		703.00	717.00		717.00	14.00	1.99%
128	Youth Commemoration/Jones Memorial Grounds (casual- under 18)	35.00	7.00	42.00	35.67	7.13	42.80	0.80	1.90%
129	Youth Commemoration/Jones Memorial Grounds (season - under 16)	642.00		642.00	655.00		655.00	13.00	2.02%
130	Youth Commemoration/Jones Memorial Grounds (casual- under 16)	25.50	5.10	30.60	26.00	5.20	31.20	0.60	1.96%
131	Youth Commemoration/Jones Memorial Grounds (season - under 11)	325.00		325.00	332.00		332.00	7.00	2.15%
132	Youth Commemoration/Jones Memorial Grounds (casual - under 11)	12.50	2.50	15.00	12.92	2.58	15.50	0.50	3.33%
133	Southchurch Park Arena (Southend Manor) Season and training	5,169.00		5,169.00	5,272.00		5,272.00	103.00	1.99%
134	Mini soccer (season 28 weeks)	325.00		325.00	332.00		332.00	7.00	2.15%
135	Casual	12.50	2.50	15.00	12.92	2.58	15.50	0.50	3.33%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
SYNTHETIC PITCH- WARNERS PARK									
136	Pitch per hour	49.17	9.83	59.00	50.00	10.00	60.00	1.00	1.69%
137	Floodlighting per hour	11.25	2.25	13.50	11.50	2.30	13.80	0.30	2.22%
TENNIS (Outdoor Courts Priory and Chalkwell)									
138	Annual Pass per household	23.33	4.67	28.00	TBC		TBC		
139	Annual Pass per household Advantage Card A,B,C	21.25	4.25	25.50	TBC		TBC		
PARK OR SITE EVENT HIRE									
140	Charity and Community Small	64.00		64.00	65.00		65.00	1.00	1.56%
141	Charity and Community Medium	89.00		89.00	91.00		91.00	2.00	2.25%
142	Charity and Community Large	125.00		125.00	127.50		127.50	2.50	2.00%
143	Commercial Small	287.00		287.00	293.00		293.00	6.00	2.09%
144	Commercial Medium	572.00		572.00	584.00		584.00	12.00	2.10%
145	Commercial Large	1,144.50		1,144.50	1,167.00		1,167.00	22.50	1.97%
146	Standpipe for Small Event	19.00		19.00	20.00		20.00	1.00	5.26%
147	Standpipe for Medium Event	37.00		37.00	38.00		38.00	1.00	2.70%
148	Standpipe for Large Event	59.00		59.00	60.00		60.00	1.00	1.69%
OTHER EVENTS									
149	Bandstand -Priory Park 2 hour performance and 2 hour set up fee	104.00		104.00	108.00		108.00	4.00	3.85%
150	Outdoor Fitness Classes Annual Permit	156.00		156.00	165.00		165.00	9.00	5.77%
151	Partnership events with the council free of charge								

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge		
		£	£	£	£	£	£	£	%	
MISCELLANEOUS										
152	Key deposit (refundable)	10.00		10.00	10.00		10.00	0.00	0.00%	
153	Donated Trees	156.00		156.00	159.00		159.00	3.00	1.92%	
154	Plaque for Donated Item	131.00		131.00	134.00		134.00	3.00	2.29%	
155	Plaque for Donated Items - Advantage Card ABC	118.00		118.00	120.00		120.00	2.00	1.69%	
156	Donated Wooden Seats & Plaques	809.00		809.00	825.00		825.00	16.00	1.98%	
157	Donated Wooden Seats & Plaques Advantage Card ABC	729.00		729.00	744.00		744.00	15.00	2.06%	
158	Donated Metal Seats & Plaques	927.00		927.00	946.00		946.00	19.00	2.05%	
159	Donated Metal Seats & Plaques Advantage Card ABC	834.00		834.00	850.00		850.00	16.00	1.92%	
160	Donated Seats – Cliffs Gardens & Prittlewell Square	1,025.00		1,025.00	1,046.00		1,046.00	21.00	2.05%	
161	Donated Seats – Cliffs Gardens & Prittlewell Square Advantage Card ABC	923.00		923.00	942.00		942.00	19.00	2.06%	
158	Donated Seat and Plaque - Rustic Bench	1,224.00		1,224.00	1,249.00		1,249.00	25.00	2.04%	
159	Donated Seat and Plaque - Rustic Bench Advantage Card ABC	1,112.00		1,112.00	1,134.00		1,134.00	22.00	1.98%	
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	4.17	0.83	5.00	0.00	0.00%	
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	0.00	0.00%	
163	Resident Adult Low Income Category C	0.83	0.17	1.00	0.83	0.17	1.00	0.00	0.00%	
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	0.00	0.00%	
165	Family (1 adult, all children) Category A	7.50	1.50	9.00	7.50	1.50	9.00	0.00	0.00%	
166	Family (2 adults, all children) Category A	10.00	2.00	12.00	10.00	2.00	12.00	0.00	0.00%	
ACCESS GATES										
167	Access Gate Licence (5 years) for gate from private property onto	36.00		36.00	37.00		37.00	1.00	2.78%	
FLORISTRY										
168	All Arrangements	Each order based on current market price of cut flowers at time of sale.								

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
MUSEUM – SERVICE FEES									
Venue Hire - Priory & Southchurch									
169	Commercial Organisation per 4 hour session (6pm – 10pm)	459.00		459.00	500.00		500.00	41.00	8.93%
170	Voluntary Sector / Charity per 4 hour session (6pm – 10pm)	408.00		408.00	416.00		416.00	8.00	1.96%
171	Additional Hour 10pm - 11:30pm	153.00		153.00	160.00		160.00	7.00	4.58%
172	Central Museum and Beecroft Art Gallery - Weekdays cultural, educational & charitable purposes, per hour (or part)	21.00		21.00	25.00		25.00	4.00	19.05%
173	One Mayoral Charity Function Per Annum – Free of Charge.								
Weddings/Civic Ceremonies (Southchurch Hall)									
185	Tues, Wed, Thur	385.00		385.00	400.00		400.00	15.00	3.90%
186	Saturdays	560.00		560.00	600.00		600.00	40.00	7.14%
Weddings/Civil Ceremonies (Priory)									
187	Tues, Wed, Thur before 18:00 hrs	975.00		975.00	975.00		975.00	0.00	0.00%
188	Tues, Wed, Thur 18:00 to 22:00 hrs	1,250.00		1,250.00	1,300.00		1,300.00	50.00	4.00%
189	Friday & Saturday before 18:00 hrs	1,250.00		1,250.00	1,500.00		1,500.00	250.00	20.00%
190	Friday & Saturday 18:00 to 22:00 hrs	2,050.00		2,050.00	2,100.00		2,100.00	50.00	2.44%
190	Deposit	50.00		50.00	150.00		150.00	100.00	200.00%
Beecroft Art Gallery Fees									
191	Lecture Theatre (<i>Commercial organisations and Public Meetings held by Political Parties – per hour</i>)	40.80		40.80	42.00		42.00	1.20	2.94%
192	Lecture Theatre (<i>Other organisations and Non-Public Meetings of Political Parties – per hour</i>)	25.50		25.50	26.00		26.00	0.50	1.96%
193	Private View - first 2 hours	76.50		76.50	77.00		77.00	0.50	0.65%
194	Private view - subsequent hours per hour				27.00		27.00	27.00	NEW
195	Sale of works commission (30%)								
196	Open exhibition entry fee, 1 work	6.10		6.10	7.00		7.00	0.90	14.75%
197	Open exhibition entry fee, 2 works	11.20		11.20	12.00		12.00	0.80	7.14%
198	Open exhibition entry fee, 3 works	15.30		15.30	16.00		16.00	0.70	4.58%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Planaterium Fees									
199	Single Adult	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%
200	Single Child/OAP	3.33	0.67	4.00	3.33	0.67	4.00	0.00	0.00%
201	Family Ticket (2 adults & 3 children)	13.33	2.67	16.00	13.33	2.67	16.00	0.00	0.00%
202	Groups (10 or more) Adult	3.42	0.68	4.10	3.42	0.68	4.10	0.00	0.00%
203	Groups (10 or more) Child	2.50	0.50	3.00	2.50	0.50	3.00	0.00	0.00%
204	Evening Booking Surcharge (for groups)				Market Rate				
Other Charges									
205	General Admissions - Free	No Charge			No Charge				
206	Special exhibitions & events (including Sundays)	Market Rate			Market Rate				
207	General Museum Enquiries (in-depth enquiries which requires substantial staff input)				21.25	4.25	25.50	25.50	NEW
Education Fees									
208	School group single session or planetarium per child	3.00		3.00	4.00		4.00	1.00	33.33%
209	School group two session per child (1 handling activity & Planetarium)	4.00		4.00	4.50		4.50	0.50	12.50%
210	School group three session per child (1 handling activity, Planetarium & Walk)	4.90		4.90	5.50		5.50	0.60	12.24%
211	School loans, per 3 boxes per month	Market Rate			Market Rate				
212	School Outreach -Single Session per child plus travelling fee - £20	3.00		3.00	4.00		4.00	1.00	33.33%
213	School Outreach - Two session per child plus travelling fee -£20	4.00		4.00	7.00		7.00	3.00	75.00%
214	School Outreach -Three session per child plus travelling fee - £20	4.90		4.90	9.00		9.00	4.10	83.67%
215	Guided Walks				5.00		5.00	5.00	NEW
CHARGES FOR PHOTOGRAPHY									
216	Computer Database photos (SID) printouts – per image	Market Rate			Market Rate				
217	A4 printout from SID – per image on photographic paper	Market Rate			Market Rate				
218	Scanned images on CD from originals – per image	Market Rate			Market Rate				

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
PHOTOGRAPHIC REPRODUCTION CHARGES- COMMERCIAL									
219	For book jackets/covers			Market Rate			Market Rate		
220	For book/magazine illustrations			Market Rate			Market Rate		
Cliff Lift Return Journey									
221	Adult	0.83	0.17	1.00	0.83	0.17	1.00	0.00	0.00%
222	Child / Concession	0.42	0.08	0.50	0.42	0.08	0.50	0.00	0.00%
223	Family Ticket (5 people, min 1 child)	2.08	0.42	2.50	2.08	0.42	2.50	0.00	0.00%
LIBRARY SERVICE FEES									
Reservations – each item reserved on adult ticket									
224	Charge for obtaining items not on ELAN and not suitable for purchase	2.80		2.80	3.00		3.00	0.20	7.14%
Charges for searches by staff: Time spent reporting the results of a search will be charged in addition to time spent searching.									
225	General Enquiries	21.25	4.25	25.50	21.25	4.25	25.50	0.00	0.00%
226	Family History,Census & Parish Register Enquiries - Charges equivalent to those made by ERO - Chelmsford								
Fines – Books, Compact Discs and Cassettes									
227	Charge for each day issuing library is open	0.15		0.15	0.20		0.20	0.05	33.33%
228	Maximum Charge for each loan (a renewal is a new loan)	6.00		6.00	10.00		10.00	4.00	66.67%
Recorded Sound									
229	Music: Compact Disc hire (3 week loan)	1.10		1.10	1.10		1.10	0.00	0.00%
230	Audio Books: Adults: 1 or 2 cassettes/CD's (3 week loan)	1.10		1.10	1.10		1.10	0.00	0.00%
231	Adults: 3 to 7 cassettes/CD's (3 week loan)	1.60		1.60	1.60		1.60	0.00	0.00%
232	Adults: 8 or more cassettes/CD's (3 week loan)	1.60		1.60	1.60		1.60	0.00	0.00%
233	All spoken word for children Free of Charge								
234	Language Courses: Single item for 3 weeks	1.10		1.10	1.10		1.10	0.00	0.00%
235	Multiple sets for 12 weeks	3.10		3.10	3.10		3.10	0.00	0.00%
DVD									
236	Feature Films Hire (DVD1): Each item/week	2.50		2.50	2.50		2.50	0.00	0.00%
237	Overdue: Item/week	2.50		2.50	2.50		2.50	0.00	0.00%
238	Maximum charge (10 weeks)	31.00		31.00	31.00		31.00	0.00	0.00%
239	Children's Fiction Video Hire (DVDC):								

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		£	£	£	£	£	£	£	%
240	Each item/week	2.00		2.00	2.00		2.00	0.00	0.00%
241	Overdue: Item/week	2.00		2.00	2.00		2.00	0.00	0.00%
242	Maximum charge (10 weeks)	25.00		25.00	25.00		25.00	0.00	0.00%
243	Non-Fiction Video Hire (DVD2):								
244	Each item/week	2.00		2.00	2.00		2.00	0.00	0.00%
245	Overdue: Item/week	2.00		2.00	2.00		2.00	0.00	0.00%
246	Maximum charge (10 weeks)	25.00		25.00	25.00		25.00	0.00	0.00%
	CD-ROM								
247	CD-ROM Hire: Each item/3 weeks	2.10		2.10	2.10		2.10	0.00	0.00%
	Music Sets and Play Sets(Essex CC Charges)								
248	Music Set hire per 4 weeks (or part of 4 weeks)								
249	Vocal scores (per score)	0.50		0.50	0.50		0.50	0.00	0.00%
250	Sheets – per set	3.00		3.00	3.00		3.00	0.00	0.00%
251	Chamber Music (3 or more parts)	3.00		3.00	3.00		3.00	0.00	0.00%
252	Orchestral set	6.00		6.00	6.00		6.00	0.00	0.00%
253	Play sets hire (3 – 15 copies)	2.50		2.50	2.50		2.50	0.00	0.00%
	Damaged or Lost Items = Admin Fee plus Replacement Cost (If no replacement cost can be found, cost will be determined by Group Manager)								
254	Admin fee	3.20		3.20	3.55		3.55	0.35	10.94%
252	Photocopies					Market Rate			

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
	Fax								
253	Outgoing: First page: UK & Europe	1.75	0.35	2.10	1.83	0.37	2.20	0.10	4.76%
254	Additional page	0.87	0.17	1.04	0.92	0.18	1.10	0.06	5.77%
255	First page: rest of world	2.63	0.53	3.16	2.67	0.53	3.20	0.04	1.27%
256	Additional page	1.31	0.26	1.57	1.33	0.27	1.60	0.03	1.91%
257	Faxes to ships	13.13	2.63	15.76	13.33	2.67	16.00	0.24	1.52%
258	Incoming: Each	0.87	0.17	1.04	0.92	0.18	1.10	0.06	5.77%
259	Admin charge where 'Free fax' numbers are used	1.84	0.37	2.21	2.50	0.50	3.00	0.79	35.75%
260	Print-Outs and disc copies						Market Rate		
	Premises Hire								
	<i>Commercial organisations and Public Meetings held by Political Parties – per hour</i>								
261	Meetings Room	40.80		40.80	42.00		42.00	1.20	2.94%
	<i>Other organisations and Non-Public Meetings of Political Parties – per hour</i>								
262	Meetings Room	20.00		20.00	21.00		21.00	1.00	5.00%
	<i>Ancillary Equipment (where available) – per hour</i>								
263	Cine/Slide/OHP Projector	5.67	1.13	6.80	7.00	1.40	8.40	1.60	23.53%
264	Carousel Projector/Back Projector	5.67	1.13	6.80	7.00	1.40	8.40	1.60	23.53%
265	Compact Disc/Cassette Machines	5.67	1.13	6.80	7.00	1.40	8.40	1.60	23.53%
266	TV/Video	5.67	1.13	6.80	7.00	1.40	8.40	1.60	23.53%
267	PC Projector	15.83	3.17	19.00	20.00	4.00	24.00	5.00	26.32%
	Foyer								
268	Table and 2 chairs for consultations(inc Council Departments)/clinics etc.per day or part	22.00		22.00	25.00		25.00	3.00	13.64%
	<i>Display board and table by ground floor exhibition area</i>								
269	Artists and other profit making organisations per week	27.10		27.10	28.00		28.00	0.90	3.32%
270	Charities - (non profit making) per week	12.20		12.20	12.20		12.20	0.00	0.00%
271	Strategic Partners on mutual projects - Free								

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Displays – per week									
272	Up to 75 sq. m	25.00		25.00	25.00		25.00	0.00	0.00%
273	Over 75 sq.m	44.00		44.00	44.00		44.00	0.00	0.00%
Exhibitions									
274	Display screens: Deposit	143.00		143.00	143.00		143.00	0.00	0.00%
275	Weekly hire per set	81.60		81.60	85.00		85.00	3.40	4.17%
276	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>									
277	Standard Fee: Forum – ½ area	40.80		40.80	42.00		42.00	1.20	2.94%
278	Standard Fee: Forum – ¾ area	71.40		71.40	75.00		75.00	3.60	5.04%
279	Forum – whole area	107.00		107.00	125.00		125.00	18.00	16.82%
280	Other Libraries	30.60		30.60	35.00		35.00	4.40	14.38%
281	Private Views: First 2 hours	76.50		76.50	77.00		77.00	0.50	0.65%
282	Subsequent hours – per hour	27.00		27.00	30.00		30.00	3.00	11.11%
Internet									
283	First hour Free (additional 1 hour for Universal Credit holders if no paying customers waiting)								
284	Subsequent hours – per hour	1.25	0.25	1.50	1.25	0.25	1.50	0.00	0.00%
Talks									
285	Community groups	15.00		15.00	15.00		15.00	0.00	0.00%
FOCAL POINT GALLERY									
Education Fees									
286	Art Classes	7.00		7.00	7.50		7.50	0.50	7.14%
287	Art Classes (10 sessions)	63.00		63.00	65.00		65.00	2.00	3.17%
288	Art Classes Siblings	5.00		5.00	5.50		5.50	0.50	10.00%
289	Art Classes Advantage Card holders	5.00		5.00	6.75		6.75	1.75	35.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross 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	1,200.00		1,200.00	200.00	20.00%
2	Full day hire - Thur to Sun (hire includes rail tickets for all of your group)	2,500.00		2,500.00	2,600.00		2,600.00	100.00	4.00%
Artists Studio									
3	Mon - Wed during normal pier hours	100.00		100.00	100.00		100.00	0.00	0.00%
4	Thur - Sun during normal pier hours	250.00		250.00	250.00		250.00	0.00	0.00%
All internal bookings for Royal Pavilion - Details on request									
Pier Entry (Walking Only)									
5	Winter (no concessions)	0.83	0.17	1.00	0.83	0.17	1.00	0.00	0.00%
6	Summer	1.67	0.33	2.00	1.67	0.33	2.00	0.00	0.00%
7	Summer Child / Concessions	0.83	0.17	1.00	0.83	0.17	1.00	0.00	0.00%
Pier Train Single (includes Pier Entry)									
8	Adult	3.33	0.67	4.00	3.75	0.75	4.50	0.50	12.50%
9	Child / concession	1.83	0.37	2.20	1.88	0.37	2.25	0.04	2.05%
10	Family (5 people min two children)	8.75	1.75	10.50	9.38	1.87	11.25	0.74	7.10%
Pier train return									
11	Adult	3.75	0.75	4.50	4.17	0.83	5.00	0.50	11.11%
12	Child / concession	2.08	0.42	2.50	2.08	0.42	2.50	0.00	0.00%
13	Family (5 people min two children)	9.58	1.92	11.50	10.42	2.08	12.50	1.00	8.70%
14	Attendance Support to Families Scattering Ashes				10.00		10.00	10.00	NEW
All day rate									
Return as many times on the day train / walk									
15	Adult	5.42	1.08	6.50	5.83	1.17	7.00	0.50	7.69%
16	Concession	2.75	0.55	3.30	2.92	0.58	3.50	0.20	6.06%
17	Family	13.33	2.67	16.00	15.00	3.00	18.00	2.00	12.50%
Joining visiting ship									
18	As above rates with 20% discount								
19	Inclusive add on to theatre performance	2.50	0.50	3.00	2.50	0.50	3.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Pier Fishing									
20	Adult	5.42	1.08	6.50	5.83	1.17	7.00	0.50	7.69%
21	Child / concession	3.75	0.75	4.50	2.92	0.58	3.50	(1.00)	-22.22%
22	Any age one way only (licensed angling boat)	2.50	0.50	3.00	2.92	0.58	3.50	0.50	16.67%
Pier fishing season tickets									
23	Adult day	66.67	13.33	80.00	70.83	14.17	85.00	5.00	6.25%
24	Concession day	33.33	6.67	40.00	35.42	7.08	42.50	2.50	6.25%
25	Adult night	54.17	10.83	65.00	70.83	14.17	85.00	20.00	30.77%
26	Concession night	29.17	5.83	35.00	35.42	7.08	42.50	7.50	21.43%
27	Adult Anytime	116.67	23.33	140.00	125.00	25.00	150.00	10.00	7.14%
28	Concession anytime	58.33	11.67	70.00	62.50	12.50	75.00	5.00	7.14%
Pier season tickets (daytime only)									
33	Adult	66.67	13.33	80.00	70.83	14.17	85.00	5.00	6.25%
34	Concession	33.33	6.67	40.00	35.42	7.08	42.50	2.50	6.25%
Pier head berthing									
Private craft									
35	Up to 40 ft (12.2M)	20.83	4.17	25.00	20.83	4.17	25.00	0.00	0.00%
36	Up to 50 ft (15.2M)	37.50	7.50	45.00	37.50	7.50	45.00	0.00	0.00%
37	Over 50 ft (15.2M)	70.83	14.17	85.00	70.83	14.17	85.00	0.00	0.00%
Licensed passenger vessels									
38	Capacity 1-49 passengers (per visit)	37.50	7.50	45.00	37.50	7.50	45.00	0.00	0.00%
39	50+ passengers (per visit)	70.83	14.17	85.00	70.83	14.17	85.00	0.00	0.00%
40	Angling vessel embarking or disembarking passengers (per occasion)	45.83	9.17	55.00	45.83	9.17	55.00	0.00	0.00%
41	Annual License for licensed angling vessel	87.50	17.50	105.00	87.50	17.50	105.00	0.00	0.00%
Foreshore charges									
moorings									
42	Two Tree Island	191.67	38.33	230.00	191.67	38.33	230.00	0.00	0.00%
43	PLA Two Tree Island & Leigh Creek	291.67	58.33	350.00	291.67	58.33	350.00	0.00	0.00%
44	Hadleigh Ray	208.33	41.67	250.00	208.33	41.67	250.00	0.00	0.00%
45	Other Mooring Locations	70.83	14.17	85.00	91.67	18.33	110.00	25.00	29.41%
46	Dinghy racks	33.33	6.67	40.00	33.33	6.67	40.00	0.00	0.00%
47	Two tree island lockers	45.83	9.17	55.00	45.83	9.17	55.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge		
		£	£	£	£	£	£	£	%	
Other foreshore charges										
48	Motor boat / PWC casual launching	29.17	5.83	35.00	31.67	6.33	38.00	3.00	8.57%	
49	Sailing / rowing / casual launch	12.50	2.50	15.00	14.17	2.83	17.00	2.00	13.33%	
50	Launch of kayak / canoe / paddle board				3.33	0.67	4.00	4.00	NEW	
51	Fine for non-payment of launching fees	50.00	10.00	60.00	50.00	10.00	60.00	0.00	0.00%	
Season tickets - launching										
52	Motor boat/ PWC	150.00	30.00	180.00	154.17	30.83	185.00	5.00	2.78%	
53	Club member motor boat	108.33	21.67	130.00	112.50	22.50	135.00	5.00	3.85%	
54	Sailing / rowing boat	87.50	17.50	105.00	91.67	18.33	110.00	5.00	4.76%	
55	Combined launching and storage	141.67	28.33	170.00	145.83	29.17	175.00	5.00	2.94%	
56	Launch of kayak / canoe / paddle board				25.00	5.00	30.00	30.00	NEW	
57	Boat wreck removal	Individual price on application								
58	Use of crane at Two Tree (per boat)	20.83	4.17	25.00	20.83	4.17	25.00	0.00	0.00%	
59	Boatman's license	41.67	8.33	50.00	41.67	8.33	50.00	0.00	0.00%	
60	Boat licence - up to 12 passengers	41.67	8.33	50.00	41.67	8.33	50.00	0.00	0.00%	
61	Boat equipment inspection	62.50	12.50	75.00	62.50	12.50	75.00	0.00	0.00%	
62	Test fee, boatman's license (1st class) including consultant fee	100.00	20.00	120.00	100.00	20.00	120.00	0.00	0.00%	
Berthing at Leigh Wharfs										
68	First day free. Per day or part day thereafter	16.67	3.33	20.00	16.67	3.33	20.00	0.00	0.00%	
69	Per day or part after 10 days	50.00	10.00	60.00	50.00	10.00	60.00	0.00	0.00%	
Use of Leigh Wharfs for lifting boats										
70	Charge per occasion	150.00	30.00	180.00	150.00	30.00	180.00	0.00	0.00%	
Beach changing huts Chalkwell Beach										
71	Summer licence (May to September)	216.67	43.33	260.00	225.00	45.00	270.00	10.00	3.85%	
72	Winter licence (October to Mar)	133.33	26.67	160.00	141.67	28.33	170.00	10.00	6.25%	
73	Weekly licence	54.17	10.83	65.00	55.83	11.17	67.00	2.00	3.08%	
Bait digging licence										
74	Adult	20.83	4.17	25.00	20.83	4.17	25.00	0.00	0.00%	
75	Child / OAP	12.50	2.50	15.00	12.50	2.50	15.00	0.00	0.00%	

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Event Space - use of beach areas									
76	Commercial small	280.50		280.50	285.00		285.00	4.50	1.60%
77	Commercial Medium	561.00		561.00	565.00		565.00	4.00	0.71%
78	Commercial Large	1,122.00		1,122.00	1,150.00		1,150.00	28.00	2.50%
79	Charity and Community Small	61.20		61.20	62.00		62.00	0.80	1.31%
80	Charity and Community Medium	86.70		86.70	88.00		88.00	1.30	1.50%
81	Charity and Community Large	122.40		122.40	125.00		125.00	2.60	2.12%
Southend town centre charges									
82	Commercial events	270.00		270.00	275.00		275.00	5.00	1.85%
83	Mon - Fri (per day)	535.00		535.00	540.00		540.00	5.00	0.93%
84	Sat / Sunday (per day)	1,285.00		1,285.00	1,300.00		1,300.00	15.00	1.17%
85	Weekly charge (Mon - Sun) Thurs - Sun inclusive	1,070.00		1,070.00	1,100.00		1,100.00	30.00	2.80%
86	Charities and Community Organisations (events only)	270.00		270.00	275.00		275.00	5.00	1.85%
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	60.00		60.00	5.00	9.09%
	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	0.00	0.00%
Tourism charges									
Filming and photography									
90	Admin (payable by all except student film makers)	66.67	13.33	80.00	66.67	13.33	80.00	0.00	0.00%
91	Location fee - commercial - per hour or part thereof	100.00	20.00	120.00	100.00	20.00	120.00	0.00	0.00%
92	Location fee - non commercial - per hour or part thereof	50.00	10.00	60.00	50.00	10.00	60.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Food Certification									
1	Food Export Certificate	66.00		66.00	70.00		70.00	4.00	6.06%
2	Food Surrender Certificate	61.00		61.00	70.00		70.00	9.00	14.75%
3	Collect/Dispose Unfit Food (per hour)	66.00		66.00	75.50		75.50	9.50	14.39%
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	75.50		75.50	0.00	0.00%
6	Contaminated Land Enquiry	120.00		120.00	125.00		125.00	5.00	4.17%
Dog Warden Service									
7	Initial Animal Warden fee (includes prescribed fee/collection/transport/initial kennelling/microchipping)	72.00		72.00	72.00		72.00	0.00	0.00%
8	Plus Kennelling charge for each additional day or part day	12.00		12.00	12.00		12.00	0.00	0.00%
9	Microchipping Fee (if done by Animal Warden)	18.00		18.00	18.00		18.00	0.00	0.00%
10	If dog collected before first night kennelling (Prescribed fee + Transport / microchip)	35.00		35.00	35.00		35.00	0.00	0.00%
Trading Standards									
11	All Services (per hour)	75.50		75.50	75.50		75.50	0.00	0.00%
12	Regulatory Services - Other service request				75.50		75.50	75.50	NEW
Petroleum									
13	Not exceeding 2,500 litres (for 1 Year - additional charges apply for 2/3 Years)	42.00		42.00	44.00		44.00	2.00	4.76%
14	Exceeding 2,500 litres but not exceeding 50,000 litres (for 1 Year - additional charges apply for 2/3 Years)	58.00		58.00	60.00		60.00	2.00	3.45%
15	Exceeding 50,000 litres (for 1 Year - additional charges apply for 2/3 Years)	120.00		120.00	125.00		125.00	5.00	4.17%
16	Research on plans of disused sites				50.00		50.00	50.00	NEW
Explosives									
17	Initial Licence of premises for keeping of explosives (1 Year new Licence - additional fees apply for 2-5 years)	105.00		105.00	109.00		109.00	4.00	3.81%
18	Renewal of Licence (1 Year new Licence - additional fees apply for 2-5 years)	52.00		52.00	54.00		54.00	2.00	3.85%
19	Variation of Licence (amend name or address of site). Other variations at reasonable cost of work done by Licensing Service.	35.00		35.00	36.00		36.00	1.00	2.86%
20	Transfer or replacmenet of Licence document	35.00		35.00	36.00		36.00	1.00	2.86%
21	Licence to sell explosives all year round	500.00		500.00	500.00		500.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Sex Establishments									
22	Application fee (non refundable) * + £1500 if it goes to Formal Hearing	1,350.00		1,350.00	1,350.00		1,350.00	0.00	0.00%
23	Annual Licence Renewal* + £1500 if it goes to Formal Hearing	1,000.00		1,000.00	1,000.00		1,000.00	0.00	0.00%
24	Transfer				1,000.00		1,000.00	1,000.00	NEW
Hackney Carriage and Private Hire Licence Fees									
Vehicles Hackney Carriage									
25	1 Year	280.00		280.00	285.00		285.00	5.00	1.79%
26	From 4-8 Months	192.00		192.00	196.00		196.00	4.00	2.08%
27	Under 4 Months	100.00		100.00	102.00		102.00	2.00	2.00%
28	(Replacement Vehicle Fee)	46.00		46.00	48.00		48.00	2.00	4.35%
Vehicles Private Hire									
29	1 Year	247.00		247.00	252.00		252.00	5.00	2.02%
30	From 4-8 Months	176.00		176.00	180.00		180.00	4.00	2.27%
31	Under 4 Months	87.00		87.00	90.00		90.00	3.00	3.45%
32	(Replacement Vehicle Fee)	46.00		46.00	48.00		48.00	2.00	4.35%
Drivers									
33	Licence Fee on First Application and Knowledge Test: 3 Years (50% refund if not successful)	350.00		350.00	357.00		357.00	7.00	2.00%
34	Licence Fee on First Application and Knowledge Test: 1-2 Years (50% refund if not successful)	306.00		306.00	312.00		312.00	6.00	1.96%
35	Licence Fee on First Application and Knowledge Test: Under 1 Year (50% refund if not successful)	277.00		277.00	282.00		282.00	5.00	1.81%
36	Enhanced DVLA Records for check for applicants for Hackney Carriage and Private Hire Drivers Licences	7.50		7.50	7.50		7.50	0.00	0.00%
37	Licence Renewal Fee	243.00		243.00	248.00		248.00	5.00	2.06%
38	Hackney Carriage Vehicle Licence Transfer Administration Fee				50.00		50.00	50.00	NEW
Private Hire Operators									
39	5 Years	1,022.00		1,022.00	1,045.00		1,045.00	23.00	2.25%
40	Between 2 & 3 yrs	859.00		859.00	876.00		876.00	17.00	1.98%
41	Less than 2 Years	688.00		688.00	702.00		702.00	14.00	2.03%
42	If only 3 or less Private Hire Vehicles Licensed an operator may opt for 1 year	93.00		93.00	95.00		95.00	2.00	2.15%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Replacements									
43	Driver's Badge	15.00		15.00	16.00		16.00	1.00	6.67%
44	Licence Plate	15.00		15.00	16.00		16.00	1.00	6.67%
45	Plate Holder	15.00		15.00	16.00		16.00	1.00	6.67%
46	Internal Disc	15.00		15.00	16.00		16.00	1.00	6.67%
47	Supply of Copy Licence				10.50		10.50	10.50	NEW
Registers									
48	Hackney Carriage Register of Licensees	32.00		32.00	34.00		34.00	2.00	6.25%
49	Private Hire Register of Licensees	32.00		32.00	34.00		34.00	2.00	6.25%
50	Administration fee for in year license transfer	13.00		13.00	15.00		15.00	2.00	15.38%
Safety & Licensing									
51	Skin Piercing Registration	118.00		118.00	123.00		123.00	5.00	4.24%
52	Tattoo convention - venue charge	368.00		368.00	376.00		376.00	8.00	2.17%
53	Tattoo convention - individual registration	27.00		27.00	28.00		28.00	1.00	3.70%
54	Massage Establishments - Licence	118.00		118.00	123.00		123.00	5.00	4.24%
55	Massage Establishments - Renewal	100.00		100.00	102.00		102.00	2.00	2.00%
Animal Licensing									
56	Boarding Establishment – Initial Grant; Renewal or Transfer	248.00		248.00	253.00		253.00	5.00	2.02%
57	Breeding of Dogs - Initial Grant; Renewal or Transfer	248.00		248.00	253.00		253.00	5.00	2.02%
58	Pet Shops - Initial Grant	170.00		170.00	174.00		174.00	4.00	2.35%
59	Pet Shops - Renewal or Transfer	86.00		86.00	88.00		88.00	2.00	2.33%
60	Dangerous Wild Animals – Initial Grant	423.00		423.00	432.00		432.00	9.00	2.13%
61	Dangerous Wild Animals – Renewal at existing premise	368.00		368.00	376.00		376.00	8.00	2.17%
62	Riding Establishments - Initial Grant; Renewal or Transfer	822.00		822.00	838.00		838.00	16.00	1.95%
63	Zoo (3-6 yearly by instalments) - Initial Grant; Renewal	865.00		865.00	883.00		883.00	18.00	2.08%
64	Animal Home Boarding initial grant	131.00		131.00	134.00		134.00	3.00	2.29%
65	Animal Home Boarding renewal	77.00		77.00	79.00		79.00	2.00	2.60%
66	Performing animals licence	153.00		153.00	156.00		156.00	3.00	1.96%
Access to CCTV Footage									
67	Insurance Company evidential requests	110.00	22.00	132.00	110.00	22.00	132.00	0.00	0.00%
68	CCTV Dark Screen Monitoring (excluding set up costs)				1,200.00		1,200.00	1,200.00	NEW

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Scrap Metal Dealers									
69	Scrap Metal site - New	375.00		375.00	420.00		420.00	45.00	12.00%
70	Scrap Metal site - Renewal	224.00		224.00	329.00		329.00	105.00	46.88%
71	Scrap Metal site - Variation	113.00		113.00	144.00		144.00	31.00	27.43%
72	Additional Scrap Metal site (per site)	50.00		50.00	75.00		75.00	25.00	50.00%
73	Scrap Metal Collector- New	227.00		227.00	293.00		293.00	66.00	29.07%
74	Scrap Metal Collector- Renewal	176.00		176.00	221.00		221.00	45.00	25.57%
75	Scrap Metal Collector- Variation	76.00		76.00	112.00		112.00	36.00	47.37%
76	Copy Licence	22.00		22.00	26.00		26.00	4.00	18.18%
77	Certified Copy Licence				30.00		30.00	30.00	NEW
Energy Services									
78	Energy Project Manager (Day Rate)				1,000.00		1,000.00	1,000.00	NEW
79	Sustainability Officer (Day Rate)				750.00		750.00	750.00	NEW
Waste Collection									
The following waste collection charges are set and levied by the Council's Waste Collection Contractor. They are set out here for information purposes only.									
Garden Waste									
80	Garden Waste Sacks (roll of 10 sacks)	6.20		6.20	6.20		6.20	0.00	0.00%
81	240 litre Garden waste bin (to purchase, one off cost)	27.75		27.75	27.75		27.75	0.00	0.00%
82	52 week garden waste permit (annual payment by direct debit)	41.50		41.50	41.50		41.50	0.00	0.00%
83	52 week garden waste permit (payment by cheque/card)	49.80		49.80	49.80		49.80	0.00	0.00%
Bulky Waste									
84	1st individual bulky item	7.50		7.50	7.50		7.50	0.00	0.00%
85	2nd individual bulky item	5.00		5.00	5.00		5.00	0.00	0.00%
86	3rd individual bulky item	5.00		5.00	5.00		5.00	0.00	0.00%
87	4th individual bulky item	5.00		5.00	5.00		5.00	0.00	0.00%
88	5th individual bulky item	5.00		5.00	5.00		5.00	0.00	0.00%
Combined items:									
89	Three piece suite	17.50		17.50	17.50		17.50	0.00	0.00%
90	Dining Table and 6 chairs	17.50		17.50	17.50		17.50	0.00	0.00%
Max 5 items booked at any one time, other materials or more than 5 items - quotation needed									

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 2017/18

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 2017/18 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:-

	2016/17	2017/18
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

	Description of Service	Net Charge	VAT	Gross 2016/17	Proposed Net	VAT (20%)	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	Gross Charge	
		£	£	£	£	£	£	£	%
	Highways & Traffic Management Services								
1	Apparatus on the highway (crane, cherry picker etc)	180.00		180.00	200.00		200.00	20.00	11.11%
2	Vehicle access onto pedestrian zone	15.00		15.00	15.00		15.00	0.00	0.00%
	Builders Skips on the Public Highway								
3	Skip Company Operators Licence - application registration	60.00		60.00	60.00		60.00	0.00	0.00%
4	Consideration of an application for permission to deposit a skip	15.00		15.00	15.00		15.00	0.00	0.00%
5	Skip Licence - for occupation of the highway up to 21 days	35.00		35.00	40.00		40.00	5.00	14.29%
	Licence extensions - a new licence is required for skips needed longer than 21 days								
6	Recovery of expenses to remove or reposition a skip	cost + 20%		cost + 20%	cost + 20%		cost + 20%		
7	Fixed Penalty Notice - deposit of a skip without permission/contravention of a licence	100.00		100.00	100.00		100.00	0.00	0.00%
8	Fixed Penalty Notice - discounted amount if payment is made within 15 days	75.00		75.00	75.00		75.00	0.00	0.00%
	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	20.00		20.00	5.00	33.33%
10	Licence - for occupation of the highway up to 21 days	180.00		180.00	185.00		185.00	5.00	2.78%
11	Deposit - per m2 (minimum deposit £300.00)	50.00		50.00	50.00		50.00	0.00	0.00%
12	Fixed Penalty Notice - for offences relating to the erection or retention of scaffolding or other structure	500.00		500.00	510.00		510.00	10.00	2.00%
13	Fixed Penalty Notice - discounted amount if payment is made within 15 days	300.00		300.00	306.00		306.00	6.00	2.00%
	Hoarding or Fence on the Public Highway								
14	Consideration of an application to erect hoarding or fencing	15.00		15.00	20.00		20.00	5.00	33.33%
15	Licence - for occupation of the highway up to 21 days	180.00		180.00	185.00		185.00	5.00	2.78%
16	Deposit - per m2 (minimum deposit £300.00)	50.00		50.00			-	(50.00)	-100.00%
17	Site Inspections to monitor compliance - per inspection (minimum of one inspection)	50.00		50.00	50.00		50.00	0.00	0.00%
	Deposit of Building Materials & Making Excavations in Streets								
18	Consideration of an application for consent	15.00		15.00	20.00		20.00	5.00	33.33%
19	Temporary disturbance permit - for occupation of highway up to 28 days	180.00		180.00	200.00		200.00	20.00	11.11%
20	Deposit - per m2 (minimum deposit £300.00)	50.00		50.00	50.00		50.00	0.00	0.00%
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	0.00	0.00%
23	Application fee incorporating exceptional circumstances - including initial site assessment	175.00		175.00	175.00		175.00	0.00	0.00%
24	Costs to construct a crossing are based on current SBC Contractor schedule of rates, quotations to be issued upon application approval	variable		variable	variable		variable		
25	Inspection fee during construction	75.00		75.00	75.00		75.00	0.00	0.00%
26	Application to become an approved PVX contractor	100.00		100.00	100.00		100.00	0.00	0.00%

Description of Service		Net Charge	VAT	Gross 2016/17	Proposed Net	VAT (20%)	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	Gross Charge	
		£	£	£	£	£	£	£	%
New Roads & Street Works Act									
27	section 50 - Street works Licence	245.00		245.00	245.00		245.00	0.00	0.00%
28	section 75 - Inspection fee	65.00		65.00	65.00		65.00	0.00	0.00%
Parking & Penalty Charge Notices									
29	High rate	70.00		70.00	70.00		70.00	0.00	0.00%
30	Lower rate	50.00		50.00	50.00		50.00	0.00	0.00%
31	Higher rate if paid within 2 weeks(14 days) of issue of PCN - 50% reeuction	35.00		35.00	35.00		35.00	0.00	0.00%
32	Lower rate if paid within 2 weeks (14 days) of issue of PCN - 50% reduction	25.00		25.00	25.00		25.00	0.00	0.00%
Traffic Regulation Orders and Road Signs & Lines									
33	Temporaray Traffic Orders - where no advertismnt necessary	470.00	94.00	564.00	485.00	97.00	582.00	18.00	3.19%
34	Temporary Traffic Orders - where advertismnt necessary	2,166.67	433.33	2,600.00	2,085.00	417.00	2,502.00	(98.00)	-3.77%
35	White " H" bar marking at vehicular accessses (cost)	Cost + £20 Admin Fee							
36	Private destination signs (cost)	at cost							
37	Private destination signs (Admin Fee)	50.00	10.00	60.00	Cost + £20 Admin Fee				
38	Temporary traffic signal design and approval (cost)	at cost							
39	Temporary traffic signal design and approval (Admin Fee)	95.00	19.00	114.00	100.00	20.00	120.00	6.00	5.26%
40	Attendance by Traffic Signal Engineer to inspect/turn on-off signals for approved purposes(cost)	at cost + 15% Admin							
41	Attendance by Traffic Signal Engineer to inspect/turn on-off signals for approved purposes per visit	93.33	18.67	112.00	95.83	19.17	115.00	3.00	2.68%
42	Neighbourhood Watch Signs	45.00	9.00	54.00	Cost + £20 Admin Fee				
43	Traffic Regulation Orders - copies / extracts	45.00	9.00	54.00	46.00	9.20	55.20	1.20	2.22%
44	Provision of Road Casualty Data - per street per 500m length	95.00	19.00	114.00	100.00	20.00	120.00	6.00	5.26%
45	Supply of Technical Survey data	95.00	19.00	114.00	100.00	20.00	120.00	6.00	5.26%
46	Approval for temporary direction signage	55.00	11.00	66.00	60.00	12.00	72.00	6.00	9.09%
Highways Supervision & Agreements									
47	New Street Agreement (Section 38) - 10% of the value of the works								
Road Safety									
48	Road Safety Promotional-at cost	At cost							
49	Cycle Training- at various costs, see www.cyclesouthend.co.uk website for details	At cost							
Public Rights of Way									
50	Stopping up and diversion of Public Rights of Way - non refundable fee	220.00	44.00	264.00	225.00	45.00	270.00	6.00	2.27%
51	Progression of work to stop up / divert Public Right of Way or highway, including the cost of advertising	2,170.00	434.00	2,604.00	2,215.00	443.00	2,658.00	54.00	2.07%
Highways Records									
52	Highway Boundary Searches - £56 was the agreed increased fee for 2012-13	70.00		70.00	75.00		75.00	5.00	7.14%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Naming / Numbering for new properties									
53	Up to 5	105.00		105.00	107.10		107.10	2.10	2.00%
54	6 - 20	310.00		310.00	315.00		315.00	5.00	1.61%
55	21 - 50	515.00		515.00	525.00		525.00	10.00	1.94%
56	51 and over	720.00		720.00	735.00		735.00	15.00	2.08%
57	Addressing unregistered properties (each)	25.00		25.00	30.00		30.00	5.00	20.00%
58	Provision of street name plates (each)	470.00		470.00	480.00		480.00	10.00	2.13%
59	Provision of memorial benches				1,500.00		1,500.00	1,500.00	NEW
East of England Common Permit Scheme									
60	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	0.00	0.00%
61	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	0.00	0.00%
62	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	0.00	0.00%
63	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	0.00	0.00%
64	The penalty fee is £500 if paid within 36 days for working without a permit.	500.00		500.00	500.00		500.00	0.00	0.00%
65	The penalty fee is £300 if paid within 28 days for working without a permit.	300.00		300.00	300.00		300.00	0.00	0.00%
66	For breaching a condition of a permit the fee is £120 if paid within 36 days	120.00		120.00	120.00		120.00	0.00	0.00%
67	For breaching a condition of a permit the fee is £80 if paid within 28 days	80.00		80.00	80.00		80.00	0.00	0.00%
	Permit as per schedule								
68	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	0.00	0.00%
69	Permit variations for all activities on category 3 and 4 non traffic sensitive streets	35.00		35.00	35.00		35.00	0.00	0.00%
Travel Centre									
70	Departure charges	0.36		0.36	0.40		0.40	0.04	11.11%
Bus Stops									
71	Request for stop suspension				200.00		200.00	200.00	NEW
72	Added stops on request				25.00		25.00	25.00	NEW
Traffic Information and Modelling									
73	Traffic Flow Data per Location	235.00		235.00	150.00		150.00	(85.00)	-36.17%
74	Use of the Southend Transport Models (cost on application to be agreed, generally SBC consultant's fee plus 20%)								

ZONE 1 - CENTRAL SEAFRONT ZONE

FAIRHEADS GREEN CP

0900 - 1800 Daily

Pay & Display Times	Current Summer Tariff	Current Winter Tariff	Proposals	Summer Tariff	Winter Tariff
Up to 1 hr	£1.60	£1.20	No change	£1.60	£1.20
Up to 2 Hrs	£2.90	£2.20	No change	£2.90	£2.20
Up to 3 hrs	£4.20	£3.20	No change	£4.20	£3.20
Up to 4 hrs	£6.60	£5.00	No change	£6.60	£5.00
Up to 5 hrs	£8.30	£6.30	No change	£8.30	£6.30
Up to 6 hrs	£10.20	£7.70	Reduce Price	£10.00	£7.70
7 + hrs	£12.70	£9.60	Reduce price	£12.00	£9.60

SEAWAY CP

0900 - 1800 Daily

Pay & Display Times	Current Summer Tariff	Current Winter Tariff	Proposals	Summer Tariff	Winter Tariff
Up to 1 hr	£1.60	£1.20	No change	£1.60	£1.20
Up to 2 Hrs	£2.90	£2.20	No change	£2.90	£2.20
Up to 3 hrs	£4.20	£3.20	No change	£4.20	£3.20
Up to 4 hrs	£6.60	£5.00	No change	£6.60	£5.00
Up to 5 hrs	£8.30	£6.30	No change	£8.30	£6.30
Up to 6 hrs	£10.20	£7.70	Reduce Price	£10.00	£7.70
7 + hrs	£12.70	£9.60	Reduce price	£12.00	£9.60

WESTERN ESPLANADE

0900 - 1800 Daily

Pay & Display Times	Current Summer Tariff	Current Winter Tariff	Proposals	Summer Tariff	Winter Tariff
Up to 1 hr	£1.60	£1.20	No change	£1.60	£1.20
Up to 2 Hrs	£2.90	£2.20	No change	£2.90	£2.20
Up to 3 hrs	£4.20	£3.20	No change	£4.20	£3.20
Up to 4 hrs	£6.60	£5.00	No change	£6.60	£5.00
Up to 5 hrs	£8.30	£6.30	No change	£8.30	£6.30
Up to 6 hrs	£10.20	£7.70	Reduce Price	£10.00	£7.70
7 + hrs	£12.70	£9.60	Reduce price	£12.00	£9.60

Season Tickets	Winter Months only	Valid Between	Current Charge (all year)	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Winter Season	Valid weekdays only	1/11 - 31/3	£200.00	£150.00	£150.00
Quarterly	New payment option	1/11 - 31/3	N/A	£85.00	£170.00
Monthly	New payment option	1/11 - 31/3	N/A	£35.00	£210.00

Maximum Season Ticket allocation	30%
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Season Tickets	Winter months only	Valid	Current Charge(all year)	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Winter Season	Valid weekdays only	1/11 - 31/3	£200.00	£150.00	£150.00
Quarterly	New payment option	1/11 - 31/3	N/A	£85.00	£170.00
Monthly	New payment option	1/11 - 31/3	N/A	£35.00	£210.00

Maximum Season Ticket allocation	25%
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Season Tickets	Winter months only	Valid	Current Charge(all year)	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Winter Season	Valid weekdays only	1/11 - 31/3	£200.00	£150.00	£150.00
Quarterly	New payment option	1/11 - 31/3	N/A	£85.00	£170.00
Monthly	New payment option	1/11 - 31/3	N/A	£35.00	£210.00

Maximum Season Ticket allocation	25%
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SHOREFIELD ROAD CP

0900- 2100 Daily

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.00	No change	£1.00
Up to 2 Hrs	£2.00	No change	£2.00
Up to 3 hrs	£2.80	No change	£2.80
Up to 4 hrs	£4.50	No change	£4.50
Up to 5 hrs	£5.60	No change	£5.60
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£8.50	Reduce price	£8.00

Season Tickets	Winter months only	Valid	Current Charge (all year)	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Winter Season	Valid weekdays only	1/11 - 31/3	£200.00	£150.00	£150.00
Quarterly	New payment option	1/11 - 31/3	N/A	£85.00	£170.00
Monthly	New payment option	1/11 - 31/3	N/A	£35.00	£210.00

Maximum Season Ticket allocation	10%
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ZONE 2 - TOWN CENTRE ZONE

TYLERS AVENUE CP

0900-1800 (Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid 7 days a week	All year	N/A	£400.00	£400.00
Quarterly	Valid 7 days a week	All year	N/A	£115.00	£460.00
Monthly	Valid 7 days a week	All year	N/A	£40.00	£480.00

Maximum Season Ticket allocation	15%
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WARRIOR SQUARE CP

0900-1800 (Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid 7 days a week	All year	£400.00	£400.00	£400.00
Quarterly	Valid 7 days a week	All year	N/A	£115.00	£460.00
Monthly	Valid 7 days a week	All year	N/A	£40.00	£480.00

Maximum Season Ticket allocation	30%
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PLACE - CAR PARKING

FEES AND CHARGES 2017/18

APPENDIX 2

ALEXANDRA ST CP

0900-1800 (Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					

Maximum Season Ticket allocation	0%
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CLARENCE ROAD CP

0900-1800 (Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					

Maximum Season Ticket allocation	0%
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YORK ROAD

0900-1800(Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid 7 days a week	All year	£400.00	£400.00	£400.00
Quarterly	Valid 7 days a week	All year	N/A	£115.00	£460.00
Monthly	Valid 7 days a week	All year	N/A	£40.00	£480.00

Maximum Season Ticket allocation	15%
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ESSEX STREET CP

0900-1800 (Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid 7 days a week	All year	£400.00	£400.00	£400.00
Quarterly	Valid 7 days a week	All year	N/A	£115.00	£460.00
Monthly	Valid 7 days a week	All year	N/A	£40.00	£480.00

Maximum Season Ticket allocation	30%
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UNIVERSITY SQ CP

24 hours Daily

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid 7 days a week	All year	£400.00	£400.00	£400.00
Quarterly	Valid 7 days a week	All year	N/A	£115.00	£460.00
Monthly	Valid 7 days a week	All year	N/A	£40.00	£480.00

Maximum Season Ticket allocation	50%
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LONDON RD (NORTH)

0900-1800 (Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					

Maximum Season Ticket allocation	0%
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PLACE - CAR PARKING

FEES AND CHARGES 2017/18

APPENDIX 2

BAXTER AVENUE

0900 - 1800 Daily

Pay & Display			
N/A			

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No change	All year	£1,000	£1,000	£1,000

Maximum Season Ticket allocation	100%
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SHORT STREET

0900-1800(Monday to Saturday and 11am to 5pm on Sundays)

Pay & Display Times	Current Tariff	Proposals	Proposed Tariff
Up to 1 hr	£1.10	No change	£1.10
Up to 2 Hrs	£1.90	No change	£1.90
Up to 3 hrs	£2.70	No change	£2.70
Up to 4 hrs	£4.70	No change	£4.70
Up to 5 hrs	£5.70	No change	£5.70
Up to 6 hrs	£7.00	Reduce Price	£6.60
7 + hrs	£11.00	Reduce price	£10.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					

Maximum Season Ticket allocation	0%
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ZONE 2 - TOWN CENTRE ZONE

ON STREET

0900-1800 Daily

Pay & Display	Proposed Action	Current Tariff	Proposed Tariffs
30 mins	No change	£1.00	£1.00
Up to 1 hr	No change	£1.70	£1.70
Up to 2 hrs	No change	£3.30	£3.30
Up to 3 hrs	No change	£5.00	£5.00
Up to 4 hrs	No change	£6.50	£6.50
Up to 5 hrs	No change	£8.30	£8.30
Up to 6 hrs	No change	£10.00	£10.00
Up to 7 hrs	No change	£11.50	£11.50
Up to 8 hrs	No change	£13.20	£13.20
8+ hrs	No change	£14.20	£14.20

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					
	Residents Annual		£100	£50	£50

PLACE - CAR PARKING

FEES AND CHARGES 2017/18

APPENDIX 2

ZONE H - HOSPITAL AREA

ON STREET

0930-1630 DAILY

Maximum 4 hours stay

Pay & Display	Proposed Action	Current Tariff	Proposed Tariffs
Up to 2 hrs	No change	£2.10	£2.10
Up to 4 hrs	No change	£2.80	£2.80

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					

LEIGH MARSHES CP & BELTON WAY (West & East) ON STREET

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Monday to Friday - Midnight to 8 am	No change	Free	Free
Monday to Friday - 8 am to 10am	No change	£4.00	£4.00
Monday to Friday 10am to Midnight	No change	Free	Free
Weekends & bank Holidays- 9am to 9pm	No change	£1	£1

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekdays only	All year	£200.00	£200.00	£200.00
Quarterly	Valid weekdays only	All year	N/A	£65.00	£260.00
Monthly	Valid weekdays only	All year	N/A	£25.00	£300.00
Belton Way - On Street - No permits					
Leigh Marshes CP - Maximum Season Tickets allocation				60%	

ZONE 4 - OUTER TOWN CENTRE

CIVIC CENTRE COMPLEX 0900-1800

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.00	£1.00
Up to 2 hrs	No change	£1.60	£1.60
Up to 3 hrs	No change	£2.40	£2.40
Up to 4 hrs	No change	£4.10	£4.10
Up to 5 hrs	No change	£5.10	£5.40
Up to 6 hrs	No change	£6.10	£6.10
7+ hrs	Reduce Tariff	£10.20	£8.00
Weekend all day	New tariff	N/A	£3.00

Season Tickets	Winter months only	Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekend only	All year	£400.00	£200.00	£200.00

Maximum Season Tickets allocation			No limit		
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BEECROFT

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.00	£1.00
Up to 2 Hrs	No change	£1.80	£1.80
Up to 3 hrs	No change	£2.50	£2.50
Up to 4 hrs	No change	£4.30	£4.30
Up to 5 hrs	No change	£5.40	£5.10
Up to 6 hrs	No change	£6.40	£6.40
7 + hrs	Reduce tariff	£10.50	£8.00
Weekend all day	New tariff	N/A	£3.00

Season Tickets	Winter months only	Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekend only	All year	£400.00	£200.00	£200.00

Maximum Season Tickets allocation	No limit
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ZONE 5 - DISTRICT CAR PARKS

NORTH ROAD

0900-1800 (Monday to Saturday)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20
Up to 4 hrs	No change	£2.50	£2.50
Up to 5 hrs	No change	£4.40	£4.40
Up to 6 hrs	No change	£5.40	£5.40
7+ hrs	Reduce tariff	£10.50	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	New Permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	60%
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ILFACOMBE AVENUE

0900-1800 (Monday to Saturday)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20
Up to 4 hrs	No change	£2.50	£2.50
Up to 5 hrs	No change	£4.40	£4.40
Up to 6 hrs	No change	£5.40	£5.40
7+ hrs	Reduce Tariff	£10.50	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No Change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	New Permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	25%
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PLACE - CAR PARKING

FEEES AND CHARGES 2017/18

APPENDIX 2

NORTH STREET

0900-1800 (Monday to Saturday)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20
Up to 4 hrs	No change	£2.50	£2.50
Up to 5 hrs	No change	£4.40	£4.40
Up to 6 hrs	No change	£5.40	£5.40
7+ hrs	Reduce Tariff	£10.50	£8.00

Season Tickets				Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	new Permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	30%
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HAMLET COURT ROAD

0900-1800 (Monday to Saturday)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20
Up to 4 hrs	No change	£2.50	£2.50
Up to 5 hrs	No change	£4.40	£4.40
Up to 6 hrs	No change	£5.40	£5.40
7+ hrs	Reduce Tariff	£10.50	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No Change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	New Permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	50%
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ELM ROAD

0900-1800 (Monday to Saturday)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20
Up to 4 hrs	No change	£2.50	£2.50
Up to 5 hrs	No change	£4.40	£4.40
Up to 6 hrs	No change	£5.40	£5.40
7+ hrs	Reduce Tariff	£10.50	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No Change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	New permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	30%
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PLACE - CAR PARKING

FEES AND CHARGES 2017/18

APPENDIX 2

CEYLON ROAD

0900-1800 (Monday to Saturday)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20
Up to 4 hrs	No change	£2.50	£2.50
Up to 5 hrs	No change	£4.40	£4.40
Up to 6 hrs	No change	£5.40	£5.40
7+ hrs	Reduce Tariff	£10.50	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No Change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	New permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	30%
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THORPE BAY BROADWAY

0900-1800 (Monday to Saturday)- 3 hrs maximum (pay & display)

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
30 mins	No change	£0.20	£0.20
Up to 1 hr	No change	£0.50	£0.50
Up to 2 hrs	No change	£1.70	£1.70
Up to 3 hrs	No change	£2.20	£2.20

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	No Change	All year	£300.00	£300.00	£300.00
Quarterly	New Permit	All year	N/A	£85.00	£340.00
Monthly	New permit	All year	N/A	£30.00	£360.00

Maximum Season Tickets allocation	10%
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SEAFRONT ON STREET

EASTERN ESPLANADE

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed tariff
Up to 1 hr	No change	£1.20	£1.20
Up to 2 hrs	No change	£2.30	£2.30
Up to 3 hrs	No change	£3.90	£3.90
Up to 4 hrs	No change	£4.60	£4.60
Up to 5 hrs	No change	£5.70	£5.70
Up to 6 hrs	No change	£7.00	£7.00
7+ hrs	reduce Tariff	£11.00	£9.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Residents	New Permit	All year	£100.00	£50.00	£50.00
Non Residents			£200	N/A	

PLACE - CAR PARKING

FEES AND CHARGES 2017/18

APPENDIX 2

CHALKWELL ESPLANADE

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed tariff
Up to 1 hr	No change	£1.00	£1.00
Up to 2 hrs	No change	£2.10	£2.10
Up to 3 hrs	No change	£3.40	£3.40
Up to 4 hrs	No change	£4.30	£4.30
Up to 5 hrs	No change	£5.40	£5.40
Up to 6 hrs	No change	£6.50	£6.50
7+ hrs	Reduce tariff	£12.00	£9.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Residents	New Permit	All year	£100.00	£50.00	£50.00
Non Residents			N/A		

THE LEAS

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.20	£1.20
Up to 2 Hrs	No change	£2.20	£2.20
Up to 3 hrs	No change	£3.20	£3.20
Up to 4 hrs	No change	£5.00	£5.00
Up to 5 hrs	No change	£6.30	£6.30
Up to 6 hrs	No change	£7.70	£7.70
7 + hrs	Reduce tariff	£9.60	£9.00

Season Tickets	Winter months only		Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Seasonal	Valid weekdays only	1/11 - 31/3	£200.00	£200.00	£200.00
Quarterly	New Permit	1/11 - 31/3	N/A	£65.00	£260.00
Monthly	New Permit	1/11 - 31/3	N/A	£25	£300

Maximum Season Ticket allocation	25%
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THORPE ESPLANADE

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed tariff
Up to 1 hr	No change	£1.00	£1.00
Up to 2 hrs	No change	£2.10	£2.10
Up to 3 hrs	No change	£3.40	£3.40
Up to 4 hrs	No change	£4.30	£4.30
Up to 5 hrs	No change	£5.40	£5.40
Up to 6 hrs	No change	£6.50	£6.50
7+ hrs	Reduce tariff	£12.00	£9.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Residents	New Permit	All year	£100.00	£50.00	£50.00
Non Residents			N/A		

PLACE - CAR PARKING

FEES AND CHARGES 2017/18

APPENDIX 2

BELTON BRIDGE

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed tariff
Up to 1 hr	No change	£1.10	£1.10
Up to 2 hrs	No change	£2.30	£2.30
Up to 3 hrs	No change	£3.40	£3.40
Up to 4 hrs	No change	£4.60	£4.60
Up to 5 hrs	No change	£5.70	£5.70
Up to 6 hrs	No change	£6.90	£6.90
7+ hrs	Reduce tariff	£11.00	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
N/A					

ZONE 3 - OUTER SEAFRONT

BELTON GARDENS NORTH

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.10	£1.10
Up to 2 hrs	No change	£2.10	£2.10
Up to 3 hrs	No change	£3.00	£3.00
Up to 4 hrs	No change	£4.80	£4.80
Up to 5 hrs	No change	£6.00	£6.00
Up to 6 hrs	No change	£7.40	£7.40
7+ hrs	Reduce tariff	£9.00	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Residents	All year	£100.00	£100.00	£100.00
Annual	Non Residents	N/A			

BELTON GARDENS SOUTH

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.10	£1.10
Up to 2 hrs	No change	£2.10	£2.10
Up to 3 hrs	No change	£3.00	£3.00
Up to 4 hrs	No change	£4.80	£4.80
Up to 5 hrs	No change	£6.00	£6.00
Up to 6 hrs	No change	£7.40	£7.40
7+ hrs	Reduce tariff	£9.00	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Residents	All year	£100.00	£100.00	£100.00
Annual	Non Residents	N/A			

LEIGH FOUNDRY

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.10	£1.10
Up to 2 hrs	No change	£2.10	£2.10
Up to 3 hrs	No change	£3.00	£3.00
Up to 4 hrs	No change	£4.80	£4.80
Up to 5 hrs	No change	£6.00	£6.00
Up to 6 hrs	No change	£7.40	£7.40
7+ hrs	Reduce Tariff	£9.00	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Residents	All year	£100.00	£100.00	£100.00
Annual	Non Residents	N/A			

VICTORIA WHARF

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Tarriffs
Up to 1 hr	No change	£1.10	£1.10
Up to 2 hrs	No change	£2.10	£2.10
Up to 3 hrs	No change	£3.00	£3.00
Up to 4 hrs	No change	£4.80	£4.80
Up to 5 hrs	No change	£6.00	£6.00
Up to 6 hrs	No change	£7.40	£7.40
7+ hrs	Reduce tariff	£9.00	£8.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Residents	All year	£100.00	£100.00	£100.00
Annual	Non Residents	N/A			

SHOEBURY COMMON CP

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Summer tariff (1/4-31/10)	Proposed Winter tariff (1/11-31/3)
Up to 1 hr	New winter tariff	£1.00	£1.00	£0.70
Up to 2 hrs	New winter tariff	£2.00	£2.00	£1.70
Up to 3 hrs	New winter tariff	£2.80	£2.80	£2.40
Up to 4 hrs	New winter tariff	£4.50	£4.50	£4.00
Up to 5 hrs	New winter tariff	£5.60	£5.60	£5.00
Up to 6 hrs	New winter tariff	£7.00	£7.00	£6.00
7+ hrs	New winter tariff	£8.50	£8.00	£7.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekdays only	All year	£200.00	£100.00	£100.00
Quarterly	Valid weekdays only	All year	N/A	£30.00	£120.00
Monthly	Valid weekdays only	All year	N/A	£15.00	£180.00
7 day- annual, quarterly and monthly ticket only for beach hut owners at above rates and inclusive of On-Street parking bays					

Maximum Season Ticket allocation	100%
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THORPE ESPLANADE CP

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Summer tariff (1/4-31/10)	Proposed Winter tariff (1/11-31/3)
30 mins	N/A			
Up to 1 hr	New winter tariff	£1.00	£1.00	£0.70
Up to 2 hrs	New winter tariff	£1.80	£1.80	£1.70
Up to 3 hrs	New winter tariff	£2.60	£2.60	£2.40
Up to 4 hrs	New winter tariff	£4.20	£4.20	£4.00
Up to 5 hrs	New winter tariff	£5.30	£5.30	£5.00
Up to 6 hrs	New winter tariff	£6.50	£6.50	£6.00
7+ hrs	New winter tariff	£8.00	£8.00	£7.00

EAST BEACH CP

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Summer tariff (1/4-31/10)	Proposed Winter tariff (1/11-31/3)
Up to 1 hr	New winter tariff	£1.00	£1.00	£0.70
Up to 2 hrs	New winter tariff	£2.00	£2.00	£1.70
Up to 3 hrs	New winter tariff	£2.80	£2.80	£2.40
Up to 4 hrs	New winter tariff	£4.50	£4.50	£4.00
Up to 5 hrs	New winter tariff	£5.60	£5.60	£5.00
Up to 6 hrs	New winter tariff	£7.00	£7.00	£6.00
7+ hrs	New winter tariff	£8.50	£8.00	£7.00

NESS ROAD

0900-1800 DAILY

Pay & Display	Proposed Action	Current Tariff	Proposed Summer tariff (1/4-31/10)	Proposed Winter tariff (1/11-31/3)
Up to 1 hr	New winter tariff	£1.00	£1.00	£0.70
Up to 2 hrs	New winter tariff	£2.00	£2.00	£1.70
Up to 3 hrs	New winter tariff	£3.00	£2.80	£2.40
Up to 4 hrs	New winter tariff	£4.00	£4.00	£3.50
Up to 5 hrs	New winter tariff	£5.00	£5.00	£4.50
Up to 6 hrs	New winter tariff	£6.00	£6.00	£5.50
7+ hrs	New winter tariff	£10.00	£8.00	£7.00

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekdays only	All year	£200.00	£100.00	£100.00
Quarterly	Valid weekdays only	All year	N/A	£30.00	£120.00
Monthly	Valid weekdays only	All year	N/A	£15.00	£180.00
7 day- annual, quarterly and monthly ticket only for beach hut owners at above rates and inclusive of On-Street parking bays					

Maximum Season Ticket allocation	100%
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Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekdays only	All year	£200.00	£100.00	£100.00
Quarterly	Valid weekdays only	All year	N/A	£30.00	£120.00
Monthly	Valid weekdays only	All year	N/A	£15.00	£180.00
7 day- annual, quarterly and monthly ticket only for beach hut owners at above rates and inclusive of On-Street parking bays					

Maximum Season Ticket allocation	100%
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Includes uncharged bays between No 59 to 144/146 Ness Road

Season Tickets		Valid	Current Charge	Proposed Charge	
Type	Proposed Action			Charge	Total Cost
Annual	Valid weekdays only	All year	£200.00	£100.00	£100.00
Quarterly	Valid weekdays only	All year	N/A	£30.00	£120.00
Monthly	Valid weekdays only	All year	N/A	£15.00	£180.00
7 day- annual, quarterly and monthly ticket only for beach hut owners at above rates and inclusive of On-Street parking bays					

Maximum Season Ticket allocation	100%
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OTHER CHARGES

ALL PARKING MANAGEMENT AND RESIDENTS PARKING SCHEMES

	Proposed Action	Current Tariff	Proposed Tarriffs
1st & 2nd Permit	No change	£15.00	£15.00
3rd Permit	No change	£30.00	£30.00
4th Permit	No change	£50.00	£50.00
Visitor Vouchers (20)	No change	£5.00	£5.00
Business Permits	No change	£250.00	£250.00

All PMS where applicable

OTHER PERMITS

Description	Proposed Action	Current Tariff	Proposed Tarriffs
Charitable Organisation- Upto 5 free permits subject to justifying the need. Then upto another 5 permits subject to Green Travel Plan at 50% discount rate	No change	£0.00	£0.00
Suspensions (Administration Cost) for up to 7 days and for each subsequent renewals	No change	£30.00	£30.00
Suspensions of on street & car park bays (per day per bay) - Zone A	No change	£20.00	£20.00
Suspensions of on street & car park bays (per day per bay) - All other areas	New tariff	£0.00	£15.00
Dispensations (on waiting/limited waiting restrictions) for allowing vehicle parking for up to 7 days	No change	£30.00	£30.00
Replacement of permit or season ticket due to vehicle changes	No change	£5.00	£5.00
Replacement of permit or season ticket due loss	No change	£30.00	£30.00
All Car Parks Borough Wide (excluding Zone 1 from 1/4 to 31/10) - Annual	No change	£1,100.00	£1,100.00
All Town Centre Car Parks - Annual	No change	£900.00	£900.00
Carers/Health Care Specialists (named car park)	No change	£100.00	£100.00
Seafront and Town Centre Residents (to park in pay & display bays in their own street)	Change Tariff	£100	£50
Hotel/Guest house - 24 hour permit at reduced rate of 50% of the on- street day charge	New Tariff	n/a	50% of the day charge

OTHER PROVISIONS

Type	Description
Christmas Parking	To provide free parking in town centre Council car parks after 1600hrs on Thursdays and all day on Sundays in December, Christmas Day and Good Friday (except those with barriers)
Seafront Parking	To provide free parking after 6pm along the seafront; covering Fairhead Green, Seaway and Western Esplanade
Small Business Day	Free Parking in District car parks
Electric Cars	Free Parking in Council car parks
Blue Badge Parking	Only residents of the Borough to park free in the Council car parks. All non residents to pay the appropriate tariff.
Permits	All permits to be issued on an annual basis to be effective from 1st of April each year.

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross 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	7.00		7.00	1.00	16.67%
2	To retrieve and view a file that is stored off-site (Building Control 175 - 1987)	22.00		22.00	23.00		23.00	1.00	4.55%
3	Planning History (Search Agents)				7.00		7.00	7.00	NEW
4	Written responses to Solicitors, Developers or Insurers (in addition to the retrieval fee)	33.33	6.67	40.00	34.17	6.83	41.00	1.00	2.50%
5	To copy an A4 (297 x 210 mm) document (in addition to the retrieval fee)	7.50	1.50	9.00	8.33	1.67	10.00	1.00	11.11%
6	To copy an A3 (297 x 420 mm) document (in addition to the retrieval fee)	8.33	1.67	10.00	9.17	1.83	11.00	1.00	10.00%
7	To copy an A2 (420 x 594 mm) document (in addition to the retrieval fee)	8.33	1.67	10.00	9.17	1.83	11.00	1.00	10.00%
8	To copy an A1 (594 x 841 mm) document (in addition to the retrieval fee)	9.17	1.83	11.00	9.58	1.92	11.50	0.50	4.55%
9	To copy an A0 (841 x 1189 mm) document (in addition to the retrieval fee)	10.00	2.00	12.00	10.00	2.00	12.00	0.00	0.00%
	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	1,190.00	238.00	1,428.00	1,214.17	242.83	1,457.00	29.00	2.03%
14	Follow up meeting plus written advice	637.50	127.50	765.00	650.83	130.17	781.00	16.00	2.09%
	Pre-application advice - SMALL SCALE MAJOR								
15	Written advice	340.00	68.00	408.00	347.50	69.50	417.00	9.00	2.21%
16	Meeting plus written advice	977.50	195.50	1,173.00	998.33	199.67	1,198.00	25.00	2.13%
17	Follow up meeting plus written advice	255.00	51.00	306.00	260.00	52.00	312.00	6.00	1.96%
	Pre-application advice - MINOR								
18	Written advice	170.00	34.00	204.00	174.17	34.83	209.00	5.00	2.45%
19	Meeting plus written advice	510.00	102.00	612.00	520.00	104.00	624.00	12.00	1.96%
20	Follow up meeting plus written advice	170.00	34.00	204.00	173.33	34.67	208.00	4.00	1.96%
21	Advice to agents regarding extension/alterations to dwellings	216.67	43.33	260.00	220.83	44.17	265.00	5.00	1.92%
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	76.50		76.50	78.00		78.00	1.50	1.96%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Micellaneous Fees									
25	Copy of Tree Preservation Order	17.30		17.30	18.00		18.00	0.70	4.05%
26	Inspection of compliance with Enforcement Notice	131.67	26.33	158.00	135.00	27.00	162.00	4.00	2.53%
27	Adopted Local Development Framework Documents (per document)	26.00		26.00	26.00		26.00	0.00	0.00%
33	Compliance with S106 Agreement Requests	77.00		77.00	78.00		78.00	1.00	1.30%
High Hedge Complaints									
34	Application fee	357.00		357.00	364.00		364.00	7.00	1.96%
35	Application fee (concessions only)	255.00		255.00	260.00		260.00	5.00	1.96%
SUDS Approval Body Applications									
36	Suds Application (Major Developments) under 0.5ha	357.00		357.00	364.00		364.00	7.00	1.96%
37	Suds Application (Major Developments) 0.5ha - 0.99ha	612.00		612.00	624.00		624.00	12.00	1.96%
38	Suds Application (Major Developments) 1ha +	918.00		918.00	937.00		937.00	19.00	2.07%

Building Regulations		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge		
								£	%	
		New Dwellings								
1	Plan Charge	Houses/Bungalows < 300sqm (1 Plot)	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%
2		Houses/Bungalows < 300sqm (2 Plots)	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
3		Houses/Bungalows < 300sqm (3 Plots)	300.00	60.00	360.00	314.87	62.98	377.85	17.85	4.96%
4		Houses/Bungalows < 300sqm (4 Plots)	375.00	75.00	450.00	393.59	78.72	472.31	22.31	4.96%
5		Houses/Bungalows < 300sqm (5 Plots)	450.00	90.00	540.00	472.31	94.47	566.78	26.78	4.96%
6	Inspection Charge	Houses/Bungalows < 300sqm (1 Plot)	450.00	90.00	540.00	472.31	94.47	566.78	26.78	4.96%
7		Houses/Bungalows < 300sqm (2 Plots)	675.00	135.00	810.00	708.47	141.69	850.16	40.16	4.96%
8		Houses/Bungalows < 300sqm (3 Plots)	900.00	180.00	1,080.00	944.62	188.92	1,133.54	53.54	4.96%
9		Houses/Bungalows < 300sqm (4 Plots)	1,124.17	224.83	1,349.00	1,180.78	236.15	1,416.93	67.93	5.04%
10		Houses/Bungalows < 300sqm (5 Plots)	1,349.17	269.83	1,619.00	1,416.93	283.39	1,700.32	81.32	5.02%
11	Building Notice	Houses/Bungalows < 300sqm (1 Plot)	625.00	125.00	750.00	655.99	131.20	787.19	37.19	4.96%
12		Houses/Bungalows < 300sqm (2 Plots)	950.00	190.00	1,140.00	997.10	199.42	1,196.52	56.52	4.96%
13		Houses/Bungalows < 300sqm (3 Plots)	1,224.17	244.83	1,469.00	1,285.73	257.15	1,542.88	73.88	5.03%
14		Houses/Bungalows < 300sqm (4 Plots)	1,549.17	309.83	1,859.00	1,626.85	325.37	1,952.22	93.22	5.01%
15		Houses/Bungalows < 300sqm (5 Plots)	1,849.17	369.83	2,219.00	1,941.72	388.35	2,330.07	111.07	5.01%
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	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%
22		2 Flats < 300sqm	200.00	40.00	240.00	209.92	41.98	251.90	11.90	4.96%
23		3 Flats < 300sqm	250.00	50.00	300.00	262.40	52.48	314.88	14.88	4.96%
24		4 Flats < 300sqm	300.00	60.00	360.00	314.87	62.98	377.85	17.85	4.96%
25		5 Flats < 300sqm	375.00	75.00	450.00	393.59	78.72	472.31	22.31	4.96%
26	Inspection Charge	1 Flat < 300sqm	375.00	75.00	450.00	393.59	78.72	472.31	22.31	4.96%
27		2 Flats < 300sqm	600.00	120.00	720.00	629.75	125.95	755.70	35.70	4.96%
28		3 Flats < 300sqm	750.00	150.00	900.00	787.19	157.43	944.62	44.62	4.96%
29		4 Flats < 300sqm	950.00	190.00	1,140.00	997.10	199.42	1,196.52	56.52	4.96%
30		5 Flats < 300sqm	1,124.17	224.83	1,349.00	1,180.78	236.15	1,416.93	67.93	5.04%
31	Building Notice	1 Flat < 300sqm	525.00	105.00	630.00	551.03	110.21	661.24	31.24	4.96%
32		2 Flats < 300sqm	775.00	155.00	930.00	813.43	162.68	976.11	46.11	4.96%
33		3 Flats < 300sqm	1,025.00	205.00	1,230.00	1,075.82	215.16	1,290.98	60.98	4.96%
34		4 Flats < 300sqm	1,274.17	254.83	1,529.00	1,338.22	267.64	1,605.86	76.86	5.03%
35		5 Flats < 300sqm	1,549.17	309.83	1,859.00	1,626.85	325.37	1,952.22	93.22	5.01%
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 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
41	EW1	Notifiable electrical work (where applicable)	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
		Work to a single dwelling								
42	Plan Charge	1 storey extension not exceeding 40sqm	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%
43		1 storey extension 40 - 100sqm	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%
44		2/3 storey extension not exceeding 40sqm	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%
45		2/3 extension 40 - 100 sqm	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%
46		Garage/store etc not exceeding 100sqm	75.00	15.00	90.00	78.72	15.74	94.46	4.46	4.96%
47		Detached non-habitable domestic building not exc 50sqm	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%
48	Inspection Charge	1 storey extension not exceeding 40sqm	375.00	75.00	450.00	393.59	78.72	472.31	22.31	4.96%
49		1 storey extension 40 - 100sqm	425.00	85.00	510.00	446.07	89.22	535.29	25.29	4.96%
50		2/3 storey extension not exceeding 40sqm	425.00	85.00	510.00	446.07	89.22	535.29	25.29	4.96%
51		2/3 extension 40 - 100 sqm	475.00	95.00	570.00	498.55	99.71	598.26	28.26	4.96%
52		Garage/store etc not exceeding 100sqm	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
53		Detached non-habitable domestic building not exc 50sqm	300.00	60.00	360.00	314.87	62.98	377.85	17.85	4.96%
54	Building Notice	1 storey extension not exceeding 40sqm	500.00	100.00	600.00	524.79	104.96	629.75	29.75	4.96%
55		1 storey extension 40 - 100sqm	600.00	120.00	720.00	629.75	125.95	755.70	35.70	4.96%
56		2/3 storey extension not exceeding 40sqm	600.00	120.00	720.00	629.75	125.95	755.70	35.70	4.96%
57		2/3 extension 40 - 100 sqm	650.00	130.00	780.00	682.23	136.44	818.67	38.67	4.96%
58		Garage/store etc not exceeding 100sqm	325.00	65.00	390.00	341.11	68.23	409.34	19.34	4.96%
59		Detached non-habitable domestic building not exc 50sqm	425.00	85.00	510.00	446.07	89.22	535.29	25.29	4.96%
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	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%
67		Garage conversions	75.00	15.00	90.00	78.72	15.74	94.46	4.46	4.96%
68	Inspection Charge	Rooms in roof	400.00	80.00	480.00	419.83	83.97	503.80	23.80	4.96%
69		Garage conversions	175.00	35.00	210.00	183.67	36.74	220.41	10.41	4.96%
70	Building Notice	Rooms in roof	550.00	110.00	660.00	577.27	115.46	692.73	32.73	4.96%
71		Garage conversions	275.00	55.00	330.00	288.63	57.73	346.36	16.36	4.96%
72	Regularisation	Rooms in roof	Individually determined			Individually determined				
73		Garage conversions	Individually determined			Individually determined				
74	Plan Charge	Re-roof etc	75.00	15.00	90.00	78.72	15.74	94.46	4.46	4.96%
75		Window replacement	75.00	15.00	90.00	78.72	15.74	94.46	4.46	4.96%
76		work not exceeding £5000	75.00	15.00	90.00	78.72	15.74	94.46	4.46	4.96%
77		Work £5,000 - £25,000	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%
78		Work £25,000 - £100,000	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%

	Building Regulations		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge		
79	Inspection Charge	Re-roof etc	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%	
80		Window replacement	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%	
81		Work not exceeding £5000	100.00	20.00	120.00	104.96	20.99	125.95	5.95	4.96%	
82		Work £5,000 - £25,000	200.00	40.00	240.00	209.92	41.98	251.90	11.90	4.96%	
83		Work £25,000 - £100,000	400.00	80.00	480.00	419.83	83.97	503.80	23.80	4.96%	
84	Building Notice	Re-roof etc	175.00	35.00	210.00	183.67	36.74	220.41	10.41	4.96%	
85		Replacement Windows	175.00	35.00	210.00	183.67	36.74	220.41	10.41	4.96%	
86		work not exceeding £5000	175.00	35.00	210.00	183.67	36.74	220.41	10.41	4.96%	
87		Work £5,000 - £25,000	325.00	65.00	390.00	341.11	68.23	409.34	19.34	4.96%	
88	Work £25,000 - £100,000	525.00	105.00	630.00	551.03	110.21	661.24	31.24	4.96%		
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					
	All other Non-Domestic Work										
94	Plan Charge	1 storey extension not exceeding 40sqm	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%	
95		1 storey extension 40 - 100sqm	175.00	35.00	210.00	183.67	36.74	220.41	10.41	4.96%	
96		2/3 storey extension not exceeding 40sqm	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%	
97		2/3 extension 40 - 100 sqm	200.00	40.00	240.00	209.92	41.98	251.90	11.90	4.96%	
98	Inspection Charge	1 storey extension not exceeding 40sqm	400.00	80.00	480.00	419.83	83.97	503.80	23.80	4.96%	
99		1 storey extension 40 - 100sqm	475.00	95.00	570.00	498.55	99.71	598.26	28.26	4.96%	
100		2/3 storey extension not exceeding 40sqm	450.00	90.00	540.00	472.31	94.47	566.78	26.78	4.96%	
101		2/3 extension 40 - 100 sqm	500.00	100.00	600.00	524.79	104.96	629.75	29.75	4.96%	
102	Regularisation	1 storey extension not exceeding 40sqm	Individually determined			Individually determined					
103		1 storey extension 40 - 100sqm	Individually determined			Individually determined					
104		2/3 storey extension not exceeding 40sqm	Individually determined			Individually determined					
105		2/3 extension 40 - 100 sqm	Individually determined			Individually determined					
106	Plan Charge	Work not exceeding £5000	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
107		Replacement Windows	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
108		Renewable Energy Systems	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
109		Shopfront	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
110	Inspection Charge	Work not exceeding £5000	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
111		Replacement Windows	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
112		Renewable Energy Systems	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
113		Shopfront	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%	
114	Regularisation	Work not exceeding £5000	Individually determined			Individually determined					
115		Replacement Windows	Individually determined			Individually determined					
116		Renewable Energy Systems	Individually determined			Individually determined					
117		Shopfront	Individually determined			Individually determined					

	Building Regulations		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
118	Plan Charge	Work £5000 - £25,000	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%
119		Replacement Windows (large)	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%
120		Renovation of thermal elements	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%
121		Storage Platforms	125.00	25.00	150.00	131.20	26.24	157.44	7.44	4.96%
122	Inspection Charge	Work £5000 - £25,000	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
123		Replacement Windows (large)	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
124		Renovation of thermal elements	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
125		Storage Platforms	225.00	45.00	270.00	236.16	47.23	283.39	13.39	4.96%
126	Regularisation	Work £5000 - £25,000	Individually determined			Individually determined				
127		Replacement Windows (large)	Individually determined			Individually determined				
128		Renovation of thermal elements	Individually determined			Individually determined				
129		Storage Platforms	Individually determined			Individually determined				
130	Plan Charge	Work £25,000 - £100,000	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%
131		Fit out work	150.00	30.00	180.00	157.44	31.49	188.93	8.93	4.96%
132	Inspection Charge	Work £25,000 - £100,000	450.00	90.00	540.00	472.31	94.47	566.78	26.78	4.96%
133		Fit out work	450.00	90.00	540.00	472.31	94.47	566.78	26.78	4.96%
134	Regularisation	Work £25,000 - £100,000	Individually determined			Individually determined				
135		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

Description of Service	Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
	£	£	£	£	£	£	£	%
Fleet Hire Charges - VAT Chargeable in addition on external hire								
1 Small Van Full Day	35.00		35.00	40.00		40.00	5.00	14.29%
2 Small Van Half Day	20.00		20.00	25.00		25.00	5.00	25.00%
3 Small Van Cost Per Mile	0.40		0.40	0.45		0.45	0.05	12.50%
4 Large Van Full Day	40.00		40.00	56.00		56.00	16.00	40.00%
5 Large Van Half Day	25.00		25.00	30.00		30.00	5.00	20.00%
6 Large Van Cost Per Mile	0.50		0.50	0.55		0.55	0.05	10.00%
7 Open Back Tipper Full Day/Crew Cab	55.00		55.00	60.00		60.00	5.00	9.09%
8 Open Back Tipper Half Day/ Crew Cab	30.00		30.00	35.00		35.00	5.00	16.67%
9 Minibus (up to 16 seater) Full Day	65.00		65.00	70.00		70.00	5.00	7.69%
10 Minibus (up to 16 seater) Half Day	35.00		35.00	40.00		40.00	5.00	14.29%
11 Minibus Cost Per Mile	0.60		0.60	0.65		0.65	0.05	8.33%
12 Driving Assessment for small vehicle	POA		POA	POA		POA		
13 Training & test for minibus - internal staff and LA Schools only	POA		POA	POA		POA		
14 Above with Passenger Transport vehicle	POA		POA	POA		POA		
Parental Contribution (Post 16 Transport)								
19 Parental Contribution	£500.00 or total cost whichever is greater			£500.00 or total cost whichever is greater				
Dial-A-Ride Charges								
20 Single 0 - 1 miles	3.20		3.20	3.35		3.35	0.15	4.69%
21 Single 1 - 4 miles	3.70		3.70	3.90		3.90	0.20	5.41%
22 Single 4 - 6 miles	4.70		4.70	4.95		4.95	0.25	5.32%
23 Single 6 miles plus	5.70		5.70	6.00		6.00	0.30	5.26%
24 Single Additional Escort To Travel	2.60		2.60	2.75		2.75	0.15	5.77%
25 Return 0 - 1 miles	6.40		6.40	6.70		6.70	0.30	4.69%
26 Return 1 - 4 miles	7.40		7.40	7.75		7.75	0.35	4.73%
27 Return 4 - 6 miles	9.40		9.40	9.90		9.90	0.50	5.32%
28 Return 6 miles plus	11.40		11.40	11.95		11.95	0.55	4.82%
29 Return Additional Escort To Travel	5.20		5.20	5.45		5.45	0.25	4.81%
30 Registration/Membership Fee	12.00		12.00	12.50		12.50	0.50	4.17%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
CEMETERIES & CREMATORIUM									
BURIAL FEES									
Private Grave Space - Traditional Grave 50 years									
1	Exclusive Rights of Burial, Including Registration in traditional Grave Resident	2,120.00		2,120.00	2,120.00		2,120.00	0.00	0.00%
2	Exclusive Rights of Burial including Registration in traditional Grave Non Resident	3,560.00		3,560.00	3,560.00		3,560.00	0.00	0.00%
Private Grave Space- Lawn including 75 and 50 years grave spaces									
3	Exclusive Right of Burial including Registration Resident	780.00		780.00	780.00		780.00	0.00	0.00%
4	Exclusive Right of Burial including Registration Non Resident	1,325.00		1,325.00	1,325.00		1,325.00	0.00	0.00%
Interment fee including excavation all depths									
5	A person whose age at time of death exceeds 16 years Resident	780.00		780.00	780.00		780.00	0.00	0.00%
6	A person whose age at time of death exceeds 16 Non Resident	1,250.00		1,250.00	1,250.00		1,250.00	0.00	0.00%
7	An NVF, Stillborn child or child not exceeding 16 years of age at time of death				N/C				
8	Re-open Brick Grave or vault Internment fee	780.00		780.00	780.00		780.00	0.00	0.00%
Mini Cremated remains Vault									
9	Mini Cremated Remains Vault max 4 internments (Inclusive of 25 Year Exclusive Rights of Burial, and vase block with metal flower holder) Resident				1,240.00		1,240.00	1,240.00	NEW
10	Mini Cremated Remains Vault max 4 internments (Inclusive of 25 Year Exclusive Rights of Burial, memorial plaques inscription to include 80 letters and vase block with metal flower holder) Non Resident				1,580.00		1,580.00	1,580.00	NEW
Internment Fee in Cremated remains vault									
11	A person whose age at time of death exceeds 16 years Resident				200.00		200.00	200.00	NEW
12	A person whose age at time of death exceeds 16 years Non Resident				310.00		310.00	310.00	NEW
13	An NVF, Stillborn child or child not exceeding 16 year at the age of death				N/C				
Cremated remains Vault memorial Inscription									
14	Plaque Inscription to include 80 characters				154.17	30.83	185.00	185.00	NEW
15	Additional letters (per letter)				1.67	0.33	2.00	2.00	NEW
16	Porcelain photo plaque (7cm x 5cm)				87.50	17.50	105.00	105.00	NEW
Private Grave Space - Children's (50 years)									
17	Exclusive Right of Burial Including Registration	610.00		610.00	610.00		610.00	0.00	0.00%
Interment fee including excavation all depths 5.0' only									
18	An NVF, Stillborn child or child not exceeding 16 years of age at time of death				N/C				
Cremated Ashes Grave Space									
19	Exclusive Right of Burial including Registration Resident	535.00		535.00	535.00		535.00	0.00	0.00%
20	Exclusive Right of Burial including Registration Non Resident	905.00		905.00	905.00		905.00	0.00	0.00%

	Description of Service	Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
	Interment fee including excavation all depths								
21	A person whose age at time of death exceeds 16 years Resident	200.00		200.00	200.00		200.00	0.00	0.00%
22	A person whose age at time of death exceeds 16 years Non Resident	310.00		310.00	310.00		310.00	0.00	0.00%
23	An NVF stillborn child or child not exceeding 16 years of age at time of death				N/C				
	Public Graves (Rights of Burial not purchased)								
24	A person whose age at time of death exceeds 16 years	570.00		570.00	570.00		570.00	0.00	0.00%
25	An NVF, stillborn child or child not exceeding 16 years of age at time of death	N/C		N/C	N/C		N/C		
	Removal/Replacement of Monuments on Graves to be re-opened								
26	Headstone only, or equivalent on lawn graves	N/C		N/C	N/C		N/C		
27	Tablet on cremated remains grave or other memorial which can be lifted by hand	N/C		N/C	N/C		N/C		
28	Headstone on traditional grave not exceeding 5.00' in height	110.00		110.00	110.00		110.00	0.00	0.00%
29	Headstone and kerbs or equivalent not exceeding 5.00' in height	At Cost		At Cost	At Cost		At Cost		
	Monuments/Memorial Rights								
30	Headstone or similar without kerbing not exceeding 3.0' in overall height	200.00	40.00	240.00	204.17	40.83	245.00	5.00	2.08%
31	Headstone or similar exceeding 3.0' in overall height (non lawn sections only) per additional ft or part ft	58.33	11.67	70.00	58.33	11.67	70.00	0.00	0.00%
32	Inscribed Book, Scroll, Tablet or vase not exceeding 20" in height when erected as only memorial marking grave	116.67	23.33	140.00	120.83	24.17	145.00	5.00	3.57%
33	Cremated Remains Grave: Tablet/Vase	116.67	23.33	140.00	120.83	24.17	145.00	5.00	3.57%
34	Additional Inscription (unless added within 6 months of original grant of memorial rights then no charge)	91.67	18.33	110.00	95.83	19.17	115.00	5.00	4.55%
35	Concession charge for Public Grave: Headstone or additional inscription	58.33	11.67	70.00	58.33	11.67	70.00	0.00	0.00%
	Surcharge - except interment of cremated Remains								
36	Surcharge for all burials at 2.15 pm	35.00		35.00	35.00		35.00	0.00	0.00%
37	Surcharge for all burials at 2.45 pm	65.00		65.00	65.00		65.00	0.00	0.00%
38	Surcharge for all burials at 3.15 pm	110.00		110.00	110.00		110.00	0.00	0.00%
	Exhumation Charges								
39	Per coffin exhumed, including excavation	AT COST		AT COST	AT COST		AT COST		
40	Plus per coffin exhumed and re-interred in same cemetery	AT COST		AT COST	AT COST		AT COST		
41	Per container of cremated remains	220.00		220.00	225.00		225.00	5.00	2.27%
	Miscellaneous Charges (Cemeteries)								
42	Use of Cemetery Church or Chapel for burial or memorial service	100.00		100.00	100.00		100.00	0.00	0.00%
43	Extension of burial rights for 25 years once expired	390.00		390.00	400.00		400.00	10.00	2.56%
44	Registration transfer of Grant of Right of Burial	70.00		70.00	70.00		70.00	0.00	0.00%
45	Certificate of Burial	40.00		40.00	40.00		40.00	0.00	0.00%
46	Certificate of Ownership of Burial Rights	40.00		40.00	40.00		40.00	0.00	0.00%
47	Every Search (other than for identification of Grave)	20.00		20.00	20.02	4.48	24.50	4.50	22.50%

Description of Service	Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
	£	£	£	£	£	£	£	%
Memorials								
48 4' Memorial Seat and Bronze Plaque	870.00	174.00	1,044.00	887.50	177.50	1,065.00	21.00	2.01%
49 5' Memorial Seat and Bronze Plaque	905.00	181.00	1,086.00	925.00	185.00	1,110.00	24.00	2.21%
50 6' Memorial Seat and Bronze Plaque	1,050.00	210.00	1,260.00	1,070.00	214.00	1,284.00	24.00	1.90%
51 Plus 25 year lease for all memorial seats	720.00		720.00	735.00		735.00	15.00	2.08%
52 Replacement Bronze Plaques (6"x 2")	154.17	30.83	185.00	158.33	31.67	190.00	5.00	2.70%
53 Additional characters	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%
54 Memorial Tree and Bronze Plaque (6"x4")	141.67	28.33	170.00	145.83	29.17	175.00	5.00	2.94%
55 Memorial Tree lease period for 5 years	255.00		255.00	260.00		260.00	5.00	1.96%
56 Memorial Tree lease period for 10 years	495.00		495.00	505.00		505.00	10.00	2.02%
57 Memorial Tree lease renewal for 5 years	270.00		270.00	275.00		275.00	5.00	1.85%
58 Memorial Shrub and Bronze Plaque (6"x4")	166.67	33.33	200.00	170.83	34.17	205.00	5.00	2.50%
59 Memorial Shrub lease period for 5 years	220.00		220.00	225.00		225.00	5.00	2.27%
60 Memorial Shrub lease period for 10 years	425.00		425.00	435.00		435.00	10.00	2.35%
61 Memorial Shrub lease renewal for 5 years	220.00		220.00	225.00		225.00	5.00	2.27%
62 Replacement Bronze Plaques (6"x 2")	137.50	27.50	165.00	141.67	28.33	170.00	5.00	3.03%
63 Replacement Bronze Plaques (7"x 5")	191.67	38.33	230.00	195.83	39.17	235.00	5.00	2.17%
64 Replacement Bronze Plaque with Photo (8"x4")	262.50	52.50	315.00	266.67	53.33	320.00	5.00	1.59%
65 Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%
Levelling Memorials/Monuments								
66 Cremated Remains	40.00		40.00	40.00		40.00	0.00	0.00%
67 Lawn Headstones	115.00		115.00	115.00		115.00	0.00	0.00%
68 Lawn Headstone on a traditional grave	115.00		115.00	115.00		115.00	0.00	0.00%
69 Monument over 5.0' in height, or a vault	AT COST		AT COST	AT COST		AT COST		

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
CREMATORIUM									
CREMATION FEES									
70	Cremation Fee incl of environmental charge	740.00		740.00	740.00		740.00	0.00	0.00%
71	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 enviromental charge)	605.00		605.00	605.00		605.00	0.00	0.00%
72	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)	365.00		365.00	365.00		365.00	0.00	0.00%
73	An NVF stillborn child or child not exceeding 16 years of age at time of death	N/C		N/C	N/C		N/C		
74	Body Parts	175.00		175.00	175.00		175.00	0.00	0.00%
Miscellaneous Charges									
75	Use of Chapel for Memorial Service	180.00		180.00	185.00		185.00	5.00	2.78%
76	Metal Urn - Adult	50.00		50.00	50.00		50.00	0.00	0.00%
77	Metal Urn or Poly Urn - Child								
78	Additional Poly Urn	30.00		30.00	30.00		30.00	0.00	0.00%
79	Biodegradable urn (For use in Crematorium Garden of Remembrance	70.00		70.00	70.00		70.00	0.00	0.00%
80	Web Cast (Cremation Service)	87.50	17.50	105.00	91.67	18.33	110.00	5.00	4.76%
81	DVD Recording (Web broadcast)	66.67	13.33	80.00	66.67	13.33	80.00	0.00	0.00%
82	CD Recording (Cremation Service)	54.17	10.83	65.00	54.17	10.83	65.00	0.00	0.00%
83	Storage cremated remains beyond 1 month- per month or part month				25.00	5.00	30.00	30.00	NEW
84	Interment of cremated remains in Garden of Remebrance where cremation took place at another crematorium	110.00		110.00	110.00		110.00	0.00	0.00%
	Interment of cremated remains in Garden of Remebrance where cremation took place at Southend Crematorium if returned after 1 year	110.00		110.00	110.00		110.00	0.00	0.00%
85	Saturday interment of cremated remains (Maximum of 4 interments PM only) in Garden of Remembrance	70.00		70.00	70.00		70.00	0.00	0.00%
86	Additional or replacement Certified copy of cremation certificate	20.00		20.00	20.00		20.00	0.00	0.00%
87	Use of Organ	10.00		10.00	10.00		10.00	0.00	0.00%

Description of Service		Net Charge	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	Gross Charge	
		£	£	£	£	£	£	£	%
Commemorative Fees (incl VAT)									
Book of Remembrance									
88	2 line inscription	91.67	18.33	110.00	91.67	18.33	110.00	0.00	0.00%
89	5 line inscription	137.50	27.50	165.00	141.67	28.33	170.00	5.00	3.03%
90	5 line inscription with Floral Motif	245.83	49.17	295.00	250.00	50.00	300.00	5.00	1.69%
91	5 line inscription with Service Badge / Crest	254.17	50.83	305.00	258.33	51.67	310.00	5.00	1.64%
92	8 line inscription	183.33	36.67	220.00	187.50	37.50	225.00	5.00	2.27%
93	8 line inscription with Floral Motif	300.00	60.00	360.00	308.33	61.67	370.00	10.00	2.78%
94	8 line inscription with Service Badge / Crest	308.33	61.67	370.00	316.67	63.33	380.00	10.00	2.70%
95	8 line inscription with Coat of Arms	329.17	65.83	395.00	333.33	66.67	400.00	5.00	1.27%
Remembrance Card									
96	2 line inscription	66.67	13.33	80.00	66.67	13.33	80.00	0.00	0.00%
97	5 line inscription	83.33	16.67	100.00	83.33	16.67	100.00	0.00	0.00%
98	5 line inscription with Floral Motif	191.67	38.33	230.00	195.83	39.17	235.00	5.00	2.17%
99	5 line inscription with Service Badge / Crest	200.00	40.00	240.00	204.17	40.83	245.00	5.00	2.08%
100	8 line inscription	104.17	20.83	125.00	108.33	21.67	130.00	5.00	4.00%
101	8 line inscription with Floral Motif	220.83	44.17	265.00	225.00	45.00	270.00	5.00	1.89%
102	8 line inscription with Service Badge / Crest	229.17	45.83	275.00	233.33	46.67	280.00	5.00	1.82%
103	8 line inscription with Coat of Arms	250.00	50.00	300.00	254.17	50.83	305.00	5.00	1.67%
Miniature Book of Remembrance									
104	2 line inscription	91.67	18.33	110.00	91.67	18.33	110.00	0.00	0.00%
105	5 line inscription	112.50	22.50	135.00	116.67	23.33	140.00	5.00	3.70%
106	5 line inscription with Floral Motif	220.83	44.17	265.00	225.00	45.00	270.00	5.00	1.89%
107	5 line inscription with Service Badge / Crest	229.17	45.83	275.00	233.33	46.67	280.00	5.00	1.82%
108	8 line inscription	129.17	25.83	155.00	133.33	26.67	160.00	5.00	3.23%
109	8 line inscription with Floral Motif	245.83	49.17	295.00	250.00	50.00	300.00	5.00	1.69%
110	8 line inscription with Service Badge / Crest	254.17	50.83	305.00	258.33	51.67	310.00	5.00	1.64%
111	8 line inscription with Coat of Arms	275.00	55.00	330.00	279.17	55.83	335.00	5.00	1.52%
112	Additional lines: per line	20.83	4.17	25.00	20.83	4.17	25.00	0.00	0.00%
Leaves of life									
113	Engraved Leaf Small for 12 months	41.67	8.33	50.00	41.67	8.33	50.00	0.00	0.00%
114	Engraved Leaf Large for 12 months	62.50	12.50	75.00	62.50	12.50	75.00	0.00	0.00%
114	Renewal of display for 1 year period Small	41.67	8.33	50.00	41.67	8.33	50.00	0.00	0.00%
115	Renewal of display for 1 year period Large	58.33	11.67	70.00	58.33	11.67	70.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Memorial panels- 2 or 3 line panel displayed									
116	Memorial panel	66.67	13.33	80.00	66.67	13.33	80.00	0.00	0.00%
117	5 year display lease	190.00		190.00	190.00		190.00	0.00	0.00%
118	10 year display lease	360.00		360.00	360.00		360.00	0.00	0.00%
119	Renewal of display for 5 year period	190.00		190.00	190.00		190.00	0.00	0.00%
120	Re Guild Letter	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%
Memorial Pergola Tablets									
121	Pergola Tablet	200.00	40.00	240.00	204.17	40.83	245.00	5.00	2.08%
122	5 year display lease	190.00		190.00	195.00		195.00	5.00	2.63%
123	10 years display lease	360.00		360.00	370.00		370.00	10.00	2.78%
124	<i>Pavillion Plaques (Children)</i>								
125	Bronze plaque flag style	91.67	18.33	110.00	91.67	18.33	110.00	0.00	0.00%
126	plus 10 year lease	95.00		95.00	95.00		95.00	0.00	0.00%
127	5 year renewal	85.00		85.00	85.00		85.00	0.00	0.00%
Memorial Trees and Shrubs									
128	Memorial Tree and Bronze Plaque (6"x4")	141.67	28.33	170.00	145.83	29.17	175.00	5.00	2.94%
129	Memorial Tree lease period for 5 years	255.00		255.00	260.00		260.00	5.00	1.96%
130	Memorial Tree lease period for 10 years	495.00		495.00	505.00		505.00	10.00	2.02%
131	Memorial Tree lease renewal for 5 years	270.00		270.00	275.00		275.00	5.00	1.85%
132	Memorial Shrub and Bronze Plaque (6"x4")	141.67	28.33	170.00	170.83	34.17	205.00	35.00	20.59%
133	Memorial Shrub lease period for 5 years	220.00		220.00	225.00		225.00	5.00	2.27%
134	Memorial Shrub lease period for 10 years	425.00		425.00	435.00		435.00	10.00	2.35%
135	Memorial Shrub lease renewal for 5 years	220.00		220.00	225.00		225.00	5.00	2.27%
136	Replacement Bronze Plaques (6"x 2")	137.50	27.50	165.00	141.67	28.33	170.00	5.00	3.03%
137	Replacement Bronze Plaques (7"x 5")	191.67	38.33	230.00	195.83	39.17	235.00	5.00	2.17%
138	Replacement Bronze Plaque with Photo (8"x4")	262.50	52.50	315.00	266.67	53.33	320.00	5.00	1.59%
139	Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%
140	Standard Rose replacement Bronze Plaque (4"x 6")	154.17	30.83	185.00	158.33	31.67	190.00	5.00	2.70%
141	Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%
142	4' Memorial Seat and Bronze Plaque	870.00	174.00	1,044.00	887.50	177.50	1,065.00	21.00	2.01%
143	5' Memorial Seat and Bronze Plaque	905.00	181.00	1,086.00	925.00	185.00	1,110.00	24.00	2.21%
144	6' Memorial Seat and Bronze Plaque	1,050.00	210.00	1,260.00	1,070.00	214.00	1,284.00	24.00	1.90%
145	Plus 25 year lease for all memorial seats	720.00		720.00	735.00		735.00	15.00	2.08%
146	Replacement Bronze Plaques (6"x 2")	154.17	30.83	185.00	158.33	31.67	190.00	5.00	2.70%
147	Additional characters	4.17	0.83	5.00	4.17	0.83	5.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
New pergola Walk & Sunken Rose Garden Memorial Scheme (2017/18)									
148	Balustrade cremated remains Niche (incl container and 10 year leases)				1,215.00		1,215.00	1,215.00	NEW
149	Internment fee				110.00		110.00	110.00	NEW
150	Inscription 80 characters				154.17	30.83	185.00	185.00	NEW
151	Additional letters				1.67	0.33	2.00	2.00	NEW
152	Photo plaque				87.50	17.50	105.00	105.00	NEW
153	Pillar Post				400.00	80.00	480.00	480.00	NEW
154	Inscription 80 characters				154.17	30.83	185.00	185.00	NEW
155	Additional letters				1.67	0.33	2.00	2.00	NEW
156	photo plaque				87.50	17.50	105.00	105.00	NEW
157	5 year display lease				185.00		185.00	185.00	NEW
158	10 year display lease				370.00		370.00	370.00	NEW
159	Atlas pillar memorial plaque				45.83	9.17	55.00	55.00	NEW
160	Inscription 80 characters				154.17	30.83	185.00	185.00	NEW
161	Additional letters				1.67	0.33	2.00	2.00	NEW
162	photo plaque				87.50	17.50	105.00	105.00	NEW
163	5 year display lease				185.00		185.00	185.00	NEW
164	10 year display lease				370.00		370.00	370.00	NEW
165	Chapel memorial plaque				117.00	23.40	140.40	140.40	NEW
166	Inscription 80 characters				154.17	30.83	185.00	185.00	NEW
167	Additional letters				1.67	0.33	2.00	2.00	NEW
168	photo plaque				87.50	17.50	105.00	105.00	NEW
169	5 year display lease				185.00		185.00	185.00	NEW
170	10 year display lease				370.00		370.00	370.00	NEW
171	Book Memorial Plaque				79.17	15.83	95.00	95.00	NEW
172	Inscription 80 characters				154.17	30.83	185.00	185.00	NEW
173	Additional letters				1.67	0.33	2.00	2.00	NEW
174	photo plaque				87.50	17.50	105.00	105.00	NEW
175	5 year display lease				185.00		185.00	185.00	NEW
176	10 year display lease				370.00		370.00	370.00	NEW

	Description of Service	Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
177	Rose Post				125.00	25.00	150.00	150.00	NEW
178	Inscription 80 characters				154.17	30.83	185.00	185.00	NEW
179	Additional letters				1.67	0.33	2.00	2.00	NEW
180	photo plaque				87.50	17.50	105.00	105.00	NEW
181	5 year display lease				185.00		185.00	185.00	NEW
182	10 year display lease				370.00		370.00	370.00	NEW
	Memorial Rockery								
183	Lease 15 years	1,270.00		1,270.00	1,295.00		1,295.00	25.00	1.97%
184	Bronze Plaque (6" x 4")	137.50	27.50	165.00	141.67	28.33	170.00	5.00	3.03%
185	Bronze Plaque (7"x5")	191.67	38.33	230.00	195.83	39.17	235.00	5.00	2.17%
	Cremation Urns								
186	Tranquility Brass Urn 3ltr				115.83	23.17	139.00	139.00	NEW
187	Biodegradable Urn 3ltr				65.83	13.17	79.00	79.00	NEW
188	Biodegradable Urn 3ltr including tree sapling				82.50	16.50	99.00	99.00	NEW
189	Biodegradable freshwater Urn (Adult) 3ltr				104.17	20.83	125.00	125.00	NEW
190	Biodegradable freshwater Urn (Infant) 0.75ltr				57.50	11.50	69.00	69.00	NEW
191	Biodegradable seawater Urn (Adult) 3ltr				104.17	20.83	125.00	125.00	NEW
192	Biodegradable seawater Urn (Infant) 0.75ltr				57.50	11.50	69.00	69.00	NEW
193	Outdoor Angel Urn 8ltr				332.50	66.50	399.00	399.00	NEW
194	Honesty Urn 2.7ltr				115.83	23.17	139.00	139.00	NEW
195	Honesty companion Urn Set 2.7ltr				249.17	49.83	299.00	299.00	NEW
196	Double Urn 6ltr				249.17	49.83	299.00	299.00	NEW
197	Handcrafted Wooden Urn 4ltr				332.50	66.50	399.00	399.00	NEW
	Commemorative Jewellery								
198	Silver Heart Shape Pendant with Chain				124.17	24.83	149.00	149.00	NEW
199	Silver Miniature Awareness Pendant with Chain				82.50	16.50	99.00	99.00	NEW
200	Silver Scrolled Drop Pendant with Chain				115.83	23.17	139.00	139.00	NEW
201	Silver Scrolled Heart Pendant				124.17	24.83	149.00	149.00	NEW
202	Silver Memorial Bead				82.50	16.50	99.00	99.00	NEW
203	Double Chamber Keepsake Pendant				124.17	24.83	149.00	149.00	NEW
204	Double Chamber Bangle				229.16	45.83	274.99	274.99	NEW
205	Silver and Gold Plate Barrel Cufflinks				124.17	24.83	149.00	149.00	NEW
206	Geometric Cufflinks				115.83	23.17	139.00	139.00	NEW
207	Silver Awareness Ribbon Broach				57.50	11.50	69.00	69.00	NEW

	Description of Service	Net Charge	VAT (20%)	Gross 2016/17	Proposed Net	VAT	Proposed Gross	Proposed Increase	
		2016/17		Charge	Charge 2017/18	(20.00%)	2017/18 Charge	£	%
		£	£	£	£	£	£	£	%
	REGISTRATION SERVICE	No increase by GRO			Under Review by GRO				
	From the General Register Office, Office of National Statistics,								
	Statutory Fees SET BY THE GRO * Subject to a potential price increase								
	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	0.00	0.00%
2	Short Birth Certificate (at time of registration)	4.00		4.00	4.00		4.00	0.00	0.00%
	(One short certificate issued free of charge at time of registering birth)								
3	Issuing Certificate after time of registration	7.00		7.00	7.00		7.00	0.00	0.00%
	Cost of Copy Certificates								
4	Standard Certificate	10.00		10.00	10.00		10.00	0.00	0.00%
5	Short Birth Certificate	10.00		10.00	10.00		10.00	0.00	0.00%
6	Same Day Priority Service (order by 2pm)	30.00		30.00	65.00		65.00	35.00	116.67%
7	Next Day Service (order by 2pm)	18.00		18.00	25.00		25.00	7.00	38.89%
8	Postage costs for postal certificates (UK only) Tracked				2.92	0.58	3.50	3.50	NEW
	MARRIAGE & CIVIL PARTNERSHIP CEREMONIES								
	Southend Register Office Approved Premises in Borough of Southend & Essex								
9	Notice Fee per person *	35.00		35.00	35.00		35.00	0.00	0.00%
10	On giving notice to a registration authority (Registration Abroad and Certificates) Order 2005, article 17(2) (certified impediment)	35.00		35.00	35.00		35.00	0.00	0.00%
11	Registrar - notice of marriage of a house-bound person	47.00		47.00	47.00		47.00	0.00	0.00%
12	Registrar – Attending a marriage at the residence of a house-bound person	84.00		84.00	84.00		84.00	0.00	0.00%
13	Entering a notice of marriage by Registrar General's Licence for an end of life person (not paid to Council)	3.00		3.00	3.00		3.00	0.00	0.00%
14	Attending a marriage by Registrar General's licence for an end of life person (not paid to Council)	2.00		2.00	2.00		2.00	0.00	0.00%
15	Issue of Registrar General's licence for an end of life person (not paid to Council)	15.00		15.00	15.00		15.00	0.00	0.00%
16	Registrar - Attending at a place of worship	86.00		86.00	86.00		86.00	0.00	0.00%
17	Registrar - Attending at the residence of a house-bound person	81.00		81.00	81.00		81.00	0.00	0.00%
18	Notice Fee per person *	35.00		35.00	35.00		35.00	0.00	0.00%
19	Certificate at time of registration	4.00		4.00	4.00		4.00	0.00	0.00%
20	Certificate after time of registration	10.00		10.00	10.00		10.00	0.00	0.00%
21	Registrar – certification of a place of meeting for religious worship	29.00		29.00	29.00		29.00	0.00	0.00%
22	Registration of a building for the solemnisation of marriages	123.00		123.00	123.00		123.00	0.00	0.00%
23	Registration of a building which has previously been registered for the solemnisation of marriages	64.00		64.00	64.00		64.00	0.00	0.00%
	CITIZENSHIP CEREMONIES								
	Application								
24	Standard Group Ceremony	80.00		80.00	80.00		80.00	0.00	0.00%
25	Individual Private Ceremony (Victoria Room)	135.00		135.00	150.00		150.00	15.00	11.11%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20.00%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Marriage, Civil Partnership, Renewal of Vows & Commitment Ceremonies									
NON STATUTORY FEES, SET BY LOCAL AUTHORITY (price includes registrar attendance, room hire, decorative flowers, certificate and commemorative box)									
Jubilee Room									
26	Weekdays Monday - Friday	205.00		205.00	420.00		420.00	215.00	104.88%
27	Saturday	265.00		265.00	560.00		560.00	295.00	111.32%
Victoria Room									
54	Weekdays Monday - Friday	135.00		135.00	335.00		335.00	200.00	148.15%
55	Saturday	250.00		250.00	370.00		370.00	120.00	48.00%
NAMING CEREMONIES									
NON STATUTORY FEES, SET BY LOCAL AUTHORITY (price includes registrar attendance, room hire, decorative flowers & ceremony pack* VAT charge applies)									
Jubilee Room									
58	Weekdays - Monday - Friday	205.00		205.00	411.67	8.33	420.00	215.00	104.88%
59	Saturday	265.00		265.00	551.67	8.33	560.00	295.00	111.32%
Victoria Room									
60	Weekdays Monday-Friday	135.00		135.00	211.67	8.33	220.00	85.00	62.96%
63	Saturday	250.00		250.00	271.67	8.33	280.00	30.00	12.00%
APPROVED PREMISES Marriage/Civil Partnership Ceremonies (price includes registrar attendance, certificate & commemorative box)									
64	Monday - Friday	390.00		390.00	400.00		400.00	10.00	2.56%
65	Saturdays	420.00		420.00	430.00		430.00	10.00	2.38%
66	Sundays & Bank Holidays	480.00		480.00	490.00		490.00	10.00	2.08%
67	6pm - 9pm Weekdays	430.00		430.00	440.00		440.00	10.00	2.33%
68	6pm - 9pm Saturdays	615.00		615.00	630.00		630.00	15.00	2.44%
69	6pm - 9pm Sundays and Bank Holidays	665.00		665.00	680.00		680.00	15.00	2.26%
APPROVED PREMISES Renewal of Vows/Commitment Ceremonies (price includes registrar attendance, certificate & commemorative box)									
70	Monday - Friday	295.00		295.00	280.00		280.00	(15.00)	-5.08%
71	Saturdays	450.00		450.00	310.00		310.00	(140.00)	-31.11%
72	Sundays & Bank Holidays	600.00		600.00	340.00		340.00	(260.00)	-43.33%
APPROVED PREMISES NAMING CEREMONIES (price includes registrar attendance & ceremony pack)									
73	Monday - Friday	295.00		295.00	271.67	8.33	280.00	(15.00)	-5.08%
74	Saturdays	450.00		450.00	301.67	8.33	310.00	(140.00)	-31.11%
75	Sundays & Bank Holidays	600.00		600.00	331.67	8.33	340.00	(260.00)	-43.33%
Individual Citizenship Ceremonies									
76	Staff Attendance – Approved Premises (Monday - Friday)	390.00		390.00	400.00		400.00	10.00	2.56%
77	Jubilee Room (Monday - Friday) - includes room hire	430.00		430.00	430.00		430.00	0.00	0.00%
78	Victoria Room (Monday - Friday) - includes room hire	255.00		255.00	260.00		260.00	5.00	1.96%

Description of Service		Net Charge	VAT (20%)	Gross 2016/17	Proposed Net	VAT	Proposed Gross	Proposed Increase	
		2016/17		Charge	Charge 2017/18	(20.00%)	2017/18 Charge	Gross Charge	
		£	£	£	£	£	£	£	%
NATIONALITY CHECKING APPOINTMENT * fees inclusive of VAT									
79	Adult who submits a single application pays one fee	58.33	11.67	70.00	70.00	14.00	84.00	14.00	20.00%
80	Children under the age of 18	25.00	5.00	30.00	35.00	7.00	42.00	12.00	40.00%
PREMISES LICENSE FEES									
81	Approved Premises Inspection Fee includes health & safety inspection	1,700.00		1,700.00	1,700.00		1,700.00	0.00	0.00%
82	Approved Premises Application – additional room/decision Review	560.00		560.00	560.00		560.00	0.00	0.00%
83	Private Premises Health & Safety Inspection	60.00		60.00	60.00		60.00	0.00	0.00%
SUNDRY SALES									
84	Confetti	2.00		2.00	2.00		2.00	0.00	0.00%
ALL APPOINTMENTS - BOOKINGS/AMENDMENTS/CANCELLATION FEES									
In the event that the customer makes changes to a booking the following fees will apply:									
85	For a ceremony (does not apply to Marriages & Civil Partnerships in the Register Office) a £50 deposit is required which is part of the overall fee. If it is subsequently cancelled with :-	50.00		50.00	50.00		50.00	0.00	0.00%
86	- amendment of date of ceremony	20.00		20.00	25.00		25.00	5.00	25.00%
87	- less than two months notice - or failure to cancel - no refund full fee lost	Full Fee		Full Fee	Full Fee		Full Fee		
88	Citizenship/Nationality checking service Amendment of date of ceremony/appointment	25.00		25.00	25.00		25.00	0.00	0.00%
89	Nationality Checking Service non attendance fee (single family)	Full Fee		Full Fee	Full Fee		Full Fee		

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
Penalties for Non Return of Information									
(Penalty fees set by Statute)									
Initial Failure to provide information									
1	Failure to notify the Council that an exemption on a dwelling should have ended				70.00		70.00	70.00	NEW
2	Failure to notify the Council that a discount (including single person discount and Local Council Tax Support) should have ended				70.00		70.00	70.00	NEW
3	Failure to notify the Council of a change of address or fails to notify the council of a change in the liable party				70.00		70.00	70.00	NEW
4	Failure to provide information requested to identify liability				70.00		70.00	70.00	NEW
5	Failure to provide information requested after a liability order has been obtained				70.00		70.00	70.00	NEW
Further Failure to provide information									
6	Further failure to supply the requested information (all categories)				280.00		280.00	280.00	NEW

Description of Service		Net Charge	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	Gross Charge	
		£	£	£	£	£	£	£	%
Civic Campus Room Hire									
Civic Suite									
Room Bookings commence at 08:00									
Extra Large (Council Chamber)									
1	Commercial Half Day (4hrs)				400.00		400.00	400.00	NEW
2	Commercial Full Day (9hrs)				800.00		800.00	800.00	NEW
3	Commercial Hourly (8am - 10pm)				110.00		110.00	110.00	NEW
4	Concessions Half Day (4hrs)				300.00		300.00	300.00	NEW
5	Concessions Full Day (9hrs)				600.00		600.00	600.00	NEW
6	Concessions Hourly (8am - 10pm)				75.00		75.00	75.00	NEW
7	Midweek Evenings (4hrs)				150.00		150.00	150.00	NEW
8	Academic Holidays (Mon - Fri)				300.00		300.00	300.00	NEW
Large (Committee Room 1, 4a)									
9	Commercial Half Day (4hrs)				180.00		180.00	180.00	NEW
10	Commercial Full Day (9hrs)				360.00		360.00	360.00	NEW
11	Commercial Hourly (8am - 10pm)				50.00		50.00	50.00	NEW
12	Concessions Half Day (4hrs)				150.00		150.00	150.00	NEW
13	Concessions Full Day (9hrs)				300.00		300.00	300.00	NEW
14	Concessions Hourly (8am - 10pm)				40.00		40.00	40.00	NEW
15	Midweek Evenings (4hrs)				75.00		75.00	75.00	NEW
16	Academic Holidays (Mon - Fri)				150.00		150.00	150.00	NEW
Medium Large (Committee Rooms 3,4,5,6)									
17	Commercial Half Day (4hrs)				120.00		120.00	120.00	NEW
18	Commercial Full Day (9hrs)				240.00		240.00	240.00	NEW
19	Commercial Hourly (8am - 10pm)				35.00		35.00	35.00	NEW
20	Concessions Half Day (4hrs)				100.00		100.00	100.00	NEW
21	Concessions Full Day (9hrs)				200.00		200.00	200.00	NEW
22	Concessions Hourly (8am - 10pm)				25.00		25.00	25.00	NEW
23	Midweek Evenings (4hrs)				50.00		50.00	50.00	NEW
24	Academic Holidays (Mon - Fri)				100.00		100.00	100.00	NEW
Regular (Committee Rooms 2,7)									
25	Commercial Half Day (4hrs)				80.00		80.00	80.00	NEW
26	Commercial Full Day (9hrs)				160.00		160.00	160.00	NEW
27	Commercial Hourly (8am - 10pm)				25.00		25.00	25.00	NEW
28	Concessions Half Day (4hrs)				60.00		60.00	60.00	NEW
29	Concessions Full Day (9hrs)				120.00		120.00	120.00	NEW
30	Concessions Hourly (8am - 10pm)				20.00		20.00	20.00	NEW
31	Midweek Evenings (4hrs)				50.00		50.00	50.00	NEW
32	Academic Holidays (Mon - Fri)				75.00		75.00	75.00	NEW

	Description of Service	Net Charge	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase		
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	Gross Charge		
		£	£	£	£	£	£	£	£	%
	Small (CSC Meeting Rooms)									
33	Commercial Half Day (4hrs)				60.00		60.00	60.00	60.00	NEW
34	Commercial Full Day (9hrs)				120.00		120.00	120.00	120.00	NEW
35	Commercial Hourly (8am - 10pm)				20.00		20.00	20.00	20.00	NEW
36	Concessions Half Day (4hrs)				40.00		40.00	40.00	40.00	NEW
37	Concessions Full Day (9hrs)				80.00		80.00	80.00	80.00	NEW
38	Concessions Hourly (8am - 10pm)				15.00		15.00	15.00	15.00	NEW
39	Midweek Evenings (4hrs)				50.00		50.00	50.00	50.00	NEW
40	Academic Holidays (Mon - Fri)				50.00		50.00	50.00	50.00	NEW
	Table Sales / Stalls (Ground / First Floor Foyer)									
41	Commercial 1 table				25.00		25.00	25.00	25.00	NEW
42	Commercial 2 tables				40.00		40.00	40.00	40.00	NEW
43	Commercial 3 tables				50.00		50.00	50.00	50.00	NEW
44	Concession 1 table				5.00		5.00	5.00	5.00	NEW
45	Concession 2 tables				10.00		10.00	10.00	10.00	NEW
46	Concession 3 tables				15.00		15.00	15.00	15.00	NEW
	TICKFIELD									
	Extra Large (Darwin Evolution Room)									
47	Commercial Half Day (4hrs)				240.00		240.00	240.00	240.00	NEW
48	Commercial Full Day (9hrs)				480.00		480.00	480.00	480.00	NEW
49	Commercial Hourly (8am - 10pm)				65.00		65.00	65.00	65.00	NEW
50	Concessions Half Day (4hrs)				200.00		200.00	200.00	200.00	NEW
51	Concessions Full Day (9hrs)				400.00		400.00	400.00	400.00	NEW
52	Concessions Hourly (8am - 10pm)				50.00		50.00	50.00	50.00	NEW
53	Midweek Evenings (4hrs)				100.00		100.00	100.00	100.00	NEW
54	Academic Holidays (Mon - Fri)				200.00		200.00	200.00	200.00	NEW
	Large (Darwin, Johnson, Seacole, Turing ICT Suite)									
55	Commercial Half Day (4hrs)				180.00		180.00	180.00	180.00	NEW
56	Commercial Full Day (9hrs)				360.00		360.00	360.00	360.00	NEW
57	Commercial Hourly (8am - 10pm)				50.00		50.00	50.00	50.00	NEW
58	Concessions Half Day (4hrs)				150.00		150.00	150.00	150.00	NEW
59	Concessions Full Day (9hrs)				300.00		300.00	300.00	300.00	NEW
60	Concessions Hourly (8am - 10pm)				40.00		40.00	40.00	40.00	NEW
61	Midweek Evenings (4hrs)				75.00		75.00	75.00	75.00	NEW
62	Academic Holidays (Mon - Fri)				150.00		150.00	150.00	150.00	NEW

Description of Service	Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
	£	£	£	£	£	£	£	%
Medium (Caxton, Cole, www.ICT Evolution, The Works)								
63 Commercial Half Day (4hrs)				120.00		120.00	120.00	NEW
64 Commercial Full Day (9hrs)				240.00		240.00	240.00	NEW
65 Commercial Hourly (8am - 10pm)				35.00		35.00	35.00	NEW
66 Concessions Half Day (4hrs)				100.00		100.00	100.00	NEW
67 Concessions Full Day (9hrs)				200.00		200.00	200.00	NEW
68 Concessions Hourly (8am - 10pm)				25.00		25.00	25.00	NEW
69 Midweek Evenings (4hrs)				50.00		50.00	50.00	NEW
70 Academic Holidays (Mon - Fri)				100.00		100.00	100.00	NEW
Small (Meeting Room 1, 2, www.Meeting Room)								
71 Commercial Half Day (4hrs)				75.00		75.00	75.00	NEW
72 Commercial Full Day (9hrs)				150.00		150.00	150.00	NEW
73 Commercial Hourly (8am - 10pm)				20.00		20.00	20.00	NEW
74 Concessions Half Day (4hrs)				50.00		50.00	50.00	NEW
75 Concessions Full Day (9hrs)				100.00		100.00	100.00	NEW
76 Concessions Hourly (8am - 10pm)				15.00		15.00	15.00	NEW
77 Midweek Evenings (4hrs)				50.00		50.00	50.00	NEW
78 Academic Holidays (Mon - Fri)				50.00		50.00	50.00	NEW
Other Related Charges								
79 Use of Webcasting Facilities (Council Chamber only)	POA		POA	POA		POA		
80 Hire of Microphones and System	POA		POA	POA		POA		
81 Conference / Spider Phone System	POA		POA	POA		POA		
82 Flip chart pens and paper	8.33	1.67	10.00	10.00	2.00	12.00	2.00	20.00%
83 Multimedia/LCD Projector	20.00	4.00	24.00	20.00	4.00	24.00	0.00	0.00%
84 Laptop Hire (Tickfield Only)				20.00	4.00	24.00	24.00	NEW
85 Charter Restaurant - Price on application dependant upon package. Minimum charge £350 per hire				POA		POA		
86 Courtyard Café - Price on application dependant upon package. Minimum charge £200 per hire				POA		POA		
Exceptions and Discounts available on Civic Campus Room Hire								
<i>Complimentary equipment hire for new customers and off peak evening, weekend and academic holidays</i>								
<i>Second/additional rooms discount (for larger multiple room events or additional hospitality space)</i>								
<i>Academic holiday rate offered all year to significant partners such as SEH or health/education providers</i>								
<i>Combine room hire, equipment and hospitality with delegate rates similar to commercial venues</i>								
<i>Discretionary discount for commercial organisations to be agreed by Director of Transformation</i>								

	Description of Service	Net Charge	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	Gross Charge	
		£	£	£	£	£	£	£	%
	PORTERS								
87	Porters Tours - per person	6.00		6.00	6.00		6.00	0.00	0.00%
88	Porters Registered Charity Half Day (inc set up and break down time)	70.00		70.00	70.00		70.00	0.00	0.00%
89	Porters Registered Charity Full Day (inc set up and break down time)	120.00		120.00	120.00		120.00	0.00	0.00%
90	Porters Not for profit organisations Half Day (inc set up and break down time)	90.00		90.00	90.00		90.00	0.00	0.00%
91	Porters Not for profit organisations Full Day (inc set up and break down time)	170.00		170.00	170.00		170.00	0.00	0.00%
92	Porters Monday - Wednesday Commercial Organisations (inc ceremonies) Half Day(inc set up and break down time)	700.00		700.00	700.00		700.00	0.00	0.00%
93	Porters Monday - Wednesday Commercial Organisations (inc ceremonies) Full Day (inc set up and break down time)	1,200.00		1,200.00	1,200.00		1,200.00	0.00	0.00%
94	Porters Extended Ceremony Hours Monday - Wednesday New Offer	720.00		720.00	720.00		720.00	0.00	0.00%
95	Porters Thursdays , Fridays, Saturdays, Sundays Commerical Organisations (inc ceremonies) Half Days (inc set up and break down time)	800.00		800.00	800.00		800.00	0.00	0.00%
96	Porters Thrusdays, Fridays, Saturdays, Sundays Commerical Organisations (inc ceremonies and reception) Full Day (inc set up and break down time)	1,500.00		1,500.00	1,500.00		1,500.00	0.00	0.00%
97	Porters Extended Ceremony Hours Thursday, Friday, Saturdays, Sundays New Offer	850.00		850.00	850.00		850.00	0.00	0.00%
98	Porters Partner Organisations Half Day (inc set up and break down time)	420.00		420.00	420.00		420.00	0.00	0.00%
99	Porters Partner Organisations Full Day (inc set up and break down time)	830.00		830.00	830.00		830.00	0.00	0.00%
100	Porters Staff (inc private parties) Half Day (inc set up and break down time)	330.00		330.00	330.00		330.00	0.00	0.00%
101	Porters Staff (inc private parties, ceremonies & receptions) Full Day (inc set up and break down time)	700.00		700.00	700.00		700.00	0.00	0.00%
102	Porters Staff extended ceremony hours	360.00		360.00	360.00		360.00	0.00	0.00%
110	Floral Arrangements								
111	Waitress service for canapés	70.83	14.17	85.00	83.33	16.67	100.00	15.00	17.65%
	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	0.00	0.00%
113	Bottled Beer (Porters)	1.25	0.25	1.50	1.25	0.25	1.50	0.00	0.00%
114	Soft Drinks - Lemonade, Cola, Fruit Juice etc (Porters)	1.25	0.25	1.50	1.25	0.25	1.50	0.00	0.00%
115	Pimms (inc lemonade) (Porters)	6.00	1.20	7.20	6.00	1.20	7.20	0.00	0.00%
116	Tea & Coffee - per cup (Porters)	0.83	0.17	1.00	0.83	0.17	1.00	0.00	0.00%

Description of Service		Net Charge 2016/17	VAT (20%)	Gross 2016/17 Charge	Proposed Net Charge 2017/18	VAT (20%)	Proposed Gross 2017/18 Charge	Proposed Increase Gross Charge	
		£	£	£	£	£	£	£	%
1	Standard Search (forms LLC1 and Con29'R')(VAT on Con29'R' only)	105.00	14.00	119.00	105.00	14.00	119.00	0.00	0.00%
2	Official Search (form LLC1 only)	35.00		35.00	35.00		35.00	0.00	0.00%
3	Local Enquiries (form Con29'R' only)	70.00	14.00	84.00	70.00	14.00	84.00	0.00	0.00%
4	Additional Parcels of Land (Standard Search) per parcel	15.00		15.00	15.00		15.00	0.00	0.00%
5	Local Enquiries (form CON29'O') per question	15.00	3.00	18.00	15.00	3.00	18.00	0.00	0.00%
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	0.00	0.00%
8	Extra Parcel Fee CON29 per parcel	10.00	2.00	12.00	10.00	2.00	12.00	0.00	0.00%

Southend-on-Sea Borough Council

Agenda
Item No.

Report of Corporate Management Team
to
Cabinet
On
14 February 2017

Report prepared by: Joe Chesterton
Director of Finance & Resources

General Fund Revenue Budget 2017/18

All Scrutiny Committees

Executive Councillor: Councillor John Lamb

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To present a 2017/18 General Fund revenue budget including schools and a proposal for the level of Council Tax for 2017/18.

2. Recommendations

That the Cabinet recommend to Council that it;

In respect of 2016/17;

- (i) Note the forecast outturn of £123.206 million;**
- (ii) Approve the appropriation of the sums to earmarked reserves totalling £6.468 million, as set out in detail in Appendix 16;**
- (iii) Approve the appropriation of the sums from earmarked reserves totalling £7.226 million, as set out in detail in Appendix 16.**

In respect of 2017/18 and later years;

- (iv) Consider and acknowledge the Section 151 Officer's (Director of Finance and Resources) report on the robustness of the proposed budget, the adequacy of the Council's reserves and the Reserves Strategy as set out in Appendix 1;**
- (v) Approve a General Fund net revenue budget for 2017/18 of £123.153 million (Appendix 3) and any required commencement of consultation, statutory or otherwise;**

- (vi) Approve a Council Tax increase of 4.99% for the Southend-on-Sea element of the Council Tax for 2017/18, being 1.99% for general use and 3% for Adult Social care;
- (vii) Note that the 2017/18 revenue budget has been prepared on the basis of using £1.637 million for earmarked reserves for the core budget to allow for a smoothing of the budget gap across the next three financial year with a consequent replenishment of those reserves in 2017/18 and 2018/19. Also to note that £2.222 million of the Business Rates Retention reserve is being used to equalise the projected 2017/18 business rates yield.
- (viii) Note the position of the Councils preceptors:
- Essex Police Authority – approved Council Tax increase of 3.25%;
 - Essex Fire Authority - proposed Council Tax increase of 1.99%;
 - Leigh-on-Sea Town Council - approved precept increase of 1.59%.
- (ix) Approve that no Special Expenses be charged other than Leigh-on-Sea Town Council precept for 2017/18;
- (x) Approve the appropriation of the sums to earmarked reserves totalling £1.009 million, as set out in Appendix 16;
- (xi) Approve the appropriation of the sums from earmarked reserves totalling £17.150 million, as set out in Appendix 16;
- (xii) Approve the schools' budget and its relevant distribution as recommended by the Schools' Forum and as set out in Appendix 2;
- (xiii) Approve the pressures required of £3.000 million (Appendices 12 and 13) and the General Fund and Public Health savings required of £7.502 million (Appendices 14 and 15) and the subsequent individual service cash limits for 2017/18, as contained in Appendices 3 to 11;
- (xiv) Endorse the direction of travel for 2018/19 and beyond (Section 11);
- (xv) Approve the revised Medium Term Financial Strategy up to 2020/21 (Appendix 17).

That Cabinet;

- (xvi) Delegates authority to the Director of Finance and Resources (S151 Officer) in consultation with the Leader to make the required changes to the Council Budget following the final Local Government Finance settlement and other related Government announcements.

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 23 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 2017/18 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 levels can be reflected from 1 April of each year. A separate report elsewhere on this agenda deals with Housing Rents, Charges and the HRA budget for 2017/18.
- 3.4 This report presents the proposed 2017/18 General Fund revenue budget of the Cabinet for recommendation to the Council at its meeting on 23 February 2017. It builds on the draft budget approved for consultation by the Cabinet at its meeting on 19 January 2017. It also now provides the latest position on the forecast outturn for 2016/17.
- 3.5 The Director of Finance and Resources' statutory statement on the robustness of the estimates and adequacy of reserves under s25 of the Local Government Act 2003 is included at Appendix 1. It should be considered by the Cabinet before recommending a budget to Council. It must also be considered by the Council before approving the budget and Council Tax.

4. Forecast Outturn 2016/17

- 4.1 The original budget for 2016/17 totalled £123.206 million and was to be met from available government grant and council tax and no use of revenue balances was anticipated.
- 4.2 Members have been supplied with projected outturn information throughout the year, based on forecasts and expectations of the Chief Executive and the Deputy Chief Executives and their Budget Managers, and in light of corrective action that they have identified as being necessary. The latest forecast outturn for 2016/17 amounts to £123.206 million. This forecast outturn includes a net appropriation from earmarked reserves totalling £0.758 million, details of which are shown in Appendix 16.
- 4.3 The reasons behind the year end projected position have been reported to all Members through the monthly budget monitoring process. The actual figure for the end of 2016/17 will be considered as part of the out turn report for 2016/17, which will be presented to the Cabinet in June 2017.

Budget 2017/18

Government Funding – Grant and Finance Settlement

- 5.1 Government funding of its main grant (formerly Formula Grant) is now the third ranked provider of funding for the Council's total general fund budget (excluding schools) after Council Tax and Business Rates. As such it represents a reducing factor in determining the Council's revenue budget. The provisional Local Government Finance Settlement for 2017/18 was issued by the Department for Communities and Local Government (DCLG) on 15 December 2016 and this represents the Government's next three year spending plans. The final Local Government Settlement is now due to be announced in the week commencing 20 February 2017. Therefore, this report is based upon data in the provisional finance settlement.
- 5.2 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.
- 5.3 A key change to last year's settlement was the Government's recognition of the demand and demographic expenditure pressures on Adult Social Care and the ability for Local Authorities to implement an Adult Social Care precept of up to 2% to support the growing expenditure on Council budgets in this area.
- 5.4 The Adult Social Care precept is confirmed to continue, however, the Government has now introduced a flexibility to the precept in that the precept cannot exceed an additional 3% in 2017/18 and 2018/19 and an additional 2% in 2019/20 and that the maximum applied over this three year period (2017/18 to 2019/20) cannot exceed in total 6%.
- 5.5 Additionally, last year's settlement introduced a minimum RSG settlement for 4 years up to 2019/20. This was conditional upon the Council submitting an Efficiency Plan by 14 October 2016, which was duly submitted by the due date. DCLG has confirmed acceptance of the Council's efficiency plan and therefore to its entitlement of a guaranteed minimum sum of RSG.
- 5.6 The key points arising from the provisional 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 2017/18 is £47.618 million. This compares to an adjusted SFA of £53.638 million in respect of 2016/17 (a reduction of £6.020 million and equivalent to a 11.2% reduction);

- (ii) The RSG element for 2017/18 within the provisional SFA is £14.681 million. This compares to an adjusted RSG of £21.338 million in respect of 2016/17 (a reduction of £6.657 million and equivalent to a 31.2% reduction);
- (iii) The settlement provides indicative figures for a three year period (2017/18 to 2019/20);
- (iv) The introduction of an Adult Social Care Support grant funded by a reduction in the New Homes Bonus grant;
- (v) Some capital and specific grants are provisional and yet to be announced in full;
- (vi) As last year there is no Council Tax freeze grant offered by the Government this year;
- (vii) The 2017/18 referendum limit for Council Tax increases has been announced at a level of 5%, being 3% for expenditure on adult social care and 2% for other expenditure (2016/17 this was set at 4%, being 2% and 2% respectively);
- (viii) For 2017/18, 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 2017/18 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 2016/17. The proposed budget assumes that the Council's share of the BCF will at least remain unchanged;
- (ix) In addition, as announced in the 2015 Spending Review, the Council is also due to receive the first tranche of a new "improved" BCF directly through a S31 grant to further assist with the inherent pressures in adult social care. As yet the amount has not been confirmed.
- (x) The consultation on the provisional finance settlement ended on 13 January 2017 and this has informed the final settlement which is now due to be discussed in Parliament the week commencing 20 February with the final settlement being issued just before the debate.
- (xi) There has been a national revaluation of business rateable values, for implementation from 1 April 2017. Nationally the revaluation has resulted in a net increase of RV's, although some areas and some business types have seen reductions. As the revaluation process is designed to be revenue neutral (apart from an inflationary increase), the rate in the £ has been reduced so as to raise (nationally) the same amount of money from businesses. The provisional small business non-domestic rates (NNDR) poundage (multiplier) has been set at 46.6p (2016/17=48.4p) in accordance with the RPI inflation for September 2016. The associated

non-domestic poundage has been set at 47.9p (2016/17=49.7p). Non-domestic rates are set nationally by the Government and collected locally by Councils (billing authorities). Under the current 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;

(xii) The Public Health service grant allocation for 2017/18 has been notified as £9.712million (a reduction of £0.245million on 2016/17).

- 5.7 It is very disappointing that the Government has recently announced a date for the issuance of the final settlement as late February, as it does not assist Local Authorities in finalising their budget plans for the forthcoming financial year. In addition, there are other Government announcements yet to be made including the terms for the Better Care Fund for 2017/18 and other relevant regulations.
- 5.8 Normally, the difference in the Government grant allocation between the provisional and final settlement is minimal and is dealt with in the final budget report to Cabinet. However, it is not possible to do that given the timing of when the announcement will be made.
- 5.9 Therefore delegated authority is recommended for the Director of Finance and Resources (S151 Officer) in consultation with the Leader to finalise the Council budget in time for Budget Council on 23 February 2017 once the settlement and other matters are announced.
- 5.10 If there is a difference of Government grant in the final settlement compared to that in the proposed budget then this will be dealt with by an adjustment to earmarked reserves.
- 5.11 The actions taken under this delegation will form part of the final budget report to the Council.

Government Funding – Dedicated Schools Grant (DSG)

- 5.12 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.
- 5.13 The total DSG for 2017/18 is £144.1 million (2016/17 = £140.1 million). In practice the final DSG will exclude funding for Academies and is estimated to reduce by at least £81 million to £63.1 million.
- 5.14 In addition to funding from the DSG, schools will receive Pupil Premium grant, which will provide £1,320 / £935 of funding per primary/secondary pupil (2016/17 = £1,320 / £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).

- 5.15 The Schools' Forum met on 18 January 2017 to consider its final recommendations for a balanced budget and confirmed their position as presented in the draft General Fund Revenue report presented to Cabinet on 19 January 2017. The final agreed position for Schools is as set out in Appendix 2.

General Fund Revenue Budget

- 5.16 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.
- 5.17 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.
- 5.18 Following cross party member input to the 2016/17 budget round as part of the three year budget process, the outcomes have assisted in formulating this year's 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 consultations have also assisted in informing the compilation of the Council's budget.
- 5.19 The draft General Fund Revenue budget for 2017/18 was considered by Cabinet on 19 January 2017. It was referred to Scrutiny Committees in late January 2017 for detailed Member consideration. The same draft budget was used to brief staff, consult with trade unions, the voluntary sector, the business sector and to brief the local press.
- 5.20 The 2017/18 General Fund revenue base budget requirement before savings and pressures is £126.924 million. Available funding, including Council Tax, estimated Business Rates and Government grant (excluding the Adult Social Care precept) is £115.919 million. A high level budget summary of the position is set out at Appendix 3. The 2017/18 revenue budgets for each Portfolio are then set out in Appendices 4 to 11 and show the original budget and probable outturn for 2016/17 and the 2017/18 base budget before and after savings and pressures.
- 5.21 The budget identifies a number of pressures being faced by the Council, which need funding and these total £3.000 million. These are set out in detail in Appendices 12 and 13. After applying the required pressures of £3.000 million to the base budget there is a budget gap to find in 2017/18 of £14.005 million through departmental savings, corporate contingencies, use of the adult social care precept and earmarked reserves.

- 5.22 Along with all other Local Authorities the Council is facing extreme demand and cost pressure in Adult Social Care and Children spending. The Local Government Association (LGA) estimates that Adult Social Care faces a national funding gap of £1.3 billion by 2019/20 (even with the measures announced in the 2015 Spending Review) based on pressures caused by demography, inflation and the National Living Wage. In addition to this, LGA analysis of “fair price” of care calculations developed by provider organisations suggests that the scale of the immediate challenge could be in the order of at least £1.3 billion. This is the minimum requirement to stabilise the provider market meaning that a total of at least £2.6 billion is needed by the end of the decade.
- 5.23 The Council’s budget setting needs to recognise these spending pressures to ensure that a robust budget is set alongside managing the risks of service delivery in these areas.
- 5.24 The Budget Pressure proposals recognise these known cost pressures the Council is currently facing. For Adult Social Care spending, a number of the pressures can be financed by the on-going Adult Social Care Precept. However, Children’s cost pressures will need to be financed by the Council Tax. Both areas of required funding have been recognised in the proposed budget. The Adult Social Care and Children cost pressures identified for the 2017/18 proposed budget reflect the realignment of the respective base budgets to ensure there is adequate budget to manage the required service demands and delivery.
- 5.25 Additionally, given the volatile national picture outlined above, it is recommended that within the earmarked reserves that specific reserves are identified to act as a precaution to any further in year demands on Adult Social Care and Children spending. The identification of these reserves form part of the S151 Officers statement on the adequacy of balances and the robustness of the budget at Appendix 1 and included within the Medium Term Financial Strategy at Appendix 17.

5.26 The proposed use of the Adult Social Care precept is as follows:-

	£m	£m
Service Investments		
Enhancement to services for complex care needs	0.800	
Investment to maintain community independence	0.200	
Total		1.000
Adult Social Care Pressures		
National living wage (part - 7P)	0.750	
Older People demographics (6P)	0.500	
Learning Disabilities – Transition of Children to Adults (5P)	0.400	
Total		1.650
Baseline Services		
Existing Adult Social Care Services	0.725	
Total		0.725
Grand Total		3.375

- 5.27 £1.650 million of the identified total pressures of £3.000 million will therefore be met from the Adult Social Care precept. In addition, it is proposed to meet a further £0.850 million of the pressures (the remaining £0.250 million of the national living wage pressure on adult services (7P) and the £0.600 million children’s pressure (4P)) from the corporate inflation contingency. This reduces the pressures to be funded by £2.500 million to £0.500 million.
- 5.28 In addition, £0.725 million of the Adult Social Care precept will be used to fund existing adult social care services, effectively reducing the budget gap further.
- 5.29 The proposals in paragraphs 5.27 and 5.28 reduce the budget gap of £14.005 million to £10.780 million.
- 5.30 The budget gap is then reduced further by various departmental savings proposals, which total £6.921 million set out fully in departmental order in Appendices 14 and 15.
- 5.31 By agreeing the proposed savings of £6.921 million (excluding Public Health savings of £0.581 million, as these savings are ring fenced against the Public Health grant allocation) the budget gap falls to £3.859 million. Rather than make more savings to balance the budget, it is proposed to use £3.859 million of earmarked reserves to balance the budget.
- 5.32 The budget proposals therefore include the use of £2.222 million of the business rates retention reserve to fund the anticipated shortfall in the business rates yield following the 2017 revaluation, a review of the appeals provision and the deficit on the 2016/17 collection fund. The revised position comes from the now submitted NDR1 form, which was agreed in line with the approved delegation and reasoning contained in the Council Tax Base and Non Domestic Rating Base 2017/18 report approved at Cabinet on 19 January 2017.
- 5.33 Additionally, there is the proposed use of £1.637 million earmarked reserves to allow the smoothing of the three year budget gap and therefore to fund the

balancing of the 2017/18 core budget. Clearly the use of earmarked reserves to balance the budget is not sustainable unless arrangements are made to repay those reserves. The MTFs therefore also allows for the replenishment of the use of these reserves for the core budget, thereby increasing the savings targets in later years.

5.34 This results in a balanced 2017/18 revenue budget of £123.153 million (2016/17 £123.206 million).

5.35 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;

- Energy Efficiency Team - £100,000 pa for 2017/18 and 2018/19. To continue support for the Energy Efficiency Team to undertake innovation and flexibility studies into energy efficiency resources that will produce annual revenue savings for both the Council and schools budget. This total funding is to be reimbursed to reserves as the team becomes self-sufficient in its operation;
- Air Quality Management - £50,000 pa for 2017/18, 2018/19 and 2019/20. This funding is to provide the required specialist support needed to identify improvements for Air Quality in the town;
- Edge of Care - £250,000 pa for 2017/18 and 2018/19. This funding is to reduce the number of children being taken into care by supporting the family to keep the child safe at home;
- Economic Development - £50,000 for 2017/18 and £100,000 for 2018/19. This is to further enable one-off research and staff support for the promotion of the town;
- Ofsted Improvement Plan £300,000 in 2017/18 and £150,000 for 2018/19 (6 months). Arising from the 2016 Ofsted inspection, time limited resources are required to ensure delivery of the agreed improvement plan;
- School Improvement - £200,000 pa for 2017/18 and 2018/19. This funding is to continue school improvement support including support for pupils to attain Grammar School entrance.
- Commercial Opportunities - £100,000 pa for 2017/18 and 2018/19. This funding is to provide a resource to continue to undertake various feasibility studies and business cases for potential commercial opportunities that generate an on-going annual revenue return for the Council.

5.36 A total of £2.050 million of earmarked reserves are being used to fund the above items of one-off project spending (of which £1.050 million is in 2017/18).

Appropriations for 2017/18

- 5.37 The presentation of the budget reflects proposed net appropriations from earmarked reserves totalling £16.141 million, including those used to balance the budget, for which separate approval is sought. Full details are shown in Appendix 16.

Changes made since Draft Revenue Budget presented to Cabinet 19 January 2017

- 5.38 The changes from the draft budget approved by the Cabinet on 19 January 2017 are:

- The allocation of service pressures and savings proposals to individual budgets;
- The allocation of the latest position on the Dedicated Schools Grant;
- The overall budget has also continued to be amended for minor changes for accuracy;
- The inclusion of a further one-off growth item in 2017/18 and 2018/19 for Commercial Opportunities
- The adjustment of the use of the Business Rates Retention reserve.

- 5.39 All of these changes are cost neutral on the proposed budget.

Council Tax 2017/18 and Estimated Collection Fund Balance 2016/17

- 5.40 The Council Tax Base for 2017/18 was approved by Cabinet on 19 January 2017 at 56,917.61 (equivalent Band D properties).

- 5.41 The estimated balance on the Collection Fund at the end of 2016/17 shows a projected surplus of £0.5 million attributable to the Council and which has been used in calculating the Council Tax, as statutorily required.

- 5.42 The proposed budget assumes a Council Tax increase at 1.99% for general use 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. In addition no referendum limit has been breached.

- 5.43 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 £12.06 per annum for a Band D property. This equates to an amount of circa £0.69 million in the revenue budget for each 1% change.

- 5.44 The proposed Council Tax increase of 1.99% will mean a Band D level of £1,206.64 per annum on the Southend-on-Sea element of the Council Tax. This equates to an annual increase of £24.00 and a weekly increase of 46p.

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

Precepts

- 5.46 Leigh-on-Sea Town Council has confirmed its precept for 2017/18 at £401,085 (2016/17 = £391,550). Based on their council tax base of 8717.19, the Town Council element of the total Council Tax bill will increase from £45.27 to £45.99 at Band D, equivalent to an increase of 1.59% from 2016/17. This only applies to the area covered by the Town Council. The final decision was made at an extraordinary meeting of the Town Council on 7 February 2017.
- 5.47 Essex Police Authority through the Police Commissioner has by law to set its precept no later than 1st March 2017 (after consideration by its Police & Crime Panel on 29 January 2017). The latest position is that the Police Commissioner has approved a Band D Council Tax at £157.05 (£152.10 for 2016/17), which is a 3.25% increase. This has been formally announced as the final decision.
- 5.48 Essex Fire Authority is due to set its precept on 15 February 2017. The current position as reported at its Policy & Strategy Committee on 4 January 2017 is that the precept is proposed to increase by 1.99% with the Band D level increasing to £69.03 (£67.68 for 2016/17).
- 5.49 The Council Tax report for Council on 23 February 2017 will report on the final Council Tax Band D level for the Essex Fire Authority.
- 5.50 In addition, the budget also assumes the continuation of the Adult Social Care precept a level of 5% of the main council tax (an increase of 3% over the previous year). The ability to apply this precept was introduced by the Government as part of the 2016/17 Local Government finance settlement. It was 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 3% equates to an annual increase of £36.12 (from £23.18 to £59.30) equivalent to a weekly increase of 69p. It is proposed that the Adult Social Care precept be used to support the service for a mixture of existing and new spending pressures as set out above in Section 5.

Levies

- 5.51 The Council is required to pay relevant levying bodies, who have all now indicated their levy position for 2017/18. The final levies will be reported on in the Council Tax report for Council on 23 February. The current position for 2017/18 is identified in the table below:-

Levying Body	2016/17	2017/18	Percentage
	Probable	Estimate	increase
	Actual		
	£'000	£'000	%
Kent and Essex Inshore Fisheries and Conservation Authority (Final)	21.5	21.5	0.0
Flood Defence – Environment Agency (Provisional)	178.0	187.6	5.4
Coroners Court (Provisional)	365.2	370.8	1.5
Total	564.7	579.9	

The Kent and Essex Inshore Fisheries and Conservation Authority levy has been confirmed and is proposed at the same level as 2016/17. The Flood defence levy is provisional and the reason for the increase is due mainly to a 5% increase from the Anglian Eastern Regional Flood and Coastal Committee. The Coroners Court levy is provisional and the key reason for the increase in the Coroners court levy is due to Essex County Council no longer expecting to receive any income from Essex Police.

6. Medium Term Financial Strategy (MTFS)

- 6.1 The Medium Term Financial Strategy that was approved in February 2016 was for a four year period up to the financial year 2019/20. It is now in the need of updating as a result of the recent 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.
- 6.2 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.
- 6.3 The updated MTFS for the period 2017/18 to 2020/21 is attached at Appendix 17.
- 6.4 The MTFS shows a projected further budget gap of £22.9 million for the following three financial years as follows:

2018/19	£10.3 million
2019/20	£5.1 million
2020/21	£7.5 million
£22.9 million	

7. Staffing implications of 2017/18 budget savings proposals

- 7.1 The saving proposals outlined in this report will delete 10.4 full time equivalent (fte) posts across the Council, of which 8.4 (81%) are currently vacant.
- 7.2 Formal redundancy consultation with the recognised Trades Unions has commenced and all staff have been fully briefed on the implications of these proposals.
- 7.3 In addition, there are a number of transformation projects within the People Department, including Adult Services – Learning Disabilities (PE1), Liquid Logic Efficiency Savings (PE4), Transformation of Housing (PE6) and Business Support Review (PE9), which have the potential to displace staff. Once the transformation plans are fully scoped, the appropriate formal staff consultation processes for these areas will also take place.
- 7.4 The staffing reductions will be managed in accordance with the Council's policies on Managing Organisational Change and Redundancy.
- 7.5 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.
- 7.6 Volunteers for redundancy have already been sought in order to minimise the number of compulsory redundancies.
- 7.7 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.

8. Corporate Priorities

- 8.1 The proposed revenue budget has regard to the Council's 2017/18 Corporate Priorities, which are attached at Appendix 18.

9. Budget Consultation

- 9.1 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.
- 9.2 The Council has undertaken a number of targeted consultations which have focused on service redesign and renewal of contracts for commissioned services to implement previously agreed savings, improve the service offer and help inform budget proposals for 2017/18. Such consultations with service users and wider stakeholders have included those on: the Council Tax Reduction Scheme, Advocacy Support services, Dementia Care, Carer's Support and Children's Centres have all informed the budget setting process.

- 9.3 Alongside the targeted consultations, Our Town Our Future, a community visioning exercise to help shape the Council's contribution to the vision of the Borough has been taking place throughout 2016. The community conversations taking place are helping to shape the Council's future priorities.
- 9.4 The overall results and comments from the consultation have continued to help inform the preparation of the 2017/18 revenue budget.
- 9.5 The draft budget approved at Cabinet on 19 January 2017 has been presented to all three Scrutiny Committees and a meeting of the Business and Voluntary Sector. The feedback from each of these scrutiny bodies is as follows:-

Place Scrutiny - Place Scrutiny Committee requested that Cabinet reconsider saving PL20 – Bikeability level 2 training in schools, and sought clarification about saving PL2 – Southend Theatres Subsidy, but otherwise offered no comments on the draft general fund budget for 2017/18

People Scrutiny – clarification was sought on a number of pressures and savings proposals, and on the movement within some budget lines, but otherwise offered no comments on the draft general fund budget for 2017/18

Policy & Resources - clarification was sought on a couple of the proposed savings in the Chief Executive Department and a view for consideration of one - off resources for commercial opportunities.

Business and Voluntary Sector - Clarification was sought on the financing of the capital programme and on the recent announcement of the new Schools Funding Formula.

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

- 10.1 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.
- 10.2 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.
- 10.3 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.
- 10.4 An overarching EIA is attached at Appendix 19.

11. 2018/19 and Beyond

- 11.1 In addressing the national economic situation the Government has continued to emphasise 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 Statement on 23 November 2016 with further restriction placed on the Government's public spending plans up to 2021 with the commitment to its departmental spending plans set out in the Spending Review 2015. 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 2018/19 and beyond will continue. This needs to be seen as part of a continued 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.
- 11.2 This report predominantly addresses, as we are required to do, a detailed budget for 2017/18 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.
- 11.3 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.
- 11.4 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.
- 11.5 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.
- 11.6 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.
- 11.7 The Council will continue to 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.

- 11.8 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.
- 11.9 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.
- 11.10 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.
- 11.11 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 Autumn Statement in late 2016, that further savings in the order of £22.9 million will be required from the Council's circa £119 million annual net budget for the three years 2018/19 to 2020/21.
- 11.12 It is clear that the budget savings presented for 2017/18 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.

12. Corporate Implications

12.1 Contribution to Council's Vision & Critical Priorities

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

12.2 Financial Implications

As set out in the body of the report.

12.3 Legal Implications

None at this stage.

12.4 People Implications

The proposed budget will have an impact on staffing levels and the implications are set out in section 7 of this report.

12.5 Property Implications

None

12.6 Consultation

Consultation has taken place with the Chief Executive, Deputy Chief Executives and their Directors 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.

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.

12.7 Equalities Impact Assessment

Assessments have been carried out for proposed savings in the 2017/18 revenue budget and an overarching EIA is attached as Appendix 19 to this report.

12.8 Risk Assessment

The budget proposals have been subject to the Chief Executive, Deputy Chief Executive's and Directors review of risk and robustness. These have informed the Director of Finance & Resources' Section 25 statement of the 2003 Local Government Act on the robustness of estimates and adequacy of reserves as part of this report and the report to Budget Council on 23 February 2017.

12.9 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.

12.10 Community Safety Implications

Assessments have been carried out for all revenue proposals.

12.11 Environmental Impact

Assessments have been carried out for all revenue proposals.

13. Background Papers

The Local Government Finance Settlement 2017/18, DCLG

Budget working papers held by the Finance & Resources' Accountancy section.

Equality Impact Assessments

14. Appendices

Appendix 1	S151 Officer's Statement on adequacy of balances and the robustness of the budget
Appendix 2	Schools Budget 2017/18
Appendix 3	Summary of 2017/18 General Fund Revenue Budget
Appendix 4	2017/18 budget - Leader
Appendix 5	2017/18 budget – Corporate & Community Support Services
Appendix 6	2017/18 budget – Culture, Tourism & the Economy
Appendix 7	2017/18 budget – Transport, Waste & Cleansing
Appendix 8	2017/18 budget – Housing, Planning & Public Protection Services
Appendix 9	2017/18 budget – Children & Learning
Appendix 10	2017/18 budget – Health & Adult Social Care
Appendix 11	2017/18 budget - Technology
Appendix 12	Schedule of Proposed Pressures
Appendix 13	Description of Proposed Pressures
Appendix 14	Schedule of Proposed Savings
Appendix 15	Description of Proposed Savings
Appendix 16	Appropriations
Appendix 17	Medium Term Financial Strategy
Appendix 18	Corporate Priorities 2017/18
Appendix 19	Equality Analyses supporting budget proposals

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BUDGET 2017/18**SECTION 151 OFFICER'S STATEMENT ON ADEQUACY OF BALANCES
AND THE ROBUSTNESS OF THE BUDGET****1. Introduction**

The Chief Financial Officer is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under section 25 of the 2003 Local Government Act which states the following:

- (1) *Where an authority to which section 32 or 43 of the Local Government Finance Act 1992 (billing or major precepting authority) or section 85 of the Greater London Authority Act 1999 (c.29) (Great London Authority) applies is making calculations in accordance with that section, the Chief Finance Officer of the authority must report to it on the following matters-*
 - (a) *The robustness of the estimates made for the purposes of the calculations, and*
 - (b) *The adequacy of the proposed financial reserves.*
- (2) *An authority to which a report under this section is made shall have regard to the report when making decisions about the calculations in connection with which it is made.*

This includes reporting and taking into account:

- The key assumptions in the proposed budget and to give a view on the robustness of those assumptions.
- The key risk areas in the budget and to assess the adequacy of the Council's reserves when reviewing the potential financial impact of these risk areas on the finances of the Council. This should be accompanied by a Reserves Strategy.

This paper has to be considered and approved by full Council as part of the budget approval and Council Tax setting process.

This document concentrates on the General Fund 2017/18, the Housing Revenue Account and Capital Programme, but in addition it also considers key medium term issues faced by the Council.

2. Assurance Statement of the Council's Section 151 Officer (Head of Finance and Resources)

The following are the summary assurances and recommendations of the Council's Section 151 Officer (currently the Director of Finance and Resources). They must be read in conjunction with the supporting statement in this Appendix, which together make up the Section 151 Officer's statutory duty to report under Section 25 of the Local Government Act 2003.

1. In relation to the 2017/18 General Fund Revenue budget I have examined the budget proposals and I believe that, whilst the spending and service delivery proposals are challenging, they are nevertheless achievable given the political and management will to implement the changes, good management, and the sound monitoring of performance and budgets. I am satisfied that sufficient management processes exist within the Council to deliver this budget and to identify and deal with any problems which may arise unexpectedly during the year.
2. The key process risks in making the above statement are the comparatively low resources within the Council, compared to other Unitary Authorities, dedicated to providing financial support services and advice to managers, which will need the finance teams to be focused on key risk budgets.
3. My recommendations are also conditional upon:
 - The agreement of the Medium Term Financial Strategy for 2017/18 to 2020/21;
 - A recognition in the medium term planning approach that the level of reserves and corporate risk assessment need to be regularly reviewed in the light of changing circumstances and that it may not be possible to match the two at any single point in time. The Council needs to show a commitment to maintain reserves at a level which provides adequate cover for most identified risks during the planning period. This approach is pragmatic, and shows a clear commitment to prudent contingency planning. It must be noted, however, that the recommended levels of reserves could leave the Council exposed to the very exceptional risks identified in this review and, if those risks crystallise, to reserves being inadequate;
 - Portfolio holders, Chief Executive, Deputy Chief Executives and managers not exceeding their cash limits for 2017/18 (and future years covered by the Medium Term Financial Strategy);

- Taking every opportunity to meet the Reserves Strategy as a first call on windfall underspends;
 - Not considering further calls on reserves other than for those risks that have been identified, those that could not have been reasonably foreseen and that cannot be dealt with through management or policy actions. The exception to this is where the Reserves Strategy (reviewed annually) is met. Even in those circumstances, it is not prudent to finance ongoing spending from one-off reserves. Any excess reserves should be targeted towards business transformation (including redundancies and invest to save), contributions to support capital outlay, Local Government funding changes and Welfare Reform changes.
 - Where there is a draw-down on reserves, which causes the approved Reserves Strategy to be off target, that this is replenished as part of a revised Medium Term Financial Strategy;
 - That the Council has arrangements and resources in place to consider value for money in preparation for future years' budgets.
4. In relation to the adequacy of reserves, I recommend the following Reserves Strategy based on an approach to evidence the requisite level of reserves by internal financial risk assessment. The Reserves Strategy will need to be reviewed annually and adjusted in the light of the prevailing circumstances.
- (i) An absolute minimum level of General Fund reserves of £8 million that is maintained throughout the period between 2017/18 to 2020/21;
 - (ii) An optimal level of reserves of £10 million over the period 2017/18 to 2020/21 to cover the absolute minimum level of reserves, in-year risks, cash flow needs and unforeseen circumstances;
 - (iii) A maximum recommended level of reserves of £12 million for the period 2017/18 to 2020/21 to provide additional resilience to implement the Medium Term Financial Strategy;
 - (iv) A Reserves Strategy to remain within the recommended level of reserves over the relevant period of 2017/18 to 2020/21.

5. The estimated level of unallocated General Fund reserves at 31 March 2017, based on current projections is circa £11 million depending on the final outturn position. Therefore:
- (i) The absolute minimum level of reserves of £8 million is currently being achieved;
 - (ii) The optimal level of reserves of £10 million criteria is being achieved for 2016/17 if departments spend against budget as currently projected;
 - (iii) The maximum level of reserves of £12 million is not being exceeded;
 - (iv) Reserves should remain within the recommended range of reserves during 2016/17. This is subject to resources set aside for redundancy costs proving adequate and the cash limited budget for 2016/17 being met.
6. These recommendations are made on the basis of:
- (i) The risks identified in the Chief Executive and Deputy Chief Executives reviews of their budgets;
 - (ii) My own enquiries during the development of the current budget;
 - (iii) The resilience required to deliver the Medium Term Financial Strategy;
 - (iv) One-off unallocated reserves not being used to fund new on-going commitments;
 - (v) That the reserves in 2017/18 and the foreseeable future are used only if risks materialise and cannot be contained by management or policy actions.
 - (vi) That where reserves are drawn down, the level of reserves is maintained in line with the latest Medium Term Financial Strategy.
7. There are also serious exceptional risks which, if they crystallise, could significantly impact the Council's reserves and leave its financial standing seriously in question. These include :
- (i) The potential for cliff slips, pier remediation works and any other unforeseen Council owned infrastructure issues;

- (ii) Waste Management – the Council has entered into a contract for long term facilities for waste disposal and also a strategy to comply with targets to reduce the amount of waste going to landfill. The full financial ongoing impact of the longer term facilities over a 30 year period, which will be costly, will not crystallise until full financial delivery on the overall scheme as part of a Joint Working Agreement with Essex County Council;
 - (iii) The new 16 year Waste Collection and Street Cleansing contract.
 - (iv) The financial implications from the Care Act, other welfare reform changes and other associated Housing legislation;
 - (v) The increasing cost and demand pressures for adult and child care;
 - (vi) The risk surrounding the non-delivery of savings within the circa £7.5 million savings package for 2017/18;
 - (vii) The extreme financial issues for the public sector arising from the prevailing and continuing national and local conditions;
 - (viii) The risk of even further significant reductions in Government grant funding, particularly in relation to:
 - Growth and decline in the Council's Tax base and Business Rates base;
 - Business Rates appeals from the 2017 revaluation;
 - Academies funding;
 - The Local Council Tax Support Scheme with reduction in subsidy funding and no protection for caseload increases;
 - Further changes to the way in which Local Government is financed by Government particularly with the introduction of 100% Business Rates retention;
 - Future Government changes in policy and funding for Local Government;
 - The need to address the Country's ongoing Public Sector Borrowing Requirement (PSBR) and the structural financial deficit.
 - (ix) Insurance Claims
8. In relation to the Housing Revenue Account (HRA) in 2017/18 and the medium to long term:
- (i) Given the current status of housing management provision the recommendation is that general reserves be maintained at the target figure of £3m;

- (ii) A 2017/18 budget has been agreed with South Essex Homes Ltd. to maintain a balanced HRA;
- (iii) Forward projections for the HRA beyond 2017/18 are being remodelled. In addition, this is linked to the HRA's own Medium Term Financial Strategy for the period 2017/18 to 2020/21.

The current position demonstrates that it is possible to:

- Maintain a balanced HRA throughout that period;
- Meet current level of capital investment; and
- Repayment of required debt

- (iv) Recognition is made of the potential for a Levy payment in respect of higher value voids
9. In relation to the General Fund and HRA Capital Programme 2016/17 to 2020/21 (including commitments from previous years and new starts):
- (i) The HRA Capital Programme will need to be contained within the total programme cost;
 - (ii) The General Fund Capital Budget is substantial but is based on the best information available in terms of project costs. What is less certain is the phasing of expenditure;
 - (iii) The key strategic schemes identified in the Capital Programme will be closely monitored in-year;
 - (iv) That the funding identified for the approved Capital Programme is delivered and is prudent, affordable and sustainable.
10. In relation to the medium/long term Capital Programme:
- (i) The delivery of the agreed Capital Strategy and Asset Management Plan is a critical priority to enable the matching of resources to needs and priorities.

Assurance

Given all these factors, I, as the Council's Section 151 Officer, consider the estimates for 2017/18 to be sufficiently robust but challenging for approval by the Council. I am also able to advise the Council that the level of General Fund Reserves is adequate and to recommend a Reserves Strategy which is achievable by 2017/18.

3. Supporting Statement

a. Processes

Budget estimates are exactly that – estimates of spending and income made at a point in time and which will change as circumstances change. This statement about the robustness of estimates cannot give a 100% guarantee about the budget but gives Members reasonable assurance that the budget has been based on the best available information and assumptions available at the time.

In order to meet the requirement on the robustness of estimates a number of key processes have been put in place, including:

- The issuing of clear guidance to Departments on preparing budgets;
- The development of Council wide risk assessment;
- The use of budget monitoring and its escalation process to identify risks;
- The Council's S151 Officer providing advice throughout the process of budget preparation and budget monitoring;
- The Chief Executive and Deputy Chief Executives review of their budgets and budget sensitivities;
- A review of budget proposals by CMT from June 2016 to February 2017;
- A review of budget proposals by Executive Members from September 2016 to February 2017;
- Enquiries made directly by the Section 151 Officer and Finance Officers

Notwithstanding these arrangements, which are designed to test the budget throughout its various stages of development, considerable reliance is placed on the Chief Executive, Deputy Chief Executives and Directors having proper arrangements in place to identify issues, project costs, service demands, to consider value for money and efficiency, and to implement changes in their service plans. This is supported by appropriately qualified financial staff.

A summary of the key budget assumptions considered by Departments in terms of assessing the robustness of their budgets are shown below;

- The treatment of inflation and interest rates.
- The treatment of demand led pressures.
- The treatment of efficiency savings/productivity gains.
- The financial risks inherent in any significant new funding partnerships, major outsourcing deals or major capital developments.
- The availability of other funds to deal with major contingencies.

- The Department's track record in budget and financial management.
- The Department's capacity to manage in-year budget pressures.

The full key budget assumptions and comments by the Chief Executive and Deputy Chief Executives have been used in constructing the current year's budget.

Corporate and departmental processes will continue to be improved in future years. Particularly over the last few years there has been a continued emphasis on a robust scheme of budget monitoring and additionally the regular review and monitoring of the annual budget savings that was introduced by the current Director of Finance & Resources and will continue in 2017/18.

Additionally, with the continuous development of the ERP system (Agresso) covering both Financial and HR systems this has improved the authority's capacity to monitor the overall budget. Continual improvement in these processes will assist in prevention or earlier identification of issues to be dealt with in the budget and Medium Term Financial Strategy and allow for any in-year rebalancing to be undertaken if required. Nevertheless in preparing such a complex budget, unforeseen issues will arise throughout the year and in future years.

b. Robustness of Estimates - General Fund Revenue Budget

The 2017/18 budget and service planning process continues the need to link financial resources to corporate priorities and risks. In addition to improving efficiency, there are clearly choices for the Council in this respect:

- To increase financial resources to meet demand and reduce risk; or
- To reduce (where possible) service levels and standards, frequency of service delivery, and eligibility for services.

As part of developing the budget, Members of the administration have considered these options and they are reflected in the proposed budget.

Most notably the Council has had to address major cost increases and pressures as well as corporate priorities including:

- Employee costs (including Employer Pension Contributions and National Insurance Contributions)
- Demographic and cost pressures for Adult and Children Social Care
- The cost of prudential borrowing within the capital programme
- Shortfalls in income
- Inflation

The factors and risks taken into account in developing the proposed budget and recommendations on reserves are contained in each of the Chief Executive and Deputy Chief Executives proposals surrounding their Departmental budget.

These assumptions will require the forecasts for future years to be reviewed early in each financial year leading to more detailed budgets during the autumn of each financial year.

c. Medium Term Financial Strategy

Over the medium term, the Council needs to deliver its Medium Term Financial Strategy reflecting the continuing impact of the proposed budget and only minimal growth in relation to issues that are unavoidable. Within the extremely tight financial climate over the medium term it is very likely that service improvement and reasonable Council Tax increases, without key service reductions, will only be achieved through improving efficiency, clear prioritisation and new income generation.

d. Adequacy of Reserves – General Fund Revenue Budget

Under the Local Government 2003 Act the Secretary of State has reserve powers to set a minimum level of reserves. The most likely use of this power is where an authority is running down its reserves against the advice of their S151 Officer.

Determining the appropriate levels of reserves is not a precise science or a formula e.g. a percentage of the Council's budget. It is the Council's safety net for risks, unforeseen or other circumstances. The reserves must last the lifetime of the Council unless contributions are made from future years' revenue budgets. The minimum level of balances cannot be judged merely against the current risks facing the council as these can and will change over time.

Determining the appropriate levels of reserves is a professional judgement based on local circumstances including the overall budget size, risks, robustness of budgets, major initiatives being undertaken, budget assumptions, other earmarked reserves and provisions, and the Council's track record in budget management. It is also a professional judgement on the external factors that influence the Council's funding position.

The consequences of not keeping a minimum prudent level of reserves can be serious. In the event of a major problem or a series of events, the Council would run a serious risk of a deficit or of being forced to cut spending during the year in a damaging and arbitrary way.

The recommendation on the prudent level of reserves has been based on the robustness of estimate information and the Corporate Risk Register. In addition, the other strategic operational and financial risks taken into account when recommending the minimum level of unallocated General Fund reserves include:

- There is always some degree of uncertainty over whether the full effects of any economy measures and/or service reductions will be achieved. The Chief Executive and Deputy Chief Executives have been requested to be prudent in their assumptions and that those assumptions, particularly about demand led budgets, will hold true in changing circumstances.
- The Bellwin Scheme Emergency Financial Assistance to Local Authorities provides assistance in the event of an emergency. The Local Authority is able to claim assistance with the cost of dealing with an emergency over and above a threshold set by the Government.
- The risk of major litigation, both current and in the future.
- Risks in the inter-relation between the NHS and Social Service authorities coupled with the responsibilities of Public Health.
- The Local Council Tax Support Scheme with less Government funding and increases in caseload at the Council's own risk
- Issues arising from the final Housing Benefit Subsidy Claim.
- The localisation of Business Rates including the impact of businesses declining in the borough boundaries
- New and impending legislation
- Unplanned volume increases in major demand led budgets, particularly in adult and children's services, learning disabilities, physical and sensory impairment, and housing benefits.
- The need to retain a general contingency to provide for some measure of unforeseen circumstances which may arise. This part of the reserves is not provided for directly but indirectly on the assumption that the financial risks identified will not all crystallise.
- The need to retain reserves for general day-to-day cash flow needs. This is minimal given the level of cash the Council holds at any given time.

Further exceptional risks identified may have a potential and serious call on reserves. The Council is advised to be cautious about these risks and commit to restoring any drawn down reserves in line with the Medium Term Financial Strategy.

In these circumstances, I will require the Council, Cabinet, Chief Executive, Deputy Chief Executives and Directors:

- To remain within their service budget for 2017/18 and within agreed medium term financial strategy targets for future years (2018/19 to 2020/21) with a strict adherence to recovering overspends within future years' financial plan targets.
- Repayment to reserves in line with the Medium Term Financial Strategy should these risks materialise.
- Direct any windfall revenue savings/underspends to reserves should the General Fund Revenue Reserves Strategy require it.

e. Estimated Earmarked General Fund Revenue Reserves

I have reviewed the Council's General Fund earmarked revenue reserves which are estimated to amount to circa. £42 million at 1 April 2018. This is compiled of key specific reserves of Insurance at £4.9 million, Welfare Reform and Social Fund at £1.5 million, Adult and Children's Social Care at £4.2 million, Interest Equalisation at £2.6 million, Waste Management at £5.2 million, Business Transformation at £4.0 million, New Homes Bonus at £2.9 million, Business Rates Retention at £2.6 million, Capital at £4.1 million, Pensions at £2.1 million and Grants at £4.5 million. The remainder is made up of other smaller funds held for specific purposes.

f. Estimated Earmarked Housing Revenue Account Revenue Reserves

I have reviewed the Council's Housing Revenue Account earmarked revenue reserves which are estimated to amount to £23.2 million at 1 April 2018. This is compiled mainly of a Capital Investment reserve of £22.8 million.

g. Schools' Balances

Schools' balances, while consolidated into the Council's overall accounts, are a matter for Governing Bodies. Nevertheless, under the Council's Scheme for Financing Schools the Council has a duty to scrutinise whether any school holds surplus balances. Section 4.1 "The right to carry forward surplus balances" identifies that Schools may carry forward from one financial year to the next any surplus/deficit in net expenditure relative to the school's budget share for the year plus/minus any balance brought forward from the previous year.

Any revisions to the Council's Scheme for Financing Schools in respect of balances will be amended in line with the requirements of the Secretary of State for Education with minor amendments agreed by the Schools' Forum.

I am satisfied that the arrangements in place are adequate.

h. Capital Programme – 2017/18 to 2020/21

The Capital Budget

Projects, included in the capital programme, were prepared by Directors and managers in line with financial regulations and guidance. All projects were agreed by the relevant member of CMT and Portfolio Holder and are fully funded for their estimated cost.

Projects have been costed at outturn prices with many subject to tender after inclusion in the programme. This may lead to variance in the final costs.

Departments are required to work within the given cash envelope so any under or over provision must be found within these limits.

Capital Programme Risks

The risk of the Council being unable to fund variations in the programme is minimal mainly due to phasing of projects. The Council is able to freeze parts of the programme throughout the year to ensure spend is within the agreed financial envelope, although this will have service implications.

A further key risk to the capital programme is the ability of the Council to fully deliver it within the agreed timescales.

In relation to the General Fund and HRA Capital Programme specifically for 2017/18 (including commitments from previous years and new starts):

- i) The HRA Capital Programme will need to be contained within total programme cost by delaying or stopping specified schemes.
- (ii) The General Fund Capital Budget is substantial but is based on the best information available in terms of project costs. What is less certain is the phasing of expenditure.
- (iii) The strategic schemes identified in the Capital Programme will be closely monitored in-year.
- (iv) That the funding identified for the approved Capital Programme is delivered and is prudent, affordable and sustainable.

DSG Budget 2017/18

Appendix 2

Block	S251 Line	Summary Line	2016/17			2017/18		Comments
			Final 2016/17	Forecast	Variance	Proposed	Change to	
			DSG Schools Budget					
			£	£	£	£	£	
Schools Block	1.0.1	Maintained - Primary	51,598,002	39,246,508	(12,351,494)	33,265,405	(18,332,597)	
	1.0.1	Maintained - Secondary	3,371,882	3,371,882	0	3,148,269	(223,613)	
	1.0.1	Academy Recoupment - Primary	6,325,168	18,412,863	12,087,695	25,293,060	18,967,892	
	1.0.1	Academy Recoupment - Secondary	51,262,399	51,262,400	1	51,662,877	400,478	
Schools Block Total			112,557,451	112,293,653	(263,798)	113,369,611	812,160	
Early Years	1.0.1	2 year old provision	1,970,333	1,970,333	0	1,571,544	(398,789)	
	1.0.1	3 and 4 y/o provision	7,036,650	7,036,650	0	8,212,992	1,176,342	
		Early Years Pupil Premium	167,000	108,759	(58,241)	157,959	(9,041)	
	1.3.1	Central Expenditure on Children under 5	500,000	500,000	0	500,000	0	
Early Years Block Total			9,673,983	9,615,742	(58,241)	10,442,495	768,512	
High Needs	1.0.1	Place Funding - PRU	810,000	810,000	0		(810,000)	High Needs Block to be allocated to individual budgets following current consultation
	1.0.1	Place Funding - Special Schools	2,690,000	2,690,000	0		(2,690,000)	
	1.0.1	Place Funding - Special Schools Recouped	2,610,000	2,820,000	210,000		(2,610,000)	
	1.0.1	Place Funding - Special Units	230,000	212,500	(17,500)		(230,000)	
	1.0.1	Place Funding - Special Units Recouped	620,000	617,500	(2,500)		(620,000)	
	1.2.1	High Needs Top ups	4,399,770	4,297,888	(101,882)		(4,399,770)	
	1.2.1	ECHP Top ups	1,678,000	1,900,944	222,944		(1,678,000)	
	1.2.2	High Needs Top ups - post 16 providers	560,000	560,000	0		(560,000)	
	1.2.2	High Needs Top ups - out of Borough	370,000	417,000	47,000		(370,000)	
	1.2.3	Top up funding - independent providers	1,200,000	1,256,169	56,169		(1,200,000)	
	1.2.4	HN targeted LCHI funding	100,000	46,955	(53,045)		(100,000)	
	1.2.5	Education out of School (ITS)	153,100	153,100	0		(153,100)	
	1.2.5	SEN Team	422,479	422,479	0		(422,479)	
	1.2.5	SEN Support Services - special units in schools	202,000	220,000	18,000		(202,000)	
	1.2.8	Nurture Base Provision	483,000	483,000	0		(483,000)	
	1.2.6	Hospital Education provision	32,000	76,649	44,649		(32,000)	
		Elective Home Education Costs	8,000	6,000	(2,000)		(8,000)	
	1.2.7	Commissioned Preventative Pathway AP service	192,000	192,000	0		(192,000)	
		High Needs Funding				13,789,562	13,789,562	
		High Needs Funding Recouped				3,994,000	3,994,000	
High Needs Block Total			16,760,349	17,182,184	421,835	17,783,562	1,023,213	

DSG Budget 2017/18

Appendix 2

Block	S251 Line	Summary Line	2016/17			2017/18		Comments
			Final 2016/17 DSG Schools Budget	Forecast Outturn	Variance	Proposed Budget for 2017/18	Change to 2016/17 Budget	
			£	£	£	£	£	
Centrally Retained	1.1.2	De-delegated - Behaviour Support	75,000	75,000	0	75,000	0	Centrally Retained as approved by Education Board 7 December 2016
	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	967,521	26,233	941,288	0	
	1.4.10	Growth Fund	690,000	598,070	(91,930)	690,000	0	
	1.4.12	CLA/MPA License	121,000	121,000	0	122,297	1,297	
	1.4.2	School Admissions	236,300	236,300	0	236,300	0	
	1.4.3	Servicing of School Forums	18,700	18,700	0	18,700	0	
		ESG Retained	0		0	413,217	413,217	
Centrally Retained Total			2,093,433	2,027,736	(65,697)	2,507,947	414,514	
Grand Total			141,085,216	141,119,315	34,099	144,103,615	3,018,399	
Funding		DSG - Schools Block	(56,796,433)	(44,708,737)	12,087,696	(39,420,832)	17,375,601	
		Academy Recoupment	(57,587,567)	(69,675,263)	(12,087,696)	(76,955,937)	(19,368,370)	
		DSG - Early Years Block (2 year olds)	(1,811,745)	(1,811,745)	0	(1,571,544)	240,201	
		DSG - Early Years Block	(7,048,458)	(6,919,458)	129,000	(8,212,992)	(1,164,534)	
		DSG - Early Years Pupil Premium	(167,000)	(108,759)	58,241	(157,959)	9,041	
		DSG - High Needs Funding Block	(13,639,000)	(13,435,258)	203,742	(13,789,562)	(150,562)	
		High Needs Recoupment	(3,230,000)	(3,437,500)	(207,500)	(3,994,000)	(764,000)	
		DSG Brought Forward - Early Years	(237,000)	(237,000)	0	0	237,000	
		DSG Brought Forward - to balance	(568,013)	(568,013)	0	(789)	567,224	
Funding Total			(141,085,216)	(140,901,733)	183,483	(144,103,615)	(3,018,399)	
Net DSG Schools Budget			0	217,582	217,582	0	0	
		DSG B/FWD	1,593,856	1,593,856	0	571,261		
		Used Above	(805,013)	(805,013)	0	(789)		
		Forecast Overspend	0	(217,582)	(217,582)	0		
		C/Fwd to 2017/18	788,843	571,261	(217,582)	570,472		

**SUMMARY OF GENERAL FUND
REVENUE BUDGET 2017/18**

**SOUTHEND ON SEA BOROUGH COUNCIL ESTIMATE FOR THE
GENERAL FUND YEAR ENDING 31 MARCH 2018**

SUMMARY OF GENERAL FUND REVENUE ESTIMATES

	Appendix	Original Estimate 2016/17	Probable Outturn 2016/17	Original Estimate 2017/18	Budget 2017/18
		£000	£000	£000	£000
Portfolios					
Leader	4	2,281	1,795	2,358	2,387
Corporate & Community Support Services	5	12,285	12,429	12,905	12,192
Culture, Tourism & the Economy	6	11,754	12,685	12,618	11,994
Transport, Waste & Cleansing	7	22,646	21,677	22,574	21,417
Housing, Planning & Public Protection Services	8	8,865	8,906	6,771	6,562
Children & Learning	9	26,254	28,001	27,087	26,237
Health & Adult Social Care	10	38,186	40,495	38,309	38,948
Technology	11	4,025	4,062	4,419	4,383
Sub Total		126,296	130,050	127,041	124,120
Capital Financing Removed		(18,642)	(18,642)	(18,831)	(18,831)
Portfolio Net Expenditure		107,654	111,408	108,210	105,289
Levies		585	579	590	590
Contingency - General		2,088	1,159	2,088	2,088
- Pensions & Apprenticeship Levy		0	0	650	650
- Transformation		1,500	1,500	1,500	1,500
- Inflation		2,228	600	1,840	990
Pensions Upfront Funding		(4,782)	(4,782)	7,467	7,467
Financing costs		15,787	15,588	16,594	16,594
Total net expenditure		125,060	126,052	138,939	135,168
Contribution to /(from) earmarked reserves		(3,874)	(758)	(12,282)	(12,282)
Revenue Contribution to Capital		6,472	2,164	3,804	3,804
Corporate Savings (2016/17)		(200)	0	0	0
Non Service Specific Grants		(4,252)	(4,252)	(3,537)	(3,537)
Total Budget Requirement		123,206	123,206	126,924	123,153
Met from:					
Revenue Support Grant		21,412			14,681
Business Rates		24,101			20,375
Business Rates Top up Grant		9,527			11,685
Council Tax		65,875			68,678
Collection Fund Surplus		1,000			500
		121,915			115,919
Adult Social Care Precept		1,291			3,375
		123,206			119,294
Use of Earmarked Reserves		0			3,859
		123,206			123,153

LEADER

REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Leader Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Corporate Subscriptions	73	0	73	73	0	73	73	0	73	73	0	73
Corporate and Non Distributable Costs	1,685	(177)	1,508	1,156	(177)	979	1,728	(180)	1,548	1,764	(180)	1,584
Emergency Planning	85	0	85	128	0	128	86	0	86	85	0	85
Strategy and Performance	645	(30)	615	645	(30)	615	651	0	651	645	0	645
Net Expenditure/(Income)	2,488	(207)	2,281	2,002	(207)	1,795	2,538	(180)	2,358	2,567	(180)	2,387

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Leader Portfolio

Subjective Summary	2016/17		2017/18	
	Original £000s	Probable Outturn £000s	Before Savings & Pressures £000s	Budget £000s
Expenditure				
Employees	1,478	1,521	1,536	1,536
Premises	3	3	3	3
Transport	4	4	4	4
Supplies & Services	589	240	592	621
Third Party Payments	190	0	190	190
Transfer Payments	0	0	0	0
Depreciation	4	4	8	8
Special Items	220	230	205	205
Gross Expenditure	2,488	2,002	2,538	2,567
Income				
Government Grants	(30)	(30)	0	0
Other Grants & Reimbursements	0	0	0	0
Sales	0	0	0	0
Fees & Charges	0	0	0	0
Rents	0	0	0	0
Interest	0	0	0	0
Investment Asset Revaluation Gain	0	0	0	0
Government Capital Grants	0	0	0	0
Recharges to Housing Revenue Account	(177)	(177)	(180)	(180)
Other Internal Charges	0	0	0	0
Total Income	(207)	(207)	(180)	(180)
Net Expenditure/(Income)	2,281	1,795	2,358	2,387

CORPORATE AND COMMUNITY SUPPORT SERVICES

REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Corporate and Community Support Services Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Department of Corporate Services	914	0	914	838	0	838	912	0	912	910	0	910
The Programme Office	3	0	3	3	0	3	0	0	0	(1)	0	(1)
Administration & Support	404	0	404	33	0	33	0	0	0	(2)	0	(2)
Accountancy	2,101	(386)	1,715	1,952	(384)	1,568	2,074	(352)	1,722	2,071	(352)	1,719
Accounts Payable	129	(5)	124	129	(5)	124	130	(5)	125	126	(5)	121
Accounts Receivable	191	(74)	117	246	(74)	172	195	(75)	120	185	(75)	110
Insurance	143	(243)	(100)	143	(243)	(100)	155	(245)	(90)	155	(245)	(90)
Asset Management	390	(5)	385	370	(5)	365	383	(5)	378	383	(5)	378
Community Centres and Club 60	54	(1)	53	54	(1)	53	104	(1)	103	104	(1)	103
Corporate and Industrial Estates	124	(2,539)	(2,415)	125	(2,539)	(2,414)	430	(2,511)	(2,081)	430	(2,611)	(2,181)
Council Tax Admin	879	(481)	398	879	(561)	318	894	(490)	404	854	(595)	259
Non Domestic Rates Collection	238	(304)	(66)	222	(304)	(82)	200	(305)	(105)	165	(305)	(140)
Housing Benefit and Council Tax Benefit Admin	1,887	(1,195)	692	2,008	(1,195)	813	1,921	(1,195)	726	1,990	(1,195)	795
Rent Benefit Payments	98,947	(99,050)	(103)	98,947	(99,050)	(103)	98,947	(99,050)	(103)	98,947	(99,050)	(103)
Internal Audit	826	(187)	639	826	(187)	639	843	(188)	655	835	(188)	647
Buildings Management	2,708	(112)	2,596	2,856	(112)	2,744	2,906	(114)	2,792	2,779	(114)	2,665
Cemeteries and Crematorium	1,328	(2,198)	(870)	1,233	(2,198)	(965)	1,267	(2,255)	(988)	1,263	(2,525)	(1,262)
Customer Services Centre	1,541	(284)	1,257	2,309	(284)	2,025	2,068	(290)	1,778	1,985	(290)	1,695
Dial A Ride Service	89	(19)	70	107	(19)	88	123	(19)	104	122	(19)	103
Registration of Births Deaths and Marriages	357	(364)	(7)	31	(364)	(333)	336	(371)	(35)	329	(371)	(42)
Transport Management	154	0	154	36	0	36	34	0	34	26	0	26
Vehicle Fleet	610	(343)	267	565	(343)	222	527	(344)	183	527	(344)	183

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Corporate and Community Support Services Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Partnership Team	275	0	275	289	0	289	278	0	278	277	0	277
Support To Voluntary Sector	781	0	781	781	0	781	779	0	779	779	0	779
Human Resources	1,698	(487)	1,211	1,706	(487)	1,219	1,752	(497)	1,255	1,745	(497)	1,248
People and Organisational Development	402	(91)	311	402	(91)	311	408	(91)	317	406	(91)	315
Tickfield Training Centre	282	(95)	187	288	(95)	193	293	(97)	196	290	(97)	193
Democratic Services Support	355	0	355	355	0	355	357	0	357	354	0	354
Mayoralty	185	0	185	184	0	184	187	0	187	185	0	185
Member Support	712	0	712	712	0	712	718	0	718	705	0	705
Elections and Electoral Registration	360	0	360	385	0	385	361	0	361	352	0	352
Local Land Charges	210	(318)	(108)	189	(297)	(108)	196	(297)	(101)	192	(297)	(105)
Legal Services	1,006	(240)	766	1,040	(220)	820	1,097	(243)	854	1,170	(243)	927
Corporate Procurement	599	0	599	820	0	820	611	0	611	610	0	610
Property Management and Maintenance	531	(107)	424	531	(107)	424	568	(109)	459	568	(109)	459
Net Expenditure/(Income)	121,413	(109,128)	12,285	121,594	(109,165)	12,429	122,054	(109,149)	12,905	121,816	(109,624)	12,192

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Corporate and Community Support Services Portfolio

Subjective Summary	2016/17		2017/18	
	Original	Probable Outturn	Before Savings & Pressures	Budget
	£000s	£000s	£000s	£000s
Expenditure				
Employees	14,563	14,489	14,736	14,664
Premises	1,835	1,864	1,840	1,765
Transport	391	390	388	388
Supplies & Services	4,614	4,868	4,732	4,641
Third Party Payments	136	109	126	126
Transfer Payments	98,520	98,520	98,504	98,504
Depreciation	1,354	1,354	1,728	1,728
Gross Expenditure	121,413	121,594	122,054	121,816
Income				
Government Grants	(96,957)	(96,957)	(95,958)	(95,958)
Other Grants & Reimbursements	(3,811)	(3,790)	(4,791)	(4,791)
Sales	(52)	(52)	(40)	(40)
Fees & Charges	(4,994)	(5,052)	(5,072)	(5,447)
Rents	(2,579)	(2,579)	(2,526)	(2,626)
Interest	0	0	0	0
Government Capital Grants	0	0	0	0
Recharges to Housing Revenue Account	(233)	(233)	(237)	(237)
Other Internal Charges	(502)	(502)	(525)	(525)
Total Income	(109,128)	(109,165)	(109,149)	(109,624)
Net Expenditure/(Income)	12,285	12,429	12,905	12,192

CULTURE, TOURISM AND THE ECONOMY

REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Culture, Tourism and the Economy Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Arts Development	599	(364)	235	603	(364)	239	550	(305)	245	554	(305)	249
Amenity Services Organisation	2,517	(386)	2,131	3,688	(657)	3,031	3,624	(670)	2,954	3,615	(670)	2,945
Culture Management	67	(6)	61	68	(6)	62	69	(6)	63	67	(6)	61
Library Service	3,357	(390)	2,967	3,476	(390)	3,086	3,414	(394)	3,020	3,394	(394)	3,000
Museums And Art Gallery	1,172	(67)	1,105	1,231	(67)	1,164	1,156	(68)	1,088	1,135	(68)	1,067
Parks And Amenities Management	2,270	(667)	1,603	1,602	(551)	1,051	1,739	(665)	1,074	1,693	(665)	1,028
Sports Development	97	(45)	52	97	(45)	52	53	0	53	53	0	53
Sport and Leisure Facilities	582	(144)	438	559	(304)	255	679	(144)	535	615	(304)	311
Southend Theatres	515	(17)	498	515	(17)	498	1,029	(17)	1,012	849	(27)	822
Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,065	(999)	2,066	2,918	(617)	2,301	2,694	(784)	1,910	2,689	(884)	1,805
Tourism	136	(11)	125	186	(11)	175	138	(11)	127	136	(18)	118
Economic Development	268	0	268	551	(325)	226	572	(250)	322	571	(250)	321
Town Centre	200	(58)	142	199	(58)	141	210	(59)	151	210	(59)	151
Better Queensway	0	0	0	250	0	250	0	0	0	0	0	0
Climate Change	87	(24)	63	184	(30)	154	107	(43)	64	106	(43)	63
Net Expenditure/(Income)	14,932	(3,178)	11,754	16,127	(3,442)	12,685	16,034	(3,416)	12,618	15,687	(3,693)	11,994

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Culture, Tourism and the Economy Portfolio

Subjective Summary	2016/17		2017/18	
	Original	Probable Outturn	Before Savings & Pressures	Budget
	£000s	£000s	£000s	£000s
Expenditure				
Employees	6,424	7,155	7,412	7,292
Premises	1,750	1,878	1,768	1,768
Transport	408	517	517	517
Supplies & Services	1,855	2,403	1,676	1,599
Third Party Payments	1,723	1,403	1,203	1,053
Transfer Payments	0	0	0	0
Depreciation	2,772	2,771	3,458	3,458
Gross Expenditure	14,932	16,127	16,034	15,687
Income				
Government Grants	0	(25)	0	0
Other Grants & Reimbursements	(594)	(894)	(741)	(741)
Sales	(365)	(135)	(137)	(137)
Fees & Charges	(2,198)	(2,369)	(2,467)	(2,744)
Rents	(21)	(19)	(19)	(19)
Interest	0	0	0	0
Government Capital Grants	0	0	(52)	(52)
Recharges to Housing Revenue Account	0	0	0	0
Other Internal Charges	0	0	0	0
Total Income	(3,178)	(3,442)	(3,416)	(3,693)
Net Expenditure/(Income)	11,754	12,685	12,618	11,994

TRANSPORT, WASTE and CLEANSING

REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Transport, Waste & Cleansing Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Transport												
Highways Maintenance	9,206	(2,229)	6,977	9,937	(2,912)	7,025	9,713	(2,494)	7,219	9,637	(2,844)	6,793
Bridges and Structural Engineering	423	0	423	393	0	393	412	0	412	412	0	412
Decriminalised Parking	1,237	(1,633)	(396)	1,535	(1,401)	134	1,267	(1,666)	(399)	1,157	(1,666)	(509)
Car Parking Management	1,312	(5,959)	(4,647)	1,420	(6,540)	(5,120)	1,028	(6,085)	(5,057)	1,031	(6,485)	(5,454)
Concessionary Fares	3,217	0	3,217	3,290	0	3,290	3,217	0	3,217	3,217	0	3,217
Passenger Transport	381	(62)	319	432	(41)	391	435	(64)	371	400	(64)	336
Road Safety and School Crossing	265	(60)	205	265	(60)	205	234	0	234	234	0	234
Transport Planning	827	(57)	770	818	(55)	763	845	(57)	788	792	(58)	734
Traffic and Parking Management	572	(5)	567	605	(5)	600	536	(5)	531	503	(5)	498
Waste and Cleansing												
Public Conveniences	562	0	562	550	0	550	550	0	550	550	0	550
Waste Collection	3,705	0	3,705	4,599	0	4,599	4,483	0	4,483	4,393	0	4,393
Waste Disposal	4,062	0	4,062	4,679	0	4,679	5,533	0	5,533	5,533	0	5,533
Street Cleansing	1,871	(7)	1,864	1,362	(7)	1,355	1,381	(7)	1,374	1,381	(7)	1,374
Household Recycling	536	0	536	486	0	486	486	0	486	486	0	486
Environmental Care	516	(4)	512	304	(4)	300	386	(4)	382	386	(4)	382
Waste Management	1,994	0	1,994	(57)	0	(57)	488	0	488	487	0	487
Other Services												
Flood and Sea Defence	811	(64)	747	859	(44)	815	744	(11)	733	745	(11)	734
Enterprise Tourism and Environment Central Pool	1,229	0	1,229	1,269	0	1,269	1,229	0	1,229	1,217	0	1,217
Net Expenditure/(Income)	32,726	(10,080)	22,646	32,746	(11,069)	21,677	32,967	(10,393)	22,574	32,561	(11,144)	21,417

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Transport, Waste & Cleansing Portfolio

Subjective Summary	2016/17		2017/18	
	Original	Probable Outturn	Before Savings & Pressures	Budget
	£000s	£000s	£000s	£000s
Expenditure				
Employees	3,616	3,368	3,396	3,353
Premises	1,457	1,904	1,166	1,166
Transport	92	63	79	79
Supplies & Services	471	728	523	525
Third Party Payments	18,621	18,214	18,722	18,357
Transfer Payments	0	0	0	0
Depreciation	8,469	8,469	9,081	9,081
Gross Expenditure	32,726	32,746	32,967	32,561
Income				
Government Grants	(103)	(103)	(11)	(11)
Other Grants & Reimbursements	(40)	(40)	(40)	(40)
Sales	(2)	0	(2)	(2)
Fees & Charges	(8,411)	(9,402)	(8,566)	(9,317)
Rents	(1)	(1)	(1)	(1)
Interest	0	0	0	0
Government Capital Grants	(1,523)	(1,523)	(1,773)	(1,773)
Recharges to Housing Revenue Account	0	0	0	0
Other Internal Charges	0	0	0	0
Total Income	(10,080)	(11,069)	(10,393)	(11,144)
Net Expenditure/(Income)	22,646	21,677	22,574	21,417

HOUSING, PLANNING and PUBLIC PROTECTION SERVICES

REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Housing, Planning and Public Protection Services Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Housing												
Strategy and Planning for Housing	209	0	209	215	(6)	209	215	0	215	164	0	164
Private Sector Housing	3,960	(587)	3,373	3,969	(603)	3,366	2,835	(1,056)	1,779	2,734	(1,056)	1,678
Housing Needs and Homelessness	802	(514)	288	800	(409)	391	825	(514)	311	822	(534)	288
Supporting People	3,235	0	3,235	2,967	0	2,967	2,558	0	2,558	2,508	0	2,508
Planning and Public Protection												
Closed Circuit Television	433	(32)	401	464	(32)	432	450	(32)	418	450	(32)	418
Community Safety	211	(32)	179	242	(37)	205	213	(32)	181	213	(32)	181
Building Control	565	(397)	168	640	(397)	243	600	(405)	195	602	(410)	192
Development Control	642	(569)	73	583	(615)	(32)	662	(581)	81	660	(603)	57
Regional And Local Town Plan	243	0	243	243	0	243	243	0	243	235	0	235
Regulatory Business	636	(11)	625	501	(11)	490	525	(11)	514	523	(11)	512
Regulatory Licensing	351	(483)	(132)	311	(311)	0	308	(493)	(185)	304	(433)	(129)
Regulatory Management	13	0	13	258	0	258	230	0	230	227	0	227
Regulatory Protection	252	(62)	190	197	(63)	134	244	(13)	231	244	(13)	231
Net Expenditure/(Income)	11,552	(2,687)	8,865	11,390	(2,484)	8,906	9,908	(3,137)	6,771	9,686	(3,124)	6,562

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Housing, Planning and Public Protection Services Portfolio

Subjective Summary	2016/17		2017/18	
	Original	Probable Outturn	Before Savings & Pressures	Budget
	£000s	£000s	£000s	£000s
Expenditure				
Employees	4,275	4,372	4,480	4,323
Premises	10	64	10	10
Transport	46	44	48	48
Supplies & Services	3,551	3,137	2,978	2,913
Third Party Payments	99	202	103	103
Transfer Payments	0	0	0	0
Depreciation	3,571	3,571	2,289	2,289
Gross Expenditure	11,552	11,390	9,908	9,686
Income				
Government Grants	(50)	(101)	(50)	(50)
Other Grants & Reimbursements	(182)	(87)	(182)	(182)
Sales	(2)	(2)	(2)	(2)
Fees & Charges	(1,567)	(1,395)	(1,600)	(1,567)
Rents	0	(13)	0	0
Interest	0	0	0	0
Government Capital Grants	(476)	(476)	(893)	(893)
Recharges to Housing Revenue Account	(410)	(410)	(410)	(430)
Other Internal Charges	0	0	0	0
Total Income	(2,687)	(2,484)	(3,137)	(3,124)
Net Expenditure/(Income)	8,865	8,906	6,771	6,562

CHILDREN & LEARNING
REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Children & Learning Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Retained												
Childrens Commissioning	809	(291)	518	789	(291)	498	800	(291)	509	752	(291)	461
Children with Special Needs	1,863	(194)	1,669	2,298	(205)	2,093	2,167	(194)	1,973	2,244	(194)	2,050
Early Years Development and Child Care Partnership	10,784	(9,562)	1,222	10,784	(9,562)	1,222	10,817	(9,562)	1,255	10,769	(9,562)	1,207
Children Fieldwork Services	3,509	0	3,509	3,599	0	3,599	3,549	0	3,549	3,552	0	3,552
Children Fostering and Adoption	6,116	(252)	5,864	7,199	(738)	6,461	6,524	(306)	6,218	6,616	(306)	6,310
Youth Service	1,188	(397)	791	1,188	(397)	791	1,175	(403)	772	1,067	(403)	664
Other Education	579	(580)	(1)	609	(580)	29	576	(585)	(9)	576	(585)	(9)
Private Voluntary Independent	4,211	(156)	4,055	4,341	(58)	4,283	4,175	(120)	4,055	3,475	(120)	3,355
Children Specialist Commissioning	919	(59)	860	1,327	(84)	1,243	935	(60)	875	1,063	(60)	1,003
Children Specialist Projects	304	(189)	115	381	(179)	202	304	(189)	115	331	(189)	142
School Support and Preventative Services	19,116	(12,628)	6,488	28,126	(21,696)	6,430	29,240	(22,648)	6,592	28,994	(22,673)	6,321
Youth Offending Service	2,550	(1,386)	1,164	2,516	(1,366)	1,150	2,569	(1,386)	1,183	2,567	(1,386)	1,181
Total Retained	51,948	(25,694)	26,254	63,157	(35,156)	28,001	62,831	(35,744)	27,087	62,006	(35,769)	26,237
Delegated												
Schools Delegated Budgets	57,351	(57,351)	0	58,772	(58,772)	0	43,222	(43,222)	0	43,222	(43,222)	0
Total Delegated	57,351	(57,351)	0	58,772	(58,772)	0	43,222	(43,222)	0	43,222	(43,222)	0
Net Expenditure/(Income)	109,299	(83,045)	26,254	121,929	(93,928)	28,001	106,053	(78,966)	27,087	105,228	(78,991)	26,237

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Children & Learning Portfolio

Subjective Summary	2016/17		2017/18	
	Original £000s	Probable Outturn £000s	Before Savings & Pressures £000s	Budget £000s
Expenditure				
Employees	13,558	14,474	14,463	14,458
Premises	270	268	270	270
Transport	671	668	671	646
Supplies & Services	16,814	21,356	20,885	20,625
Third Party Payments	12,348	14,270	13,574	13,039
Transfer Payments	61,313	66,568	50,957	50,957
Depreciation	4,325	4,325	5,233	5,233
Gross Expenditure	109,299	121,929	106,053	105,228
Income				
Government Grants	(80,276)	(91,024)	(75,362)	(75,362)
Other Grants & Reimbursements	(786)	(889)	(765)	(765)
Sales	(46)	(54)	(46)	(46)
Fees & Charges	(867)	(891)	(883)	(908)
Rents	0	0	0	0
Interest	0	0	0	0
Government Capital Grants	(1,070)	(1,070)	(1,910)	(1,910)
Recharges to Housing Revenue Account	0	0	0	0
Other Internal Charges	0	0	0	0
Total Income	(83,045)	(93,928)	(78,966)	(78,991)
Net Expenditure/(Income)	26,254	28,001	27,087	26,237

HEALTH and ADULT SOCIAL CARE

REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Health and Adult Social Care Portfolio

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			Budget		
	Gross Expenditure	Total Income	Net Expenditure / (Income)	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	£000s	£000s	£000s
Adult Social Care												
Adult Support Services and Management	546	0	546	551	(59)	492	557	0	557	224	0	224
Commissioning Team	2,172	(343)	1,829	2,104	(330)	1,774	2,201	(346)	1,855	2,120	(346)	1,774
Strategy and Development	1,839	(359)	1,480	1,918	(319)	1,599	1,874	(260)	1,614	1,797	(215)	1,582
People with a Learning Disability	14,555	(1,629)	12,926	14,692	(1,734)	12,958	14,504	(1,421)	13,083	14,383	(1,421)	12,962
People with Mental Health Needs	3,004	(165)	2,839	3,692	(224)	3,468	3,363	(167)	3,196	3,350	(167)	3,183
Older People	29,273	(14,940)	14,333	28,616	(14,977)	13,639	27,460	(14,592)	12,868	28,807	(14,592)	14,215
Other Community Services	1,498	(665)	833	4,055	(1,020)	3,035	2,536	(820)	1,716	2,522	(865)	1,657
People with a Physical or Sensory Impairment	4,364	(1,003)	3,361	4,531	(1,137)	3,394	4,628	(1,211)	3,417	4,572	(1,211)	3,361
Service Strategy and Regulation	136	(69)	67	135	(69)	66	136	(69)	67	124	(69)	55
Health												
Public Health	7,047	(7,156)	(109)	7,136	(7,246)	(110)	6,991	(7,141)	(150)	6,991	(7,141)	(150)
Drug and Alcohol Action Team	2,454	(2,373)	81	2,560	(2,380)	180	2,313	(2,230)	83	2,313	(2,230)	83
Young Persons Drug and Alcohol Team	263	(263)	0	265	(265)	0	268	(265)	3	267	(265)	2
Net Expenditure/(Income)	67,151	(28,965)	38,186	70,255	(29,760)	40,495	66,831	(28,522)	38,309	67,470	(28,522)	38,948

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Health and Adult Social Care Portfolio

Subjective Summary	2016/17		2017/18	
	Original	Probable Outturn	Before Savings & Pressures	Budget
	£000s	£000s	£000s	£000s
Expenditure				
Employees	17,161	18,063	17,505	17,271
Premises	454	464	451	451
Transport	529	550	493	493
Supplies & Services	6,109	6,009	4,595	4,447
Third Party Payments	42,759	45,030	43,665	43,686
Transfer Payments	0	0	0	1,000
Depreciation	139	139	122	122
Gross Expenditure	67,151	70,255	66,831	67,470
Income				
Government Grants	(10,198)	(10,334)	(10,123)	(10,123)
Other Grants & Reimbursements	(7,746)	(8,496)	(7,588)	(7,588)
Sales	(444)	(431)	(20)	(20)
Fees & Charges	(10,462)	(10,384)	(10,668)	(10,668)
Rents	0	0	(8)	(8)
Interest	0	0	0	0
Government Capital Grants	0	0	0	0
Recharges to Housing Revenue Account	(115)	(115)	(115)	(115)
Other Internal Charges	0	0	0	0
Total Income	(28,965)	(29,760)	(28,522)	(28,522)
Net Expenditure/(Income)	38,186	40,495	38,309	38,948

TECHNOLOGY
REVENUE BUDGET 2017/18

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Technology

Objective Summary	2016/17						2017/18					
	Original			Probable Outturn			Before Savings & Pressures			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	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Information Communications and Technology	4,980	(955)	4,025	5,017	(955)	4,062	5,390	(971)	4,419	5,354	(971)	4,383
Net Expenditure/(Income)	4,980	(955)	4,025	5,017	(955)	4,062	5,390	(971)	4,419	5,354	(971)	4,383

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Technology

Subjective Summary	2016/17		2017/18	
	Original £000s	Probable Outturn £000s	Before Savings & Pressures £000s	Budget £000s
Expenditure				
Employees	2,418	2,418	2,488	2,488
Premises	1	1	1	1
Transport	8	8	8	8
Supplies & Services	1,492	1,529	1,492	1,456
Third Party Payments	8	8	8	8
Transfer Payments	0	0	0	0
Depreciation	1,053	1,053	1,393	1,393
Gross Expenditure	4,980	5,017	5,390	5,354
Income				
Government Grants	0	0	0	0
Other Grants & Reimbursements	0	0	0	0
Sales	0	0	0	0
Fees & Charges	(788)	(788)	(802)	(802)
Rents	0	0	0	0
Interest	0	0	0	0
Government Capital Grants	0	0	0	0
Recharges to Housing Revenue Account	(115)	(115)	(117)	(117)
Other Internal Charges	(52)	(52)	(52)	(52)
Total Income	(955)	(955)	(971)	(971)
Net Expenditure/(Income)	4,025	4,062	4,419	4,383

Pressure Proposals 2017/18 - All Council Services (excluding schools)

		<u>Chief Executive</u> £'000	<u>People</u> £'000	<u>Place</u> £'000	<u>Proposed Total</u> £'000
No.	<u>Proposed Pressures</u>				
1P	Housing Benefit/Localised Council Tax Scheme Administration Grant	90			90
Sub-total Chief Executive		90			90
2P	Legal Services - Children's Public and Private Law		110		110
3P	Multi-agency Risk Assessment Team (MARAT)		140		140
4P	Child Care		600		600
5P	Learning Disabilities		400		400
6P	Older People Demographics		500		500
7P	National Living Wage		1,000		1,000
Sub-total People			2,750		2,750
8P	Forum Facilities Management Contract			100	100
9P	Regulatory Services Income			60	60
Sub-total Place				160	160
Proposed Pressures Total 2017/18		90	2,750	160	3,000

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2017/18 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT OF THE CHIEF EXECUTIVE

**1P 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 2017/18 has now been estimated by the DWP as £90,000.

Sub-total Department of the Chief Executive

£90,000

2017/18 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PEOPLE

2P Legal Services – Children’s Public and Private Law – £110,000

There is a small budget to cover the cost of the use of Counsel in proceedings. In addition, we seek advice from Counsel outside of proceedings however this is not a common practice.

Currently Counsel is used to cover many public law hearings due to lack of capacity within legal services. The issue of capacity relates to the following:

- Continued impact of public law outline with the average timescale for conclusion of proceedings being 19.1 weeks
- The impact of case law, Re:N, which has increased the number of applications we have made as we are issuing proceedings more frequently, and more quickly, when children are accommodated under Section 20.
- Increased challenge by family members when a Placement Order has been granted and an increase during proceedings prior to a Placement Order being granted.

3P Multi-agency Risk Assessment Team (MARAT) – £140,000

The MARAT is a multi-agency team which supports safety planning for victims of domestic abuse. Each agency who are part of MARAT fund their practitioners (children’s social care, adult services, early help, Police, NPS, CRC, IDVA and health).

There are new posts within MARAT which have costs attached and which are not part of the base budget.

MARAT manager – Level 10

MARAT administrator x 1 – Level 5

Children’s Social Worker – Level 8

During 2016/17 the above posts have been covered by agency workers with the costs of the permanent posts as follows:-

Marat Team Manager	70,000
Marat Social Worker	58,000
Marat Data research admin	45,000
	173,000

2017/18 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

The MARAT manager post will be joint funded by SBC, Southend CCG and Essex Police in the future however the specific arrangements for this have not yet been confirmed, but income contributions are expected for the Team Manager costs reducing this pressure to £140,000.

4P Child Care - £600,000

Increased demand and cost pressures are being experienced in the Children's budget particularly around Childrens Placements. This sum will address the current budget deficiency in this area for the commencement of 2017/18.

5P Learning Disabilities - £400,000

There is a requirement 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.

6P Older People Demographics - £500,000

There is a requirement 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/direct payment 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.

7P National Living Wage - £1,000,000

Additional resources are required to meet the increase in the National Living Wage to £7.50 per hour.

Sub-total Department for People

£2,750,000

2017/18 BUDGET PRESSURES – ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PLACE

8P Forum Facilities Management Contract - £100,000

The Facilities Management contract for the Forum is let by the Forum Management Company and recharged to the Council by agreement under a five year contract.

The Forum Management Company are looking at possible ways of reducing spend for the remaining two years of the contract but at present there will be a £100K pressure in both 2017/18 and 2018/19.

9P Regulatory Services Income - £60,000

Income has been received in 2016/17 and previous years for charging for Tables & Chairs on the Highway. With effect from 2017/18 it is proposed in the fees and charges schedule to delete these charges.

Gambling Act Income has been affected by changes in legislation affecting 2016/17 income, which enables premises to combine areas for certain gaming machines that previously were separate and for which separate fees were applicable. As a result there is a pressure on the income budget in this area.

<u>Sub-total Department for Place</u>	<u>£160,000</u>
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<u>TOTAL PRESSURES</u>	<u>£3,000,000</u>
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No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
Department of the Chief Executive						
CE1	Sutton Road Cemetery Mini Graves	55				55
CE2	Sutton Road Crematorium Pergola Walk	115				115
CE3	Bereavement Services Income	100				100
CE4	Civic Campus & Transport Operations	50				50
CE5	Customer Service Centre (CSC)	50				50
CE6	Printing	300				300
CE7	Registration Service	25				25
CE8	Asset Rental Income	100				100
CE9	Revenue Service Staffing	30				30
CE10	Court Cost Income	85				85
CE11	Revenues Service new charges	20				20
CE12	External Audit Fees	50				50
CE13	Members Refreshments	10				10
Sub-Total Department of the Chief Executive		990				990

No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
People						
PE1	Adult Services - Learning Disabilities		500			500
PE2	Learning		300			300
PE3	Contract Rationalisation and Transformation		860			860
PE4	Liquid Logic Efficiency Savings (Children's)		50			50
PE5	Adult Services (exc. Learning Disabilities)		1,000			1,000
PE6	Transformation of Housing		270			270
PE7	Residential Care Costs		500			500
PE8	Families Matter (Edge of Care) Team		250			250
PE9	Business support review		50			50
PE10	Children with Disabilities (CWD)		15			15
PE11	Dementia Contract		45			45
PE12	Efficiencies from the integration of Public Health to the Department for People		70			70
PE13	Management Savings		50			50
Sub-Total People			3,960			3,960

No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
Place						
PL1	Leisure Management Contract			160		160
PL2	Southend Theatres subsidy			180		180
PL3	Libraries Contract			50		50
PL4	Sport & Leisure Staffing			60		60
PL5	Park management			25		25
PL6	Transport team staffing			28		28
PL7	Extend use of Volunteers to run museums			20		20
PL8	Rationalisation of sports pitches			20		20
PL9	Southend Theatres (Energy)			10		10
PL10	Traffic Signals (maintenance costs)			30		30
PL11	Streetlight maintenance			65		65
PL12	Public Transport efficiencies			35		35
PL13	Highways Maintenance efficiencies			30		30
PL14	Drainage management			10		10
PL15	Planning Fees			7		7
PL16	Planning and Transport Income			70		70
PL17	Highways Permits Income			300		300
PL18	Car Parking Income			400		400
PL19	Planning Staffing			8		8
PL20	Bikeability level 2 training in schools			1		1
PL21	Parking Compliance Contract			110		110
PL22	Pier charges			75		75
PL23	Mooring fees			10		10
PL24	Foreshore Income			15		15
PL25	Business support staffing			20		20
PL26	Event applications			7		7
PL27	Waste contract efficiencies			90		90
PL28	Grounds maintenance restructure			10		10
PL29	Transfer of BT Lines to Daisy Telecoms			50		50
PL30	Facilities Management			75		75
Sub-Total Place				1,971		1,971
Public Health						
PH1	Contract Efficiencies				261	261
PH2	Public Health Recharges				140	140
PH3	Marketing Efficiencies				20	20
PH4	Pre-Diabetic Health Checks				75	75
PH5	Back Office Efficiencies				85	85
Sub-Total Public Health					581	581
Proposed Savings Total 2017/18		990	3,960	1,971	581	7,502

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2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT OF THE CHIEF EXECUTIVE

CE1 Sutton Road Cemetery Mini Graves - £55,000

Income from new Memorial Scheme at Sutton Road Cemetery – Mini Graves arising from the capital investment made in 2016/17.

CE2 Sutton Road Crematorium Pergola Walk - £115,000

Income from new Memorial Scheme at Sutton Road Crematorium – Pergola Walk arising from the capital investment made in 2016/17.

CE3 Bereavement Services Income - £100,000

The Bereavement Service has for a number of years now experienced an excess of income above the budget. Consequently a saving of £100k can be declared even without an increase in the main cemeteries and crematorium charges in 2017/18.

CE4 Civic Campus & Transport Operations - £50,000

Following the deletion of a Group Manager post in 2016/17 there is a remaining budget that can be deleted.

CE5 Customer Services Centre (CSC) - £50,000

This saving arises from a reduction in telephony contact in favour of Citizens Account Self Service.

The increased use of the Self Serve Citizens Account Portal will lead to a reduction in telephony contact into the CSC. As a consequence the staffing numbers (2 fte at Level 6) can be reduced without detriment to the overall quality of the service.

CE6 Printing - £300,000

The whole approach to the provision of a print service for the authority has been reviewed and altered. Instead of tendering for a comprehensive solution from a single provider, the printing needs of the Council have now been tendered under 3 pillars; (i) the printer fleet (ii) bespoke printing and (iii) transactional printing including post out. The tendering exercise has concluded and the award of the contract has been made.

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

CE7 Registration Service - £25,000

In 2016/17 all pre RON (Registration Online) Registration Records held manually were digitalised. This includes all records previously held in handwritten records. Consequently, it is now possible to issue copy certificates quite readily from the electronic register as opposed to re-writing them by hand. Significant time is saved amongst Registration Staff and a saving would be made in one vacant post.

CE8 Asset Rental Income - £100,000

The budget has over achieved in recent years and this adjustment allows the budget to be realigned to income being generated.

CE9 Revenues Service Staffing - £30,000

This saving arises from the deletion of the remaining budget from the full year effect of a restructure in 2016/17.

CE10 Court Cost Income - £85,000

Additional net income that is being generated above the base budget.

CE11 Revenues Service new charges - £20,000

In line with statutory rates, new charges are being introduced for residents that do not notify the Council of changes for Council Tax purposes and also not supplying the required information and/or documentation.

CE12 External Audit Fees - £50,000

External audit fees have been reduced by the former Audit Commission body and this saving allows the realignment of the budget to reflect this position.

CE13 Members Refreshments - £10,000

The proposal is to abolish free teas and biscuits for Councillors at meetings.

Sub-Total Department of the Chief Executive

£990,000

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PEOPLE

PE1 Adult Services – Learning Disabilities - £500,000

Service redesign will continue with savings achieved through a number of areas including review of existing transport contract, further integration of services for adults with a LD, and reduction to social care costs through use of care navigators/coordinators for people with a LD.

PE2 Learning - £300,000

This covers a range of efficiency savings including staff and budget efficiencies which include known vacancies, education grants, use of more efficient recruitment software, and review of contracts, additional payments and market supplements.

PE3 Contract Rationalisation and Transformation - £860,000

Savings across the whole system will be made through efficiencies and negotiation across a wide range of contracts. This includes commissioning more appropriate accommodation (including increased utilisation of our own buildings), and reduction in costs of Foster Care and Residential Placements.

PE4 Liquid Logic Efficiency Savings (Childrens) - £50,000

New system will allow for more streamlined processes to commission services and make payments to suppliers.

PE5 Adult Services (exc. Learning Disabilities) - £1,000,000

By continuing to adopt a preventative approach to system redesign, savings will be found through a number of areas including review of high cost care packages, increased re-ablement services, prevention of admission into long term residential care, development of new domiciliary care contract, and efficiencies from the introduction of Liquid logic system.

PE6 Transformation of Housing - £270,000

Savings across housing will be achieved through a number of areas, including a review of the Private Sector Housing (PSH) team, Adaptations Team, ongoing review of existing SP contracts, review of Temporary Accommodation provision for homeless people, as well as the Sheltered Housing Review which will help frailer older people continue to live independently. In addition, the Strategic Housing review will increase the Council's ability to undertake more regeneration

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

schemes and enable more staff time to be charged to the capital programme.

PE7 Residential Care Costs - £500,000

Savings will be made by preventing some of the more expensive residential placements and preventing some of the young people on the Edge of Care from going on to become 'looked after'.

PE8 Families Matter (Edge of Care) Team - £250,000

Better outcomes for children and their families, and cost avoidance / savings to the authority in the form of reduced placement and court costs.

PE9 Business support review - £50,000

Review of business support function and processes to improve efficiencies.

PE10 Children with Disabilities (CWD) - £15,000

Review of CWD care packages to realise savings whilst meeting need.

PE11 Dementia Contract - £45,000

New contract re-modelled to move all funding to navigator roles with small grant opportunities for peer support/community resilience and social enterprise.

PE12 Efficiencies from the integration of Public Health to Department for People - £70,000

Managerial efficiency and savings from the integration of Public Health with the Department for People.

PE13 Management Savings - £50,000

Additional savings from further efficiency in management payments and review of roles.

Sub-Total Department for People

£3,960,000

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

DEPARTMENT FOR PLACE

PL1 Leisure Management Contract – £160,000

This is a proposal to delete a residual allocation in the budget following the contract procurement in the last financial year.

PL2 Southend Theatres subsidy - £180,000

It is proposed to negotiate away the annual subsidy, paid to operators HQ Theatres, in return for a longer contract at the economic break point post 2021 – this would also include the potential for the Council to earn additional income to support future year's budget exercises.

PL3 Libraries contract - £50,000

It is proposed to renegotiate a Libraries contract to better reflect the overhead incurred by the Council and deliver a saving.

PL4 Sport & Leisure staffing – £60,000

This manager post was agreed as a voluntary redundancy – it is proposed to delete the post and its duties are being covered by other colleagues in the team following a formal restructure process.

PL5 Park management – £25,000

This post was agreed as a voluntary redundancy – it is proposed to delete the post and its duties are being covered by other colleagues in the team following a formal restructure process.

PL6 Transport team staffing – £28,000

This post was agreed as a voluntary redundancy – it is proposed to delete the post and its duties are being covered by other colleagues in the team.

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PL7 Extend use of Volunteers to run museums – £20,000

This proposal involves the extension of volunteers to assist staffing at Museum similar to their use in Libraries.

PL8 Rationalisation of sports pitches – £20,000

A rationalisation of the games pitches provided in the Borough's parks. Users would be moved to other existing pitches, increasing the efficiency of provision.

PL9 Southend Theatres (Energy) – £10,000

This saving results from the introduction of energy saving technology at Southend theatres.

PL10 Traffic Signals (maintenance costs) - £30,000

The on-going digitisation of traffic signals across the Borough enables a reduction in maintenance costs that support their management.

PL11 Streetlight Maintenance – £65,000

The on-going conversion of street lights to LED enables a further reduction in maintenance costs.

PL12 Public Transport efficiencies - £35,000

Reductions in public transport co-ordination which includes residual contract allocation.

PL13 Highways Maintenance efficiencies – £30,000

Signage / signal rationalisation enables a reduction in the maintenance costs associated with speed activated signs and other signals.

PL14 Drainage management – £10,000

This proposal is a reduction in the budget supporting drainage management.

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PL15 Planning fees – £7,000

It is proposed to introduce new charges for search fees (£5K) and for express lawful development certificates (£2k) as part of the proposed fees and charges schedule.

PL16 Planning and Transport Income - £70,000

This is an increase which reflects the current and anticipated levels of planning (£15K) and building control (£5K) applications and additional income from highways licences (£50K).

PL17 Highways Permits income – £300,000

This increase in income target reflects the current and anticipated levels of permit application.

PL18 Car parking income – £400,000

The income received exceeds the current base budget for this area and this saving will realign the budget with projected income.

PL19 Planning Staffing - £8,000

This saving arises from the re-grading/deletion of a strategic planning post.

PL20 Bikeability level 2 training in schools - £1,000

Income to be delivered by Government funding.

PL21 Parking Compliance Contract – £110,000

The recently procured parking contract contains a remaining budget allocation which is now able to be released.

PL22 Pier charges - £75,000

As set out in the proposed fees and charges schedule.

PL23 Mooring fees - £10,000

As set out in the proposed fees and charges schedule.

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PL24 Foreshore Income - £15,000

As set out in the proposed fees and charges schedule.

PL25 Business support staffing - £20,000

It is proposed to delete one vacant post in the business support team.

PL26 Event applications - £7,000

Introduction of a new events admin fee, as set out in fees and charges.

PL27 Waste contract efficiencies - £90,000

It is proposed to implement a more effective and targeted provision of waste collection receptacles to households as a result of the Council's new waste contract arrangements.

PL28 Grounds maintenance restructure – £10,000

Reducing the establishment by one full-time post and restructuring team roles differently.

PL29 Transfer of BT Lines to Daisy Telecoms - £50,000

During 2016/17 a number of BT telephony lines used by the Council were transferred to the management of Daisy Telecoms. The cheaper solution allows a reduction in costs for the same service.

PL30 Facilities Management - £75,000

The savings arise from a combined procurement of both soft and hard FM functions.

Sub-Total Department for Place

£1,971,000

2017/18 BUDGET SAVINGS - ALL COUNCIL SERVICES
(EXCLUDING SCHOOLS)

PUBLIC HEALTH

PH1 Contract Efficiencies - £261,000

Renegotiations and reducing contract values for existing 0-5 Health Visiting service (£224k) and sexual health services (£37k).

PH2 Public Health Recharges - £140,000

Cessation of the funding of public health projects delivered through other council departments.

PH3 Marketing Efficiencies - £20,000

Reducing expenditure on Social Marketing activity in the Health & Wellbeing programme.

PH4 Pre-Diabetic Health Checks - £75,000

Cessation of funding for Pre Diabetic Health Checks.

PH5 Back Office Efficiencies - £85,000

Further savings are being made through greater efficiencies from back office functions - travel costs, printing, training etc.

Sub-Total Public Health

£581,000

Summary

Chief Executives Department	£990,000
People	£3,960,000
Place	<u>£1,971,000</u>
Total Proposed Departmental Savings	£6,921,000
Public Health	£581,000

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Appropriations to and from General Fund Earmarked Reserves

Appropriations for 2016/17

Within the forecast outturn figure, there are a number of proposals for appropriations to and from earmarked reserves. The final value of these appropriations will be assessed at year-end and reported as part of the closedown reporting.

Appropriations to Reserves

1. £1,003,000 to the New Homes Bonus Reserve

The Council is again in receipt of New Homes Bonus Grant. Rather than rely on it to support the general base budget, it is proposed that a proportion of the monies be used to support one-off projects in future years.

2. £4,782,000 to the Pensions Reserve

The Pensions Reserve was exhausted in 2014/15 to fund the pension deficit payment. This appropriation completes the process of rebuilding the Reserve to ensure the flexibility exists to be able to fund a similar arrangement at the next pension revaluation in 2017/18.

3. £683,000 to the Waste Management Reserve

As a result of delays in the commissioning of the MBT plant, in year savings have accrued that are being transferred to the reserve against future potential costs.

Total Appropriations to Reserves

£6,468,000

Appropriations to and from General Fund Earmarked Reserves

Appropriations from Reserves

4. £272,000 from the LPSA Reserve

This is required to finance the costs of the Partnership Team.

5. £36,000 from the Elections Reserve

In line with the purpose that this reserve was set up, £36,000 will be released in 2016/17 in support of the costs of the Borough elections.

6. £783,000 from the Business Transformation Reserve

To fund a number of one-off investments during 2016/17, plus the use of £289,000 to allow the anticipated net overspend.

7. £21,000 from the Agresso Reserve

To continue the process of investment in the ERP system, so as to secure the basis for more efficient back office functions

8. £1,497,000 from the Capital Reserve

This is to fund the costs associated with a number of capital projects

9. £200,000 from the Schools Improvement Reserve

To fund investment into Schools Improvement

10. £325,000 from the Support People Reserve

To support the transition of the Support People service to a lower level of base budget, the reserve will underpin some of the contracts pending their renegotiation

11. £300,000 from the Welfare Reform Reserve

To fund on-going work around welfare reform and housing benefit subsidy

12. £350,000 from the Social Fund Reserve

To fund the on-going work of the Essential Living Fund Team

13. £1,138,000 from the Grants Reserve

In accordance with proper accounting practice, grants received in 2015/16, but not used, were carried forward into 2016/17 via the use of earmarked reserves. This appropriation represents the release of some of those funds to support the grant related expenditure.

Appropriations to and from General Fund Earmarked Reserves**14. £199,000 from the Public Health Reserves**

In accordance with proper accounting practice, public health grant received in 2015/16, but not used, were carried forward into 2016/17 via the use of earmarked reserves. This appropriation represents the release of some of those funds to support public health expenditure.

15. £250,000 from the Better Queensway Reserve

This relates to monies set aside in 2015/16 being used to fund the feasibility study into Better Queensway.

16. £1,170,000 from the Adult Social Care Reserve

In accordance with proper accounting practice, grants received in 2015/16, but not used, were carried forward into 2016/17 via the use of earmarked reserves. This appropriation represents the release of some of those funds to support related expenditure

17. £429,000 from the Waste Reserve

This is to equalise the impact of the saving being delivered from the new waste collection contract over its life

18. £256,000 from the Special Projects Reserve

This relates to monies set aside in 2015/16 to fund a number of one-off projects, mostly capital in nature

Total Appropriations from Reserves**£7,226,000**

In addition, there have been a number of transfers between reserves as part of the Chief Finance Officer's review of the adequacy of balances and reserves. The principal movement has been to enable the creation of a Children's Social Care Reserve.

Appropriations to and from General Fund Earmarked Reserves

Appropriations for 2017/18

The proposed appropriations to and from earmarked reserves included within the 2017/18 budget are:

Appropriations to Reserves

1. £902,000 to the New Homes Bonus Reserve

The Council is again in receipt of New Homes Bonus Grant. Rather than rely on it to support the general base budget, it is proposed that a proportion of the monies be used to support one-off projects in future years.

2. £107,000 to the Elections Reserve

In line with the purpose that this reserve was set up, given that 2017/18 is a fallow year, £107,000 will be transferred into the reserve in support of the costs of the Borough elections in future years.

Total Appropriations to Reserves

£1,009,000

Appropriations to and from General Fund Earmarked Reserves

Appropriations from Reserves

3. £1,987,000 from the Business Transformation Reserve

To fund a number of one-off investments during 2017/18, plus the use of £1,637,000 to allow the spread of the savings requirement over the MTFs cycle.

4. £75,000 from the Agresso Reserve

To continue the process of investment in the ERP system, so as to secure the basis for more efficient back office functions

5. £3,729,000 from the Capital Reserve

This is to fund the costs associated with a number of capital projects

6. £200,000 from the Schools Improvement Reserve

To fund investment into Schools Improvement

7. £550,000 from the Children's Social Care Reserve

To fund investment into Children's Social Care

8. £7,467,000 from the Pensions Reserve

To fund the prepayment of pension deficit contributions and thereby securing savings over the three year actuarial review period

9. £2,222,000 from the Business Rates Retention Reserve

To compensate for the anticipated shortfall in business rate income in 2017/18

10. £350,000 from the Social Fund Reserve

To fund the on-going work of the Essential Living Fund Team

11. £300,000 from the Welfare Reform Reserve

To fund on-going work around welfare reform and housing benefit subsidy

12. £270,000 from the Waste Reserve

This is to equalise the impact of the saving being delivered from the new waste collection contract over its life

Total Appropriations from Reserves

£17,150,000

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**MEDIUM TERM
FINANCIAL STRATEGY
2017/18 to 2020/21**

February 2017

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1 Introduction

1.1 Objectives of the MTFS

The Medium Term Financial Strategy (MTFS) is designed to provide an integrated view of the whole of the Council's finances and outlook. It shows how the Council intends to align its financial resources to the aims and priorities of the Corporate Plan and the resulting Service Plans.

The MTFS is the Council's key financial planning document which informs service and resource planning, and shows how spending is balanced with the available funding. It identifies budget gaps in the medium term and allows the Council time to address them in a considered and planned way.

The MTFS takes into account national and local priorities so that it is realistic and reduces the risk of a significant budget gap occurring late in the budget setting process. It includes revenue and capital net expenditure for the General Fund and the Housing Revenue Account, reserves, financing of capital, treasury management and partnerships. This is to ensure that the Council sets a comprehensive but affordable budget.

The parameters set by the four year planning period of the MTFS are used to inform the development of the budgets for the General Fund, Housing Revenue Account and the capital programme for the first year of that planning period. This is to make sure that, in setting that budget, decisions are not taken that would create problems in future years and that the financial consequences of these decisions are sustainable.

The MTFS seeks to encompass the policies set by members in a way that Chief Officers acknowledge is achievable. It does this by forming an integral part of the Corporate Service and Resources Planning Framework.

The MTFS assists with the setting of a robust budget by taking into account the likely effect of identified budget pressures and risks materialising. It allows the modelling of the effect of different planning assumptions on the budget gap which facilitates decision-making that is affordable and realistic.

1.2 Limitations of the MTFS

The further the MTFS looks to the future, the more uncertainties there are. Spending Round 2015 (SR15) announced in November 2015 set out the Government's spending plans for the remainder of the current Parliament, but also announced another fundamental review in Local Government Funding and Responsibilities. This MTFS incorporates the headline numbers from SR15, but until the consultations released last summer have been finalised there remains an inherent level of uncertainty of the impact on the Council. As such the final year of this MTFS must be viewed very much as provisional thoughts on the potential outcomes from the Local Government Funding review rather than accurate forecasts.

1.3 Corporate and financial timetable

The MTFS forms an integral part of the Corporate Service and Resources Planning Framework. The agreed planning cycle resulting from this framework involves Member and Chief Officer engagement and challenge throughout the process and this is set out below:

During the January to March period preceding the start of the financial year, the budget and policy framework for the new year is set through a suite of documents incorporating the Corporate Plan, the Medium Term Financial Strategy and Plan, the Capital Programme and the annual Revenue Budget. Individual Service Plans sit beneath the overarching Corporate Plan.

During the year, the budgetary plans are monitored on a monthly basis, with rectifying management action being taken to keep spending within the cash limited budgetary envelope. The longer term MTFS and MTFP are kept under review, particularly in light of changing economic and political circumstances. At the same time the Corporate Plan and Service Plans are reviewed through the Monthly Performance Report.

Leading into the next budget round, the MTFS is formally reviewed both for changes to financial circumstances, but also for changes to corporate and service priorities. Through a series of iterations, within the overall constraints of available resources, the financial plans are brought into alignment with the Corporate Plan.

2 National Context

2.1 Spending Reviews (SRs)

Spending reviews (SRs) are critically important to local authorities because the government decides how much money it will give to local government as a whole via Formula Grant. The process also determines how much money will be given to Government departments, many of whom may then provide separate funding to councils.

Spending reviews are co-ordinated and managed by HM Treasury. The dates and length of spending reviews vary. Comprehensive spending reviews (CSRs) tend to be less frequent. They aim to take a longer term view and usually involve a series of zero-based reviews of public spending.

The last four spending rounds, set spending plans for the following years:

Year	2007 CSR	2010 SR	2013 SR	2015 SR
2007/08				
2008/09				
2009/10				
2010/11				
2011/12				
2012/13				
2013/14				
2014/15				
2015/16				
2016/17				
2017/18				
2018/19				
2019/20				
2020/21				

SR15 sets out the government's spending plans for 2016/17 to 2019/20. The government has protected a number of core priorities from the spending reductions and these include:

- Spending 2% of Gross Domestic Product (GDP) on defence for the rest of this decade;
- Spending 0.7% of Gross National Income on overseas aid;
- Providing the NHS in England with £10 billion per year more in real terms by 2020/21 than in 2014/15;
- Increasing the basic State Pension by the triple lock in April 2016, so that it rises to £119.30 a week;
- Protecting schools' funding in England in real terms over the Spending Review period;

- Protecting overall police spending in real terms over the Spending Review period; and
- Maintaining funding for the arts, national museums and galleries in cash terms over this Parliament.

Notwithstanding the UK vote to leave the European Union, and the change in Prime Minister, SR15 remains the most current spending review. The last year of this MTFS is outside of the SR15 period.

2.2 Public Spending and the Economy

The national economy and global economic climate continue to drive Government policy and decisions on public spending.

The Autumn Statement

The Chancellor of the Exchequer presented his Autumn Statement to the House of Commons on 23 November 2016. The Chancellor signalled a slowing of the pace of austerity given the need to retain a positive economic outlook. The Chancellor announced that the government has abandoned its commitment to reduce public sector net borrowing to a surplus by the end of this Parliament. It is now planning for a deficit of £21.9bn in 2019/20, compared to the surplus of £10.4bn planned for at Budget 2016, an increase in public sector net borrowing for 2019/20 of £32.3bn.

The Chancellor stated that the government is committed to the overall plans for departmental resource spending until 2019/20, which were set out at Spending Review 2015. Departmental resource spending will grow with inflation in 2020/21 and 2021/22.

The Chancellor announced that he was publishing a new draft Charter for Budget Responsibility, with three new fiscal rules:

- Borrowing should be below 2% by the end of this Parliament;
- Public sector net debt as a share of GDP must be falling by the end of this Parliament;
- Welfare spending must be within a cap, set by the government at AS 2016 and monitored by the Office for Budget Responsibility (OBR).

The Chancellor stated that the new fiscal framework is intended to provide the opportunity for additional investment in the productive capacity of the UK economy, the centrepiece of which is a new National Productivity Investment Fund (NPIF), which will provide for £23 billion of spending between 2017/18 and 2021/22. This fund will provide additional support in order to:

- Accelerate new housing supply;
- Tackle congestion on the roads;
- Support the market to roll out full-fibre connections and future 5G communications;
- Enhance the UK's position as a world leader in science and innovation.

The Autumn Statement set out the priority areas and levels of funding up until 2020/21 across the four areas identified; but specific projects will only be decided in

the future. The funding available across the four areas is £2.4bn in 2017/18; £3.8bn in 2018/19; £5.0bn in 2019/20; and £5.5bn in 2020/21. A further £7bn will be available in 2021/22.

Key announcements relevant to local government within the Chancellor's Statement are summarised below.

Business Rates

The government announced a number of changes to business rates. The main changes announced were:

- From April 2017, there will be 100% business rates relief on investment in new fibre;
- From April 2017, rural rate relief will be increased to 100%;
- The projected costs of these two measures will be £10m in 2017/18, rising to an annual cost of £20m by 2020/21;
- The government has confirmed in its response on the consultation on transitional arrangements that the transitional relief cap under business rates revaluation will be lowered. This response is available [here](#).

The government has not stated whether local authorities will be provided with s31 grant to compensate for the rate relief reforms; but, on the basis of past decisions, it would be expected that they would do so.

Regions

The Chancellor announced a number of measures relating to the regions, including:

- The government will award £1.8bn to Local Enterprise Partnerships (LEPs) across England through a third round of Growth Deals. £556m of this will go to the North of England, £392m to the Midlands, £151m to the East of England, £492m to London and the South East, and £191m to the South West. Awards to individual LEPs will be announced in the coming months;
- The government will give mayoral combined authorities powers to borrow for their new functions, which will allow them to invest in economically productive infrastructure, subject to agreeing a borrowing cap with HM Treasury;
- The government will also consult on lending local authorities up to £1bn at a new local infrastructure rate of gilts + 60 basis points for three years, to support infrastructure projects that are high value for money;
- The government has published a strategy setting out an overall approach to building the Northern Powerhouse, through addressing the key barriers to productivity that the region faces. The strategy is available [here](#). The government will also publish a Midlands Engine strategy shortly;
- The government has also confirmed the Greater London Authority's (GLA) affordable housing settlement, under which the GLA will receive £3.15bn to deliver over 90,000 housing starts by 2020-21, and will devolve the adult education budget to London from 2019-20 (subject to readiness conditions).

Other measures announced

Housing. The government announced:

- A Housing Infrastructure Fund – a new Housing Infrastructure Fund of £2.3bn by 2020-21, funded by the NPIF and allocated to local government on a competitive basis. It is intended that this will deliver up to 100,000 new homes;
- Affordable homes – the government will relax restrictions on grant funding to allow providers to deliver a mix of homes for affordable rent and low cost ownership. The NPIF will provide an additional £1.4bn to deliver an additional 40,000 housing starts by 2020-21;
- Right to Buy – The government will fund a large-scale regional pilot of the Right to Buy for housing association tenants. Over 3,000 tenants will be able to buy their own home with Right to Buy discounts under the pilot.

The government will increase the National Living Wage (NLW) by 4.2% from £7.20 to £7.50 from April 2017.

This will be the last Autumn Statement. There will be no Autumn Statement in 2017 and beyond.

2.3 Value for Money

Value for money (VFM) defines the relationship between economy, efficiency and effectiveness. A successful VFM approach delivers services at a low cost, with a high productivity and results in successful outcomes.

VFM had a raised profile as part of the Audit Commission's Use of Resources judgement, which formed part of the Comprehensive Area Agreement (CAA). All work on the CAA was stopped immediately following a decision by the Coalition Government in the summer 2011. The requirement for a scored assessment has been removed but auditors still have a continuing statutory responsibility to give a conclusion on whether audited bodies have proper arrangements for securing VFM.

Despite this change of emphasis by Government, it is still this Council's vision for improving value for money 'to be recognised as a council that provides value for money by making the best uses of our resources: including people, money, information and physical assets by our residents, employees and stakeholders.' In addition to the auditor conclusion on VFM this will be monitored and challenged by taking part in benchmarking clubs.

2.4 Economic situation

The Council retains the services of Capita Asset Services as its Treasury Management advisors. Part of their service is to provide commentary and forecast about the economy.

Capita Asset Services Commentary (January 2017)

UK

The pace of growth was sustained following the Brexit result with the upward revision of Q3 GDP growth to 0.6% quarter on quarter. Consumer spending remained the driver of that expansion. Business investment was lower than a year ago and indications are that this period of subdued capital spending will continue. The December Purchase Managers Indices were all suggestive that growth will continue to run at the current rate in Q4. Retail sales volumes growth was the strongest since Q3 2014 but household spending was flat in Q3, though at 0.7% this is still a healthy level. However, these levels do not look sustainable due to the recent declines in consumer confidence. Mortgage approvals, though, extended their recent upward trend in November. There has been some slowing of employment growth, with a 6,000 decline in workers in the three months to October, the first negative figure since Q2 2015. The unemployment rate has remained at its post-crisis low 4.8%. There was further strengthening of consumer price pressures, with the consumer price index (CPI) inflation rising to 1.2% in November. A weaker pound and increasing commodity prices would add to the upward pressure on inflation. Analysts are expecting CPI to exceed the target level in early 2017, with 3% possible by early 2018.

USA

Q3 GDP was revised higher to over 3% year on year but excluding inventories and net trade there was a more modest growth of 1.6% in final sales to domestic buyers. This supports the view that growth will slow in Q4, as Q3 export growth is part reversed. Manufacturing output is slowing improving but consumption looks set to slow further in Q4. Nevertheless, consumer confidence rallied post-election, most likely due to tax cut expectations. Household balances remain fairly healthy, with debt levels comfortably below housing crisis peaks. Low interest rates mean that debt servicing costs are still near to record low levels. While household wealth is close to record highs in Q3, the gains in the stock market and house prices could push net wealth to a new record in Q4. The trade deficit widened in October but generally has been relatively unchanged for some years. There has been a slowing in employment growth through 2016, though an average 200,000 new jobs a month in the second half of the year is still strong. There was a slight acceleration of headline consumer price inflation in November. Housing costs are increasing, a trend that has been in place for around five years and looks set to continue. Domestic price pressures are on the rise with gains in unit labour costs suggestive of a similar increase in core CPI inflation. Nevertheless, there is the possibility of significant fiscal stimulus, which could require additional rate tightening to prevent inflation getting out of control. Stock markets have been buoyed by the possible fiscal stimulus since Trump's victory. The prospect of less regulation in future is also supportive of prices, with the finance and energy sectors benefitting. The consumer sector, though, has changed little. The US \$ has gained quite sharply but this has only reversed the previous declines, and the gains are nothing like the surges in 2014 and 2015.

Eurozone (EZ)

The end of 2016 seems to have seen the EZ economy generate additional growth. While there have been big improvements in the French/Italian purchasing data, this still leaves them behind Germany and Spain. The tone was, though, more positive and this was mirrored by the EC Economic Sentiment Indicator, which reflects a sharp increase in annual GDP growth of 2-2.5%. Retailer confidence improved slightly in December, to a level consistent with annualised retail sales growth of around 2%. Consumer confidence also picked up and surveys suggest that industrial production may have picked up as the year end neared. The employment situation in the bloc continued to improve, albeit slowly, with just under one million more people in jobs at the end of November, than a year earlier, and three and a half million down on the crisis peak. There was only a small reduction to the number in November, which left the unemployment rate unchanged at 9.8%, the lowest level since July 2009. Spanish unemployment remains unacceptably high at 19.2%, with Italian unemployment increasing, at 11.9%. Germany is the best performer with a mere 4.1% unemployed. Headline inflation rose to 1.1% a 39 month high in December but inflation expectations remain low.

Asia

China has seen strong economic activity and rising inflation, which has raised anticipation of monetary tightening. Producer prices have surged but policymakers do not appear too concerned, as they indicate that the feed through to broader prices will be limited. The People's Bank has taken steps to tighten monetary conditions in response to credit risk concerns, but this has been done very gradually. Activity indicators suggest that industrial output should rise further, and

the labour market is set to strengthen, while firms' profitability is improving. External indicators point to increased domestic demand for imports, though the outlook for exports could be determined by the change in US politics, which threatens a redrawing of the US global role going forwards.

In Japan, inflation remains barely above zero and the currency has weakened since the US election result and there are concerns about the Trump administration's trade policy. Overall, the market does not expect policy changes for the foreseeable future.

Summary and interest rate view

Brexit uncertainties remain, but their impact on the UK economy has been muted. However, 2017 will see the UK government forced into making decisions about its role in Europe and setting out the terms that it wishes to achieve. The outlook for UK interest rates is flat with any increase not expected until Q2 of 2019.

Meanwhile the Federal Reserve has signalled that there are likely to be multiple rate increases in the US, in part down to the proposed policies of President Trump. Europe, though performing well, will be preparing itself for the national elections that, if they follow the unexpected outcomes in the UK and US, could pose a challenge to the Eurozone model.

2.5 Effect on Local Authority finances

In times of recession and economic retrenchment there are increased demands for local authority services from residents and local businesses. Despite recent encouraging signs at a national macro level, the effects of economic recovery have yet to reach most people and businesses at a local level. This coincides with less, or delayed, income from Council Tax, Business Rates and fees and charges.

The measures being taken by the Government continue to reduce the funding available from Revenue Support Grant and restrict the amount local authorities can raise in Council Tax. To lessen the effect of this, the Government has removed the ring-fencing from most grants so that local authorities can decide how best to apply them to services.

The Government has not offered a freeze grant in 2017/18. There has been a fundamental shift in the Government's view where it assumes local authorities will increase Council Tax by the referendum limit and for social care authorities such as Southend-on-Sea also will raise an additional amount to help fund Adult Social Care. The proposed budget includes both of these council tax increases.

The previous Coalition Government also introduced major changes from 2013/14 that significantly increases the financial risk environment that the Council finds itself in.

- Council Tax Benefit became a localised scheme from 1 April 2013. Central government have handed over full responsibility, but with only 90% of the required funding. The Council has had to therefore introduce a scheme that reduces the benefit payable to working age claimants by 25% (as the Government has insisted that pensioners have their benefits position

protected). The Council therefore now carries the financial risk of a growth in claimant numbers, which it will need to fully fund, and the risk of non-collection of the 25% council tax liability charged to working age claimants for the first time.

- Business rates have also been “localised”. The Government has not given any local control over the business rate poundage – that is still be set centrally. However as part of the financial settlement, local government retains 50% of money assumed to be raised from local businesses. This is topped up by Revenue Support Grant and “top-up” payments to the full amount of the baseline need. Should actual business rate receipts exceed expectations the additional income is shared with central government. However the converse is also true; subject to certain safety net arrangements, the risk of lower business rate receipts is also shared. Local government funding is therefore now intrinsically linked to the performance of the local (and national) economy.
- 2015/16 saw the introduction of the Better Care Fund between the Council and Southend Clinical Commissioning Group, pooling at least £12.7 million of existing funding streams between the two organisations to develop transformation changes to the delivery of services to older and disabled people. The success of this initiative is therefore crucial to not only securing the funding, but also to underpin our ability to continue to drive necessary efficiency and therefore monetary savings in this area. At the time of writing this report announcements about the size and nature of the 2017/18 BCF are still awaited. Therefore the budget assumes that the existing flows from the BCF pool to support adult social care will continue.
- 2015/16 also saw the introduction of the initial measures of the Care Act, principally the introduction of assessments for carers. Additional funding has been received both directly and through the Better Care Fund, which is in the middle range of initial estimates of cost. The direct funding has been rolled into the main revenue support grant. The full introduction of the Care Act has also been suspended for the life of the current Parliament.

The combined effect of the legacy of recession and the deficit reduction measures has been to increase costs, whilst reducing income and funding, leading to large budget gaps to be bridged in each of the next four financial years.

3 Hierarchy of Plans

3.1 Sustainable Community Strategy

The Sustainable Community Strategy (SCS) provides the Vision for Southend as agreed by partners on the Local Strategic Partnership (Southend Together). Southend Together is a single body that brings together at a local level the different parts of the public sector as well as the private, business, community and voluntary sectors so that different initiatives and services support each other and work together. The current SCS is a 10 year vision from 2007-2017. The Corporate Priorities are developed in conjunction with the SCS.

3.2 Corporate Plan

The Corporate Plan ensures that the Council's aims and priorities are focused on delivering its Vision for the community and the aspirations set out in the Sustainable Community Strategy. It is the Council's method of communicating to its stakeholders how it will realise its vision and deliver the five corporate aims. It sets out:

- An overview of the Council's long-term Vision, Aims, and Priorities;
- An assessment of 'where we are now';
- A summary of 'where we need to be'; and
- An outline of 'what do we need to do to get to where we need to be'.

The Corporate Plan operates at three levels:

- As a Corporate Plan translating community ambitions – as set out in the Sustainable Community Strategy - in to Council priorities;
- As a Performance Plan, reporting the Council's performance against its priorities and outlining improvement opportunities; and
- As an Annual Report – enabling stakeholders to view service and financial performance of the Council.

Southend's Corporate Plan is a three-year rolling plan and the MTFS is embedded within and integral to it. The priorities and desired outcomes within the Corporate Plan drive the MTFS.

The Corporate Plan is refreshed annually to take account of any changes – for example new challenges, achievements, national and local influences, feedback from inspection reports; and also to assess whether sufficient progress has been made.

3.3 Partnerships

The Council is a key partner of Southend Together, a group of voluntary organisations, public sector agencies, and representatives of local businesses working to achieve shared goals for the Borough. The Vision and Aims in the Corporate Plan are the council's contribution to the overall Community Vision for Southend.

The Council believes that working in partnership is the best way of identifying and meeting the needs of all its communities. This includes the delivery of services in partnership, for example with the health or law enforcement sectors, the voluntary and community organisations in the town, and with the private sector. The clear direction of travel, set by customer demands, government policy and financial effectiveness, is for increased integration and joint working.

4 Corporate Plan

4.1 Corporate Vision

The corporate vision of 'Creating a better Southend' sets out the Council's purpose and what it is working to achieve. 'A better Southend' is defined as a place:

- with a strong and cohesive community and attractive environment;
- where people are able to maximise their potential and have an excellent quality of life;
- that is desirable for people to live, learn, work, visit and play in harmony with each other, whatever their differences or backgrounds;
- which celebrates the widest range of cultural activities and benefits from outstanding learning opportunities.

4.2 Corporate Aims

The corporate aims cover the main challenges and keep the Council focussed on what is important and connect it with local people's views. They help the council monitor how well it is achieving its plans and help it decide where to allocate available resources. The aims are:

A Safer Southend will be somewhere with low crime rates and low fear of crime, where our night time economy is welcoming and anti-social behaviour is uncommon. Our vulnerable people will have independent and meaningful lives within the community. Our environment and roads will be safe.

A Cleaner Southend will have streets, parks and outdoor spaces that are clean and inviting. Local people will consume less, recycle more and will be confident that their waste is collected and disposed of well.

A Healthier Southend will have high quality healthcare services with reduced health inequalities between residents in different parts of the borough. We will have a thriving healthy schools programme. Good quality housing will support community well-being and vibrant sport, culture and leisure opportunities will contribute towards healthier lifestyles.

A Prosperous Southend is where companies invest here because of our good transport networks, attractive environment and excellent skills base. Businesses start-up, develop and expand. Local people can, at any age, have high quality education and learning and fulfilling employment opportunities. Vibrant and varied leisure activities and tourism activities will increase visitor numbers. It also provides a supportive environment for businesses and the local economy during the current economic downturn.

An Excellent Council delivers high performing, high quality, value for money services that continuously improve. We listen to our community and design services which meet their needs. We work well with our key partners to help our communities develop, identify needs and deliver high quality services.

4.3 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 2017-18
Safe	To: <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	To: <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	To: <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	To: <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	To: <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.

5 General Fund Services – 2017/18

The Corporate Priorities are reflected in the 2017/18 General Fund budget being recommended to Council at its meeting on 23 February 2017. It includes proposals for savings and efficiencies totalling £6.921 million to balance the budget, these are summarised below by the relevant Department:

- Chief Executive's £990,000
- People £3,960,000
- Place £1,971,000

The 2017/18 General Fund budget also includes:

- Inflation Allowance of £990,000.
- Corporate Cost Pressures of £3,000,000.

The proposals for savings and efficiencies for 2017/18 are summarised in Annex 1 and are incorporated into the Medium Term Financial Plan in Annex 3.

6 Housing Revenue Account – 2017/18

The Housing Revenue Account is a ring-fenced account which stands separate from the General Fund, although there are charges between the two funds to reflect Service Level Agreements and corporate support services.

Under the provisions of the Localism Act 2011, the Housing Revenue Account (HRA) became “self-financing” on 1 April 2012: That is in return for the payment of lump sum, funded by borrowing, to HM Treasury, the HRA no longer has to pay negative subsidy each year to the Government. The HRA is the statutory “landlord” account for the authority. The Council is obliged by law to set rents and other charges at a level to avoid a deficit on the HRA balance. Changes to regulations over recent years, notably the introduction of rent restructuring in 2002, mean that the dwelling rent income streams had become largely fixed. The approach in recent years has been to work within the guidelines set by the government. Despite the introduction of “self-financing” for the HRA no longer requiring strict adherence to rent restructuring, the same approach has been continued given that the settlement underpinning self-financing assumed full convergence would be achieved.

The HRA estimates have been prepared alongside South Essex Homes, and incorporate their management fee bid.

The Government has introduced new legislation that fundamentally changes the economics of the HRA. The Welfare Reform and Work Act 2016 forces the Council to reduce rents by 1% each year from 2016/17 to 2019/20. The Housing and Planning Act 2016 will potentially force Councils to sell high value voids to compensate housing associations for the Government’s policy to extend the right to buy to these organisations by the imposition of a levy, and will also enforce fixed term tenancies.

The Medium Term Financial Strategy demonstrates that the HRA is currently financially robust.

However what cannot be modelled is the impact of any higher value voids levy that the government may choose to impose in future years. It is not possible to estimate the level of any levy given that the government is still running the extension of right to buy to housing association tenants as a pilot, and are funding the consequences from their own resources rather than a levy on Councils’ HRAs. Should the levy be implemented in future years, clearly it will have a detrimental impact on the finances of the HRA.

7 Asset Management Plan

The Asset Management Plan (AMP) sets out the way in which the Council makes decisions on asset related matters and identifies procedures and governance arrangements to monitor and improve the use of its assets to increase efficiency and maximise returns. The plan is reviewed annually alongside the MTFS.

The Plan divides all the Council's assets into five investment blocks. These are

- Operational assets – The Council's operational buildings
- Non-operational assets – The Council' investment portfolio
- Regeneration assets – Assets acquired or held to support regeneration.
- Surplus Assets – Assets which have no sound case for retention.
- Infrastructure required to deliver the Plan, notably ICT

Some assets sit within specific policy and legislative frameworks, or are important by virtue of specific features of Southend. These are housing, highways and transport assets, schools and children centres, car parks, listed buildings and designated areas, and the sea defences and cliffs.

The AMP brings asset-related decision making (on acquisition and disposal) together with the procedures guiding investment through the Capital Programme. The structure maintains a Capital Strategy & Asset Management Group (CS&AMG) which evaluates the business cases on larger projects, and makes recommendations to the Capital Board. The CS&AMG also develops and agrees the disposals strategy and monitors performance. The Capital Board, chaired by the Chief Executive, continues to ensure that the programme is in accordance with corporate priorities before recommendations are made to Cabinet.

The Asset Management Plan is being substantially re-written for the period 2015 – 2025 and will be presented to June 2015 Cabinet. The amendments to the plan will include:

- Revisions to give the Asset Management Plan a high level strategic focus to enable flexibility over the plan period and to reinforce the current Vision and Strategic Aims that all the Council's assets are corporately held and managed strategically to:
 - Support efficient and effective service delivery;
 - Support the regeneration of the town and enable Southend to achieve its objectives;
 - Underpin the Council's capital programme and revenue budget.
- The inclusion of a property investment strategy with its own set of governance to enable investment opportunity decisions to be taken quickly against a pre-agreed set of investment performance criteria such as and including lot size, yield, property type, lease terms and covenant strength.

- A general review to streamline the document to cross reference other Corporate documents rather than reiterating sections of them.
- An update to the governance section and in particular to the delegated powers set out in the constitution to ensure property decisions can be taken appropriately and promptly and the processes are up to date and clear.
- An update on transparency and data publication, particularly the Pan-Essex Mapping Project (EPAM) hosted by Southend and available for all Essex Local Authorities, Essex Police, Fire and other services to provide a web-hosted, pan-Essex public sector property map.
- PSP Southend LLP update.
- An updated schedule of Asset Management fees and charges to optimise income generation, benchmarked against other local authorities.
- Reference to the Council's high priority major projects such as, and including Queensway, Airport Business Park, Care Home and LD re-provision.

8 Capital Programme

8.1 Capital Expenditure

Capital expenditure is defined as expenditure incurred on the 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.

Under the Local Government Act 2003, 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.

For the HRA, under the Localism Act 2011, there is an absolute cap on the amount of borrowing that can be undertaken for HRA purposes.

Unsupported borrowing is not specifically financed by either capital grant or no longer as a separate stream in the Government revenue grant. However, the Council has full discretion on how it allocates its main revenue Government grant funding. Therefore, any unsupported borrowing undertaken is financed from the total available revenue resources to the Council from Council Tax, Business Rates and Government Grant.

8.2 Spending plans 2016/17 to 2020/21

The Council's proposed capital programme for 2016/17 and future years is summarised below:

	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	Total Budget £000
Approved Capital Programme (Nov 2016)	65,743	61,612	37,471	26,328	0	191,154
Reprofiles & Amendments	(10,642)	(2,760)	2,226	(465)	5,750	(5,891)
New External Funding	13	1,385	0	0	2,522	3,920
Proposed Additional Schemes	0	16,495	30,886	20,689	10,905	78,975
Current Proposed Programme	55,114	76,732	70,583	46,552	19,177	268,158

8.3 Funding of the Capital Programme

The proposed capital programme presented elsewhere on this agenda 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 financing of the capital programme will continue to be supported where possible by the generation of capital receipts from the sale of surplus Council assets. Since 2011, the Council's approach to property disposals has been geared to reflect members' requests to ensure that, wherever possible, assets are used to generate revenue, with freehold disposals being a last option. This recognises the Council's increasing revenue pressures whilst still delivering a modest programme of capital receipts. The impact of this approach is that a much lower level of capital receipts is delivered meaning a greater reliance on borrowing and external funding to fund the Capital Programme.

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 £70k for every £1m borrowed or if £9m is borrowed this would equate to an increase in Council Tax of around 1%.

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 2017/18 to 2020/21. The 2017/18 revenue budget elsewhere on this agenda incorporates the required borrowing costs budget requirement for 2017/18.

In summary, it is the Chief Financial Officer's view that the 2017/18 to 2020/21 Capital Programme is Prudent, Affordable and Sustainable.

9 Treasury Management Policy and Prudential Indicators

9.1 Background

Treasury Management is an area of activity which covers the management of the council's cash flows, its borrowings and its investments, the management of the associated risks, and the pursuit of the optimum performance or return consistent with those risks.

The budget includes provision for the financing costs of the Council's Capital Programme, including interest on external borrowings. Offsetting this, the Council will earn interest by temporarily investing its surplus cash, which includes unapplied and set-aside capital receipts. These budgets depend on many factors, not least the Council's level of revenue and capital budgets, use of reserves, methods of funding the budget requirement, interest rates, cash flow and the Council's view of risk.

The CIPFA Prudential Code for Capital Finance in Local Authorities has been developed to support Local Authorities in taking capital investment decisions and to ensure that these decisions are supported by a framework which ensures prudence, affordability and sustainability.

9.2 Borrowing

The Council must set an operational boundary and authorised limit for external debt. The operational boundary is how much external debt the Council plans to take up, and reflects the decision on the amount of debt needed for the Capital Programme for the relevant year. The authorised limit is higher than the operational boundary as it allows sufficient headroom to take account of unusual cash movements.

The agreed operational boundaries and authorised limits for the years 2017/18 to 2019/20 are shown in the table below:

	Estimate 2017/18 £m	Estimate 2018/19 £m	Estimate 2019/20 £m
Operational boundary	285	310	320
Authorised limit	295	320	330

The capital financing requirement represents the cumulative amount of borrowing that has been incurred to pay for the Council's capital assets, less amounts that have been set aside for the repayment of debt over the years (i.e. Minimum Revenue Provision and Reserved Capital Receipts).

The estimates for the capital financing requirement for the years 2017/18 to 2019/20 are:

	Estimate 2017/18 £000	Estimate 2018/19 £000	Estimate 2019/20 £000
General Fund	223,768	240,338	256,563
Housing Revenue Account	98,740	98,740	98,740
Total	322,508	339,078	355,303

The Council is only allowed to borrow long term to support its capital programme. It is not allowed to borrow long term to support its revenue budget.

Approved sources of long term borrowing are banks or building societies or the Public Works Loan Board (PWLB), which is a statutory body whose function is to lend money to local authorities and other prescribed bodies.

New borrowing will be undertaken as and when required to finance capital. The amount and timing of these loans will have regard to the Council's cash flow, the PWLB interest rates and the future requirements of the capital programme.

Some of the Council's borrowings are at a higher interest rate than the current rate of borrowing. To redeem these loans before their maturity date (i.e. to redeem them early) the Council would be required to pay a premium (this is like paying to redeem a mortgage early except the amount of the penalty depends on the prevailing rate of interest). New loans could then be taken out at the current rate. The savings to be made by paying interest at a lower rate need to be offset by the premiums payable before a decision is made as to whether this would be economically advantageous.

Similarly, some of the Council's borrowings could be at a lower interest rate than the current rate of borrowing. To redeem these loans early the Council would receive a discount (this is the opposite of a premium). New loans could then be taken out at the current rate. The discount receivable would need to be offset by the higher rate of interest paid before a decision is made as to whether this would be economically advantageous.

The Council will undertake debt restructuring as and when appropriate opportunities arise. The main objective of a restructure will be to produce reductions in financing costs as part of the overall budget strategy.

9.3 Investments

The Council's investment objectives are:

- To secure the principal sums invested
- To maintain liquidity (i.e. adequate cash resources)
- To optimise the income generated by surplus cash in a way that is consistent with a prudent level of risk

It is projected that surplus cash balances will average £85m (of which £35.5m is the estimated sum of medium and long term funds managed by external fund managers) during 2017/18 based on information currently available and historical spending patterns.

Cash flow forecasts are produced in order to inform in-house investment decisions. The investment period and amount invested are determined by the daily cash flow requirements of the Council and the investment criteria and limits set out in the Annual Investment Strategy.

The type of investment and the counterparty in which to invest are determined in accordance with the investment criteria set out in the Annual Investment Strategy.

9.4 Financial Outlook on Interest Rates

The investment environment remains very difficult. Whilst counterparty risk appears to have eased, it remains at elevated levels and economic forecasts abound with uncertainty.

The outlook is one of continuing low interest rates and consequently low investment income earnings. Based on economic forecasts it is very difficult to predict the timing of any increase in interest rates, however it has been assumed that during 2017/18 the bank base rate will remain the same at 0.25%. The average interest earned by the Council on its in-house lending is likely to be 0.40% but this does depend on market conditions.

Sensitivity analysis shows that a difference of 0.5% in interest rates would make a difference of £250k in external interest earned and a difference of £1m in average balances would make a difference of £4k in interest earned in a full year. This risk is reflected in the annual review of the robustness of estimates for the Council Budget undertaken by the Head of Finance and Resources.

10 Corporate Assurance and Risk Management

The Council identifies key risks that may prevent the Corporate Priorities from being achieved. A process is in place to identify how significant the risk is, and the potential impact that it may have should the risk occur. Those risks scoring highly in terms of significance and impact, are identified and form the Council's Corporate Assurance and Risk Register. Actions to reduce the identified risks and ensure assurance on the controls detailed within the register are subject to regular monitor through the Council's Audit Committee.

The following Corporate Risks have been reviewed by the senior leadership group and were also reviewed by Audit Committee on 18 January 2017:

- **Setting a Balanced Budget for 2017 - 20** - Risk that the scale of predicted funding reductions for 2017-20 budgets will result in significant adverse impact on council services
- **Recruiting and retaining staff** - Risk that failure to retain or recruit staff with the required skills and experience will result in an inability to deliver key projects or services to meet expectations of residents, members, businesses and partners.
- **Partnership arrangements** - Risk that failures in partnership working as a result of pressures on partner organisations reduces the ability of the Council to achieve its objectives and adversely affects service provision and council finances.
- **Housing Policy** - Risk that changes to government housing policy (such as selling off high value council properties) and increasing levels of housing need (notably homelessness) results in further significant pressure on council budgets.
- **Local Infrastructure** - Risk that failure to maintain access to future rounds of the Regional Growth Fund and Department for Transport Challenge Fund will significantly restrict future infrastructure improvements.
- **Alternative service delivery models** - Risk that failure to effectively manage (staffing, relationships, contracts) the transition to alternative service delivery models results in the organisation not meeting its statutory responsibilities to residents/customers.
- **Health and Social Care Integration** - Risk that failure to integrate health and social care effectively (inc Pioneer, Better Care Fund (BCF) and Care Act) will harm the ability of the health and care system to operate at optimal levels, adversely affecting service provision and council finances.
- **Contract Management** - Risk that failure to embed effective contract management, combined with contract price inflation, across the authority will result in a loss of value for money, saving opportunities and/or quality of service provision.

- **Secondary Education and School Places** - Risk that failure to provide the required number of school places and to narrow the gap in results at secondary schools will lead to an undesirable level of young people NEET and significant reputational damage for the Council.
- **Surface water flooding** - Risk that surface water flooding, due to overwhelmed drainage infrastructure, will result in damage to property and infrastructure as well as significant disruption.
- **Seafront cliff movement** - Risk that a seafront cliff movement will result in damage to property, transport dislocation and significant financial and reputational damage to the Council.
- **Ofsted joint inspection** - Risk that the actions and expected outcomes from the Children's Services Improvement Plan are not achieved within expected timescales, resulting in a failure to achieve a rating of 'Good' in future Ofsted inspection.
- **Waste Management** - Risk that failure to effectively manage waste contractual arrangements results in additional financial liability for the Council and loss of service quality.
- **Healthy Lifestyles** - Risk that continued pressure on the health system including Public Health funding results in a failure to adequately address lifestyle behaviours and reduce health inequalities.

These Corporate Risks are explored through the Service and Resource Planning framework.

11 Reserves Strategy

11.1 General Fund Reserve

In relation to the adequacy of reserves, the Council's Section 151 Officer (Head of Finance and Resources) recommends the following Reserves Strategy based on an approach to evidence the requisite level of reserves by internal financial risk assessment. The Reserves Strategy will need to be reviewed annually and adjusted in the light of the prevailing circumstances.

- i) An absolute minimum level of General Fund reserves of £8 million that is maintained throughout the period between 2017/18 to 2020/21;
- ii) An optimal level of reserves of £10 million over the period 2017/18 to 2020/21 to cover the absolute minimum level of reserves, in-year risks, cash flow needs and unforeseen circumstances;
- iii) A maximum recommended level of reserves of £12 million for the period 2017/18 to 2020/21 to provide additional resilience to implement the Medium Term Financial Strategy;
- iv) A Reserves Strategy to remain within the recommended range for reserves over the relevant period of 2017/18 to 2020/21.

These recommendations were conditional upon not considering further calls on reserves other than for those risks that have been identified, those that could not have been reasonably foreseen and that cannot be dealt with through management or policy actions.

11.2 Housing Revenue Account

In relation to the Housing Revenue Account (HRA) in 2017/18 and the medium to long term:

- i) Given the current status of housing management provision the recommendation is that reserves be maintained at £3.0m.

This recommendation is based on and conditional upon

- A 2017/18 budget has been agreed with South Essex Homes Ltd. to maintain a balanced HRA, together with a MTFS
- Forward projections for the HRA beyond 2017/18 are being remodelled. In addition, this is linked to the HRA's own Medium Term Financial Strategy for the period 2017/18 to 2020/21.
- Recognition is made of the potential for a Levy payment in respect of higher value voids.

11.3 Earmarked Reserves

A table of the earmarked reserves and their balances at 31 March 2016 to 31 March 2021 are shown in Annex 2. The balances at 31 March 2017 to 2021 are indicative, based on the assumptions in this report, and do not represent the probable figures that will be disclosed in future years Statement of Accounts.

12 Fees and Charges Strategy

Raising revenue from charges for services is an important element in the overall financing of the Council's services and activities. It can in other circumstances play a range of other roles, including demonstrating the value of a service or discouraging abuse of a service. It can also play a role in furthering service and strategic objectives. Consideration is therefore given on a regular basis to the scope for raising revenue through charges for services and to reviewing the appropriateness and adequacy of the levels of charges being proposed or actually in force.

In accordance with best practice, the Council:

- undertakes regular reviews of the approach to charging, both within service areas and across the whole council
- engage service users in decisions about whether and at what level to charge for services
- collect and use information on service usage and the take-up of concessions, and examine the impact of charges on individual households, to assess whether equality and diversity objectives have been achieved.

13 Funding of the Net Budget Requirement

13.1 Government Funding – Grant and Finance Settlement

Government funding of its main grant (formerly Formula Grant) is now the third ranked provider of funding for the Council's total general fund budget (excluding schools) after Council Tax and Business Rates. As such it represents a reducing factor in determining the Council's revenue budget. The provisional Local Government Finance Settlement for 2017/18 was issued by the Department for Communities and Local Government (DCLG) on 15 December 2016 and this represents the Government's next three year spending plans. The final Local Government Settlement is now due to be announced in the week commencing 20 February 2017. Therefore, this report is based upon data in the provisional finance settlement.

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.

A key change to last year's settlement was the Government's recognition of the demand and demographic expenditure pressures on Adult Social Care and the ability for Local Authorities to implement an Adult Social Care precept of up to 2% to support the growing expenditure on Council budgets in this area.

The Adult Social Care precept is confirmed to continue, however, the Government has now introduced a flexibility to the precept in that the precept cannot exceed an additional 3% in 2017/18 and 2018/19 and an additional 2% in 2019/20 and that the maximum applied over this three year period (2017/18 to 2019/20) cannot exceed in total 6%.

Additionally, last year's settlement introduced a minimum RSG settlement for 4 years up to 2019/20. This was conditional upon the Council submitting an Efficiency Plan by 14 October 2016, which was duly submitted by the due date. DCLG has confirmed acceptance of the Council's efficiency plan and therefore to its entitlement of a guaranteed minimum sum of RSG.

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

- The provisional Settlement Funding Assessment (SFA) (a combination of actual RSG and estimated business rates income) for 2017/18 is £47.618 million. This compares to an adjusted SFA of £53.638 million in respect of 2016/17 (a reduction of £6.020 million and equivalent to a 11.2% reduction);

- The RSG element for 2017/18 within the provisional SFA is £14.681 million. This compares to an adjusted RSG of £21.338 million in respect of 2016/17 (a reduction of £6.657 million and equivalent to a 31.2% reduction);
- The settlement provides indicative figures for a three year period (2017/18 to 2019/20);
- The introduction of an Adult Social Care Support grant funded by a reduction in the New Homes Bonus grant;
- Some capital and specific grants are provisional and yet to be announced in full;
- As last year there is no Council Tax freeze grant offered by the Government this year;
- The 2017/18 referendum limit for Council Tax increases has been announced at a level of 5%, being 3% for expenditure on adult social care and 2% for other expenditure (2016/17 this was set at 4%, being 2% and 2% respectively);
- For 2017/18, 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 2017/18 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 2016/17. The proposed budget assumes that the Council's share of the BCF will at least remain unchanged;
- In addition, as announced in the 2015 Spending Review, the Council is also due to receive the first tranche of a new "improved" BCF directly through a S31 grant to further assist with the inherent pressures in adult social care. As yet the amount has not been confirmed.
- The consultation on the provisional finance settlement ended on 13 January 2017 and this has informed the final settlement which is now due to be discussed in Parliament the week commencing 20 February with the final settlement being issued just before the debate.
- There has been a national revaluation of business rateable values, for implementation from 1 April 2017. Nationally the revaluation has resulted in a net increase of RV's, although some areas and some business types have seen reductions. As the revaluation process is designed to be revenue neutral (apart from an inflationary increase), the rate in the £ has been reduced so as to raise (nationally) the same amount of money from businesses. The provisional small business non-domestic rates (NNDR) poundage (multiplier) has been set at 46.6p (2016/17=48.4p) in accordance with the RPI inflation for September 2016. The associated non-domestic poundage has been set at 47.9p (2016/17=49.7p). Non-domestic rates are set

nationally by the Government and collected locally by Councils (billing authorities). Under the current 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;

- The Public Health service grant allocation for 2017/18 has been notified as £9.712million (a reduction of £0.245million on 2016/17).

13.2 Dedicated Schools Grant (DSG)

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.

The total DSG for 2017/18 is £144.1 million (2016/17 = £140.1 million). In practice the final DSG will exclude funding for Academies and is estimated to reduce by at least £81 million to £63.1 million.

In addition to funding from the DSG, schools will receive Pupil Premium grant, which will provide £1,320 / £935 of funding per primary/secondary pupil (2016/17 = £1,320 / £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)

13.3 Council Tax

There is a 4.99% increase in Council Tax for 2017/18 (including 3% for adult social care). For planning purposes an increase of 2.99% has been assumed for 2018/19, 3.99% for 2019/20 and 2% thereafter.

For 2016/17 Southend-on-Sea Borough Council had the fifth lowest Band D Council Tax (including Police, Fire and Leigh Parish) of all the unitary councils and the second lowest of the local authorities in Essex.

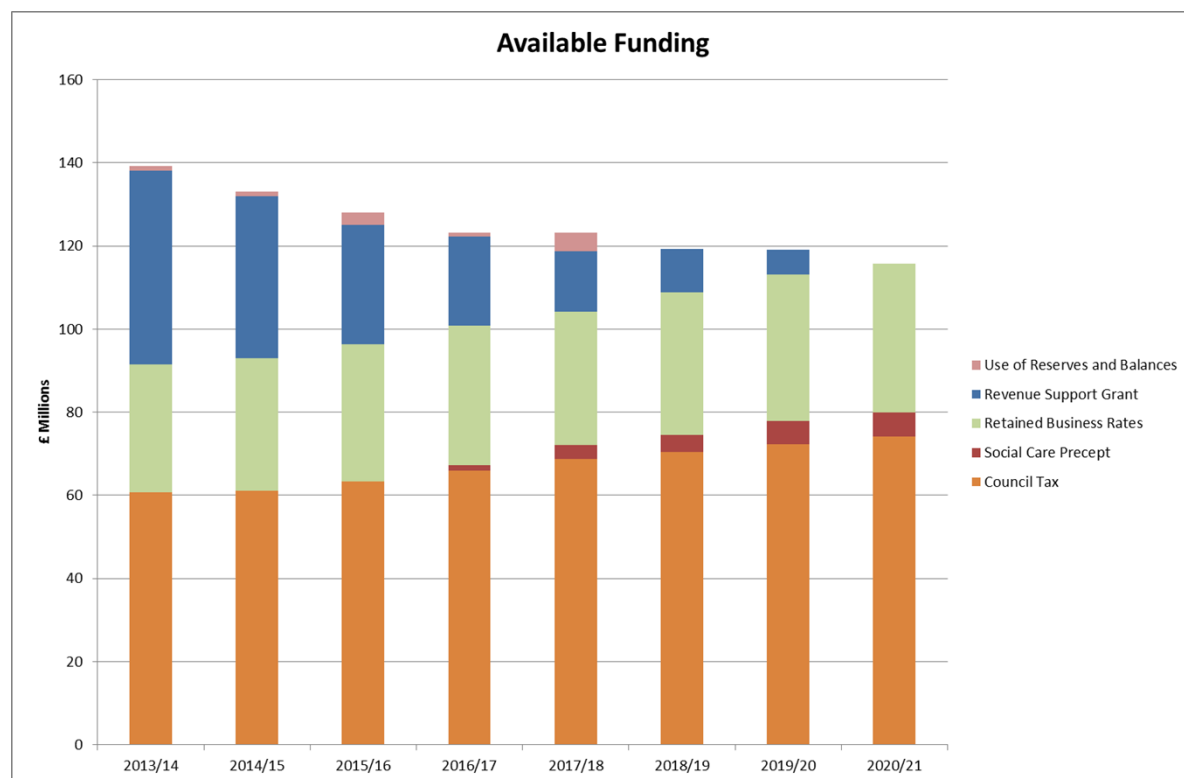
As an indicative guide, for Southend Borough Council every increase of 1% raises £686k of extra funding. This is less than most other unitary councils would raise by an increase of 1% as they are starting from a higher Council Tax level.

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, after relevant discounts and exemptions. Changes in the number of households affect the tax base for Council Tax purposes, as does the number of Council Tax Support claimants, and hence the total amount which will be raised from this source. The Council Tax base for 2017/18 is 56,917.61 (equivalent Band D properties).

Southend is home to around 173,600 residents in 74,700 households (2011 population estimates from last census). The available land area and the current density of housing is such that there are fewer opportunities to increase the Tax Base that there are in more rural authorities.

13.4 Total Available Funding

Total available funding continues to decline over the timeframe of the MTFP, with the reduction in Revenue Support Grant overshadowing the modest increases in Business Rates and Council Tax.



14 Medium Term Financial Plan

The Medium Term Financial Plan covering the period 2017/18 to 2020/21 is shown in Annex 3.

14.1 Key Assumptions

The following assumptions have been made in producing the Medium Term Financial Plan for the Revenue Account:

Funding

Council Tax - the increase is assumed to be 1.99% each year from 2018/19. In addition it is assumed that allowable increases in the social care precept to support Adult Social Care will also be implemented.

Revenue Support Grant – the final figure for 2017/18 has yet to be announced. The MTFS therefore uses the provisional settlement for 2017/18, and the provided indicative settlements for future years. All RSG is assumed to end in 2020/21.

Business Rates – the figure for 2017/18 is a combination of the fixed top-up payment the Council receives from government and a local assessment of the net amount raised locally that the Council will retain. The local element is assumed to grow by 2.0% from 2018/19.

Support from Collection Fund – a surplus have been declared for 2017/18, based on the level of accumulated surpluses. This is a prudent view based on Council Tax increases and forecasts of housing completions, increases in discounts and exempt properties, and taking into account the effect of the current economic climate on collection rates. No surplus has been assumed for 2018/19 onwards.

Inflation and Fees & Charges

Pay award – there is assumed to be an increase of 1.0% in 2017/18 through to 2020/21. This is based on the assumption that, given the current level of inflation and the upward influences on inflation in the future, there could potentially be pressure on pay inflation.

Inflation on goods and services – inflation is only being provided for major contractual commitments, utilities and business rates. Services are expected to absorb any other price inflation within existing resources.

Fees and charges – it is assumed that these will generally increase by 2% each year but this assumption may need to be reviewed depending on local economic circumstances.

Corporate Cost Pressures

Employers' pension contributions – A new triennial actuarial valuation, as at 31 March 2017, has been undertaken, that will be effective from 2017/18. The financial impact has been built into the MTFS.

Apprenticeship Levy – the introduction of an Apprenticeship levy by the Government from 2017/18 is expected to add in the region of £250k to the Council's pay bill.

Interest – the capital programme, although partly funded by grants and HRA funds, implies an increase in borrowing as set out in the Treasury Management and Capital Strategies. The MTFS allows for the increased net costs of interest payments required to support this borrowing.

Costs of Transformation – with the on-going downward pressure on net spending, it is inevitable that there will be upfront costs associated with service redesign and the introduction of new service delivery models. The MTFS makes provision for this.

Department Savings / Pressures

Identified income / savings – it is assumed that these will be achieved in full in each of the years in which they have been identified. With the unpredictability of demands on services, and potential new legislation, services could experience increasing cost pressures and this is also reflected in the plan.

BCF Funding

There is assumed that NHS Funding to support social care and benefit health through the Better Care Fund will continue at existing levels.

Housing Revenue Account

From 2012/13 the HRA became self-financing, and is no longer subject to the HRA subsidy regime.

Under self-financing, the HRA funds its expenditure, including its capital expenditure, from its income streams (primarily tenant's rents). Some grant funding may be available to support capital expenditure within the HRA going forward, but there is no assumption of external funding built into forward projections.

Schools

No change in the DSG has been assumed as the Government are considering moving to a new national funding formula for schools.

14.2 Sensitivity analysis

The effect of changes to these assumptions on the budget gap for 2018/19 and on the Council Tax, are shown in the following table:

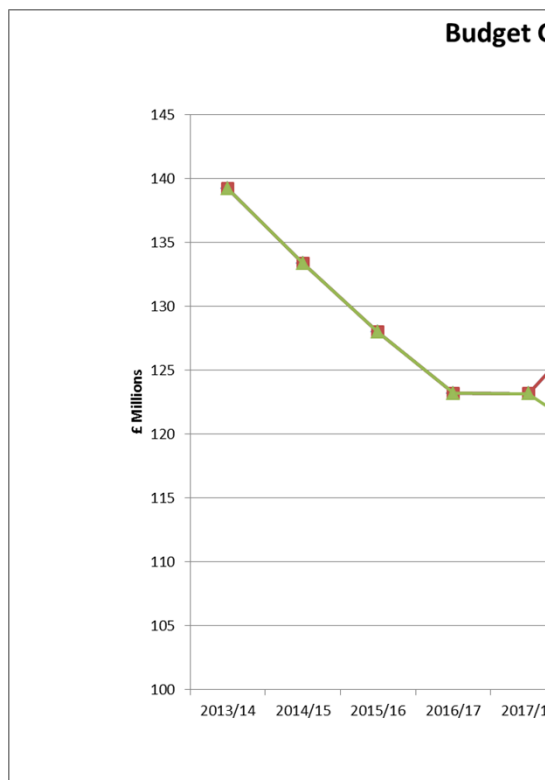
Assumption in MTFP for 2018/19	Change in assumption	Effect on the budget gap for 2018/19	Effect on Council Tax
Council Tax increase of 1.99%	No Council Tax increase	Increase of £1,441k	
Revenue Support Grant as per estimated settlement (29.7% reduction on 2017/18)	Formula Grant decreased by 35%	Increase of £775k	Increase of 1.2%
Retained Business Rates growth at 2.0%	Retained Business Rates growth at 1%	Increase of £204k	Increase of 0.3%
1% pay award	Pay award of 2%	Increase of £700k	Increase of 1.0%
Inflation for contractual goods and services at 3%	Inflation for contractual goods and services at 4%	Increase of £333k	Increase of 0.5%
Fees and charges increased by 2%	Fees and charges not increased	Increase of £400k	Increase of 0.6%
100% of identified on-going savings of £6.9M will be achieved in 2017/18	95% of identified on-going savings of £6.9M will be achieved in 2017/18	Increase of £345k	Increase of 0.5%

14.3 Financial Planning 2017/18 to 2020/21

The Medium Term Financial Plan as shown in Annex 3 takes account of all the factors highlighted throughout this strategy that lead to cost pressures and restrictions on income and funding. The resulting budget gap for 2017/18 has been closed by the proposed savings totalling £6.9 million as set out in Annex 1. The budget gaps remaining for the financial years 2018/19 to 2020/21 are set out below:

	2017/18	2018/19	2019/20	2020/21	Total
Remaining budget gap	£0m	£10.3m	£5.1m	£7.5m	£22.9m
Budget gap as a % of the 2017/18 net budget requirement	0%	8.4%	4.1%	6.1%	18.6%

The Medium Term Financial Plan assumes that each year's budget gap is closed, so that each year's budget requirement is contained within available funding.



14.4 2018/19 and Beyond

In addressing the national economic situation the Government has continued to emphasise 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 Statement on 23 November 2016 with further restriction placed on the Government's public spending plans up to 2021 with the commitment to its departmental spending plans set out in the Spending Review 2015. 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 2018/19 and beyond will continue. This needs to be seen as part of a continued 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.

This report predominantly addresses, as we are required to do, a detailed budget for 2017/18 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.

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.

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.

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.

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.

The Council will continue to 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.

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.

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.

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.

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 Autumn Statement in late 2016, that further savings in the order of £22.9 million will be required from the Council's circa £119

million annual net budget for the three years 2018/19 to 2020/21.

It is clear that the budget savings presented for 2017/18 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.

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No.	Proposed Savings	Chief Executive	People	Place	Public Health	Proposed Total
		£'000	£'000	£'000	£'000	£'000
Department of the Chief Executive						
CE1	Sutton Road Cemetery Mini Graves	55				55
CE2	Sutton Road Crematorium Pergola Walk	115				115
CE3	Bereavement Services Income	100				100
CE4	Civic Campus & Transport Operations	50				50
CE5	Customer Service Centre (CSC)	50				50
CE6	Printing	300				300
CE7	Registration Service	25				25
CE8	Asset Rental Income	100				100
CE9	Revenue Service Staffing	30				30
CE10	Court Cost Income	85				85
CE11	Revenues Service new charges	20				20
CE12	External Audit Fees	50				50
CE13	Members Refreshments	10				10
Sub-Total Department of the Chief Executive		990				990

No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
	People					
PE1	Adult Services - Learning Disabilities		500			500
PE2	Learning		300			300
PE3	Contract Rationalisation and Transformation		860			860
PE4	Liquid Logic Efficiency Savings (Children's)		50			50
PE5	Adult Services (exc. Learning Disabilities)		1,000			1,000
PE6	Transformation of Housing		270			270
PE7	Residential Care Costs		500			500
PE8	Families Matter (Edge of Care) Team		250			250
PE9	Business support review		50			50
PE10	Children with Disabilities (CWD)		15			15
PE11	Dementia Contract		45			45
PE12	Efficiencies from the integration of Public Health to the Department for People		70			70
PE13	Management Savings		50			50
	Sub-Total People		3,960			3,960

No.	Proposed Savings	Chief	People	Place	Public Health	Proposed
		Executive				Total
		£'000	£'000	£'000	£'000	£'000
	Place					
PL1	Leisure Management Contract			160		160
PL2	Southend Theatres subsidy			180		180
PL3	Libraries Contract			50		50
PL4	Sport & Leisure Staffing			60		60
PL5	Park management			25		25
PL6	Transport team staffing			28		28
PL7	Extend use of Volunteers to run museums			20		20
PL8	Rationalisation of sports pitches			20		20
PL9	Southend Theatres (Energy)			10		10
PL10	Traffic Signals (maintenance costs)			30		30
PL11	Streetlight maintenance			65		65
PL12	Public Transport efficiencies			35		35
PL13	Highways Maintenance efficiencies			30		30
PL14	Drainage management			10		10
PL15	Planning Fees			7		7
PL16	Planning and Transport Income			70		70
PL17	Highways Permits Income			300		300
PL18	Car Parking Income			400		400
PL19	Planning Staffing			8		8
PL20	Bikeability level 2 training in schools			1		1
PL21	Parking Compliance Contract			110		110
PL22	Pier charges			75		75
PL23	Mooring fees			10		10
PL24	Foreshore Income			15		15
PL25	Business support staffing			20		20
PL26	Event applications			7		7
PL27	Waste contract efficiencies			90		90
PL28	Grounds maintenance restructure			10		10
PL29	Transfer of BT Lines to Daisy Telecoms			50		50
PL30	Facilities Management			75		75
Sub-Total Place				1,971		1,971
	Public Health					
PH1	Contract Efficiencies				261	261
PH2	Public Health Recharges				140	140
PH3	Marketing Efficiencies				20	20
PH4	Pre-Diabetic Health Checks				75	75
PH5	Back Office Efficiencies				85	85
Sub-Total Public Health					581	581
Proposed Savings Total 2017/18		990	3,960	1,971	581	7,502

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Earmarked Reserves

Earmarked Reserve	Probable Outturn 2016/17				Forecast 2017/18			Forecast 2018/19			Forecast 2019/20			Forecast 2020/21			
	Balance 31/03/2016 £000	To Reserves £000	From Reserves £000	Transfers £000	Balance 31/03/2017 £000	To Reserves £000	From Reserves £000	Balance 31/03/2018 £000	To Reserves £000	From Reserves £000	Balance 31/03/2019 £000	To Reserves £000	From Reserves £000	Balance 31/03/2020 £000	To Reserves £000	From Reserves £000	Balance 31/03/2021 £000
Capital Reserves																	
Capital Reserve	9,009		(1,497)	325	7,837		(3,729)	4,108		(1,060)	3,048		(1,000)	2,048		(1,000)	1,048
Corporate Reserves																	
Business Transformation Reserve	6,436		(783)	302	5,955		(1,987)	3,968	900	(1,350)	3,518	937	(1,050)	3,405		(1,000)	2,405
Business Rates Retention reserve	4,785				4,785		(2,222)	2,563			2,563			2,563			2,563
Interest Equalisation Reserve	2,633				2,633			2,633			2,633			2,633			2,633
L A G B I Reserve	44			(44)	0			0			0			0			0
New Homes Bonus Reserve	2,486	1,003		(1,456)	2,033	902		2,935	102		3,037	691		3,728	30		3,758
Pensions Reserve	4,782	4,782			9,564		(7,467)	2,097	3,734		5,831	3,733		9,564			9,564
Rents Equalisation	300				300			300			300			300			300
Repairs And Renewals	325			(325)	0			0			0			0			0
Insurance																	
Insurance Reserve	4,933				4,933			4,933			4,933			4,933			4,933
Service Reserves																	
Agresso ERP Reserve	633		(21)		612		(75)	537			537			537			537
Art Reserve	36			(36)	0			0			0			0			0
Building Control Reserve	242				242			242			242			242			242
Cemeteries Reserve	75				75			75			75			75			75
Elections Reserve	175		(36)	(100)	39	107		146		(35)	111		(36)	75		(36)	39
Internal Audit Reserve	35			(35)	0			0			0			0			0
L P S A Reserve	272		(272)		0			0			0			0			0
Local Land Charges Reserve	64				64			64			64			64			64
Museum Exhibits	114			(114)	0			0			0			0			0
Queensway Reserve - GF	250		(250)		0			0			0			0			0
Schools Improvement	425		(200)	500	725	(200)		525		(200)	325			325			325
Scrutiny Function	17			(17)	0			0			0			0			0
Adult Social Care Reserve	4,929		(1,170)	(1,000)	2,759			2,759			2,759			2,759			2,759
Childrens Social Care Reserve	0			2,000	2,000	(550)		1,450	(400)		1,050			1,050			1,050
Social Fund	1,590		(350)		1,240	(350)		890	(350)		540	(190)	(350)	0			0
Specific Corporate Projects	490		(257)		233			233			233			233			233
Supporting People Reserve	1,087		(325)		762			762			762			762			762
Voluntary Organisations Reserve	80				80			80			80			80			80
Waste Management Reserve	5,238	683	(429)		5,492	(270)		5,222	(50)		5,172		(1)	5,171			5,171
Welfare Reform Reserve	1,190		(300)		890	(300)		590	(300)		290	190	(300)	180		(180)	0
Grants																	
DSG	1,594				1,594			1,594			1,594			1,594			1,594
Area Child Protection	79				79			79			79			79			79
General Grants Carried Forward	2,770		(1,138)		1,632			1,632			1,632			1,632			1,632
Public Health Grant - Public Health	778		(199)		579			579			579			579			579
Public Health Grant - DAAT	114				114			114			114			114			114
Weekly Collection Support Scheme Reserve	464				464			464			464			464			464
Monies held in Trust																	
Comp- 3 Children When Reach 18	3				3			3			3			3			3
Emily Briggs Trust	17				17			17			17			17			17
S. Thorpe Smith Bequest	33				33			33			33			33			33
Total General Fund Reserves	58,527	6,468	(7,227)	0	57,768	1,009	(17,150)	41,627	4,736	(3,745)	42,618	5,361	(2,737)	45,242	30	(2,216)	43,056
HRA Capital Investment Reserve	16,801	4,538	(1,900)		19,439	3,682	(350)	22,771	2,967		25,738	2,242		27,980	2,266		30,246
HRA Repairs Contract Pension Reserve	340	60			400	60		460	60		520	60		580	60		640
Total HRA Reserves	17,141	4,598	(1,900)	0	19,839	3,742	(350)	23,231	3,027	0	26,258	2,302	0	28,560	2,326	0	30,886
TOTAL EARMARKED RESERVES	75,668	11,066	(9,127)	0	77,607	4,751	(17,500)	64,858	7,763	(3,745)	68,876	7,663	(2,737)	73,802	2,356	(2,216)	73,942

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SOUTHEND-on-SEA BOROUGH COUNCIL

Medium Term Financial Forecast

	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Base Budget				
From prior year	123,206	123,153	119,244	119,090
LESS				
Appropriations to/from Reserves in prior year	3,874	12,282	(991)	(2,624)
Revenue Contributions to Capital	(6,472)	(3,804)	(1,060)	(1,000)
Less other one-off expenditure/savings	2,803	(9,280)	1,184	2,132
Adjusted Base Budget	123,411	122,351	118,377	117,598
Appropriations to/from reserves	(12,282)	991	2,624	(2,186)
Revenue Contributions to Capital (funded from Earmarked Reserves)	3,804	1,060	1,000	1,000
Other one-off/time limited expenditure bids	9,280	(1,184)	(2,132)	1,180
Inflation and other increases	2,240	2,240	2,240	2,240
Corporate Cost Pressures	2,438	1,123	639	1,078
Directorate Savings/Pressures				
On-going Corporate and Directorate cost pressures allowance	500	1,400	1,400	1,750
Savings identified as per Budget Council	(6,921)	0	0	0
Better Care Fund				
NHS funding to Support Social Care and benefit Health	(5,861)	(8,601)	(11,098)	(11,098)
Expenditure relating to the NHS funding	5,861	8,601	11,098	11,098
Housing Revenue Account				
Projected Expenditure	24,544	24,654	25,025	25,507
Projected Income	(27,936)	(27,681)	(27,527)	(28,033)
Contributions to/(from) HRA Earmarked Reserves	3,392	3,027	2,502	2,526
Schools				
Dedicated Schools Grant received from Government	(39,421)	(39,421)	(39,421)	(39,421)
Dedicated Schools Grant distributed to schools	39,421	39,421	39,421	39,421
Pupil Premium received from Government (indicative)	(8,000)	(8,000)	(8,000)	(8,000)
Pupil Premium distributed to schools	8,000	8,000	8,000	8,000
Projected General Fund Net Expenditure	122,470	127,981	124,148	122,660
Changes in General Grants	683	1,563	42	661
Budget Requirement	123,153	129,544	124,190	123,321
Funded by:				
Council tax increase (1.99% in 17/18 onwards) (taxbase +0.5% p.a.)	(68,678)	(70,463)	(72,306)	(74,232)
Social Care Precept (3% in 17/18, 1% in 18/19, 2% in 19/20)	(3,375)	(4,119)	(5,640)	(5,668)
Business Rates Retained	(32,060)	(34,344)	(35,219)	(35,921)
Revenue Support Grant	(14,681)	(10,318)	(5,925)	0
Reserves and Balances	(4,359)	0	0	0
Total funding	(123,153)	(119,244)	(119,090)	(115,821)
Funding Gap	0	10,300	5,100	7,500

Core Precept	68,678	70,463	72,306	74,232
Social Care Precept	3,375	4,119	5,640	5,668
Band D Council Tax				
Council Tax for a Band D Property	1,265.94	1,303.83	1,355.85	1,382.94
% Increase in Council Tax	4.99%	2.99%	3.99%	2.00%
Council Tax Base				
Council Tax Base	56,918	57,202	57,488	57,776
Increase in Taxbase on prior year	0.50%	0.50%	0.50%	0.50%

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Southend-on-Sea Borough Council's Corporate Priorities 2017-18

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	To: <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	To: <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	To: <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	To: <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	To: <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 19: Summary of Equality Analyses supporting budget proposals 2017/18

Outlined below is a summary of Equality Analyses (EA) which support specific budget proposals for 2017/18 and which have a direct equalities impact for equality groups with protected characteristics, as defined by the Equality Act 2010. 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. All service restructures that impact on staff are required to be subject to an EA.

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
Chief Executive		
CE5	Customer Services Centre (CSC) - £50,000	More extensive use of My Southend for core council services (notably those relating to refuse collection and highways) will enable greater self-service by residents at times convenient to them and better able customers to track progress on their service request. The Council will continue to provide alternative means of reporting for those who do not use new technology, or with no access (mainly the very elderly or socially excluded) until such time as My Southend becomes established. Staff will continue to provide support to residents visiting the Civic Centre and signpost residents to appropriate support agencies including the community hubs.
1P (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.

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
People		
PE1	Adult Services – Learning Disabilities - £500,000	<p>Proposals reflect three year (and beyond) transforming care programme to adopt a more enabling approach to help those with care needs to help themselves to obtain the right support. Programme will impact on all clients who present themselves for assessment but particularly older people, those with long term conditions, including those with a learning or sensory disability. Approach is also likely to impact on carers who are more likely to be involved in determining levels of care and type of services received.</p> <p>A high level Equality Analysis will be undertaken for the asset based approach to care with specific Equality Analyses undertaken in relation to the review of transport policy (where it is anticipated a more appropriate targeting of service will follow).</p>
PE2	Learning - £300,000	<p>School Improvement: Impact will relate to loss of two posts. However, the Council will continue to work in partnership to invest in school improvement and support schools in tackling underperformance, particularly to promote early intervention, challenging unacceptable standards and taking necessary action with schools in special measures. Resources will be focussed on schools where children are most disadvantaged with a view to closing the gap in school attainment.</p> <p>Connexions: The service provides information and guidance for young people, helping them make the transition into adulthood and working life. The Council will continue to fulfil its statutory functions for 16-19 year olds in hard to reach groups, including those not in education, employment or training (NEETs).</p>

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
		<p>However, there may be a loss of service to other 16-19 year olds. A full Equality Analysis will be undertaken as part of the introduction of a revised service.</p>
PE3	<p>Contract Rationalisation and Transformation – Total: £860,000</p>	<p>Learning Disabilities 18-64 Social Care: Cost savings largely relate to management and overhead efficiencies resulting from moving provision of supported living services to the Council’s social care trading company. Any change of provider/s should mean limited (or enhanced) impact, therefore, on service users with learning disabilities.</p> <p>Care Leavers and First contact accommodation, staying put and CCM: Impact of proposals will be on market providers of accommodation, rather than those in need of accommodation (who include care leavers, asylum seekers and the homeless).</p> <p>Private, Voluntary, Independent (PVI) Foster Care and Residential Placements: The service is working to develop a partnership with providers with a view to obtaining more local placements and minimising the number of children sent outside of the borough. Local placements offer a more positive experience for children in care, with support provided locally by family and social care staff.</p> <p>Special Educational Needs placements: Aim is to obtain efficiencies through renegotiation of high cost external placements, often for those with profound and multiple learning disabilities, with minimal impact on level of service provision.</p> <p>Savings delivered from Procurements/Negotiations: Proposals support the Council’s move from activity based contracts to more outcome focussed contracts which aim to reach a</p>

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
		<p>broader range of clients and offer a wider range of services that align better to the developing locality model of care for Southend.</p> <p>While new contracts will encourage more self-service in the community, there should be limited direct impact on range of service users, who include carers, young people, vulnerable adults and people with disabilities, including learning disabilities</p>
PE5	Adult Services (exc. Learning Disabilities) - £1,000,000	<p>Approach reflects the Transforming Care agenda to more enabling approach, with the emphasis on prevention and maximising independence, for older people, those with long term conditions and those with a learning or sensory disability. The development of a new domiciliary care contract will see a new model of service provision from May 2017 with all providers customising provision to clients rather than differentiating between ‘reablement’ and ‘mainstream’ domiciliary care. A full Equality Analysis will be undertaken in this area.</p> <p>Introduction of portals via Liquidlogic will enable people to access relevant information, advice and guidance and take themselves through stage 1 of a care assessment on-line. There will be a specific impact on those who find use of on-line access more difficult, notably the elderly and those with physical and learning disabilities. Alternative access and support to services will continue to be provided for those unable to use on-line systems.</p>
PE6	Transformation of Housing - £270,000	Full Equality Analyses to be undertaken in relation to Supporting People Contracts; New Adaptations Team, Sheltered Housing Review and Temporary Accommodation Review.

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
		Sheltered housing review aims to report on the fitness for purpose of the existing service and stock, develop of a vision for housing for older people and drive efficiencies. There is likely to be minimal impact on service for existing tenants from this saving.
PE7 and PE8	Residential Care Costs - £500,000 Families Matter (Edge of Care) Team - £250,000	Purpose of re-configured service is to enable investment and support to be targeted at adolescents with challenging behaviours (mainly boys), on the 'edge of care' with an emphasis on keeping children in families. Avoiding bringing children into public care will save money on placements, freeing resources for that investment.
PE10	Children with Disabilities (CWD) - £15,000	Service packages will be reviewed by senior managers for appropriateness, with the aim of better targeting of resources or to reflect change of circumstances.
PE11	Dementia Contract - £45,000	Aim is to provide a different model of care for a largely older client group and their carers through development of a consortium of local providers which will have positive impact on quality of service provision.
3P (pressure)	Multi-agency Risk Assessment Team (MARAT) – £140,000	The MARAT model has proved successful in providing more joined up multi-agency approach to victims of domestic abuse and the additional resources highlight the Council's commitment to supporting this approach.
4P (pressure)	Child Care - £600,000	Will support growing pressures on increasing numbers of children's placements in particular.
5P (pressure) 6P (pressure)	Learning Disabilities - £ 400,000 Older People Demographics - £500,000	Additional funding goes some way to meet the growing demographic pressures from a growing older population and mitigating savings proposals.

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
7P (pressure)	National Living Wage (£1m)	Increase in the national living wage will enhance the standard of living of those on low pay and with varying wages (many of whom are employed in care work), aiding recruitment and retention of staff and consistency of service provision. The budget allocation will help offset, the additional costs that result.
C4 (capital)	School refurbishment programme (£1m for 17/18)	Investment in Council maintained schools will benefit pupils and staff at those schools where work is undertaken.
C5 (capital)	Re-development of Delaware, Priory and Viking (£300,000 for 17/18)	Start of programme for the re-development of Priory and Delaware residential care homes and Viking day centre. The programme is aimed to secure the provision of service for older people with most complex needs and those with profound and multiple learning disabilities, some with physical frailty. A full EA for phase one and elements of phase two of the programme has been undertaken and will be updated as required.
C16 (capital)	ICT – Childrens and Adult Social Care – development of the Liquid Logic Case Management System (£300,000 for 17/18)	- see comment for PE5
Public Health		
PH1	Contract efficiencies (£261,000)	Renegotiation of contracts should result in limited impact with challenge to providers to deliver desired expected outcomes, with, for example, the Hospital and SEPT generating efficiencies from providing an integrated sexual health service.
PH2	Public Heath recharges (£140,000)	Some potential impact resulting in £60k reduction in training and advice for older people in preventing injuries.

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
PH4	Pre-Diabetic Health Checks (£75,000)	Resources had been earmarked to deliver an anticipated NHS England diabetes prevention programme that had been applied for (unsuccessfully). Those most at risk (largely the physically inactive and over -weight) will continue to be referred to the healthy Lifestyles service.
Place		
PL11	Streetlight Maintenance – £65,000	Programme to roll out LED programme, with improved (and the ability to vary) 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 emissions.
PL18	Car parking income – £400,000	Impact of changes to general parking charges will be felt by vehicle users from all equality groups. However, there will be an impact on blue badge holders from the introduction of a charge on those who obtained their blue badge from outside the borough, although their numbers are anticipated to be relatively small.
PL20	Charge for Bikeability level 2 training in schools - £1,000	Potential impact on younger cyclists if training is withdrawn by schools (although this is not anticipated).
PL22	Pier charges - £75,000	No increase to basic entry fee – some increase to cost of using the train. The means tested Advantage Card remains in place and offers discounts (ranging from 10% to 50%) on entry fees for adults, under 17s and over 60s, those on low income and carers.
PL26	Event applications - £7,000	Introduction of an additional £25 administration fee for event applications may deter some community groups from holding events.
PL27	Waste contract efficiencies - £90,000	Measures include increasing usage of blue boxes. No direct impact anticipated and assisted collection scheme will continue for those who have difficulty in placing refuse and recycling out

Department/ savings no.	Proposal (figures relate to 2017/18 savings proposals – unless stated)	Analysis findings
		for collection.
C27 (capital)	CCTV equipment renewal (£420,000 for 17/18)	Replacement of 92 CCTV cameras will help to enhance community safety in the borough, targeting crime hot spots and providing reassurance to the most vulnerable in the community.
C33 (capital)	Southend Cliffs: Replacement of handrails (£45,000 for 17/18)	Replacement of current handrails will ensure safety of users of the Cliffs paths and particularly those with mobility issues.