

# Budget and Financial Forecast 2016 - 2017





# BUDGET - 2016/17

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## DETAILED BUDGETS - 2016/17

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## BUDGET 2016/17

### GENERAL FUND BUDGET

On 11 February 2016, the Council approved a 2016/17 budget for Borough Council services of £25.1 million, which represents net spending of £28.7 million and use of reserves of £3.6 million. Spending in 2016/17 is estimated to be £1.2 million lower than was budgeted in 2015/16, the difference being analysed broadly as follows

	£ million
Inflation and unavoidable budget changes	1.8
Efficiencies	(2.1)
Investment in services	0.7
Net increase in spending	<u>0.4</u>

The Council Tax Requirement for 2016/17 is £15.1 million, producing a Band D Council Tax of £257.85, which was subsequently approved on 22 February 2016. This represents an increase of 1.99% compared to 2015/16 and summary supporting information is given on the pages that follow this introduction.

### LOCAL GOVERNMENT FINANCE SETTLEMENT (GOVERNMENT SUPPORT)

The Local Government Finance Settlement for 2016/17 reduced Government funding (Business Rates Retention, Revenue Support Grant and New Homes Bonus) for the Council between 2015/16 and 2016/17 by £0.5 million (4.2%). For the first time in several years, the Government has given an indication of settlement figures for the next four years and these suggest a further cut, in terms of the fixed elements of Government support, of 41% between 2016/17 and 2019/20.

The Secretary of State has offered some certainty on future funding by way of agreed four year settlements. The offer will be open for acceptance until Friday 14th October 2016. At this stage no explanation has been given as to the process for accepting such an arrangement, the elements of funding the offer applies to or how the terms would interact with developments such as devolution and 100% retention of Business Rates by local government. Financial forecasting therefore remains extremely uncertain.

The annual finance settlement provides authorities with a combination of grant allocations and funding baselines within the Business Rates Retention (BRR) scheme. The Council manages the risk of losses due to volatility in business rates income through the Business Rates Equalisation Reserve and, as a prudent approach at this time, the Budget provides for any growth to be put into the Reserve. This means that the forecasts for business rates income have been budgeted at the Government baseline levels, i.e. assuming no losses or gains in business rates income. The final position for 2015/16, when known, may provide a better indication of the impact of growth to date on the future financial position.

The Government pays a New Homes Bonus (NHB) to reward Councils according to the number of new homes built in their areas each year. Forecasting the level of entitlement to NHB has become more complex for the years after 2016/17 as the Government is currently consulting on changes to the scheme.

Over the medium term, the Government have agreed to review the relationship between needs and resources as part of the transition to 100% Business Rates Retention by 2020.

## FORECAST SPENDING, THE USE OF RESERVES & FUTURE COUNCIL TAX LEVELS

The fundamental principles of the Council's Medium Term Financial Strategy (MTFS) are to:

- a) Maintain a sustainable financial position against a background of unprecedented financial uncertainty and reduced government funding, including the delivery of efficiency targets to meet the budget gap.
- b) Support the vision 'Basildon Borough Council is committed to improving the lives of its residents and creating opportunity and prosperity for local people and businesses' through appropriate identification of resources required to deliver the promises in the Corporate Plan.
- c) Maximise opportunities and mitigate risks associated with the fundamental change to the way in which local government is financed.

The current budget and forecast show a budget 'gap' of £0.2 million in 2016/17 rising to £9.0 million in 2019/20. Addressing this gap will involve transitioning to a self-financing model that can be summarised as:

- Share – where efficiencies can be delivered by sharing services with other bodies.
- Sell – sell the services that the Council is good at providing and can deliver efficiencies for others whilst making a surplus for itself.
- Buy – if others can do it better and more efficiently buy the service.
- Change – reconfigure services to deliver them in a manner that meets the demands of the financial environment in which the Council is operating.
- Stop – cease those activities that do not contribute to the achievement of the Council's objectives or which may contribute but at an unaffordable cost.
- Grow – stimulate business growth in the Borough supported by housing, infrastructure and service sector development to support those businesses. Such growth will include that funded by international inward investment. It will be inclusive and contribute to establishing resilient communities. It will be guided by the Local Plan.

Given the overall levels of risk that the Council faces, and to underpin the transition to the new financial model, General Fund reserves are currently budgeted to £14.6 million at 31 March 2017. It is important to note that the majority of this sum (some £8.3 million) is allocated for specific purposes and therefore not generally usable. It is currently planned that some of these earmarked reserves will reduce over the forecast period to support the Council's overall Medium Term Financial Strategy and the delivery of ongoing budget reductions.

## HOUSING REVENUE ACCOUNT (HRA)

The most significant impact on the resources available to the HRA for the next four years was the announcement in the July 2015 Budget by the Chancellor of the Exchequer that legislation would be passed to reduce social housing rents by 1% in 2016/17 and for the following three years. Before this announcement rent increases were expected to be limited to the Consumer Prices Index (CPI) plus 1%, and the 30 year financial forecast agreed in February 2015 assumed this level of increase. The impact of this required change in the rent policy is a reduction of some £20m in the resources available to the HRA over the four years to 2019/20. This loss of resources has been compounded by an increased level of right to buy sales following changes to the scheme by the Government.

The current budget reflects the following priorities for the use of HRA resources:

- a) High quality services
- b) Investment in the Council's existing stock
- c) Repayment of debt
- d) Acquisition and development of new stock.

The immediate consequence of the reduction in rent income being a reduction in the resources made available to the capital programme. However, this is offset to a certain degree by the use of capital receipts arising from the increase in right to buy sales. Nevertheless there is still a £14.5 million gap between the resources available to invest in the stock and those actually required.

The 1% reduction in rents for four years flows through into future years since rents are lower than they would otherwise have been. Following the priorities set out above means the gap between the capital expenditure required on the stock and the resources available to fund this is not closed until Year 29 (Year 9 in the previous plan). As a consequence it is no longer possible to repay all debt within the life of the plan. On current assumptions £200 million will remain outstanding at the end of the plan.

It is essential that the HRA maintains sufficient reserves to manage its level of risks and the budget and forward forecast maintain reserves at a level approaching £4.6 million. A specific reserve has been established to manage the implications of any adverse movement in interest rates beyond those assumed in the budget, the current level of this reserve is £0.6 million.

Any balance in the HRA over £4.0 million will be transferred to an asset management reserve to be used, subject to other priorities, to invest in the housing stock.

## **GENERAL FUND CAPITAL**

The programme provides for, in addition to a contingency:

- Disabled Facilities grants
- Continuation of Towngate Theatre refurbishment
- Improvements to the Council's assets
- Annual provision for maintenance and repair of former HRA assets
- Works to the Basildon Centre to accommodate the DWP
- Improvements to Billericay high street
- Park improvements (including provision of play and fitness equipment)
- Car park resurfacing
- Security improvements (including CCTV).

The programme is financed in the main by locally generated resources consisting of borrowing, capital receipts, government grants, partnership funding and other capital contributions (e.g. under Section 106 agreements).

## **TREASURY MANAGEMENT**

The Council's debt is managed in two pools, one for the HRA and one for the General Fund. The total forecast debt at 21 March 2016 is £190.4 million with annual interest costs estimated as £10.8 million. The Council's capital financing requirement (the measure of the Council's underlying need to borrow for capital purposes) is estimated to be £237.5 million. The Council is, therefore, financing in excess of £35 million of its capital expenditure from internal cash resources generated by the holding of reserves and provisions.

## **PARISH, TOWN AND VILLAGE COUNCILS**

There are eight Parish, Town and Village Councils within the Basildon Borough. They operate independently and Basildon Borough Council and the other principal Essex authorities have no influence over their activities or spending. They carry out a number of functions in their particular areas and the cost falls on the Council Tax payers resident in those areas. The total of the Parish, Town and Village precepts for 2016/17 amounts to £379,032. Each precept is divided by the tax base for the particular area to produce a Council Tax level for that area. Parish, Town and Village Council Tax levels for 2016/17 range from £11.43 to £45.09 at Band D.

The relevant Parish, Town or Village precept is added to the Council Tax amounts for Basildon Borough, Essex County, Police and Crime Commissioner for Essex and Essex Fire to produce a combined overall Council Tax in that part of the Borough. A full schedule of these precepts and Council Tax amounts is given on page 9.



## COUNCIL TAX

The following information summarises the make up of the Council Tax for 2016/17:

- The 2016/17 basic amount of Council Tax for Basildon Borough Council at Band D is £257.85, an increase of 1.99% compared to 2015/16. This represents about 16% of the total Council Tax bill (ignoring amounts for Town and Parish Councils).
- In the Parish, Town and Village Council areas of the Borough, the combined Basildon and Parish Council Tax levels at Band D range from £269.28 to £302.94.
- Essex County Council's precept at Band D is £1,130.13, an increase of 3.99% from 2015/16. This amounts to 70% of the total bill. Add wording re: Social Care Levy
- Police and Crime Commissioner for Essex's precept at Band D is £152.10, a 3.36% increase from 2015/16. This amounts to 10% of the total bill.
- Essex Fire Authority's precept at Band D is £67.68, a 1.90% increase from 2015/16. This amounts to 4% of the total bill.
- The total basic amount of Council Tax is £1,607.76 at Band D, which is £54.63 (3.5%) above the overall 2015/16 level, again before allowing for Parish, Town and Village Council precepts.

## FURTHER INFORMATION

Further information on the Council's budgets for 2016/17 can be found on the website.

## COUNCIL TAX & BUSINESS RATES 2016/17

### COUNCIL TAX LEVEL

	2015/16		2016/17	
	Collection Fund Requirement £'000	Council Tax Band D Equivalent £	Collection Fund Requirement £'000	Council Tax Band D Equivalent £
Basildon Borough Council	14,506	252.81	<b>15,104</b>	<b>257.85</b>
Essex County Council	62,359	1,086.75	<b>66,200</b>	<b>1,130.13</b>
Police and Crime Commissioner for Essex	8,444	147.15	<b>8,910</b>	<b>152.10</b>
Essex Fire Authority	3,811	66.42	<b>3,964</b>	<b>67.68</b>
Basic Amount of Council Tax	89,120	1,553.13	<b>94,178</b>	<b>1,607.76</b>
Parish, Town & Village Precepts	376	6.55	<b>379</b>	<b>6.47</b>
Total funded from Council Tax	<u>89,496</u>	<u>1,559.68</u>	<u><b>94,557</b></u>	<u><b>1,614.23</b></u>

### COUNCIL TAX BASE

Number of Band D equivalent properties for 2016/17 (see page 15 for further detail)	58,577
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### BASIC AMOUNTS OF COUNCIL TAX FOR 2016/17

Tax Band	Basildon Borough Council £	Essex County Council £	Police and Crime Commissioner for Essex £	Essex Fire Authority £	Total £
A	171.90	753.42	101.40	45.12	1,071.84
B	200.55	878.99	118.30	52.64	1,250.48
C	229.20	1,004.56	135.20	60.16	1,429.12
D	257.85	1,130.13	152.10	67.68	1,607.76
E	315.15	1,381.27	185.90	82.72	1,965.04
F	372.45	1,632.41	219.70	97.76	2,322.32
G	429.75	1,883.55	253.50	112.80	2,679.60
H	515.70	2,260.26	304.20	135.36	3,215.52

The table above excludes Parish, Town and Village Council Tax amounts. A full schedule of these precepts and tax amounts are given on page 10.

### BUSINESS RATES

		2015/16	2016/17
Rate Poundage -	Small Businesses	48.0p	<b>48.4p</b>
	Other	49.3p	<b>49.7p</b>
Number of Properties at 31 December		4,712	<b>4,752</b>
Rateable Value		£187m	<b>£188m</b>

## PARISH, TOWN & VILLAGE COUNCIL PRECEPTS AND TAX AMOUNTS 2016/17

### PARISH, TOWN & VILLAGE COUNCIL PRECEPTS AND SPECIFIC TAX AMOUNTS

Town/ Parish/ Village	Total Precept £	Tax Base for Area Band D equivalent	Council Tax Band							
			A £	B £	C £	D £	E £	F £	G £	H £
Billericay Town	240,562	12,149.6	13.20	15.40	17.60	19.80	24.20	28.60	33.00	39.60
Bowers Gifford & North Benfleet	13,668	723.2	12.60	14.70	16.80	18.90	23.10	27.30	31.50	37.80
Great Burstead & South Green	27,854	2,436.9	7.62	8.89	10.16	11.43	13.97	16.51	19.05	22.86
Little Burstead	5,943	198.3	19.98	23.31	26.64	29.97	36.63	43.29	49.95	59.94
Noak Bridge	45,920	1,018.4	30.06	35.07	40.08	45.09	55.11	65.13	75.15	90.18
Ramsden Bellhouse	12,557	422.8	19.80	23.10	26.40	29.70	36.30	42.90	49.50	59.40
Ramsden Crays	9,955	491.6	13.50	15.75	18.00	20.25	24.75	29.25	33.75	40.50
Shotgate	22,573	1,247.8	12.06	14.07	16.08	18.09	22.11	26.13	30.15	36.18

### TOTAL COUNCIL TAX FOR PARISH, TOWN & VILLAGE COUNCIL AREAS

Town/Parish/Village	Total Number of Properties in the Area	Council Tax Band							
		A £	B £	C £	D £	E £	F £	G £	H £
Billericay Town	12,022	1,085.04	1,265.88	1,446.72	1,627.56	1,989.24	2,350.92	2,712.60	3,255.12
Bowers Gifford & North Benfleet	763	1,084.44	1,265.18	1,445.92	1,626.66	1,988.14	2,349.62	2,711.10	3,253.32
Great Burstead & South Green	2,690	1,079.46	1,259.37	1,439.28	1,619.19	1,979.01	2,338.83	2,698.65	3,238.38
Little Burstead	157	1,091.82	1,273.79	1,455.76	1,637.73	2,001.67	2,365.61	2,729.55	3,275.46
Noak Bridge	1,283	1,101.90	1,285.55	1,469.20	1,652.85	2,020.15	2,387.45	2,754.75	3,305.70
Ramsden Bellhouse	292	1,091.64	1,273.58	1,455.52	1,637.46	2,001.34	2,365.22	2,729.10	3,274.92
Ramsden Crays	520	1,085.34	1,266.23	1,447.12	1,628.01	1,989.79	2,351.57	2,713.35	3,256.02
Shotgate	1,376	1,083.90	1,264.55	1,445.20	1,625.85	1,987.15	2,348.45	2,709.75	3,251.70

## BUDGET SUMMARY - BOROUGH COUNCIL SERVICES

	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
Community	1,641	1,494	1,568	1,571	1,577	1,581
Development & Regulation	(1,951)	(1,000)	(923)	(809)	(570)	(565)
Environment	6,131	7,110	8,084	8,096	8,131	8,094
Housing	3,105	3,494	3,285	3,168	3,209	3,209
Leisure	7,204	6,644	6,821	6,851	6,882	6,919
Regeneration & Partnerships	1,639	1,730	1,757	1,760	1,764	1,767
Corporate & Central	9,529	8,624	7,858	5,135	2,021	1,189
Management and Administration	-	-	-	-	-	-
Contingency	-	200	200	400	600	800
<b>General Fund Expenditure on Services</b>	27,298	28,296	28,650	26,172	23,614	22,994
Housing Revenue Account	(6,493)	2,305	5,986	3,001	(997)	916
<b>TOTAL EXPENDITURE ON SERVICES</b>	20,805	30,601	34,636	29,173	22,617	23,910
Transfers to/(from) Reserves:						
- General Fund Activities	898	-	-	-	-	-
- General Fund Earmarked Reserves	(469)	1,937	(3,551)	(610)	-	-
- Housing Revenue Account Balances	6,493	(2,305)	(5,986)	(3,001)	997	(916)
<b>BOROUGH COUNCIL NET EXPENDITURE</b>	27,727	30,233	25,099	25,562	23,614	22,994
Government Grants	(6,898)	(4,407)	(2,745)	(1,294)	(282)	694
Business Rates Income	(5,061)	(6,296)	(6,452)	(5,396)	(5,552)	(5,728)
New Homes Bonus	(2,413)	(2,833)	(3,789)	(3,460)	(2,053)	(1,921)
Net deficit/(surplus) on Collection Fund:						
- Council Tax	(56)	(329)	(189)	-	-	-
- Business Rates	876	(1,862)	3,180	-	-	-
<b>COUNCIL TAX REQUIREMENT</b>	14,175	14,506	15,104	15,412	15,727	16,039
Number of Band D dwellings	56,070	57,381	58,577	58,605	58,638	58,642
<b>AVERAGE COUNCIL TAX AT BAND D</b>						
Basildon Borough only	£252.81	£252.81	£257.85	£262.98	£268.20	£273.51
Budgeted/Forecast Council Tax increase/decrease	0.00%	0.00%	1.99%	1.99%	1.99%	1.99%

## RESERVES & BALANCES

	Estimated balance b/fwd 1 April £'000	Net Contributions to/(from) Reserves £'000	Estimated balance c/fwd 31 March £'000
<b>(i) 2015/16 FORECAST OUTTURN</b>			
General Fund Activities	9,498	(6,498)	3,000
Contingency Reserve	6,189	(2,210)	3,979
Insurance Pool Reserve	3,463	37	3,500
Other Earmarked:			
Invest to Save	1,539	(1,539)	-
Employment Rationalisation	1,707	(707)	1,000
Asset Refurbishment	1,431	(901)	530
IT Initiatives	983	(573)	410
Treasury Management	370	-	370
Asset Management (Regeneration)	-	500	500
Business Rates Equalisation	1,612	3,223	4,835
Total General Fund Reserves	26,792	(8,668)	18,124
Housing Revenue Account Reserves:			
General	8,786	(4,786)	4,000
Earmarked	12,817	(1,962)	10,855
Total Reserves	48,395	(15,416)	32,979
<b>(ii) 2016/17 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,979	(730)	3,249
Insurance Pool Reserve	3,500	-	3,500
Other Earmarked:			
Invest to Save	-	-	-
Employment Rationalisation	1,000	(500)	500
Asset Refurbishment	530	-	530
IT Initiatives	410	(300)	110
Treasury Management	370	-	370
Asset Management (Regeneration)	500	-	500
Business Rates Equalisation	4,835	(2,021)	2,814
Total General Fund Reserves	18,124	(3,551)	14,573
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	10,855	(5,986)	4,869
Total Reserves	32,979	(9,537)	23,442
<b>(iii) 2017/18 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,249	-	3,249
Insurance Pool Reserve	3,500	-	3,500
Other Earmarked:			
Employment Rationalisation	500	(500)	-
Asset Refurbishment	530	-	530
IT Initiatives	110	(110)	-
Treasury Management	370	-	370
Asset Management (Regeneration)	500	-	500
Business Rates Equalisation	2,814	-	2,814
Total General Fund Reserves	14,573	(610)	13,963
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	4,869	(3,001)	1,868
Total Reserves	23,442	(3,611)	19,831

## RESERVES & BALANCES

	Estimated balance b/fwd 1 April £'000	Net Contributions to/(from) Reserves £'000	Estimated balance c/fwd 31 March £'000
<b>(iv) 2018/19 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,249	-	3,249
Insurance Pool Reserve	3,500	-	3,500
Other Earmarked:			
Asset Refurbishment	530	-	530
Treasury Management	370	-	370
Asset Management (Regeneration)	500	-	500
Business Rates Equalisation	2,814	-	2,814
Total General Fund Reserves	13,963	-	13,963
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	1,868	997	2,865
Total Reserves	19,831	997	20,828
<b>(v) 2019/20 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,249	-	3,249
Insurance Pool Reserve	3,500	-	3,500
Other Earmarked:			
Asset Refurbishment	530	-	530
Treasury Management	370	-	370
Asset Management (Regeneration)	500	-	500
Business Rates Equalisation	2,814	-	2,814
Total General Fund Reserves	13,963	-	13,963
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	2,865	(916)	1,949
Total Reserves	20,828	(916)	19,912

## COLLECTION FUND ESTIMATES - COUNCIL TAX

### COUNCIL TAX - IN YEAR

	2014/15 Actual £'000	2015/16		2016/17 Estimate £'000
		Original £'000	Projected £'000	
<b>Expenditure (Precepts)</b>				
Essex County Council	60,934	62,359	62,359	<b>66,200</b>
Police and Crime Commissioner for Essex	8,089	8,444	8,444	<b>8,910</b>
Essex Fire Authority	3,724	3,811	3,811	<b>3,964</b>
Basildon Borough, Town, Parish & Village Councils	14,543	14,882	14,882	<b>15,483</b>
	87,290	89,496	89,496	<b>94,557</b>
<b>Income</b>				
Council Tax	(88,010)	(89,496)	(90,556)	<b>(94,557)</b>
<b>Deficit/(Surplus)</b>	(720)	-	(1,060)	-

### MOVEMENT ON COUNCIL TAX BALANCES - CUMULATIVE

	2014/15 Actual £'000	2015/16		2016/17 Estimate £'000
		Original £'000	Projected £'000	
Deficit/(Surplus) brought forward	(1,583)	(1,889)	(1,969)	<b>(1,140)</b>
Less prior year adjustment				
Essex County Council	234	1,319	1,319	<b>794</b>
Police and Crime Commissioner for Essex	30	175	175	<b>108</b>
Essex Fire Authority	14	80	80	<b>49</b>
Basildon Borough Council	56	315	315	<b>189</b>
Balance remaining to be recovered	(1,249)	-	(80)	-
Deficit/(Surplus) for year	(720)	-	(1,060)	-
<b>Deficit/(Surplus) carried forward</b>	(1,969)	-	(1,140)	-

## COLLECTION FUND ESTIMATES - BUSINESS RATES

### BUSINESS RATES - IN YEAR

	2014/15 Actual £'000	2015/16		2016/17 Estimate £'000
		Original £'000	Projected £'000	
<b>Expenditure (central and local shares)</b>				
Central Government	38,161	40,633	40,633	<b>41,439</b>
Essex County Council	6,869	7,314	7,314	<b>7,459</b>
Essex Fire Authority	763	813	813	<b>829</b>
Basildon Borough Council	30,529	32,506	32,506	<b>33,172</b>
	76,322	81,266	81,266	<b>82,899</b>
<b>Income</b>				
Business Rates	(73,631)	(81,266)	(80,048)	<b>(82,899)</b>
<b>Deficit/(Surplus)</b>	2,691	-	1,218	-

### MOVEMENT ON BUSINESS RATES BALANCES - CUMULATIVE

	2014/15 Actual £'000	2015/16		2016/17 Estimate £'000
		Original £'000	Projected £'000	
Deficit/(Surplus) brought forward	1,577	(4,655)	2,078	<b>7,951</b>
Less prior year adjustment				
Central Government	(1,095)	2,328	2,328	<b>(3,976)</b>
Essex County Council	(197)	419	419	<b>(716)</b>
Essex Fire Authority	(22)	46	46	<b>(79)</b>
Basildon Borough Council	(876)	1,862	1,862	<b>(3,180)</b>
	(613)	-	6,733	-
Balance remaining to be recovered	2,691	-	1,218	-
Deficit/(Surplus) for year				
<b>Deficit/(Surplus) carried forward</b>	2,078	-	7,951	-

### RETAINED INCOME, BASILDON BOROUGH

	2014/15 Actual £'000	2015/16		2016/17 Estimate £'000
		Original £'000	Projected £'000	
Business Rates income (Basildon local share)	30,529	32,506	32,506	<b>33,172</b>
Add Section 31 compensation	696	865	856	<b>535</b>
Less Tariff	(25,468)	(25,954)	(25,954)	<b>(26,170)</b>
	5,757	7,417	7,408	<b>7,537</b>
Funding				
Safety Net/(Levy)	(876)	(1,121)	(873)	<b>(1,160)</b>
Contribution to Collection Fund deficit	-	1,862	1,862	<b>(3,180)</b>
<b>Retained rates income</b>	4,881	8,158	8,397	<b>3,197</b>



## COUNCIL TAX BASE 2016/17

### COUNCIL TAX BASE CALCULATION

Tax Band	Value Range		Properties in Band		Number of Property Discounts	Net Amount	Proportion	Relevant Amount of Band D Properties
			No.	%				
A	Disabled		8	-	1	7	5/9	4
A	Up to	£40,000	8,819	11.4	1,697	7,122	6/9	4,748
B	£40,001 -	£52,000	15,827	20.5	1,831	13,996	7/9	10,886
C	£52,001 -	£68,000	24,055	31.2	2,187	21,868	8/9	19,438
D	£68,001 -	£88,000	14,446	18.7	1,004	13,442	9/9	13,442
E	£88,001 -	£120,000	7,314	9.5	380	6,934	11/9	8,475
F	£120,001 -	£160,000	4,516	5.9	176	4,340	13/9	6,269
G	£160,001 -	£320,000	1,948	2.5	64	1,884	15/9	3,140
H	£320,000 +		147	0.2	4	143	18/9	286
<b>TOTAL</b>			<u>77,080</u>	<u>99.9</u>	<u>7,344</u>	<u>69,736</u>		<u>66,688</u>
Less net impact of Local Council Tax Support Scheme								<u>(7,519)</u>
								59,169
Less : Allowance for irrecoverables								<u>(592)</u>
<b>Overall Council Tax Base</b>								<u><b>58,577</b></u>

A breakdown of the number of property discounts and exemptions is set out below.

	Number of Properties	Relevant Discount (%)	Number of Property Discounts
The Council Tax base property discounts of 6,355 are as follows:-			
(a) No discount or exemption	50,325	-	-
(b) Exempt from Council Tax	735	100	735
(c) Single Adult discount	24,787	25	6,197
(d) Empty Property (6 month) discount	542	50	271
(e) Disregard - all but one resident	538	25	134
(f) Disregard - all residents	77	50	39
(g) Empty Homes Premium	69	50	(35)
(h) Family Annexe	7	50	3
	<u>77,080</u>		<u>7,344</u>

## GOVERNMENT FUNDING ASSESSMENT FOR 2016/17

Following the General Election, the incoming Government announced the results of its Spending Review on 25 November 2015 setting out their plans for public expenditure over the period to March 2020. On 17 December 2015, the Department for Communities and Local Government (CLG) produced provisional four-year funding plans for local government, with indicative figures for each authority individually, and a final Local Government Finance Settlement for 2016/17 was approved by Parliament on 8 February 2016. The figures in the table below, for years beyond 2016/17 are "illustrative" at this stage. CLG will consult again in the autumn on any revisions to their plans for 2017/18 and later.

The Funding Assessment for each local authority is divided between Revenue Support Grant (RSG) and Baseline Funding. These are fixed sums but are supplemented by other government support through specific grants and incentive areas of funding such as New Homes Bonus and Business Rates growth. The incentive areas are not guaranteed.

	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
Revenue Support Grant (RSG)	4,245	2,595	1,156	282	(694)
Baseline Funding (Business Rates)	5,175	5,218	5,321	5,477	5,653
<b>Total Funding Assessment</b>	<b>9,420</b>	<b>7,813</b>	<b>6,477</b>	<b>5,759</b>	<b>4,959</b>

As will be seen from the table, RSG is declining over the Spending Review period and will actually turn negative in the final year, which means Basildon will be contributing to the funding needs of other authorities deemed to be in more need than ourselves. The Chancellor has declared however that a full needs review will take place across local government ahead of 2019/20, so the actual position may well change by then.

The Baseline Funding amount is retained out of Business Rates income collected locally and reflects estimated annual increases in the Small Business Rate multiplier (based on the change in the Retail Prices Index the previous September). It does not reflect growth or decline in the Rating List – this forms part of the adjustments for incentive areas accounted for outside the Funding Assessment.

## GENERAL INFORMATION

### GENERAL STATISTICS

	2015/16	2016/17
<b>Area</b> Basildon Borough	42.5 sq miles (11,000 hectares)	<b>42.5 sq miles</b> <b>(11,000 hectares)</b>
<b>Population</b> Estimate from Office for National Statistics (ONS) (as at date shown)	178,400 (June 2013)	<b>180,500</b> <b>(June 2014)</b>
<b>Council Tax</b> Total Number of Properties Taxable Base	76,270 57,381	<b>77,080</b> <b>58,577</b>
<b>Number of Employees</b> Budgeted Posts - Full-Time Equivalent (including an allowance for temporary and casual staff)	962	<b>971</b>
<b>Number of Council Houses</b> Estimate at 1st April	11,020	<b>10,882</b>
<b>Debt (average outstanding)</b>	£m	£m
Traditional Loans	205.8	<b>205.1</b>
Finance Leases	3.7	<b>2.9</b>
Investments	(9.4)	<b>(17.6)</b>
Net Debt	200.1	<b>190.4</b>

### EXPENDITURE & INCOME ANALYSIS

	Gross Expenditure £'000	Gross Income £'000	Estimate 2016/17 £'000
Community	2,760	(1,192)	<b>1,568</b>
Development & Regulation	70,595	(71,518)	<b>(923)</b>
Environment	12,181	(4,097)	<b>8,084</b>
Housing	4,232	(947)	<b>3,285</b>
Leisure	9,138	(2,317)	<b>6,821</b>
Regeneration & Partnerships	2,066	(309)	<b>1,757</b>
Corporate & Central	8,808	(950)	<b>7,858</b>
Contingency	200	-	<b>200</b>
<b>General Fund</b>	109,980	(81,330)	<b>28,650</b>
<b>Housing Revenue Account</b>	59,452	(53,466)	<b>5,986</b>
<b>TOTAL EXPENDITURE ON SERVICES</b>	169,432	(134,796)	<b>34,636</b>
Net Transfers from Reserves	-	(9,537)	<b>(9,537)</b>
Parish, Town & Village Precepts	379	-	<b>379</b>
<b>BOROUGH COUNCIL NET EXPENDITURE</b>	169,811	(144,333)	<b>25,478</b>



BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

**COMMUNITY**

## COMMUNITY

### SUMMARY

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Community Facilities	683	648	596	598	601	604
2. Community Centres & Halls	361	392	301	302	305	306
3. Community Involvement	704	661	671	671	671	671
4. Careline	(107)	(207)	-	-	-	-
<b>TOTAL NET COST</b>	1,641	1,494	1,568	1,571	1,577	1,581

## COMMUNITY

### COMMUNITY FACILITIES

This budget relates to the running of five Day Centres and the management of The Place.

The five Day Centres (George Hurd Centre, Billericay Day Centre, Priority Club Wickford, Pitsea Day Centre and Laindon Day Centre) provide the opportunity for local residents aged 55+ to participate in daily activities and clubs.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	534	500	533	533	534	534	
2. Premises	225	164	149	151	152	154	
3. Transport	-	1	1	1	1	1	
4. Supplies & Services	81	76	60	61	62	63	
5. Management & Administration							
(a) Operational Administration Costs	66	82	68	68	68	68	
(b) Support Costs	150	137	134	134	134	134	
6. Recharge from Other Council Services	17	17	17	17	17	17	A
7. Capital Charges	52	64	60	60	60	60	
Less:	1,125	1,041	1,022	1,025	1,028	1,031	
8. Income	(400)	(351)	(384)	(385)	(385)	(385)	
9. Recharge to Other Council Services	(42)	(42)	(42)	(42)	(42)	(42)	B
<b>TOTAL NET COST</b>	<b>683</b>	<b>648</b>	<b>596</b>	<b>598</b>	<b>601</b>	<b>604</b>	

Notes:

A Item 6 reflects recharges from Community Centres & Halls and recharges between Community Facilities Services in respect of joint use of facilities.

B Item 9 reflects recharges to Community & Youth Engagement in respect of appropriate voluntary group arrangements and recharges between Community Facilities Services in respect of joint use of facilities.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	19.0	19.7

# COMMUNITY

## COMMUNITY CENTRES & HALLS

This budget relates to Community Centres & Halls as detailed in the service statistics below.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	138	141	131	131	131	131	
2. Premises	173	78	80	81	82	83	
3. Transport	8	8	8	8	9	9	
4. Supplies & Services	15	15	17	17	18	18	
5. Recharge from Other Council Services	3	3	4	4	4	4	A
6. Management & Administration							
(a) Accommodation Costs	-	7	1	1	1	1	B
(b) Operational Administration Costs	46	117	55	55	55	55	
(c) Support Costs	122	114	111	111	111	111	
7. Capital Charges	82	91	90	90	90	90	
Less:	587	574	497	498	501	502	
8. Income	(224)	(180)	(194)	(194)	(194)	(194)	
9. Recharge to Other Council Services	(2)	(2)	(2)	(2)	(2)	(2)	C
<b>TOTAL NET COST</b>	<b>361</b>	<b>392</b>	<b>301</b>	<b>302</b>	<b>305</b>	<b>306</b>	

Notes:

- A Item 5 reflects recharges for services provided by the Grounds Maintenance and Trade Refuse services.
- B Item 6(a) reflects the recharge for storage requirements at the Depot.
- C Item 9 reflects recharges for the use of Laindon Community Centre as a day centre.

### Service Statistics

	Original	Estimate
	2015/16	2016/17

#### Employees

Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	5.3	4.7
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#### This service is responsible for:

- running 9 Community Centres and assisting Community Associations with business planning and service provision
- liaising with Community Associations and other organisations in the delivery of their services at 31 community halls and facilities
- implementation of a new Community Lease, scheduled at 10 per annum from 2015/16
- undertaking community benefit assessments to ensure provision in leased halls is meeting community needs
- administering bookings for 70 regular hirers in directly managed halls and ad-hoc events in directly managed halls.

#### Halls for Hire

Billericay Day Centre  
Crown  
Craylands  
Frypa  
Gordon  
Laindon Playcentre

Kingswood Playcentre  
Laindon West  
Luncies  
Markhams Chase Playcentre  
Nevendon Playcentre  
Vange North

#### Miscellaneous Properties

Highcliffe  
Highcliffe Playcentre  
Parkside, Pitsea  
Swan Mead  
Table House  
Valerie Lodge  
Basildon Community Resource Centre

#### Community Association Centres

Barnet  
Barnhall  
Barstable  
Bluehouse  
Chalvedon  
Glenmere  
Great Berry Hills Pavilion  
Kingswood

Laindon  
Langham (South Green)  
Lee Chapel North  
Lee Chapel South  
Noak Bridge  
Northlands Park  
Paddocks Hall  
Park Lodge

Pitsea Mount  
Steepleview  
Trenham  
Triangle  
The Wick  
Vange Scout Hut  
West Billericay (Hannakins Farm)  
Wickford



## COMMUNITY

### COMMUNITY INVOLVEMENT

The Community Involvement Team works in partnership with other Council departments, statutory agencies, residents, voluntary and community groups.

Organisations currently receiving core funding include: Citizens Advice Bureau (CAB), IMPACT (Welfare Rights Service), Basildon Community Transport Service, Basildon, Billericay and Wickford Council for Voluntary Service (BBWCVS), Disability Information & Advice Line (DIAL) and the Basildon Borough Twinning Association.

This estimate also reflects support/grants provided in the Borough for pre-school children, Over 55's Clubs, community development, participation and involvement, voluntary and community sector development and the Basildon Family Project.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	162	186	192	192	192	192	
2. Transport	5	2	2	2	2	2	
3. Supplies & Services							
(a) Grants to Organisations - Service Level Agreement	249	248	305	305	305	305	A
(b) Grants to Organisations - Project Funding	7	21	17	17	17	17	A
(c) Grants - Older People	6	6	6	6	6	6	A
(d) Children's Grants	-	2	2	2	2	2	A
(e) Other	139	94	40	40	40	40	A
4. Management & Administration							
(a) Accommodation Costs	11	12	12	12	12	12	
(b) Operational Administration Costs	51	11	10	10	10	10	
(c) Support Costs	32	32	38	38	38	38	
5. Recharge from Other Council Services	52	52	52	52	52	52	B
Less:	714	666	676	676	676	676	
6. Income	(5)	-	-	-	-	-	
7. Recharge to Other Council Services	(5)	(5)	(5)	(5)	(5)	(5)	
<b>TOTAL NET COST</b>	<b>704</b>	<b>661</b>	<b>671</b>	<b>671</b>	<b>671</b>	<b>671</b>	

Notes:

A Item 3 represents the distribution of grants to various organisations on an ongoing basis.

B Item 5 reflects recharges from Community Facilities (George Hurd Centre) and Office Accommodation (Basildon Centre) in respect of the appropriate Voluntary Group arrangements.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.0	6.2

## COMMUNITY

### CARELINE

Careline is an emergency home alarm service that allows people to live independently while having access to help in the event of an emergency. It also covers out of hours emergencies for Basildon and other Local Authorities.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	806	772	760	760	760	760	
2. Premises	4	3	3	3	3	3	
3. Transport	31	32	32	32	32	32	
4. Supplies & Services	73	75	72	72	73	73	
5. Management & Administration							
(a) Operational Administration Costs	-	5	5	5	5	5	
(b) Support Costs	85	93	102	102	102	102	
6. Recharge from the Housing Revenue Account	37	37	37	37	37	37	
7. Capital Charges	6	8	8	8	8	8	
Less:	1,042	1,025	1,019	1,019	1,020	1,020	
8. Income	(616)	(677)	(614)	(614)	(615)	(615)	A
9. Recharge to the Housing Revenue Account	(533)	(555)	(405)	(405)	(405)	(405)	
<b>TOTAL NET SURPLUS</b>	<b>(107)</b>	<b>(207)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

Notes:

A Item 8 reflects a reduction in income.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	27.0	28.3
<b>Number of households with Hard Wired facility</b>		
Housing Revenue Account - Sheltered & Grouped Schemes	1,217	1,200
Housing Associations & Community Halls	1,032	500
<b>Individual households</b>		
Careline - Basildon	1,931	1,650
Careline - Rochford & Castle Point	1,351	1,350
Sheltered & Housing Associations	376	500
<b>Careline Charges for Individual households per week</b>	<b>£3.98</b>	<b>£4.00</b>

BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

**DEVELOPMENT &  
REGULATION**

## DEVELOPMENT & REGULATION

### SUMMARY

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Development Management	996	863	662	662	663	663
2. Building Control	138	209	194	194	195	195
3. Land Charges	(404)	40	(140)	(140)	(140)	(140)
4. Parking & Enforcement	(76)	(59)	(75)	(72)	(69)	(66)
5. Taxi & Private Hire Licensing	(12)	-	-	-	-	-
6. Industrial & Commercial Premises	(2,781)	(2,902)	(2,888)	(2,885)	(2,881)	(2,879)
7. Council Tax & NDR Cost of Collection	783	183	726	726	852	852
8. Housing Benefit & Council Tax Support	(942)	391	317	425	529	529
9. Electoral Expenses	347	275	281	281	281	281
<b>TOTAL NET COST/(SURPLUS)</b>	(1,951)	(1,000)	(923)	(809)	(570)	(565)

## DEVELOPMENT & REGULATION

### DEVELOPMENT MANAGEMENT

This service deals with applications for planning permission ranging from house extensions to multi-million pound commercial developments, ensure correct enforcement of planning control and the administration, enforcement and land remediation works of unauthorised gypsy/traveller developments across the Borough.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	643	602	606	606	606	606	
2. Transport	13	16	14	14	14	14	
3. Supplies & Services	314	412	231	231	232	232	
4. Management & Administration							
(a) Accommodation Costs	36	38	38	38	38	38	
(b) Operational Administration Costs	242	152	68	68	68	68	
(c) Support Costs	265	210	216	216	216	216	
(d) Customer Service Centre	-	-	64	64	64	64	
Less:	1,513	1,430	1,237	1,237	1,238	1,238	
5. Income	(517)	(567)	(575)	(575)	(575)	(575)	A
<b>TOTAL NET COST</b>	996	863	662	662	663	663	

Notes:

A Item 5 reflects the income received from planning applications, including major applications.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.5	15.5

### This service is responsible for:

- processing over 1,500 planning applications a year, of all types
- Investigating over 400 reported planning breaches each year
- determining applications relating to the historic environment (listed buildings and conservation areas consents)
- determining whether trees under threat are worthy of preservation and processing applications for works to them
- defending planning decisions via the appeal process
- providing pre-application advice
- providing guidance to other departments in relation to planning matters
- making representations on Government Consultation documents.

## DEVELOPMENT & REGULATION

### BUILDING CONTROL

This service is responsible for ensuring the health and safety of people in or around buildings by enforcing the Building Regulations and allied legislation. It is also responsible for the examination of plans and proposals for building works, the inspection of construction sites and scrutiny of materials on sites throughout the borough. The service also enforces various sections of the Building Act 1984, provides energy certification as required under Energy Performance in Buildings Directive and completes Environmental Returns as required by government.

This budget also reflects the Council's obligations under the Equality Act 2010/Disability Discrimination (Amendment) Act 2005.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	402	390	393	393	394	394	
2. Transport	17	18	17	17	17	17	
3. Supplies & Services	47	36	33	33	33	33	
4. Management & Administration							
(a) Accommodation Costs	23	22	21	21	21	21	
(b) Operational Administration Costs	11	57	44	44	44	44	
(c) Support Costs	52	50	50	50	50	50	
Less:	552	573	558	558	559	559	
5. Income	(410)	(360)	(360)	(360)	(360)	(360)	A
6. Recharge to Other Council Services	(4)	(4)	(4)	(4)	(4)	(4)	B
<b>TOTAL NET COST</b>	138	209	194	194	195	195	

Notes:

- A Item 5 reflects the income received for Building Regulation works and Disabled Facilities Grant works from Private Sector Housing.
- B Item 6 reflects a recharge made to Land Charges for various building control services.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	9.0	9.0
<b>No. of schemes submitted for Building Regulation consent</b>	950	1,000

### This service is responsible for:

- responding to all applications under Building Regulations within an average 8 working days
- carrying out approximately 5,000 site visits a year
- providing construction, design and management consultancy (CDMC) service for Council projects
- carrying out Access Audits on Council premises as required
- carrying out structural fire risk assessments on Council premises
- responding to around 200 Environmental Information Regulation (EIR) searches with associated queries and 2,434 land charges queries
- administering approximately 160 initial notice submissions by approved inspectors per annum
- providing a design and supervisory service for adaptations to approximately 130 homes per annum for people with disabilities
- working with local schools to provide guidance on fire risk assessments and general building work
- dealing with approximately 50 dangerous, or potentially dangerous, structures per annum to ensure public safety
- carrying out energy assessments for both Basildon Borough Council and Castle Point Borough Council
- carrying out structural fire risk assessments on Council property
- dealing with approximately 20 demolition notices.

## DEVELOPMENT & REGULATION

### LAND CHARGES

This estimate relates to the administration of land charges and house-sale 'searches' for the Borough.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	82	64	65	65	65	65	
2. Supplies & Services	(125)	48	40	40	40	40	
3. Management & Administration							
(a) Accommodation Costs	4	4	4	4	4	4	
(b) Operational Administration Costs	23	60	88	88	88	88	
(c) Support Costs	18	20	19	19	19	19	
Less:	2	196	216	216	216	216	
4. Income	(406)	(156)	(356)	(356)	(356)	(356)	A
<b>TOTAL NET COST/(SURPLUS)</b>	<b>(404)</b>	<b>40</b>	<b>(140)</b>	<b>(140)</b>	<b>(140)</b>	<b>(140)</b>	

Notes:

A Item 5 reflects the income levels based on cost recovery for the estimated level of searches.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0
<b>Average number of official full searches received per month</b>	274	230
<b>Land Charge Search Fee (from 1 April 2016)</b>	£145	£145

#### This service is responsible for:

- responding to searches made from prospective purchasers wanting to discover information about a property, including conservation areas, tree preservation orders, conditional planning permission, listed buildings and light obstruction notices
- performing the role of custodian for the Local Land and Property Gazetteer which is an address based database maintained by all UK local authorities
- supplying information to internal functions such as Council Tax and Electoral Registration, as well as Police, Fire and Ambulance services.

## DEVELOPMENT & REGULATION

### PARKING & ENFORCEMENT

This estimate relates to the Council's 'off street' car parks and the 'on street' parking and enforcement that is managed by South Essex Parking Partnership (SEPP). SEPP patrol 7 parking areas and visit 11 times per day.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	121	137	145	145	145	145	
2. Premises	111	114	115	117	119	122	
3. Transport	32	24	20	21	22	22	
4. Supplies & Services	27	35	21	21	21	21	
5. Management & Administration							
(a) Accommodation Costs	11	4	4	4	4	4	
(b) Operational Administration Costs	70	66	56	56	56	56	
(c) Support Costs	62	38	41	41	41	41	
Less:	434	418	402	405	408	411	
6. Income	(510)	(477)	(477)	(477)	(477)	(477)	A
<b>TOTAL NET SURPLUS</b>	(76)	(59)	(75)	(72)	(69)	(66)	

#### Notes

- A Item 6 reflects the income received mainly from pay as you go car parking and season tickets but also from pay by phone parking which is collected by Bemrose on behalf of the Council.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.5	4.5
<b>Location and Number of Parking Spaces</b>	Number of Car Parks	Number of Spaces
(a) Billericay	3	446
(b) Wickford	3	410
(c) Basildon Centre (Disabled Bays)	1	13



## DEVELOPMENT & REGULATION

### TAXI & PRIVATE HIRE LICENSING

This estimate relates to the Council's responsibilities for Hackney Carriage and Private Hire Vehicle licences.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	99	96	98	98	98	98	
2. Transport	56	61	62	64	66	66	
3. Supplies & Services	48	24	28	28	29	29	
4. Management & Administration							
(a) Accommodation Costs	5	5	5	5	5	5	
(b) Operational Administration Costs	9	71	67	65	62	62	
(c) Support Costs	32	24	23	23	23	23	
Less:	249	281	283	283	283	283	
5. Income	(261)	(281)	(283)	(283)	(283)	(283)	A
<b>TOTAL NET SURPLUS</b>	(12)	-	-	-	-	-	

#### Notes

A Item 5 reflects the income received for issuing and renewing taxi licences.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.7	2.6
No. of Private Hire Vehicle Licences issued	308	308
No. of Operator's Licences	46	46
No. of Hackney Carriage Licences issued	208	208
No. of Drivers currently being licensed	718	718

## DEVELOPMENT & REGULATION

### INDUSTRIAL & COMMERCIAL PREMISES

Asset management including acquisitions and disposals of property, valuation, commercial asset management, asset review, support to development projects, professional property advice and asset data management.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
<b>WICKFORD ENTERPRISE CENTRE</b>							
1. Premises	215	236	237	237	238	238	A
2. Supplies & Services	5	5	5	5	5	5	
3. Recharge from Other Council Services	5	5	5	5	5	5	
4. Management & Administration (a) Support Costs	36	30	29	29	29	29	
Less:	261	276	276	276	277	277	
5. Income							
(a) Rent	(206)	(206)	(206)	(206)	(206)	(206)	
(b) Other	(4)	(21)	(21)	(21)	(21)	(21)	
<b>NET COST</b>	51	49	49	49	50	50	
<b>SHOPS &amp; OTHER COMMERCIAL PREMISES</b>							
6. Premises	101	20	47	48	49	49	A B
7. Supplies & Services	5	7	7	7	7	7	
8. Recharge from Other Council Services	80	82	94	96	98	100	
9. Garages	277	270	270	270	270	270	
10. Management & Administration (a) Support Costs	121	104	121	121	121	121	
11. Capital Charges	1	1	10	10	10	10	
Less:	585	484	549	552	555	557	
12. Income							
(a) Neighbourhood Shops	(1,508)	(1,532)	(1,554)	(1,554)	(1,554)	(1,554)	C
(b) Other Commercial Premises	(220)	(221)	(250)	(250)	(250)	(250)	
(c) Garages	(1,689)	(1,682)	(1,682)	(1,682)	(1,682)	(1,682)	B
<b>NET SURPLUS</b>	(2,832)	(2,951)	(2,937)	(2,934)	(2,931)	(2,929)	
<b>TOTAL NET SURPLUS</b>	(2,781)	(2,902)	(2,888)	(2,885)	(2,881)	(2,879)	

Notes:

- A Item 3 and item 8 reflect recharges from Grounds Maintenance and Cleansing services.
- B Items 9 and 12(c) include Garages adopted from the Housing Revenue Account.
- C Item 12(a) includes a provision for void properties.

### Service Statistics

**This service is responsible for:**

- The Council manages and maintains the Enterprise Centre located at Shotgate, Wickford, which has 10 industrial units that are let to private firms. The Council also owns and manages 140 shops within local neighbourhood parades including those formerly in the Housing Revenue Account, as well as the Town Centre Pavilions and other commercial premises.

## DEVELOPMENT & REGULATION

### COUNCIL TAX & NDR COST OF COLLECTION

This estimate relates to the Council's administration and recovery costs for local taxation.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	161	90	79	79	79	79	
2. Supplies & Services	307	137	147	147	147	147	
3. Management & Administration							
(a) Accommodation Costs	7	7	7	7	7	7	
(b) Operational Administration Costs	144	374	840	840	840	840	
(c) Support Costs	673	136	146	146	146	146	
(d) Customer Service Centre	393	419	507	507	507	507	
Less:	1,685	1,163	1,726	1,726	1,726	1,726	
4. Income	(663)	(740)	(760)	(760)	(634)	(634)	A
5. Cost of Collection Allowance	(239)	(240)	(240)	(240)	(240)	(240)	B
<b>TOTAL NET COST</b>	<b>783</b>	<b>183</b>	<b>726</b>	<b>726</b>	<b>852</b>	<b>852</b>	

Notes:

A Item 4 relates to income received from court costs.

B Item 5 is an allowance towards the cost of collecting NDR, a proportion of which is passed to Government. Future forecast makes no provision for any changes in this allowance, following the implementation of localisation of Business Rates.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual & agency staff)	2.8	2.5
<b>Council Tax</b>		
Total number of properties	76,270	77,080
Taxable base	57,381	58,577
<b>NNDR</b>		
Rate Poundage - Small Businesses	48.0p	48.4p
Rate Poundage - Other	49.3p	49.7p
Number of Properties	4,712	4,752
Rateable Value	£187m	£188m
<b>Rating Reliefs - Number of Properties</b>		
Discretionary Relief only	10	18
Mandatory plus Discretionary Relief	23	19
Mandatory Relief only	191	195
Community Amateur Sports Clubs	8	8
	<u>232</u>	<u>240</u>

## DEVELOPMENT & REGULATION

### HOUSING BENEFIT & COUNCIL TAX SUPPORT

Housing Benefit relates to Housing Revenue Account Rent Rebates, rent of private sector dwellings (including Housing Association), charges for board, lodging and accommodation charges for homeless persons. Council Tax Support relates to Housing Revenue Account properties, private sector dwellings (including Housing Association properties) and owner occupiers.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	378	194	165	165	165	165	
2. Supplies & Services	713	832	704	699	800	800	
3. Benefit Granted	68,279	63,982	63,087	61,928	61,928	61,928	A
4. Management & Administration							
(a) Accommodation Costs	56	59	58	58	58	58	
(b) Operational Administration Costs	133	934	835	835	835	835	
(c) Support Costs	188	230	105	105	105	105	
(d) Customer Service Centre	90	115	458	458	458	458	
Less:	69,837	66,346	65,412	64,248	64,349	64,349	
5. Benefit Subsidy	(68,807)	(64,662)	(63,556)	(62,436)	(62,436)	(62,436)	A
6. Administration Grant	(1,216)	(1,136)	(1,026)	(928)	(925)	(925)	B
7. Recharge to Other Council Services	(587)	(147)	(343)	(289)	(289)	(289)	C
8. Income	(53)	(10)	(170)	(170)	(170)	(170)	D
9. Grant Income	(116)	-	-	-	-	-	
<b>TOTAL NET COST/(SURPLUS)</b>	<b>(942)</b>	<b>391</b>	<b>317</b>	<b>425</b>	<b>529</b>	<b>529</b>	

Notes:

- A Item 3 reflects the level of Benefit payments made by Basildon Borough Council and the subsidy received relating to this is reflected in Item 5. The significant reduction from 2014/15 is as a result of the introduction of the Localisation of Council Tax Support which has converted Council Tax Benefit into a discount reflected in the Council Tax Base.
- B Item 6 reflects the grant received from the Department for Work & Pensions in relation to the administration of the Housing Benefits service and the New Burdens grant for the Localisation of Council Tax Support.
- C Item 7 reflects the Council's contribution from the Housing Options service for Housing Benefit regarding non-Housing Revenue Account rent rebates.
- D Item 8 reflects income received for work carried out on behalf of Swan Housing and also includes income received ongoing in respect of Brentwood SLA and carrying out reviews on Single Residency.

#### Service Statistics

	Original 2015/16		Estimate 2016/17	
<b>Employees</b>				
Full-Time Equivalent (including an allowance for temporary, casual & Agency staff)	6.0		5.6	
<b>Average number/amount of benefits granted/paid per week</b>	<b>Benefit</b>	<b>Caseload</b>	<b>Benefit</b>	<b>Caseload</b>
	£		£	
Private Sector Dwellings (including Housing Associations & Registered Social Landlords)	107	7,202	107	7,280
Housing Revenue Account Properties	76	6,998	76	7,250

## DEVELOPMENT & REGULATION

### ELECTORAL EXPENSES

This estimate covers the costs associated with the compilation and maintenance of the electoral register for the borough and electors absent voting provisions in accordance with legislative requirements, as well as the conduct of scheduled Basildon Council elections.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	70	75	67	67	67	67	
2. Supplies & Services	398	156	144	144	144	144	
3. Management & Administration							
(a) Accommodation Costs	3	3	3	3	3	3	
(b) Operational Administration Costs	37	7	7	7	7	7	
(c) Support Costs	23	43	27	27	27	27	
(d) Customer Service Centre	-	-	42	42	42	42	
Less:	531	284	290	290	290	290	
4. Income	(175)	(2)	(2)	(2)	(2)	(2)	
5. Recharge to the Housing Revenue Account	(9)	(7)	(7)	(7)	(7)	(7)	
<b>TOTAL NET COST</b>	<b>347</b>	<b>275</b>	<b>281</b>	<b>281</b>	<b>281</b>	<b>281</b>	

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0
<b>Estimated Electorate - as at October 2014 &amp; October 2015 respectively</b>	133,000	132,000



BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

# ENVIRONMENT

## ENVIRONMENT

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Refuse Collection & Recycling	2,522	3,397	<b>4,206</b>	4,214	4,236	4,203
2. Street Cleansing	1,497	1,522	<b>1,609</b>	1,607	1,600	1,593
3. Environmental Health	1,156	1,175	<b>1,185</b>	1,188	1,192	1,193
4. Churchyard Burial Grounds & Cemeteries	58	100	<b>85</b>	86	86	86
5. Other Environment	687	700	<b>820</b>	822	838	840
6. Central Stores	-	-	-	-	-	-
7. Transport & Plant	211	216	<b>179</b>	179	179	179
<b>TOTAL NET COST</b>	6,131	7,110	<b>8,084</b>	8,096	8,131	8,094



## ENVIRONMENT

### REFUSE COLLECTION & RECYCLING

The main functions of this service are the provision of statutory domestic refuse, kitchen waste and recycling collections as well as provision of a trade waste and recycling service to businesses across the borough.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	3,162	3,142	3,293	3,294	3,297	3,297	A
2. Premises	10	5	5	5	5	5	
3. Transport	1,916	1,996	2,053	2,077	2,154	2,166	A
4. Supplies & Services	886	827	860	850	853	854	
5. Recharge from Other Council Services	108	109	111	111	111	111	B
6. Third Party Payments	336	32	640	640	640	640	C
7. Management & Administration							
(a) Accommodation Costs	14	19	20	20	20	20	
(b) Operational Administration Costs	197	238	164	164	164	164	
(c) Support Costs	231	259	275	275	275	275	
(d) Customer Service Centre	-	-	132	132	132	132	
8. Capital Charges	104	104	63	63	63	63	
Less:	6,964	6,731	7,616	7,631	7,714	7,727	
9. Income	(4,324)	(3,213)	(3,287)	(3,292)	(3,351)	(3,397)	A/E
10. Recharge to Other Council Services	(25)	(26)	(26)	(26)	(26)	(26)	D
11. Recharge to the Housing Revenue Account	(93)	(95)	(97)	(99)	(101)	(101)	
<b>TOTAL NET COST</b>	<b>2,522</b>	<b>3,397</b>	<b>4,206</b>	<b>4,214</b>	<b>4,236</b>	<b>4,203</b>	

Notes:

- A A grant paid by Essex County Council offsets the total revenue expenditure relating to the Joint Essex Waste strategy scheme. Included in these lines are the costs for the weekly food and garden waste collections and the income is reflected in Item 9.
- B Item 5 reflects a charge for the use of Central Stores.
- C Item 6 reflects charges to Contractors for Dry Recycling. In 15/16 the contract ended with Brentwood and a new contract with Viridor was set up. In the past recycling was a good source of income however it is now a cost to the Borough.
- D Item 10 reflects recharges to various other Council services in respect of services provided by the Refuse service.
- E The contract for the disposal of dry recycling was renewed during 2015/16, due to price changes this has meant a reduction of income.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	113.2	113.2
<b>Collection Statistics</b>		
Average number of domestic premises served	76,270	77,080
Average number of special collections (removal of bulky items)	7,029	9,000
Total Household Waste collected (tonnes)	76,300	77,063
Combined Recycling and Compost Target (%)	54.0	52.0

## ENVIRONMENT

### STREET CLEANSING

The main functions of this service are street cleansing, gully sweeping, graffiti removal and the cleaning of town centres and neighbourhood shops. The service mechanically sweeps highways once every six weeks and litter picks highways a minimum of once every two weeks.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	1,474	1,443	1,462	1,462	1,463	1,463	
2. Premises	15	12	9	9	9	9	
3. Transport	419	419	434	447	452	457	
4. Supplies & Services	80	76	78	78	80	80	
5. Third Party Payments	80	72	77	77	77	77	
6. Management & Administration							
(a) Operational Administration	51	74	59	59	59	59	
(b) Support Costs	122	144	151	151	151	151	
(c) Customer Service Centre	-	-	70	70	70	70	
7. Capital Charges	1	2	2	2	2	2	
8. Recharge from Other Council Services	49	48	49	49	49	49	A
Less:	2,291	2,290	2,391	2,404	2,412	2,417	
9. Income	(212)	(174)	(176)	(179)	(181)	(181)	
10. Recharge to Other Council Services	(361)	(368)	(376)	(383)	(391)	(399)	B
11. Recharge to the Housing Revenue Account	(221)	(226)	(230)	(235)	(240)	(244)	B
<b>TOTAL NET COST</b>	1,497	1,522	1,609	1,607	1,600	1,593	

Notes:

A Item 8 reflects a charge for the use of Central Stores.

B Items 10 and 11 reflect the internal Cleansing service provided to Council owned sites as well as Housing Revenue Account sites within the Borough.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	60.9	60.9

## ENVIRONMENT

### ENVIRONMENTAL HEALTH

The Council's Environmental Health responsibilities consist primarily of pollution, food hygiene and health and safety.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	794	881	889	889	890	890	
2. Transport	43	54	50	51	51	51	
3. Supplies & Services	150	126	139	140	140	140	
4. Third Party Payments	33	24	12	12	12	12	
5. Management & Administration							
(a) Accommodation Costs	44	43	42	41	41	42	
(b) Operational Administration Costs	159	110	52	54	57	57	
(c) Support Costs	93	103	96	96	96	96	
(d) Customer Service Centre	-	-	71	71	71	71	
Less:	1,316	1,341	1,351	1,354	1,358	1,359	
6. Income	(160)	(166)	(166)	(166)	(166)	(166)	
<b>TOTAL NET COST</b>	<b>1,156</b>	<b>1,175</b>	<b>1,185</b>	<b>1,188</b>	<b>1,192</b>	<b>1,193</b>	

### Service Statistics

	Original 2015/16	Estimate 2016/17
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#### Employees

Full-Time Equivalent (including an allowance for temporary, casual and agency staff)

22.1	22.1
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#### This service is responsible for:

- inspecting and regulating 1,350 food businesses, employee health and safety of 2,000 commercial premises and 320 houses in multiple occupation
- responding to anticipated 5,700 requests for service, of which 1,200 will relate to noise
- receiving notification and investigating where appropriate approximately 160 accidents under health and safety legislation
- dealing with 150 infectious disease and food poisoning notifications
- issuing 95 licences for lotteries and amusements
- assisting in 1,397 calls regarding stray dogs
- administering 363 premises licenses under the Liquor Licensing Act 2003
- administering 1,147 personal licenses under the Liquor Licensing Act 2003
- administering 181 licenses and permits under the Gambling Act 2005
- administering 42 animal welfare licenses.

## ENVIRONMENT

### CHURCHYARD BURIAL GROUNDS & CEMETERIES

This estimate relates to the maintenance of various closed churchyard burial grounds and cemeteries throughout the Borough.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	212	212	214	214	214	214	
2. Premises	56	42	43	44	44	44	
3. Transport	29	23	25	25	25	25	
4. Supplies & Services	59	68	66	66	66	66	A
5. Recharge from Other Council Services	12	12	12	12	12	12	B
6. Management & Administration							
(a) Operational Administration Costs	37	72	52	52	52	52	
(b) Support Costs	26	30	32	32	32	32	
7. Capital Charges	9	5	5	5	5	5	
Less:	440	464	449	450	450	450	
8. Income	(382)	(364)	(364)	(364)	(364)	(364)	A
<b>TOTAL NET COST</b>	58	100	85	86	86	86	

Notes:

- A Basildon Council administers burial fees on behalf of Castle Point Borough Council. This agreement commenced on 19 April 2012 and runs until 31 March 2017. Income figures also reflect the assumption that Pitsea cemetery will reach full capacity for new single plots in 2016.
- B Item 5 reflects a charge for the use of Central Stores.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.2	6.2

#### Churchyard Burial Grounds (Closed)

St. Michaels, Pitsea  
 St. Mary Magdalene, Billericay  
 St. Nicholas, Laindon  
 Holy Cross, Basildon  
 All Saints Church, Vange

#### Cemeteries (Open)

Wickford  
 Pitsea  
 Great Burstead

## ENVIRONMENT

### OTHER ENVIRONMENT

This service covers the provision of Environmental Maintenance which includes land drainage issues, Community Related Asset (CRA) hard surface maintenance supervision, winter gritting requirements and Council-owned street lighting costs.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	64	59	59	59	59	59	
2. Premises	383	366	362	362	363	364	A
3. Transport	6	8	7	8	8	8	
4. Supplies & Services	59	87	205	206	221	221	B
5. Management & Administration							
(a) Accommodation Costs	7	7	14	14	14	14	
(b) Operational Administration Costs	120	125	105	105	105	105	
(c) Support Costs	39	39	31	31	31	31	
(d) Customer Service Centre	-	-	28	28	28	28	
6. Capital Charges	9	9	9	9	9	10	
<b>TOTAL NET COST</b>	687	700	820	822	838	840	

Notes:

- A Item 2 includes hard surfacing maintenance within the Borough.
- B Item 4 includes costs for replacing street furniture (e.g. nameplates, bollards and railings).

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0

### This service is responsible for:

- The maintenance of the following facilities
- 174,000m<sup>2</sup> of Hard Surface
  - 2006 Street Lights
  - 380 Litter Bins
  - 215 Dog Waste Bins
  - 92 Bus Shelters
  - 50 Bench Seats.

## ENVIRONMENT

### CENTRAL STORES

This estimate relates to the provision of Basildon Council's Central Stores service located at Barleylands Depot.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	110	105	103	103	103	103	
2. Premises	2	2	2	2	2	2	
3. Transport	81	68	68	68	69	69	A
4. Supplies & Services	(9)	17	19	19	19	19	A
5. Management & Administration							
(a) Accommodation Costs	92	86	94	94	94	94	
(b) Operational Administration Costs	25	15	10	10	10	10	
(c) Support Costs	28	14	14	14	14	14	
Less:	329	307	310	310	311	311	
6. Income	(86)	(64)	(64)	(64)	(65)	(64)	A
7. Recharge to Other Council Services	(243)	(243)	(246)	(246)	(246)	(247)	B
<b>TOTAL NET COST</b>	-	-	-	-	-	-	

Notes:

- A Items 3, 4 and 6 include the issue of fuel and stores items and recovery of income to/from partnership organisations including English Landscapes, South Essex Parking Partnership and Riverside Truck Rental Ltd.
- B Item 7 reflects recharges to other Council services in respect of their use of the Stores service.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.5	3.5

## ENVIRONMENT

### TRANSPORT & PLANT

The Transport & Plant estimates reflect the costs of managing the vehicle contract outsourced to Riverside Truck Rental Ltd. Transport costs are charged directly to service budgets.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	25	22	25	25	25	25	
2. Transport	81	65	40	40	40	40	
3. Supplies & Services	1	1	4	4	4	4	
4. Third Party Payments							
(a) Contractor Payments (GF)	1,561	1,629	1,766	1,774	1,842	1,842	A
(b) Contractor Payments (HRA)	18	28	28	28	28	28	A
(c) Taxi Testing	49	58	60	62	62	62	
5. Management & Administration							
(a) Accommodation Costs	127	123	114	114	114	114	
(b) Operational Administration Costs	17	33	21	21	21	21	
(c) Support Costs	18	13	13	13	13	13	
6. Capital Charges	2	2	2	2	2	2	
Less:	1,899	1,974	2,073	2,083	2,151	2,151	
7. Income	(54)	(44)	(40)	(40)	(40)	(40)	B
8. Recharge to Other Council Services	(1,616)	(1,686)	(1,826)	(1,836)	(1,904)	(1,904)	C
9. Recharge to the Housing Revenue Account	(18)	(28)	(28)	(28)	(28)	(28)	C
<b>TOTAL NET COST</b>	<b>211</b>	<b>216</b>	<b>179</b>	<b>179</b>	<b>179</b>	<b>179</b>	

Notes:

- A Items 4(a) and 4(b) reflects the payments made to Riverside Truck Rental Ltd to procure and maintain vehicles.
- B Item 7 reflects the minimum income committed by Riverside Truck Rental Ltd as part of the workshops tender and other reimbursements.
- C Items 8 and 9 reflect the transport charge provided to other Council services and Housing Revenue Account services that require vehicles to carry out their work across the Borough.

#### Service Statistics

	Original 2015/16	Estimate 2016/17			
<b>Employees</b>					
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	0.5	0.5			
<b>Main Expenditure Items</b>	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
Transport Contractor Payments	1,715	1,854	1,864	1,932	1,932
Leasing	46	-	-	-	-





**BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20**

**HOUSING**

## HOUSING

### SUMMARY

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Housing Options	2,156	2,371	<b>2,212</b>	2,098	2,099	2,099
2. Private Sector Housing	153	263	<b>310</b>	310	310	310
3. Housing Regeneration & Contribution to HRA	571	625	<b>541</b>	564	610	610
4. Community Safety	225	235	<b>222</b>	196	190	190
<b>TOTAL NET COST</b>	3,105	3,494	<b>3,285</b>	3,168	3,209	3,209

## HOUSING

### HOUSING OPTIONS

This estimate reflects the administration of the Homeless service including the monitoring of expenditure relating to preventing homelessness.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	918	829	<b>909</b>	909	910	910	
2. Supplies & Services							
(a) Bed & Breakfast Services	1,251	1,115	<b>643</b>	543	543	543	A
(b) Grants to Organisations	70	218	<b>218</b>	218	218	218	B
(c) Other - Incentive Schemes	60	20	<b>170</b>	170	170	170	B
(d) Other - General	87	95	<b>93</b>	63	63	63	C
3. Management & Administration							
(a) Accommodation Costs	45	50	<b>50</b>	50	50	50	
(b) Operational Administration Costs	114	107	<b>134</b>	134	134	134	
(c) Support Costs	143	127	<b>133</b>	133	133	133	
(d) Customer Service Centre	170	216	<b>233</b>	233	233	233	
4. Recharge from Other Council Services	606	655	<b>355</b>	302	302	302	D
Less:	3,464	3,432	<b>2,938</b>	2,755	2,756	2,756	
5. Housing Benefit received	(974)	(780)	<b>(445)</b>	(376)	(376)	(376)	A
6. Income	(81)	(32)	<b>(32)</b>	(32)	(32)	(32)	E
7. Recharge to Other Council Services	(4)	-	-	-	-	-	
8. Recharge to the Housing Revenue Account	(249)	(249)	<b>(249)</b>	(249)	(249)	(249)	F
<b>TOTAL NET COST</b>	<b>2,156</b>	<b>2,371</b>	<b>2,212</b>	2,098	2,099	2,099	

Notes:

- A Item 5 reflects Housing Benefit relating to Bed & Breakfast services in item 2(a) above.
- B Items 2(b) and 2(c) relate to expense incurred on Homelessness Initiatives.
- C Item 2(d) relates to general expenditure.
- D Item 4 reflects Basildon's contribution to the cost of Housing and Council Tax Support for homeless persons.
- E Item 6 reflects income received from Family Mosaic to fund a post within the establishment and costs recovered from individuals.
- F Item 8 reflects a recharge to the Housing Revenue Account for Rehousing Services.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	25.7	28.2
The service is responsible for several types of lets under the Homeless Persons Act 2002 and the Localism Act 2011 and anticipates the following usage:		
Permanent lets (Council properties)	384	601
Permanent lets (Housing Association)	180	354
Temporary lets (Council properties)	190	252
Temporary lets (Housing Association)	33	12
Mutual exchanges	450	72
	1,237	1,291

In addition a number of clients will be accommodated in hostels and Bed & Breakfast accommodation on a temporary basis if it proves necessary.

## HOUSING

### PRIVATE SECTOR HOUSING

This estimate reflects the financial support provided to enable improvements to private sector housing stock throughout the Borough and the net cost of providing disabled facilities grants

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Supplies & Services	17	-	5	5	5	5	
2. Management & Administration							
(a) Operational Administration Costs	-	-	55	55	55	55	
(b) Support Costs	20	13	-	-	-	-	
3. Grants for Improvement Works	2,027	670	670	670	670	670	A
Less:	2,064	683	730	730	730	730	
4. Government Grants	(1,911)	(420)	(420)	(420)	(420)	(420)	A
<b>TOTAL NET COST</b>	153	263	310	310	310	310	

Notes:

- A Item 3 and Item 4 reflect the funding for Disabled Facilities Grants (DFGs). The net funding requirement in excess of Government grant (Item 3) will be met from prudential borrowing and capital receipts.

### Service Statistics

	Original 2015/16	Estimate 2016/17
Number of Disabled Facilities Grant per annum	130	130

## HOUSING

### HOUSING REGENERATION & CONTRIBUTION TO HOUSING REVENUE ACCOUNT

This estimate reflects the support provided for the regeneration of the Craylands & Fryerns estates in partnership with Swan Housing and the contribution made by the General Fund to costs incurred by the Housing Revenue Account in respect of General Fund activities.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	148	159	163	163	164	164	
2. Premises	18	2	-	-	-	-	
3. Transport	2	2	2	2	2	3	
4. Supplies & Services	(57)	14	3	3	3	2	
5. Recharge from the Housing Revenue Account	481	386	346	356	364	364	A
6. Management & Administration							
(a) Accommodation Costs	12	13	13	13	13	13	
(b) Operational Administration Costs	21	24	17	17	17	17	
(c) Support Costs	86	75	47	47	47	47	
Less:	711	675	591	601	610	610	
7. Income	(75)	(50)	(50)	(37)	-	-	B
8. Recharge to the Housing Revenue Account	(65)	-	-	-	-	-	
<b>TOTAL NET COST</b>	<b>571</b>	<b>625</b>	<b>541</b>	<b>564</b>	<b>610</b>	<b>610</b>	

Notes:

- A Item 5 relates to a General Fund contribution to the Housing Revenue Account in respect of amenity maintenance and Anti Social Behaviour Team.
- B Item 7 relates to external income received relating to housing regeneration projects from the Homes and Communities Agency and Swan Housing. This funding stops after quarter 3 2017/18 in line with the S106 agreement relating to the Craylands & Fryers development.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.0	4.0

## HOUSING

### COMMUNITY SAFETY

Community Safety Partnerships are statutory and required by the Crime and Disorder Act 1998 to formulate a strategy to reduce crime and disorder, combat substance misuse and reduce re-offending in the local area.

The Council has safeguarding responsibilities through the Children's Act 1989 and the Care Act 2014 to protect children and adults with care and support needs from abuse, harm or exploitation, the function for which sits within the Community Safety service.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	111	136	140	114	108	108	
2. Transport	2	2	2	2	2	2	
3. Supplies & Services							
(a) Core Services	12	5	1	1	1	1	A
(b) Grant Funded Services	73	-	-	-	-	-	
4. Management & Administration							
(a) Accommodation Costs	5	5	5	5	5	5	
(b) Operational Administration Costs	61	37	28	28	28	28	
(c) Support Costs	38	50	46	46	46	46	
	302	235	222	196	190	190	
Less:							
5. Income	(77)	-	-	-	-	-	
<b>TOTAL NET COST</b>	225	235	222	196	190	190	

Notes:

A Item 3(a) relates to delivery of the Council's Community Safety and Safeguarding responsibilities

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.6	2.6

**BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20**

**LEISURE**

## LEISURE

### SUMMARY

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Parks, Open Spaces & Recreation Grounds	3,092	3,000	<b>3,079</b>	3,081	3,102	3,108
2. Country Parks	869	812	<b>844</b>	846	852	855
3. Sporting Village	1,521	1,471	<b>1,505</b>	1,520	1,534	1,549
4. Leisure Facilities & Services	806	827	<b>815</b>	827	840	853
5. Towngate Theatre	848	515	<b>569</b>	566	545	548
6. Catering & Bar	68	19	<b>9</b>	11	9	6
<b>TOTAL NET COST</b>	7,204	6,644	<b>6,821</b>	6,851	6,882	6,919



## LEISURE

### PARKS, OPEN SPACES & RECREATION GROUNDS

This estimate relates to various parks, open spaces and recreation grounds throughout the Borough totalling 677 hectares. It includes the 7 allotment sites across the borough, which have a total of 513 plots. The Council manages 3 of these sites and the other 4 are run by allotment associations under a devolved management arrangement. A wide range of sports facilities are also provided, as detailed below.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	740	714	737	737	738	738	
2. Premises	519	368	403	403	403	403	
3. Transport	138	149	157	161	165	169	
4. Supplies & Services	1,927	1,946	1,929	1,938	1,957	1,958	A
5. Recharge from Other Council Services	107	108	109	110	112	113	B
6. Management & Administration							
(a) Accommodation Costs	14	22	18	18	18	18	
(b) Operational Administration Costs	139	157	135	135	135	135	
(c) Support Costs	175	170	169	169	169	169	
(d) Customer Service Centre	-	-	96	96	96	96	
7. Capital Charges	142	118	105	105	100	100	
Less:	3,901	3,752	3,858	3,872	3,893	3,899	
8. Income	(479)	(419)	(429)	(434)	(434)	(434)	C
9. Recharge to Other Council Services	(5)	(5)	(5)	(5)	(5)	(5)	D
10. Recharge to the Housing Revenue Account	(325)	(328)	(345)	(352)	(352)	(352)	D
<b>TOTAL NET COST</b>	<b>3,092</b>	<b>3,000</b>	<b>3,079</b>	<b>3,081</b>	<b>3,102</b>	<b>3,108</b>	

Notes:

- A Item 4 includes the contractor payments to English Landscapes relating to the grounds maintenance, shrub pruning and grass cutting.
- B Item 5 reflects recharges for works carried out by Street Cleansing services and a recharge from the Central Stores service.
- C Item 8 reflects income received for work completed for outside bodies e.g. rent of land and roundabout sponsorship. This also includes the income received from Essex County Council for grass cutting and shrub pruning on CRA (Community Related Asset) Land.
- D Items 9 and 10 reflects recharges to other Council services in respect of Grounds Maintenance works. This also includes recharges made to the Housing Revenue Account.

#### Service Statistics

<b>Original</b>	<b>Estimate</b>
2015/16	2016/17

#### Employees

Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	26.6	26.6
--	------	------

#### Sports Facilities as at October 2015

		Allotments	Area (Hectares)
Football Pitches	45	Billericay	2
Junior Football/Thundermite	6	Pitsea	2
Netball/Tennis Courts	7	Wickford	2
Cricket Pitches	8	Basildon	3
Bowling Greens	6	Laindon	1
Fishing Lakes	5		10
Artificial Cricket Strips	4		
Golf - Novelty	1		
Pitch & Putting	1		

**Total area of shrubs pruned:**  
33 hectares

#### Total area of grass maintained:

280 hectares

## LEISURE

### COUNTRY PARKS

This estimate relates to the management of The Wat Tyler Centre, Green Centre and community buildings at The Wick Country Park and Norsey Wood, as well as the management of leases for the Royal Society for the Protection of Birds (RSPB), the Marina and other buildings.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	469	490	509	509	509	510	
2. Premises	419	183	192	193	194	195	
3. Transport	18	33	36	35	36	36	
4. Supplies & Services	173	95	110	112	116	117	
5. Contractor Payments	74	-	-	-	-	-	A
6. Management & Administration							
(a) Operational Administration Costs	47	60	39	39	39	39	
(b) Support Costs	115	118	122	122	122	122	
6. Capital Charges	144	138	155	155	155	155	
Less:	1,459	1,117	1,163	1,165	1,171	1,174	
8. Income	(580)	(294)	(308)	(308)	(308)	(308)	
9. Recharge to Other Council Services	(10)	(11)	(11)	(11)	(11)	(11)	B
<b>TOTAL NET COST</b>	<b>869</b>	<b>812</b>	<b>844</b>	<b>846</b>	<b>852</b>	<b>855</b>	

Notes:

- A Item 5 relates to project work at various sites including improvements at Noak Bridge Nature reserve and the Wat Tyler Centre. These projects were completed in 2014/15.
- B Item 9 reflects the recharge in respect of rent/electricity for the Wat Tyler Café.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.2	15.7
<b>Country Parks</b>		
Wat Tyler (Pitsea), including the Heritage Centre		
The Wick (Wickford)		
Queen's Park (Billericay)		
<b>Nature Reserves</b>		
There are currently 9 nature reserves within the Borough including Norsey Wood and Mill Meadows.		
<b>The New Wat Tyler Centre &amp; Green Centre</b>		
Estimated number of visits	200,000	200,000

### Key Partnerships

The Royal Society for the Protection of Birds (RSPB)  
 Land Trust  
 Thames Gateway (South Essex)  
 Veolia Pitsea Marshes Trust (VPMT)  
 Essex County Council (ECC)  
 Environment Agency  
 Veolia Environmental Services Limited  
 Essex Wildlife Trust  
 Natural England  
 Essex Field Club  
 The Conservation Volunteers  
 8 local 'Friends' groups associated with Countryside sites

## LEISURE

### SPORTING VILLAGE

The Centre is managed under contract on behalf of the Council by Community Solutions for Leisure Basildon Limited (CSL), the consortia created to deliver the centre. The Leisure Operator within that consortia is Sports and Leisure Management Ltd (SLM) who operate under the brand 'Everyone Active'. The contract with CSL is for 25 years.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Premises	20	-	-	-	-	-	
2. Contractor Payments	150	175	157	161	165	169	
3. Contract Provision for Lifecycle Costs	510	466	499	510	520	531	A
4. Management & Administration							
(a) Operational Administration Costs	28	17	36	36	36	36	
(b) Support Costs	13	13	13	13	13	13	
5. Capital Charges	800	800	800	800	800	800	
<b>TOTAL NET COST</b>	1,521	1,471	1,505	1,520	1,534	1,549	

Notes:

A Item 3 reflects lifecycle costs for special repairs, replacement and renewals within this Council asset to ensure longer term viability.

### Service Statistics

#### This Facility includes:

- 50 metre Swimming Pool: able to split into two 25m pools with seating for over 400 spectators
- teaching pool
- 8 badminton court Sports Hall
- regional Gymnastics Centre and new home for the South Essex Gymnastics Club
- fitness suite and multi-purpose studios
- climbing wall
- 6 floodlit artificial five-a-side football pitches
- meeting rooms, crèche and café
- new Athletics Grandstand for 750 spectators
- floodlit netball courts.

#### Service Outcomes

- 1,315,550 visits in 2014/15

For more information visit: [www.basildon-sport.co.uk](http://www.basildon-sport.co.uk)

## LEISURE

### LEISURE FACILITIES & SERVICES

This estimate relates to the Leisure facilities provided within the Borough including the Golf Course, Basildon Sports Centre, Billericay Pool and the sites contracted out to Sports Leisure Management Ltd (SLM) (excluding the Sporting Village which is shown separately). Leisure initiatives such as Community Sports Network, Sports Development Grant and Arts Development Grant are also reflected here.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	60	61	61	61	61	61	A
2. Premises	200	53	54	55	56	57	
3. Supplies & Services	30	43	34	34	34	35	
4. Contractor Payments	441	451	453	464	476	487	B
5. Management & Administration							
(a) Operational Administration Costs	61	36	67	67	67	67	
(b) Support Costs	45	29	25	25	25	25	
6. Capital Charges	146	253	225	225	225	225	
Less:	983	926	919	931	944	957	
7. Income	(144)	(66)	(71)	(71)	(71)	(71)	C
8. Joint Use Recharges	(33)	(33)	(33)	(33)	(33)	(33)	D
<b>TOTAL NET COST</b>	<b>806</b>	<b>827</b>	<b>815</b>	<b>827</b>	<b>840</b>	<b>853</b>	

Notes:

- A Item 1 reflects the employees costs associated with Basildon Sports Centre.
- B Item 4 reflects the payments made to Sports and Leisure Management Ltd under the Leisure Contract.
- C Item 7 reflects the income received from grants and services provided at Basildon Sports Centre.
- D Item 8 reflects the recharges made to South Essex College as part of the joint use arrangement for Basildon Sports Centre.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.5	2.5
<b>Joint Funded Facilities</b>		
Basildon Sports Centre		
<b>Swimming Pools leased to First Strokes</b>		
Billericay		
<b>Sports and Leisure Management Ltd (SLM) managed sites</b>		
Eversley Leisure Centre		
Wickford Swimming Pool		

#### Service Outcomes

- 273,924 visits at Eversley Leisure & Wickford Swim & Fitness Centre in 2014/15
- 8,031 attendances for Football, Badminton & Squash at Basildon Sports Centre in 2014/15.

## LEISURE

### TOWNGATE THEATRE

This estimate includes the provision of professional shows, community activities and the production of the Christmas pantomime.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	298	297	397	397	397	398	
2. Premises	436	151	134	136	139	140	
3. Transport	2	3	3	4	4	4	
4. Supplies & Services	702	509	760	770	803	814	
5. Management & Administration							
(a) Operational Administration Costs	37	36	40	40	40	40	
(b) Support Costs	141	148	105	105	105	105	
6. Capital Charges	197	194	334	334	312	312	
Less:	1,813	1,338	1,773	1,786	1,800	1,813	
7. Income	(896)	(790)	(1,131)	(1,147)	(1,182)	(1,192)	
8. Recharge to Other Council Services	(69)	(33)	(73)	(73)	(73)	(73)	A
<b>TOTAL NET COST</b>	<b>848</b>	<b>515</b>	<b>569</b>	<b>566</b>	<b>545</b>	<b>548</b>	<b>B</b>

Notes:

A Item 8 reflects recharges to other Council services in respect of room bookings and to Catering & Bar in respect of rent/electricity.

B The service reviewed its business plan in 2015/16 which has increased both income and expenditure resulting in a reduced total net cost.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	9.4	11.4

#### Service Outcomes

- Providing 118 professional shows in 2015/16
- Providing 130 days of Community bookings in 2015/16
- Providing 58 Panto performances over 44 days in 2015/16
- Administering 52,950 box office ticket sales and 28,399 on line sales in 2015/16.

## LEISURE

### CATERING & BAR

This estimate includes the provision of the café at Wat Tyler, the restaurant and bar at the Towngate Theatre as well as the accompanying bar operations and refreshments in the Basildon Centre for meetings and presentations.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	113	98	120	120	121	121	
2. Supplies & Services	135	88	136	147	155	161	A
3. Management & Administration							
(a) Operational Administration Costs	30	16	28	28	28	28	
(b) Support Costs	44	26	26	26	26	26	
4. Recharge from Other Council Services	42	44	44	44	44	44	B
Less:	364	272	354	365	374	380	
5. Income	(296)	(253)	(345)	(354)	(365)	(374)	A
<b>TOTAL NET COST</b>	68	19	9	11	9	6	

Notes:

A Items 2 and 5 reflect changes made within the 2015/16 Towngate Business Plan.

B Item 4 reflects recharges from the Towngate Theatre and Wat Tyler Centre in respect of electricity and rent.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.5	3.6

### Service Outcomes

- Providing day time café and bar facilities for shows
- 144,680 transactions were generated in 2014/15.

BUDGET 2016/17  
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**REGENERATION &  
PARTNERSHIPS**

## REGENERATION & PARTNERSHIPS

### SUMMARY

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Economic Development	401	352	317	317	317	317
2. Basildon Town Centre	238	276	237	240	243	246
3. Regeneration Delivery	541	631	711	711	712	712
4. Planning Policy, Housing & Regeneration Strategy	459	471	492	492	492	492
<b>TOTAL NET COST</b>	1,639	1,730	1,757	1,760	1,764	1,767



## REGENERATION & PARTNERSHIPS

### ECONOMIC DEVELOPMENT

This estimate reflects the Economic Development service who lead on implementing Basildon Council's Economic Policy and related Action Plan. The key areas of activity include supporting local residents to access local employment opportunities, promoting apprenticeships and school/business partnerships, assisting local companies to trade, innovate and grow, attracting new investment and promoting the Borough and attracting external income to the Council. The Economic Development service and its activities are supervised and directed by the Council's Economic Development Board chaired, by the Chief Executive.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	217	186	160	160	160	160	
2. Transport	1	2	2	2	2	2	
3. Supplies & Services	110	29	29	29	29	29	A
4. Contractor Payments	-	-	14	14	14	14	
5. Management & Administration							
(a) Accommodation Costs	8	8	8	8	8	8	
(b) Operational Administration Costs	37	55	38	38	38	38	
(c) Support Costs	59	72	66	66	66	66	
Less:	432	352	317	317	317	317	
6. Income	(31)	-	-	-	-	-	A
<b>TOTAL NET COST</b>	<b>401</b>	<b>352</b>	<b>317</b>	<b>317</b>	<b>317</b>	<b>317</b>	

Notes:

A Items 3 and 6 include income and expenditure for grant funding received from various EU Partnerships in respect of the following projects; Euro-Asia Sustainable Towns (EAST), European Business and Technology Centre (EBTC), and Interreg IVB Partnership.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.0	4.0

## REGENERATION & PARTNERSHIPS

### BASILDON TOWN CENTRE

This service is responsible for the ongoing maintenance of Basildon Town Square and St. Martin's Square. The costs also reflect Town Centre management activities including provision for Christmas lighting.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	4	-	-	-	-	-	
2. Premises	190	205	174	177	180	183	
3. Supplies & Services	28	35	30	30	30	30	
4. Management & Administration							
(a) Operational Administration Costs	53	70	41	41	41	41	
(b) Support Costs	14	11	12	12	12	12	
5. Capital Charges	39	39	39	39	39	39	
Less:	328	360	296	299	302	305	
6. Income	(90)	(84)	(59)	(59)	(59)	(59)	A
<b>TOTAL NET COST</b>	238	276	237	240	243	246	

Notes:

A Item 6 reflects income from hire of pitch fees and leasing of shops.

## REGENERATION & PARTNERSHIPS

### REGENERATION DELIVERY

This estimate reflects a specialist team designed to support all of the major regeneration and development projects across the Borough including Pitsea, Wickford, Laindon and Billericay Town Centre regeneration programmes and the Basildon Town Centre masterplan. The masterplan sets out a comprehensive programme of improvements that will transform the Town Centre to 2030 and beyond in partnership with Barratt Homes and Wilson Bowden Developments.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	392	442	458	458	459	459	
2. Supplies & Services	330	50	50	50	50	50	
3. Management & Administration							
(a) Accommodation Costs	14	15	14	14	14	14	
(b) Operational Administration Costs	58	94	79	79	79	79	
(c) Support Costs	214	280	360	360	360	360	
Less:	1,008	881	961	961	962	962	
4. Income	(467)	(250)	(250)	(250)	(250)	(250)	A
<b>TOTAL NET COST</b>	<b>541</b>	<b>631</b>	<b>711</b>	<b>711</b>	<b>712</b>	<b>712</b>	

Notes:

A Item 4 reflects the contribution received from Barratt Wilson Bowden towards the Basildon Town Centre regeneration project.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	8.0	8.0

## REGENERATION & PARTNERSHIPS

### PLANNING POLICY, HOUSING AND REGENERATION STRATEGY

This team supports the production, review and monitoring of a responsive integrated Housing Strategy, Regeneration Strategies and development of the Local Plan and Community Infrastructure Levy, as well as monitoring and implementing national legislative and policy changes.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	308	378	388	388	388	388	
2. Transport	2	3	2	2	2	2	
3. Supplies & Services	53	16	28	28	28	28	
4. Local Plan	130	9	9	9	9	9	A
5. Management & Administration							
(a) Operational Administration Costs	-	9	7	7	7	7	
(b) Support Costs	7	56	58	58	58	58	
Less:	500	471	492	492	492	492	
6. Income	(7)	-	-	-	-	-	
7. Recharge to the Housing Revenue Account	(34)	-	-	-	-	-	
<b>TOTAL NET COST</b>	459	471	492	492	492	492	

Notes:

A Item 4 reflects the anticipated costs relating to the development of the Local Plan.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	9.0	9.0

#### This service is responsible for:

- the regular surveying of the area's economic, social and environmental characteristics
- the production, review and monitoring of the statutory Development Plan documents, Supplementary Planning documents, Development Briefs, and a Community Infrastructure Levy
- monitoring national legislative, policy and guidance changes and ensuring other services are aware of them to make changes as necessary, as well as respond to national, regional and local consultations
- supporting the Housing Service and Regeneration delivery teams to develop and review policy, strategies and action plans.

BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

**CORPORATE &  
CENTRAL**

## CORPORATE & CENTRAL

### SUMMARY

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates			
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Democratic Representation	1,227	1,079	954	954	954	954
2. General Administration & Corporate Core	3,538	2,826	2,995	220	(3,023)	(4,288)
3. Emergency Planning & Business Continuity	163	163	137	137	137	137
4. Central Expenses	662	1,619	1,473	1,473	1,473	1,473
5. Corporate Staffing	2,506	2,932	2,636	3,573	3,670	3,771
6. Insurance Pool	88	-	(220)	(207)	(298)	(180)
7. Capital Financing	(870)	(1,175)	(1,136)	(1,752)	(1,519)	(1,305)
8. Transformation Agenda	196	343	339	339	339	339
9. Other Corporate Expenses	2,019	837	680	398	288	288
<b>TOTAL NET COST</b>	9,529	8,624	7,858	5,135	2,021	1,189

## CORPORATE & CENTRAL

### DEMOCRATIC REPRESENTATION

This estimate covers the cost of managing and administering the Council's decision making processes, various allowances paid to Members of the Council in accordance with the approved Members Allowances Scheme, provision for the Mayor's travel and hospitality and for Member Training and Development.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Members' Allowances & Training	420	427	434	434	434	434	
2. Supplies & Services	5	11	6	6	6	6	
3. Management & Administration							
(a) Accommodation Costs	132	139	137	137	137	137	
(b) Operational Administration Costs	715	516	405	405	405	405	
(c) Support Costs	169	200	186	186	186	186	
Less:	1,441	1,293	1,168	1,168	1,168	1,168	
4. Recharge to the Housing Revenue Account	(214)	(214)	(214)	(214)	(214)	(214)	
<b>TOTAL NET COST</b>	1,227	1,079	954	954	954	954	

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Number of Councillors</b>	42	42

## CORPORATE & CENTRAL

### GENERAL ADMINISTRATION & CORPORATE CORE

This budget includes administration and other support costs together with provisions for various initiatives and functions not directly attributable to particular services at the time the budget was agreed.

It also reflects the costs associated with corporate management of the organisation including all activities undertaken by the Council as an elected multi-purpose organisation. Such functions include overall strategic policy making, representing local interests and duties arising from public accountability.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Central Provision for Salaries Changes inc Pay Award	351	1,610	1,185	1,788	2,098	2,928	
2. Supplies & Services	62	54	(68)	(98)	252	252	
3. Management & Administration							
(a) Accommodation Costs	9	7	9	9	9	9	
(b) Operational Administration Costs	258	668	491	491	491	491	
(c) Support Costs	1,159	1,412	1,267	1,267	1,267	1,267	
(d) Customer Service Centre	-	-	173	173	173	173	
(e) Other	1,673	(261)	157	(422)	(428)	(427)	
4. Efficiency Savings	26	(664)	(219)	(2,988)	(6,885)	(8,981)	
<b>TOTAL NET COST</b>	<b>3,538</b>	<b>2,826</b>	<b>2,995</b>	<b>220</b>	<b>(3,023)</b>	<b>(4,288)</b>	

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0



## CORPORATE & CENTRAL

### EMERGENCY PLANNING & BUSINESS CONTINUITY

This budget supports the Council's responsibilities in respect of the Civil Contingencies Act 2004. Basildon Council has an important role to play in the event of an emergency occurring within the Borough and the Emergency Planning service works with frontline emergency services and other local authorities in Essex to ensure that the Council is prepared to respond and assist the community in time of need.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	118	114	121	121	121	121	
2. Transport	2	3	4	4	4	4	
3. Supplies & Services	14	19	19	19	19	19	
4. Management & Administration							
(a) Accommodation Costs	6	6	6	6	6	6	
(b) Operational Administration Costs	6	6	5	5	5	5	
(c) Support Costs	17	15	17	17	17	17	
Less:	163	163	172	172	172	172	
5. Recharge to the Housing Revenue Account	-	-	(35)	(35)	(35)	(35)	
<b>TOTAL NET COST</b>	163	163	137	137	137	137	

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0

## CORPORATE & CENTRAL

### CENTRAL EXPENSES

This estimate relates to a range of fees and charges payable by the Council for corporate functions.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Bank Charges	89	81	77	77	77	77	
2. External Audit Fees	99	158	96	96	96	96	A
3. Repairs & Maintenance	21	975	915	915	915	915	B
4. Postages	-	179	180	179	179	179	C
5. Printing & Photocopying	112	112	112	112	112	112	D
6. Furniture	9	20	20	20	20	20	D
7. Stationery	33	33	22	22	22	22	D
8. Mobile Phones	32	26	26	26	26	26	D
9. Legal Information & Support	109	123	116	117	117	117	E
10. Management & Administration							
(a) Accommodation Costs	4	4	4	4	4	4	
(b) Operational Administration Costs	20	12	12	12	12	12	
(c) Support Costs	114	60	57	57	57	57	
(d) Customer Service Centre	193	-	-	-	-	-	
11. Recharge from Other Council Services	24	24	25	25	25	25	F
Less:	859	1,807	1,662	1,662	1,662	1,662	
12. Income	(18)	(12)	(12)	(12)	(12)	(12)	
13. Recharge to the Housing Revenue Account	(179)	(176)	(177)	(177)	(177)	(177)	
<b>TOTAL NET COST</b>	<b>662</b>	<b>1,619</b>	<b>1,473</b>	<b>1,473</b>	<b>1,473</b>	<b>1,473</b>	

Notes:

- A Item 2 comprises of two elements; the audit fee which covers the audit of the financial statements and value for money conclusion and the certification fee that relates to certification of the housing benefit claim. Non audit work may also be undertaken at the request of the Authority for which we are billed separately. A separate charge may also be levied in relation to providing a response to elector enquiries if warranted.
- B Item 3 reflects the centralisation of the Repairs & Maintenance budget; this budget is allocated out with expenditure each year to individual services.
- C Item 4 reflects the centralisation of the postages budget and includes Hybrid Mail. The budget is allocated out with expenditure each year.
- D Items 5 to 8 reflect a number of central budgets previously held within other service budgets.
- E Item 9 reflects dealing with on average 700 Freedom of Information requests and 20 ombudsman cases per year.
- F Item 11 reflects a charge to Stationery costs for the use of the Central Stores service.

#### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.0	3.8

## CORPORATE & CENTRAL

### CORPORATE STAFFING

This estimate reflects a range of services relating to staff costs including the pension provision.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Corporate Pension Contributions	3,170	3,566	<b>3,125</b>	4,545	4,705	4,871	A
2. Corporate Training Expenses	204	286	<b>288</b>	288	288	288	B
3. Recruitment & Welfare	62	109	<b>110</b>	110	110	110	B
4. Staff Car Parking	115	111	<b>114</b>	116	116	116	C
5. Refreshment Service	-	17	-	-	-	-	D
6. Apprentices & Graduate Trainee Programme	188	275	<b>246</b>	246	246	246	E
7. Management & Administration							
(a) Operational Administration Costs	5	-	-	-	-	-	
(b) Support Costs	54	100	<b>57</b>	57	57	57	
(c) Customer Service Centre	-	-	<b>8</b>	8	8	8	
Less:	3,798	4,464	<b>3,948</b>	5,370	5,530	5,696	
8. Income	(5)	(17)	-	-	-	-	D
9. Recharge to the Housing Revenue Account	(1,287)	(1,515)	<b>(1,312)</b>	(1,797)	(1,860)	(1,925)	F
<b>TOTAL NET COST</b>	<b>2,506</b>	<b>2,932</b>	<b>2,636</b>	<b>3,573</b>	<b>3,670</b>	<b>3,771</b>	

Notes:

- A Item 1 provides for the Corporate contribution to the pension fund to compensate for historic funding deficits and an allowance for severance and gratuities. A provisional allowance had been made for the anticipated impact of the actuarial review in 2017/18. An allowance has also been made in respect of the recent government review of the Local Government Pension Scheme (LGPS).
- B Items 2 & 3 relate to Corporate Training and Staff Welfare expenses, including the centralisation of all training budgets.
- C Item 4 relates to the cost of providing staff car parking.
- D Item 5 relates to the vending machine contract up to 2015/16 and is offset by income (shown in Item 8). The new contract is cost neutral.
- E Item 6 relates to the staffing costs of the Council's Apprentices and Graduate Trainees.
- F Item 9 reflects the recharge to the Housing Revenue Account in respect of pension related expenses.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	20.5	13.5

## CORPORATE & CENTRAL

### INSURANCE POOL

The Insurance Pool provides flexibility in addressing Basildon Council's insurance requirements within the context of general risk management, leading to net savings for the Council through self-insurance and other initiatives.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	162	174	160	160	160	160	
2. Premiums Payable	1,641	1,672	1,568	1,721	1,885	2,082	A
3. Gross Claims	1,561	1,737	800	800	800	800	
4. Supplies & Services	27	20	23	33	43	33	
5. Management & Administration							
(a) Accommodation Costs	7	6	7	7	7	7	
(b) Operational Recharges	11	11	11	11	11	11	
(c) Support Costs	27	27	27	27	27	27	
Less:	3,436	3,647	2,596	2,759	2,933	3,120	
6. Charges to Other Council Services	(2,570)	(2,838)	(2,157)	(2,267)	(2,492)	(2,541)	B
7. External Charges							
(a) Premiums	(642)	(670)	(630)	(670)	(710)	(730)	
(b) Commission	(80)	(88)	-	-	-	-	
(c) Castle Point Borough Council	(34)	(29)	(29)	(29)	(29)	(29)	
8. Interest on Reserves	(22)	(22)	-	-	-	-	
<b>TOTAL NET COST/(SURPLUS)</b>	88	-	(220)	(207)	(298)	(180)	

Notes:

- A Item 2 includes an adjustment in 2015/16 and 2018/19 for the actuarial review now taking place every three years.
- B Item 6 reflects charges made to Services in respect of premiums and expenses on claims.

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.7	4.6

## CORPORATE & CENTRAL

### CAPITAL FINANCING

This page brings together debt and asset related activities after allowing for recharges to services elsewhere in the Council's budget. Interest earned on cash balances is netted off against interest charges here. The budget reflects the split of debt between the General Fund and Housing Revenue Account as part of the implementation of HRA self financing on 1 April 2012.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
<b>TREASURY MANAGEMENT ACTIVITIES</b>							
1. Traditional Borrowing	10,226	10,535	10,766	10,571	10,144	10,339	A
2. Less: Investment Income	(157)	(1)	(71)	(60)	(5)	(16)	A
Net Borrowing	10,069	10,534	10,695	10,511	10,139	10,323	
3. Conventional Debt Repayment	835	247	490	530	562	594	B
4. Transferred Debt Interest	7	-	-	-	-	-	
5. Other Interest Payable	60	5	7	8	10	10	C
	10,971	10,786	11,192	11,049	10,711	10,927	
Less Recharges to:							
6. Housing Revenue Account	(10,362)	(10,179)	(10,406)	(10,224)	(9,784)	(9,786)	D
Net Treasury Management	609	607	786	825	927	1,141	
<b>ASSET MANAGEMENT ACTIVITIES</b>							
7. Direct Revenue Financing of Assets							
- Special Repairs & Maintenance	875	737	695	-	-	-	
Net Asset Management	875	737	695	-	-	-	
<b>CAPITAL CHARGES TO SERVICES</b>							
8. Depreciation on Council assets	(2,104)	(2,269)	(2,367)	(2,327)	(2,196)	(2,196)	
9. Deferred charges	(250)	(250)	(250)	(250)	(250)	(250)	
Net Capital Charges	(2,354)	(2,519)	(2,617)	(2,577)	(2,446)	(2,446)	E
<b>TOTAL NET SURPLUS</b>	(870)	(1,175)	(1,136)	(1,752)	(1,519)	(1,305)	

Notes:

- A Items 1 and 2 relate to the net interest payable on all the Council's outstanding debt reduced by any expecting income earned from surplus cash balances.
- B Item 3 relates to borrowing for General Fund capital purposes.
- C Item 5 refers mainly to interest payable on internal ring-fenced accounts such as the Housing Revenue Account.
- D Item 6 is the net contribution from the Housing Revenue Account for interest on outstanding housing-related debt. It also includes charges for debt management expenses and amortised premiums and discounts on debt repaid prematurely.
- E Items 8 & 9 (Capital Charges) relate to costs charged elsewhere in the Council's budget which are not required to be met from Council Tax. They are therefore reversed out of the net budget here.

### Service Statistics

	Actual 2014/15	Original 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
<b>Capital Financing Requirement</b>	£m	£m	£m	£m	£m	£m
HRA	205.1	205.0	205.0	204.9	204.8	204.8
Non Housing	33.5	32.7	34.7	34.3	34.2	34.0
	238.6	237.7	239.7	239.2	239.0	238.8
<b>Average rates of interest:</b>	%	%	%	%	%	%
Borrowing Rate	5.18	5.34	4.85	4.69	4.55	4.64
Investment Return	0.30	0.50	0.50	0.75	1.00	1.25

## CORPORATE & CENTRAL

### TRANSFORMATION PROGRAMME

The Commercial Transformation Team has been substantially rationalised and re-focused to provide a small, commercial and transformation team with flexible resource based on the needs of the organisation, with the key role of supporting the Council in the delivery of its transformation, innovation and commercial activity.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	152	235	234	234	234	234	
2. Supplies & Services	49	69	6	6	6	6	
3. Management & Administration							
(a) Accommodation Costs	12	12	12	12	12	12	
(b) Operational Recharges	19	21	17	17	17	17	
(c) Support Costs	185	227	210	210	210	210	
	417	564	479	479	479	479	
Less:							
4. Recharge to the Housing Revenue Account	(221)	(221)	(140)	(140)	(140)	(140)	
<b>TOTAL NET COST</b>	196	343	339	339	339	339	

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	5.0	5.0

### The service is responsible for:

- leading on core corporate projects such as Total Budget Review
- supporting and advising senior managers on commercial initiatives and partnership working including the development of a fit for purpose commercial strategy
- leading on the Transformation and Resourcing Strategy Governance Board and key decisions
- project managing the delivery of the range of savings from Service Design and Total Budget Review proposals.

## CORPORATE & CENTRAL

### OTHER CORPORATE EXPENSES

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Supplies & Services							
(a) Essex On-Line Partnership	5	6	5	5	5	5	A
(b) IT Initiatives	695	381	461	271	161	161	B
(c) Community Cohesion & Engagement	22	-	1	1	1	1	C
(d) Risk Management Initiatives	-	50	-	-	-	-	
(e) CCTV	37	52	52	52	52	52	
(f) HR IT System	104	-	-	-	-	-	D
(g) Major Investments	1,078	-	-	-	-	-	
(h) BRP	13	25	25	25	25	25	E
(i) Other	73	65	65	5	5	5	F
2. Management & Administration							G
(a) Accommodation Costs	8	8	8	8	8	8	
(b) Operational Administration Costs	39	56	38	38	38	38	
(c) Support Costs	145	111	41	41	41	41	
3. Capital Charges	32	131	32	-	-	-	
Less:	2,251	885	728	446	336	336	
4. Income	(7)	-	-	-	-	-	C
5. Recharge to the Housing Revenue Account	(225)	(48)	(48)	(48)	(48)	(48)	B
<b>TOTAL NET COST</b>	<b>2,019</b>	<b>837</b>	<b>680</b>	<b>398</b>	<b>288</b>	<b>288</b>	

Notes:

- A Item 1(a) relates to the Council's contribution to the Essex On-Line Partnership.
- B Item 1(b) and Item 5 relates to corporate IT initiatives.
- C Items 1(c) and 4 reflects the budget provision for the Community Engagement Programme.
- D Item 1(f) reflects the budget provision for the implementation of the new HR IT System. Future year budget can be found in M&A Corporate Support.
- E Item 1(h) relates to budget to support partnership projects through joint funding.
- F Item 1(i) includes a general provision for sundry debtor write offs.
- G Item 2 relates to support costs in respect of various projects in Item 1 and asset management.

### Service Statistics

**Major Investment Projects 2014/15 Item 1(g) includes:**

- Street Scene & Furniture
- Parks, Open Spaces & Allotments
- Renovation of 'The Place' in Pitsea
- Community Assets Review
- Laindon Centre Regeneration
- Block Paving of Pitsea Broadway
- Wickford Town Centre Regeneration & New Toilets
- Community Investment Fund
- High Performing Organisation
- Staff Environment
- WW1 Commemoration Events
- Laindon War Memorial
- St Georges Day Celebrations.





BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

**MANAGEMENT &  
ADMINISTRATION**

## MANAGEMENT & ADMINISTRATION

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
1. Management & Administration Support	17,040	17,308	17,033	16,997	16,913	16,916
2. Customer Service Centre	2,012	2,882	2,405	2,399	2,403	2,404
3. Office Accommodation	2,300	1,938	1,926	1,943	1,962	1,979
	21,352	22,128	21,364	21,339	21,278	21,299
Less:						
4. Income	(665)	(227)	(209)	(208)	(208)	(209)
5. Recharge to the Housing Revenue Account	(4,308)	(4,864)	(3,742)	(3,743)	(3,744)	(3,744)
6. Recharge to Other Council Services	(16,379)	(17,037)	(17,413)	(17,388)	(17,326)	(17,346)
<b>TOTAL NET SURPLUS</b>	-	-	-	-	-	-

The above summary represents the costs of the following Council services:

- Executive Leadership Team
- Corporate Finance
- Legal, Procurement & Corporate Governance
- Audit & Risk Management
- Property & Regeneration Services
- Revenues & Benefits Support
- Customer Services, ICT & Facilities
- Customer Service Centre
- Policy, Performance & Review
- Human Resources, Organisational Design & Payroll
- Democratic Services
- Environment & Community Services Support
- Street Scene & Leisure Services Support
- Housing Services Support
- Marketing & Communications
- Office Accommodation

## MANAGEMENT & ADMINISTRATION

### MANAGEMENT & ADMINISTRATION SUPPORT

This estimate represents the salaries and associated costs relating to Council Management & Administration services which are subsequently charged direct to Services.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	11,533	11,233	11,157	11,186	11,196	11,198	
2. Supplies & Services	5,507	6,075	5,876	5,811	5,717	5,718	
Less:	17,040	17,308	17,033	16,997	16,913	16,916	
3. Income	(559)	(156)	(136)	(136)	(136)	(137)	
4. Recharge to Other Council Services	(13,443)	(13,755)	(13,883)	(13,847)	(13,763)	(13,765)	
5. Recharge to the Housing Revenue Account	(3,038)	(3,397)	(3,014)	(3,014)	(3,014)	(3,014)	
<b>TOTAL NET SURPLUS</b>	-	-	-	-	-	-	

### Service Statistics

	Original Budget 2015/16		Estimate 2016/17	
	F.T.E.	£'000	F.T.E.	£'000
Corporate Support	55.8	2,267	58.5	2,349
Customer Services (Excluding Customer Service Centre)	90.0	3,333	90.0	3,475
Executive Corporate Support	19.4	778	19.6	781
Executive Team	3.7	491	3.7	523
Housing Services	7.0	352	7.2	375
Place Shaping & Futures	26.1	1,230	26.1	1,194
Resourcing	52.0	2,222	49.0	1,925
Street Scene & Leisure	14.2	560	13.2	535
	<u>268.2</u>	<u>11,233</u>	<u>267.3</u>	<u>11,157</u>

## MANAGEMENT & ADMINISTRATION

### CUSTOMER SERVICE CENTRE

This estimate represents the salaries and associated costs relating to the Customer Service Centre to provide a single point-of-contact for customers of Basildon Council.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	1,458	1,281	1,457	1,458	1,459	1,459	
2. Supplies & Services	177	194	170	171	174	175	
3. Management & Administration							
(a) Accommodation Costs	149	156	154	154	154	154	
(b) Operational Administration Costs	32	83	74	74	74	74	
(c) Support Costs	196	1,160	268	268	268	268	
(d) Customer Service Centre	-	-	274	274	274	274	
4. Capital Charges	-	8	8	-	-	-	
Less:	2,012	2,882	2,405	2,399	2,403	2,404	
5. Recharge to Other Council Services	(1,064)	(1,743)	(1,884)	(1,878)	(1,882)	(1,883)	
6. Recharge to the Housing Revenue Account	(948)	(1,139)	(521)	(521)	(521)	(521)	
<b>TOTAL NET SURPLUS</b>	-	-	-	-	-	-	

### Service Statistics

	Original 2015/16	Estimate 2016/17
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	74.6	76.1

### The service is responsible for:

- handling all entry level enquiries to the Council via telephone through the golden telephony number for Service areas; Council Tax; Benefits, Housing Repairs, Housing Allocations, Streetcare, Planning, Environmental Health, Payments, Complaints and Compliments and Councillor enquiries
- handling upwards of 32,000 telephony enquiries per month
- handling enquiries to the Council face-to-face for Service areas; Council Tax; Benefits, Housing Advice and Assessments, Homelessness and Payments
- handling upwards of 6,000 face to face transaction per month
- responding to all entry level emails received to the business in relation to these services, equating in excess of 3,000 per month
- processing in excess of 30,000 inbound and outbound white mail correspondence for the business per month
- facilitating all face to face payment transactions
- facilitating all scanning services for Revenues, Benefits and Housing services
- collating satisfaction figures on behalf of the business.

## MANAGEMENT & ADMINISTRATION

### OFFICE ACCOMMODATION

This estimate relates to the Basildon Centre, Pitsea Area Housing Office and Barleylands Depot.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
1. Employees	498	434	434	434	434	434	
2. Premises	1,237	980	929	945	962	978	
3. Transport	5	6	5	5	5	5	
4. Supplies & Services	89	79	81	82	84	85	
5. Management & Administration							
(a) Operational Administration Costs	30	13	40	40	40	40	
(b) Support Costs	135	120	125	125	125	125	
6. Capital Charges	306	306	312	312	312	312	
Less:	2,300	1,938	1,926	1,943	1,962	1,979	
7. Income	(106)	(71)	(73)	(72)	(72)	(72)	
8. Recharge to Other Council Services	(1,872)	(1,539)	(1,646)	(1,663)	(1,681)	(1,698)	
9. Recharge to the Housing Revenue Account	(322)	(328)	(207)	(208)	(209)	(209)	
<b>TOTAL NET COST</b>	-	-	-	-	-	-	

### Service Statistics

	Original 2015/16	Estimate 2016/17
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#### Employees

Full-Time Equivalent (including an allowance for temporary, casual and agency staff)

	16.7	16.7
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BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

**HOUSING REVENUE  
ACCOUNT**

## HOUSING REVENUE ACCOUNT

### SUMMARY

The Housing Revenue Account includes all the income and expenditure associated with the Council's function as a social housing landlord. The items that can be debited and credited to the account are determined by statute.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
<b>EXPENDITURE</b>							
1. Management	15,807	15,967	16,230	16,440	17,013	17,216	
2. Repairs	10,476	11,972	12,057	12,265	12,468	12,672	
3. Debt Management Expenses	65	82	84	86	88	88	
4. Depreciation	11,485	10,258	10,183	10,104	10,025	10,025	
5. Other Expenses	220	510	247	247	247	247	
	38,053	38,789	38,801	39,142	39,841	40,248	
<b>RESOURCES</b>							
6. Rent Income	(49,545)	(50,591)	(48,945)	(47,657)	(46,346)	(45,109)	
7. Charges for Services and Facilities	(5,092)	(4,017)	(4,521)	(4,155)	(4,320)	(4,461)	
8. General Fund Contribution	(481)	(395)	(410)	(420)	(421)	(421)	
	(55,118)	(55,003)	(53,876)	(52,232)	(51,087)	(49,991)	
<b>NET COST OF SERVICES</b>							
	(17,065)	(16,214)	(15,075)	(13,090)	(11,246)	(9,743)	
9. Net Interest	10,200	10,319	9,707	9,637	9,402	9,612	
10. Other Capital Financing Costs	92	53	54	54	47	47	
	(6,773)	(5,842)	(5,314)	(3,399)	(1,797)	(84)	
11. (Surplus)/Deficit for the year	(6,773)	(5,842)	(5,314)	(3,399)	(1,797)	(84)	
12. Revenue Contribution to Capital Outlay	280	7,647	10,800	5,900	300	500	
13. Contribution to provision of new affordable housing	-	500	500	500	500	500	
<b>TOTAL NET COST/(SURPLUS)</b>	(6,493)	2,305	5,986	3,001	(997)	916	

### Balances

<b>Opening Balances</b>							
HRA	4,245	4,000	4,000	4,000	4,000	4,000	
Bad Debts Reserve	294	300	-	-	-	-	
Asset Management Reserve	4,515	4,310	10,255	4,269	1,268	2,265	
Treasury Management Reserve	600	600	600	600	600	600	
<b>Total HRA Reserves</b>	9,654	9,210	14,855	8,869	5,868	6,865	
<b>Closing Balances</b>							
HRA	8,786	4,000	4,000	4,000	4,000	4,000	
Bad Debts Reserve	59	300	-	-	-	-	
Asset Management Reserve	12,158	5,591	4,269	1,268	2,265	1,349	
Treasury Management Reserve	600	600	600	600	600	600	
<b>Total HRA Reserves</b>	21,603	10,491	8,869	5,868	6,865	5,949	

### Service Statistics

	Actual 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20
Number of dwellings						
Average for year	10,875	10,792	10,682	10,506	10,313	10,138
Average Rent per dwelling per week	£82.80	£88.53	£87.64	£86.77	£85.90	£85.04



## HOUSING REVENUE ACCOUNT

### FURTHER ANALYSIS

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
<b>INCOME</b>							
<b>RENTS</b>							
1. Dwellings	49,404	50,547	48,945	47,657	46,346	45,109	
2. Non Dwellings	140	-	-	-	-	-	
<b>Subtotal</b>	<b>49,544</b>	<b>50,547</b>	<b>48,945</b>	<b>47,657</b>	<b>46,346</b>	<b>45,109</b>	
<b>SERVICE CHARGES</b>							
5. Leaseholders	1,722	1,130	1,156	1,181	1,233	1,258	
6. Cleaning	259	198	208	219	230	235	
7. Block Lighting	86	88	77	80	82	85	
8. Sheltered - Scheme Charge	1,058	1,051	1,607	1,687	1,772	1,860	
9. Heating	701	800	797	812	828	845	
10. Water	22	23	24	26	28	29	
11. Voids	-	(43)	(48)	(49)	(52)	(54)	
<b>Subtotal</b>	<b>3,848</b>	<b>3,247</b>	<b>3,821</b>	<b>3,956</b>	<b>4,121</b>	<b>4,258</b>	
<b>OTHER CHARGES/INCOME</b>							
12. Rechargeable Works	18	20	20	20	20	20	
13. Supporting People	918	738	500	-	-	-	
14. General Fund Contribution	481	395	410	420	421	421	
15. Other	135	88	180	179	180	183	
<b>Subtotal</b>	<b>1,552</b>	<b>1,241</b>	<b>1,110</b>	<b>619</b>	<b>621</b>	<b>624</b>	
<b>Total Income</b>	<b>54,944</b>	<b>55,035</b>	<b>53,876</b>	<b>52,232</b>	<b>51,088</b>	<b>49,991</b>	
<b>EXPENDITURE</b>							
16. Employee Costs	3,886	4,919	4,759	5,074	5,386	5,686	
17. Support Services	5,881	6,060	6,250	6,330	6,348	6,363	
18. Office Accommodation	113	158	171	171	171	171	
19. Efficiencies	-	(384)	(600)	(800)	(1,000)	(1,200)	
20. Insurances	1,187	1,386	893	956	1,056	1,050	
21. Bad Debts	684	460	545	550	655	660	
22. Other Management Costs	2,880	2,173	3,104	3,014	3,009	3,013	
23. Repairs	9,264	10,642	10,770	10,966	11,166	11,370	
24. Utilities	1,028	1,180	1,220	1,266	1,315	1,399	
25. Council Tax	81	50	50	50	50	50	
26. Pensions	1,390	1,456	1,456	1,461	1,661	1,661	
27. Treasury and Capital Charges	21,777	21,093	19,944	19,795	19,474	19,684	
28. Revenue contribution to capital	280	8,147	11,300	6,400	800	1,000	
<b>Total Expenditure</b>	<b>48,451</b>	<b>57,340</b>	<b>59,862</b>	<b>55,233</b>	<b>50,091</b>	<b>50,907</b>	
<b>TOTAL NET COST/(SURPLUS)</b>	<b>(6,493)</b>	<b>2,305</b>	<b>5,986</b>	<b>3,001</b>	<b>(997)</b>	<b>916</b>	
<b>Estimated Average Service Charge volumes</b>							
General Needs - Cleaning	2,400	2,400	2,400	2,400	2,400	2,400	
General Needs - Block Lighting	2,300	2,300	2,300	2,300	2,300	2,300	
Sheltered - Scheme Charge	1,720	1,720	1,720	1,720	1,720	1,720	
Sheltered - Heating	1,180	1,010	1,010	1,010	1,010	1,010	



BUDGET 2016/17  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2019/20

**CAPITAL  
PROGRAMME**

## CAPITAL PROGRAMME - GENERAL FUND

### SUMMARY - GENERAL SERVICES

The General Fund capital programme makes provision for works to General Fund assets, replacement of vehicles and plant, private sector housing grants and a few projects throughout the district funded by external contributions.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
<b>EXPENDITURE</b>							
1. Housing	1,648	1,155	800	800	800	800	A
2. Leisure	69	100	395	-	-	-	B
3. Corporate & Central	989	382	3,143	487	487	487	C
4. 2014/15 Completed Schemes	2,735		-	-	-	-	D
5. Contingency Provision	-	50	50	50	50	50	
<b>Total</b>	5,441	1,687	4,388	1,337	1,337	1,337	
<b>LESS RESOURCES :</b>							
6. Capital Receipts	(418)	(290)	(150)	(150)	(150)	(150)	
7. Government Grants	(1,351)	(550)	(550)	(550)	(550)	(550)	
8. Section 106 Contributions	(570)	-	-	-	-	-	
9. Other Capital Contributions	(57)	-	(700)	-	-	-	
10. Direct Revenue Funding	(741)	(737)	-	-	-	-	
11. Net Requirement	(2,304)	(110)	(2,988)	(637)	(637)	(637)	
<b>Total</b>	(5,441)	(1,687)	(4,388)	(1,337)	(1,337)	(1,337)	

Notes:

	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
Budgets above refer to the following schemes:					
A Disabled Facilities Grants (DFG)	800	800	800	800	800
	800	800	800	800	800
B Towngate Theatre Refurbishment	100	100	-	-	-
Hannakins Farm - Astro Turf	-	120	-	-	-
Park Improvements - Crouch	-	50	-	-	-
Nevendon Road Play Equipment	-	95	-	-	-
Wickford Memorial Park Fitness Equipment	-	30	-	-	-
	100	395	-	-	-
C Major Improvements to Council Assets, annual provision	100	100	100	100	100
Former HRA Assets - Annual Provision	387	387	387	387	387
Hannakins Farm - Solar Panels	-	30	-	-	-
Witchards Car Parking	-	60	-	-	-
Wickford High Street CCTV	-	30	-	-	-
Basildon Centre Redesign	250	2,256	-	-	-
Billericay High Street Works	-	280	-	-	-
	737	3,143	487	487	487
D 2014/15 completed schemes as follows:					
Wickford Swimming Pool	2,165				
Royal Court Site	570				
	2,735				

## CAPITAL PROGRAMME - HOUSING REVENUE ACCOUNT

### SUMMARY

The Council's Housing capital programme covers improvements to the housing stock and works to meet the 'Decent Homes' target.

Item	Actual 2014/15 £'000	Original Budget 2015/16 £'000	Estimates				Notes
			2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	
<b>EXPENDITURE</b>							
1. Voids and Adaptations	-	1,975	<b>1,975</b>	1,975	1,975	1,975	
2. General Programme							
(a) Internal decent homes	10,504	8,670	<b>7,648</b>	7,648	8,074	8,074	A
(b) Central Heating	1,239	1,200	<b>1,175</b>	1,175	1,175	1,175	
(c) Electrical Works	-	1,625	<b>1,425</b>	1,425	1,425	1,425	
(d) Windows and Doors	-	1,080	<b>1,080</b>	1,080	1,080	1,080	
(e) Estate and Environment Improvements	-	675	<b>900</b>	900	900	900	
(f) Fire Prevention	-	1,355	<b>160</b>	160	160	160	
(g) Felmores Cladding	-	3,100	-	-	-	-	
(h) Block Lighting	-	160	<b>50</b>	50	50	50	
(i) Water Hygiene	-	205	<b>52</b>	52	52	52	
(j) Langdon Hills Water Mains	-	1,500	-	-	-	-	
(k) Structural	-	1,155	<b>1,000</b>	1,000	1,000	1,000	
(l) Block Refurbishment	-	-	<b>2,600</b>	2,600	-	-	
(m) External Wall Insulation	-	-	<b>1,050</b>	1,050	1,050	1,050	
(n) Roofing	-	470	<b>470</b>	470	470	470	
(o) Damp and Condensation Works	-	165	<b>165</b>	165	165	165	
(p) Other Projects	-	905	<b>254</b>	254	549	549	B
(q) Care Alarms	-	520	-	-	-	-	
(r) Unallocated (AMP)	-	-	<b>879</b>	800	-	-	
3. Decent Homes Backlog Works							
(a) Internal decent homes	17,621	-	-	-	-	-	
4. New Affordable Housing	-	500	<b>500</b>	500	500	500	
<b>Total</b>	<b>29,364</b>	<b>25,260</b>	<b>21,383</b>	21,304	18,625	18,625	
<b>LESS RESOURCES</b>							
5. Unsupported Borrowing	(45)	-	-	-	-	-	
6. Decent Homes Capital Grant	(17,621)	-	-	-	-	-	C
7. Capital Contributions	(952)	-	-	-	-	-	
8. Capital Receipts	(132)	-	<b>(4,300)</b>	(4,800)	(5,400)	(5,600)	
9. Major Repairs Reserve	(10,334)	(17,113)	<b>(10,183)</b>	(10,104)	(10,025)	(10,025)	
10. Revenue Contribution to Capital Expenditure	(280)	(8,147)	<b>(11,300)</b>	(6,400)	(800)	(1,000)	D
<b>Total</b>	<b>(29,364)</b>	<b>(25,260)</b>	<b>(25,783)</b>	(21,304)	(16,225)	(16,625)	
<b>NET POSITION</b>	<b>-</b>	<b>-</b>	<b>(4,400)</b>	-	2,400	2,000	

Notes:

- A This budget is to repair and replace kitchens and bathrooms.
- B Other projects include door entry systems, DDA works, sound insulation, scooter stores, fire sanctuary works, upgrades to TV systems, parking and drains
- C As approved by the HCA in February 2011.
- D Funded from the revenue account