

Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL

Policy and Resources Scrutiny Committee

Date: Wednesday, 25th January, 2017 @ 18.30
Place: Committee Room 1 - Civic Suite
Contact: Fiona Abbott – Principal Committee Officer
Email: committeesection@southend.gov.uk

AGENDA

****** Part 1**

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Questions from Members of the Public**
- 4 Minutes of the Meeting held on Thursday, 1st December, 2016 (Pages 1 - 4)**

****** ITEMS REFERRED DIRECT FROM CABINET - Thursday 19th January, 2017**

- 5 Corporate Performance Management 2017/18 (Pages 5 - 28)**
The report has been circulated with the Cabinet Agenda for its meeting on 19th January 2016. The relevant Minute and report will be referred direct to all Scrutiny Committees for consideration.
- 6 Council Tax Base & Non Domestic Rating Base 2017/18 (Pages 29 - 38)**
The report has been circulated with the Cabinet Agenda for its meeting on 19th January 2016. The relevant Minute and report will be referred direct to this Scrutiny Committee for consideration.
- 7 Draft Housing Revenue Account Budget 2017/18 & Rent Setting (Pages 39 - 48)**
The report has been circulated with the Cabinet Agenda for its meeting on 19th January 2016. The relevant Minute and report will be referred direct to this Scrutiny Committee for consideration.
- 8 Draft Capital Programme 2017/18 to 2020/21 (Pages 49 - 118)**
The report has been circulated with the Cabinet Agenda for its meeting on 19th January 2016. The relevant Minute and report will be referred direct to all Scrutiny Committees for consideration.
- 9 Draft Fees & Charges 2017/18 (Pages 119 - 194)**
The report has been circulated with the Cabinet Agenda for its meeting on 19th January 2016. The relevant Minute and report will be referred direct to all Scrutiny Committees for consideration.
- 10 Draft General Fund Revenue Budget 2017/18 (Pages 195 - 284)**
The report has been circulated with the Cabinet Agenda for its meeting on 19th January 2016. The relevant Minute and report will be referred direct to all Scrutiny Committees for consideration.

****** ITEMS REFERRED DIRECT FROM CABINET - Tuesday, 10th January, 2017**

- 11 Notice of Motion - York Road** (Pages 285 - 286)
Minute 593 (Cabinet Book 1 – Agenda Item 4 refers)
Referred direct by Cabinet
- 12 Notice of Motion - State Pension Arrangements for 1950s Women** (Pages 287 - 288)
Minute 594 (Cabinet Book 1 – Agenda Item 5 refers)
Referred direct by Cabinet
- 13 Monthly Performance Report** (Pages 289 - 360)
Members are reminded to bring with them the most recent MPR for period ending November 2016 which was circulated recently. Comments / questions should be made at the appropriate Scrutiny Committee relevant to the subject matter.
- 14 Council Debt Position - 30th November 2016** (Pages 361 - 372)
Minute 597 (Cabinet Book 1 – Agenda Item 8 refers)
Referred direct by Cabinet
- 15 Minutes of the Performance Related Pay Panel held 13th December 2016**
(Pages 373 - 374)
Minute 604 (Cabinet Book 1 – Agenda Item 15 refers)
Referred direct by Cabinet
- 16 Standing Order 46** (Pages 375 - 376)
Minute 605 (Cabinet Book 1 – Agenda Item 16 refers)
Referred direct by Cabinet

**** **PRE-CABINET SCRUTINY ITEMS - NONE**

**** **ITEMS CALLED-IN FROM THE FORWARD PLAN - NONE**

**** **OTHER SCRUTINY MATTERS**

- 17 Summary Reports to Scrutiny Committee** (Pages 377 - 384)
(i) Essex Fire Authority
(ii) Southend University Hospital
(iii) Essex Police & Crime Panel
(iv) Kent & Essex Inshore Fisheries & Conservation Authority
- 18 In-depth Scrutiny Project - 'To investigate the case for additional enforcement resources for Southend'**
- 19 Exclusion of the Public**
To agree that, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**** **Part 11**

**** **ITEM REFERRED DIRECT FROM CABINET - Tuesday, 10th January, 2017**

- 20** **Establishing a Special Purpose Vehicle with South Essex College** (Pages 385 - 390)
Minute 608 (Report circulated separately – Agenda Item 19 refers)
Referred direct by Cabinet

To: The Chairman & Members of Policy & Resources Scrutiny Committee

Cllr B Ayling (Chair), Cllr D Kenyon (Vice-Chair), Cllr B Arscott, Cllr D Burzotta, Cllr M Butler, Cllr L Davies, Cllr N Folkard, Cllr D Garston, Cllr I Gilbert, Cllr R Hadley, Cllr D McGlone, Cllr C Mulroney, Cllr D Norman MBE, Cllr G Phillips, Cllr M Stafford, Cllr J Ware-Lane, Cllr C Walker, Cllr R Woodley (Councillor), Cllr J Lamb (Councillor), Cllr A Holland (Councillor), Cllr M Flewitt (Councillor), Cllr T Byford (Councillor) and Cllr A Moring (Councillor)

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Policy and Resources Scrutiny Committee

Date: Thursday, 1st December, 2016
Place: Committee Room 1 - Civic Suite

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Present: Councillor B Ayling (Chair)
Councillors Kenyon (Vice-Chair), Arscott, Burzotta, Butler, Davies, Gilbert, D Garston, Hadley, McGlone, Mulrone, Norman MBE, Walker, Ware-Lane, *J Garston, *Woodley and *Habermel

*Substitutes in accordance with Council Procedure Rule 31.

In Attendance: Councillors J Lamb, A Moring, L Salter and Flewitt (Executive Councillors)
Councillors Assenheim, McDonald and Willis
J K Williams, R Harris, J Chesterton, D Patel, J Ruffle and S Houlden

Start/End Time: 6.30 - 8.20 pm

504 Apologies for Absence

Apologies for absence were received from Councillor Stafford (substitute Cllr Woodley), Councillor Folkard (substitute Cllr Habermel) and Councillor Phillips (substitute: Cllr J Garston).

505 Declarations of Interest

The following interests were declared at the meeting:-

- (a) Councillors Lamb, Flewitt and Moring and Salter - interest in the referred item / called in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (b) Councillor Flewitt – agenda item relating to Sheltered Housing Review – non-pecuniary – parent lives in retirement home and agenda items relating to recent events in York Road / In-depth Scrutiny Project – To investigate the case for additional enforcement resources for Southend – non-pecuniary – GP for East London Magistrate;
- (c) Councillor Assenheim – agenda item relating to Sheltered Housing – non-pecuniary – sister lives in sheltered housing accommodation;
- (d) Councillor Willis – agenda item relating to In-depth Scrutiny report: ‘Control of personal debt and the advantages of employment’ – non-pecuniary – employed by trade body representing providers of high cost short term credit;
- (e) Councillor Woodley – agenda item relating to Financial pressures facing the HRA – non-pecuniary – member of the LGA;
- (f) Councillor Davies – agenda item relating to Response to issues in York Road – non-pecuniary – lives in York Road;

506 Questions from Members of the Public

Councillor Moring, the Executive Councillor for Corporate & Community Support Services responded to 2 written questions from Mr Webb.

507 Minutes of the Meeting held on Thursday, 13th October 2016

Resolved:-

That the Minutes of the Meeting held on Thursday, 13th October, 2016 be confirmed as a correct record and signed.

508 Monthly Performance Report

The Committee considered Minute 439 of Cabinet held on 8th November 2016 together with the Monthly Performance Report (MPR) covering the period to end September 2016, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

509 In-depth Scrutiny report - 'Control of personal debt and the advantages of employment'

The Committee considered Minute 440 of Cabinet held on 8th November 2016, which had been called in to scrutiny, together with a report of the Chief Executive presenting the final report of the in-depth scrutiny project 'Control of personal debt and the advantages of employment'.

Resolved:-

1. That the following decision of Cabinet be noted:-

"That the report and outcomes from the review from the in depth scrutiny project, attached at Appendix 1 to the submitted report, be approved."

2. That the recommendations be monitored in the same way as other recent projects and as part of the annual monitoring report.

Note:-This is an Executive function

Executive Councillor :- Moring

510 Procurement of Remote Processing of Housing Benefits

The Committee considered Minute 447 of Cabinet held on 8th November 2016, which had been called in to scrutiny, together with a report of the Chief Executive. This proposed the use of a tender process for the appointment of a third party provider to provide assistance during the transition to universal credit for a 3 year period (with an option to extend for a further year).

Resolved:-

That the following decision of Cabinet be noted:-

"That a tender process be used for the appointment of a provider of third party remote processing to support the Housing Benefit Team during the transition to Universal Credit."

Note:-This is an Executive function

Executive Councillor :- Moring

511 Financial Pressures Facing HRA

The Committee considered Minute 448 of Cabinet held on 8th November 2016, which had been called in to scrutiny, together with a report of the Deputy Chief Executive (People). This updated Members on various financial pressures facing the Housing Revenue Account (HRA) as a result of recent changes in Government policy.

In response to questions the Executive Councillor for Housing, Planning and Public Protection Services provided assurances that the Administration intended to continue with the social housing building programme.

Resolved:-

That the following decision of Cabinet be noted:-

“That the submitted report be noted.”

Note:-This is an Executive function
Executive Councillor:- Flewitt

512 Sheltered Housing Review

The Committee considered Minute 451 of Cabinet held on 8th November, 2016, which had been called in to the People and Policy & Resources Scrutiny Committees, together with a report of the Deputy Chief Executive (People) on the outcome of the review of housing need of older people in the Borough which had been undertaken by Peter Fletcher Associates (PFA).

Resolved:-

That the following decisions of Cabinet be noted:-

“1. That the contents of the submitted report and the accompanying PFA Report, be noted.

2. That a series of workshops and working groups be convened for the purpose of exploring in detail the main themes of the report, namely:

- Physical structure of the schemes – including accessibility within Schemes and the size of individual accommodation units.
- Community & Locality – location of Schemes in relation to local facilities (i.e. accessibility to local amenities and transport links) and encouraging community access to Scheme facilities as part of a wider Locality approach to services.
- Meeting Housing, Care and Support needs of older people – how Schemes enable tenants to stay in their homes as they become frailer, developing a criteria for sheltered housing based on need, and developing use of Telecare, Telehealth, and assistive technology options.

3. That the workshops and working groups be convened and facilitated by officers from the strategic housing service, South Essex Homes, and adult social care services, and be supported and attended by elected Members as key stakeholders and decision makers.

4. That the outcome of these workshops and working groups be presented as a follow up Cabinet report in the spring of 2017 with recommended options for developing a model of sheltered housing provision in order to meet the housing need of older people in Southend”.

Note:-This is an Executive Function
Executive Councillor:- Flewitt and Salter

513 Response to recent events in York Road

This item was placed on the agenda pursuant to Scrutiny Procedure Rule 13(a). This enabled Committee Members to put questions to the relevant Executive Councillor and for him to give an account about the recent events in York Road.

Resolved:

That the Executive Councillors response, be noted.

Note:-

This is a Scrutiny Function

514 In-depth Scrutiny Project - 'To investigate the case for additional enforcement resources for Southend'

The Committee received an oral update on the progress that had been made in respect of the agreed joint in-depth scrutiny project for 2016/17 entitled 'To investigate the case for additional enforcement resources for Southend'.

Resolved:-

That the report be noted.

Note:- This is a Scrutiny Function.

Chairman: _____

Southend-on-Sea Borough Council

Report of Chief Executive and Town Clerk
To

5

Cabinet
On
19th January 2017

Report prepared by:
Louisa Bowen – Senior Business Management Advisor

Corporate Performance Management – 2017/18
People; Place; Policy and Resources Scrutiny Committees
Executive Councillor: Councillor Lamb
A Part 1 Public Agenda item

1. Purpose of Report

- 1.1. To agree the Council's corporate approach to performance management for 2017/18.

2. Recommendations

It is recommended that:

- 2.1. **Cabinet agrees the Corporate Priority Performance Indicators, monitored via the Monthly Performance Report (MPR), for 2017/18 – as set out at Appendix 1.**
- 2.2. **The MPR also includes a small basket of indicators relating to areas where the Council does not have lead responsibility or direct control, as outlined in paragraph 4.3.**
- 2.3. **Cabinet agrees the Corporate Priority Actions, to support implementation of the Council's 2017/18 Corporate Priorities – as set out at Appendix 2.**

3. Background

- 3.1. The Council's approach to corporate performance management and Corporate Priority Actions and measures is reviewed each year to ensure that the most appropriate ones are identified for future monitoring.
- 3.2. The Council's Corporate Management Team reviewed the current basket of Corporate Indicators and has agreed to identify 34 performance indicators (as set out at Appendix 1) and 52 Corporate Priority Actions (as set out at Appendix 2). This is of similar scale to 2016/17.

- 3.3. As in previous years, it may be necessary to adjust indicators, actions and targets (and in some cases set targets) in the light of quarter 4 (January-March) information. It is, therefore, suggested that the Chief Executive, in consultation with the Leader of the Council and relevant portfolio holders, is authorised to finalise the list as further information becomes available.

4. Corporate Performance Indicators

- 4.1. Appendix 1 outlines the proposed Corporate Performance Indicators for 2017/18. In selecting the basket of indicators, a number of factors have been taken into consideration, including:
- They are a priority for residents;
 - They require particular focus for 2017/18;
 - They are timely (ideally they can be reported regularly, ideally monthly);
 - They can be monitored with minimal administrative effort;
 - There are a spread of indicators that cover customers, staff, finance and key projects.
- 4.2 The 34 proposed Corporate Performance Indicators breakdown against current Departments as:
- 20 People (8 Adult Services and Housing; 7 Children's Services; 2 Learning Services) including 3 from Public Health
 - 9 Place (4 Public Protection; 3 Planning; 2 Culture)
 - 5 Department of the Chief Executive (1 Transformation; 2 Finance & Resources; 2 Customer Services).
- 4.3 It is also recommended that a basket of indicators are included in future MPRs to assess performance in areas of importance for the Council, but which the Council does not necessarily have lead responsibility or are able to have direct impact. These include: community safety (potentially revising the basket of 10 British Crime Survey indicators), health related indicators (such as A&E waiting times) and economic development related indicators. This is intended to provide focus for the Council in assessing performance of local partners and the local economy, including aiding members in undertaking their scrutiny function.
- 4.4 Targets for indicators take into account that, where possible, they are stretching but achievable, but also the potential impact of budget reductions and the economic climate. It should be noted, however, that some of the targets, particularly those relating to adult and children's services indicators, are extremely challenging and may be difficult to achieve. They do, however, reflect the ambitions required in the service areas.

5. Corporate Priority Actions

- 5.1 The proposed 2017/18 Corporate Priority Actions are attached at Appendix 2. These will be included in the 2017/18 service plans, which are currently being developed.

6. Reasons for Decision

To ensure measures and targets are in place by which the Council can assess its

performance against its agreed Corporate Priorities.

Other Options

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

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

7 Reasons for Recommendations

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

8 Corporate Implications

8.1 Contribution to Council's Vision & Corporate Priorities

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

8.2 Financial Implications

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

8.3 Legal Implications

There is no statutory duty to produce corporate priority indicators or actions, although it is considered good practice as part of strategic business planning.

8.4 People Implications - None

8.5 Property Implications - None

8.6 Equalities and Diversity Implications

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

8.7 Risk Assessment

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

8.8 Value for Money

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

8.9 Community Safety Implications - None specific

8.10 Environmental Impact - None specific

9 Background Papers

2016/17 Monthly Performance Report

10 Appendices

Appendix 1 – Corporate Priority Performance Indicators for 2017/18

Appendix 2 - Corporate Priority Actions for 2017/18

Corporate Priority Performance Indicators for 2017/18

Appendix 1

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
1	No	Govmetric Measurement of Satisfaction (3 Channels – Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	87.34% (Nov)	80.00%	80.00%	Department of the Chief Executive <i>Transformation</i>	
2	No	Percentage of Council Tax for 2017/18 collected in year [Cumulative]	Aim to Maximise	69.90% (Nov)	97.20%	97.20%	Department of the Chief Executive <i>Finance & Resources</i>	
3	No	Percentage of Non-Domestic Rates for 2017/18 collected in year [Cumulative]	Aim to Maximise	70.30% (Nov)	97.80%	97.80%	Department of the Chief Executive <i>Finance & Resources</i>	
4	Yes	Increase the number of people signed up to My Southend to 35,000	Aim to Maximise	20,413 (Nov)	20,000	35,000 (1,250 per month)	Department of the Chief Executive <i>Transformation</i>	
5	No	Working days lost per FTE due to sickness – excluding school staff [Cumulative]	Aim to Minimise	4.72 (Nov)	7.20	TBC	Department of the Chief Executive <i>Transformation</i>	
6	No	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	91.66% (Nov)	79.00%	79.00%	Department of Place <i>Planning and Transport</i>	

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
7	No	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	91.28% (Nov)	84.00%	84.00%	Department of Place <i>Planning and Transport</i>	
8	No	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	94.68% (Nov)	90.00%	90.00%	Department of Place <i>Planning and Transport</i>	
9	No	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	50.56%* (Nov)	54.00%	55.00%	Department of Place <i>Public Protection</i>	
10	No	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	96% (Nov)	92%	93%	Department of Place <i>Public Protection</i>	
11	No	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	38 (Nov)	45	45	Department of Place <i>Public Protection</i>	
12	No	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common	Aim to Minimise	5719 (against target of 5078) (Nov 16)	7389	7318	Department of Place <i>Public Protection</i>	

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
		assault, wounding's, robbery. [Cumulative]						
13	No	Number of volunteers hours delivered within cultural services [Cumulative]	Aim to Maximise	11,310 (against target of 8,667) Nov	13,000	19,000	Department of Place <i>Culture</i>	
14	No	Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative]	Aim to Maximise	2,811,187 (Nov)	4,000,000	4,350,000	Department of Place <i>Culture</i>	
15	No	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	548 (against target of 750) Nov	1,300	1,100	Department of People <i>Public Health</i>	
16	No	Take up of the NHS Health Check programme – by those eligible [Cumulative]	Aim to Maximise	2,701 (Nov)	5,673	TBC	Department of People <i>Public Health</i>	The 2017/18 target will be confirmed when national population data is published to inform the number of people eligible for an NHS health check.
17	No	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	44 (Nov)	40	40 new local organisations signed up	Department of People <i>Public Health</i>	

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
18	No	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2) [Year to date average]	Aim to Minimise	1.97 (Nov)	1.43	1.43	Department of People <i>Adult Services</i>	
19	No	The proportion of people who use services who receive direct payments (ASCOF 1C (2A) [Year to date Snapshot]	Aim to Maximise	25.76% (Nov)	30%	33.50%	Department of People <i>Adult Services</i>	
20	No	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]	Aim to Maximise	83.6% (Nov)	66%	66%	Department of People <i>Adult Services</i>	
21	No	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	79.1% (Nov)	86%	88.60%	Department of People <i>Adult Services</i>	
22	No	Proportion of adults with learning disabilities in paid employment [Monthly [Snapshot]	Aim to Maximise	10.3% (Nov)	10%	10%	Department of People <i>Adult Services</i>	

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
23	Yes	The proportion of concluded section 42 enquiries (safeguarding investigations) with and action and a result of either Risk Reduced or Risk Removed. [Cumulative YTD]	Aim to Maximise	N/A	N/A	74.00%	Department of People <i>Adult Services</i>	
24	No	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks*	68.2 (Nov)	57.3– 68.3	66	Department of People <i>Children's Services</i>	
25	No	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks*	56.5 (Nov)	45.7 – 52.3	50.4 – 55.7	Department of People <i>Children's Services</i>	
26	Yes	Rate of children in need per 10,000. Note this includes Children in Need, Child Protection Plans and Looked After Children and care leavers. [Monthly snapshot]	Aim to Minimise	N/A	N/A	296.6	Department of People <i>Children's Services</i>	
27	Yes	The number of Early Help Assessments closed with successful outcomes for the clients (Excluding Team Around the Child & Family (TACAF)) monthly.	Aim to Maximise	N/A	N/A	TBC	Department of People <i>Children's Services</i>	

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
		[Cumulative]						
28	Yes	% of initial child protection conferences held within 15 working days of the start date of the section 47 enquiries which led to a conference. [Cumulative]	Aim to Maximise	N/A	N/A	89.65	Department of People <i>Children's Services</i>	
29	Yes	The % of children who are currently Looked After Children (and have been LAC for at least 7 calendar days) who have been seen by a social worker in the last 42 calendar days (or 91 calendar days if they are long term linked with their carer) [Cumulative]	Aim to Maximise	N/A	N/A	90%	Department of People <i>Children's Services</i>	Targets are still being considered in line with the OFSTED Improvement Plan
30	Yes	The % of statutory Child Protection Plans, visits that are completed on time [Cumulative]	Aim to Maximise	N/A	N/A	90%	Department of People <i>Children's Services</i>	Targets are still being considered in line with the OFSTED Improvement Plan

No	New MPR Indicator?	Short Name	Minimise or Maximise	Latest Performance	2016/17 Target	2017/18 Target	Dept.	Comments
31	No	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	1.43% (Nov)	1.77%	1.77%	Department of People <i>Adult Services & Housing</i>	
32	Yes	Total number of households in temporary accommodation [Monthly Snapshot]	Aim to Minimise	84 (Nov)	100	100	Department of People <i>Adult Services & Housing</i>	
33	No	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	87.09% (Nov)	75%	80%	Department of People <i>Learning Services</i>	
34	Yes	Percentage of new Education, Health and Care Plans issued within 20 weeks including exception cases (cumulative)	Aim to Maximise	8.8% (Nov)	35%	56%	Department of People <i>Learning Services</i>	

***Goldilocks** – Goldilocks is a descriptor that applies to situations where desired performance is neither too high nor too low but somewhere in-between.

Corporate Priority Actions 2017/18

Appendix 2

No	Aim/Corporate Priorities	Action	Directorate	Due Date
1	<p style="text-align: center;">Safe</p> <p>Corporate Priorities:</p> <ul style="list-style-type: none"> • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults. 	<p>Strategic Intelligence Assessment including Safer Night-time Economy and Public Safety - Deliver the priorities of the Strategic Intelligence Assessment to support a reduction in crime.</p>	<p>Department for Place <i>Public Protection</i></p>	31 March 2018
2		<p>20 mph Speed Limit – Review the findings of the 20mph speed limit Scrutiny Project and consider outcomes in future traffic management, parking and highway schemes implemented.</p>	<p>Department for Place <i>Planning and Transport</i></p>	31 March 2018
3		<p>Children’s Service Improvement Plan – Implement a Southend Model of Practice across Children’s Services which means that we work with families in a way that is consistently responsive, which gives families greater power and reduces the need for statutory intervention.</p>	<p>Department for People <i>Children’s Services</i></p>	31 March 2018
4		<p>Children’s Service Improvement Plan - Ensure that the impact of the action plan to address Child Sexual Exploitation. R13.1</p>	<p>Department for People <i>Children’s Services</i></p>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
5		Children's Service Improvement Plan: Embed the use of the Team Diagnostic tool alongside the model of practice to ensure that performance against key indicators improves rapidly.	Department for People Children's Services	31 March 2018
6		Children's Service Improvement Plan: Embed and monitor to ensure that the section 47 investigation processes is consistently completed within timescales in line with statutory guidance.	Department for People <i>Children's Services</i>	31 March 2018
7		Accident prevention strategy: Continue implementation of the accident prevention strategy	Department for People <i>Public Health</i>	31 March 2018
8	<p style="text-align: center;">Clean</p> <p>Corporate Priorities:</p> <ul style="list-style-type: none"> Continue to promote the use of green technology and initiatives to benefit the local economy and environment. 	Develop and Implement Transport Asset Management Plan - Produce a Transport Asset Management Plan to support the maintenance and improvement of roads, pavements and street furniture across the Borough – Highway infrastructure	Department for Place <i>Planning and Transport</i>	31 March 2018
9		Traffic and Highways Capital Programme - Deliver and implement the Traffic and Highways Capital Programme	Department for Place <i>Planning and Transport</i>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
10		<p>Low Carbon Strategy and Implementation of Energy Projects including Replacement of old street lighting lanterns with new LED type - Deliver the aspirations of the Council's Low Carbon Energy Strategy 2015-2020. Continued implementation of various agreed corporate Energy Projects. Continue to promote and develop Southend Energy Partnership.</p>	<p>Department for Place <i>Public Protection</i></p>	31 March 2018
11		<p>Deliver a high performing waste collection and street cleansing service across the Borough including increasing the recycling/composting rate to 55%. (Including, continue to support schemes and provide advice through appropriate partnerships on how waste can be reduced).</p>	<p>Department for Place <i>Public Protection</i></p>	31 March 2018
12		<p>Air Quality Management Area (AQMA) – Action Plan and targets - Develop and deliver an Action Plan for the designated AQMA (Southend No. 2016/01)</p>	<p>Department for Place <i>Public Protection</i></p>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
13	<p>Healthy</p> <p>Corporate Priorities:</p> <ul style="list-style-type: none"> Actively promote healthy and active lifestyles for all. Work with the public and private rented sectors to provide good quality housing. Improve the life chances of our residents, especially our vulnerable children and adults, by working to reduce inequalities and social deprivation across our communities. 	<p>Local Authority Trading Company – TUPE the entire in-house provider staff group in two phases so that by October 2017 the LATC business plan can commence delivery.</p>	<p>Department for People <i>Adult Social Care and Housing</i></p>	31 October 2017
14		<p>New care home and day centre development – achieve cabinet agreement to the design and have initiated the procurement process.</p>	<p>Department for People <i>Adult Social Care and Housing</i></p>	31 March 2018
15		<p>Fully embed a locality approach of service delivery which includes Complex Care with a clear risk stratification process.</p>	<p>Department for People <i>Adult Social Care and Housing</i></p>	31 March 2018
16		<p>Tender and deliver a new Domiciliary Care contract along an enabling model that addresses the whole spectrum of need, within the same resources, that will enable us to develop provision and reduce service user dependency.</p>	<p>Department for People <i>Adult Social Care and Housing</i></p>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
17		Social Care Case Management System - Support the delivery into 'live' of the new Social Care Case Management System Liquid Logic, that drives commissioning and practice improvement.	Department for People <i>Adult Social Care and Housing</i>	31 March 2018
18		Adult social care redesign – deliver multi-disciplinary teams and community based social care services, including mental health input.	Department for People <i>Adult Social Care and Housing</i>	31 March 2018
19		Children's Services Integration: <ul style="list-style-type: none"> implement and embed phase 2 of Early Help develop a costed and evidence based service specification for community paediatric services and put these to market	Department for People <i>Children's Services</i>	31 March 2018
20		Embed the Edge of Care Team to minimise the risk of foster care placements breaking down and to support families on the edge of care proceedings to ensure families are held at the service that best meets their need.	Department for People <i>Children's Services</i>	31 March 2018
21		Meet the expectations of the Regional Adoption Agency preparations in line with the overall regional programme of work.	Department for People <i>Children's Services</i>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
22		Deliver the expectations of the Sufficiency Strategy 2016 – 2021 to ensure that there is sufficient foster accommodation for all children requiring it.	Department for People <i>Children's Services</i>	31 March 2018
23		Physical Activity Strategy: Further implement the Physical Activity Strategy in collaboration with Department of Place	Department for People <i>Public Health</i>	31 March 2018
24		Childhood Obesity Action Plan: Implement childhood obesity action plan, initially focussing on the A Better Start (ABS) wards	Department for People <i>Public Health</i>	31 March 2018
25		Procure and commission Southend Council's elements of the Southend Essex and Thurrock Mental Health Strategy.	Department for People <i>Strategic Commissioning and Procurement</i>	31 March 2018
26		Develop a model of integrated care for Southend's localities that is designed to put patients and the centre of care.	Department for People <i>Strategic Commissioning and Procurement</i>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
27		Embed the Children’s Centre contract to ensure that the outcomes and deliverables are fully met and risks are managed.	Department for People <i>Learning Services</i>	31 March 2018
28		To Implement the first year of raising achievement for looked after children strategy.	Department for People <i>Learning Services</i>	31 March 2018
29	<p style="text-align: center;">Prosperous</p> <p style="text-align: center;">Corporate Priorities:</p> <ul style="list-style-type: none"> • Maximise opportunities to enable the planning and development of quality, affordable housing. • Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment. • Ensure the town is ‘open for businesses’ and that new, developing and existing enterprise is nurtured and supported. • Ensure continued regeneration of the 	Continue to make the case for Growth Fund investment in Southend by working with Opportunity South Essex (previously the South Essex Growth Partnership) and SELEP.	Department for Place <i>Regeneration and Business Development</i>	31 March 2018
30		Develop a corporate housing strategy that includes an investment strategy for housing in the town.	Department for People <i>Adult Social Care and Housing</i>	31 March 2018
31		Sheltered Housing Review – Identify and gain Cabinet agreement to a work plan for the sheltered housing review and related services, including extra care.	Department for People <i>Adult Social Care and Housing</i>	31 March 2018
32		Continue to develop a Smart Cities journey plan of intent and associated projects. Deliver Infrastructure improvements for the Borough to meet the needs of the Council and its partners.	Department for Place <i>Digital Futures</i>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
	town through a culture led agenda.	<p>Create an Intelligence Hub at Tickfield expanding on the CCTV functionality already there.</p> <p>Remote monitoring of environmental related services.</p>		
33		<p>Seaway Car Park – to bring forward the development of a leisure-led scheme, including the relocation of coach parking and the seafront waste depot, 2016/17 actions:</p> <ul style="list-style-type: none"> • To support Turnstone to submit a planning application • To meet the Coach Park Relocation Condition • To support Turnstone in securing prime tenants 	<p>Department for Place Regeneration & Business Development</p> <p>Department of the Chief Executive <i>Finance & Resources</i></p>	<p>31 Sept 2017</p> <p>30 June 2017</p> <p>31 Sept 2017</p>

No	Aim/Corporate Priorities	Action	Directorate	Due Date
34		<p>Airport Business Park – to bring forward development of land north of Aviation Way over 15-20 years for a Business Park via a development partnership. 2017/18 actions:</p> <ul style="list-style-type: none"> • To complete Phase 1 infrastructure works • To relocate Westcliff Rugby Club Clubhouse • To launch Airport Business Park to the market • To submit a planning application for the Innovation centre (subject to SELEP funding) • To agree approach for innovation centre operation 	<p>Department for Place Regeneration & Business Development</p> <p>Department of the Chief Executive/ Finance & Resources</p>	<p>31 July 2017</p> <p>31 March 2018</p> <p>31 March 2018</p> <p>31 March 2017</p> <p>30 September 2017</p>
35		<p>Thames Estuary Experience - Commence detailed design for the Thames Estuary Experience. <i>(Previously known as Seafront Museum)</i></p>	Department for Place Culture	31 March 2018
36		<p>South East Business Boost (SEBB) European funded project - 3 year programme.</p>	<p>Department for Place Culture <i>Assigned to all Culture Group Managers</i></p>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
37		Queensway Area regeneration Project – 2017/18 actions: Progress to the selection of a Development Partner and an agreed financing model	Department for Place <i>Regeneration and Business Development</i> Department of The Chief Executive <i>Finance & Resources</i>	31 March 2018
38		Delivery of Local Plan	Department for Place <i>Planning and Transport</i>	31 March 2018
39		Deliver a secondary school places strategy to cater for the increasing pupil numbers	Department for People <i>Learning Services</i>	31 March 2018
40		To implement year one of the improving school performance strategy	Department for People <i>Learning Services</i>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
41		Complete a full seven year review of admissions arrangements including a consultation exercise.	Department for People <i>Learning Services</i>	31 March 2018
42		Deliver programme of Cultural Activities: 125 th year of Borough Charter, including Poppies Wave Installation in Shoebury.	Department for Place <i>Culture Group Managers</i>	31 March 2018
43		Pier Works Programme: Infrastructure - a programme of works including structural works; non-structural works; design works for the Pier Pavilion Deck and technical design for the transport system replacement.	Department for Place <i>Culture</i>	31 March 2018
44		Implement year one of the strategy to narrow the gap between the performance of those in receipt of Free School Meals (FSM) and their peers.	Department for People <i>Learning Services</i>	31 March 2018
45	Excellent Corporate Priorities:	Procurement – Delivery of £3m savings by 2019, of which £1.5m will be delivered in 2017/18.	Department for People <i>Children's Services Commissioning and</i>	31 March 2018

No	Aim/Corporate Priorities	Action	Directorate	Due Date
	<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. 		<i>Procurement</i>	
46		As part of the corporate wide project, fully implement the Learning Management System , which has included activity to strengthen appropriate data flow to meet the workforce development needs of the department and wider council.	Department for People <i>Strategic Commissioning and Procurement</i>	31 March 2018
47		Southend Way – To continue to embed the Southend Way cultural change programme (Aspiration programme – Council)	Department of the Chief Executive <i>Transformation</i>	31 March 2018
48		Identify and support opportunities that improve community capacity and resilience (Aspiration programme for the borough)	Department of the Chief Executive <i>Transformation</i>	31 March 2018

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Southend-on-Sea Borough Council

Agenda
Item No.
6

Report of Chief Executive
To
Cabinet

On
19 January 2017

Report prepared by: Joe Chesterton
Director of Finance & Resources

Council Tax Base and National Non Domestic Rating Base 2017/18

Policy & Resources Scrutiny Committee
Executive Councillor: Councillor John Lamb
Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To enable a valid Council Tax to be determined, the calculation of the Tax Base at the commencement of the forthcoming financial year needs to be approved. This report shows the calculation of the Council Tax Base for 2017/18.
- 1.2 To approve the National Non Domestic Rates (NNDR1) form that must be submitted to the Department of Communities and Local Government (DCLG) by 31st January 2017.

2. Recommendations

In respect of the Council Tax Base

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

The Local Council Tax Support Scheme for 2017/18 approved by Council on 15 December 2016, be incorporated into the Council Tax base setting as outlined in Appendices A and B;

That the following changes to Council Tax discounts and exemptions approved by Cabinet on 5 January 2016 will remain unchanged from 1 April 2017 and these are incorporated into the Council Tax Base:-

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

That the further discounts and exemptions that were approved by Council on 13 December 2012 will remain unchanged from 1 April 2017 and these are incorporated into the Council Tax Base;

- **Second homes (Classes A and B) as allowed by Section 1A of the Local Government Finance Act 2012 is set at 0%;**
- **Long-term empty homes (Class C) as allowed by Section 11A of the Local Government Finance Act 2012, a surcharge of 50% is set allowing a full charge of 150% where they have been unoccupied for more than 2 years;**
- **That a continuous 6 week period of occupancy is required between empty periods before a further discount can be awarded.**

2.2 The amount calculated by Southend-on-Sea Council as its Council Tax Base for the year 2017/18 shall be 56,917.61;

2.3 The amount calculated by Southend-on-Sea Council as the Council Tax Base in respect of Leigh-on-Sea Town Council for the year 2017/18 shall be 8,717.19;

In respect of the Non-Domestic Rates Base (NDR1 Form)

2.4 That Cabinet note it will be necessary for the Director of Finance and Resources, in conjunction with the Leader of the Council, to approve the NDR1 form for submission to the DCLG, in line with previous delegated approval, and that the Director of Finance and Resources will include an explanation in a subsequent report to Council as to why it was not practical for Cabinet to use its own delegation.

3. Background

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

4. Council Tax Base

- 4.1 The Regulations require the tax base to be based upon the District Valuer's List as at 30 November each year. This figure is then amended for the estimated activity on the Council Tax base from 1 December to 31 March. An early determination assists the Council and precepting authorities in their financial planning.
- 4.2 Since 1 April 2013, in addition to the forecasting of banding of properties and voids, the Council Tax base must also reflect the discretionary technical reforms of Council Tax (discounts and exemptions) together with the impact of the Local Council Tax Support Scheme because awards of Council Tax Support are classified as discounts and as such will have the effect of reducing the overall Council Tax base.
- 4.3 Exemption classes A & C were abolished with effect from 1 April 2013. Class A exemptions covered "vacant dwellings where major repair works or structural alterations are required, under way or recently completed (up to twelve months) whilst Class C exempt dwellings were "a vacant dwelling (i.e. empty and substantially unfurnished) (up to six months)".
- 4.4 In addition, since 1 April 2013, Local authorities in England have had the choice to apply council tax discounts of between 0% and 50% for second homes, and to apply council tax discounts for empty dwellings at any level between 0% and 100%. Also, from 1 April 2013, an Empty Homes Premium of up to 50% can be charged on dwellings that had been empty for more than 2 years.
- 4.5 On 5 January 2016, Cabinet approved to implement further changes that are set out in 2.1. Specifically, to uninhabitable and empty and unfurnished properties, and this came into effect on 1 April 2016, regardless of when any previous discount has been awarded. This will remain unchanged for 2017/18.
- 4.6 It was agreed by Council on 15 December 2016 that there should be the following changes to the existing Local Council Tax Support Scheme for Southend-on-Sea;
- Removal of the family premium
 - Withdrawal of housing benefit where a person leaves the UK for 4 weeks or more. This is currently 13 weeks.
 - A restriction to 2 children on living allowances used in the calculation of support
 - Removal of the work related component within employment support allowance

These changes were made to match the changes that have happened or are due to happen within Housing Benefit regulations and ensure consistency of assessment between the two schemes.

Calculation of the Council Tax Base

- 4.7 The calculation of the Council Tax Base commences with reference to the number of properties in each band of the valuation list, as it stands, at 30 November each year (the relevant day).
- 4.8 Adjustments are then made for:-
- Any known alterations not shown on the valuation list on the relevant day.
 - Properties exempt from council tax on the relevant day.
 - Any reductions in banding awarded in respect of disabled persons as of the relevant day.
 - Any status discounts granted as they stand on the relevant day.
 - Any estimated changes likely to occur to the base information during the period from the relevant day to 31 March each year.
 - Impacts of the Local Council tax Support Scheme.
- 4.9 Once these adjustments are made to each band, a calculation is made to express all bands as a Band D equivalent. The sum of Band D equivalent properties is then reduced by the Authority's anticipated allowance for changes in voids, discounts and exemptions and an allowance for changes in the provision for bad and doubtful debts (which is linked to the anticipated in year collection rate and collection of arrears). The result is the Council Tax Base for tax setting purposes.
- 4.10 The same exercise is carried out in respect of the area covered by Leigh-on-Sea Town Council. The Government previously consulted on the possibility of providing a separate Council Tax Base for Town and Parish Councils due to changes in Council Tax support. The Government decided not to follow this option and therefore the same allowance must be applied to both calculations.
- 4.11 The Council Tax base for 2017/18 is therefore:-

	Southend-on-Sea	Leigh-on-Sea
Council Tax Base 2016/17	55,701.27	8,645.94
Council Tax Base 2017/18	56,917.61	8,717.19
Increase/(Decrease) in Tax Base 2016/17 to 2017/18	1,216.34	71.25
Percentage Increase/(Decrease) in Tax Base 2016/17 to 2017/18	2.18%	0.82%

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

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

5. National Non Domestic Rating Base (NDR1 Form)

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

5.2 The NDR1 form sets the anticipated amount of non-domestic rates that will be collected in the coming year and will therefore determine the respective shares between Central Government and Southend-On-Sea Council. There will be a retrospective cash adjustment by Government in the following financial year based on the final position for the financial year in question.

5.3 The NDR1 form is in a defined format set by Government and changes from year to year. At the time of writing this report the initial form was received on 21 December 2016 and we have been advised that this is the final version to use for 2017/18. However, it is possible that the DCLG may alter this initial form as late as January.

5.4 Subsequent to the issue of the 2017/18 NDR1 by DCLG on the 21 December 2016, our Council Tax and Business Rates software provider Northgate has provided advice to its 200 plus users in English Local Authorities. They have advised that due to the late issuance of the form and the lack of dialogue from the DCLG to software providers on the technical changes needed that the required updated version of the software to run the NDR1 form will not be available until possibly as late as the 31 January 2017.

5.5 This will mean that the delegation allowing the Director of Finance and Resources, in conjunction with the Leader, to approve the form prior to submission will need to be invoked this year. The NDR1 must be submitted to DCLG by 31 January 2017. If this is the case then the completed form if available in time will be presented to Scrutiny Committees as appropriate.

5.6 In the meantime, finance officers have had to do an estimated calculation of business rates income to prepare the draft budget for 2017/18. This estimate shows the Council's share of business rates income and associated s31 grants in relation to small business rate relief and other reliefs to business funded directly by Government, and after adjusting for prior years, of £21.464m. This estimated lower yield against the assessment in the current Medium Term Financial Strategy of £22.597m arises from a combination of the April 2017 business rates revaluation and the lower rate in the £, as set by Government. The Council holds a specific Business Rates Retention (BRR) earmarked reserve to protect against fluctuations in the Council budget and this is being used to set the 2017/18 draft revenue budget.

5.7 Once the NDR1 form is complete there may be a need to reflect a further adjustment in the final budget for 2017/18 by utilization of the required sum from the BRR reserve. In addition, the Council receives a Business Rates Retention Top-up Grant.

6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

The approval of the Council Tax Base and NDR1 will enable a budget to be set for the forthcoming financial year and a Council Tax level to be set in line with statutory requirements.

6.2 Financial Implications

The financial implications of the approved Council Tax Base and NDR1 will be included in the budget and council tax report for 2017/18 to be considered by Council on 23 February 2017.

These figures will be reflected in the budget proposals for 2017/18 and the Medium Term Financial Strategy.

6.3 Legal Implications

There is a statutory duty to approve the Council Tax Base and NDR1 for 2017/18 and notify precepting authorities by 31 January 2017.

6.4 People Implications

None.

6.5 Property Implications

None.

6.6 Consultation

None.

6.7 Equalities Impact Assessment

None.

6.8 Risk Assessment

Assuming this report is approved, there is no risk that the Council will not meet its statutory duty to approve the Council Tax Base for 2017/18 and notify precepting authorities by 31 January 2017. In addition, it will also enable the statutory deadline of 31 January 2017 to be achieved for the submission of the NDR1.

6.9 Value for Money

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

6.10 Community Safety Implications

None.

6.11 Environmental Impact

None.

7. Background Papers

- Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003);
- Local Government Finance Act 2012 (Calculation of billing authority's council tax base Section 15);
- Valuation List for the Billing Authority area;
- CTB1 Return for 2016/17

8. Appendices

Appendix A – Council Tax base calculation – Southend-on-Sea Council

Appendix B – Council Tax base calculation – Leigh Town Council

Southend-on-Sea Borough Council

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

to
Cabinet
on
19 January 2017

Agenda
Item No.

7

Report prepared by: Ian Ambrose
Group Manager, Financial Management

**Draft 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; and

2.8 The value of the Council's capital allowance for 2017/18 be declared as £25.370M, 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 rent rise. Where working age tenants are in under occupation of their home, any housing benefit payable will be reduced by 14% for one extra bedroom or 25% for two or more extra bedrooms. 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

6.9 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 shows an operating surplus of £3.864M. 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 It is recommended that £60,000 of the 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 £3.804M 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.

8.5 The HRA MTFS will be updated in line with this budget and presented to Cabinet in February.

9 Capital Allowance

9.1 The HRA capital programme is reported elsewhere on this agenda. This proposes an indicative programme of works over the next 4 years totalling £25.370M. At the same time, capital receipts generated by the sale of HRA assets continue to be subject to pooling arrangements with up to 75% of proceeds being paid over to government. The Council can take action to preserve the full value of its non-right to buy capital receipts however by declaring a capital allowance under regulation 16 of the Local Authorities (Capital Finance And Accounting) (England) Regulations. This equates to the value of investment back into affordable housing, and as such is equal to the value of the HRA capital programme.

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

11 Reasons for Recommendations

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

12 Corporate Implications

12.1 **Contribution to Council's Vision & Critical Priorities**
The recommendations in this report contribute directly to the Council's corporate priority to enable well-planned quality housing and developments that meet the needs and expectations of all of Southend's residents.

12.2 **Financial Implications**
As set out in the report

12.3 **Legal Implications**
None at this stage

12.4 **People Implications**
None at this stage

12.5 **Property Implications**
The recommendations in this report assist in the proper management of the Council's housing stock

- 12.6 Consultation
Appropriate notice of proposed increases in rents and charges has been factored into the timetable for implementing the recommendations of this report.
- 12.7 Equalities Impact Assessment
None at this stage
- 12.8 Risk Assessment
The financial risks associated with these proposals have been considered throughout this report, and in particular have been factored into the development of the self-financing business plan, and will be incorporated into the report on the robustness of the budget and the reserves policy to be presented to the March Cabinet.
- 12.9 Value for Money
The proposals within this report are consistent with the Council's plans to continue to improve value for money within the services it offers.
- 12.10 Community Safety Implications
None at this stage
- 12.11 Environmental Impact
None at this stage

13 Background Papers

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

14 Appendices

Appendix 1 – HRA Budget 2017/18

**Draft 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	1,074
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	24,144
Fees and Charges	(74)	(392)	(402)
Dwelling Rents	(25,705)	(25,705)	(25,400)
Other Rents	(1,369)	(1,369)	(1,263)
Other	(263)	(263)	(277)
Interest	(210)	(160)	(135)
Recharged to Capital	(530)	(530)	(531)
Total Income	(28,151)	(28,419)	(28,008)
Net Operating Expenditure	(4,463)	(4,438)	(3,864)
RCCO	2,176	2,176	0
Appropriation to Earmarked Reserves	2,287	2,262	3,864
(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	19,403
Appropriation to Earmarked Reserves	2,287	2,262	3,864
Closing Balance	19,428	19,403	23,267
Total HRA Balances at year end	22,930	22,905	26,769

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Southend-on-Sea Borough Council

Agenda
Item No.

8

Report of Corporate Management Team
to
Cabinet
on
19 January 2017

Report prepared by: Joe Chesterton
Director of Finance and Resources

Draft 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 draft programme of capital projects for the period 2017/18 to 2020/21 that can be submitted to Council for approval.

2. Recommendation

That the Cabinet:

- 2.1 Note the current approved Programme for 2017/18 to 2019/20 of £125.4m (Appendix 1);**
- 2.2 Note the changes to the approved Programme as set out in Appendix 2;**
- 2.3 Consider and approve the proposed new schemes and additions to the Capital Programme for the period 2017/18 to 2020/21 totalling £59.1m of which £52.9m is for the General Fund and £6.2m for the Housing Revenue Account (Appendices 6 and 7);**
- 2.4 Consider and approve the proposed schemes subject to external funding approval for the period 2017/18 to 2020/21 totalling £42.6m (Appendices 2 and 7);**
- 2.5 Note that the proposed new schemes and additions (Appendices 6 and 7) and other adjustments (Appendix 2) will result in a proposed capital programme (excluding schemes subject to external funding approval) of £185.8m for 2017/18 to 2020/21 (Appendix 8);**
- 2.6 Note that, of the total programme of £185.8m for the period 2017/18 to 2020/21, the level of external funding supporting this programme is £58.2m (paragraph 7.1).**

2.7 Note that a final review is being undertaken on the 2016/17 projected outturn and that the results will be included in the report to Cabinet on 14 February 2017;

2.8 Refer this report as approved to all Scrutiny Committees and then to Budget Cabinet on 14 February 2017.

3. Background

3.1 Capital expenditure is defined as expenditure incurred on the enhancement, acquisition or creation of assets needed to provide services, such as houses, schools, vehicles etc. This is in contrast to revenue expenditure which is spending on the day to day running costs of services such as employee costs and supplies and services. Capital grants, borrowing and capital receipts can only be spent on capital items and cannot be used to support the revenue budget. However, it should be noted that revenue funding can be used to support capital expenditure.

3.2 Under the Local Government Act 2003, from 1 April 2004, each authority can determine how much it can borrow within prudential limits (unsupported borrowing). The Government does have powers to limit the aggregate for authorities for national economic reasons, or for an individual authority.

3.3 Unsupported borrowing is not specifically financed by capital grant and no longer as a separate stream in the Government revenue grant. However, the Council has full discretion on how it allocates its formula grant funding. Therefore, any unsupported borrowing undertaken is financed from the total available resources to the Council from both Grant and Council Tax.

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

4.1 The Council's current agreed capital programme for 2016/17 and future years is attached as Appendix 1 and totals £191.2m.

4.2 Movements and proposed new schemes and additions since the agreement of the revised programme in November 2016 have an overall effect of increasing the capital programme by £55.8m and are set out in Appendix 2, with more detail in Appendices 3 to 7.

5. Spending Plans 2017/18 to 2020/21

The proposed additions to the Capital Programme for 2017/18 to 2020/21 of £59.1m are set out in Appendix 6, with the details of each scheme and its funding explained in Appendix 7. The key areas of investment and funding for the Council are identified in the sections below.

5.1 Education

5.1.1 In 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;

5.1.2 All of these allocations will be delivered as capital grant.

5.1.3 The Government is due to announce in February 2017 the 2017/18 figures and indicative figures for the years 2018/19 and 2019/20. If these figures are available in time they will be included in the report to Cabinet on 14 February 2017.

5.1.4 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.

5.1.5 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.

5.1.6 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.

5.1.7 Government funding is now ring fenced and Southend, like many other authorities, will be spending more on Basic Need than the awarded grant.

5.1.8 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.

5.1.9 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.

- 5.1.10 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.
- 5.1.11 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.

5.2 Housing

- 5.2.1 As part of the HRA Land Review project it was agreed that officers should investigate a phased approach to the housing development on Council owned land. The plan is to construct 18 housing units within the Shoeburyness ward. The contractor is progressing well on site, the first five houses in Bulwark Road and Exeter Close have been handed over and it is anticipated that the six houses in Ashanti Close will be handed over in early January.
- 5.2.2 The Housing Revenue Account (HRA) capital programme for the 2016/17 financial year is £8,881,000 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 £2,508,000 for the construction of new housing on HRA land as included above and £345,000 for some remodelling works to sheltered housing schemes.
- 5.2.3 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.
- 5.2.4 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.

5.3 Highways and Transportation

5.3.1 The expenditure will be delivered by fully un-ringfenced capital grants.

5.3.2 The settlement is as follows:

	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

5.3.3 The allocations for the Integrated Transport Block (ITB) 2018/19 to 2020/21 are indicative and are subject to review. The Department for Transport intend to refresh the data in April 2017 and then announce confirmed allocations.

5.3.4 The Department for Transport has recently issued a document titled 'Roads Investment – The roads funding package' which informs where the new funding of £1.3 billion will be allocated as per the Autumn Statement 2016.

5.3.5 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 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.

5.3.6 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. 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, this is flexibility to allocate funding between the two blocks and the LTP actions.

5.4 Other Services

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

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

- 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;

6. Capital Programme 2017/18 to 2020/21

- 6.1 The Council's proposed capital programme for 2016/17 and future years is attached as Appendix 8, which includes all of the adjustments identified in the other appendices.
- 6.2 The proposed capital programme represents a significant investment of nearly £247million on the part of the Council in the Southend area and the projected investment in 2017/18 alone amounts to nearly £59million.
- 6.3 In addition, the proposed schemes subject to external funding approval for the period 2017/18 to 2020/21 amount to over £42m, relating to the Airport Business Park and Better Queensway.

7. Funding the capital programme

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

The proposed estimated funding for the programme is as follows:

Type of funding:	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	Total £m
External funding – capital grant	15.8	18.7	17.7	4.3	56.5
External funding – third party contributions	1.4	0.1	0.2	-	1.7
Capital Receipts	1.0	2.7	-	-	3.7
Major Repairs Reserve (Housing Revenue Account)	7.2	5.8	6.2	6.2	25.4
Earmarked reserves/ Revenue Contributions	3.5	1.3	-	-	4.8
Borrowing – Main Schemes ⁽¹⁾	24.9	27.1	14.2	3.0	69.2
Borrowing – Invest to Save ⁽¹⁾	5.0	5.5	11.3	2.7	24.5
Total	58.8	61.2	49.6	16.2	185.8

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	8.9	8.6	7.5	5.7	30.7
External borrowing	21.0	24.0	18.0	0	63.0
Total borrowing	29.9	32.6	25.5	5.7	93.7

- 7.2 An updated Corporate Asset management Strategy (CAMS) for the period 2015-25 was agreed by Cabinet on 22 September 2015 and endorsed by Full Council on 22 October 2015. This revised CAMS records a clear preference for the retention of freeholds but does recognise that in some circumstances, a disposal is the most appropriate course of action. The Capital Receipts target of £1m p.a. is retained but is not a key driver for the sale of property. Capital receipts will reduce the need for borrowing to support the Capital Programme if they can be generated.
- 7.3 When the Council enters into Prudential Borrowing to fund Capital expenditure, there is a revenue impact and therefore an increase to the 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 approximately 1%.
- 7.4 The full impact of borrowing costs associated with the funding of the proposed programme has been included in the Council's current financial planning for 2017/18 to 2020/21. The draft 2017/18 revenue budget elsewhere on this agenda incorporates the required borrowing costs budget requirement for 2017/18.
- 7.5 In summary, it is the Chief Finance Officer's view that the 2017/18 to 2020/21 proposed capital programme is Prudent, Affordable and Sustainable.

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

- 8.1 Each year the Council agrees a Capital Strategy that sets out the framework for controlling and monitoring the Capital Programme. The Capital Strategy is a key document for the Council. It sets out the processes and policies relating to capital expenditure and includes reference to other key documents of the authority which influence capital investment such as the Medium Term Financial Strategy (MTFS) and the Corporate Asset Management Strategy (CAMS). It is best practice for this strategy to be reviewed annually alongside the MTFS, and an updated Capital Strategy will be presented to Cabinet in February 2017.
- 8.2 In addition, each year the Council agrees a Treasury Management Strategy and prudential borrowing indicators that includes identifying how planned capital investment is to be funded. The strategy will be presented to Cabinet in February 2017 as part of the suite of papers agreeing the overall 2017/18 to 2020/21 budget.

9. Other Options

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

10. Reasons for Recommendations

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

11. Corporate Implications

11.1 Contribution to Council's Vision & Corporate Priorities

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

11.2 Financial Implications

As set out in the report.

11.3 Legal Implications

None at this stage.

11.4 People Implications

None at this stage.

11.5 Property Implications

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

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

11.6 Consultation

Consultation has taken place as agreed in the budget timetable.

11.7 Equalities and Diversity Implications

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

11.8 Risk Assessment

All capital projects are delivered using best practice project management tools as appropriate. This requires a full risk assessment and management review to

be carried out. The programme includes an appropriate sum within each project to cover build risk and claims.

11.9 Value for Money

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

11.10 Community Safety Implications

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

11.11 Environmental Impact

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

12. Background Papers

12.1 None.

13. Appendices

Appendix 1 – Approved Capital Programme November 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 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)

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

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	(4,573)	(6,838)	4,326	4,335	2,750	0
New external funding (see Appendix 5)	Various	8	102	0	0	2,522	2,632
Proposed Additions (see Appendices 6 and 7)	Various	0	6,055	21,436	20,689	10,905	59,085
Current Programme - following amendments		61,178	58,840	61,233	49,552	16,177	246,980

Total budget for 2017/18 to 2020/21: 185,802

Note

Brackets indicate a reduction in budget

General Fund Schemes Subject to Approval	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
Local Growth Fund			12,440	19,815	10,375		42,630
		0	12,440	19,815	10,375	0	42,630

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VIREMENTS BETWEEN APPROVED SCHEMES

Appendix 3

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
Asset Management Capital Programme	Chief Executive	C10600	Pier North End roof repairs	(4)					(4)
	Chief Executive	C10748	Civic East Car Park Redevelopment	4					4
Priority Works	Chief Executive	C10121	Priority Works	(200)					(200)
	Place	New	Southend Pier - Pier View Gallery	200					200
<u>Budget Adjustments already actioned</u>									
Priority Works	Chief Executive	C10121	Priority Works	(15)					(15)
	Chief Executive	C10853	Demolition of Leigh Cliffs Public Toilets	15					15
Priority Works	Chief Executive	C10121	Priority Works	(10)					(10)
	Chief Executive	C10854	Herbert Grove Security	10					10
				0	0	0	0	0	0

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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 Capital Programme	Chief Executive	C10631	New Beach Huts Phase 2	(109)	109				0
	Chief Executive	C10261	Airport Business Park	(1,177)	(6,051)	7,228			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 Capital Programme	Chief Executive	C10751	Queensway - Commercial Property	(500)		500			0
Schools Capital Programme	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 Capital Programme	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
Coastal Defence Capital Programme	Place	C10011	Coastal Defence (Shoebury Common Sea Defence Scheme)		(1,920)	1,420	500		0
ICT Capital Programme	Place	C10767	ICT Priority Works	(100)	100				0
	Place	C10756	Barracuda Replacement	(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
Parking Capital Programme	Place	C10787	Car Park Infrastructure Improvements	(100)	100				0
Culture Capital Programme	Place	C10044	Pump Priming Budget		(233)	233			0
	Place	C10777	Belton Hill Steps	(47)	47				0
	Place	C10779	Playground Gates	(80)	80				0
	Place	C10624	Library Review	(150)	150				0
Southend Pier Capital Programme	Place	New	Southend Pier - Pier View Gallery	(200)	200				0
Energy Schemes Capital Programme	Place	C10788	Energy Efficiency Projects	(100)	100				0
	Place	C10789	Solar PV Projects	(450)	450				0
	Place	C10665	Temple Sutton School Energy Project	(200)	200				0
				(4,573)	(6,838)	4,326	4,335	2,750	0

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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 Capital Programme	People	C10790	Hamstel Juniors Fire Systems H&S	3					3
	People	C10775	Kingsdown Fire Systems Upgrade	5					5
Highways Capital Programme	Place	C10588	Highways Maintenance - Potholes		102				102
	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
	Place	C10708	LTP - Maintenance - Street Lighting					150	150
								0	0
				8	102	0	0	2,522	2,632

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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 *
Total Maintenance Block #

These figures can be seen on Page 8 of Appendix 8 - 'LTP (Integrated Transport block)' schemes
These figures can be seen on Page 8 of Appendix 8 - 'LTP - Maintenance' schemes

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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 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 77	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 78	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	
Total Place				4,625	10,540	5,810	780	21,755
Total General Fund				6,055	21,436	20,689	4,705	52,885
Housing Revenue Account	HRA	New	HRA Future Programme				6,200	6,200
Total HRA				0	0	0	6,200	6,200
New schemes/additions as per Appendix 7:				6,055	21,436	20,689	10,905	59,085

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
General Fund Schemes Subject to External Funding Approval								
Local Growth Fund	Place	New	Local Growth Fund - Airport Business Park/Better Queensway	12,440	19,815	10,375		42,630
Total Local Growth Fund				12,440	19,815	10,375	0	42,630

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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 - £19,260,000

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.

Sub-Total Department for Place

£21,755,000

TOTAL CAPITAL SCHEMES - GENERAL FUND

£52,885,000

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

HOUSING REVENUE ACCOUNT

C39 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

SCHEMES SUBJECT TO EXTERNAL FUNDING APPROVAL

C40 Local Growth Fund (LGF) – £42,630,000

**17/18 – Airport Business Park: £10,440,000, Better Queensway:
£2,000,000**

**18/19 - Airport Business Park: £9,440,000, Better Queensway:
£10,375,000**

19/20 - Better Queensway: £10,375,000

20/21 - £0

This scheme is to deliver a range of significant infrastructure interventions which contribute towards economic prosperity of the borough which are aligned with Council priorities. There are two non-transport schemes which may require Council match funding which are at different stages in the LGF process:

Airport Business Park - £19,880,000

Better Queensway - £22,750,000

These projects are all Council priorities with budgets reflected elsewhere, however the commitment to match funding is required in order to secure the funding (where successful) and successfully deliver the outputs detailed in the business cases.

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

Sub-Total Schemes Subject to External Funding approval £42,630,000

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	Schemes Subject to External Funding Approval £'000
2017/18	6,055	0	6,055	12,440
2018/19	21,436	0	21,436	19,815
2019/20	20,689	0	20,689	10,375
2020/21	4,705	6,200	10,905	0
TOTAL	52,885	6,200	59,085	42,630

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	Schemes Subject to External Funding Approval £'000
2017/18	4,440	0	1,045	570	0	6,055	12,440
2018/19	14,413	1,200	4,023	1,800	0	21,436	19,815
2019/20	10,100	6,300	4,289	0	0	20,689	10,375
2020/21	2,992	0	1,713	0	6,200	10,905	0
TOTAL	31,945	7,500	11,070	2,370	6,200	59,085	42,630

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 3	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
107	D – Other Place Schemes Total	18,895	0	70	295	0	19,260
	Department for Place Total:	21,315	0	70	370	0	21,755
	General Fund Total:	31,945	7,500	11,070	2,370	0	52,885
C39	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	11,070	2,370	6,200	59,085

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

Schemes Subject to External Funding Approval:

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
C40	Local Growth Fund	0	0	42,630	0	0	42,630
	Schemes Subject to External Funding Approval Total:	0	0	42,630	0	0	42,630

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
Airport Business Park	C10261	3,520	3,000	7,228			13,748
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
Porters 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	3,854	8,282	11,397	5,000	2,685	31,218
Regeneration	C10747	500					500
Commercial Property	C10751		500	500			1,000
Ground Penetrating Radar	C10745	142					142
	Total Better Queensway	642	500	500			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	191	488	500	500	500	2,179
	Total Priority Works	191	488	500	500	500	2,179
	Total Department of the Chief Executive	5,481	9,400	12,397	5,500	3,185	35,963

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	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	994	4,158	6,300		11,552
Total Adult Social Care		681	1,285	4,158	6,300		12,424
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	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		1,000	652				1,652

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
Total Devolved Formula Capital		288					288
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
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		11,021	8,840	8,195	8,579	3,425	40,060
Total Department for People		14,541	12,402	13,546	14,879	3,425	58,793

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	199	250				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 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	10					10
Parks land drainage - Blenheim Park	C10694	1					1
Playground Gates	C10779	50	80				130
Priory Park Water Main	C10625	29					29
Prittlewell Prince Research	C10043		38				38
Prittlewell Prince Storage	C10696	120					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	20	230				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		1,616	4,930	523	255	30	7,354
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
City Deal - Incubation Centre	C10668		44				44
Three Shells Lagoon	C10658	1,669					1,669
Pier Hill Lifts Replacement	C10737	294					294
Property Refurbishment Programme	C10626	506	500	500	500		2,006
Resorts Assets	NEW		50				50
Total Enterprise, Tourism & Regeneration		2,469	594	500	500		4,063
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	190					190
Cliff Stabilisation - Clifton Drive	C10683	345					345
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		881	500	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
Street Lighting Renewal	C10061	8,071	2,485				10,556
Total Highways & Infrastructure		9,623	4,389	1,792	1,065	65	16,934
Car Park Infrastructure Improvements	C10787	100	300				400
Car Parks Upgrade	C10151	134					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		234	825	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	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 - eductation	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 Seec 0200500ful	C10073		104				104
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

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		779	1,368	108	231		2,486
LTP (Integrated Transport block) - Bridge Strengthening	C10512	304	370	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	595	400	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		3,013	2,639	2,522	2,522	2,522	13,218
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
Travel Centre - Bus Service Provision in the Town Centre	New		50				50
Total Transport		510	50				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	50	750	125			925
LED Lighting - Civic Centre Underground Car Park	C10662	19					19
LED Lighting - University Square Car Park	C10844	75					75
Solar PV Projects	C10789	50	910				960
Southend Adult Community College Energy Project	C10664	256					256
Schools and Council Buildings Solar PV	C10740	217					217
Temple Sutton School Energy Project	C10665	83	200				283
Total Energy Saving		1,565	2,060	125			3,750
Total Department for Place		32,275	29,868	29,490	22,973	3,367	117,973
Total General Fund Capital Schemes		52,297	51,670	55,433	43,352	9,977	212,729

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	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		6,200	5,800	6,200	6,200	24,400
Total Decent Homes Programme		4,919	7,170	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		3,070					3,070
Total HRA Capital Schemes		8,881	7,170	5,800	6,200	6,200	34,251
TOTAL PROPOSED CAPITAL PROGRAMME		61,178	58,840	61,233	49,552	16,177	246,980

Total Capital Programme 2017/18 to 2020/21: 185,802

General Fund Schemes Subject to External Funding Approval	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
Local Growth Fund - Airport Business Park	New		10,440	9,440			19,880
Local Growth Fund - Better Queensway	New		2,000	10,375	10,375		22,750
Total Local Growth Fund			12,440	19,815	10,375		42,630
Total GF Schemes Subject to External Funding Approval			12,440	19,815	10,375		42,630

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Southend-on-Sea Borough Council

Agenda
Item No.

9

Report of Corporate Management Team

to
Cabinet

on
19 January 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 the sections of Eastern Esplanade (East of No 65 to Warwick Road), Thorpe Esplanade (from Warwick Road to Thorpe Hall Avenue) and Ness road (from opposite No 59 to 144/146) for consistency along these roads. 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.
 - 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

5 Other Options

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

6 Reasons for Recommendations

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

7 **Appendices**

Appendix 1 – Department for People

Appendix 2 – Department for Place

Appendix 3 – Department of the Chief Executive

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	3,681.00		3,681.00	1,072.00	41.09%
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	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge 2017/18	(20%)	Gross 2017/18	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%

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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				

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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):								

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	
		£	£	£	£	£	£	£	%
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 – ½ 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	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	Running moorings	70.83	14.17	85.00	70.83	14.17	85.00	0.00	0.00%
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	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	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%

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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	6.35		6.35	0.15	2.42%
81	240 litre Garden waste bin (to purchase, one off cost)	27.75		27.75	28.30		28.30	0.55	1.98%
82	52 week garden waste permit (annual payment by direct debit)	41.50		41.50	42.30		42.30	0.80	1.93%
83	52 week garden waste permit (payment by cheque/card)	49.80		49.80	50.80		50.80	1.00	2.01%
Bulky Waste									
84	1st individual bulky item	7.50		7.50	7.70		7.70	0.20	2.67%
85	2nd individual bulky item	5.00		5.00	5.10		5.10	0.10	2.00%
86	3rd individual bulky item	5.00		5.00	5.10		5.10	0.10	2.00%
87	4th individual bulky item	5.00		5.00	5.10		5.10	0.10	2.00%
88	5th individual bulky item	5.00		5.00	5.10		5.10	0.10	2.00%
Combined items:									
89	Three piece suite	17.50		17.50	17.90		17.90	0.40	2.29%
90	Dining Table and 6 chairs	17.50		17.50	17.90		17.90	0.40	2.29%
	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%

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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 advertisement necessary	470.00	94.00	564.00	485.00	97.00	582.00	18.00	3.19%
34	Temporaray Traffic Orders - where advertisement 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%)								

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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

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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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

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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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	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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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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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

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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
Seasonal	Valid 7 days a week	1/11-31/3	£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
Seasonal	Valid 7 days a week	1/11-31/3	£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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163

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 Action	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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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	Proposed Action	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	Proposed Action	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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164

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 This includes previously uncharged areas(East of No 65 Eastern Esplanade upto Warwick Road)

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	

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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

This includes previously uncharged areas(from Warwick Road to Thorpe Hall Avenue)

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		

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			

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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			

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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					

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

Season Tickets	Proposed Action	Valid	Current Charge	Proposed Charge	
				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					

Maximum Season Ticket allocation	100%
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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

Season Tickets	Proposed Action	Valid	Current Charge	Proposed Charge	
				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					

Maximum Season Ticket allocation	100%
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Ness Road 0900-1800 DAILY

Includes uncharged bays between No 59 to 144/146 Ness Road

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	Proposed Action	Valid	Current Charge	Proposed Charge	
				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					

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	£15.00	£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	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	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				

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	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%

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	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				

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	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	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase		
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	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%

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	Description of Service	Net Charge	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	£	%
		£	£	£	£	£	£	£	%
	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%

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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	VAT	Gross 2016/17	Proposed Net	VAT	Proposed	Proposed Increase	
		2016/17	(20%)	Charge	Charge	(20%)	Gross 2017/18	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	Commital 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	Commital 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%

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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%

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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 creamated 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 memeorial 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

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	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

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	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 Change	%
		£	£	£	£	£	£	£	%
	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 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	
		£	£	£	£	£	£	£	%
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

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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	NEW
34	Commercial Full Day (9hrs)				120.00		120.00	120.00	NEW
35	Commercial Hourly (8am - 10pm)				20.00		20.00	20.00	NEW
36	Concessions Half Day (4hrs)				40.00		40.00	40.00	NEW
37	Concessions Full Day (9hrs)				80.00		80.00	80.00	NEW
38	Concessions Hourly (8am - 10pm)				15.00		15.00	15.00	NEW
39	Midweek Evenings (4hrs)				50.00		50.00	50.00	NEW
40	Academic Holidays (Mon - Fri)				50.00		50.00	50.00	NEW
	Table Sales / Stalls (Ground / First Floor Foyer)								
41	Commercial 1 table				25.00		25.00	25.00	NEW
42	Commercial 2 tables				40.00		40.00	40.00	NEW
43	Commercial 3 tables				50.00		50.00	50.00	NEW
44	Concession 1 table				5.00		5.00	5.00	NEW
45	Concession 2 tables				10.00		10.00	10.00	NEW
46	Concession 3 tables				15.00		15.00	15.00	NEW
	TICKFIELD								
	Extra Large (Darwin Evolution Room)								
47	Commercial Half Day (4hrs)				240.00		240.00	240.00	NEW
48	Commercial Full Day (9hrs)				480.00		480.00	480.00	NEW
49	Commercial Hourly (8am - 10pm)				65.00		65.00	65.00	NEW
50	Concessions Half Day (4hrs)				200.00		200.00	200.00	NEW
51	Concessions Full Day (9hrs)				400.00		400.00	400.00	NEW
52	Concessions Hourly (8am - 10pm)				50.00		50.00	50.00	NEW
53	Midweek Evenings (4hrs)				100.00		100.00	100.00	NEW
54	Academic Holidays (Mon - Fri)				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	NEW
56	Commercial Full Day (9hrs)				360.00		360.00	360.00	NEW
57	Commercial Hourly (8am - 10pm)				50.00		50.00	50.00	NEW
58	Concessions Half Day (4hrs)				150.00		150.00	150.00	NEW
59	Concessions Full Day (9hrs)				300.00		300.00	300.00	NEW
60	Concessions Hourly (8am - 10pm)				40.00		40.00	40.00	NEW
61	Midweek Evenings (4hrs)				75.00		75.00	75.00	NEW
62	Academic Holidays (Mon - Fri)				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

Report of Corporate Management Team
To
Cabinet
On
19 January 2017

Report prepared by: Joe Chesterton
Director of Finance & Resources

Agenda
Item No.

10

Draft 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 for consideration a 2017/18 draft revenue budget.

2. Recommendations

That Cabinet;

- 2.1. Endorse the 2017/18 draft revenue budget and any required commencement of consultation, statutory or otherwise;**
- 2.2. Note that the 2017/18 draft revenue budget has been prepared on the basis of a Council Tax increase of 4.99%, being 1.99% for general use and 3% for Adult Social Care;**
- 2.3. Note that the 2017/18 draft revenue budget has been prepared using the provisional local government finance settlement and that the outcome from the final settlement will need to be factored into the final budget proposals for Budget Cabinet and Budget Council;**
- 2.4. Refer the 2017/18 draft revenue budget, as approved, for the views of all Scrutiny Committees, Business sector and Voluntary sector to inform Budget Cabinet, which will then recommend the Budget and Council Tax to Budget Council;**
- 2.5. Note the Schools budget position and that the recommendations to the Schools Forum on 18th January 2017, as set out in Appendix 14 and 14(i) are referred to People Scrutiny Committee and then to Budget Cabinet and Budget Council;**
- 2.6. Endorse the direction of travel for 2018/19 and beyond (Section 15).**

3. Council Budget Process

- 3.1. The Council must set its revenue budget and Council Tax by 11 March of the preceding financial year. If, for whatever reason, the Council cannot agree a budget and Council Tax at Budget 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 draft revenue budget proposed in this report.
- 3.3. The Housing Revenue Account (HRA) budget also needs to be agreed in a timely manner to ensure rent reviews can be reflected from 1 April of each year, and so a report on this can also be found elsewhere on this agenda.
- 3.4. The high level decision-making timetable is shown below:

Schools Forum	7 December 2016 & 18 January 2017
Cabinet approves proposals for reference to Scrutiny Committees, Business and Voluntary sectors	19 January 2017
Cabinet approval (delegated from Council) for the 2017/18 Council Tax base of 56,917.61 equivalent Band D properties	19 January 2017
Scrutiny and Consultation Scrutiny Committees:- - Place - People - Policy & Resources	23 January 2017 24 January 2017 25 January 2017
Business and Voluntary sector consultation	19 January 2017
Precept announcements Leigh-on-Sea Town Council Essex Fire Authority Essex Police Authority	17 January 2017 15 February 2017 Police Commissioner by 1 March 2017 (Essex Police and Crime Panel 26 January 2017)

Cabinet recommends the Revenue Budget, Council Tax, Fees & Charges, Capital Programme and HRA to Council	14 February 2017
Council approves the revenue and capital budget, Council Tax and HRA	23 February 2017

- 3.5. This report presents the draft General Fund revenue budget for 2017/18 for reference to the Scrutiny Committees and as the basis for consultation with the business and voluntary sectors.
- 3.6. A fuller report including the updated four year Medium Term Financial Strategy and the statutory statement by the Chief Finance Officer on the robustness of the estimates and adequacy of reserves under s25 of the Local Government Act 2003, will be presented to the Budget Cabinet at its meeting on 14 February 2017 and to Budget Council at its meeting on 23 February 2017.

4. Government Funding – Grant and Finance Settlement

- 4.1 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.
- 4.2 The latest Finance Settlement maintains the key changes in the way that Local Government is now financed, which were introduced in April 2013. To recollect for Members the main changes arose from the launch of the Business Rates Retention (BRR) scheme as the principle form of local government funding. In previous years, the settlement announcement provided local authorities with their expected general revenue allocations for the following financial year. The settlement now provides authorities with a combination of provisional Revenue Support Grant (RSG) allocation and confirmation of Business Rates top up grant.
- 4.3 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.
- 4.4 The Adult Social Care precept is confirmed to continue, however, the Government has now introduced a flexibility to the precept in that the maximum 6% increase allowed over the next three years (2017/18 to 2019/20) can be applied in any of the three years as long as the precept does not exceed an additional 3% in 2017/18 and 2018/19 and an additional 2% in 2019/20.
- 4.5 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 now confirmed acceptance of the Council's efficiency plan and therefore to its entitlement of a guaranteed minimum sum of RSG.

4.6 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. The actual timing of the final announcement has yet to

be announced, but would normally follow shortly after the consultation period has ended. The provisional settlement does refer to February for the final settlement. A verbal update will be given to Cabinet on any further information surrounding the final finance settlement and any implication on the setting of the Budget;

- (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 reapportion 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. Government Funding – Dedicated Schools Grant (DSG)

- 5.1 The Dedicated Schools Grant (DSG) was introduced in 2006/07, as a 100% specific grant to fund the Schools Budget. It excludes post-16 funding (with the exception of Special Educational Needs) and other specific grants. The Schools Budget includes funding for all maintained schools in Southend-on-Sea. It also includes other costs relating to pupil's education, mainly comprising: independent school placements, outside the Borough, for pupils with special needs; private, voluntary and independent providers of nursery education; the Southend-on-Sea Pupil Referral Unit; education out of school; behaviour support services; the admissions service; and initiatives agreed by the Schools Forum.
- 5.2 The DSG is now mainly based on pupil numbers in the October before the beginning of each financial year, plus an estimate for the Early Years Block, plus an allocated High Needs Block, allowing an estimate of total grant to be made in order for local authorities to calculate individual school budgets in February.
- 5.3 The current estimated total DSG for 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 £81.0 million to £63.1 million.

6. Schools Budget

- 6.1 The Schools Budget consists of delegated funding to schools and early years providers, the funding of some central services, and the funding related to individual children such as for children with special educational needs (SEN) also known as 'High Needs'.
- 6.2 The Schools Budget is funded from the DSG. In addition, funding for post 16 students in schools is received from the Education Funding Agency.
- 6.3 The Department for Education (DfE) announced on 20 December 2016 the funding details for 2017/18 which are summarised below:
- (i) Separation of the DSG budget between Schools Block, Early Years Block and High Needs Block.
 - (ii) Education Support Grant (retained services), that is used to fund the Council's statutory duties in relation to education, has been transferred into the Schools Block, and with the agreement of the Education Board transferred back to the Council.
 - (iii) Overall DSG funding will therefore be protected based on the current 2016/17 funding per pupil albeit split between the various blocks.
 - (iv) Schools will be protected by a Minimum Funding Guarantee (MFG) so as to lose no more than 1.5% per pupil compared to 2016/17.
- 6.4 The overall DSG to Southend-on-Sea for 2017/18 will be paid at:-

Area	Amount (£'s)	Detail
Schools Block	116,376,769	25,306 pupils @ £4,598.78 each
Early Years Block	8,212,992	Provision for 1,637 FTE 3 – 4 year old children @ £4.40 per hour
	1,571,544	Provision for 526 2 year old children @ £5.24 per hour
	157,959	Early years pupil premium
High Needs Block	17,783,562	Includes placement and top up funding
Total DSG 2017/18	144,102,826	

- 6.5 Decisions on the allocation of the DSG are effectively made by the Education Board (meeting as the Schools Forum), although their recommendations still need to be confirmed by the Council. The Schools Forum met on 7 December 2016 and 18 January 2017 to consider the Schools Budget. Subject to Cabinet approval, budget allocations to schools will be determined by the recommendations from the Forum.

- 6.6 Overall due to the cash flat settlement there is no increase in DSG funding per pupil in 2017/18.
- 6.7 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).
- 6.8 As a percentage of their total budget, the overall cash funding for schools will see an increase of circa 0.7% due to pupil number growth. The change in budget for individual schools will vary depending upon pupil numbers and pupil funding factors such as free school meals registration, with some seeing a larger change than 0.7% and some less.
- 6.9 Following the recommendation of the Schools Forum on 18 January 2017, Appendix 14 and 14(i) show the detailed breakdown of the 2017/18 Schools budget. The schools position for 2017/18 will now be submitted to the People Scrutiny Committee on 24 January 2017, through to Budget Cabinet on 14 February 2017, and then to the Budget Council on 23 February 2017 for final agreement of the Schools Budget, based on the recommendations from the Schools Forum and the comments from the Scrutiny Committee. Following this process, final budgets will be issued to schools.

7. Medium Term Financial Strategy (MTFS)

- 7.1 The Medium Term Financial Strategy that was approved in February 2016 was for a four year period up to the financial year 2019/20. It is now in need of updating as a result of the latest Local Government Finance Settlement, changes to the projections in the current financial planning figures and a review of our service delivery plans and recently refreshed corporate priorities.
- 7.2 It is good practice to update the rolling MTFS as part of setting the Council budget and Council Tax to ensure our financial planning is fully aligned and integrated.
- 7.3 The MTFS for the next four year period 2017/18 to 2020/21 will, therefore, be presented as part of the budget proposals for Budget Cabinet on 14 February 2017 and Budget Council on 23 February 2017.

8. 2017/18 Budget Proposals

- 8.1 This Council budget has been prepared against the background of the Governments' spending plans through various Budget speeches, the Chancellor's Autumn Statement and the Local Government provisional finance settlement. The various Government announcements continue to see the most substantial contraction of available public sector funding, but particularly in Local Government, for many decades.

- 8.2 In addition, it continues to be based upon the Government's significant funding reform for Local Government that has been the most radical in generations. As a result of both the significant contraction of available funding and the financial reforms there is a consequent need to continue to find a significant level of revenue savings over the next four financial years at least on par with the last four year period.
- 8.3 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 years 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.
- 8.4 The draft 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 £117.008 million. A high level budget summary of the position is set out at Appendix 1. The draft 2017/18 revenue budgets for each Portfolio are then set out in Appendices 2 - 9 and show the original budget and probable outturn for 2016/17 and the 2017/18 base budget before savings and pressures.
- 8.5 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 10 and 11. After applying the required pressures of £3.000 million to the base budget there is a budget gap to find in 2017/18 of £12.916 million through departmental savings, corporate contingencies, use of the adult social care precept and earmarked reserves.
- 8.6 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.
- 8.7 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.
- 8.8 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 draft budget. The

Adult Social Care and Children cost pressures identified for the 2017/18 proposed draft budget reflect the realignment of the respective base budgets to ensure there is adequate budget to manage the required service demands and delivery.

- 8.9 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 will form part of the S.151 officers statement on the adequacy of balances and the robustness of the budget in the final budget to be presented to Cabinet on 14 February 2017.
- 8.10 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

- 8.11 £1.650 million of the identified total pressures of £3.000million 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.
- 8.12 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.
- 8.13 The proposals in paragraphs 8.11 and 8.12 reduce the budget gap of £12.916 billion to £9.691 million.
- 8.14 The budget gap is then reduced further by various savings proposals, which total £6.921 million set out fully in departmental order in Appendices 12 and 13.
- 8.15 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 £2.770 million. Rather than make more savings to balance the budget, it is proposed to use £2.770 million of earmarked reserves to balance the budget.

8.16 The budget proposals therefore include the use of £1.133 million of the business rates retention reserve to fund the anticipated shortfall in business rates receipts following revaluation and £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.

8.17 This will result in a balanced draft 2017/18 revenue budget of £119.778 million (2016/17 £121.915 million). The use of the Adult Social Care Precept will add £3.375 million to this budget, bringing the total budget to £123.153 million (2016/17 £123.206 million).

8.18 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.

8.19 A total of £1.850 million of earmarked reserves are being used to fund the above items of one-off project spending (of which £0.950 million is in 2017/18).

8.20 It is recommended that the draft budget is referred to all Scrutiny Committees and their comments considered by the Budget Cabinet on 14 February 2017 to enable the Budget Cabinet to make its recommendation on the 2017/18 budget to full Budget Council on 23 February 2017.

9. Staffing implications of budget savings proposals

9.1 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.

9.2 Formal redundancy consultation with the recognised Trades Unions has commenced and all staff have been fully briefed on the implications of these proposals.

9.3 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.

9.4 The staffing reductions will be managed in accordance with the Councils policies on the Managing Organisational Change and Redundancy.

9.5 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.

9.6 Volunteers for redundancy have already been sought and will be further sought in order to minimise the number of compulsory redundancies.

9.7 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.

10. Corporate Priorities

10.1 The proposed revenue budget has regard to the Council's 2017/18 Corporate Priorities, which are attached at Appendix 15.

11. Budget Consultation

11.1 The media coverage of the public sector economic situation places a worthy expectation for local authorities to engage communities in the difficult decisions that will determine what services are delivered by the Council and how.

11.2 The Council 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.

- 11.3 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.
- 11.4 The overall results and comments from the consultation have continued to help inform the preparation of the 2017/18 draft revenue budget.

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

- 12.1 Each department has produced a departmental equality analysis taking into consideration any equality and cohesion impacts that restructuring their service may have on staff and service users. The results were then challenged by an internal team of officers and then by the Corporate Management Team.
- 12.2 As before the aim will be to protect delivery of key frontline services as well as highlight greater opportunities for collaborative working with partners to deliver services. Staff, Councillors, Trade Unions, Service users and residents were consulted and engaged in the process. These include but were not limited to, Chief Executive briefing sessions, Departmental Management and Team meetings, workshops and resident engagement via the budget consultation process.
- 12.3 Recommendations made in departmental supporting action plans identify how each department will aim to address and mitigate any indirect differential impact on staff and services over the coming year.
- 12.4 An overarching EIA is attached at Appendix 16.

13. Council Tax Base 2017/18 and Estimated Collection Fund Surplus/Deficit 2016/17

- 13.1 The Council has to formally determine the Council Tax Base (the number of Band D equivalent properties) for 2017/18 and any estimated Collection Fund balance at the end of 2016/17. The Council Tax Base for 2017/18 is as reported in a separate report on this agenda for approval as delegated by Council at 56,917.61 (equivalent Band D properties) including Leigh-on-Sea Town Council.
- 13.2 The tax base for Leigh-on-Sea Town Council has been calculated for 2017/18 as 8,717.19 Band D equivalents.
- 13.3 The Council Tax base for Southend-on-Sea has increased as a result of a combination of a number of new properties on the list coupled with the on-going impact of the agreed discounts and exemptions.

13.4 The estimated balance on the Collection Fund in respect of Council Tax at the end of 2016/17 will be reported formally to the Budget Cabinet on 14 February 2017. The draft budget and Council Tax implications are currently based on the use of £0.5 million of the projected surplus attributable to the Council.

14. Council Tax (including Precepts)

14.1 The draft budget assumes a Council Tax increase at 1.99% 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 again not offered one this year.

14.2 The Cabinet (and Scrutiny Committees) may wish to bear in mind that a 1% change in Southend-on-Sea Borough Council's element of the Council Tax is £12.06 per annum for a Band D property. This equates to an amount of circa £0.686 million in the revenue budget for each 1% change.

14.3 The proposed Council Tax increase for general use of 1.99% will mean a Band D level of £1,206.18 per annum on the Southend-on-Sea element of the Council Tax (2016/17 the Band D level is £1,182.64). This equates to an annual increase of £23.54 and a weekly increase of 45p.

14.4 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.

14.5 At this stage the precepts from the major precepting authorities (Fire and Police) are not yet finalised. Also, the Leigh-on-Sea Town Council precept is not yet finalised.

14.6 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 26 January 2017). No indication has been given of the relevant precept level for 2017/18.

14.7 Essex Fire Authority is due to set its precept on 15 February 2017 (after consideration by its Policy & Strategy Committee on 4 January 2017). The precept level being proposed is an increase of 1.99%.

14.8 Leigh-on-Sea Town Council is due to set its precept at its Council meeting on 17 January 2017. No indication has been given of the relevant precept level for 2017/18.

14.9 The precepts will form part of the formal Council Tax setting at Budget Council on 23 February 2017. As part of the draft budget, estimations have been made of the expected precept levels pending formal approval by the precepting authorities. Any variances from that contained in the draft budget are expected to be minimal and will be contained within the overall budget proposals that will be presented to Budget Council.

14.10 In addition, the draft 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 8.

15. 2018/19 and Beyond

15.1 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.

15.2 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.

15.3 Like all local authorities in England, Southend-on-Sea Borough Council is facing unprecedented financial challenges. The Council has, over a number of years, addressed significant funding gaps whilst also achieving improved efficiency and service delivery. In the current, and forecast, period of national financial stringency the scale of financial contraction is such as to challenge the scale, nature and purpose of the role of the Council.

15.4 Traditionally, and particularly over recent years, the nature of Council activity has seen an increase in the level of directly delivered services for the local populace and for local businesses and visitors. Many services have been delivered on a universal basis and free or at limited cost. As funding continues to reduce greater pressure is being placed upon the services provided by the Council and also the way in which these are delivered.

15.5 Since the beginning of the national fiscal situation the Council has striven to sustain its full range of services but it is increasingly likely that this approach will be unviable.

- 15.6 The Council will increasingly focus the delivery of its services in a targeted way, concentrating on delivering services to those residents who need the Council's help. The Council will also adopt this as an approach in tailoring the delivery of its many statutory services. To underpin this approach the Council will also reposition its role as one to help the community, its residents and businesses, to take personal control of as many factors affecting their lives as is possible.
- 15.7 The Council will 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.
- 15.8 The Council will also seek to address critical issues such as equality, disadvantage, lack of attainment and poverty by working with communities themselves, seeking enhanced training and opportunity and by fostering and promoting the local economy and thereby enhancing opportunities for aspiration, attainment, household income and personal achievement.
- 15.9 The Council will also seek to explore innovative income generation opportunities that will assist with increasing the Council's revenue sources to assist with bridging the significant budget gap the Council has to deliver. In addition, there is the intention to look greater at commercial opportunities for services of the Council.
- 15.10 Given the financial challenge we have and are to continue to face for a number of years, a continued programme of corporate working will continue with this efficiency drive and to help support the identification of savings for future years. This will allow us to have a programme driving transformational change in the organisation and will allow a clear focus on delivery of the required significant savings that will be required over this period.
- 15.11 Over the coming year it will be extremely important to consider future year potential savings proposals in anticipation of delivering tailored services for the community whilst addressing the known budget reductions required from our total budget and reflecting the estimated significant government grant reductions. It is currently anticipated arising from the Autumn Statement in late 2016, that further savings in the order of £22m to £25m will be required from the Council's circa £123m annual net budget for the three years 2018/19 to 2020/21.
- 15.12 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.

16. Corporate Implications

16.1 Contribution to Council's Vision & Critical Priorities

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

16.2 Financial Implications

As set out in the body of the report.

16.3 Legal Implications

None at this stage.

16.4 People Implications

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

16.5 Property Implications

None

16.6 Consultation

Consultation has taken place with the Chief Executive, 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.

16.7 Equalities Impact Assessment

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

16.8 Risk Assessment

The budget proposals will be subject to the Deputy Chief Executives and Directors review of risk and robustness. This will inform the Director of Finance & Resources' Section 25 statement on the robustness of estimates and adequacy of reserves to be reported to the Budget Cabinet on 14 February 2017 and Budget Council on 23 February 2017.

16.9 Value for Money

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

16.10 Community Safety Implications

Assessments have been carried out for all revenue proposals.

16.11 Environmental Impact

Assessments have been carried out for all revenue proposals.

17. Background Papers

17.1 The provisional finance settlement 2017/18, DCLG

17.2 Budget working papers are held in the Finance & Resources' Accountancy section.

17.3 Equality Impact Assessments

18. Appendices

Appendix 1	Summary of Draft 2017/18 General Fund Revenue Budget
Appendix 2	2017/18 Draft budget - Leader
Appendix 3	2017/18 Draft budget – Corporate & Community Support Services
Appendix 4	2017/18 Draft budget – Culture, Tourism & the Economy
Appendix 5	2017/18 Draft budget – Transport, Waste & Cleansing
Appendix 6	2017/18 Draft budget – Housing, Planning & Public Protection Services
Appendix 7	2017/18 Draft budget – Children & Learning
Appendix 8	2017/18 Draft budget – Health & Adult Social Care
Appendix 9	2017/18 Draft budget - Technology
Appendix 10	Schedule of Proposed Pressures
Appendix 11	Description of Proposed Pressures
Appendix 12	Schedule of Proposed Savings
Appendix 13	Description of Proposed Savings
Appendix 14	Schools Budget
Appendix 14(i)	Schools Budget
Appendix 15	Corporate Priorities 2017/18
Appendix 16	Equality Analyses supporting budget proposals

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**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	2	2,281	1,977	2,224	2,224
Corporate & Community Support Services	3	12,285	12,411	12,705	12,705
Culture, Tourism & the Economy	4	11,754	12,417	12,349	12,349
Transport, Waste & Cleansing	5	22,646	22,942	22,847	22,847
Housing, Planning & Public Protection Services	6	8,865	8,776	6,615	6,615
Children & Learning	7	26,254	26,992	26,403	26,403
Health & Adult Social Care	8	38,186	39,980	38,452	38,452
Technology	9	4,025	4,062	4,422	4,422
Sub Total		126,296	129,557	126,017	126,017
Capital Financing Removed		(18,642)	(18,642)	(18,858)	(18,858)
Portfolio Net Expenditure		107,654	110,915	107,159	107,159
Levies		585	579	590	590
Contingency - General		2,088	1,855	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	1,840
Pensions Upfront Funding		(4,782)	(4,782)	7,467	7,467
Financing costs		15,787	15,672	16,595	16,595
Total net expenditure		125,060	126,339	137,889	137,889
Contribution to /(from) general reserves		0	0	0	0
Contribution to /(from) earmarked reserves		(3,874)	(5,353)	(10,775)	(10,775)
Revenue Contribution to Capital		6,472	6,472	3,347	3,347
Corporate Pressures	10 & 11	0	0	0	3,000
Met by Adult Social Care Precept & Inflation Contingency		0	0	0	(2,500)
Proposed Savings	12 & 13	0	0	0	(6,921)
Use of Adult Social Care Precept to fund baseline		0	0	0	(725)
Corporate Savings (2016/17)		(200)	0	0	0
Non Service Specific Grants		(4,252)	(4,252)	(3,537)	(3,537)
Budget Requirement		123,206	123,206	126,924	119,778
Use of Adult Social Care Precept					
Adult Social Care Service Enhancements					1,000
To part meet Adult Social Care Pressures					1,650
To fund Adult Social Care baseline services					725
		0	0	0	3,375
Total Budget Requirement		123,206	123,206	126,924	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			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Corporate Subscriptions	73	0	73	73	0	73	73	0	73
Corporate and Non Distributable Costs	1,685	(177)	1,508	1,338	(177)	1,161	1,624	(180)	1,444
Emergency Planning	85	0	85	128	0	128	86	0	86
Strategy and Performance	645	(30)	615	645	(30)	615	651	(30)	621
Net Expenditure/(Income)	2,488	(207)	2,281	2,184	(207)	1,977	2,434	(210)	2,224

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Leader Portfolio

Subjective Summary	2016/17		2017/18
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	1,478	1,522	1,536
Premises	3	3	3
Transport	4	4	4
Supplies & Services	589	241	489
Third Party Payments	190	190	190
Transfer Payments	0	0	0
Depreciation	4	4	7
Special Items	220	220	205
Gross Expenditure	2,488	2,184	2,434
Income			
Government Grants	(30)	(30)	(30)
Other Grants & Reimbursements	0	0	0
Sales	0	0	0
Fees & Charges	0	0	0
Rents	0	0	0
Interest	0	0	0
Investment Asset Revaluation Gain	0	0	0
Government Capital Grants	0	0	0
Recharges to Housing Revenue Account	(177)	(177)	(180)
Other Internal Charges	0	0	0
Total Income	(207)	(207)	(210)
Net Expenditure/(Income)	2,281	1,977	2,224

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			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
Department of Corporate Services	914	0	914	853	0	853	912	0	912
The Programme Office	3	0	3	3	0	3	0	0	0
Administration & Support	404	0	404	33	0	33	0	0	0
Accountancy	2,101	(386)	1,715	1,961	(386)	1,575	2,074	(352)	1,722
Accounts Payable	129	(5)	124	129	(5)	124	130	(5)	125
Accounts Receivable	191	(74)	117	218	(74)	144	195	(75)	120
Insurance	143	(243)	(100)	143	(243)	(100)	155	(245)	(90)
Asset Management	390	(5)	385	370	(5)	365	383	(5)	378
Community Centres and Club 60	54	(1)	53	54	(1)	53	52	(1)	51
Corporate and Industrial Estates	124	(2,539)	(2,415)	124	(2,539)	(2,415)	212	(2,511)	(2,299)
Council Tax Admin	879	(481)	398	880	(541)	339	894	(490)	404
Non Domestic Rates Collection	238	(304)	(66)	223	(304)	(81)	200	(305)	(105)
Housing Benefit and Council Tax Benefit Admin	1,887	(1,195)	692	1,998	(1,195)	803	1,921	(1,195)	726
Rent Benefit Payments	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
Buildings Management	2,708	(112)	2,596	2,840	(112)	2,728	2,974	(114)	2,860
Cemeteries and Crematorium	1,328	(2,198)	(870)	1,227	(2,197)	(970)	1,267	(2,255)	(988)
Customer Services Centre	1,541	(284)	1,257	2,309	(284)	2,025	2,068	(290)	1,778
Dial A Ride Service	89	(19)	70	107	(19)	88	123	(19)	104
Registration of Births Deaths and Marriages	357	(364)	(7)	31	(363)	(332)	336	(371)	(35)
Transport Management	154	0	154	36	0	36	34	0	34
Vehicle Fleet	610	(343)	267	565	(343)	222	529	(344)	185

**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			Budget		
	Gross Expenditure	Total Income	Net Expenditure / (Income)	Gross Expenditure	Total Income	Net Expenditure / (Income)	Gross Expenditure	Total Income	Net Expenditure / (Income)
£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Partnership Team	275	0	275	289	0	289	278	0	278
Support To Voluntary Sector	781	0	781	781	0	781	779	0	779
Human Resources	1,698	(487)	1,211	1,706	(487)	1,219	1,752	(497)	1,255
People and Organisational Development	402	(91)	311	402	(91)	311	408	(91)	317
Tickfield Training Centre	282	(95)	187	282	(95)	187	293	(97)	196
Democratic Services Support	355	0	355	362	0	362	357	0	357
Mayoralty	185	0	185	184	0	184	187	0	187
Member Support	712	0	712	712	0	712	718	0	718
Elections and Electoral Registration	360	0	360	385	0	385	361	0	361
Local Land Charges	210	(318)	(108)	189	(297)	(108)	196	(297)	(101)
Legal Services	1,006	(240)	766	1,040	(224)	816	1,097	(243)	854
Corporate Procurement	599	0	599	820	0	820	611	0	611
Property Management and Maintenance	531	(107)	424	531	(107)	424	568	(109)	459
Net Expenditure/(Income)	121,413	(109,128)	12,285	121,560	(109,149)	12,411	121,854	(109,149)	12,705

**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	Budget
	£000s	£000s	£000s
Expenditure			
Employees	14,563	14,328	14,736
Premises	1,835	1,836	1,840
Transport	391	391	388
Supplies & Services	4,614	4,997	4,732
Third Party Payments	136	124	126
Transfer Payments	98,520	98,520	98,504
Depreciation	1,354	1,354	1,528
Gross Expenditure	121,413	121,560	121,854
Income			
Government Grants	(96,957)	(96,957)	(96,958)
Other Grants & Reimbursements	(3,811)	(3,790)	(3,791)
Sales	(52)	(52)	(40)
Fees & Charges	(4,994)	(5,036)	(5,072)
Rents	(2,579)	(2,579)	(2,526)
Interest	0	0	0
Government Capital Grants	0	0	0
Recharges to Housing Revenue Account	(233)	(233)	(237)
Other Internal Charges	(502)	(502)	(525)
Total Income	(109,128)	(109,149)	(109,149)
Net Expenditure/(Income)	12,285	12,411	12,705

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			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Arts Development	599	(364)	235	603	(364)	239	550	(305)	245
Amenity Services Organisation	2,517	(386)	2,131	3,624	(657)	2,967	3,625	(670)	2,955
Culture Management	67	(6)	61	68	(6)	62	69	(6)	63
Library Service	3,357	(390)	2,967	3,456	(390)	3,066	3,429	(394)	3,035
Museums And Art Gallery	1,172	(67)	1,105	1,189	(67)	1,122	1,352	(68)	1,284
Parks And Amenities Management	2,270	(667)	1,603	1,593	(550)	1,043	1,676	(613)	1,063
Sports Development	97	(45)	52	97	(45)	52	53	0	53
Sport and Leisure Facilities	582	(144)	438	559	(304)	255	606	(144)	462
Southend Theatres	515	(17)	498	515	(17)	498	747	(17)	730
Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,065	(999)	2,066	2,886	(619)	2,267	2,729	(784)	1,945
Tourism	136	(11)	125	186	(11)	175	138	(11)	127
Economic Development	268	0	268	543	(325)	218	522	(250)	272
Town Centre	200	(58)	142	199	(58)	141	210	(59)	151
Better Queensway	0	0	0	250	0	250	0	0	0
Climate Change	87	(24)	63	112	(50)	62	7	(43)	(36)
Net Expenditure/(Income)	14,932	(3,178)	11,754	15,880	(3,463)	12,417	15,713	(3,364)	12,349

**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	Budget
	£000s	£000s	£000s
Expenditure			
Employees	6,424	7,069	7,311
Premises	1,750	1,818	1,768
Transport	408	517	517
Supplies & Services	1,855	2,309	1,626
Third Party Payments	1,723	1,396	1,203
Transfer Payments	0	0	0
Depreciation	2,772	2,771	3,288
Gross Expenditure	14,932	15,880	15,713
Income			
Government Grants	0	(25)	0
Other Grants & Reimbursements	(594)	(894)	(741)
Sales	(365)	(135)	(137)
Fees & Charges	(2,198)	(2,390)	(2,467)
Rents	(21)	(19)	(19)
Interest	0	0	0
Government Capital Grants	0	0	0
Recharges to Housing Revenue Account	0	0	0
Other Internal Charges	0	0	0
Total Income	(3,178)	(3,463)	(3,364)
Net Expenditure/(Income)	11,754	12,417	12,349

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			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
Transport									
Highways Maintenance	9,206	(2,229)	6,977	9,714	(2,715)	6,999	9,666	(2,316)	7,350
Bridges and Structural Engineering	423	0	423	423	0	423	411	0	411
Decriminalised Parking	1,237	(1,633)	(396)	1,516	(1,382)	134	1,267	(1,666)	(399)
Car Parking Management	1,312	(5,959)	(4,647)	1,168	(6,359)	(5,191)	1,167	(6,085)	(4,918)
Concessionary Fares	3,217	0	3,217	3,290	0	3,290	3,217	0	3,217
Passenger Transport	381	(62)	319	441	(62)	379	456	(64)	392
Road Safety and School Crossing	265	(60)	205	265	(60)	205	234	(60)	174
Transport Planning	827	(57)	770	776	(57)	719	845	(57)	788
Traffic and Parking Management	572	(5)	567	490	(5)	485	536	(5)	531
Waste and Cleansing									
Public Conveniences	562	0	562	579	0	579	585	0	585
Waste Collection	3,705	0	3,705	4,640	0	4,640	4,483	0	4,483
Waste Disposal	4,062	0	4,062	5,533	0	5,533	5,533	0	5,533
Street Cleansing	1,871	(7)	1,864	1,381	(7)	1,374	1,381	(7)	1,374
Household Recycling	536	0	536	486	0	486	486	0	486
Environmental Care	516	(4)	512	400	(4)	396	386	(4)	382
Waste Management	1,994	0	1,994	493	0	493	496	0	496
Other Services									
Flood and Sea Defence	811	(64)	747	773	(44)	729	744	(11)	733
Enterprise Tourism and Environment Central Pool	1,229	0	1,229	1,269	0	1,269	1,229	0	1,229
Net Expenditure/(Income)	32,726	(10,080)	22,646	33,637	(10,695)	22,942	33,122	(10,275)	22,847

**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	Budget
	£000s	£000s	£000s
Expenditure			
Employees	3,616	3,498	3,397
Premises	1,457	1,687	1,166
Transport	92	93	79
Supplies & Services	471	656	523
Third Party Payments	18,621	19,234	18,722
Transfer Payments	0	0	0
Depreciation	8,469	8,469	9,235
Gross Expenditure	32,726	33,637	33,122
Income			
Government Grants	(103)	(103)	(71)
Other Grants & Reimbursements	(40)	(40)	(40)
Sales	(2)	(2)	(2)
Fees & Charges	(8,411)	(9,026)	(8,566)
Rents	(1)	(1)	(1)
Interest	0	0	0
Government Capital Grants	(1,523)	(1,523)	(1,595)
Recharges to Housing Revenue Account	0	0	0
Other Internal Charges	0	0	0
Total Income	(10,080)	(10,695)	(10,275)
Net Expenditure/(Income)	22,646	22,942	22,847

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			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
Housing									
Strategy and Planning for Housing	209	0	209	215	(6)	209	215	0	215
Private Sector Housing	3,960	(587)	3,373	3,968	(599)	3,369	2,569	(846)	1,723
Housing Needs and Homelessness	802	(514)	288	695	(407)	288	825	(514)	311
Supporting People	3,235	0	3,235	3,079	0	3,079	2,558	0	2,558
Planning and Public Protection									
Closed Circuit Television	433	(32)	401	437	(32)	405	450	(32)	418
Community Safety	211	(32)	179	242	(37)	205	213	(32)	181
Building Control	565	(397)	168	565	(397)	168	600	(405)	195
Development Control	642	(569)	73	642	(569)	73	662	(581)	81
Regional And Local Town Plan	243	0	243	243	0	243	243	0	243
Regulatory Business	636	(11)	625	501	(11)	490	525	(11)	514
Regulatory Licensing	351	(483)	(132)	311	(456)	(145)	308	(493)	(185)
Regulatory Management	13	0	13	258	0	258	230	0	230
Regulatory Protection	252	(62)	190	197	(63)	134	194	(63)	131
Net Expenditure/(Income)	11,552	(2,687)	8,865	11,353	(2,577)	8,776	9,592	(2,977)	6,615

**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	Budget
	£000s	£000s	£000s
Expenditure			
Employees	4,275	4,307	4,431
Premises	10	53	10
Transport	46	47	48
Supplies & Services	3,551	3,266	2,978
Third Party Payments	99	109	103
Transfer Payments	0	0	0
Depreciation	3,571	3,571	2,022
Gross Expenditure	11,552	11,353	9,592
Income			
Government Grants	(50)	(101)	(100)
Other Grants & Reimbursements	(182)	(85)	(182)
Sales	(2)	(2)	(2)
Fees & Charges	(1,567)	(1,496)	(1,600)
Rents	0	(7)	0
Interest	0	0	0
Government Capital Grants	(476)	(476)	(683)
Recharges to Housing Revenue Account	(410)	(410)	(410)
Other Internal Charges	0	0	0
Total Income	(2,687)	(2,577)	(2,977)
Net Expenditure/(Income)	8,865	8,776	6,615

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			Budget		
	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s	Gross Expenditure £000s	Total Income £000s	Net Expenditure / (Income) £000s
Retained									
Childrens Commissioning	809	(291)	518	810	(291)	519	800	(291)	509
Children with Special Needs	1,863	(194)	1,669	2,141	(206)	1,935	1,867	(194)	1,673
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
Children Fieldwork Services	3,509	0	3,509	3,561	0	3,561	3,549	0	3,549
Children Fostering and Adoption	6,116	(252)	5,864	6,852	(761)	6,091	6,274	(306)	5,968
Youth Service	1,188	(397)	791	1,122	(331)	791	1,238	(403)	835
Other Education	579	(580)	(1)	579	(580)	(1)	576	(585)	(9)
Private Voluntary Independent	4,211	(156)	4,055	4,163	(58)	4,105	4,175	(120)	4,055
Children Specialist Commissioning	919	(59)	860	1,174	(77)	1,097	935	(60)	875
Children Specialist Projects	304	(189)	115	380	(179)	201	304	(189)	115
School Support and Preventative Services	19,116	(12,628)	6,488	18,122	(11,698)	6,424	27,373	(20,978)	6,395
Youth Offending Service	2,550	(1,386)	1,164	2,397	(1,350)	1,047	2,569	(1,386)	1,183
Total Retained	51,948	(25,694)	26,254	52,085	(25,093)	26,992	60,477	(34,074)	26,403
Delegated									
Schools Delegated Budgets	57,351	(57,351)	0	58,772	(58,772)	0	58,772	(58,772)	0
Total Delegated	57,351	(57,351)	0	58,772	(58,772)	0	58,772	(58,772)	0
Net Expenditure/(Income)	109,299	(83,045)	26,254	110,857	(83,865)	26,992	119,249	(92,846)	26,403

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Children & Learning Portfolio

Subjective Summary	2016/17		2017/18
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	13,558	14,242	13,714
Premises	270	261	270
Transport	671	715	671
Supplies & Services	16,814	21,165	20,885
Third Party Payments	12,348	13,557	13,574
Transfer Payments	61,313	56,604	66,507
Depreciation	4,325	4,313	3,628
Gross Expenditure	109,299	110,857	119,249
Income			
Government Grants	(80,276)	(81,118)	(90,912)
Other Grants & Reimbursements	(786)	(795)	(765)
Sales	(46)	(19)	(46)
Fees & Charges	(867)	(858)	(883)
Rents	0	(5)	0
Interest	0	0	0
Government Capital Grants	(1,070)	(1,070)	(240)
Recharges to Housing Revenue Account	0	0	0
Other Internal Charges	0	0	0
Total Income	(83,045)	(83,865)	(92,846)
Net Expenditure/(Income)	26,254	26,992	26,403

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			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
Adult Social Care									
Adult Support Services and Management	546	0	546	566	(59)	507	557	0	557
Commissioning Team	2,172	(343)	1,829	2,107	(330)	1,777	2,201	(346)	1,855
Strategy and Development	1,839	(359)	1,480	1,757	(257)	1,500	1,824	(210)	1,614
People with a Learning Disability	14,555	(1,629)	12,926	14,646	(1,688)	12,958	14,580	(1,494)	13,086
People with Mental Health Needs	3,004	(165)	2,839	3,682	(217)	3,465	2,863	(167)	2,696
Older People	29,273	(14,940)	14,333	28,738	(15,091)	13,647	27,260	(14,592)	12,668
Other Community Services	1,498	(665)	833	3,494	(996)	2,498	3,386	(870)	2,516
People with a Physical or Sensory Impairment	4,364	(1,003)	3,361	4,681	(1,291)	3,390	4,528	(1,211)	3,317
Service Strategy and Regulation	136	(69)	67	136	(69)	67	136	(69)	67
Health									
Public Health	7,047	(7,156)	(109)	7,336	(7,246)	90	7,236	(7,246)	(10)
Drug and Alcohol Action Team	2,454	(2,373)	81	2,461	(2,380)	81	2,313	(2,230)	83
Young Persons Drug and Alcohol Team	263	(263)	0	265	(265)	0	268	(265)	3
Net Expenditure/(Income)	67,151	(28,965)	38,186	69,869	(29,889)	39,980	67,152	(28,700)	38,452

**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	Budget
	£000s	£000s	£000s
Expenditure			
Employees	17,161	17,850	17,589
Premises	454	459	451
Transport	529	544	493
Supplies & Services	6,109	5,661	5,490
Third Party Payments	42,759	45,216	43,004
Transfer Payments	0	0	0
Depreciation	139	139	125
Gross Expenditure	67,151	69,869	67,152
Income			
Government Grants	(10,198)	(10,327)	(10,248)
Other Grants & Reimbursements	(7,746)	(7,691)	(7,641)
Sales	(444)	(431)	(20)
Fees & Charges	(10,462)	(11,325)	(10,668)
Rents	0	0	(8)
Interest	0	0	0
Government Capital Grants	0	0	0
Recharges to Housing Revenue Account	(115)	(115)	(115)
Other Internal Charges	0	0	0
Total Income	(28,965)	(29,889)	(28,700)
Net Expenditure/(Income)	38,186	39,980	38,452

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			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
Information Communications and Technology	4,980	(955)	4,025	5,017	(955)	4,062	5,393	(971)	4,422
Net Expenditure/(Income)	4,980	(955)	4,025	5,017	(955)	4,062	5,393	(971)	4,422

**SOUTHEND ON SEA BOROUGH COUNCIL
GENERAL FUND YEAR ENDING 31 MARCH 2018**

Technology

Subjective Summary	2016/17		2017/18
	Original	Probable Outturn	Budget
	£000s	£000s	£000s
Expenditure			
Employees	2,418	2,418	2,488
Premises	1	1	1
Transport	8	8	8
Supplies & Services	1,492	1,529	1,492
Third Party Payments	8	8	8
Transfer Payments	0	0	0
Depreciation	1,053	1,053	1,396
Gross Expenditure	4,980	5,017	5,393
Income			
Government Grants	0	0	0
Other Grants & Reimbursements	0	0	0
Sales	0	0	0
Fees & Charges	(788)	(788)	(802)
Rents	0	0	0
Interest	0	0	0
Government Capital Grants	0	0	0
Recharges to Housing Revenue Account	(115)	(115)	(117)
Other Internal Charges	(52)	(52)	(52)
Total Income	(955)	(955)	(971)
Net Expenditure/(Income)	4,025	4,062	4,422

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.

Sub-total Department for Place

£160,000

TOTAL PRESSURES

£3,000,000

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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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 raised by a charge to the school where training takes place.

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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Schools Budget 2017/18

1 Background

- 1.1 This report sets out the proposed Schools Budget for 2017/18, to be set by the Council as part of its budget making in January 2017. This follows the DSG funding block announcements made on 20 December 2016.
- 1.2 In setting the individual school budgets, the agreed approach of keeping the underlying local formula unchanged has been applied, alongside the centrally retained funding approved by the Education Board at its last meeting. In addition the delegation to make minor adjustments to the basic entitlement allocations has also been used.
- 1.3 The 2017/18 Schools Budget has been prepared on a breakeven basis.

2 Dedicated Schools Grant Allocations

- 2.1 The Department for Education has set out the following funding blocks for Southend's Dedicated Schools Grant for 2017/18;

Schools Block	£116.377 Million
Early Years Block (provisional)	£9.942 Million
High Need Block (before direct recoupment)	£17.784 Million
Total	£144.103 Million

- 2.2 The Schools block is based on a confirmed payment of £4,598.78 per pupil. For information average per pupil funding for selected areas is given below;

Southend-on-Sea	£4,598.78
Thurrock	£4,440.54
Essex	£4,346.83
Statistical Neighbour Group	£4,429.65
London	£5,396.02
East of England	£4,424.67
South East England	£4,310.17
England	£4,618.63

- 2.3 The Early Years funding rates are confirmed at £4.40 per hour for 3 – 4 year olds and £5.24 per hour for 2 year olds.
- 2.4 The high needs block has increase by £915,000 to £17.784 Million. Of this £3.994 Million will be deducted for high needs places funded directly by the EFA, leaving the locally available sum at £13.790 Million.

3 Schools Block

3.1 As set out at the December meeting of Education Board, there are no changes to the underlying funding formula previously agreed. The formula has been modelled on the October 2016 census numbers released by the EFA.

3.2 Basic entitlement has been set at;

Primary	£3,022.98
Key Stage 3	£3,899.72
Key Stage 4	£4,748.79

3.3 This maintains the Primary to Secondary funding ratio at 1:1.32.

3.4 The total modelled in the funding formula is £113,454,844 (before de-delegation, £113,369,611 after de-delegation). This includes MFG allocations of £496,979.

3.5 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).

4 Early Years Block

4.1 The Early Years Block will be set on the same basis as outlined in the October Education Board report, being around 530 2 year olds and 2,850 3 to 4 year olds accessing provision. The DfE funding includes additional monies for the extension of hours for working parents from September 2017. The income budget will also reflect this. The outcome of the Early Years Consultation is in line with the original DfE proposals, and therefore funding rates indicated in the October report will be implemented as agreed by the Education Board. This will include the transitional protection for school nurseries as Early Years moves to a single funding rate across all settings.

5 High Needs Block

5.1 The High Needs budget is shown as per the previous year, with indicative commissioning budgets for SLAs unchanged. There is currently a consultation being undertaken on a revised methodology for the distribution of the High Needs Block to ensure it remains sustainable and within its resource allocation into the future, and therefore individual budget lines have the potential to change. The revised methodology will be in place from 1 April 2017.

6 Centrally Retained Funding

6.1 Education Board approved the arrangements and amounts for Centrally Retained Funding. Those approved amounts have therefore been used in the construction of the schools budgets.

6.2 Two adjustments to the amounts have however been made:

- CLA/MPA Licences – the Council has received notification that the licences cost will be £122,297 (£121,000 had been assumed)
- Education Service Grant (ESG) Retained Duties – given that confirmed pupil numbers are lower than estimated, less ESG Retained Duties is due. The amount will be £413,217 (£427,260 had been assumed)

6.3 The final amounts therefore are confirmed as;

	Amount
De-delegated budgets	£86,145
<i>Being:</i>	
<i>Behaviour Support</i>	<i>£75,000</i>
<i>Licences</i>	<i>£1,245</i>
<i>Staff Costs (TU)</i>	<i>£9,900</i>
CLA/MPA Licences	£122,297
Combined Budgets	£941,288
Growth Fund	£690,000
Schools Admissions	£236,300
Servicing of Schools Forum	£18,700
ESG Retained Duties	£413,217

7 Conclusion

7.1 The overall position set out for 2017/18 is a balanced schools budget that does not rely on the use of DSG reserves. Following agreement by the Education Board, this budget will be recommended to the Council for approval.

8 Appendices

Appendix 14(i) – DSG Budget 2017/18

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DSG Budget 2017/18

Appendix 14(i)

Block	S251 Line	Summary Line	2016/17			2017/18		Comments	
			Final 2016/17	Forecast	Variance	Proposed	Change to		
			DSG Schools Budget	Outturn		Budget for 2017/18	2016/17 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)		
	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		

High Needs Block to be allocated to individual budgets following current consultation

DSG Budget 2017/18

Appendix 14(i)

Block	S251 Line	Summary Line	2016/17			2017/18		Comments
			Final 2016/17	Forecast	Variance	Proposed	Change to	
			DSG Schools Budget			Outturn	Budget for 2017/18	
			£	£	£	£	£	
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	(116,376,769)	(59,580,336)	
		Academy Recoupment	(57,587,567)	(69,675,263)	(12,087,696)		57,587,567	
		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		

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 16: 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 277	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>

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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>
<p>PE3</p> <p>279</p>	<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>
280 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)	Learning Disabilities - £ 400,000	Additional funding goes some way to meet the growing demographic pressures from a growing older population and mitigating savings proposals.
6P (pressure)	Older People Demographics - £500,000	

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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 Health recharges (£140,000)	Some potential impact resulting in £60k reduction in training and advice for older people in preventing injuries.

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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.

Notice of Motion: York Road

Given the recent anti-social criminal acts that have occurred in the York Road area of Southend in recent times, I would like to submit the following as a Motion for the Council to consider.

Under current legislation it could be appropriate for the Council to compulsory purchase properties in York Road which have generated misuse of drugs and dangerous ASB. The section of road proposed to be considered is between Baltic Avenue and Queensway on both sides of the road. Once purchased the HMO's can be controlled and properly maintained by the Council via the ALMO. The detrimental effect the ASB in the area is having on local businesses is apparent and could have a knock on effect for the town centre and eventually the whole town.

Proposed by Cllr Mike Assenheim

Seconded by Cllr Martin Terry

Supported by the Independent Group

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Notice of Motion - Affordable Housing and Viability Issues

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In April 2013 DCLG published 'Section 106 affordable housing requirements'

This stated that:

'2. Unrealistic Section 106 agreements negotiated in differing economic conditions can be an obstacle to house building. The Government is keen to encourage development to come forward, to provide more homes to meet a growing population and to promote construction and economic growth. Stalled schemes due to economically unviable affordable housing requirements result in no development, no regeneration and no community benefit. Reviewing such agreements will result in more housing and more affordable housing than would otherwise be the case.'

Inevitably this has led to many schemes all over the country (including recently permitted schemes which haven't had time to 'stall') but which include affordable housing being amended to delete that housing. The financial equivalents which are given as an alternative do not equate to the actual built development which is lost.

According to recent figures from DCLG the number of new affordable homes built in 2015-16 fell by over 50% between 2014/15 and 2015/16. The Local Government Association estimates up to 5.4 million people will need affordable housing by 2024. The need is desperate and we consider the current position to be incompatible with an inclusive and caring society, hamstringing local authorities in providing for affordable housing and detrimental to the social wellbeing of residents.

It is therefore requested that this Council, through the Local Government Association, or alone if it has to, seeks the support of other Councils for a case to be made to Government that the ability to review provisions in agreements relating to affordable housing on the grounds of viability should be rescinded and that affordable housing becomes mandatory in developments either within the development, on suitable alternative sites at the developer's expense or through the true equivalent in financial contributions, thus allowing Councils to secure suitable affordable housing provision for their residents.

Proposer - Cllr Carole Mulroney

Seconded by Cllr Peter Wexham

27 November 2016

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MONTHLY PERFORMANCE REPORT

November 2016

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Version: **V1.0**

Published by the Policy, Engagement & Communication Team

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Key to Columns and symbols used in report

Column Heading	Description
Minimise or Maximise	Indicates whether higher or lower number is better: Minimise = lower is better, maximise = higher is better
Latest Month	The latest month for which performance information is available
Month's Value	Performance to date for the latest month
Month's Target	Target to date for the latest month
Annual Target 2016/17	Annual target for 2016/17
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance is on track to achieve the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2017)</p> <p> = on course to achieve target</p>
Comment	Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track
Better or worse than last year	<p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is better than the same month last year</p> <p> = Latest Month's performance is worse than the same month last year</p> <p> = Data not available for current or previous year</p>

Version: **V1.0**

Published by the Policy, Engagement & Communication Team

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Section 1: 2016-2017 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber

Generated on: 23 December 2016 13:08







Expected Outcome At risk of missing target
Responsible OUs Corporate Services



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 5.4 291	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	November 2016	4.72	4.27	7.20			The Council is below target for November, which follows the trend of last year. However the council is currently above target at 4.72 days against a target of 4.27 days. Human Resources continue to provide information at Departmental Management Team on those employees with the highest number of sickness spells and long term sick.	Policy & Resources Scrutiny



Expected Outcome At risk of missing target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	November 2016	73.4%	85%	85%			Between April and November end a total of 73.4% (390) of return to home visits were successful (i.e. the visit took place and the child was seen). A further 84 (15.8%) visits were unsuccessful (visit refused or child wasn't seen) and 57 (10.7%) visits are outstanding. Currently the percentage of successful visits for missing children living in the borough is 79.7% (314) and 4.8% of visits (or 19) are outstanding. The percentage of successful visits for children looked after by Southend but placed out of borough is 71.3%(62) , with 18.4% (16)	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
									outstanding. The percentage of successful visits for children looked after by other local authorities placed in Southend is 28% (14) with 44% (22) outstanding.	
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	November 2016	1.97	1.43	1.43			The average level of delayed transfers of care is above target but we remain well below the regional average of 3.72. A lot of work has been and will continue to be put into ensuring that patients are discharged from hospital in a timely manner and appropriate services are available on demand. There will be closer attention to the delays made in the Non-Acute (Sept) side, as the weightings are towards the Social Care side.	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	November 2016	25.76%	30%	30%			The performance of this indicator has dropped slightly but remains in line with our comparable neighbours. A sample of direct payment cases and non-direct payment cases will be sampled to assist in identifying barriers to direct payments. This will inform further analysis of drop in this indicator.	People Scrutiny



Expected Outcome At risk of missing target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	November 2016	5719	5078	7389			Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern (violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling	Policy & Resources Scrutiny







MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
									crime and ASB within Southend. An all member briefing with senior Police officers was held on 23 November to review crime statistics. In addition, the in-depth scrutiny review on enforcement is progressing and is due to take evidence from the Police and Crime Commissioner, among a range of other sources	
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	September 2016	50.56%	54.00%	54.00%			September update - * This figure currently is unvalidated, by the end of December 2016 this data should be validated. Veolia completed their new waste collection service roll out which included a new blue box recycling service stream, which will take time to embed across the borough. There is also a national downturn in recycling rates in the Essex region, which has seen a decrease in recycling rates. It is a very challenging target and too early to predict end of year performance at the moment.	Place Scrutiny

293



Expected Outcome Some slippage against target
Responsible OUs Corporate Services



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	November 2016	70.30%	71.10%	97.80%			Although collection is still below target it is an improvement on last month, when the collection rate was 1.3% down. This confirms the predicted outcome that the target will be met at the end of the financial year. The Service is focused on current year collection and are chasing ratepayers to obtain payments.	Policy & Resources Scrutiny

Expected Outcome Some slippage against target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks	November 2016	56.5	45.7-52.3	45.7-52.3			This indicator is slightly over target for the first month since July, the numbers of children that are becoming subject of a Child Protection Plan in November has decreased and is equal to the number of plans discontinued in the month. This has caused the rate of children subject to a Child Protection Plan has drop slightly.	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	November 2016	68.2	57.3-68.3	57.3-68.3			The number of looked after children per 10,000 is at target at 68.2 per 10,000 population against a target range of 57.3-68.3. We have a large number of children who are placed for adoption and who will therefore leave care over the next 6 months, depending on obtaining hearing dates from Court, and this will improve performance further. In addition we will see the impact of the work of the Edge of Care team over the coming months.	People Scrutiny
CP 3.1 D294	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	November 2016	79.1%	86%	86%			For the period June - August which is reported 3 months later in November 2016, 86 people started reablement, of which 68 were at home 91 days later, which is 79.1%. Following the analysis that has been undertaken over the last month, we are investigating this indicator at a client and supplier level (a review of 18 reablement episodes is being completed).	People Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Public Health

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	November 2016	548	750	1,300			Final quit data for November is unlikely to be available until the end of January 2017. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	November 2016	2,701	3,443	5,673			Data is still awaited from two GP Practices that migrated computer systems recently from EMIS to SystemOne and the outreach provider. The health check trajectory remains on track to hit target by the end of the year.	People Scrutiny

Section 2: 2016-2017 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

Generated on: 23 December 2016 13:08



Performance Data Expected Outcome: At risk of missing target 6 On course to achieve target 16 Some slippage against target 6

Aim: SAFE: Priorities • 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.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 1.1 296	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	November 2016	5719	5078	7389			Dipti Patel	Policy & Resources Scrutiny
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation, with or without support. (ASCOF 1H) [Year to date Snapshot]	Aim to Maximise	November 2016	83.6%	66%	66%			Sharon Houlden	People Scrutiny
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	November 2016	73.4%	85%	85%			John O'Loughlin	People Scrutiny
CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks	November 2016	56.5	45.7-52.3	45.7-52.3			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	November 2016	68.2	57.3-68.3	57.3-68.3			John O'Loughlin	People Scrutiny

Aim: CLEAN: Priorities • 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.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	November 2016	38	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	November 2016	96%	92%	92%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	September 2016	50.56%	54.00%	54.00%			Dipti Patel	Place Scrutiny

Aim: HEALTHY: Priorities • 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 & adults, by working to reduce









MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	November 2016	79.1%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	November 2016	1.97	1.43	1.43			Sharon Houlden	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	November 2016	25.76%	30%	30%			Sharon Houlden	People Scrutiny
CP 3.4	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	November 2016	10.3%	10%	10%			Sharon Houlden	People Scrutiny
CP 3.5	Number of Children Involved with Early Help Assessments (cumulative)	Aim to Maximise	November 2016	1,408	1,336	2,000			John O'Loughlin	People Scrutiny
CP 3.6	Participation and attendance at council owned / affiliated cultural	Aim to Maximise	November 2016	2,811,187	2,666,667	4,000,000			Scott Dolling	Place Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
	and sporting activities and events [Cumulative]									
CP 3.7	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	November 2016	44	26	40	✓	↑	James Williams	People Scrutiny
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	November 2016	548	750	1,300	⚠	↑	Liesel Park	People Scrutiny
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	November 2016	2,701	3,443	5,673	⚠	↓	Margaret Gray	People Scrutiny

Aim: PROSPEROUS: Priorities • 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 & have fulfilling employment. • Ensure the town is 'open for business' and that new, developing and existing enterprise is nurtured and supported. Ensure continued regeneration of the town through a culture led agenda.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]	Aim to Maximise	November 2016	69.90%	69.70%	97.20%	✓	↑	Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	November 2016	70.30%	71.10%	97.80%	⚠	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	November 2016	91.66%	79.00%	79.00%	✓	↑	Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	November 2016	91.28%	84.00%	84.00%	✓	↑	Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	November 2016	94.68%	90.00%	90.00%	✓	↓	Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	November 2016	1.43%	1.7%	1.7%	✓	↑	Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	November 2016	87.09%	75%	75%	✓	↑	Brin Martin	People Scrutiny

Aim: EXCELLENT: Priorities • Work with & listen to our communities & partners to achieve better outcomes for all • Enable communities to be self-sufficient & foster pride in the town • Promote & lead an entrepreneurial, creative & innovative approach to the development of our town.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of hours delivered through volunteering in Culture Services [Cumulative]	Aim to Maximise	November 2016	11,310	8,667	13,000			Scott Dolling	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	November 2016	87.34%	80.00%	80.00%			Nick Corrigan; Joanna Ruffle	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	November 2016	43,713	33,328	50,000			Joanna Ruffle	Policy & Resources Scrutiny
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	November 2016	4.72	4.27	7.20			Joanna Ruffle	Policy & Resources Scrutiny

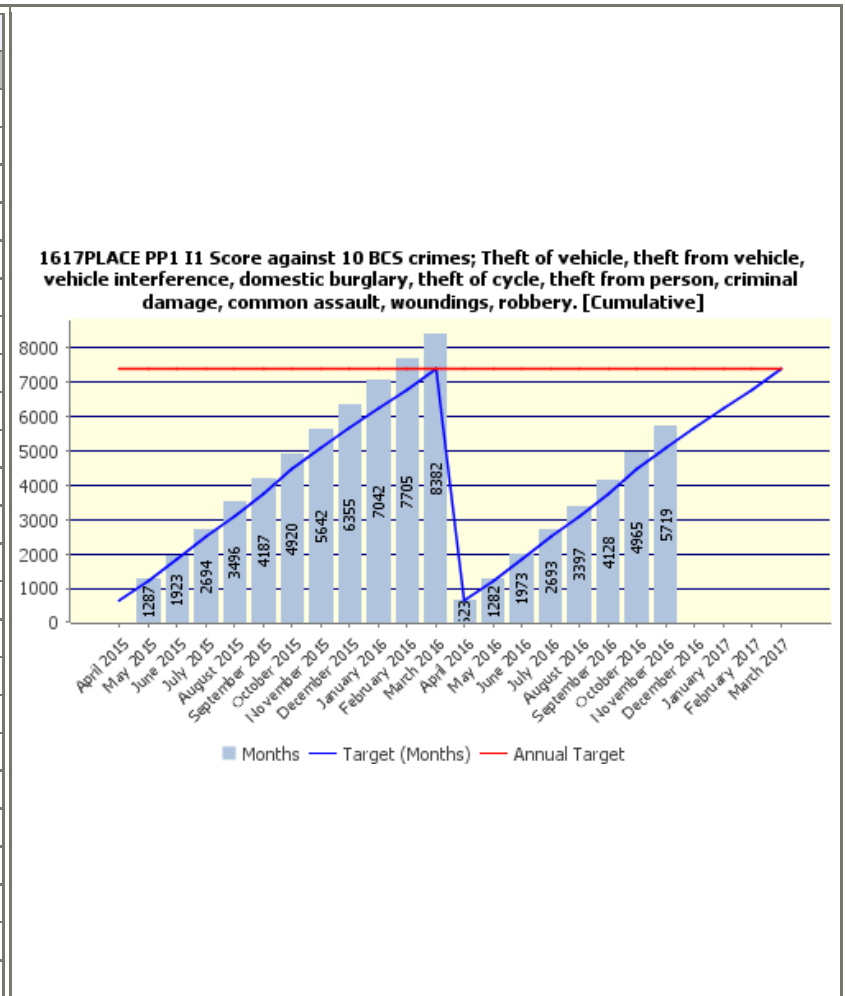
Section 3: Detail of indicators rated Red or Amber

Aim: SAFE: Priorities • 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.

Expected Outcome: At risk of missing target 2 Some slippage against target 2


CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]			<p>November 2016 result</p> <p>5078 5180 10000 5719 0</p>
Expected Outcome		Format	Aim to Minimise	
Managed By	Dipti Patel			
Year Introduced	2007			

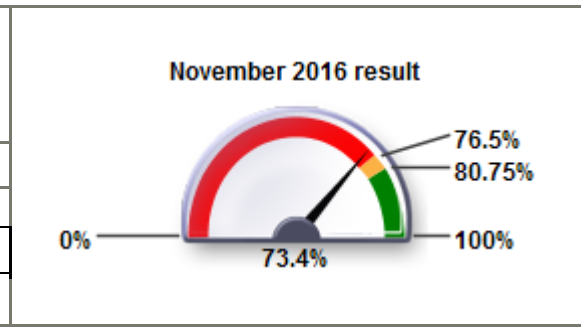
Date Range 1		
	Value	Target
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015	4187	3773
October 2015	4920	4478
November 2015	5642	5078
December 2015	6355	5665
January 2016	7042	6235
February 2016	7705	6754
March 2016	8382	7389
April 2016	623	626
May 2016	1282	1231
June 2016	1973	1857
July 2016	2693	2532
August 2016	3397	3102
September 2016	4128	3773
October 2016	4965	4478
November 2016	5719	5078
December 2016		5665
January 2017		6235
February 2017		6754
March 2017		7389



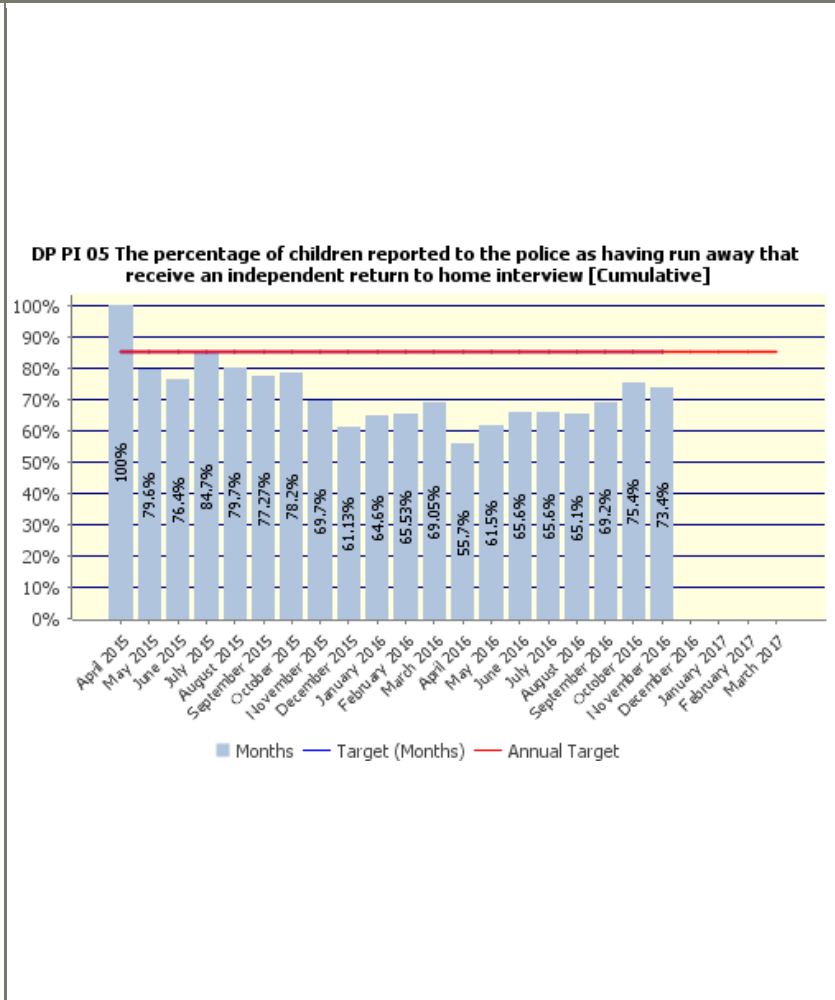
Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are

causing concern (violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling crime and ASB within Southend. An all member briefing with senior Police officers was held on 23 November to review crime statistics. In addition, the in-depth scrutiny review on enforcement is progressing and is due to take evidence from the Police and Crime Commissioner, among a range of other sources


CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	John O'Loughlin		
Year Introduced	2013		

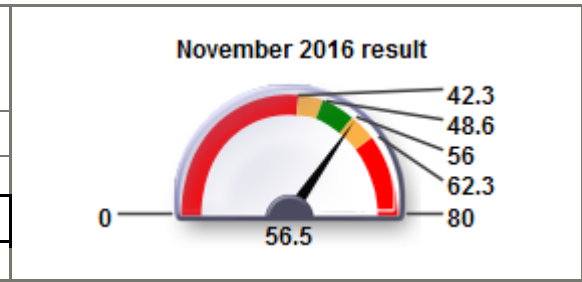


Date Range 1		
	Value	Target
April 2015	100%	85%
May 2015	79.6%	85%
June 2015	76.4%	85%
July 2015	84.7%	85%
August 2015	79.7%	85%
September 2015	77.27%	85%
October 2015	78.2%	85%
November 2015	69.7%	85%
December 2015	61.13%	85%
January 2016	64.6%	85%
February 2016	65.53%	85%
March 2016	69.05%	85%
April 2016	55.7%	85%
May 2016	61.5%	85%
June 2016	65.6%	85%
July 2016	65.6%	85%
August 2016	65.1%	85%
September 2016	69.2%	85%
October 2016	75.4%	85%
November 2016	73.4%	85%
December 2016		
January 2017		
February 2017		
March 2017		

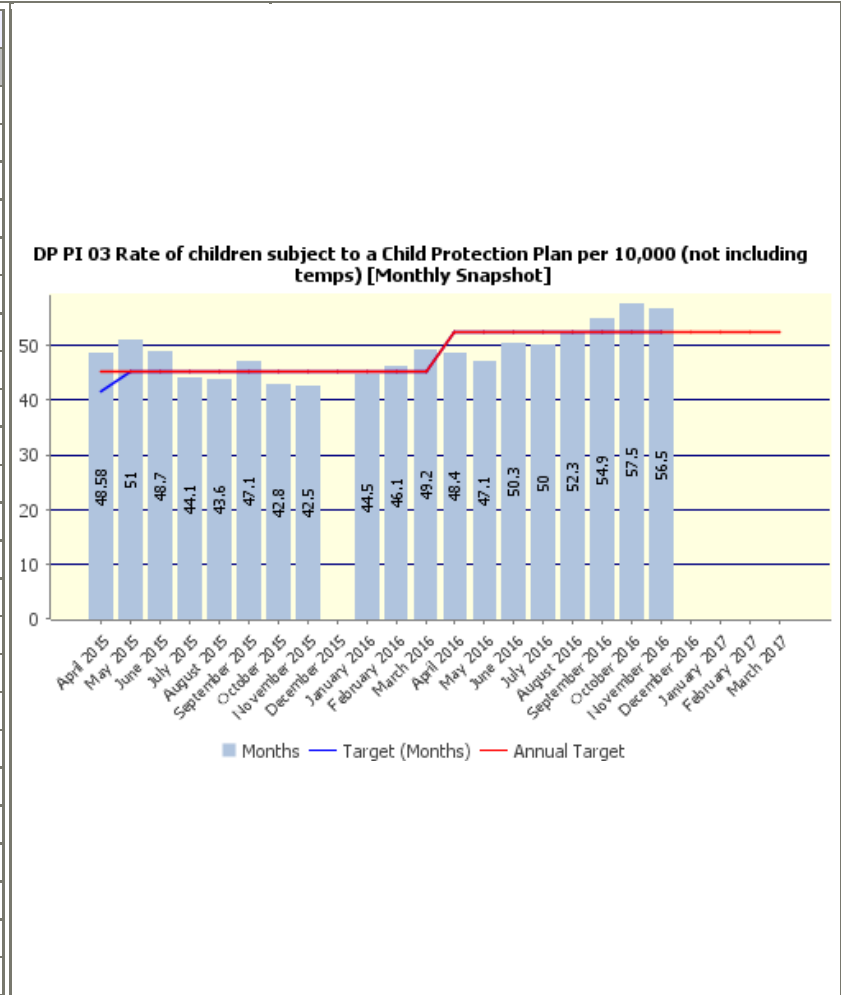


Between April and November end a total of 73.4% (390) of return to home visits were successful (i.e. the visit took place and the child was seen). A further 84 (15.8%) visits were unsuccessful (visit refused or child wasn't seen) and 57 (10.7%) visits are outstanding. Currently the percentage of successful visits for missing children living in the borough is 79.7% (314) and 4.8% of visits (or 19) are outstanding. The percentage of successful visits for children looked after by Southend but placed out of borough is 71.3%(62) , with 18.4% (16) outstanding. The percentage of successful visits for children looked after by other local authorities placed in Southend is 28% (14) with 44% (22) outstanding.


CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]		
Expected Outcome		Format	Goldilocks
Managed By	John O'Loughlin		
Year Introduced			

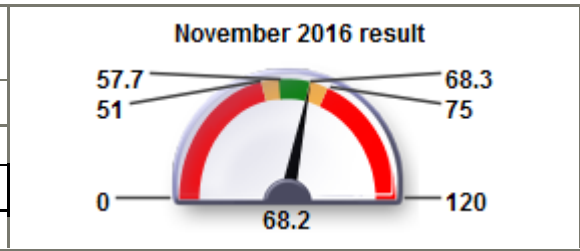


Date Range 1		
	Value	Target
April 2015	48.58	41.5
May 2015	51	45.1
June 2015	48.7	45.1
July 2015	44.1	45.1
August 2015	43.6	45.1
September 2015	47.1	45.1
October 2015	42.8	45.1
November 2015	42.5	45.1
December 2015		45.1
January 2016	44.5	45.1
February 2016	46.1	45.1
March 2016	49.2	45.1
April 2016	48.4	45.7 – 68.3
May 2016	47.1	45.7 – 68.3
June 2016	50.3	45.7 – 68.3
July 2016	50	45.7 – 68.3
August 2016	52.3	45.7 – 68.3
September 2016	54.9	45.7 – 68.3
October 2016	57.5	45.7 – 68.3
November 2016	56.5	45.7 – 68.3
December 2016		
January 2017		
February 2017		
March 2017		

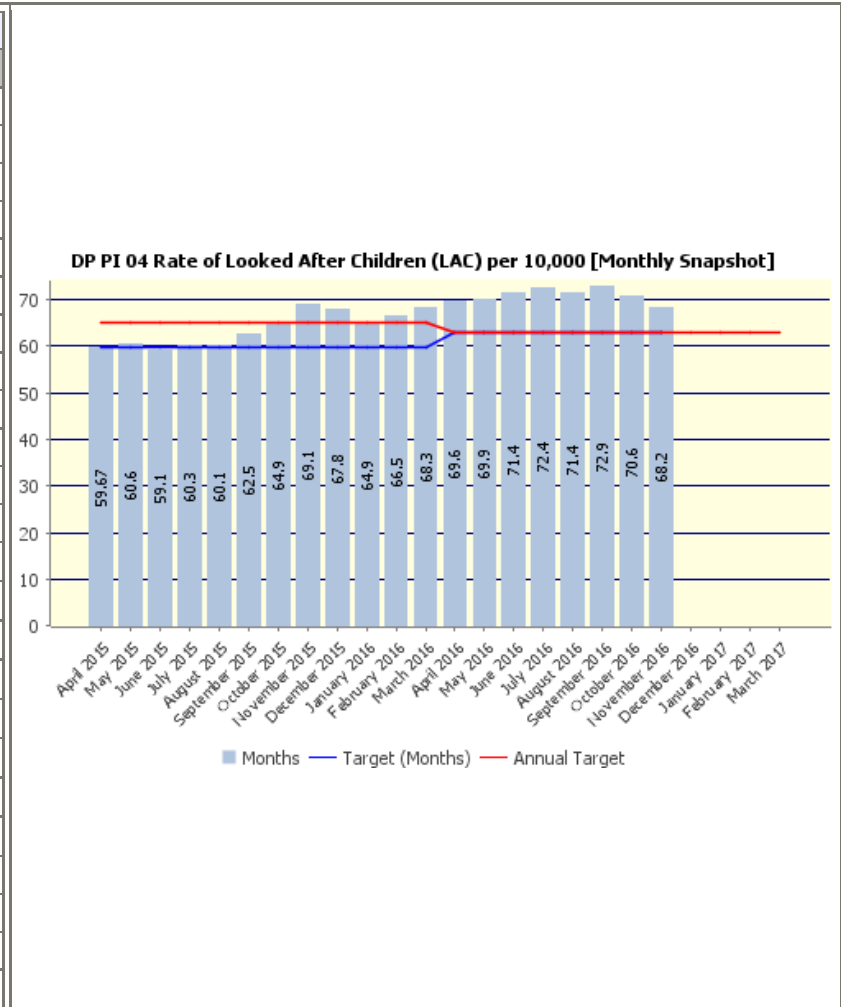


This indicator is slightly over target for the first month since July, the numbers of children that are becoming subject of a Child Protection Plan in November has decreased and is equal to the number of plans discontinued in the month. This has caused the rate of children subject to a Child Protection Plan has drop slightly.

CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]		
Expected Outcome		Format	Goldilocks
Managed By	John O'Loughlin		
Year Introduced			



Date Range 1		
	Value	Target
April 2015	59.67	59.7
May 2015	60.6	59.7
June 2015	59.1	59.7
July 2015	60.3	59.7
August 2015	60.1	59.7
September 2015	62.5	59.7
October 2015	64.9	59.7
November 2015	69.1	59.7
December 2015	67.8	59.7
January 2016	64.9	59.7
February 2016	66.5	59.7
March 2016	68.3	59.7
April 2016	69.6	57.3 - 68.3
May 2016	69.9	57.3 - 68.3
June 2016	71.4	57.3 - 68.3
July 2016	72.4	57.3 - 68.3
August 2016	71.4	57.3 - 68.3
September 2016	72.9	57.3 - 68.3
October 2016	70.6	57.3 - 68.3
November 2016	68.2	57.3 - 68.3
December 2016		
January 2017		
February 2017		
March 2017		



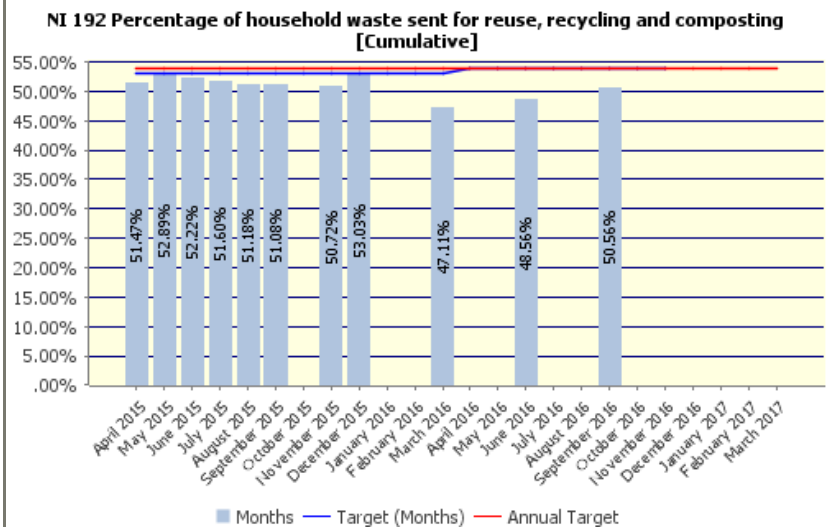
The number of looked after children per 10,000 is at target at 68.2 per 10,000 population against a target range of 57.3-68.3. We have a large number of children who are placed for adoption and who will therefore leave care over the next 6 months, depending on obtaining hearing dates from Court, and this will improve performance further. In addition we will see the impact of the work of the Edge of Care team over the coming months.

Aim: CLEAN: Priorities • 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.

Expected Outcome: At risk of missing target 1

CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]			<p>September 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Dipti Patel			
Year Introduced	2008			


Date Range 1		
	Value	Target
April 2015	51.47%	53.00%
May 2015	52.89%	53.00%
June 2015	52.22%	53.00%
Q1 2015/16		
July 2015	51.60%	53.00%
August 2015	51.18%	53.00%
September 2015	51.08%	53.00%
Q2 2015/16		
October 2015		53.00%
November 2015	50.72%	53.00%
December 2015	53.03%	53.00%
Q3 2015/16		
January 2016		53.00%
February 2016		53.00%
March 2016	47.11%	53.00%
Q4 2015/16		
April 2016	N/A	54.00%
May 2016	N/A	54.00%
June 2016	48.56%	54.00%
Q1 2016/17		
July 2016	N/A	54.00%
August 2016	N/A	54.00%
September 2016	50.56%*	54.00%
Q2 2016/17		
October 2016		54.00%
November 2016		54.00%
December 2016		
Q3 2016/17		
January 2017		
February 2017		
March 2017		
Q4 2016/17		

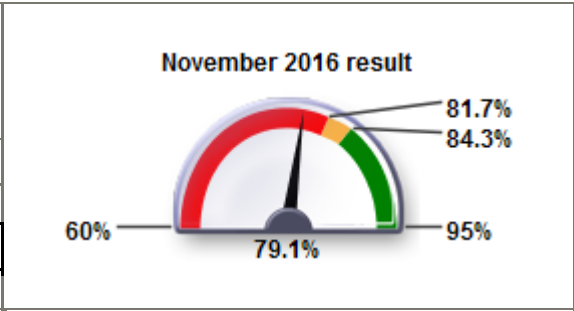


September update - * This figure currently is unvalidated, by the end of December 2016 this

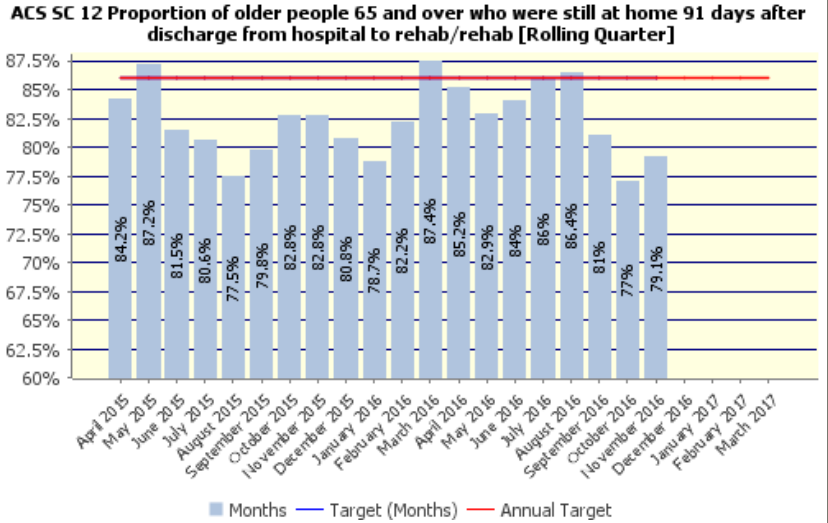
data should be validated. Veolia completed their new waste collection service roll out which included a new blue box recycling service stream, which will take time to embed across the borough. There is also a national downturn in recycling rates in the Essex region, which has seen a decrease in recycling rates. It is a very challenging target and too early to predict end of year performance at the moment.

Aim: HEALTHY: Priorities • 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 & adults, by working to reduce inequalities and social deprivation across our communities.
 Expected Outcome: At risk of missing target 2 Some slippage against target 3


CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]		
Expected Outcome		Format	Aim to Maximise
Managed By	Sharon Houlden		
Year Introduced			

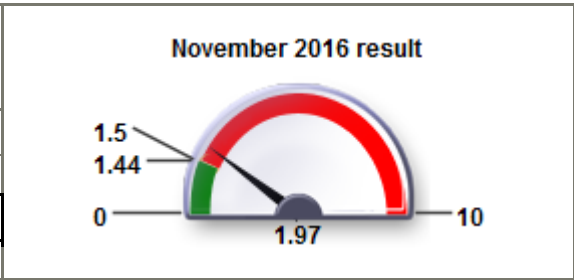


Date Range 1		
	Value	Target
April 2015	84.2%	86%
May 2015	87.2%	86%
June 2015	81.5%	86%
Q1 2015/16		
July 2015	80.6%	86%
August 2015	77.5%	86%
September 2015	79.8%	86%
Q2 2015/16		
October 2015	82.8%	86%
November 2015	82.8%	86%
December 2015	80.8%	86%
Q3 2015/16		
January 2016	78.7%	86%
February 2016	82.2%	86%
March 2016	87.4%	86%
Q4 2015/16		
April 2016	85.2%	86%
May 2016	82.9%	86%
June 2016	84%	86%
Q1 2016/17		
July 2016	86%	86%
August 2016	86.4%	86%
September 2016	81%	86%
Q2 2016/17		
October 2016	77%	86%
November 2016	79.1%	86%
December 2016		
Q3 2016/17		
January 2017		
February 2017		
March 2017		
Q4 2016/17		

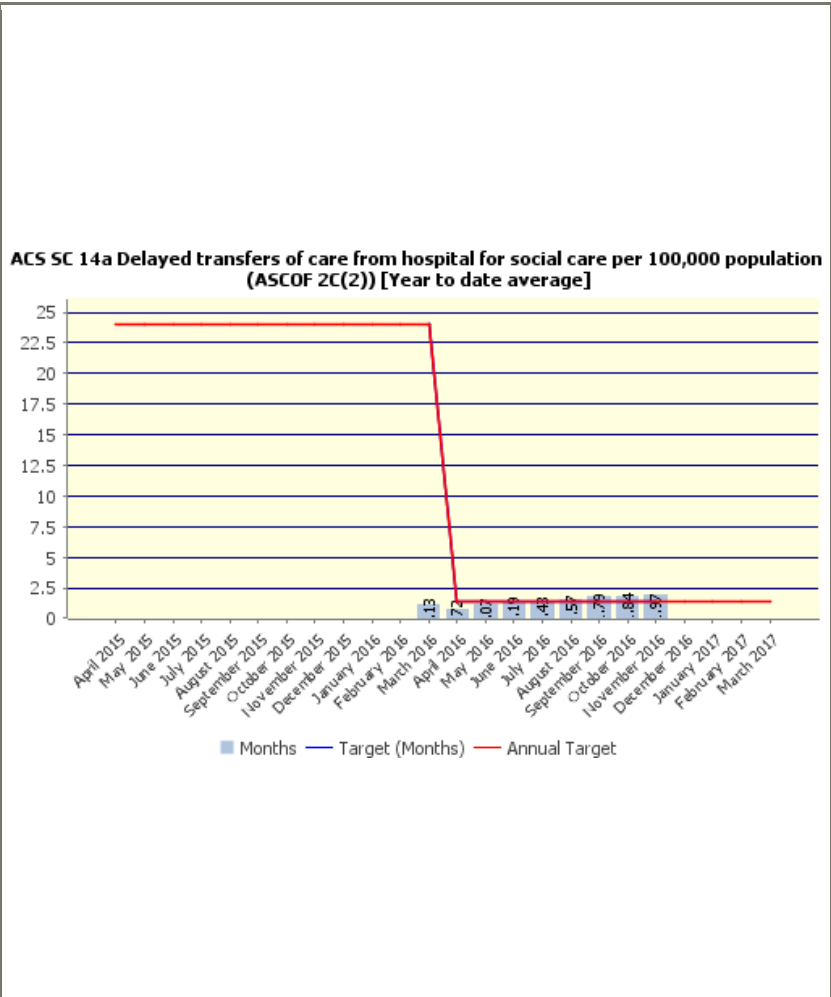


For the period June - August which is reported 3 months later in November 2016, 86 people started reablement, of which 68 were at home 91 days later, which is 79.1%. Following the analysis that has been undertaken over the last month, we are investigating this indicator at a client and supplier level (a review of 18 reablement episodes is being completed).


CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]		
Expected Outcome		Format	Aim to Minimise
Managed By	Sharon Houlden		
Year Introduced			

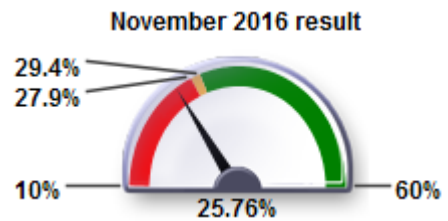


Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016	1.13	24
April 2016	0.72	1.43
May 2016	1.07	1.43
June 2016	1.19	1.43
July 2016	1.43	1.43
August 2016	1.57	1.43
September 2016	1.79	1.43
October 2016	1.84	1.43
November 2016	1.97	1.43
December 2016		
January 2017		
February 2017		
March 2017		

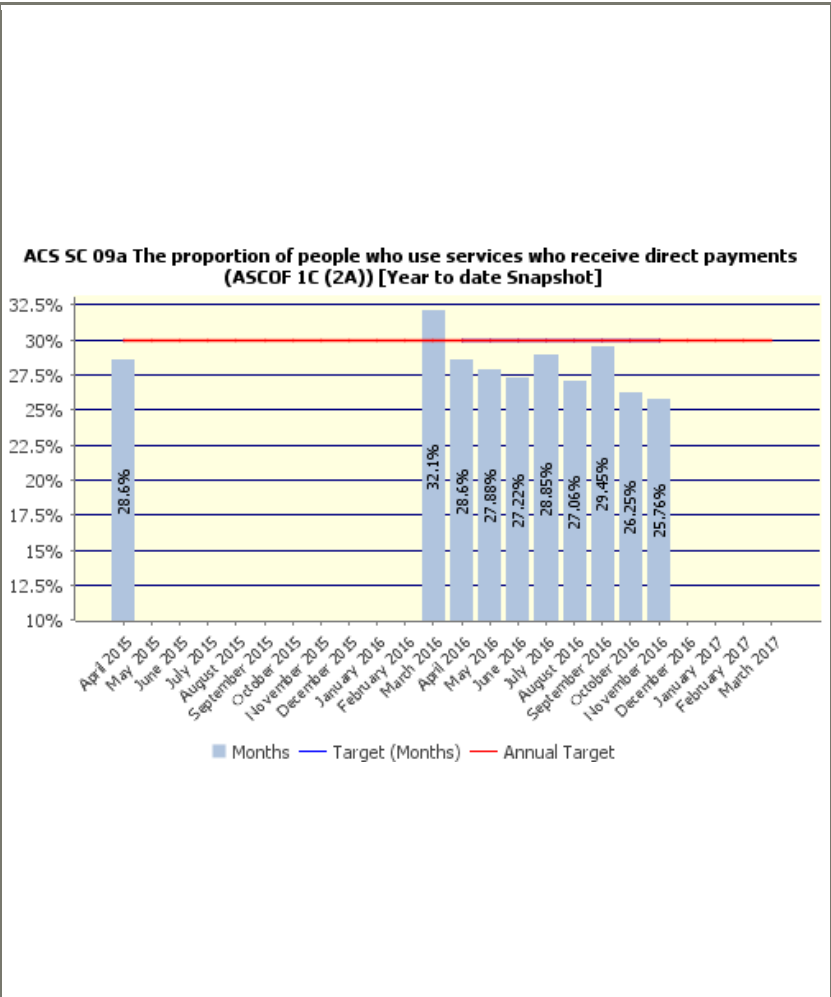


The average level of delayed transfers of care is above target but we remain well below the regional average of 3.72. A lot of work has been and will continue to be put into ensuring that patients are discharged from hospital in a timely manner and appropriate services are available on demand. There will be closer attention to the delays made in the Non-Acute (Sept) side, as the weightings are towards the Social Care side.


CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]		
Expected Outcome		Format	Aim to Maximise
Managed By	Sharon Houlden		
Year Introduced			



Date Range 1		
	Value	Target
April 2015	28.6%	30%
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016	N/A	
March 2016	32.1%	
April 2016	28.6%	30%
May 2016	27.88%	30%
June 2016	27.22%	30%
July 2016	28.85%	30%
August 2016	27.06%	30%
September 2016	29.45%	30%
October 2016	26.25%	30%
November 2016	25.76%	30%
December 2016		
January 2017		
February 2017		
March 2017		

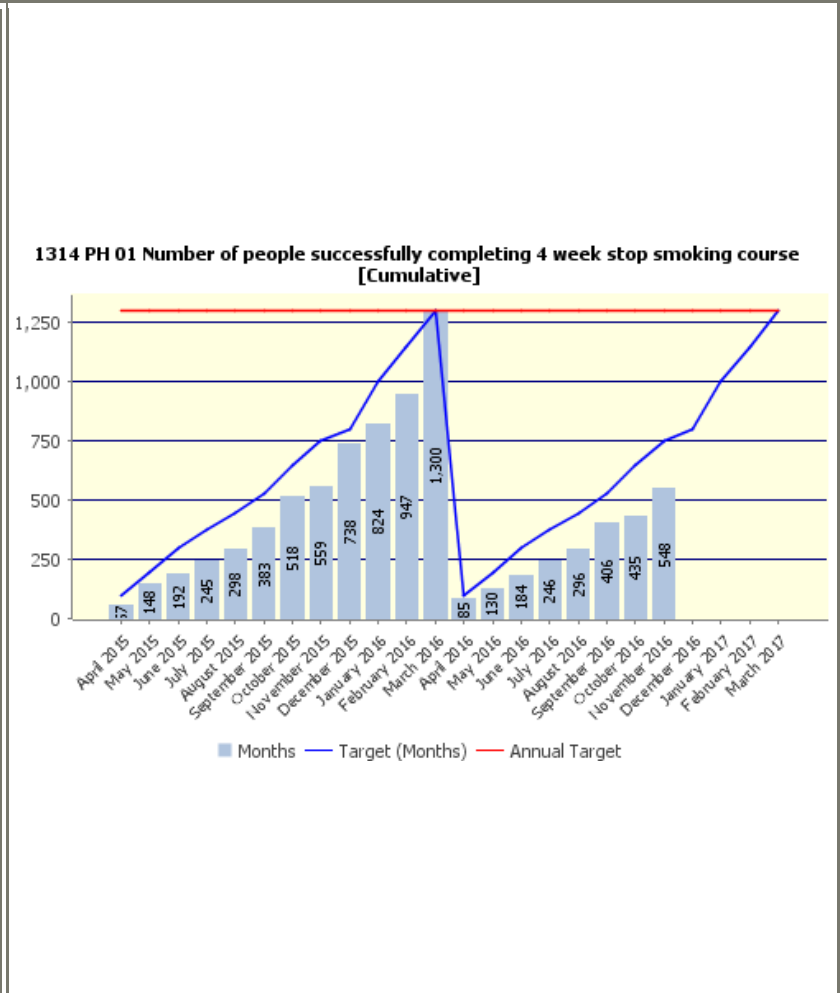


The performance of this indicator has dropped slightly but remains in line with our comparable neighbours. A sample of direct payment cases and non-direct payment cases will be sampled to assist in identifying barriers to direct payments. This will inform further analysis of drop in this indicator.


CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Liesel Park		
Year Introduced			



Date Range 1		
	Value	Target
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015	383	530
October 2015	518	650
November 2015	559	750
December 2015	738	800
January 2016	824	1,000
February 2016	947	1,150
March 2016	1,300	1,300
April 2016	85	100
May 2016	130	200
June 2016	184	300
July 2016	246	380
August 2016	296	450
September 2016	406	530
October 2016	435	650
November 2016	548	750
December 2016		800
January 2017		1,000
February 2017		1,150
March 2017		1,300

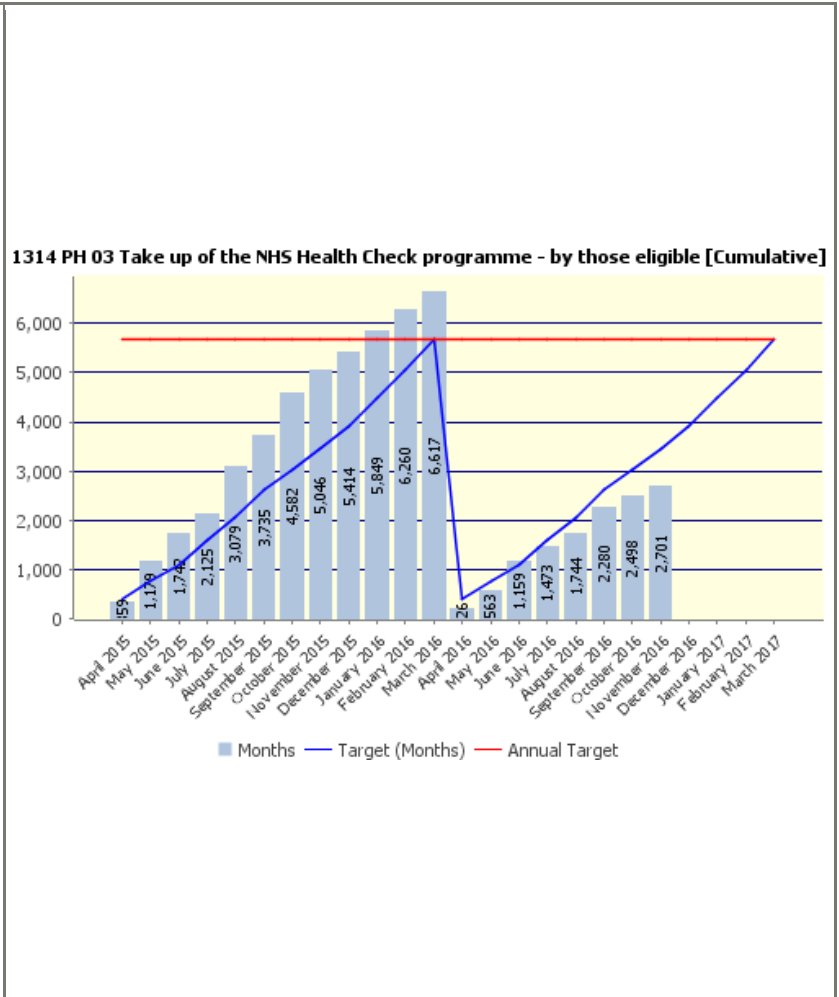


Final quit data for November is unlikely to be available until the end of January 2017. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.

CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Margaret Gray		
Year Introduced			



Date Range 1		
	Value	Target
April 2015	359	406
May 2015	1,179	763
June 2015	1,742	1,120
July 2015	2,125	1,592
August 2015	3,079	2,064
September 2015	3,735	2,632
October 2015	4,582	3,038
November 2015	5,046	3,443
December 2015	5,414	3,914
January 2016	5,849	4,482
February 2016	6,260	5,050
March 2016	6,617	5,673
April 2016	226	406
May 2016	563	763
June 2016	1,159	1,120
July 2016	1,473	1,592
August 2016	1,744	2,064
September 2016	2,280	2,632
October 2016	2,498	3,038
November 2016	2,701	3,443
December 2016		3,914
January 2017		4,482
February 2017		5,050
March 2017		5,673



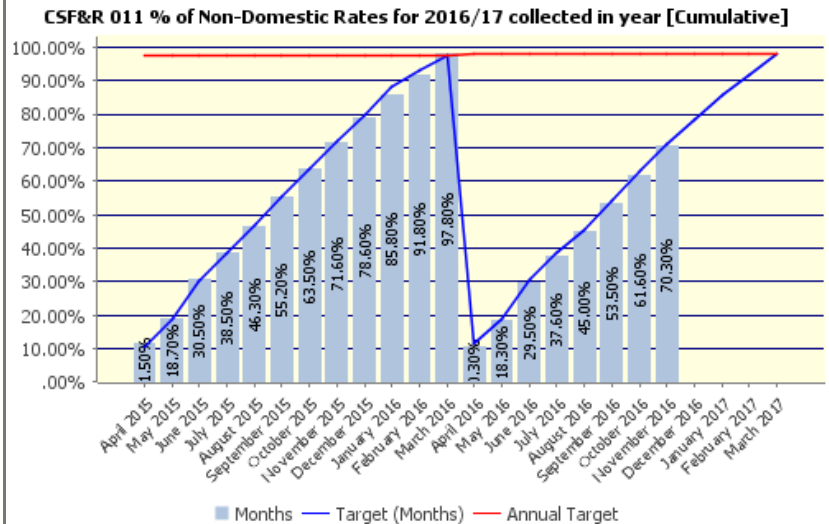
Data is still awaited from two GP Practices that migrated computer systems recently from EMIS to SystemOne and the outreach provider. The health check trajectory remains on track to hit target by the end of the year.

Aim: PROSPEROUS: Priorities • 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 & have fulfilling employment. • Ensure the town is 'open for business' and that new, developing and existing enterprise is nurtured and supported. Ensure continued regeneration of the town through a culture led agenda.

Expected Outcome: Some slippage against target 1

CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]		<p>November 2016 result</p> <p>67.55% 71.10% 100.00% 70.30% .00%</p>
Expected Outcome		Format Aim to Maximise	
Managed By	Joe Chesterton		
Year Introduced	2000		

Date Range 1		
	Value	Target
April 2015	11.50%	10.30%
May 2015	18.70%	18.70%
June 2015	30.50%	30.40%
July 2015	38.50%	38.70%
August 2015	46.30%	46.80%
September 2015	55.20%	55.10%
October 2015	63.50%	63.50%
November 2015	71.60%	71.70%
December 2015	78.60%	79.80%
January 2016	85.80%	88.00%
February 2016	91.80%	93.00%
March 2016	97.80%	97.60%
April 2016	10.30%	11.30%
May 2016	18.30%	18.70%
June 2016	29.50%	30.50%
July 2016	37.60%	38.50%
August 2016	45.00%	45.50%
September 2016	53.50%	54.50%
October 2016	61.60%	62.90%
November 2016	70.30%	71.10%
December 2016		78.20%
January 2017		85.50%
February 2017		91.60%
March 2017		97.80%



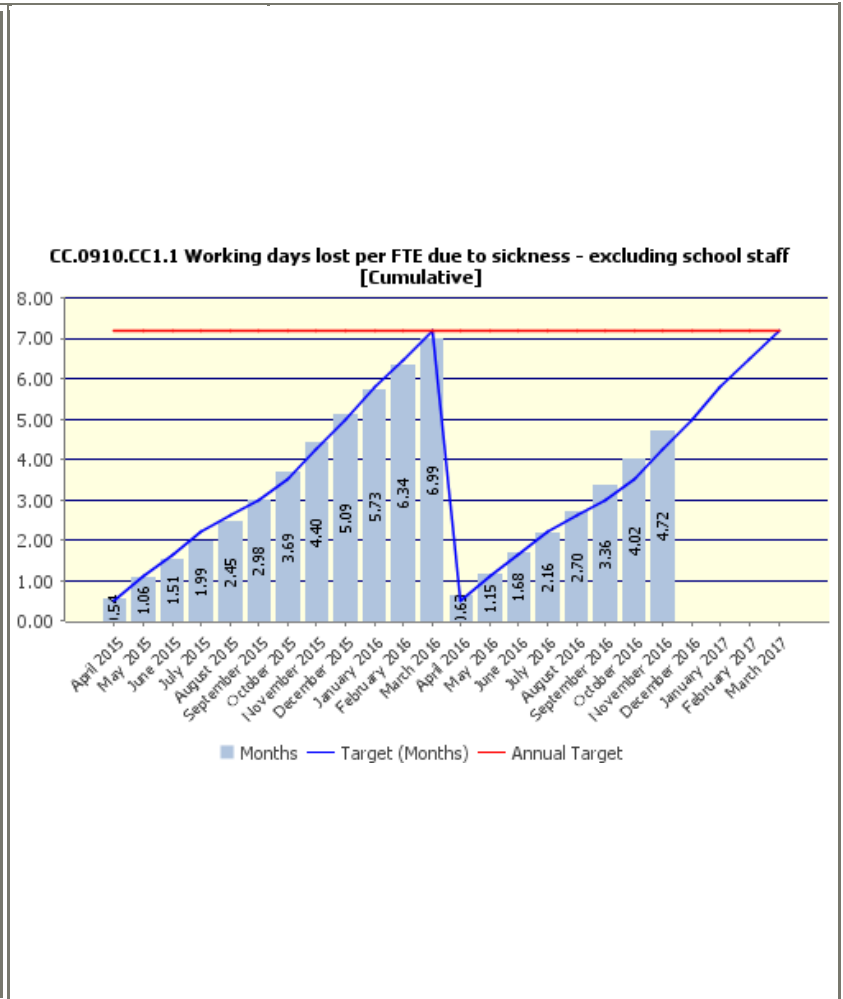
Although collection is still below target it is an improvement on last month, when the collection rate was 1.3% down. This confirms the predicted outcome that the target will be met at the end of the financial year. The Service is focused on current year collection and are chasing ratepayers to obtain payments.

Aim: EXCELLENT: Priorities • Work with & listen to our communities & partners to achieve better outcomes for all • Enable communities to be self-sufficient & foster pride in the town • Promote & lead an entrepreneurial, creative & innovative approach to the development of our town.

Expected Outcome: At risk of missing target 1

CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]		
Expected Outcome		Format Aim to Minimise	
Managed By	Joanna Ruffle		
Year Introduced	2009		

Date Range 1		
	Value	Target
April 2015	0.54	0.51
May 2015	1.06	1.10
June 2015	1.51	1.65
July 2015	1.99	2.21
August 2015	2.45	2.61
September 2015	2.98	3.01
October 2015	3.69	3.51
November 2015	4.40	4.25
December 2015	5.09	4.97
January 2016	5.73	5.80
February 2016	6.34	6.47
March 2016	6.99	7.20
April 2016	0.63	0.51
May 2016	1.15	1.10
June 2016	1.68	1.65
July 2016	2.16	2.21
August 2016	2.70	2.61
September 2016	3.36	3.01
October 2016	4.02	3.51
November 2016	4.72	4.27
December 2016		4.99
January 2017		5.82
February 2017		6.49
March 2017		7.20



The Council is below target for November, which follows the trend of last year. However the council is currently above target at 4.72 days against a target of 4.27 days. Human Resources continue to provide information at Departmental Management Team on those employees with the highest number of sickness spells and long term sick.



Revenue Budget Monitoring 2016/17

Period 8

as at 30 November 2016 Portfolio Summary

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1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2016/17, based on the views of the Directors and their Management Teams, in light of expenditure and income to 30 November 2016.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2016. Therefore, the full cost budget is being monitored, including fully allocated Management, Administrative and Technical Services (MATS) and capital financing costs. As at the end of October all corporate savings have been allocated.

2. Overall Budget Performance – General Fund

An overspend to the overall Council budget of £807,000 is currently being forecast for the year-end. This position reflects a projected overspend of £928,000 in Council departmental spending and a £121,000 underspend on financing costs and levies. The budget pressures which services are reporting are detailed in section 3 below. The forecast overspend of £807,000 is currently estimated to be met from earmarked reserves.

at 30 November 2016 - Period 8

Portfolio	Latest Budget 2016/17 £000	Projected Outturn 2016/17 £000	November Forecast Variance £000	October Forecast Variance £000
Leader	3,397	3,407	10	(200)
Culture, Tourism and the Economy	14,725	14,953	228	200
Corporate and Community Support Services	2,961	2,781	(180)	30
Housing, Planning & Public Protection Services	10,609	10,628	19	30
Children & Learning	31,187	31,507	320	655
Health & Adult Social Care	42,498	42,707	209	200
Transport, Waste & Cleansing	23,105	23,427	322	143
Technology	147	147	-	-
Total Portfolio	128,629	129,557	928	1,058
Non-Service Areas	(5,423)	(6,351)	(928)	(1,058)
Net Expenditure / (Income)	123,206	123,206	0	0

Where Portfolios are forecasting an overspend by the end of the year, the relevant Director has been advised that appropriate action plans must be in place to address any projected overspend position so that a balanced budget for the Council is produced by the year end.

3. Service Variances - £928,000 forecast overspend

The key variances are as shown in the following table:-

Portfolio	Unfavourable £(000)	Favourable £(000)	Net £(000)	Previous period £(000)
Leader				
Release of Legal Provision				(200)
Treasury Management Costs	10			10
	10	0	10	(190)
Culture, Tourism and the Economy				
Southend Pier - Loss of income due to repair of pile caps and associated repair costs due to buggy usage for certain users	200			200
Grounds Maintenance - Additional peak relief staff due to weather conditions	60			60
Golf course - reduced income due to lower user numbers	50			50
The Forum - Facilities Management contract can't be renegotiated yet	100			100
Leisure Management - Newly tendered contract saving & part year vacant post		(182)		(182)
	410	(182)	228	228
Corporate and Community Support				
Benefits Admin Team Staffing	90			90
Vacancies in the Financial Management and Planning & Control Teams		(150)		(150)
Vacancy in the Asset Management Team		(50)		(50)
Council Tax Court Income		(60)		(50)
Vacancies in the Chief Executive Support team		(33)		
Vacancy Factor in the Legal & Democratic Team	14			
Legal Services Court Costs	28			
Legal Services Income	16			15
Staffing costs in the Business Rates team		(15)		
Vacancies in Corporate Procurement		(20)		(20)
	148	(328)	(180)	(165)
Housing, Planning & Public Protection Services				
Regulatory Services - Legal advice	13			13
Tables and chairs income	27			27
Vacancy in Private Sector Housing		(15)		(22)
Minor variances		(6)		(5)
	40	(21)	19	13
Children and Learning				
Children's Placements - high cost children with disabilities, and cost of direct payments	47			35
Children's Placements - forecast for current cohort of looked after children	110			330
Staffing pressure costs in children services	214			175
Legal charges for children in care - high case load	97			122
Forecast on current in-house fostering placements and impact of adoption referral income	12			290
Home to School Education Transport - lower demand and contract management		(60)		(60)
School Improvement staff vacancies		(100)		(100)
	480	(160)	320	792

...Continued				
Health and Adult Social Care				
People with a Learning Disability - Lower than estimated residential care placements and direct payments		(251)		(227)
People with Mental Health Needs - Higher than estimated residential care placements, direct payments and supported living	586			576
Older People - Reduced residential care packages		(141)		(261)
Physical and Sensory Impairment - Higher than estimated residential care placements	66			86
Pressure against budgeted vacancy levels	20			20
Health contribution towards Integrated commissioning		(38)		(43)
Underspend on service contracts		(33)		(10)
	672	(463)	209	141
Transport, Waste & Cleansing				
Concessionary fares - based on consultant estimate	73			80
Travel Centre - additional security required for site	60			60
Street lighting - full year benefits not expected to be achieved	297			297
Traffic Signals - reduced repairs and maintenance costs		(51)		(51)
Street works Common Permit Scheme - S.74 penalties		(473)		(473)
Highways maintenance - rechargeable works	142			136
Structural maintenance - footway repairs	205			272
Traffic Management - reduction in contractor costs		(82)		(82)
Decriminalised parking - delay in new contract implementation	114			114
Decriminalised parking - increased estimated bad debt provision at year end	164			148
Decriminalised parking - reduction in income	251			100
Parking management - income from on- and off-street provision		(400)		(400)
Flood Defences - vacant posts		(18)		(70)
Business Support - Low staff turnover resulting in vacancy factor pressure	40			40
	1,346	(1,024)	322	171
Technology				
	0	0	0	0
Total	3,106	(2,178)	928	990

Non Service Variances (£121,000 forecast underspend)

Financing Costs – (£115K)

This provision is forecast to be underspent against budget at the year-end as; PWLB interest (£365K) due to reduced borrowing; reduced income from HRA Item 8 debit due to lower average rate % £50K; reduced interest from in-house investments due to reduced interest rates £130K; interest on short term borrowing (£40K); interest on Bonds £25K; interest property funds £130K; Schools and trust balances interest (£17K); finance lease costs £9K; payment to Minimum Reserve Provision (£37K).

Levies – (£6K)

The annual levy from the Coroners Court is less than advised by the organisation when setting the budget.

4. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £3,874,000 were agreed by Council when setting the 2016/17 budget in February 2016. The current outturn position allows for further in-year net appropriations from reserves, totalling £1,478,990. Total net appropriations from / (to) reserves for 2016/17 will therefore equal £5,352,990.

- £19,000 from the Business Transformation Reserve to enable the progression of various projects.
- £166,700 from the Earmarked Reserves relating to Social Work Training grants and the Practice Learning Fund
- £37,000 from the Specific Projects Reserve to cover costs relating to the Phase 3 Printing Review
- £250,000 from the Queensway Reserve to cover on-going revenue costs of the project
- £199,290 from the Public Health Reserve to fund services
- £807,000 appropriation from reserves at the year end to offset project overspend

£1,478,990

5. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2016/17 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £6,472,000.

6. Performance against Budget savings targets for 2016/17

As part of setting the Council budget for 2016/17, a schedule of Departmental and Corporate savings was approved totalling £10.086 million. These are required to achieve a balanced budget.

A monthly exercise is in place to monitor the progress of the delivery of these savings. A breakdown, by RAG status, of the Departmental Savings is shown below:

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
Department						
Chief Executive	0	262	1,146	1,408	1,408	0
People	260	3,547	1,504	5,311	5,015	(296)
Place	0	1,380	1,987	3,367	2,833	(534)
Total	260	5,189	4,637	10,086	9,256	(830)

Although the current forecast is showing a shortfall of £830,000 against the required savings total of £10.086 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

7. Overall Budget Performance – Housing Revenue Account (HRA)

The HRA budget was approved by Council on 25th February 2016 and anticipated that £2,287,000 would be appropriated to earmarked reserves in 2016/17.

The closing HRA balance as at 31st March 2016 was £3,502,000.

8. Budget Virements

In line with the approved financial procedure rules all virements over £50,000 between portfolio services or between pay and non-pay budgets are to be approved by Cabinet.

Below is a table showing the virements which fall within these parameters.

	DR	CR
	£	£
Virements over £50,000 in reported period	-	-
Virements over £50,000 previously reported	5,023	(5,023)
Virements approved under delegated authority	4,988	(4,988)
Total virements	10,011	(10,011)

There are no virements for Cabinet approval this period.

General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Portfolio Holder Summary

Portfolio	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
Leader	4,765	(1,062)	3,703	(306)	3,397	3,407	10	(1,042)	(1,352)	(310)
Culture, Tourism and the Economy	17,439	(3,178)	14,261	464	14,725	14,953	228	9,460	10,370	910
Corporate and Community Support Services	127,435	(124,772)	2,663	298	2,961	2,781	(180)	2,596	1,961	(635)
Housing, Planning & Public Protection Services	13,689	(2,942)	10,747	(138)	10,609	10,628	19	7,051	6,973	(78)
Children & Learning	116,234	(85,464)	30,770	417	31,187	31,507	320	20,072	20,582	510
Health & Adult Social Care	76,004	(35,092)	40,912	1,586	42,498	42,707	209	28,270	28,729	459
Transport, Waste & Cleansing	35,073	(11,943)	23,130	(25)	23,105	23,427	322	14,806	14,724	(82)
Technology	5,858	(5,748)	110	37	147	147	0	108	143	35
Portfolio Net Expenditure	396,497	(270,201)	126,296	2,333	128,629	129,557	928	81,321	82,130	809
Reversal of Depreciation	(21,711)	3,069	(18,642)	0	(18,642)	(18,642)	0	(12,428)	(10,875)	1,553
Levies	585	0	585	0	585	579	(6)	357	353	(4)
Financing Costs	20,408	(4,621)	15,787	0	15,787	15,672	(115)	8,373	8,587	214
Contingency	5,816	0	5,816	(1,861)	3,955	3,955	0	1,488	0	(1,488)
Pensions Upfront Funding	(4,782)	0	(4,782)	0	(4,782)	(4,782)	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0	0	0	1,034	1,034
Sub Total	316	(1,552)	(1,236)	(1,861)	(3,097)	(3,218)	(121)	(2,210)	(901)	1,309
Net Operating Expenditure	396,813	(271,753)	125,060	472	125,532	126,339	807	79,111	81,229	2,118
General Grants	0	(4,252)	(4,252)	0	(4,252)	(4,252)	0	(2,506)	(2,769)	(263)
Corporate Savings	(200)	0	(200)	200	0	0	0	0	0	0
Revenue Contribution to Capital	6,472	0	6,472	0	6,472	6,472	0	4,315	0	(4,315)
Contribution to / (from) Earmarked Reserves	(3,874)	0	(3,874)	(672)	(4,546)	(5,353)	(807)	(2,775)	(4,557)	(1,782)
Contribution to / (from) General Reserves	0	0	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	399,211	(276,005)	123,206	0	123,206	123,206	0	78,145	73,903	(4,242)

Use of General Reserves							
Balance as at 1 April 2015			11,000		11,000	11,000	0
Use in Year			0	0	0	0	0
Balance as at 31 March 2016			11,000	0	11,000	11,000	0

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Leader
Portfolio Holder - Cllr J Lamb**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Corporate and Non Distributable Costs	3,760	(177)	3,583	(349)	3,234	3,244	10	(1,149)	(1,417)	(268)
b Corporate Subscriptions	73	0	73	0	73	73	0	48	41	(7)
c Emergency Planning	99	0	99	43	142	142	0	105	106	1
d Strategy & Performance	833	(885)	(52)	0	(52)	(52)	0	(46)	(82)	(36)
Total Net Budget for Portfolio	4,765	(1,062)	3,703	(306)	3,397	3,407	10	(1,042)	(1,352)	(310)

323

Virements

£000

Transfer from earmarked reserves	(300)
Allocation from Contingency	0
In year virements	(6)
	<u>(306)</u>

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Leader
Portfolio Holder - Cllr J Lamb**

Forecast Outturn Variance	Year to Date Variance
a. Short Duration Bond fund not budgeted for within Treasury Management.	Budgets for Salaries, Corporate Initiatives and Audit costs are currently underspent. Due to the ad-hoc and high value nature of some corporate core costs it is not possible to profile the budgets for Pensions Backfunding and Corporate Initiatives more accurately.
b.	
c.	
d.	Vacancies in the Policy Team

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Culture, Tourism and the Economy
Portfolio Holder - Cllr A Holland**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	706	(364)	342	4	346	346	0	227	272	45
b Amenity Services Organisation	2,964	(386)	2,578	778	3,356	3,416	60	2,282	2,519	237
c Culture Management	104	(6)	98	0	98	98	0	65	66	1
d Library Service	3,789	(390)	3,399	0	3,399	3,499	100	2,426	2,469	43
e Museums And Art Gallery	1,303	(67)	1,236	17	1,253	1,253	0	832	922	90
f Parks And Amenities Management	2,736	(667)	2,069	(612)	1,457	1,507	50	803	850	47
g Sports Development	179	(45)	134	0	134	134	0	90	93	3
h Sport and Leisure Facilities	627	(144)	483	0	483	301	(182)	310	233	(77)
i Southend Theatres	575	(17)	558	0	558	558	0	392	387	(5)
j Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,410	(999)	2,411	0	2,411	2,611	200	1,195	1,698	503
k Tourism	267	(11)	256	50	306	306	0	207	211	4
l Economic Development	363	0	363	(50)	313	313	0	221	235	14
m Town Centre	211	(58)	153	0	153	153	0	122	86	(36)
n Climate Change	205	(24)	181	27	208	208	0	141	190	49
o Queensway Regeneration Project	0	0	0	250	250	250	0	147	139	(8)
Total Net Budget for Portfolio	17,439	(3,178)	14,261	464	14,725	14,953	228	9,460	10,370	910

325

Virements

£000

Transfer from earmarked reserves	250
Allocation from Contingency	42
In year virements	172
	<u>464</u>

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Culture, Tourism and the Economy
Portfolio Holder - Cllr A Holland**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Additional peak relief requirement to meet service needs during the wet Spring/Summer. Reduced staff to meet saving requirements didn't take effect until part way through the year causing an in-year pressure	A wet Spring/Summer has required higher levels of relief staff and overtime. Staffing pressure expected to reduce due to a recent reduction in seasonal staff. Bulk material has been purchased and stockpiled in advance of its intended use whilst vehicle and machinery hire and maintenance costs peaked during the Summer whilst additional seasonal staff were working
c.	
d. The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate the costs. This matter is being dealt with by the Forum Management Company	The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate the costs. This matter is being dealt with by the Forum Management Company
e.	Funding is due to be received.
f. A reduction in visitor numbers to the golf course has resulted in a reduction in income	A reduction in visitor numbers to the golf course has resulted in a reduction in income
g.	
h. Saving due to the tendered leisure management contract	Saving due to the tendered leisure management contract
i.	
j. Loss of income as a result of the Pier train being out of service due to repairs of the pile caps during the busiest season of the year. There are also associated repairs and maintenance costs due to deckboard replacements as a result of the use of a buggy to transport some customers	Loss of income as a result of the Pier train being out of service due to repairs of the pile caps during the busiest season of the year. There are also associated repairs and maintenance costs due to deckboard replacements as a result of the use of a buggy to transport some customers. Tourism advertising costs incurred early in the year. The cash collection process has resulted in an internal issue with allocating income to the Pier.
k.	
l.	
m.	
n.	

326

O.

327

12

37

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Corporate and Community Support
Portfolio Holder - Cllr A Moring**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Cemeteries and Crematorium	1,436	(2,198)	(762)	(100)	(862)	(862)	0	(541)	(526)	15
b Customer Services Centre	2,902	(2,836)	66	72	138	138	0	91	36	(55)
c Council Tax Benefit	0	0	0	0	0	0	0	0	(20)	(20)
d Dial A Ride	117	(19)	98	18	116	116	0	74	72	(2)
e Support to Mayor	218	0	218	0	218	218	0	150	149	(1)
Housing Benefit and Council Tax Benefit	2,677	(1,195)	1,482	21	1,503	1,593	90	1,019	1,055	36
f Admin										
g Rent Benefit Payments	98,947	(99,050)	(103)	0	(103)	(103)	0	(51)	165	216
h Registration of Births Deaths and Marriage	0	0	0	0	0	0	0	0	0	0
i Partnership Team	317	0	317	14	331	331	0	224	201	(23)
j Support To Voluntary Sector	802	0	802	0	802	802	0	534	550	16
k Human Resources	2,208	(2,239)	(31)	8	(23)	(23)	0	(13)	(40)	(27)
l People & Organisational Development	532	(527)	5	0	5	5	0	3	(25)	(28)
m Tickfield Training Centre	386	(383)	3	0	3	3	0	12	(22)	(34)
n Transport Management	227	(240)	(13)	(118)	(131)	(131)	0	(88)	(107)	(19)
o Vehicle Fleet	720	(741)	(21)	(44)	(65)	(65)	0	(51)	(66)	(15)
p Accounts Payable	257	(256)	1	0	1	1	0	4	(15)	(19)
q Accounts Receivable	340	(351)	(11)	27	16	16	0	20	14	(6)
r Accountancy	2,727	(2,742)	(15)	0	(15)	(165)	(150)	(1)	(222)	(221)
s Asset Management	438	(434)	4	30	34	(16)	(50)	33	0	(33)
t Internal Audit & Corporate Fraud	948	(940)	8	0	8	8	0	7	(71)	(78)
u Buildings Management	2,909	(2,843)	66	132	198	198	0	285	310	25
v Administration & Support	0	0	0	0	0	0	0	0	0	0
w Community Centres and Club 60	54	(1)	53	0	53	53	0	29	24	(5)
x Corporate and Industrial Estates	794	(2,539)	(1,745)	0	(1,745)	(1,745)	0	(1,160)	(1,234)	(74)
y Council Tax Admin	1,355	(481)	874	0	874	814	(60)	582	434	(148)
z Democratic Services Support	430	0	430	0	430	437	7	288	291	3
aa Department of Corporate Services	1,084	(1,272)	(188)	(28)	(216)	(249)	(33)	(151)	(178)	(27)
ab Elections and Electoral Registration	409	0	409	25	434	434	0	352	357	5
ac Insurance	185	(243)	(58)	0	(58)	(58)	0	108	89	(19)
ad Local Land Charges	279	(318)	(39)	0	(39)	(39)	0	(10)	(32)	(22)
ae Legal Services	1,173	(1,237)	(64)	0	(64)	(13)	51	(44)	18	62

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af Non Domestic Rates Collection	347	(304)	43	0	43	28	(15)	(52)	(74)	(22)
ag Corporate Procurement	756	(748)	8	241	249	229	(20)	210	143	(67)
ah Property Management & Maintenance	749	(635)	114	0	114	114	0	271	229	(42)
ai Member Expenses	712	0	712	0	712	712	0	462	456	(6)
Total Net Budget for Portfolio	127,435	(124,772)	2,663	298	2,961	2,781	(180)	2,596	1,961	(635)

Virements

£000

Transfer from earmarked reserves	241
Allocation from Contingency	40
In year virements	17
	<u>298</u>

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Corporate and Community Support
Portfolio Holder - Cllr A Moring**

Forecast Outturn Variance	Year to Date Variance
a.	The number of cremations and burials is lower than in the same period last year. Repairs to the boiler are causing a pressure on the budget.
b.	A pressure due to unbudgeted IT costs is being offset by vacancies and higher income than predicted. Higher income in the Registrations Service than profiled due to a greater number of weddings in the summer period. As in previous years, this is expected to level out by year-end.
c.	Overpayments repaid relating to prior years
d.	
e.	
f. Forecast overspends on agency costs	A pressure on employees' budget due to overtime, agency costs and Vacancy Factor is being offset by an underspend against the Social Fund profiled budget
g.	Period 8 monitored position
h.	
i.	Vacancy in year. Office Expenses budget currently underspent.
j.	Expenditure relating to the Community Hub project. Income will be drawn down within the coming months to offset these project costs
k.	Additional income received from Suffolk CC to fund project work. It is anticipated, that income will fall this year due to less Schools using the HR service
l.	Corporate Training income is higher than budget to date but further costs are expected to offset the surplus
m.	Income from the Tickfield Centre is currently higher than budget
n.	Vacancy
o.	The fuel budget is underspent due to the running down of tanks and operating lease costs have reduced which is compensating for lower Internal Trading Income than predicted. No further fuel stock is being purchased as a fuel card programme has now been rolled out.

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Forecast Outturn Variance	Year to Date Variance
p.	Vacancy
q.	
r. Staff Vacancies	Vacancies in the Financial Management and Planning & Control teams
s. Staff Vacancies	
t.	An underspend due to staff vacancies is being partially offset by an overspend relating to the purchase of professional expertise in the form of contractors
u.	In line with previous years, the furniture budget is currently underspent. This is being offset by an overspend on Contract Cleaning, Security and Repairs & Maintenance costs
v.	
w.	
x.	Rental income is higher than current budget partly due to rent increases and back payments
y. More income relating to court proceedings has been raised than anticipated	More court proceedings relating to Council Tax have been initiated than expected when the budget was set although this will be partially offset by a higher provision for Bad Debt at the end of the year. This is mitigating an overspend on Agency Staff and Vacancy Factor
z. Currently it is unlikely that the Vacancy Factor budget will be achieved	
aa. Staff vacancies.	
ab.	
ac.	Vacancies in year.
ad.	Higher income than the profiled budget
ae. Court Costs in relation to Children's cases are higher than expected at this time of the year. It is currently unlikely that the Vacancy Factor or the income budget will be achieved	
af. Underspend on staff budgets	
ag. Underspend on a vacant post.	
ah.	
ai.	

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**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Housing, Planning & Public Protection Services
Portfolio Holder - Cllr M Flewitt**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Strategy & Planning for Housing	256	(255)	1	0	1	1	0	0	0	0
b Private Sector Housing	4,139	(587)	3,552	10	3,562	3,547	(15)	2,378	2,351	(27)
c Housing Needs & Homelessness	1,276	(514)	762	0	762	762	0	508	508	0
d Supporting People	3,456	0	3,456	(150)	3,306	3,300	(6)	2,201	2,207	6
e Closed Circuit Television	517	(32)	485	4	489	489	0	324	332	8
f Community Safety	251	(32)	219	25	244	244	0	172	161	(11)
g Building Control	732	(397)	335	0	335	335	0	194	247	53
h Development Control	829	(569)	260	0	260	260	0	170	82	(88)
i Strategic Planning	412	0	412	0	412	412	0	396	404	8
j Regulatory Business	707	(11)	696	22	718	731	13	493	494	1
k Regulatory Licensing	570	(483)	87	171	258	285	27	31	27	(4)
l Regulatory Management	236	0	236	(235)	1	1	0	17	8	(9)
m Regulatory Protection	308	(62)	246	15	261	261	0	167	152	(15)
Total Net Budget for Portfolio	13,689	(2,942)	10,747	(138)	10,609	10,628	19	7,051	6,973	(78)

Virements

Transfer from earmarked reserves	10
Allocation from Contingency	28
In year virements	(176)
	<u>(138)</u>

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Housing, Planning & Public Protection Services
Portfolio Holder - Cllr M Flewitt**

Forecast Outturn Variance	Year to date Variance
a.	
b. Vacant post within Private Sector Housing.	
c.	
d.	
e.	
f.	
g.	
h.	The team currently has a vacant post and are also exceeding their income target to date.
i.	
j. Legal advice is required as part of a national court case against a company.	
k. Income from Tables & Chairs Licensing is below budget.	
l.	
m.	
n.	

333

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Children and Learning
Portfolio Holder - Cllr J Courtenay**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Childrens Commissioning	2,549	(2,166)	383	0	383	383	0	252	194	(58)
b Children with Special Needs	2,047	(739)	1,308	158	1,466	1,575	109	1,033	1,138	105
c Early Years Development and Child Care Partnership	10,993	(9,562)	1,431	0	1,431	1,431	0	949	936	(13)
d Children Fieldwork Services	4,311	0	4,311	0	4,311	4,364	53	2,878	3,058	180
e Children Fostering and Adoption	6,796	(252)	6,544	50	6,594	6,772	178	4,384	4,570	186
f Youth Service	1,444	(397)	1,047	0	1,047	1,046	(1)	753	790	37
g Other Education	728	(580)	148	0	148	148	0	97	93	(4)
h Private Voluntary Independent	4,211	(156)	4,055	0	4,055	4,105	50	2,703	2,795	92
i Children Specialist Commissioning	1,016	(59)	957	207	1,164	1,193	29	777	814	37
j Children Specialist Projects	304	(189)	115	0	115	201	86	93	214	121
k School Support and Preventative Services	20,279	(12,302)	7,977	2	7,979	7,819	(160)	4,494	4,359	(135)
l Youth Offending Service	4,205	(1,711)	2,494	0	2,494	2,470	(24)	1,659	1,639	(20)
m Schools Delegated Budgets	57,351	(57,351)	0	0	0	0	0	0	(18)	(18)
n Age 14-19 Learning and	0	0	0	0	0	0	0	0	0	0
Total Net Budget for Portfolio	116,234	(85,464)	30,770	417	31,187	31,507	320	20,072	20,582	510

334

Virements

£000

Transfer from earmarked reserves

235

Allocation from Contingency

204

In year virements

(22)

417

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Children and Learning
Portfolio Holder - Cllr J Courtenay**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Current cohort of LDD placements and direct payments budgets are overspending.	
c.	
d. Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. Teams are unable to run with Vacancies due to caseloads.	Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. Teams are unable to run with Vacancies due to caseloads.
e. Forecast for current cohort of fostering places. This reflects success in increasing the number of available in-house carers, but it is also driven by overall higher numbers of children in care, with PVI placements also remaining high.	The number of children with in-house foster cares or kinship placements. This reflects success in increasing the number of available in-house carers, but it is also driven by overall higher numbers of children in care, with PVI placements also remaining high.
f.	
g.	
h. Current cohort of 53 children and young people in PVI placements is forecast to overspend, making the £250k saving a significant challenge. Within this there are 22 residential placements compared to 13 a year ago. This budget remain volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.	Current cohort of 53 children and young people in PVI placements is forecast to overspend, making the £250k saving a significant challenge. Within this there are 22 residential placements compared to 13 a year ago. This budget remain volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.
i. £29k pressure against budgeted vacancy factor as plans and review team is running at full establishment.	
j. Continuing overspend due to the costs of legal representation in child protection cases, linked to high numbers of children in care. There is a risk this overspend could increase as in the previous financial year the overspend was £200k and related to approximately 120 cases.	
k. As in last year this service is likely to underspend, however costs may start to rise once the growth in pupil numbers reaches the secondary school phase. An underspend is anticipated due to staffing vacancies against establishment in the School improvement service.	
l. Underspend due to a vacant post	
m.	

335

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Health and Adult Social Care
Portfolio Holder - Cllr L Salter**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	600	(593)	7	0	7	(31)	(38)	4	(4)	(8)
b Commissioning Team	2,628	(2,685)	(57)	(19)	(76)	(109)	(33)	(53)	(72)	(19)
c Strategy & Development	2,298	(2,328)	(30)	21	(9)	(9)	0	(9)	(32)	(23)
d People with a Learning Disability	15,878	(1,629)	14,249	283	14,532	14,281	(251)	9,673	9,577	(96)
e People with Mental Health Needs	3,627	(165)	3,462	41	3,503	4,089	586	2,331	2,841	510
f Older People	32,269	(14,940)	17,329	(548)	16,781	16,641	(140)	11,157	11,276	119
g Other Community Services	2,021	(665)	1,356	1,646	3,002	3,022	20	2,001	1,988	(13)
h People with a Physical or Sensory Impairment	5,182	(1,003)	4,179	(37)	4,142	4,208	66	2,757	2,783	26
i Service Strategy & Regulation	149	(69)	80	0	80	80	0	52	52	0
j Public Health	8,516	(8,379)	137	199	336	336	0	226	226	0
k Drug and Alcohol Action Team	2,529	(2,373)	156	0	156	156	0	102	97	(5)
l Young Persons Drug and Alcohol Team	307	(263)	44	0	44	44	0	29	(3)	(32)
Total Net Budget for Portfolio	76,004	(35,092)	40,912	1,586	42,498	42,708	210	28,270	28,729	459

Virements

Transfer from earmarked reserves
Allocation from Contingency
In year virements

£000

199
1,217
170

1,586

336

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Health and Adult Social Care
Portfolio Holder - Cllr L Salter**

Forecast Outturn Variance	Year to Date Variance
a. Health contribution towards integrated commissioning	
b.	
c.	
d. Forecast underspend on residential care placements and daycare services	
e. Forecast overspend on residential care, supported living and direct payments	Forecast overspend on residential care, supported living and direct payments.
f. Forecast underspend on residential care placements	
g. Teams are running at full staffing levels which is therefore causing a slight pressure against budgeted vacancy levels.	
h. Forecast overspend on residential care placements	
i.	
j.	
k.	
l.	

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**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Transport, Waste & Cleansing
Portfolio Holder - Cllr T Cox**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Highways Maintenance	9,611	(2,229)	7,382	(147)	7,235	7,406	171	4,643	4,629	(14)
b Bridges and Structural Engineering	432	0	432	0	432	432	0	288	267	(21)
c Decriminalised Parking	1,306	(1,633)	(327)	0	(327)	202	529	(192)	231	423
d Car Parking Management	1,443	(5,959)	(4,516)	(145)	(4,661)	(5,061)	(400)	(3,162)	(3,508)	(346)
e Concessionary Fares	3,246	0	3,246	0	3,246	3,319	73	2,395	2,367	(28)
f Passenger Transport	405	(62)	343	0	343	403	60	250	320	70
g Road Safety and School Crossing	403	(60)	343	0	343	343	0	208	197	(11)
h Transport Planning	1,077	(57)	1,020	0	1,020	969	(51)	680	789	109
i Traffic and Parking Management	683	(5)	678	0	678	596	(82)	455	474	19
j Public Conveniences	604	0	604	17	621	621	0	400	381	(19)
k Waste Collection	3,850	0	3,850	681	4,531	4,531	0	3,187	3,016	(171)
l Waste Disposal	4,120	0	4,120	109	4,229	4,229	0	3,266	3,101	(165)
m Cleansing	1,916	(7)	1,909	(490)	1,419	1,419	0	911	889	(22)
n Civic Amenity Sites	570	0	570	(50)	520	520	0	333	332	(1)
o Environmental Care	644	(4)	640	0	640	640	0	355	278	(77)
p Waste Management	2,078	0	2,078	0	2,078	2,078	0	258	309	51
q Flood and Sea Defence	860	(64)	796	0	796	778	(18)	558	616	58
r Enterprise Tourism and Environment Central Pool	1,825	(1,863)	(38)	0	(38)	2	40	(27)	36	63
Total Net Budget for Portfolio	35,073	(11,943)	23,130	(25)	23,105	23,427	322	14,806	14,724	(82)

Virements

Transfer from/(to) earmarked reserves
Allocation from Contingency
In year virements

£000

0

130

(155)

(25)

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Transport, Waste & Cleansing
Portfolio Holder - Cllr T Cox**

Forecast Outturn Variance	Year to date Variance
<p>a. Street lighting energy costs are reducing due to the LED replacement project, however delays at the outset mean the full benefit is yet to be achieved. The saving in the 2016/17 budget was based on the projects original timetable which has resulted in a potential in-year pressure circa £297k which will be temporarily funded from reserves. Structural maintenance repair works, particularly on footways, is likely to result in a budget pressure of around £205k based on current expenditure levels due to the number of identified category 1 defects and additional road marking. The value of works recharged to the public for damage caused to the highway is below the targeted level creating a potential pressure circa £140k. Income from the street works common permit scheme is above the expected level. A significant proportion of this is due to penalties levied in relation to S.74 overruns. At current rates an income surplus of between £0.4-0.5m seems likely.</p>	
<p>b.</p>	
<p>c. Delays in the implementation of the new Compliance Management contract for decriminalised parking mean expected savings in the first half of the year have not been achieved. The budget pressure as a result of this is approximately £114k. There is also £251k pressure created due to a shortfall in the income due to lower numbers of PCNs being issued as new staff were trained. In addition to this the bad debt provision required at the end of the year is currently projected at £164k for which there is no budget provision.</p>	<p>Overspend to date is in line with the forecast outturn</p>
<p>d. Continuing good weather has increased the expected surplus of income from on- and off-street parking provision to £400k.</p>	<p>Underspend to date is in line with the forecast outturn</p>
<p>e. Concessionary fares costs for the first & second quarter have been confirmed and our consultants have updated their estimated costs for the year. Based on these updated figures the projection has reduced to £3.24m against a budget of £3.17m. Fluctuations in the number of journeys made mean this pressure could increase again or decrease further but this will not be known until later in the year.</p>	

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f.	Additional security levels required at the Travel Centre will cost approximately £70k for a full year which will cause a budget pressure of £60k.	
g.		
h.	Traffic signal maintenance costs have reduced significantly since the upgrade to LED leading to a potential underspend circa. £50k.	The to date variance shows an overspend due to government grants and EU funding for which claims are made in arrears.
i.	Traffic Management expenditure is consistent with that of the previous year which showed a significant drop in contractor costs, this results in a potential underspend of £82k.	
j.		
k.		
l.		Costs for MBT Plant are estimated pending actual charges from Essex CC
m.		
n.		
o.		There are currently vacancies within the team.
p.		Legal advice re New Waste Contract
q.	Current vacancies in the staffing establishment will result in an underspend of around £70k. Some of this underspend is being used to cover the revenue cost of storing spoil from the Cliff Stabilisation project for use in future flood defences.	The to date variance shows an overspend as full costs have been incurred already but the underspend on salaries is only recognised on a monthly basis.
r.	Due to the high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found	Due to the high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Technology
Portfolio Holder - Cllr T Byford**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Information Comms & Technology	5,858	(5,748)	110	37	147	147	0	108	143	35
Total Net Budget for Portfolio	5,858	(5,748)	110	37	147	147	0	108	143	35

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Virements

Transfer from/(to) earmarked reserves
Allocation from Contingency
In year virements

£000

37

0

0

37

**General Fund Forecast 2016/17
at 30 November 2016 - Period 8
Technology
Portfolio Holder - Cllr T Byford**

Forecast Outturn Variance	Year to date Variance
a.	A pressure on Employee costs mainly due to Agency Costs, Standby & Protected Pay, Recruitment costs and the Vacancy Factor is being offset by an underspend against IT and Communication budgets and surplus income over profiled budget

Housing Revenue Account Forecast 2016/17
at 30 November 2016 - Period 8
Deputy Chief Executive - Simon Leftley

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	276	0	276	276	0	276	276	0
b Premises (Excluding Repairs)	702	0	702	702	0	410	410	0
c Repairs	4,736	0	4,736	4,736	0	2,550	2,550	0
d Supplies & Services	67	0	67	67	0	39	39	0
e Management Fee	5,618	0	5,618	5,618	0	3,025	3,025	0
f MATS	1,048	0	1,048	1,048	0	611	611	0
g Provision for Bad Debts	372	0	372	372	0	217	217	0
h Capital Financing Charges	13,045	0	13,045	13,045	0	7,610	7,610	0
Expenditure	25,864	0	25,864	25,864	0	14,738	14,738	0
i Fees & Charges	(503)	0	(503)	(503)	0	(293)	(293)	0
j Rents	(26,645)	0	(26,645)	(26,645)	0	(15,543)	(15,593)	(50)
k Other	(263)	0	(263)	(263)	0	(153)	(153)	0
l Interest	(210)	0	(210)	(210)	0	(123)	(123)	0
m Recharges	(530)	0	(530)	(530)	0	(309)	(309)	0
Income	(28,151)	0	(28,151)	(28,151)	0	(16,421)	(16,471)	(50)
n Appropriation to Earmarked reserves	2,287	0	2,287	2,287	0	0	0	0
o Statutory Mitigation on Capital Financing	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	0	0	0	0	0	(1,683)	(1,733)	(50)
Use of Reserves								
Balance as at 1 April 2016	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
Balance as at 31 March 2017	3,502	0	3,502	3,502	0			

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Housing Revenue Account Forecast 2016/17
at 30 November 2016 - Period 8
Deputy Chief Executive - Simon Leftley

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	
m.	
n.	
o.	

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**Capital Programme Budget
Monitoring 2016/17**

Period 8

**as at 30th November 2016
Departmental Summary**

Capital Programme Monitoring Report – November 2016

1. Overall Budget Performance

The revised Capital budget for the 2016/17 financial year is £65.743million which includes all changes agreed at November Cabinet. Actual capital spend at 30th November is £28.547million representing approximately 43% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.708million have been removed from this figure).

The expenditure to date has been projected to year end and the outturn position is forecast to reflect the Project Manager's realistic expectation. This is broken down by Department as follows:

Department	Revised Budget 2016/17 £'000	Outturn to 30 November 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Revised Budget 2016/17 £'000	Previous Expected Variance to Revised Budget 2016/17 £'000
Chief Executive	9,289	665	5,481	(3,808)	-
People	12,612	9,338	14,541	1,929	-
Place	34,961	14,367	32,275	(2,686)	-
Housing Revenue Account (HRA)	8,881	4,177	8,881	-	-
Total	65,743	28,547	61,178	(4,565)	-

The capital programme is expected to be financed as follows:

Department	External Funding			Total Budget £'000
	Council Budget £'000	Grant Budget £'000	Developer & Other Contributions £'000	
Chief Executive	6,082	3,200	7	9,289
People	6,952	5,659	1	12,612
Place	20,788	13,233	940	34,961
Housing Revenue Account (HRA)	8,725	109	47	8,881
Total	42,547	22,201	995	65,743
As a percentage of total budget	64.7%	33.8%	1.5%	

The funding mix for the total programme could change depending on how much grant and external contributions are received by the Council by the end of the year.

The grants and external contributions position to 30th November is as follows:

Department	Grant Budget £'000	Developer & Other Contributions Budget £'000	Total external funding budget £'000	External funding received £'000	External funding outstanding £'000
Chief Executive	3,200	7	3,207	3,204	3
People	5,659	1	5,660	3,260	2,400
Place	13,233	940	14,173	8,864	5,309
Housing Revenue Account (HRA)	109	47	156	31	125
Total	22,201	995	23,196	15,359	7,837

2. Department Budget Performance

Department of the Chief Executive

The revised capital budget for the Department of the Chief Executive is £9.289million. The budget is distributed across various scheme areas as follows

Department of the Chief Executive	Revised Budget 2016/17 £'000	Outturn to 30 November 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Forecast Variance to Year End 2016/17 £'000	Previous Forecast Variance to Year End 2016/17 £'000
Queensway	1,142	297	642	(500)	-
Council Buildings	9	6	9	-	-
Asset Management (Property)	7,162	280	3,854	(3,308)	-
Cemeteries & Crematorium	785	82	785	-	-
Subtotal	9,098	665	5,290	(3,808)	-
Priority Works (see table)	191	-	191	-	-
Total	9,289	665	5,481	(3,808)	-

Priority Works	£'000
Budget available	500
Less budget allocated to agreed schemes	(309)
Remaining budget	191

Actual spend at 30th November stands at £0.665million. This represents 7% of the total available budget.

Queensway

The Ground Penetrating Radar scheme of £142k is focused on determining the location of gas pipes, electricity cables and drainage around the Queensway site. The survey has now been completed and both the 2D and 3D models have been delivered. The data is currently being analysed to ascertain which services may be affected by the works proposal.

£500k of the remaining budget relates to an allowance for commercial property buy back and this full budget will be included as a carry forward request in the report to January Cabinet.

Council Buildings

All building works have now been completed at Tickfield and the final account is the only outstanding cost.

The Perimeter Security Improvements scheme is progressing well. Access swipe panels to the underground car park shutter and pedestrian door have now been installed with permissions for access issued to authorised members of staff. Cabling for additional cabinet and CCTV camera have also been installed and are awaiting new cameras.

Asset Management (Property)

A scheme to demolish the existing Southend Library car park and construct a new one is in progress with utility mapping, topographical surveys and laser scanning have already taken place. The new building will increase capacity for parking spaces and earn additional income. Planning submission is on target for February 2017.

Works on the Seaways Development Enabling Works are currently under review and £3k of the current budget will be included in the report to January Cabinet as a carry forward request.

The progress of the New Beach Huts scheme is pending a procurement review of phase one. This is unlikely to be completed by the end of 2016/17 therefore the full budget of £109k will be included as a carry forward request in the report to January Cabinet.

The scheme to redevelop the Civic East car park will commence following the completion of the Library car park enhancement. This will not be happening this year and therefore the full budget of £19k will be a carry forward request included in the report to January Cabinet.

Planning permission has now been granted for the Airport Business Park scheme and works commenced during November. Spend profiling is being reviewed regularly and a carry forward request of £1.177million will be included in the report to January Cabinet.

A budget of £2million for Commercial Property Investment will be included in the report to January Cabinet as a carry forward request. Further budget is available in 2017/18 but no suitable opportunities have become available in 2016/17 to allow this budget to be utilised.

Cemeteries and Crematorium

A scheme to improve the crematorium grounds and replace the aged Pergola Walk is taking place in 2016/17 to include memorials and interment units within the supporting structure. The contract has now been awarded with a start date scheduled for 2nd January 2017.

The scheme to install pre-made mini graves for cremated remains commenced on 25th November. Ground works have been completed, materials delivered and installation has begun. This scheme remains on target for time and budget.

Priority Works

The Priority works provision budget currently has £191k remaining unallocated.

Summary

Carry forward requests to be included to the report to January Cabinet are Queensway Commercial Property for £500k, Airport Business Park for £1.177million, Civic East Car Park Redevelopment for £19k, Commercial Property Investment for £2million, New Beach Huts Phase Two for £109k and Seaways Development Enabling Works for £3k.

Department for People

The revised Department for People budget totals £12.612million.

Department for People	Revised Budget 2016/17 £'000	Outturn to 30 November 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000	Previous Expected Variance to Year End 2016/17 £'000
Adult Social Care	681	44	681	-	-
General Fund Housing	1,487	634	1,487	-	-
Children & Learning Other	64	-	64	-	-
Condition Schemes	992	608	1,000	8	-
Devolved Formula Capital	288	288	288	-	-
Primary and Secondary School Places	9,100	7,764	11,021	1,921	-
Total	12,612	9,338	14,541	1,929	-

Actual spend at 30th November stands at £9.338million. This represents 74% of the total available budget.

Adult Social Care

The Community Capacity grant is used to enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. Plans for 2016/17 include the development of an independent living centre, investment in technology and extra care provision.

General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. Projects are currently taking place on three properties.

Minimal works are in the pipeline for the Works in Default enforcement scheme with a demolition planned for January.

Children & Learning Other Schemes

Retentions of £57k are being held for Kingsdown Special School roof works and will be paid once outstanding snagging and defects works are completed and fully signed off. This figure is included in the creditors shown above.

Condition Schemes

A budget of £0.992m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Most of these works have been undertaken

over the school summer holidays to minimise disruption to the schools. Retentions of £17k are being held for works completed last year at seven primary schools.

Additional budgets for two of the condition schemes will be included in the report to January Cabinet to be funded from unallocated Department for Education grant. These schemes are Hamstel Juniors Fire Systems for £3k and Kingsdown Fire Systems Upgrade for £5k.

Devolved Formula Capital

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2016/17 is £288k. This grant amount will reduce as further maintained schools convert to academy status.

Primary and Secondary School Places

The primary expansion programme is now complete. A review of places available against forecast demand will be done on an annual basis. If a need is identified, a further expansion of primary places will be explored to ensure that the Council's statutory duty to provide a good school place for all those that request it can be met. A secondary expansion programme is now in the beginning stages to ensure that the extra places supplied in primary are matched in secondary as they are needed. As part of this expansion programme, the PROCAT building in Southchurch Boulevard has now been purchased. Improvements to Special Education Needs and Pupil Referral Unit accommodation are also in the planning stages. A further £126k is also being held as retention payments against works completed in the previous financial year on primary expansion projects.

An accelerated delivery request will be included in the report to January Cabinet for the Secondary School Provision scheme for £1.911million. This is required to complete the purchase of Wentworth within this financial year. A further accelerated delivery is required for the Expansion of Two Year Old Childcare Places scheme for £10k.

Summary

Accelerated delivery requests to be included in the report to January Cabinet are the Secondary School Provision scheme for £1.911million and the Expansion of Two Year Old Childcare Places scheme for £10k.

Externally funded schemes to be added to the programme include Hamstel Juniors Fire Systems for £3k and Kingsdown Fire Systems upgrade for £5k.

Department for Place

The revised capital budget for the Department for Place is £34.961million. This includes all changes approved at November Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2016/17 £'000	Outturn to 30 November 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000	Previous Expected Variance to Year End 2016/17 £'000
Culture	1,893	561	1,616	(277)	-
ICT Programme	5,030	2,975	4,633	(397)	-
Enterprise, Tourism & Regeneration	2,469	1,963	2,469	-	-
Southend Pier	1,066	209	866	(200)	-
Coastal Defence & Foreshore	881	296	881	-	-
Highways and Infrastructure	10,585	4,472	9,623	(962)	-
Parking Management	334	22	234	(100)	-
Section 38 & 106 Agreements	779	429	779	-	-
Local Transport Plan	3,013	1,316	3,013	-	-
Local Growth Fund	6,086	1,635	6,086	-	-
Transport	510	37	510	-	-
Energy Saving Projects	2,315	452	1,565	(750)	-
Total	34,961	14,367	32,275	(2,686)	-

Actual spend at 30th November stands at £14.367million. This represents 41% of the total available budget.

Culture

The tenders for the works on Westcliff Library as part of the Library Review scheme are due back during December and works are then due to commence for Westcliff and Leigh Library in the new year. To continue works into 2017/18, a carry forward request of £150k will be included in the report to January Cabinet.

Works to undertake the reinstatement and stabilisation of Belton Hill steps are now underway. Procurement has commenced for the appointment of a geo-technical engineer although due to pressures this is taking longer than expected. As a result of this, budget of £47k will be included in the report to January Cabinet as a carry forward request.

The materials for the Playground Gates scheme are currently being sourced via Contracts Finder and this has caused a slight delay to the project. A carry forward request of £80k will be included in the report to January Cabinet to allow for this.

ICT

A cyber security review is due to take place to inform the direction of the Barracuda Replacement scheme, the Mobile Device End Point Protection Replacement scheme and the Websense Replacement Scheme. Budgets of £30k, £45k and £30k respectively will be included in the report to January Cabinet as carry forward requests to complete the schemes in 2017/18 once the review has taken place.

The full budget of £100k on the ICT Priority Works scheme will be included as a carry forward request in the report to January Cabinet. Test network routing is currently being finalised to enable the scheme to progress in 2017/18.

Transcribing equipment has been purchased for the Human Resources Case Management System and this completes the planned spend for 2016/17. £17k of the current budget will be included in the report to January Cabinet as a carry forward request to complete the second part of the scheme in 2017/18.

The scheme to deliver a robust Social Care case management system is well underway with a full suite of test systems now available for use. The budget for 2016/17 is £1.4million and projected spend is currently on target. The data migrations rounds are progressing and further milestones have been achieved.

A project to review the end to end process for reports and requests received by the Council in respect of waste, public protection, highways and parking related matters is now underway which has commenced with waste during August. This scheme has a view for self-serve automation and the removal of manual intervention from the process. Quotations have come back higher than expected therefore further suppliers have been invited to give a presentation on the service they could provide. A carry forward request of £175k will be required and this will be included in the report to January Cabinet.

Enterprise, Tourism & Regeneration

The Regeneration projects include all the work currently taking place on the City Deal Incubation Centre and the Coastal Communities Fund.

The Three Shells Lagoon is complete and was officially opened on 21st July. The toilet block drainage is nearing completion with weather conditions delaying works on the cladding. This is expected to complete in early 2017.

Several projects are planned for 2016/17 under the Property Refurbishment Programme including works at Priory Park yard, Campfield Road toilets, Belfairs Park drainage investigations and Central Museum windows. Some of these works require listed building approval therefore they are likely to take place later in the year.

Southend Pier

Additional works have been carried out on the pile caps on Southend Pier and works are on-going. It is anticipated that this full budget will be spend during 2016/17.

The Prince George extension works involve concrete trials which are scheduled to go ahead in 2016/17 at a cost of approximately £200k. The tenders went out in October and are currently being evaluated.

£200k has been transferred from Priority works for the Pier View Gallery. This budget will be included in the report to January Cabinet as a carry forward request when the works will begin.

Coastal Defence and Foreshore

The cliff stabilisation scheme on Clifton Drive is working to remediate the cliff slip and reinforce it against further slippage. The final works of fixing anti-slip strips to the step edges took place in early November which completes the main project. The final account is in the process of being prepared.

Funding totalling £160k from the Environment Agency has been received as part of the Southend Shoreline Strategy and development of the strategy is currently underway.

Highways and Infrastructure

A scheme to invest in the highways infrastructure to reduce long term structural maintenance and improve public safety has been approved for 2016/17. The works are based on priorities identified by the outcome of the asset management condition survey. Schemes have been put forward for approval with regards to verge hardening and proposed works will take place in February 2017. Carriageway works on The Fairway are being delayed until July 2017 therefore a carry forward request of £160k will be included in the report to January Cabinet.

A grant of £65k has been received from the Department for Transport for the repair of potholes throughout the Borough. This grant has been secured for the next 5 years.

The Cinder Path scheme has encountered further delays and budget of £802k will be included in the report to January Cabinet as a carry forward request.

The Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. The luminaires installation is substantially complete and the columns are expected to be in place by Christmas.

Parking Management

A new scheme to improve car park surfacing, structures and signage and to replace pay and display machines in order to maximise capacity and usage is taking place in 2016/17. The scheme will aim to rationalise and upgrade pay and display equipment across all car parks, surface improvements at East Beach, lighting upgrades at Belton Gardens and layout alterations to improve accessibility and security at University Square. The tender process has commenced with works expected for January 2017. A number of projects are in the planning stages including works at Tylers Avenue and Elm Road. A carry forward request of £100k will be included in the report to January Cabinet in order to consider improvements in 2017/18 resulting from the operation of the new parking contract.

Section 38 and Section 106 Schemes

There are a number of S38 and S106 schemes all at various stages. The larger schemes include works to Shoebury Park enhancement and Fossetts Farm bridleway works.

Local Transport Plans (LTP Schemes)

The Local Transport Plan schemes cover various areas including better networks, traffic management, better operation of traffic control systems and bridge strengthening. Schemes are well underway with further schemes currently being put forward for approval scheduled for February 2017.

Local Growth Fund

The A127 Growth Corridor projects will support the predicted growth associated with London Southend Airport and the Joint Area Action Plan (JAAP) proposals developed by Southend, Rochford and Essex County Councils to release land and create 7,380 high value jobs. The improvement will also support background growth of Southend and Rochford.

The final business case for A127 Kent Elms junction improvements has been approved by the South East Local Enterprise Partnership to draw down the 2016/17 funding.

The contractor has been appointed for the main highways works at Kent Elms. Works commenced on the 21st November and the footbridge has been removed to allow for construction of the additional inbound and outbound lanes. Works are focusing on the inbound carriageway laying the new kerbline and drainage up to the new crossing. New drainage is being laid for the new outbound carriageway at the west of the junction.

The works to the Bell junction will be focusing on options to put forward for the business case. Pedestrian surveys have been undertaken and a review will commence shortly.

Bridge and Highway Maintenance works will be focusing on investigation works for improvements to the A127 corridor and supporting Kent Elms works. Surfacing is now complete to the east bound section of the A127 from boundary to just prior to the Progress Road improvement works and in the vicinity of Bellhouse Lane. Further surveys for drainage, traffic data, lighting and safety barriers are yet to be undertaken.

Transport

The final account is still being negotiated with the contractor for the main works on the A127 Tesco junction improvements. The Road Safety Audit report has been reviewed with minor adjustments being carried out on traffic signals as necessary.

Minor adjustments to traffic signals on Progress road are yet to be completed.

Southend Transport Model is an on-going scheme to support various multi modal transport projects.

Energy Saving Projects

As part of the energy Efficiency Projects, installation will commence in University Square car park in January with surveys to take place on the pier. £100k of the current budget will be included in the report to January Cabinet as a carry forward request to carry out the remaining works.

The tender is currently in process for the Solar PV Projects alongside negotiations with the Cliffs Pavilion and Garons. £450k of the current budget will be included as a carry forward request in the report to January Cabinet as it is likely much of the scheme will take place in 2017/18.

Temple Sutton Primary School are to make a decision on the pool works in January which will result in a carry forward request of £200k in the report to January Cabinet as potential works will not commence until 2017/18.

Summary

Carry forward requests to be included in the report to January Cabinet include Library Review for £150k, Belton Hill Steps for £47k, Playground Gates for £80k, Barracuda Replacement for £30k, ICT Priority Works for £100k, IT Human Resources Case Management System for £17k, Mobile Device End Point Protection Replacement for £45k, Place Business Transformation in End to End Reporting for £175k, Websense Replacement for £30k, Southend Pier View Gallery for £200k, Car Park Infrastructure Improvements for £100k, Cinder Path for £802k, Highways Planned Maintenance Investment for £160k, Energy Efficiency Projects for £100k, Solar PV Projects for £450k and Temple Sutton School Energy Project for £200k.

Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2016/17 is £8.881million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2016/17 £'000	Outturn to 30 November 2016/17 £'000	Expected outturn 2016/17 £'000	Forecast Variance to Year End 2016/17 £'000	Previous Forecast Variance to Year End 2016/17 £'000
Decent Homes Programme	4,919	2,048	4,919	-	-
Council House Adaptations	500	275	500	-	-
Sheltered Housing Remodelling	345	-	345	-	-
Other HRA	3,117	1,854	3,117	-	-
Total	8,881	4,177	8,881	-	-

The actual spend at 30th November of £4.177million represents 47% of the HRA capital budget.

Decent Homes Programme

Following the review of the Decent Homes works to reflect life expired component replacements, the programme is continuing on target to complete in March 2017. Works are in progress for flooring replacements, bin stores and Cecil Court lift refurbishments. The project to renew footpaths across the Borough has also commenced.

Council House Adaptions

This budget relates to minor and major adaptations in council dwellings. Spend depends on the demand for these adaptations and works are currently in progress for 2016/17.

Sheltered Housing Remodelling

A proposal for the use of this 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.

Other HRA

The plan for the HRA Land Review scheme is to construct 18 housing units within the Shoeburyness ward. The site contractor is progressing well on site and is on target for completion. The first five houses in Bulwark Road and Exeter Close have been handed over and are not tenanted. The six houses in Ashanti Close will be handed over in early January.

Summary of Capital Expenditure at 30th November 2016

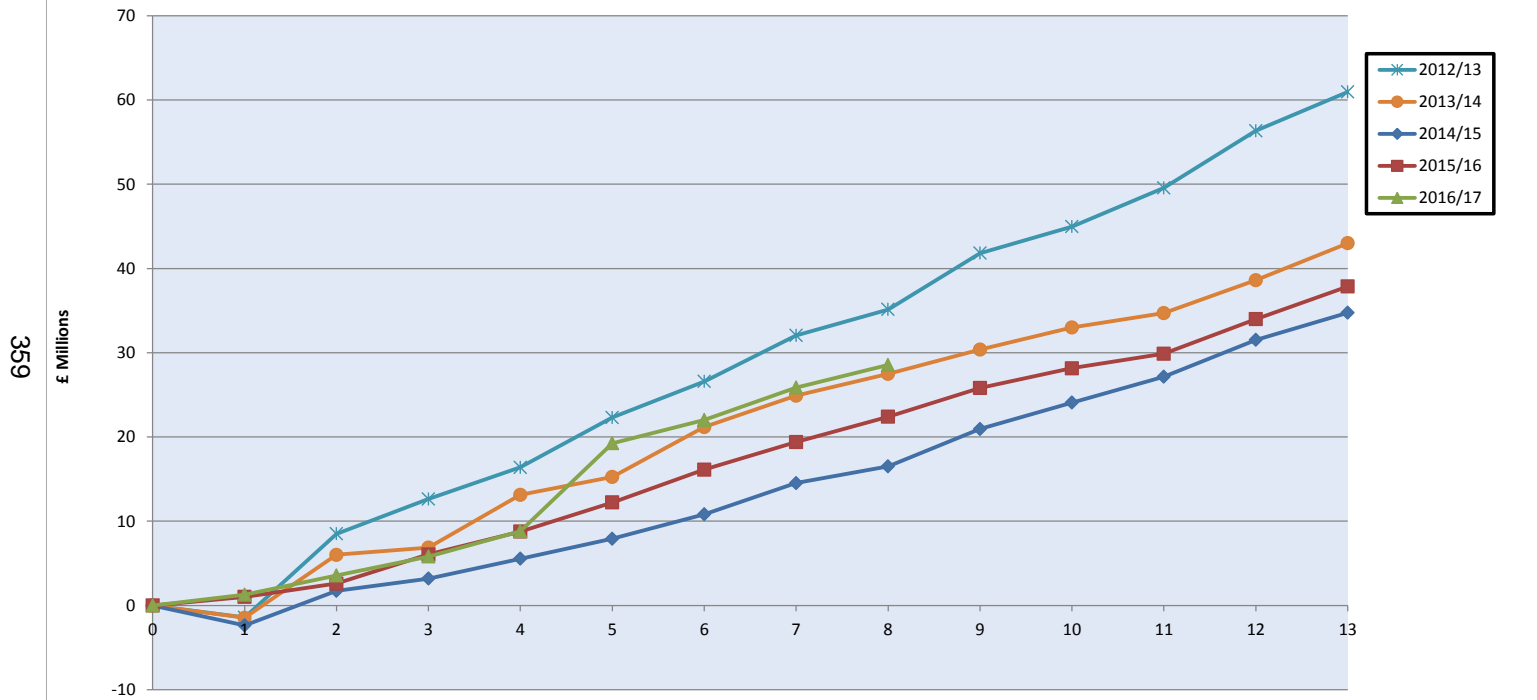
Appendix 1

	Original Budget 2016/17 £000	Revisions £000	Revised Budget 2016/17 £000	Actual 2016/17 £000	Forecast outturn 2016/17 £000	Forecast Variance to Year End 2016/17 £000	% Variance
Corporate Services	15,229	(5,940)	9,289	665	5,481	(3,808)	7%
People	13,365	(753)	12,612	9,338	14,541	1,929	74%
Place	34,083	878	34,961	14,367	32,275	(2,686)	41%
Housing Revenue Account	10,773	(1,892)	8,881	4,177	8,881	0	47%
	<u>73,450</u>	<u>(7,707)</u>	<u>65,743</u>	<u>28,547</u>	<u>61,178</u>	<u>(4,565)</u>	<u>43%</u>
Council Approved Original Budget - February 2016	73,450						
Corporate Services amendments	(7,646)						
People amendments	(1,717)						
Place amendments	517						
HRA amendments	(2,049)						
Carry Forward requests from 2015/16	4,218						
Accelerated Delivery requests to 2015/16	(2,807)						
Budget re-profiles (June Cabinet)	(134)						
New external funding	<u>1,911</u>						
Council Approved Revised Budget - November 2016	<u>65,743</u>						

Actual compared to Revised Budget spent is £28.547M or 43%

Appendix 2

Capital programme Delivery
Cummulative Capital Expenditure 2012/13 to 2016/17



Year	Outturn £m	Outturn %
2012/13	61.0	97.9
2013/14	43.3	93.8
2014/15	34.8	83.8
2015/16	37.9	97.0

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Report of Chief Executive

To

Cabinet

on

10th January 2017

Report prepared by: Christine Lynch
Revenues Group Manager

Debt Management - Position to 30th November 2016

**Policy and Resources Scrutiny Committee
Executive Councillor: Councillor Moring**

A Part 1 Public Agenda Item

1. Purpose of Report

1.1 The purpose of this report is to apprise Cabinet of the following:

- the current position of outstanding debt to the Council, as at 30th November 2016
- debts that have been written off, or are recommended for write off, in the current financial year as at 30th November 2016
- Obtain approval for the write off of irrecoverable debts that are over £25,000.

2. Recommendation

That Cabinet:-

- 2.1 Notes the current outstanding debt position as at 30th November 2016 and the position of debts written off to 30th November 2016, as set out in Appendices A & B.
- 2.2 Approves the write off's as set out in Appendix B.

3. Background

- 3.1 It was agreed by Cabinet on 19th March 2013, following a report of debts over £25k to be written off, that the Director of Finance and Resources would submit a report on a regular basis to Cabinet on all aspects of the Council's outstanding

debt, along with the required write off position. This is the second report for the financial year 2016/17.

- 3.2 Southend-on-Sea is made up of a number of service areas responsible for the collection and administration of outstanding debt. The main areas are Accounts Receivable and Revenues which are linked to the billing and collection of the vast majority of debts that fall due to be paid to the Council for chargeable services, such as social care (see 4.5) and statutory levies such as Council tax and Non Domestic Rates (Business Rates).

However, there are other areas of debt that are included in this report, namely recovery of Housing Benefit Overpayments, Parking and Enforcement penalties and library fines. In addition, there are also debts for the Housing Revenue Account for rent arrears and service charges.

- 3.3 The process and legislative framework for the collection and write off of debt were detailed in the report to Cabinet on 17th September 2013. However, it is worth noting that the Council has a good success rate in collection of debt, and the collection targets are agreed annually as part of the Councils service planning process.
- 3.4 Debts are only considered for write off where all other courses of recovery available have been undertaken or explored and the debt is considered irrecoverable.

4. Councils Debt Types

4.1 Council Tax

£83.3 m of Council tax is due to be collected in 2016/17, and the Council has set a collection rate of 97.2%.

In 2015/16, 97.2% of the outstanding Council Tax due was collected, and collection continues for the outstanding arrears for that year and for previous years. The chart below shows the actual in year collection rate over the past 4 years, and the collection rate of each year's charge to date, including debts that have already been written off.

	Council Tax Performance	
	As at 31st March of relevant year	As at 30 th November 2016
1st April 2012 - 31st March 2013	97.9%	99.6%
1st April 2013 - 31st March 2014	97.1%	99.4%
1st April 2014 - 31st March 2015	96.8%	99%
1st April 2015 - 31st March 2016	97.2%	98.5%

4.2 Non Domestic Rates (Business Rates)

The Council is due to collect approximately £49m of Business Rates in 2016/17 and has set an in year collection target of 97.8%.

The Council achieved an overall collection of 97.8% in 2015/16, which was 0.2% above target and collection is continuing for outstanding arrears for previous financial years.

The chart below shows the actual in year collection rate over the past 4 years, and the collection rate of each year's charge to date, including debts that have been already written off.

	Non-Domestic Rates Performance	
	As at 31st March of relevant year	As at 30th November 2016
1st April 2012 - 31st March 2013	96.5%	99.6%
1st April 2013 - 31st March 2014	97.5%	99.6%
1st April 2014 - 31st March 2015	97.6%	99%
1st April 2015 - 31st March 2016	97.8%	99%

4.3 Housing Benefit Overpayment

This is any entitlement to a rent allowance or rent rebate that a person has received but is not entitled to. Most commonly this accumulates when there is a change to a person's circumstance and they fail to notify us in good time. The overpayment will be invoiced unless they are in receipt of Housing Benefit in which case their benefit entitlement is reduced to enable recovery of the overpayment. The vast majority of Housing Benefit overpayment is due to claimant error.

4.4 Libraries

Library debt is made up of overdue fines and replacing lost or non-returned books.

4.5 Department for People - Adult Services (formerly Social care)

Adult Services make charges for the following services;

- Contributions to residential accommodation
- Charges for non-residential services i.e. Home Care, Community Support, Day Services and transport to services
- Charges to other local authorities
- Charges to Health Authority

Adult Social Care Debt as at 30th November 2016 16 was £4,046,227 in comparison to £5,386,836 on 1st August 2016.

It should be noted that of the total amount outstanding;

- £1,734,553 is debt secured against property
- £661,301 is being collected by Direct Debit
- £202,677 is under 30 days old

4.6 Parking

The recovery of unpaid Penalty Charge Notices is undertaken by semi-judicial process under the current Traffic Management Act 2004.

From 1st April 2016 to 30th November 2016 a total of 21,986 Penalty Charge Notices (PCNs) have been issued identifying a projected income of £765,310. It should be noted that PCNs are issued at a higher rate and lower rate (£70.00 and £50.00 respectively) depending on the seriousness of the parking contravention. PCNs may be paid at a discounted rate of 50% of the charge if paid within 14 days of the date of issue.

This value is continuously being amended as payments are received and it should be recognised that payments made at the 50% discount amount will reduce the projected income level. Generally, 75% of paid PCN's are paid at the discounted payment.

The value of cancelled notices is £72,570 and cases written off where no keeper has been identified totals £13,744.

4.7 Miscellaneous Income

This will include a range of services that the Council will charge for including such areas as rental income on commercial properties, recharges to other bodies for services we have provided, and recovering overpaid salaries from staff that have left.

It is important to note that collection can vary month by month depending on the value of invoices raised as a reasonable period needs to be allowed for payment to be made.

4.8 Housing

Under the management of South Essex Homes there are the arrears of outstanding debt of Rent and Service Charges. The cost of any write-offs for this category of debt is specifically charged to the Housing Revenue Account and not to Council Tax Payers.

5. Write-Off Levels

- 5.1 Write off approval levels currently in place are shown in the tables below, which are in accordance with the Financial Procedure rules set out in the Constitution and the corporate debt recovery policy.

Debt Type: Council Tax/ Accounts Receivable/Social Care/ Housing and Council Tax Benefit

Designation	Amount
Assistant Manager/Manager	under £5,000
Director of Service	Between £5,000 and £25,000
Cabinet	£25,000 and above

Debt Type: NNDR (Non Domestic Rates)

Designation	Amount
Assistant Manager	under £5,000
Manager	Between £5,000 and £10,000
Director of Service	Between £10,000 and £25,000
Cabinet	£25,000 and above

Debt Type: Parking

Designation	Amount
Notice Processing Officer & Section Leader.	under £5,000
Section Leader	Between £5,000 and £10,000
Group Manager	Between £10,000 and £25,000
Cabinet	£25,000 and above

Debt Type: Housing Rents and Service Charges

South Essex Homes, as managing agent, submit proposed write-offs to the Council, following which the following approval levels are exercised.

Designation	Amount
Director of Service	Under £25,000
Cabinet	£25,000 and above

- 5.2 Write offs for Cabinet approval are shown in Appendix B.

6. Council Debt Position (as at 30/11/16)

Appendices A and B show the current debt position within each service area, and the amount that has been written off so far in the current year.

For Council tax and Non Domestic rates there is a net collectable debt at the beginning of the year. Although this can change depending on changes to liability or property being removed or introduced to the lists, it is fairly consistent.

However other service areas may see greater fluctuations as new debts are created during the financial year.

7. Other Options

This is a report notifying members of the current position of the Council's debt and related write offs, and therefore there are no other options.

8. Reasons for Recommendations

All reasonable steps to recover the debt have been taken, and therefore where write off is recommended it is the only course of action available.

If the Council wishes to pursue debts for bankruptcy proceedings, it will follow the agreed and published recovery policy that covers this.

9. Corporate Implications

9.1 Contribution to Council's Vision & Corporate Priorities

Efficient write off of bad and irrecoverable debts, where appropriate, is good financial practice and reduces the bad debt provision and financial impact in the Authority's accounts.

9.2 Financial Implications

Debts that are written off will have been provided for within the Councils bad debt provision and as such there should be no specific financial implications. However it is possible that unforeseen and unplanned additional write offs occur, which lead to the value of debts written off in any year exceeding the bad debt provision.

Where this is likely to happen, this report will act as an early warning system and will enable additional control measures to be agreed and taken to either bring the situation back under control, or to make appropriate adjustments to the bad debt provision.

Relevant service areas have to bear the cost of debts that are written off within their budget.

9.3 Legal Implications

If there are debts to be written off that exceed the level at which officers have delegated powers to deal with the matter, authorisation is required from the Cabinet.

9.4 People Implications

The people implications have been considered and there are none relevant to this report.

9.5 Property Implications

The property implications have been considered and there are none relevant to this report.

9.6 Consultation

Consultation is not required for write off of debt.

9.7 Equalities and Diversity Implications

Each write-off is considered on an individual basis, there is no equalities and diversity implication to consider.

9.8 Risk Assessment

There is a financial implication to the bad debt provision if write offs are not dealt with within the current financial year.

9.9 Value for Money

It is a matter of good financial practice and good debt management to report value of debt and write off regularly.

9.10 Community Safety Implications

There are no Community Safety Implications.

9.11 Environmental Impact

There is no environmental impact.

10. Background Papers

Full details of recovery action against each recommended write-off are held within the services computer systems.

11. Appendices

Appendix A Summary of outstanding debt

Appendix B Summary of Write offs

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Summary of Outstanding Debt**Outstanding Debt pre 1st April 2016 (arrears)**

Debt pre 1/4/16	Council Tax (a)	Business Rates (a)	Housing Benefit Overpayments (b)	Social Care	Miscellaneous Income	HRA (Care Line/Service Charges)	Parking (c)	Libraries (d)	HRA Current Tenants (e)	HRA Former Tenants (e)
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Net Collectable Debt	6,046	2,049	6160	5,029	3,028	59	10,252	n/a	-	334
Amount Paid @ 30.11.16	1,826	751	2,522	2,617	2,039	16	8,607	409	-	93
Number of Accounts	13,037	298	2,014	882	760	100	n/a	n/a	-	215
Total Outstanding	4,220	1,928	3,586	2,412	989	43	1,645	n/a	-	241

Current Year Debt (Debt raised in respect of 2016/17)

Debt post 1/4/16	Council Tax (a)	Business Rates (a)	Housing Benefit Overpayments (b)	Social Care	Miscellaneous Income	HRA (Care Line/Service Charges)	Parking (c)	Libraries (d)	HRA Current Tenants (e)	HRA Former Tenants (e)
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Net Collectable Debt at 30.11.16	83,298	48,666	3,421	7,700	20,575	1,573	894	n/a	21,980	127
Amount Paid @30.11.16	58,215	34,235	2,522	6,066	16,526	1,320	497	18	21,976	38
Number of Accounts	72,511	2,989	2,474	1,413	946	1,911	n/a	n/a	1,608	144
Total Outstanding	25,083	14,431	2,475	1,634	4,049	253	397	n/a	486	89

NOTES

- (a) Council Tax and Business Rates includes adjustments for write offs, credits and outstanding court costs.
- (b) HB Overpayment is not attributable to a financial year in the same way that Council Tax or NDR are i.e. a yearly debit is not raised. It is also not feasible to state when a payment is made which age of debt it has been paid against. For these reasons the outstanding amounts in the report reflect the actual outstanding debt at the date requested, it does not reflect the outstanding debt against current year and previous year debts.
- (c) Parking total outstanding is net of PCNs cancelled and written off.
- (d) The figure of £409k relates to total payments received since January 2005 until 30/11/2016.
- (e) HRA tenancy debts (residential rent accounts) are rolling amounts, with no breaks in years or rollovers. Any cash received is applied to the oldest rent week outstanding. The figures shown are total arrears outstanding, and therefore include arrears still outstanding from prior years.

Summary of Write Off's

Debts written off in 2016/17

Period 1 April 2016 - 30 November 2016 relating to any year

Write Offs	Council Tax	Business Rates	Housing Benefit Overpayment	Social Care	Miscellaneous Income	HRA (Care Line/Service Charges)	Parking	Libraries	HRA Tenants
	£	£	£	£	£	£	£	£	£
Under £5k	168,788	9,7021	444,381	42,306	19,397	2,220	186,240	9,134	66,973
£5k-£25k	0	179,177	90,264	42,892	14,695	0	0	0	5,486
Over £25k	0	38,493	56,735	0	0	0	0	0	0
Total	168,788	314,691	591,382	85,198	34,092	2,220	186,240	9,134	72,459

Write off greater than £25,000 for approval

Amount of Write off £	Reason for Write Off	Service Area
£47,214.85	Knight retail UK Limited. Council notified in August 2015 of the companies occupation at 59/61 High Street, Southend-on-Sea. Property was only occupied for a short period and all correspondence issued to Registered Office as 'Return to Sender'. Attempts made to contact Directors of company directly without success. Company was dissolved on 22 nd November 2016.	Non-Domestic Rates
£29,830.58	RZ Trading (UK) Limited held lease for this property 114/116 High Street, Southend-on-Sea and sub-let it. Made liable January 2016 following vacation of their tenant, premises remained unoccupied. Correspondence issued to Registered Office without success. Liability Order obtained 20 th July 2016 and account issued to Enforcement Agents 25 th July 2016. Company was dissolved on 27 th September 2016.	Non-Domestic Rates
£53,386.45	Luxido Limited held a licence to occupy 195/197 High Street, Southend-on-Sea effective from February 2016 however SBC was only notified of this change in June 2016 following extensive investigation. SBC were notified of the appointment of a liquidator in September 2016 and the company was liquidated 15 th October 2016.	Non-Domestic Rates

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of the Performance Related Pay Panel

15

Date: Tuesday, 13th December 2016

**Place: Executive Boardroom,
Civic Suite, Civic Centre, Southend-on-Sea**

Present: Cllr Lamb (Chair), Cllr Holland, Cllr Moring, Cllr Woodley

In attendance: Mr R Tinlin and Ms J Ruffle (advisors to the Panel)

Start/End Time: 17.30 /

1 Apologies and substitutions

None

2 Declarations of interest

Declarations of interest were noted from Mr Tinlin & Ms Ruffle.

3. Exclusion of the Public

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business set out below, on the grounds that it would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

4 Performance Related Pay for Senior Managers

The Panel considered the report of the Chief Executive

Resolved:

To recommend to Cabinet that they agree the following:

1. That the Senior Manager pay ranges move to a 'spot' salary as detailed in Appendix 1 to the submitted report.

2. That the principles of the Council's PRP scheme be maintained and that the scheme be amended in line with recommendation 1. The revised scheme will continue to ensure that the performance of senior managers against agreed objectives will be monitored and assessed through an annual appraisal cycle.

3. That these changes are incorporated in the Council's Pay Policy Statement for 2017/18 and are therefore effective from 1st April 2017.

5 Date of next meeting

To be agreed.

CABINET

Tuesday, 10th January 2017

COUNCIL PROCEDURE RULE 46

The following action taken in accordance with Council Procedure Rule 46 is reported. In consultation with the appropriate Executive Councillor(s):-

1. The Chief Executive authorised:

- 1.1 Airport Business Park: Planning and Highway Agreements
Pursuant to Cabinet Minutes 640 (January 2014) and 372 (November 2014), Henry Boot Developments Ltd acting as the Council's development partner for the Airport Business Park submitted a planning application to Rochford District Council (RDC) for the business park.

RDC resolved to grant planning permission subject to the completion of a planning agreement pursuant to section 106 of the Town and Country Planning Act 1990.

Terms have been agreed for the s.106 agreement and are almost agreed for the s.278 Agreement which is required for the roundabout works on Cherry Orchard Way and this SO.46 records the decision to complete the s.106, proceed to complete the s.278 as soon as it is agreed and to progress with the Phase 1 Infrastructure works consisting of the construction of the roundabout, the first section of the spine road and all associated services and utilities infrastructure.

The SO.46 sets out the contributions required to be made to RDC and Essex County Council and how they are to be funded.

- 1.2 Disposal of 2a Bournemouth Park Road and 4 Cranley Avenue
The disposal of 2a Bournemouth Park Road, Southend and 4 Cranley Avenue, Westcliff at auction. Both properties are not part of the HRA and their disposal is considered necessary in light of the potential implications of the Housing and Planning Bill and payments that the Council could be called upon to make based on the value of vacant housing.

2. The Deputy Chief Executive (People) authorised:

2.1 Secondary School Place Planning

Further to the current discussions to secure additional capacity at several secondary schools within the Borough, the continued dialogue with a broader range of schools to meet the predicted level of secondary schools places required for 2020, as supported by the School Places Working Party.

3. The Deputy Chief Executive (Place) authorised:

3.1 Minor Modifications to the Southend Central Area Action Plan (SCAAP) Proposed Submission Version November 2016

In accordance with Minute 329 of the meeting of the Place Scrutiny Committee held on 10th October 2016 and Minute 404 of Council held on 20th October 2016, a number of minor amendments proposed by the Strategic Planning Team to provide further clarity and to provide additional emphasis in particular places. These amendments will be made prior to the public consultation commencing on 3rd November 2016.

3.2 Essex County Council and Southend Borough Council Joint Working Agreement (JWA)

Details relating to the above-mentioned issue as detailed on the confidential sheet.

3.3 Southend Central Area Transport Scheme (S-CATS) Junction Improvements – A127 Victoria Avenue Junctions at Great Eastern Avenue and East Street/West Street

Further to Minute 724 of the meeting of the Cabinet held on 15th March 2016, the inclusion of the following two junction improvements under the above-mentioned scheme before the deadline of 31st March 2017:

- Great Eastern Avenue
To allow a right turn movement from Great Eastern Avenue on to Victoria Avenue
- East Street
Remodelling of junction to allow greater right turn movement from Victoria Avenue eastbound into East Street.

3.4 Lansdowne Avenue

The advertisement to amend the traffic flow in Lansdowne Road to one-way southbound, in accordance with the recommendation to the Traffic & Parking Working Party and Cabinet Committee and not as erroneously recorded in Resolution 12 of Minute 251 of the meeting held on 19th September 2016.

Summary Report to Policy & Resources Scrutiny Committee 25th January 2017

At the Council meeting in May 2015, Council agreed to make it a requirement that the Council nominee(s) to four specific outside bodies shall submit summary reports to the Policy & Resources Scrutiny Committee. The specific bodies identified were: -

- Essex Fire Authority
- Southend University Hospital - NHS Foundation Trust
- Essex Police and Crime Panel
- Kent & Essex Inshore Fisheries & Conservation Authority

In your response, please indicate which Group / Body this report relates to.

Notes:-

- *Where there is more than one nominee, a joint report shall be submitted.*
- *Council has agreed that updates shall be submitted to every other ordinary meeting of the Scrutiny Committee.*

Last update October 2016

.....

Name of Group / Body:- Essex Fire Authority **Update on Key Issues**

I have attended workshops organised by Solace in implementing reports from Eileen Lucas to ensure members are updated on the new procedures. Secondly, I will also now be involved in the workshops relating to the one governance model in bringing together the Police and the Fire Authorities under the Essex Police and Crime Commissioner.

Sounds a short report but a lot of work taking place behind the scenes.

Person / Persons Making Response: Councillor Ron Woodley

Date:- 10th January 2017

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Summary Report to Policy & Resources Scrutiny Committee 25th January 2017

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Last update - October 2016

Name of Group / Body:- Southend University Hospital NHS Foundation Trust **Update on Key Issues**

Meetings attended Oct 2016 – Jan 2017

<i>27/10/16</i>	<i>Governor Development Day</i>
<i>9/11/16</i>	<i>Council of Governors</i>
<i>8/12/16</i>	<i>Trust Board Meeting (Attended as observer)</i>
<i>14/12/16</i>	<i>Council of Governors</i>
<i>4/1/17</i>	<i>Special meeting of Council of Governors</i>

The Council of Governors meetings provide the main forum where governors can raise issues with the Chairman of Trust and others. All three meetings so far have proved to be useful opportunities to ask questions and have free and frank discussions.

Governors don't have direct input into the meetings of the Trust Board, but can attend as observers, along with members of the public. I attended the morning session of the Trust Board meeting in December. Unlike the Council, which publishes agendas and meeting papers a week in advance, the Trust Board papers are only available to observers on the day of the meeting. This makes it more of a challenge to follow the proceedings but nevertheless it was useful to see the Board in action. A key role for the governors is to hold the Trusts' non-executive directors (NED's) to account and it was encouraging to see their robust questioning and challenge at the Board meeting.

The main purpose of the special Council of Governors meeting on 4th January 2017 was to approve the appointment of Clare Panniker as Chief Executive to Southend Hospital Trust and the Chief Executive Officer and Accountable Officer to the three Trusts in the Success Regime (Basildon, Mid Essex & Southend). This was immediately followed by a briefing and question and answer session with Clare Panniker and Alan Tobias, Chairman of Southend Hospital Trust.

As far as the Success Regime/Sustainable Transformation Plan is concerned, the formation of the Joint Executive Group of the three Hospital Trusts is forging ahead. The appointments to this Group have now been announced.

For the time being, the three Hospital Trusts will continue as separate entities, each retaining their existing Chairmen, non-executive directors and governors. Each Trust will have a site senior leadership team who will primarily manage the day to day matters. These local teams will be led by three managing directors who also have membership of the Joint Executive Group. The Managing Director for Southend is Yvonne Blucher, formerly Chief Nurse at Southend Hospital Trust.

Many of the questions posed at this session concerned the future of A & E services at the three hospitals. We were assured that 24/7 A & E provision would continue at all three hospital sites. Discussions with clinicians are continuing: currently the siting of the designated emergency specialist hospital is undecided. Once the proposals have been finalised, they will go out to public consultation.

Person / Persons Making Response: Councillor Meg Davidson

Date:- 13th January 2017

Summary Report to Policy & Resources Scrutiny Committee **25th January 2017**

At the Council meeting in May 2015, Council agreed to make it a requirement that the Council nominee(s) to four specific outside bodies shall submit summary reports to the Policy & Resources Scrutiny Committee. The specific bodies identified were: -

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- [Essex Police and Crime Panel](#)
- [Kent & Essex Inshore Fisheries & Conservation Authority](#)

In your response, please indicate which Group / Body this report relates to.

Notes:-

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- *Council has agreed that updates shall be submitted to every other ordinary meeting of the Scrutiny Committee.*

Last update - October 2016

Name of Group / Body:- [Essex Police and Crime Panel](#) **Update on Key Issues**

I was unable to attend the last meeting of the Essex Police & Crime Panel held on 1st December 2016 as I was dealing with other Council business. Councillor Byford kindly attended the meeting on my behalf and has sent through the following update from the meeting which started at 2.30 pm.

The Police & Crime Commissioner, Roger Hurst presented the next Budget and took questions on a number of issues:-

- *gangs and drug dealers*
- *use of gym / equipment (and the spend on it)*
- *tasers*
- *tablet trial and the roll out across force in September 2016*
- *use of speed cameras (use data to spot patterns of crime?)*
- *visible policing – successful at lakeside and provided reassurance*
- *number of police officers - greater number of officers leaving than we thought, estimate was 200 leaving – by July 183 had left.*

At the meeting there was also discussion on ill health retirement, numbers of staff on sick leave, the operational performance, the Police & Crime Plan, annual report, crime levels and unsolved crime rate, policing attendance at meetings, the Fire Authority and Essex area sub group.

The meeting ended at 4:50pm

Person / Persons Making Response: Councillor Mark Flewitt
Date:- 19th December 2016

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Summary Report to Policy & Resources Scrutiny Committee 25th January 2017

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Notes:-

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Last update October 2016

.....
Name of Group / Body:- Kent and Essex Inshore Fisheries & Conservation Authority.

Update on Key Issues

There is work going on to implement new Marine Protection Areas (MPA's) around the sea areas off the River Blackwater, Crouch, Roach and Colne to protect the Native Oyster stock part of the MCZ area. Hythe Bay in Kent dealt with as an MPA, and off the Dungeness, Romney Marsh and Rye Bay an extension to the SPA extension to protect Tern foraging grounds.

Cockle Surveys will commence again in spring, and provided the High "Spat fall" survives over the winter, the Total Allowable Catch (TAC) may be increased for 2017. The Whelk permit byelaw is being reviewed to ensure the technical specifications are still right, this needs to be reviewed every three years. More research is being undertaken to try and increase the Whelk population/Fishery.

There are new E.U. Bass management measures coming into force this year and quotas and TAC's will all be reviewed. Rod and line fishing will have measures against them removing more than 10 fish a month, this will affect charter boats, pier and shore fishing and anyone caught overfishing could be prosecuted.

Measures are being looked to manage the Thornback Wray more efficiently as whole no take areas are preventing the taking of Wray's by commercial fishermen whilst rod and line anglers are still removing stock.

Person / Persons Making Response: Councillor John Lamb

Date:- 5th January 2017

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By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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