



# BUDGET & FINANCIAL FORECAST 2018-2019

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# BUDGET - 2018/19

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## DETAILED BUDGETS - 2018/19

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## BUDGET 2018/19

### GENERAL FUND BUDGET

On 8 February 2018, the Council approved a 2018/19 budget for Borough Council services of £30.0 million, which represents net spending of £25.8 million and use of reserves of £4.2 million. Spending in 2018/19 is estimated to be £6.8 million lower than was budgeted in 2017/18, the difference being analysed broadly as follows:

	£ million
Inflation and unavoidable budget changes	1.2
Efficiencies	(3.6)
Technical adjustments (net)	(5.1)
Investment in services	0.7
Net decrease in spending	<u>(6.8)</u>

The Council Tax Requirement for 2018/19 is £16.3 million, producing a Band D Council Tax of £270.81. This represents an increase of 2.98% compared to 2017/18 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 2018/19 is the third year of a four-year funding profile projected by the Government arising from the Spending Review 2015.

During 2016/17, the Secretary of State offered each local authority some certainty on its future funding by guaranteeing no change to the core elements of their indicative four-year allocations, barring exceptional circumstances. This “multi-year settlement” would cover the Business Rates baseline, Revenue Support Grant, Rural Services Support Grant and Transition Grant. Most authorities, including Basildon, took advantage of this offer and accordingly the settlement for 2018/19 and the indicative sums for 2019/20 for these core elements are unchanged. The other elements of the annual Settlement, consisting of specific grants including New Homes Bonus, remained subject to change.

The New Homes Bonus rewards councils according to the number of new homes built in their areas each year and since 2011/12 has provided much-needed support additional to core funding. In 2017/18, the Government introduced significant changes to “tighten the incentive” and release money for adult social care, which is a County Council function. For 2018/19, no further changes were made, in recognition of the need for continuity and certainty. Due to changes in procedures made by the Valuation Office Agency in July 2017, a number of new properties in Basildon did not get registered in time to earn bonus in 2018/19. These will contribute to the calculation of Basildon’s entitlement for 2019/20. Representations were made to Government concerning this matter but the final settlement took no account of them.

Taken together, Government support under the multi-year settlement, New Homes Bonus and other specific grants is now expected to reduce by 45% over the four-year period, from £12.1 million in 2016/17 to £6.7 million in 2019/20.

The Business Rates baseline within the annual settlement is the Government’s measure of the amount of business rates collectible, based on historic figures updated each year by inflation. Under the Business Rates Retention scheme, any variation in yield is shared between central and local government. Basildon’s share of growth is up to 40%, subject to a

government levy, and potentially the Council is able to supplement its central funding from this source. Historically however, business rates income tends to be very volatile and so also exposes the Council to potential losses. The Council manages this risk through the Business Rates Equalisation Reserve and, as a prudent approach, budgets to put any retained growth in the Reserve. This means that the forecasts of business rates income are budgeted at the level of the Government's funding baseline, i.e. assuming no gains or losses in business rates income.

The Government are currently working closely with representatives of local government to review the relationship between spending needs and resources (the Fair Funding Review) as part of the transition to 100% Business Rates Retention in 2020/21.

## **THE MEDIUM TERM FINANCIAL STRATEGY**

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

- 1) Maintain a sustainable financial position against a background of continuing financial uncertainty and reduced government funding.
- 2) Support the vision 'Basildon Borough Council is committed to improving the lives of its residents across our five towns and creating opportunity and prosperity for local people and businesses' through appropriate allocation of the resources available to deliver the promises in the Corporate Plan.
- 3) Maximise opportunities to increase or use resources more effectively and mitigate the risks arising from both the uncertainty over future funding and the actions that are proposed to meet the resource gap.

The current budget and forecast shows a balanced budget in 2018/19. This is a significant achievement but the phasing of reductions in Government grant means that there is still a significant gap in 2019/20. The forecast deficit in that year is £1.5 million rising to £3.0 million in 2021/22 and £7.4 million in 2027/28.

The Council is continuing to develop its MTFS to deliver its corporate plan outcomes while addressing the budget gap and mitigating risk. The budget gap will be addressed primarily through an ongoing review and redesign of services that includes, for example, identifying opportunities for income generation (the commercial programme), cost-cutting and entering into shared services. With the size of the budget gap increasing over the forecast period, it is not possible to rule out the need for difficult decisions to be taken concerning levels of service provision.

Given potential volatility in the Council's income and the inherent risks and uncertainties in the assumptions used to prepare the MTFS, it is necessary to ensure that reserves and contingencies are maintained at adequate levels throughout the forecast period.

Assumptions may prove to be incorrect but they provide a basis on which to plan for the future in a very uncertain funding climate. It is impossible to predict with certainty government policy on austerity, the implications of Brexit or any other national or international events that may affect funding. The key message is that the Council needs to continue to transform the way that it delivers services for the foreseeable future to ensure financial sustainability.

## HOUSING REVENUE ACCOUNT (HRA)

The most significant impact on the resources available to the HRA for the four years from 2016/17 to 2019/20 was the announcement in the July 2015 Budget by the Chancellor of the Exchequer that social housing rents were to be reduced by 1% in each year. This requirement to reduce rents is contained in the Welfare Reform and Work Act 2016. This fundamentally changed the Government's previous rent policy which had stated that rent increases in the social housing sector should be limited to the Consumer Price Index (CPI) plus 1%. This could reasonably have been interpreted as up to 3% per annum (the Bank of England's target for CPI being 2%).

The requirement to reduce rents has resulted, combined with other factors such as Right to Buy (RTB), in a major reduction in the resources available to the HRA over the four years the rent reduction applies and in the 30 year financial strategy.

The Government have now announced that from 2020/21 rents can revert to the previous policy and be increased by CPI plus 1%. This allows for a more optimistic forecast of the resources available to the HRA than was made last year and has created the opportunity to both expand the new build and acquisition programme and reduce the level of Housing debt that the Council manages following the implementation of HRA self-financing from 1 April 2012.

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) Investment in front line services where required
- d) Acquisition and development of new stock
- e) Repayment of debt.

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 services are maintained, investment in the stock and estates is funded and resources are available for new dwellings.

The immediate consequence of both the reduction in rent income until 2019/20 and now the more optimistic expectation following the Government announcement has been a further review of both the 30 year financial forecast and the capital programme which ensures that over the next 10 years the programme identified to maintain stock and to improve and maintain overall estates and environment can be sustained. This review of the programme has also enabled an additional sum of some £32 million to be set aside for the acquisition and development of new dwellings over the next 5 years and it also means that the resources required to meet the demands of the capital programme and the 30 Year Asset Management Strategy are fully met throughout the 30 year planning period. It now appears possible, as stated, to make a significant reduction in the level of debt over the life of the financial forecast. On current assumptions £103 million will remain outstanding at the end of the forecast as opposed to the £195 million previously forecast.

It is essential that the HRA maintains sufficient reserves to manage its level of risks and the budget and forward forecast maintain the general reserve at a level approaching £4.0 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
- Improvements to the Council's assets
- Annual provision for maintenance and repair of former HRA assets
- Play equipment and resurfacing works

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 31 March 2018 is £223.6 million with annual interest costs estimated as £10.1 million. The Council's capital financing requirement (the measure of the Council's underlying need to borrow for capital purposes) is estimated to be £268.6 million. The Council is, therefore, financing in excess of £45 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 2018/19 amounts to £422,847. 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 2018/19 range from £12.15 to £44.10 at Band D.

The relevant Parish, Town or Village precept is added to the Council Tax amounts for Basildon Borough, Essex County, Police Fire & Crime Commissioner for Essex and Essex PFCC Fire and Rescue Authority 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 elements of the Council Tax for 2018/19:

- The 2018/19 basic amount of Council Tax for Basildon Borough Council at Band D is £270.81, an increase of 2.98% compared to 2017/18. 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 £282.96 to £314.91.
- Essex County Council's precept at Band D is £1,221.75, an increase of 4.99% from 2017/18. This amounts to 71% of the total bill.
- Police Fire & Crime Commissioner for Essex's precept at Band D is £169.02, a 7.62% increase from 2017/18. This amounts to 10% of the total bill.
- Essex PFCC Fire and Rescue Authority's precept at Band D is £70.38, a 1.96% increase from 2017/18. This amounts to 4% of the total bill.
- The total basic amount of Council Tax is £1,731.96 at Band D, which is £79.20 (4.79%) above the overall 2017/18 level, again before allowing for Parish, Town and Village Council precepts.

## FURTHER INFORMATION

Further information on the Council's budgets for 2018/19 can be found on the website.

## COUNCIL TAX & BUSINESS RATES 2018/19

### COUNCIL TAX LEVEL

	2017/18		2018/19	
	Collection Fund Requirement £'000	Council Tax Band D Equivalent £	Collection Fund Requirement £'000	Council Tax Band D Equivalent £
Basildon Borough Council	15,638	262.98	<b>16,285</b>	<b>270.81</b>
Essex County Council	69,201	1,163.70	<b>73,470</b>	<b>1,221.75</b>
Police Fire & Crime Commissioner for Essex	9,339	157.05	<b>10,164</b>	<b>169.02</b>
Essex PFCC Fire and Rescue Authority	4,105	69.03	<b>4,232</b>	<b>70.38</b>
Basic Amount of Council Tax	<u>98,283</u>	<u>1,652.76</u>	<b><u>104,151</u></b>	<b><u>1,731.96</u></b>
Parish, Town & Village Precepts	382	6.43	<b>423</b>	<b>7.03</b>
Total funded from Council Tax	<u><u>98,665</u></u>	<u><u>1,659.19</u></u>	<b><u><u>104,574</u></u></b>	<b><u><u>1,738.99</u></u></b>

### COUNCIL TAX BASE

Number of Band D equivalent properties for 2018/19 (see page 15 for further detail)	60,135
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### BASIC AMOUNTS OF COUNCIL TAX FOR 2018/19

Tax Band	Basildon Borough Council £	Essex County Council £	Police Fire & Crime Commissioner for Essex £	Essex PFCC Fire and Rescue Authority £	Total £
A	180.54	814.50	112.68	46.92	1,154.64
B	210.63	950.25	131.46	54.74	1,347.08
C	240.72	1,086.00	150.24	62.56	1,539.52
D	270.81	1,221.75	169.02	70.38	1,731.96
E	330.99	1,493.25	206.58	86.02	2,116.84
F	391.17	1,764.75	244.14	101.66	2,501.72
G	451.35	2,036.25	281.70	117.30	2,886.60
H	541.62	2,443.50	338.04	140.76	3,463.92

The table above excludes Parish, Town and Village Council Tax amounts. A full schedule of these precepts and tax amounts are given on page 9.

### BUSINESS RATES

		2017/18	2018/19
Rate Poundage -	Small Businesses	46.6p	<b>48.0p</b>
	Other	47.9p	<b>49.3p</b>
Number of Properties (at 31 December in prior financial year)		4,814	<b>4,936</b>
Rateable Value (at 31 December in prior financial year)		£195m	<b>£194m</b>

## PARISH, TOWN & VILLAGE COUNCIL PRECEPTS AND TAX AMOUNTS 2018/19

### 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	275,147	12,228.8	15.00	17.50	20.00	22.50	27.50	32.50	37.50	45.00
Bowers Gifford & North Benfleet	14,897	723.5	13.74	16.03	18.32	20.61	25.19	29.77	34.35	41.22
Great Burstead & South Green	29,810	2,453.5	8.10	9.45	10.80	12.15	14.85	17.55	20.25	24.30
Little Burstead	6,377	198.7	21.42	24.99	28.56	32.13	39.27	46.41	53.55	64.26
Noak Bridge	45,380	1,029.0	29.40	34.30	39.20	44.10	53.90	63.70	73.50	88.20
Ramsden Bellhouse	15,589	437.4	23.76	27.72	31.68	35.64	43.56	51.48	59.40	71.28
Ramsden Crays	10,772	491.6	14.58	17.01	19.44	21.87	26.73	31.59	36.45	43.74
Shotgate	24,875	1,260.1	13.14	15.33	17.52	19.71	24.09	28.47	32.85	39.42

### 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	1,169.64	1,364.58	1,559.52	1,754.46	2,144.34	2,534.22	2,924.10	3,508.92
Bowers Gifford & North Benfleet	758	1,168.38	1,363.11	1,557.84	1,752.57	2,142.03	2,531.49	2,920.95	3,505.14
Great Burstead & South Green	2,700	1,162.74	1,356.53	1,550.32	1,744.11	2,131.69	2,519.27	2,906.85	3,488.22
Little Burstead	158	1,176.06	1,372.07	1,568.08	1,764.09	2,156.11	2,548.13	2,940.15	3,528.18
Noak Bridge	1,283	1,184.04	1,381.38	1,578.72	1,776.06	2,170.74	2,565.42	2,960.10	3,552.12
Ramsden Bellhouse	296	1,178.40	1,374.80	1,571.20	1,767.60	2,160.40	2,553.20	2,946.00	3,535.20
Ramsden Crays	522	1,169.22	1,364.09	1,558.96	1,753.83	2,143.57	2,533.31	2,923.05	3,507.66
Shotgate	1,378	1,167.78	1,362.41	1,557.04	1,751.67	2,140.93	2,530.19	2,919.45	3,503.34

## BUDGET SUMMARY - BOROUGH COUNCIL SERVICES

	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates			
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Community	1,700	1,576	1,783	1,753	1,760	1,767
Development & Regulation	(1,205)	(1,292)	(935)	(915)	(875)	(833)
Environment	7,946	8,419	8,345	8,386	8,457	8,530
Housing	1,700	2,298	2,132	2,125	2,035	2,050
Leisure	6,942	6,784	7,419	7,448	7,482	7,519
Regeneration & Partnerships	3,152	2,772	3,196	2,538	2,448	2,470
Corporate & Central	5,051	11,862	3,624	309	1,407	1,379
Management and Administration	-	-	-	-	-	-
Contingency	(38)	200	200	400	600	800
<b>General Fund Expenditure on Services</b>	25,248	32,619	25,764	22,044	23,314	23,682
Housing Revenue Account	(8,019)	(639)	1,359	2,831	2,894	2,016
<b>TOTAL EXPENDITURE ON SERVICES</b>	17,229	31,980	27,123	24,875	26,208	25,698
Transfers to/(from) Reserves:						
- General Fund Activities	(2,642)	-	(700)	-	-	-
- General Fund Earmarked Reserves	2,637	(6,998)	4,906	1,509	(4)	142
- Housing Revenue Account Balances	8,019	639	(1,359)	(2,831)	(2,894)	(2,016)
<b>BOROUGH COUNCIL NET EXPENDITURE</b>	25,243	25,621	29,970	23,553	23,310	23,824
Government Grants	(2,930)	(1,382)	(955)	419	536	550
Business Rates Income	(6,411)	(6,276)	(7,181)	(5,606)	(5,718)	(5,832)
New Homes Bonus	(3,789)	(3,439)	(1,767)	(1,483)	(786)	(750)
Net deficit/(surplus) on Collection Fund:						
- Council Tax	(189)	(287)	11	-	-	-
- Business Rates	3,180	1,401	(3,793)	-	-	-
<b>COUNCIL TAX REQUIREMENT</b>	15,104	15,638	16,285	16,883	17,342	17,792
Number of Band D dwellings	58,577	59,466	60,135	60,534	60,977	61,337
<b>AVERAGE COUNCIL TAX AT BAND D</b>						
Basildon Borough only	£257.85	£262.98	£270.81	£278.91	£284.40	£290.07
Budgeted/Forecast Council Tax increase/decrease	1.99%	1.99%	2.98%	2.99%	1.97%	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) 2017/18 FORECAST OUTTURN</b>			
General Fund Activities	9,406	(5,706)	3,700
Contingency Reserve	7,581	(6,913)	668
Insurance Pool Reserve	4,670	(692)	3,978
Other Earmarked:			
Invest to Save/Spend to Grow	1,735	(1,735)	-
Employment Rationalisation	1,808	(808)	1,000
IT Initiatives	1,419	1,531	2,950
Treasury Management	850	(350)	500
Asset Management	1,802	198	2,000
Commercial Development	313	(313)	-
Sempra Equalisation	214	500	714
Commercial Asset Acquisition Equalisation	-	300	300
Business Rates Equalisation	3,324	(17)	3,307
Total General Fund Reserves	33,122	(14,005)	19,117
Housing Revenue Account Reserves:			
General	4,000		4,000
Earmarked	20,116	1,063	21,179
Total Reserves	57,238	(12,942)	44,296
<b>(ii) 2018/19 ESTIMATE</b>			
General Fund Activities	3,700	(700)	3,000
Contingency Reserve	668	926	1,594
Insurance Pool Reserve	3,978	(298)	3,680
Other Earmarked:			
Employment Rationalisation	1,000	(500)	500
IT Initiatives	2,950	-	2,950
Treasury Management	500	-	500
Asset Management	2,000	-	2,000
Sempra Equalisation	714	(500)	214
Commercial Asset Acquisition Equalisation	300	-	300
Business Rates Equalisation	3,307	5,278	8,585
Total General Fund Reserves	19,117	4,206	23,323
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	21,179	(1,359)	19,820
Total Reserves	44,296	2,847	47,143
<b>(iii) 2019/20 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	1,594	1,416	3,010
Insurance Pool Reserve	3,680	(180)	3,500
Other Earmarked:			
Employment Rationalisation	500	-	500
IT Initiatives	2,950	-	2,950
Treasury Management	500	-	500
Asset Management	2,000	-	2,000
Sempra Equalisation	214	938	1,152
Commercial Asset Acquisition Equalisation	300	-	300
Business Rates Equalisation	8,585	(665)	7,920
Total General Fund Reserves	23,323	1,509	24,832
Housing Revenue Account Reserves:			
General	4,000		4,000
Earmarked	19,820	(2,831)	16,989
Total Reserves	47,143	(1,322)	45,821

## RESERVES & BALANCES

	Estimated balance b/fwd 1 April £'000	Net Contributions to/(from) Reserves £'000	Estimated balance c/fwd 31 March £'000
<b>(iv) 2020/21 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,010	-	3,010
Insurance Pool Reserve	3,500	-	3,500
Other Earmarked:			
Employment Rationalisation	500	-	500
IT Initiatives	2,950	-	2,950
Treasury Management	500	-	500
Asset Management	2,000	-	2,000
Sempra Equalisation	1,152	661	1,813
Commercial Asset Acquisition Equalisation	300	-	300
Business Rates Equalisation	7,920	(665)	7,255
<b>Total General Fund Reserves</b>	<b>24,832</b>	<b>(4)</b>	<b>24,828</b>
Housing Revenue Account Reserves:			
General	4,000		4,000
Earmarked	16,989	(2,894)	14,095
<b>Total Reserves</b>	<b>45,821</b>	<b>(2,898)</b>	<b>42,923</b>
<b>(v) 2021/22 ESTIMATE</b>			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,010	-	3,010
Insurance Pool Reserve	3,500	-	3,500
Other Earmarked:			
Employment Rationalisation	500	-	500
IT Initiatives	2,950	-	2,950
Treasury Management	500	-	500
Asset Management	2,000	-	2,000
Sempra Equalisation	1,813	807	2,620
Commercial Asset Acquisition Equalisation	300	-	300
Business Rates Equalisation	7,255	(665)	6,590
<b>Total General Fund Reserves</b>	<b>24,828</b>	<b>142</b>	<b>24,970</b>
Housing Revenue Account Reserves:			
General	4,000		4,000
Earmarked	14,095	(2,016)	12,079
<b>Total Reserves</b>	<b>42,923</b>	<b>(1,874)</b>	<b>41,049</b>

## COLLECTION FUND ESTIMATES - COUNCIL TAX

### COUNCIL TAX - IN YEAR

	2016/17 Actual £'000	2017/18		2018/19 Estimate £'000
		Original £'000	Projected £'000	
<b>Expenditure (Precepts)</b>				
Essex County Council	66,200	69,201	69,201	<b>73,470</b>
Police Fire & Crime Commissioner for Essex	8,910	9,339	9,339	<b>10,164</b>
Essex PFCC Fire and Rescue Authority	3,964	4,105	4,105	<b>4,232</b>
Basildon Borough, Town, Parish & Village Councils	15,483	16,020	16,020	<b>16,708</b>
	94,557	98,665	98,665	<b>104,574</b>
<b>Income</b>				
Council Tax	(95,711)	(98,665)	(99,193)	<b>(104,574)</b>
<b>Deficit/(Surplus)</b>	(1,154)	-	(528)	-

### MOVEMENT ON COUNCIL TAX BALANCES - CUMULATIVE

	2016/17 Actual £'000	2017/18		2018/19 Estimate £'000
		Original £'000	Projected £'000	
Deficit/(Surplus) brought forward	(1,140)	(1,751)	(1,154)	<b>69</b>
Less prior year adjustment				
Essex County Council	794	1,226	1,226	<b>(48)</b>
Police Fire & Crime Commissioner for Essex	108	165	165	<b>(7)</b>
Essex PFCC Fire and Rescue Authority	49	73	73	<b>(3)</b>
Basildon Borough Council	189	287	287	<b>(11)</b>
Balance remaining to be recovered	-	-	597	-
Deficit/(Surplus) for year	(1,154)	-	(528)	-
<b>Deficit/(Surplus) carried forward</b>	(1,154)	-	69	-

## COLLECTION FUND ESTIMATES - BUSINESS RATES

### BUSINESS RATES - IN YEAR

	2016/17 Actual £'000	2017/18		2018/19 Estimate £'000
		Original £'000	Projected £'000	
<b>Expenditure (central and local shares)</b>				
Central Government	41,439	38,377	38,377	<b>40,016</b>
Essex County Council	7,459	6,908	6,908	<b>7,203</b>
Essex PFCC Fire and Rescue Authority	829	767	767	<b>800</b>
Basildon Borough Council	33,152	30,701	30,701	<b>32,013</b>
	82,879	76,753	76,753	<b>80,032</b>
<b>Income</b>				
Business Rates	(91,872)	(76,753)	(77,234)	<b>(80,032)</b>
<b>Deficit/(Surplus)</b>	(8,993)	-	(481)	<b>-</b>

### MOVEMENT ON BUSINESS RATES BALANCES - CUMULATIVE

	2016/17 Actual £'000	2017/18		2018/19 Estimate £'000
		Original £'000	Projected £'000	
Deficit/(Surplus) brought forward	11,445	3,503	(5,500)	<b>(9,484)</b>
Less prior year adjustment				
Central Government	(3,976)	(1,752)	(1,752)	<b>4,742</b>
Essex County Council	(716)	(315)	(315)	<b>854</b>
Essex PFCC Fire and Rescue Authority	(80)	(35)	(35)	<b>95</b>
Basildon Borough Council	(3,180)	(1,401)	(1,401)	<b>3,793</b>
Balance remaining to be recovered	3,493	-	(9,003)	<b>-</b>
Deficit/(Surplus) for year	(8,993)	-	(481)	<b>-</b>
<b>Deficit/(Surplus) carried forward</b>	(5,500)	-	(9,484)	<b>-</b>

### RETAINED INCOME, BASILDON BOROUGH

	2016/17 Actual £'000	2017/18		2018/19 Estimate £'000
		Original £'000	Projected £'000	
Business Rates income (Basildon local share)	36,749	30,701	30,893	<b>32,013</b>
Add Section 31 compensation	545	1,177	1,554	<b>1,539</b>
Less Tariff	(26,170)	(24,648)	(23,972)	<b>(24,693)</b>
Funding	11,124	7,230	8,475	<b>8,859</b>
Less Levy	(2,953)	(953)	(1,575)	<b>(1,697)</b>
Retained rates income, General Fund	8,171	6,277	6,900	<b>7,162</b>
Contribution from/(to) Collection Fund	(3,180)	(1,401)	(1,401)	<b>3,793</b>
<b>Net retained rates income</b>	4,991	4,876	5,499	<b>10,955</b>



## COUNCIL TAX BASE 2018/19

### 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	8,890	11.4	1,677	7,213	6/9	4,809
B	£40,001 -	£52,000	16,069	20.6	1,839	14,230	7/9	11,068
C	£52,001 -	£68,000	24,398	31.2	2,216	22,182	8/9	19,717
D	£68,001 -	£88,000	14,600	18.7	1,042	13,558	9/9	13,558
E	£88,001 -	£120,000	7,449	9.5	407	7,042	11/9	8,607
F	£120,001 -	£160,000	4,579	5.9	176	4,403	13/9	6,360
G	£160,001 -	£320,000	1,969	2.5	64	1,905	15/9	3,175
H	£320,000 +		154	0.2	5	149	18/9	298
<b>TOTAL</b>			<u>78,116</u>	<u>100.0</u>	<u>7,427</u>	<u>70,689</u>		<u>67,596</u>
Less net impact of Local Council Tax Support Scheme								<u>(6,884)</u>
								60,712
Less : Allowance for irrecoverables								<u>(577)</u>
<b>Overall Council Tax Base</b>								<u><b>60,135</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 7,427 are as follows:-			
(a) No discount or exemption	51,340	-	-
(b) Exempt from Council Tax	875	100	875
(c) Single Adult discount	24,616	25	6,154
(d) Empty Property (3 month) discount	430	50	215
(e) Disregard - all but one resident	705	25	176
(f) Disregard - all residents	76	50	38
(g) Second Home (job related)	-	50	-
(h) Empty Homes Premium	68	50	(34)
(i) Family Annexe	6	50	3
	<u>78,116</u>		<u>7,427</u>

## GOVERNMENT FUNDING ASSESSMENT FOR 2018/19

In February 2016, based on the Spending Review 2015, the then Department for Communities and Local Government (CLG) produced provisional four-year funding plans for local government, with indicative figures for each authority individually. Later that year, in common with most other local authorities, Basildon applied for and received from the Secretary of State a funding guarantee for the rest of the Spending Review period. In February 2017, and again in February 2018, the original indicative figures for the period to 2019/20 were confirmed by Parliament, "barring exceptional circumstances", as shown in the table below.

The Funding Assessment for each local authority is divided between Revenue Support Grant 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.

The modification to the funding assessment in 2019/20 returns to central government an over-allocation of the funding provided in the Spending Review. This is a nationwide problem and, in December 2017, in response to representations from local government, the Secretary of State undertook to look at fair and affordable options for dealing with this, promising a consultation in the spring of 2018 with the findings reflected in the funding settlement for 2019/20. The sum shown is therefore provisional.

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Revenue Support Grant (RSG)	282	(694)	(708)	(722)
Baseline Funding (Business Rates)	5,484	5,606	5,718	5,832
<b>Total Funding Assessment</b>	<b>5,766</b>	<b>4,912</b>	<b>5,010</b>	<b>5,110</b>

The figures shown for 2020/21 and 2021/22 are highly speculative. Nationally, total funding will depend on the Spending Review 2019. Then the distribution of that funding will depend on a thorough review of local authority needs and resources to produce a fairer and more transparent basis for funding from April 2020. There will also be a reset of Business Rates baselines and an increase in the share of any growth in rating income to be retained locally. The changes at individual authority level are likely to be phased in over a transitional period. At this stage therefore, it is impossible to predict the outcome for Basildon, so, for forecasting purposes, inflation has simply been added to the figures provided for 2019/20.

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 Consumer 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

	2017/18	2018/19
<b>Area</b>		
Basildon Borough	42.5 sq miles (11,000 hectares)	<b>42.5 sq miles (11,000 hectares)</b>
<b>Population</b>		
Estimate from Office for National Statistics (ONS) (as at date shown)	181,700 (June 2015)	<b>183,400 (June 2016)</b>
<b>Council Tax</b>		
Total Number of Properties	77,080	<b>78,116</b>
Taxable Base	59,466	<b>60,135</b>
<b>Number of Employees</b>		
Budgeted Posts - Full-Time Equivalent (including an allowance for temporary and casual staff)	955	<b>934</b>
<b>Number of Council Houses</b>		
Estimate at 1st April	10,697	<b>10,648</b>
<b>Debt (average outstanding)</b>	£m	£m
Traditional Loans	211.4	<b>237.6</b>
Finance Leases	5.0	<b>4.1</b>
Investments	(58.2)	<b>(27.9)</b>
Net Debt	158.2	<b>213.8</b>

### EXPENDITURE & INCOME ANALYSIS

	Gross Expenditure £'000	Gross Income £'000	Estimate 2018/19 £'000
Community	2,354	(571)	<b>1,783</b>
Development & Regulation	64,435	(65,370)	<b>(935)</b>
Environment	12,495	(4,150)	<b>8,345</b>
Housing	2,454	(322)	<b>2,132</b>
Leisure	9,746	(2,327)	<b>7,419</b>
Regeneration & Partnerships	3,491	(295)	<b>3,196</b>
Corporate & Central	7,247	(3,623)	<b>3,624</b>
Contingency	200	-	<b>200</b>
<b>General Fund</b>	102,422	(76,658)	<b>25,764</b>
<b>Housing Revenue Account</b>	53,058	(51,699)	<b>1,359</b>
<b>TOTAL EXPENDITURE ON SERVICES</b>	155,480	(128,357)	<b>27,123</b>
Net Transfers from Reserves	2,847	-	<b>2,847</b>
Parish, Town & Village Precepts	423	-	<b>423</b>
<b>BOROUGH COUNCIL NET EXPENDITURE</b>	158,750	(128,357)	<b>30,393</b>



BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22

**COMMUNITY**

## COMMUNITY

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Community Facilities	682	600	824	795	798	801
2. Community Centres & Halls	372	318	312	314	316	318
3. Community Involvement	646	658	647	644	646	648
<b>TOTAL NET COST</b>	1,700	1,576	1,783	1,753	1,760	1,767

## COMMUNITY

### COMMUNITY FACILITIES

This service is responsible for the running of three activity centres and the management of The Place.

The three activity centres (George Hurd Centre, Pitsea Activity Centre and Laindon Activity Centre) provide the opportunity for local residents aged 50+ to participate in daily activities and clubs.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	569	555	541	546	551	557	
2. Premises	188	135	143	143	145	146	
3. Transport	-	1	1	1	1	1	
4. Supplies & Services	61	62	81	63	63	65	
5. Recharge from Other Council Services	17	17	17	17	17	17	A
6. Management & Administration							
(a) Operational Administration Costs	65	63	40	40	41	41	
(b) Support Costs	134	134	140	139	140	141	
7. Capital Charges	60	60	282	282	282	282	
Less:	1,094	1,027	1,245	1,231	1,240	1,250	
8. Income	(370)	(385)	(379)	(394)	(400)	(407)	
9. Recharge to Other Council Services	(42)	(42)	(42)	(42)	(42)	(42)	B
<b>TOTAL NET COST</b>	<b>682</b>	<b>600</b>	<b>824</b>	<b>795</b>	<b>798</b>	<b>801</b>	

Notes:

A Item 5 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 Involvement in respect of appropriate voluntary group arrangements and recharges between Community Facilities services in respect of joint use of facilities.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	19.7	19.5

## COMMUNITY

### COMMUNITY CENTRES & HALLS

This service is responsible for various community centres & halls as detailed in the service statistics below.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	135	138	139	140	141	142	
2. Premises	164	87	99	101	102	104	
3. Transport	6	9	10	10	10	10	
4. Supplies & Services	17	17	14	14	15	16	
5. Management & Administration							
(a) Accommodation Costs	1	1	2	2	2	2	
(b) Operational Administration Costs	54	52	47	48	49	49	
(c) Support Costs	112	111	119	120	121	122	
6. Capital Charges	90	99	76	76	76	76	
Less:	579	514	506	511	516	521	
7. Income	(205)	(194)	(192)	(195)	(198)	(201)	
8. Recharge to Other Council Services	(2)	(2)	(2)	(2)	(2)	(2)	A
<b>TOTAL NET COST</b>	372	318	312	314	316	318	

Notes:

A Item 8 reflects recharges to Community Facilities for the use of Laindon Day Centre.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.7	4.3

### This service is responsible for:

- running 9 community centres or halls and assisting community associations with business planning and service provision;
- liaising with community associations and other organisations in the delivery of their services at 28 community halls and facilities;
- implementation of a new Community Lease;
- undertaking community benefit assessments to ensure provision in leased halls is meeting community needs;
- administering bookings for regular hirers and ad-hoc events in directly managed halls.

### Directly Managed Community Halls

Crown	Luncies
Frypa	Nevendon Playcentre
Gordon	Somercotes
Kingswood Playcentre	Vange North
Laindon West (Presidents)	

### Leased Halls

Barnet	Highcliffe	S.H.A.R.E.
Barnhall	ITEC	Steepleview
Barstable	Laindon	Swan Mead
Basildon Community Resource Centre	Langham (South Green)	Trenham
Billericay Day Centre	Lee Chapel North	Triangle
Bluehouse	Lee Chapel South	The Wick
Chalvedon	Noak Bridge	West Billericay (Hannakins Farm)
Great Berry Hills Pavilion	Northlands Park	Wickford
Great Mistley	Paddocks Hall	
Green Farm Scout Hut	Pitsea Mount	



## 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), Basildon Community Transport Service, Basildon, Billericay and Wickford Council for Voluntary Service (BBWCVS) 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	172	200	208	210	212	214	
2. Transport	1	3	3	3	3	3	
3. Supplies & Services							
(a) Grants to Organisations - Service Level Agreement	307	305	305	305	305	305	A
(b) Grants to Organisations - Project Funding	19	17	17	17	16	16	A
(c) Grants - Older People	6	6	6	6	6	6	A
(d) Children's Grants	-	2	2	2	2	2	A
(e) Other	33	18	23	18	19	18	A
4. Recharge from Other Council Services	52	52	52	52	52	52	B
5. Management & Administration							
(a) Accommodation Costs	12	12	7	7	7	7	
(b) Operational Administration Costs	11	10	10	10	10	11	
(c) Support Costs	38	38	19	19	19	19	
Less:	651	663	652	649	651	653	
6. Recharge to Other Council Services	(5)	(5)	(5)	(5)	(5)	(5)	C
<b>TOTAL NET COST</b>	<b>646</b>	<b>658</b>	<b>647</b>	<b>644</b>	<b>646</b>	<b>648</b>	

Notes:

- A Item 3 represents the distribution of grants to various organisations on an ongoing basis.
- B Item 4 reflects recharges from Community Facilities (George Hurd Centre) and Office Accommodation (Basildon Centre) in respect of the appropriate Voluntary Group arrangements.
- C Item 6 reflects recharges to Housing Options for advisory services.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.2	6.2



BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22

**DEVELOPMENT &  
REGULATION**

## DEVELOPMENT & REGULATION

### SUMMARY

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates			
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Development Management	930	690	<b>750</b>	758	768	778
2. Building Control	166	213	<b>229</b>	228	228	228
3. Land Charges	(59)	(53)	<b>(66)</b>	(65)	(64)	(62)
4. Parking & Enforcement	(108)	(71)	<b>(255)</b>	(259)	(263)	(268)
5. Taxi & Private Hire Licensing	(7)	-	<b>10</b>	9	5	2
6. Industrial & Commercial Premises	(3,438)	(2,771)	<b>(2,821)</b>	(2,828)	(2,825)	(2,823)
7. Council Tax & Business Rates Cost of Collection	767	706	<b>1,084</b>	1,099	1,119	1,141
8. Housing Benefit & Council Tax Support	226	(230)	<b>(212)</b>	(203)	(189)	(175)
9. Electoral Expenses	318	224	<b>346</b>	346	346	346
<b>TOTAL NET SURPLUS</b>	(1,205)	(1,292)	<b>(935)</b>	(915)	(875)	(833)

## DEVELOPMENT & REGULATION

### DEVELOPMENT MANAGEMENT

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

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	774	747	948	956	965	974	
2. Transport	11	14	14	14	14	14	
3. Supplies & Services	459	173	150	149	148	146	
4. Management & Administration							
(a) Accommodation Costs	38	38	17	17	17	17	
(b) Operational Administration Costs	69	69	91	92	93	94	
(c) Support Costs	216	216	134	133	134	135	
(d) Customer Service Centre	64	64	187	188	189	191	
Less:	1,631	1,321	1,541	1,549	1,560	1,571	
5. Income	(701)	(631)	(791)	(791)	(792)	(793)	A
<b>TOTAL NET COST</b>	930	690	750	758	768	778	

Notes:

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

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.5	17.7

### This service is responsible for:

- processing over 1,800 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.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	489	414	541	546	551	557	
2. Transport	18	17	17	17	17	17	
3. Supplies & Services	59	31	33	33	33	33	
4. Management & Administration							
(a) Accommodation Costs	21	21	18	18	18	18	
(b) Operational Administration Costs	44	44	57	57	58	59	
(c) Support Costs	50	50	50	50	50	50	
Less:	681	577	716	721	727	734	
5. Income	(511)	(360)	(487)	(493)	(499)	(506)	A
6. Recharge to Other Council Services	(4)	(4)	-	-	-	-	B
<b>TOTAL NET COST</b>	166	213	229	228	228	228	

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 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	9.0	12.0

**Approximately 1,300 schemes estimated for submission for Building Regulation consent in 2017/18**

**This service is responsible for:**

- responding to all applications under Building Regulations within an average 9 working days;
- carrying out approximately 5,500 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 approximately 200 Environmental Information Regulation (EIR) searches with associated queries and 2,000 land charges queries;
- administering approximately 238 initial notice submissions by approved inspectors per annum;
- providing a design and supervisory service for adaptations to approximately 120 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 75 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 service is responsible for the administration of land charges and house-sale 'searches' for the Borough.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	84	78	79	79	80	81	
2. Supplies & Services	43	53	53	53	52	51	
3. Management & Administration							
(a) Accommodation Costs	4	4	2	2	2	2	
(b) Operational Administration Costs	88	88	84	86	87	88	
(c) Support Costs	19	19	11	10	10	11	
Less:	238	242	229	230	231	233	
4. Income	(297)	(295)	(295)	(295)	(295)	(295)	A
<b>TOTAL NET SURPLUS</b>	(59)	(53)	(66)	(65)	(64)	(62)	

Notes:

A Item 4 reflects the income levels based on cost recovery for the estimated level of searches.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<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>	230	230
<b>Land Charge Search Fee (VAT exclusive)</b>	£145.00	£148.25

#### 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 service is responsible for the Council's parking and enforcement, inclusive of 'off street' car parks and 'on street' parking which is managed by South Essex Parking Partnership (SEPP).

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	129	151	127	129	130	131	
2. Premises	113	113	115	117	119	119	
3. Transport	21	21	21	22	22	23	
4. Supplies & Services	84	20	59	59	59	60	
5. Management & Administration							
(a) Accommodation Costs	4	4	4	4	4	4	
(b) Operational Administration Costs	55	56	58	58	59	60	
(c) Support Costs	41	41	36	36	37	37	
(d) Capital Charges	-	-	6	6	6	6	
Less:	447	406	426	431	436	440	
6. Income	(555)	(477)	(681)	(690)	(699)	(708)	A
<b>TOTAL NET SURPLUS</b>	(108)	(71)	(255)	(259)	(263)	(268)	

Notes

A Item 6 reflects the income received from season tickets, pay and display car parking and pay by phone parking.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.5	3.5

#### Location and Number of Parking Spaces

	Number of Car Parks	Number of Spaces
(a) Billericay	3	239
(b) Wickford	3	319
(c) Basildon Centre (Disabled Bays)	1	13



## DEVELOPMENT & REGULATION

### TAXI & PRIVATE HIRE LICENSING

This service covers the Council's responsibilities for Hackney Carriage and Private Hire Vehicle licences.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	106	102	104	106	107	108	
2. Transport	57	64	66	68	68	68	
3. Supplies & Services	18	29	29	29	29	28	
4. Management & Administration							
(a) Accommodation Costs	5	5	5	5	5	5	
(b) Operational Administration Costs	26	32	43	43	43	45	
(c) Support Costs	22	22	23	23	23	23	
Less:	234	254	270	274	275	277	
5. Income	(241)	(254)	(260)	(265)	(270)	(275)	A
<b>TOTAL NET COST</b>	(7)	-	10	9	5	2	

#### Notes

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

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.6	2.7
<b>Types of Licences</b>		
No. of Private Hire Vehicle Licences issued	328	324
No. of Operator's Licences	41	41
No. of Hackney Carriage Licences issued	195	187
No. of Drivers currently being licensed	677	677

## DEVELOPMENT & REGULATION

### INDUSTRIAL & COMMERCIAL PREMISES

This service is responsible for the management of Council assets 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
<b>WICKFORD ENTERPRISE CENTRE</b>							
1. Premises	216	215	215	215	215	215	
2. Supplies & Services	-	5	5	5	5	5	
3. Management & Administration (a) Support Costs	30	29	32	32	32	33	
	246	249	252	252	252	253	
Less:							
4. Income							
(a) Rent	(262)	(206)	(206)	(206)	(206)	(206)	A
(b) Other	(11)	(21)	(21)	(21)	(21)	(21)	
<b>NET COST/ (SURPLUS)</b>	(27)	22	25	25	25	26	
<b>SHOPS &amp; OTHER COMMERCIAL PREMISES</b>							
5. Premises	375	166	165	167	168	168	
6. Supplies & Services	245	170	170	170	170	170	
7. Recharge from Other Council Services	-	25	25	25	25	25	B
8. Garages	97	150	150	150	150	150	
9. Freedom House	250	218	213	202	202	202	C
10. Management & Administration (a) Support Costs	122	120	196	198	200	201	
11. Capital Charges	15	739	743	743	743	743	
	1,104	1,588	1,662	1,655	1,658	1,659	
Less:							
12. Income							
(a) Neighbourhood Shops	(2,085)	(1,875)	(1,944)	(1,932)	(1,932)	(1,932)	A
(b) Garages	(1,786)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	
(c) Freedom House	(360)	(421)	(414)	(426)	(426)	(426)	C
(d) Other Commercial Premises	(284)	(315)	(380)	(380)	(380)	(380)	
<b>NET SURPLUS</b>	(3,411)	(2,793)	(2,846)	(2,853)	(2,850)	(2,849)	
<b>TOTAL NET SURPLUS</b>	(3,438)	(2,771)	(2,821)	(2,828)	(2,825)	(2,823)	

Notes:

- A Items 4(a) and 12(a) includes a provision for void properties.
- B Item 7 reflects recharges from Grounds Maintenance and Cleansing services.
- C Items 9 and 12(c) relate to the ongoing costs and income resulting from the acquisition of Freedom House.

### Service Statistics

**This service is responsible for:**

- The management and maintenance of the Enterprise Centre located at Shotgate, Wickford, which has 10 industrial units that are let to private firms.
- Management of 140 shops within local neighbourhood parades, Town Centre Pavilions and other commercial premises such as Freedom House and shops in East Walk.

## DEVELOPMENT & REGULATION

### COUNCIL TAX & BUSINESS RATES COST OF COLLECTION

This service is responsible for the Council's administration and recovery costs for local taxation for both Basildon and Brentwood.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	904	854	1,168	1,180	1,192	1,204	
2. Supplies & Services	358	146	234	233	232	231	
3. Management & Administration							
(a) Accommodation Costs	7	7	46	46	46	47	
(b) Operational Administration Costs	43	46	49	49	50	50	
(c) Support Costs	146	146	297	295	297	300	
(d) Customer Service Centre	507	507	807	812	818	825	
Less:	1,965	1,706	2,601	2,615	2,635	2,657	
4. Income	(954)	(760)	(1,277)	(1,276)	(1,276)	(1,276)	A
5. Cost of Collection Allowance	(244)	(240)	(240)	(240)	(240)	(240)	B
<b>TOTAL NET COST</b>	767	706	1,084	1,099	1,119	1,141	

Notes:

- A Item 4 includes income received from court costs and income received ongoing in respect of Brentwood SLA
- B Item 5 is an allowance towards the cost of collecting Business Rates, 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 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual & agency staff)	25.0	34.4
<b>Council Tax</b>		
Total number of properties	77,837	78,116
Taxable base	59,466	60,135
<b>Business Rates</b>		
Rate Poundage - Small Businesses	46.6p	48.0p
Rate Poundage - Other	47.9p	49.3p
Number of Properties	4,814	4,936
Rateable Value	£195m	£194m
<b>Rating Reliefs - Number of Properties</b>		
Discretionary Relief only	17	11
Mandatory plus Discretionary Relief	20	18
Mandatory Relief only	197	150
Community Amateur Sports Clubs	9	12
	<u>243</u>	<u>191</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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	896	800	1,149	1,161	1,173	1,185	
2. Supplies & Services	471	203	373	370	368	364	
3. Benefit Granted	62,496	61,928	54,265	54,265	54,265	54,265	A
4. Management & Administration							
(a) Accommodation Costs	58	58	45	45	45	46	
(b) Operational Administration Costs	38	41	20	20	21	21	
(c) Support Costs	105	105	215	213	214	216	
(d) Customer Service Centre	458	458	341	343	345	348	
Less:	64,522	63,593	56,408	56,417	56,431	56,445	
5. Benefit Subsidy	(61,502)	(61,453)	(53,672)	(53,672)	(53,672)	(53,672)	A
6. Administration Grant	(1,012)	(928)	(835)	(835)	(835)	(835)	B
7. Income	(1,759)	(1,152)	(2,105)	(2,105)	(2,105)	(2,105)	C
8. Recharge to Other Council Services	(23)	(290)	(8)	(8)	(8)	(8)	D
<b>TOTAL NET COST/(SURPLUS)</b>	226	(230)	(212)	(203)	(189)	(175)	

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.
- 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 income received for work carried out on behalf of Swan Housing and also includes income received ongoing in respect of Brentwood shared services and carrying out reviews on Single Residency.
- D Item 8 reflects the Council's contribution from the Housing Options service for Housing Benefit regarding non-Housing Revenue Account rent rebates.

#### Service Statistics

	Original		Estimate	
	2017/18	2018/19	2018/19	2018/19
<b>Employees</b>				
Full-Time Equivalent (including an allowance for temporary, casual & Agency staff)	23.3	34.4		
<b>Average number/amount of benefits granted/paid per week</b>	<b>Original 2017/18</b>		<b>Estimate 2018/19</b>	
	Benefit	Caseload	Benefit	Caseload
	£		£	
Private Sector Dwellings (including Housing Associations & Registered Social Landlords)	101	6,627	110	5,984
Housing Revenue Account Properties	78	6,513	80	6,051

## DEVELOPMENT & REGULATION

### ELECTORAL EXPENSES

This service is responsible for the compilation and maintenance of the electoral register for the Borough and absent electors voting provisions in accordance with legislative requirements, as well as the conduct of scheduled Basildon Council elections.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	101	70	94	95	95	96	
2. Supplies & Services	549	81	160	159	158	157	A
3. Management & Administration							
(a) Accommodation Costs	3	3	2	2	2	2	
(b) Operational Administration Costs	3	2	14	14	14	14	
(c) Support Costs	27	27	15	15	15	15	
(d) Customer Service Centre	42	42	70	70	71	71	
Less:	725	225	355	355	355	355	
4. Income	(400)	(1)	(2)	(2)	(2)	(2)	
5. Recharge to the Housing Revenue Account	(7)	-	(7)	(7)	(7)	(7)	A
<b>TOTAL NET COST</b>	<b>318</b>	<b>224</b>	<b>346</b>	<b>346</b>	<b>346</b>	<b>346</b>	

Notes:

A Item 2 & 5 reflect a reduction in budget in 2017/18 due to no scheduled elections in 2017.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	3.0

**Estimated Electorate as at Dec 2017 - 137,165**



BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22

# ENVIRONMENT

## ENVIRONMENT

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Refuse Collection & Recycling	4,036	4,338	<b>4,222</b>	4,294	4,320	4,347
2. Street Cleansing	1,586	1,673	<b>1,641</b>	1,669	1,692	1,717
3. Environmental Health	1,264	1,284	<b>1,288</b>	1,295	1,306	1,317
4. Churchyard Burial Grounds & Cemeteries	42	97	<b>100</b>	98	96	94
5. Other Environment	873	847	<b>905</b>	839	850	860
6. Central Stores	-	-	-	-	-	-
7. Transport & Plant	145	180	<b>189</b>	191	193	195
<b>TOTAL NET COST</b>	7,946	8,419	<b>8,345</b>	8,386	8,457	8,530



## 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	3,354	3,412	3,499	3,531	3,564	3,597	A
2. Premises	11	5	5	5	5	5	
3. Transport	1,896	2,074	2,050	2,165	2,176	2,188	A
4. Supplies & Services	927	845	833	827	820	813	
5. Recharge from Other Council Services	126	103	132	132	133	134	B
6. Third Party Payments	562	640	640	640	640	640	C
7. Management & Administration							
(a) Accommodation Costs	21	21	22	22	22	23	
(b) Operational Administration Costs	161	161	122	123	124	125	
(c) Support Costs	275	275	256	245	248	250	
(d) Customer Service Centre	132	132	73	74	74	75	
8. Capital Charges	63	63	63	63	63	63	
Less:	7,528	7,731	7,695	7,827	7,869	7,913	
9. Income	(3,364)	(3,268)	(3,346)	(3,404)	(3,420)	(3,437)	A
10. Recharge to Other Council Services	(31)	(26)	(26)	(26)	(26)	(26)	D
11. Recharge to the Housing Revenue Account	(97)	(99)	(101)	(103)	(103)	(103)	
<b>TOTAL NET COST</b>	4,036	4,338	4,222	4,294	4,320	4,347	

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.
- D Item 10 reflects recharges to various other Council services in respect of Trade Waste collection services provided by the Refuse service.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<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	77,080	77,700
Average number of special collections (removal of bulky items)	9,000	9,000
Total household waste collected (tonnes)	79,346	79,294
Combined recycling and compost target (%)	51.0	51.0

## 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	1,515	1,528	<b>1,541</b>	1,555	1,570	1,584	
2. Premises	8	9	<b>9</b>	9	9	9	
3. Transport	408	451	<b>448</b>	479	484	491	
4. Supplies & Services	59	62	<b>65</b>	66	66	66	
5. Recharge from Other Council Services	89	61	<b>65</b>	65	66	67	A
6. Third Party Payments	79	77	<b>77</b>	77	77	77	
7. Management & Administration							
(a) Operational Administration	59	59	<b>62</b>	62	63	64	
(b) Support Costs	151	151	<b>125</b>	120	121	122	
(c) Customer Service Centre	70	70	<b>59</b>	60	60	61	
8. Capital Charges	2	2	<b>1</b>	1	1	1	
Less:	2,440	2,470	<b>2,452</b>	2,494	2,517	2,542	
9. Income	(266)	(179)	<b>(180)</b>	(182)	(182)	(182)	
10. Recharge to Other Council Services	(377)	(383)	<b>(391)</b>	(399)	(399)	(399)	B
11. Recharge to the Housing Revenue Account	(211)	(235)	<b>(240)</b>	(244)	(244)	(244)	B
<b>TOTAL NET COST</b>	<b>1,586</b>	<b>1,673</b>	<b>1,641</b>	1,669	1,692	1,717	

Notes:

- A Item 5 reflects a charge for the use of Central Stores.
- B Items 10 and 11 reflect services provided to Council owned sites as well as Housing Revenue Account sites within the Borough.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	60.9	60.3

## ENVIRONMENT

### ENVIRONMENTAL HEALTH

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

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	924	924	936	945	954	964	
2. Transport	45	50	49	50	50	51	
3. Supplies & Services	130	137	146	145	144	143	
4. Third Party Payments	10	12	12	12	12	12	
5. Management & Administration							
(a) Accommodation Costs	42	42	24	24	24	24	
(b) Operational Administration Costs	94	88	91	92	93	94	
(c) Support Costs	96	96	90	88	89	90	
(d) Customer Service Centre	71	71	77	77	78	78	
Less:							
6. Income	1,412	1,420	1,425	1,433	1,444	1,456	
	(148)	(136)	(137)	(138)	(138)	(139)	
<b>TOTAL NET COST</b>	<b>1,264</b>	<b>1,284</b>	<b>1,288</b>	<b>1,295</b>	<b>1,306</b>	<b>1,317</b>	

### Service Statistics

	Original 2017/18	Estimate 2018/19
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#### Employees

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

22.1

22.2

#### 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 5,000 requests for service, of which 1,200 will relate to noise;
- receiving notification and investigating where appropriate approximately 170 accidents under health and safety legislation;
- dealing with 130 infectious disease and food poisoning notifications;
- issuing 95 licences for lotteries and amusements;
- assisting in 1,300 calls regarding stray dogs;
- administering 363 premises licenses under the Liquor Licensing Act 2003;
- administering 1,227 personal licenses under the Liquor Licensing Act 2003;
- administering 120 licenses and permits under the Gambling Act 2005;
- administering 42 animal welfare licenses.

## ENVIRONMENT

### CHURCHYARD BURIAL GROUNDS & CEMETERIES

This service covers the maintenance of various closed churchyard burial grounds and cemeteries throughout the Borough.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	237	221	227	229	231	233	
2. Premises	68	46	44	44	44	44	
3. Transport	50	25	25	25	25	25	
4. Supplies & Services	80	66	66	67	67	67	A
5. Recharge from Other Council Services	13	13	14	14	14	14	B
6. Management & Administration							
(a) Operational Administration Costs	50	50	51	51	52	53	
(b) Support Costs	32	32	34	34	34	35	
7. Capital Charges	5	8	9	9	9	9	
Less:	535	461	470	473	476	480	
8. Income	(493)	(364)	(370)	(375)	(380)	(386)	A
<b>TOTAL NET COST</b>	<b>42</b>	<b>97</b>	<b>100</b>	<b>98</b>	<b>96</b>	<b>94</b>	

Notes:

- A Items 4 and 8 reflect that Basildon Council administers burial fees on behalf of Castle Point Borough Council. This agreement commenced on 19 April 2012.
- B Item 5 reflects a charge for the use of Central Stores.

#### Service Statistics

	Original 2016/17	Estimate 2017/18
<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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	65	62	69	70	71	72	
2. Premises	358	380	435	363	363	363	A
3. Transport	7	8	8	8	8	8	
4. Supplies & Services	257	206	194	198	205	212	B
5. Management & Administration							
(a) Accommodation Costs	14	14	14	14	15	15	
(b) Operational Administration Costs	107	107	110	111	112	113	
(c) Support Costs	31	31	15	15	15	15	
(d) Customer Service Centre	27	27	59	59	60	61	
6. Capital Charges	10	12	13	13	13	13	
Less:	876	847	917	851	862	872	
7. Income	(3)	-	(12)	(12)	(12)	(12)	
<b>TOTAL NET COST</b>	873	847	905	839	850	860	

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 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0

### This service is responsible for:

- 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 service is responsible for the provision of Basildon Council's Central Stores service located at Barleylands Depot.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	112	107	<b>114</b>	115	116	117	
2. Premises	1	2	<b>2</b>	2	2	2	
3. Transport	89	68	<b>68</b>	68	69	69	A
4. Supplies & Services	27	19	<b>19</b>	18	18	18	A
5. Management & Administration							
(a) Accommodation Costs	94	94	<b>91</b>	92	93	94	
(b) Operational Administration Costs	10	10	<b>4</b>	5	5	5	
(c) Support Costs	14	14	<b>41</b>	41	41	42	
Less:	347	314	<b>339</b>	341	344	347	
6. Income	(93)	(64)	<b>(64)</b>	(64)	(64)	(64)	A
7. Recharge to Other Council Services	(254)	(250)	<b>(275)</b>	(277)	(280)	(283)	B
<b>TOTAL NET COST</b>	-	-	<b>-</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 Idverde, South Essex Parking Partnership, Riverside Truck Rental Ltd and Morgan Sindall.
- B Item 7 reflects recharges to other Council services (Cleansing, Parks, Churchyards & Cemeteries, Refuse, Recycling, Food & Garden Waste and Stationery) in respect of their use of the Stores service.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.5	3.5

## ENVIRONMENT

### TRANSPORT & PLANT

This service is responsible for managing the vehicle contract provided by Riverside Truck Rental Ltd. Transport costs are charged directly to service budgets.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	27	26	27	27	27	28	
2. Transport	66	40	42	42	42	42	
3. Supplies & Services	1	3	3	3	3	3	
4. Third Party Payments							
(a) Contractor Payments (GF)	1,753	1,772	1,864	2,003	2,003	2,003	A
(b) Contractor Payments (HRA)	27	22	22	22	22	22	A
(c) Taxi Testing	50	62	62	62	62	62	
5. Management & Administration							
(a) Accommodation Costs	114	114	112	113	114	115	
(b) Operational Administration Costs	21	21	22	22	23	23	
(c) Support Costs	13	13	7	7	7	7	
6. Capital Charges	2	2	16	16	16	16	
Less:	2,074	2,075	2,177	2,317	2,319	2,321	
7. Income	(48)	(40)	(40)	(40)	(40)	(40)	B
8. Recharge to Other Council Services	(1,854)	(1,833)	(1,926)	(2,064)	(2,064)	(2,064)	C
9. Recharge to the Housing Revenue Account	(27)	(22)	(22)	(22)	(22)	(22)	C
<b>TOTAL NET COST</b>	145	180	189	191	193	195	

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 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	0.5	0.5





**BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22**

**HOUSING**

## HOUSING

### SUMMARY

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates			
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Housing Options	1,437	1,846	<b>1,924</b>	1,946	1,855	1,868
2. Private Sector Housing	24	250	-	-	-	-
3. Community Safety	239	202	<b>208</b>	179	180	182
<b>TOTAL NET COST</b>	1,700	2,298	<b>2,132</b>	2,125	2,035	2,050

## HOUSING

### HOUSING OPTIONS

This service is responsible for the administration of the Homeless service including the monitoring of expenditure relating to preventing homelessness.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	1,083	942	1,218	1,243	1,152	1,164	
2. Supplies & Services							
(a) Bed & Breakfast Services	7	438	178	178	178	178	A
(b) Grants to Organisations	98	218	141	138	136	134	B
(c) Other - Incentive Schemes	12	20	5	5	5	5	B
(d) Other - General	213	207	209	209	207	205	C
3. Recharge from Other Council Services	28	132	12	12	12	12	D
4. Management & Administration							
(a) Accommodation Costs	50	50	40	40	40	41	
(b) Operational Administration Costs	134	134	118	119	120	121	
(c) Support Costs	133	133	106	104	104	105	
(d) Customer Service Centre	233	233	284	285	288	290	
Less:	1,991	2,507	2,311	2,333	2,242	2,255	
5. Housing Benefit received	(6)	(375)	-	-	-	-	A
6. Income	(299)	(37)	(32)	(32)	(32)	(32)	E
7. Recharge to the Housing Revenue Account	(249)	(249)	(355)	(355)	(355)	(355)	F
<b>TOTAL NET COST</b>	<b>1,437</b>	<b>1,846</b>	<b>1,924</b>	<b>1,946</b>	<b>1,855</b>	<b>1,868</b>	

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 3 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 and costs recovered from individuals for storage of furniture.
- F Item 7 reflects a recharge to the Housing Revenue Account for Rehousing Services.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	28.2	32.6

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)	601	1,287
Permanent lets (Housing Association)	354	432
Temporary lets (Council properties)	252	252
Temporary lets (Housing Association)	12	12
Mutual exchanges	72	95
	1,291	2,078

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 budget 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Grants for Improvement Works	980	670	<b>800</b>	800	800	800	A
Less:	980	670	<b>800</b>	800	800	800	
2. Government Grants	(956)	(420)	<b>(800)</b>	(800)	(800)	(800)	A
<b>TOTAL NET COST</b>	24	250	-	-	-	-	

Notes:

A Item 1 and Item 2 reflect the funding for Disabled Facilities Grants (DFGs), funded by Government Grant.

### Service Statistics

Approximate Number of Disabled Facilities Grant per annum - 130

## 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. External funding received is used to deliver activity and interventions with the aim to reduce crime and anti-social behaviour in the Borough and fund the Basildon SOS Bus.

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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	155	120	118	119	120	122	
2. Transport	2	2	2	2	2	2	
3. Supplies & Services							
(a) Core Services	6	1	36	6	6	6	A
(b) Grant Funded Services	77	-	-	-	-	-	B
4. Management & Administration							
(a) Accommodation Costs	5	5	6	6	6	6	
(b) Operational Administration Costs	28	28	13	13	13	13	
(c) Support Costs	46	46	33	33	33	33	
Less:	319	202	208	179	180	182	
5. Income	(80)	-	-	-	-	-	B
<b>TOTAL NET COST</b>	<b>239</b>	<b>202</b>	<b>208</b>	<b>179</b>	<b>180</b>	<b>182</b>	

Notes:

- A Item 3(a) relates to delivery of the Council's Community Safety and Safeguarding responsibilities.
- B Items 3(b) and 5 relate to external funding that is received from the Essex Police & Crime Commissioner and Public Health to support the work of the Community Safety Partnership.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.8	2.6



**BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22**

**LEISURE**

## LEISURE

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Parks, Open Spaces & Recreation Grounds	3,189	2,987	<b>3,100</b>	3,114	3,131	3,150
2. Country Parks	629	839	<b>790</b>	796	802	809
3. Sporting Village	1,497	1,513	<b>1,799</b>	1,817	1,820	1,823
4. Leisure Facilities & Services	809	780	<b>995</b>	1,008	1,010	1,012
5. Towngate Theatre	746	645	<b>728</b>	709	713	717
6. Catering & Bar	72	20	<b>7</b>	4	6	8
<b>TOTAL NET COST</b>	6,942	6,784	<b>7,419</b>	7,448	7,482	7,519



## LEISURE

### PARKS, OPEN SPACES & RECREATION GROUNDS

This service is responsible for 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	825	764	777	784	792	800	
2. Premises	498	466	478	480	480	480	
3. Transport	147	158	160	167	171	176	
4. Supplies & Services	310	314	351	356	359	363	
5. Recharge from Other Council Services	55	55	59	59	60	61	A
6. Third Party Payments	1,613	1,498	1,591	1,591	1,591	1,591	B
7. Management & Administration							
(a) Accommodation Costs	18	18	18	18	18	18	
(b) Operational Administration Costs	136	136	149	150	151	153	
(c) Support Costs	169	169	189	187	189	190	
(d) Customer Service Centre	96	96	-	-	-	-	
8. Capital Charges	105	104	115	111	111	111	
Less:	3,972	3,778	3,887	3,903	3,922	3,943	
9. Income	(433)	(434)	(428)	(430)	(432)	(434)	C
10. Recharge to Other Council Services	(5)	(5)	(5)	(5)	(5)	(5)	D
11. Recharge to the Housing Revenue Account	(345)	(352)	(354)	(354)	(354)	(354)	D
<b>TOTAL NET COST</b>	<b>3,189</b>	<b>2,987</b>	<b>3,100</b>	<b>3,114</b>	<b>3,131</b>	<b>3,150</b>	

Notes:

- A Item 5 reflects recharges for works carried out by Street Cleansing services and a recharge from the Central Stores service.
- B Item 6 includes the contractor payments to Idverde relating to the grounds maintenance, shrub pruning and grass cutting.
- C Item 9 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 10 and 11 reflects recharges to other Council services in respect of Grounds Maintenance works. This also includes recharges made to the Housing Revenue Account.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	26.6	26.6

#### Sports Facilities

	Allotments	Area (Hectares)
Football Pitches	45	2
Junior Football	6	2
Netball/Tennis Courts	7	2
Cricket Pitches	8	3
Bowling Greens	6	1
Fishing Lakes	5	10
Artificial Cricket Strips	4	
Golf - Novelty	2	

## LEISURE

### COUNTRY PARKS

This service is responsible for the management of Council owned Country Parks and associated buildings including The Wat Tyler Centre, Green Centre and community buildings at The Wick Country Park and Norsey Wood. This service also manages leases including for the Royal Society for the Protection of Birds (RSPB) and the Marina.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	482	529	545	550	555	561	
2. Premises	403	196	201	202	204	204	
3. Transport	23	35	34	35	35	36	
4. Supplies & Services	100	112	108	111	113	115	
5. Management & Administration							
(a) Operational Administration Costs	39	38	30	30	30	30	
(b) Support Costs	122	122	151	151	152	154	
6. Capital Charges	155	126	75	75	75	75	
Less:	1,324	1,158	1,144	1,154	1,164	1,175	
7. Income	(684)	(308)	(343)	(347)	(351)	(355)	
8. Recharge to Other Council Services	(11)	(11)	(11)	(11)	(11)	(11)	A
<b>TOTAL NET COST</b>	629	839	790	796	802	809	

Notes:

A Item 8 reflects the recharge in respect of rent and electricity for the Wat Tyler Café included in the catering service budget.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.7	15.5

### Country Parks

Wat Tyler (Pitsea), including the Heritage Centre  
The Wick (Wickford)  
Queen's Park (Billericay)

### Nature Reserves

There are currently 9 nature reserves within the Borough including Norsey Wood and Mill Meadows.

### Key Partnerships

The Royal Society for the Protection of Birds (RSPB)  
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 Sporting Village 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Contractor Payments	132	161	165	169	169	169	
2. Contract Provision for Lifecycle Costs	520	510	548	562	564	566	A
3. Management & Administration							
(a) Operational Administration Costs	32	29	35	35	35	36	
(b) Support Costs	13	13	7	7	8	8	
4. Capital Charges	800	800	1,044	1,044	1,044	1,044	
<b>TOTAL NET COST</b>	1,497	1,513	1,799	1,817	1,820	1,823	

Notes:

A Item 2 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 home to 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;
- athletics grandstand for 750 spectators;
- floodlit netball courts;

#### Service Outcomes

- 1,364,000 visits per year

For more information visit: [www.everyoneactive.com/centre/basildon-sporting-village](http://www.everyoneactive.com/centre/basildon-sporting-village)

## LEISURE

### LEISURE FACILITIES & SERVICES

This service is responsible for the Leisure facilities provided within the Borough including the Golf Course, 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	46	-	-	-	-	-	A
2. Premises	110	1	1	1	1	1	
3. Supplies & Services	35	28	28	28	28	28	
4. Third Party Payments	420	464	462	474	475	475	B
5. Management & Administration							
(a) Operational Administration Costs	61	56	56	56	57	58	
(b) Support Costs	25	25	22	23	23	24	
6. Capital Charges	225	212	431	431	431	431	
Less:	922	786	1,000	1,013	1,015	1,017	
7. Income	(43)	(6)	(5)	(5)	(5)	(5)	A
8. Joint Use Recharges	(70)	-	-	-	-	-	A
<b>TOTAL NET COST</b>	<b>809</b>	<b>780</b>	<b>995</b>	<b>1,008</b>	<b>1,010</b>	<b>1,012</b>	

Notes:

- A Items 1, 7 and 8 reflect the employees costs, income from grants and services provided, and recharges made to South Essex College, associated with Basildon Sports Centre, which closed on 30th September 2016.
- B Item 4 reflects the payments made to Sports and Leisure Management Ltd under the Leisure Contract.

### Service Statistics

#### Swimming Pools leased to First Strokes

Billericay

#### Sports and Leisure Management Ltd (SLM) managed sites

Eversley Leisure Centre  
Wickford Swimming Pool

#### Service Outcomes

- 350,000 visits at Eversley Leisure Centre and Wickford Swim & Fitness Centre per year

## LEISURE

### TOWNGATE THEATRE

This service is responsible for the provision of professional shows, community activities and the production of the Christmas pantomime.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	390	513	543	548	553	558	
2. Premises	212	136	140	143	145	147	
3. Transport	2	3	1	1	1	1	
4. Supplies & Services	901	768	804	815	815	815	
5. Management & Administration							
(a) Operational Administration Costs	38	36	24	24	25	25	
(b) Support Costs	105	105	166	165	166	168	
6. Capital Charges	335	365	372	350	350	350	
Less:	1,983	1,926	2,050	2,046	2,055	2,064	
7. Income	(1,204)	(1,248)	(1,289)	(1,304)	(1,309)	(1,314)	
8. Recharge to Other Council Services	(33)	(33)	(33)	(33)	(33)	(33)	A
<b>TOTAL NET COST</b>	746	645	728	709	713	717	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 increased both operational income and expenditure resulting in a reduced total net cost.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.7	16.2

#### Service Outcomes

- 28,000 ticket sales for professional shows
- 29,000 ticket sales for community shows
- 28,000 ticket sales for the annual pantomime

## LEISURE

### CATERING & BAR

This service is responsible for 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	174	136	142	143	145	146	
2. Supplies & Services	142	147	156	162	162	162	
3. Recharge from Other Council Services	44	44	44	44	44	44	A
4. Management & Administration							
(a) Operational Administration Costs	24	22	9	9	9	10	
(b) Support Costs	26	26	20	20	20	20	
Less:	410	375	371	378	380	382	
5. Income	(338)	(355)	(364)	(374)	(374)	(374)	
<b>TOTAL NET COST</b>	72	20	7	4	6	8	

Notes:

A Item 3 reflects recharges from the Towngate Theatre and Wat Tyler Centre in respect of electricity and rent.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.1	6.1

### Service Outcomes

- 55,000 transactions are generated from the Towngate Theatre per year

BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22

**REGENERATION &  
PARTNERSHIPS**

## REGENERATION & PARTNERSHIPS

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Planning Policy, Housing & Regeneration Strategy	750	472	1,263	812	708	714
2. Development & Investment	100	202	231	233	236	239
3. Economic Development	709	327	538	380	384	388
4. Basildon Town Centre	237	228	206	208	207	206
5. Regeneration Delivery	1,356	1,543	958	905	913	923
<b>TOTAL NET COST</b>	3,152	2,772	3,196	2,538	2,448	2,470



## REGENERATION & PARTNERSHIPS

### PLANNING POLICY, HOUSING AND REGENERATION STRATEGY

This service 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	448	408	434	439	444	448	
2. Transport	1	2	2	2	2	2	
3. Supplies & Services	70	26	27	27	27	27	
4. Planning Policy and Local Plan	249	9	709	254	144	144	A
5. Management & Administration							
(a) Accommodation Costs	-	-	9	9	9	10	
(b) Operational Administration Costs	7	7	32	32	32	32	
(c) Support Costs	58	58	92	91	92	93	
(d) Customer Services	-	-	1	1	1	1	
Less:	833	510	1,306	855	751	757	
6. Recharge to Other Council Services	(40)	-	-	-	-	-	
7. Recharge to the Housing Revenue Account	(43)	(38)	(43)	(43)	(43)	(43)	
<b>TOTAL NET COST</b>	<b>750</b>	<b>472</b>	<b>1,263</b>	<b>812</b>	<b>708</b>	<b>714</b>	

Notes:

- A Item 4 reflects the anticipated costs relating to the development of the Local Plan. The Local Plan investment of £1.5m was established in 2009, and then supplemented in subsequent years to meet the required increase in cost of delivery.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
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#### Employees

Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	9.0	9.0
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#### 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;
- delivery of statutory Neighbourhood Planning and Strategic Planning functions for the Local Planning Authority.

## REGENERATION & PARTNERSHIPS

### DEVELOPMENT & INVESTMENT

This service provides support for the delivery of the New Homes Programme and the regeneration of the Craylands & Fryerns estates in partnership with Swan Housing.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	166	170	175	176	178	180	
2. Transport	2	2	2	2	2	2	
3. Supplies & Services	23	3	7	7	8	8	
4. Management & Administration							
(a) Accommodation Costs	13	13	4	4	4	4	
(b) Operational Administration Costs	17	17	-	-	-	-	
(c) Support Costs	47	47	93	94	94	95	
Less:	268	252	281	283	286	289	
5. Income	(111)	(50)	(50)	(50)	(50)	(50)	A
6. Recharge to the Housing Revenue Account	(57)	-	-	-	-	-	
<b>TOTAL NET COST</b>	100	202	231	233	236	239	

Notes:

A Item 5 relates to external income received relating to housing regeneration projects from Swan Housing.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.0	4.0

## REGENERATION & PARTNERSHIPS

### ECONOMIC DEVELOPMENT

The Economic Development service 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, promoting the Borough and attracting external income to the Council.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	276	195	234	237	239	242	
2. Transport	2	2	2	2	2	2	
3. Supplies & Services	371	29	189	28	28	28	A
4. Third Party Payments	3	14	14	14	14	14	
5. Management & Administration							
(a) Accommodation Costs	8	8	6	6	6	6	
(b) Operational Administration Costs	38	38	56	56	57	58	
(c) Support Costs	66	66	62	62	63	63	
Less:	764	352	563	405	409	413	
6. Income	(55)	(25)	(25)	(25)	(25)	(25)	A
<b>TOTAL NET COST</b>	709	327	538	380	384	388	

Notes:

- A Items 3 and 6 include income and expenditure for grant funding received from EU Partnerships in respect of Euro-Asia Sustainable Towns (EAST) partnership project.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.0	4.4

## 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Premises	183	176	182	185	185	185	
2. Supplies & Services	29	29	15	16	16	15	
3. Management & Administration							
(a) Operational Administration Costs	36	33	24	24	24	25	
(b) Support Costs	12	12	3	3	3	3	
4. Capital Charges	39	37	39	39	39	39	
Less:	299	287	263	267	267	267	
5. Income	(62)	(59)	(57)	(59)	(60)	(61)	A
<b>TOTAL NET COST</b>	<b>237</b>	<b>228</b>	<b>206</b>	<b>208</b>	<b>207</b>	<b>206</b>	

Notes:

A Item 5 reflects income from hire of pitch fees and leasing of shops.

## REGENERATION & PARTNERSHIPS

### REGENERATION DELIVERY

This service consists of 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	525	274	385	389	393	398	A
2. Supplies & Services	470	760	300	240	240	240	B
3. Management & Administration							
(a) Accommodation Costs	14	14	8	8	8	8	
(b) Operational Administration Costs	134	134	103	104	105	106	
(c) Support Costs	362	361	325	327	330	334	
Less:	1,505	1,543	1,121	1,068	1,076	1,086	
4. Income	(149)	-	(163)	(163)	(163)	(163)	A
<b>TOTAL NET COST</b>	<b>1,356</b>	<b>1,543</b>	<b>958</b>	<b>905</b>	<b>913</b>	<b>923</b>	

Notes:

- A In 2016/17, items 1 and 4 include the contribution received from Barratt Wilson Bowden towards the Basildon Town Centre regeneration project. In future years, item 4 includes income from Sempra Homes.
- B Item 2 includes investment items in 2017/18 for borough wide broadband and additional contributions to regeneration projects if required.

#### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	5.0	7.6



BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22

**CORPORATE &  
CENTRAL**

## CORPORATE & CENTRAL

### SUMMARY

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates			2021/22 £'000
			2018/19 £'000	2019/20 £'000	2020/21 £'000	
1. Democratic Representation	966	969	<b>954</b>	958	963	968
2. General Administration & Corporate Core	2,840	3,633	<b>2,291</b>	1,251	279	301
3. Emergency Planning & Business Continuity	132	141	<b>141</b>	142	143	144
4. Central Expenses	242	1,365	<b>1,332</b>	1,332	1,332	1,332
5. Corporate Staffing	2,502	5,487	<b>893</b>	899	2,776	2,791
6. Insurance Pool	(1,391)	-	-	-	-	-
7. Capital Financing	(1,873)	(2,440)	<b>(2,784)</b>	(2,729)	(2,666)	(2,589)
8. Commercial Development	244	1,900	-	-	-	-
9. Other Corporate Expenses	1,389	807	<b>819</b>	619	616	614
10. Sempra Homes	-	-	<b>278</b>	(1,563)	(1,286)	(1,432)
11. Commercial Asset Acquisition	-	-	<b>(300)</b>	(600)	(750)	(750)
<b>TOTAL NET COST</b>	5,051	11,862	<b>3,624</b>	309	1,407	1,379



## CORPORATE & CENTRAL

### DEMOCRATIC REPRESENTATION

This budget 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	19	21	21	21	21	21	
2. Premises	2	3	3	3	3	3	
3. Members' Allowances & Training	397	394	383	381	380	378	
4. Supplies & Services	56	44	43	44	43	43	
5. Management & Administration							
(a) Accommodation Costs	137	137	-	-	-	-	
(b) Operational Administration Costs	384	398	517	521	526	531	
(c) Support Costs	187	186	201	202	204	206	
Less:	1,182	1,183	1,168	1,172	1,177	1,182	
6. Recharge to the Housing Revenue Account	(216)	(214)	(214)	(214)	(214)	(214)	
<b>TOTAL NET COST</b>	966	969	954	958	963	968	

### Service Statistics

	Estimate 2017/18	Estimate 2018/19
Number of Councillors	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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Central Provision for Salaries Changes	458	1,302	916	1,032	1,610	2,137	A
2. Central Provision for Legislative Changes	-	775	500	500	500	500	
3. Supplies & Services	369	273	(24)	(25)	(27)	(27)	
4. Management & Administration							
(a) Accommodation Costs	9	9	4	5	5	5	
(b) Operational Administration Costs	491	491	558	563	569	575	
(c) Support Costs	1,786	1,696	1,250	1,258	1,269	1,280	
(d) Customer Service Centre	173	173	205	206	208	210	
(e) Other	519	(283)	(48)	(42)	(65)	(96)	
5. Efficiency Savings	-	-	-	(1,476)	(3,020)	(3,513)	
Less:	3,805	4,436	3,361	2,021	1,049	1,071	
6. Income	(954)	(792)	(650)	(350)	(350)	(350)	
7. Recharge to the Housing Revenue Account	(11)	(11)	(420)	(420)	(420)	(420)	
<b>TOTAL NET COST/(SURPLUS)</b>	2,840	3,633	2,291	1,251	279	301	

Notes:

A Item 1 includes provisions for salary related expenditure such as pay award, increments, and performance related pay.

## 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	128	125	127	128	129	130	
2. Transport	3	4	4	4	4	4	
3. Supplies & Services	8	19	19	19	19	19	
4. Management & Administration							
(a) Accommodation Costs	6	6	11	11	11	11	
(b) Operational Administration Costs	5	5	5	5	5	5	
(c) Support Costs	17	17	10	10	10	10	
Less:	167	176	176	177	178	179	
5. Recharge to the Housing Revenue Account	(35)	(35)	(35)	(35)	(35)	(35)	
<b>TOTAL NET COST</b>	132	141	141	142	143	144	

### Service Statistics

	Estimate 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0

## CORPORATE & CENTRAL

### CENTRAL EXPENSES

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

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Bank Charges	129	95	107	107	107	107	
2. External Audit Fees	93	96	96	96	96	96	A
3. Repairs & Maintenance	5	915	898	898	898	898	B
4. Postages	-	162	162	162	162	162	C
5. Printing & Photocopying	53	112	112	112	112	112	D
6. Furniture	6	20	14	14	14	14	D
7. Stationery	18	22	8	8	8	8	D
8. Mobile Phones	34	26	28	28	28	28	D
9. Recharge from Other Council Services	25	25	28	28	28	28	E
10. Management & Administration							
(a) Operational Administration Costs	1	1	4	4	4	4	
(b) Support Costs	25	25	9	9	9	9	
Less:	389	1,499	1,466	1,466	1,466	1,466	
11. Recharge to the Housing Revenue Account	(147)	(134)	(134)	(134)	(134)	(134)	
<b>TOTAL NET COST</b>	<b>242</b>	<b>1,365</b>	<b>1,332</b>	<b>1,332</b>	<b>1,332</b>	<b>1,332</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.
- B Item 3 reflects the centralisation of the Repairs & Maintenance budget; this budget is allocated out with actual expenditure each year to individual services where the costs are incurred.
- C Item 4 reflects the centralisation of the postages budget and includes Hybrid Mail. The budget is allocated out with actual expenditure each year to individual services where the costs are incurred.
- D Items 5 to 8 reflect a number of central budgets previously held within other service budgets.
- E Item 9 reflects a charge to Stationery costs for the use of the Central Stores service.

## CORPORATE & CENTRAL

### CORPORATE STAFFING

This budget includes a range of staff related costs including the pension provision.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Corporate Pension Contributions	3,096	7,824	450	464	3,357	3,380	A
2. Corporate Training Expenses	233	288	288	288	288	288	B
3. Recruitment & Welfare	61	110	90	90	90	91	B
4. Staff Car Parking	138	155	155	155	155	155	C
5. Apprentices & Graduate Trainee Programme	270	266	280	282	283	283	D
6. Management & Administration							
(a) Support Costs	57	57	49	48	49	49	
(b) Customer Service Centre	8	8	-	-	-	-	
Less:	3,863	8,708	1,312	1,327	4,222	4,246	
7. Income	(13)	-	-	-	-	-	
8. Recharge to the Housing Revenue Account	(1,348)	(3,221)	(419)	(428)	(1,446)	(1,455)	E
<b>TOTAL NET COST</b>	<b>2,502</b>	<b>5,487</b>	<b>893</b>	<b>899</b>	<b>2,776</b>	<b>2,791</b>	

Notes:

- A Item 1 provides figures that allow for the impact of the outcome of the 2016 actuarial review. A single deficit payment of £7.06 million, covering the three years to 31 March 2020, was made in April 2017, resulting in a saving of approximately a £0.5 million over the three years compared to alternative payment profiles. The charge to the General Fund balance of this payment will be managed through the contingency reserve such that the charge will effectively be one third of the payment in each year.
- 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 staffing costs of the Council's Apprentice and Graduate Trainee programme, and the cost of Apprenticeship Levy from 2018/19.
- E Item 8 reflects the recharge to the Housing Revenue Account in respect of pension related expenses, training expenses and staff car parking.

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	8.5	8.0

## 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. Insurance costs are recharged to other Council services.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	162	165	132	133	135	136	
2. Premiums Payable	1,478	1,624	1,770	2,026	2,341	2,693	A
3. Gross Claims	804	800	229	229	229	229	
4. Supplies & Services	10	14	24	14	14	14	
5. Management & Administration							
(a) Accommodation Costs	7	7	7	7	7	7	
(b) Operational Recharges	3	8	8	8	8	8	
(c) Support Costs	27	27	27	27	27	27	
Less:	2,491	2,645	2,197	2,444	2,761	3,114	
6. Charges to Other Council Services	(3,296)	(1,997)	(1,528)	(1,744)	(2,016)	(2,340)	B
7. External Charges							
(a) Premiums	(561)	(623)	(644)	(675)	(720)	(749)	
(b) Castle Point Borough Council	(25)	(25)	(25)	(25)	(25)	(25)	
<b>TOTAL NET SURPLUS</b>	(1,391)	-	-	-	-	-	

Notes:

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

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.6	3.5

## 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
<b>TREASURY MANAGEMENT ACTIVITIES</b>							
1. Traditional Borrowing	10,181	10,122	8,863	8,547	8,297	8,122	A
2. Less: Investment Income	(420)	(174)	(131)	(98)	(82)	(44)	A
Net Borrowing	9,761	9,948	8,732	8,449	8,215	8,078	
3. Conventional Debt Repayment	1,116	340	654	693	732	773	B
4. Other Interest Payable	659	21	32	31	29	28	C
	11,536	10,309	9,418	9,173	8,976	8,879	
Less Recharges to:							
5. Housing Revenue Account	(10,032)	(9,572)	(8,803)	(8,489)	(8,240)	(8,066)	D
Net Treasury Management	1,504	737	615	684	736	813	
<b>ASSET MANAGEMENT ACTIVITIES</b>							
6. Direct Revenue Financing of Assets							
- Special Repairs & Maintenance	368	160	-	-	-	-	
- Investment Items	-	-	140	-	-	-	
Net Asset Management	368	160	140	-	-	-	
<b>CAPITAL CHARGES TO SERVICES</b>							
7. Depreciation on Council assets	(3,717)	(3,087)	(3,539)	(3,413)	(3,402)	(3,402)	E
8. Deferred charges	(28)	(250)	-	-	-	-	E
Net Capital Charges	(3,745)	(3,337)	(3,539)	(3,413)	(3,402)	(3,402)	
<b>TOTAL NET SURPLUS</b>	<b>(1,873)</b>	<b>(2,440)</b>	<b>(2,784)</b>	<b>(2,729)</b>	<b>(2,666)</b>	<b>(2,589)</b>	

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 4 refers mainly to interest payable on internal ring-fenced accounts such as the Housing Revenue Account.
- D Item 5 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 7 & 8 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 2016/17	Original 2017/18	Estimate 2018/19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22
<b>Capital Financing Requirement</b>	£m	£m	£m	£m	£m	£m
HRA	206.2	205.5	205.1	205.1	205.0	204.9
Non Housing	37.1	32.9	42.4	41.7	41.1	40.4
	243.3	238.4	247.5	246.8	246.1	245.3
<b>Average rates of interest:</b>	%	%	%	%	%	%
Borrowing Rate	5.16	4.91	4.33	4.26	4.17	4.10
Investment Return	0.44	0.30	0.40	0.80	1.00	1.00

## CORPORATE & CENTRAL

### COMMERCIAL DEVELOPMENT

The Commercial Team was established in 2016/17 and focuses on developing a commercial strategy and portfolio to increase income, share costs and develop innovative ways of delivering council services.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	130	125	157	158	160	161	
2. Supplies & Services	114	1,775	98	97	96	95	
3. Management and Administration							
(a) Accommodation Costs	-	-	6	6	6	6	
(b) Support Costs & Recharges	-	-	92	93	94	95	
(c) Operational Administration Costs	-	-	52	53	53	54	
Less:	244	1,900	405	407	409	411	
4. Efficiency Savings	-	-	(405)	(407)	(409)	(411)	
<b>TOTAL NET COST</b>	244	1,900	-	-	-	-	

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	3.0



## CORPORATE & CENTRAL

### OTHER CORPORATE EXPENSES

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Supplies & Services							
(a) Essex On-Line Partnership	5	5	5	5	5	5	A
(b) IT Initiatives	778	211	147	145	143	141	B
(c) Community Engagement Programme	30	-	-	-	-	-	
(d) CCTV	64	51	106	51	50	50	
(e) Investment Projects	125	70	143	-	-	-	
(f) Contribution to Partnerships	16	10	10	10	10	10	C
(g) Other	62	65	65	65	65	65	D
(h) Contribution to HRA	346	356	365	365	365	365	E
2. Management & Administration							
(a) Accommodation Costs	8	8	-	-	-	-	
(b) Operational Administration Costs	38	38	-	-	-	-	
(c) Support Costs	41	41	26	26	26	26	
3. Capital Charges	32	-	-	-	-	-	
Less:	1,545	855	867	667	664	662	
4. Income	(38)	-	-	-	-	-	
5. Recharge to the Housing Revenue Account	(118)	(48)	(48)	(48)	(48)	(48)	B
<b>TOTAL NET COST</b>	<b>1,389</b>	<b>807</b>	<b>819</b>	<b>619</b>	<b>616</b>	<b>614</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 Item 1(f) relates to Basildon Renaissance Partnership.
- D Item 1(g) includes a general provision for sundry debtor write offs.
- E Item 1(h) relates to a General Fund contribution to the HRA in respect of amenity maintenance and the Anti Social Behaviour Team.

## CORPORATE & CENTRAL

### SEMPRA HOMES

Cost and income associated with the Council's Wholly Owned Subsidiary Company – Sempra Homes. These budgets show the impact on the General Fund of the cost and benefits of the activities carried out by the Company.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Capital Charges	-	-	900	1,652	2,063	2,391	
Less:	-	-	900	1,652	2,063	2,391	
2. Investment Income	-	-	(362)	(2,455)	(1,831)	(1,884)	
3. Interest	-	-	-	(495)	(1,248)	(1,664)	
4. Recharges to Sempra	-	-	(260)	(265)	(270)	(275)	
<b>TOTAL NET COST</b>	-	-	278	(1,563)	(1,286)	(1,432)	

## CORPORATE & CENTRAL

### COMMERCIAL ASSET ACQUISITION

Costs and income associated with the purchase and management of commercial assets for the purpose of deriving an overall benefit for the General Fund.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Supplies & Services	-	-	75	150	188	188	
2. Capital Charges	-	-	435	870	1,087	1,087	
Less:	-	-	510	1,020	1,275	1,275	
3. Income	-	-	(810)	(1,620)	(2,025)	(2,025)	
<b>TOTAL NET COST</b>	-	-	<b>(300)</b>	(600)	(750)	(750)	



BUDGET 2018/19  
AND THREE YEAR FORWARD  
FINANCIAL FORECAST TO 2021/22

**MANAGEMENT &  
ADMINISTRATION**

## MANAGEMENT & ADMINISTRATION

### SUMMARY

Item	Actual	Original Budget	Estimates			
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
1. Management & Administration Support	15,822	15,303	<b>13,710</b>	13,721	13,827	13,928
2. Customer Service Centre	2,767	2,483	<b>2,389</b>	2,355	2,373	2,394
3. Office Accommodation	2,254	1,874	<b>1,816</b>	1,829	1,830	1,841
	20,843	19,660	<b>17,915</b>	17,905	18,030	18,163
Less:						
4. Income	(779)	(889)	<b>(880)</b>	(881)	(882)	(882)
5. Recharge to Other Council Services	(15,984)	(15,417)	<b>(13,856)</b>	(13,891)	(13,993)	(14,100)
6. Recharge to Sempra	(71)	-	<b>(49)</b>	(49)	(49)	(49)
7. Recharge to the Housing Revenue Account	(4,009)	(3,354)	<b>(3,130)</b>	(3,084)	(3,106)	(3,132)
<b>TOTAL NET COST</b>	-	-	<b>-</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 budget represents the salaries and associated costs relating to Council Management & Administration services which are subsequently charged direct to Services.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	9,665	9,580	9,120	9,220	9,322	9,424	
2. Supplies & Services	6,157	5,723	4,590	4,501	4,505	4,504	
Less:	15,822	15,303	13,710	13,721	13,827	13,928	
3. Income	(417)	(142)	(124)	(125)	(125)	(125)	
4. Recharge to Other Council Services	(11,968)	(12,318)	(10,919)	(10,930)	(11,015)	(11,094)	
5. Recharge to the Housing Revenue Account	(3,366)	(2,843)	(2,618)	(2,617)	(2,638)	(2,660)	
6. Recharges to Sempra	(71)	-	(49)	(49)	(49)	(49)	
<b>TOTAL NET COST</b>	-	-	-	-	-	-	

### Service Statistics

	Original 2017/18		Estimate 2018/19	
	F.T.E.*	£'000	F.T.E.*	£'000
Employees				
Corporate Support	63.5	2,847	54.6	2,551
Customer Services (Excluding Customer Service Centre)	34.3	1,431	31.6	1,462
Executive Corporate Support	14.6	435	13.9	451
Executive Team	5.7	817	3.0	551
Housing Services	6.2	339	6.2	366
Place Shaping & Futures	25.1	1,155	26.5	1,156
Resourcing	49.0	2,006	46.8	2,021
Street Scene & Leisure	13.2	550	13.9	562
	211.6	9,580	196.5	9,120

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

## MANAGEMENT & ADMINISTRATION

### CUSTOMER SERVICE CENTRE

This budget 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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	1,832	1,608	1,813	1,781	1,799	1,817	
2. Supplies & Services	158	165	169	170	168	167	
3. Management & Administration							
(a) Accommodation Costs	154	154	109	111	110	112	
(b) Operational Administration Costs	74	74	78	79	80	81	
(c) Support Costs	267	267	215	209	211	212	
(d) Customer Service Centre	274	215	5	5	5	5	
4. Capital Charges	8	-	-	-	-	-	
	2,767	2,483	2,389	2,355	2,373	2,394	
Less:							
5. Recharge to Other Council Services	(2,327)	(2,185)	(2,049)	(2,062)	(2,078)	(2,096)	
6. Recharge to the Housing Revenue Account	(440)	(298)	(340)	(293)	(295)	(298)	
<b>TOTAL NET COST</b>	-	-	-	-	-	-	

### Service Statistics

	Original 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	76.1	64.0

### The service is responsible for:

- handling all entry level enquiries to the Council via telephone through the golden telephony number for Council Tax, Housing Benefits, Housing Repairs, Housing Allocations, Streetcare, Planning, Environmental Health, Payments, Complaints and Compliments and Councillor enquiries;
- responding to all entry level emails received to the Council in relation to the services mentioned above, equates to in excess of 3,000 per month;
- handling upwards of 32,000 telephony enquiries per month;
- handling enquiries to the Council face-to-face for Council Tax, Housing Benefits, Housing Advice and Assessments, Homelessness and Payments;
- handling upwards of 6,000 face to face transactions per month;
- processing in excess of 30,000 inbound and outbound white mail correspondence for the Council 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 Council.



## MANAGEMENT & ADMINISTRATION

### OFFICE ACCOMMODATION

This budget relates to the Basildon Centre and Barleylands Depot.

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
1. Employees	483	457	461	465	469	474	
2. Premises	1,188	829	959	968	974	979	
3. Transport	5	5	5	5	5	5	
4. Supplies & Services	106	80	89	89	89	89	
5. Management & Administration							
(a) Operational Administration Costs	40	40	17	18	18	18	
(b) Support Costs	125	125	131	130	131	132	
6. Capital Charges	307	338	154	154	144	144	
Less:	2,254	1,874	1,816	1,829	1,830	1,841	
7. Income	(362)	(747)	(756)	(756)	(757)	(757)	A
8. Recharge to Other Council Services	(1,689)	(914)	(888)	(899)	(900)	(910)	
9. Recharge to the Housing Revenue Account	(203)	(213)	(172)	(174)	(173)	(174)	
<b>TOTAL NET COST</b>	-	-	-	-	-	-	

Notes:

A Item 7 reflects an increase in income due to rent from Department for Work & Pensions (DWP) for occupancy in the Basildon Centre.

### Service Statistics

	Estimate 2017/18	Estimate 2018/19
<b>Employees</b>		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	16.7	15.8



BUDGET 2018/19  
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**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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
<b>EXPENDITURE</b>							
1. Management	13,409	16,668	<b>13,492</b>	13,679	14,863	15,114	
2. Repairs	9,217	10,704	<b>11,130</b>	11,755	11,755	11,755	
3. Debt Management Expenses	64	86	<b>86</b>	87	87	87	
4. Depreciation	12,514	11,663	<b>13,100</b>	13,100	13,100	13,100	
5. Other Expenses	735	250	<b>655</b>	660	665	665	
	35,939	39,371	<b>38,463</b>	39,281	40,470	40,721	
<b>RESOURCES</b>							
6. Rent Income	(49,546)	(48,158)	<b>(47,492)</b>	(46,401)	(47,218)	(48,173)	
7. Charges for Services and Facilities	(4,707)	(4,096)	<b>(4,207)</b>	(4,329)	(4,389)	(4,389)	
8. General Fund Contribution	(464)	(420)	<b>(421)</b>	(421)	(421)	(421)	
	(54,717)	(52,674)	<b>(52,120)</b>	(51,151)	(52,028)	(52,983)	
<b>NET COST OF SERVICES</b>	(18,778)	(13,303)	<b>(13,657)</b>	(11,870)	(11,558)	(12,262)	
9. Net Interest	9,942	9,600	<b>8,670</b>	8,354	8,105	7,931	
10. Other Capital Financing Costs	175	54	<b>46</b>	47	47	47	
11. (Surplus)/Deficit for the year	(8,661)	(3,649)	<b>(4,941)</b>	(3,469)	(3,406)	(4,284)	
12. Revenue Contribution to Capital Outlay	642	3,010	<b>6,300</b>	6,300	6,300	6,300	
<b>TOTAL NET COST/(SURPLUS)</b>	(8,019)	(639)	<b>1,359</b>	2,831	2,894	2,016	

### Balances

<b>Opening Balances</b>							
HRA	8,798	4,000	<b>4,000</b>	4,000	4,000	4,000	
Asset Management Reserve	10,793	19,516	<b>20,579</b>	19,220	16,389	13,495	
Treasury Management Reserve	600	600	<b>600</b>	600	600	600	
<b>Total HRA Reserves</b>	20,191	24,116	<b>25,179</b>	23,820	20,989	18,095	
<b>Closing Balances</b>							
HRA	4,760	4,000	<b>4,000</b>	4,000	4,000	4,000	
Asset Management Reserve	22,850	20,155	<b>19,220</b>	16,389	13,495	11,479	
Treasury Management Reserve	600	600	<b>600</b>	600	600	600	
<b>Total HRA Reserves</b>	28,210	24,755	<b>23,820</b>	20,989	18,095	16,079	

### Service Statistics

	Actual 2016/17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22
Number of dwellings						
Average for year	10,844	10,697	10,648	10,588	10,528	10,468
Average Rent per dwelling per week	£86.81	£86.82	£86.16	£85.30	£87.86	£90.50

## HOUSING REVENUE ACCOUNT

### FURTHER ANALYSIS

Item	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
<b>INCOME</b>							
<b>RENTS &amp; SERVICE CHARGES</b>							
1. Rents - Dwellings	(49,544)	(48,158)	<b>(47,492)</b>	(46,401)	(47,218)	(48,173)	
2. Service Charges - Leaseholders	(1,194)	(1,227)	<b>(1,310)</b>	(1,376)	(1,281)	(1,289)	
3. Service Charges - Cleaning	(197)	(220)	<b>(222)</b>	(224)	(235)	(235)	
4. Service Charges - Block Lighting	(77)	(80)	<b>(82)</b>	(84)	(85)	(85)	
5. Service Charges - Sheltered Scheme Charge	(1,570)	(1,888)	<b>(1,926)</b>	(1,964)	(1,860)	(1,860)	
6. Service Charges - Heating	(740)	(510)	<b>(519)</b>	(531)	(773)	(773)	
7. Service Charges - Water	(24)	(20)	<b>(20)</b>	(21)	(29)	(29)	
8. Service Charges - Voids	7	49	-	-	-	-	
<b>Subtotal</b>	<b>(53,339)</b>	<b>(52,054)</b>	<b>(51,571)</b>	<b>(50,601)</b>	<b>(51,481)</b>	<b>(52,444)</b>	
<b>OTHER CHARGES/INCOME</b>							
9. Rechargeable Works	(14)	(20)	<b>(20)</b>	(20)	(20)	(20)	
10. Supporting People	(530)	-	-	-	-	-	
11. General Fund Contribution	(466)	(420)	<b>(421)</b>	(421)	(421)	(421)	
12. Other	(368)	(180)	<b>(108)</b>	(109)	(106)	(98)	
<b>Subtotal</b>	<b>(1,378)</b>	<b>(620)</b>	<b>(549)</b>	<b>(550)</b>	<b>(547)</b>	<b>(539)</b>	
<b>Total Income</b>	<b>(54,717)</b>	<b>(52,674)</b>	<b>(52,120)</b>	<b>(51,151)</b>	<b>(52,028)</b>	<b>(52,983)</b>	
<b>EXPENDITURE</b>							
13. Employee Costs	4,355	5,186	<b>5,426</b>	5,547	5,747	5,929	
14. Support Services	5,855	5,192	<b>5,287</b>	5,246	5,269	5,294	
15. Office Accommodation	158	177	<b>172</b>	173	173	174	
16. Efficiencies	-	(300)	<b>(500)</b>	(700)	(900)	(900)	
17. Insurances	850	812	<b>741</b>	821	903	938	
18. Bad Debts	735	550	<b>655</b>	660	665	665	
19. Other Management Costs	1,441	1,981	<b>2,270</b>	2,326	2,387	2,385	
20. Repairs	7,970	9,383	<b>9,723</b>	10,348	10,348	10,348	
21. Utilities	784	1,170	<b>1,124</b>	1,286	1,286	1,286	
22. Council Tax	49	150	<b>150</b>	150	150	150	
23. Pensions	1,227	3,407	<b>316</b>	324	1,342	1,352	
24. Treasury and Capital Charges	22,632	21,317	<b>21,815</b>	21,501	21,252	21,078	
25. Revenue contribution to capital	642	3,010	<b>6,300</b>	6,300	6,300	6,300	
<b>Total Expenditure</b>	<b>46,698</b>	<b>52,035</b>	<b>53,479</b>	<b>53,982</b>	<b>54,922</b>	<b>54,999</b>	
<b>TOTAL NET COST/(SURPLUS)</b>	<b>(8,019)</b>	<b>(639)</b>	<b>1,359</b>	<b>2,831</b>	<b>2,894</b>	<b>2,016</b>	
<b>Estimated Average Service Charge volumes</b>							
General Needs - Cleaning	2,300	2,300	<b>2,300</b>	2,300	2,300	2,300	
General Needs - Block Lighting	2,300	2,300	<b>2,300</b>	2,300	2,300	2,300	
Sheltered - Scheme Charge	1,710	1,710	<b>1,710</b>	1,710	1,710	1,710	
Sheltered - Heating	970	930	<b>930</b>	930	930	930	



BUDGET 2018/19  
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FINANCIAL FORECAST TO 2021/22

**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 2016/17 £'000	Original Budget 2017/18 £'000	Estimates				Notes
			2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
<b>EXPENDITURE</b>							
1. Housing	728	800	800	800	800	800	A
2. Leisure	1,309	160	140	9,000	-	-	B
3. Corporate & Central	5,407	487	487	487	487	487	C
4. 2016/17 Completed Schemes	11,307	-	-	-	-	-	D
5. Contingency Provision	-	50	50	50	50	50	
<b>TOTAL</b>	<b>18,751</b>	<b>1,497</b>	<b>1,477</b>	<b>10,337</b>	<b>1,337</b>	<b>1,337</b>	
<b>LESS RESOURCES:</b>							
6. Capital Receipts	-	(150)	-	-	-	-	
7. Government Grants	(729)	(550)	(800)	(800)	(800)	(800)	
8. Section 106 Contributions	(679)	-	-	-	-	-	
9. Other Capital Contributions	(3,421)	-	-	-	-	-	
10. Direct Revenue Funding	(368)	(160)	(140)	-	-	-	
11. Net Requirement	(13,554)	(637)	(537)	(9,537)	(537)	(537)	
<b>TOTAL</b>	<b>(18,751)</b>	<b>(1,497)</b>	<b>(1,477)</b>	<b>(10,337)</b>	<b>(1,337)</b>	<b>(1,337)</b>	

### Notes

Budgets above refer to the following schemes:

	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
A Disabled Facilities Grants (DFG)	800	800	800	800	800
	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>
B Wickford Memorial Park Play Areas	150	-	-	-	-
Langdon Hills Recreation Ground Equipment	10	-	-	-	-
Nethermayne Parks Works	-	10	-	-	-
Gloucester Park Resurfacing	-	40	-	-	-
Wickhay Play Equipment	-	30	-	-	-
Barrington Gardens & Metersgate Play Equipment	-	60	-	-	-
Billericay Pool	-	-	9,000	-	-
	<u>160</u>	<u>140</u>	<u>9,000</u>	<u>-</u>	<u>-</u>
C Major Improvements to Council Assets, annual provision	100	100	100	100	100
Former HRA Assets - Annual Provision	387	387	387	387	387
	<u>487</u>	<u>487</u>	<u>487</u>	<u>487</u>	<u>487</u>
D 2016/17 completed schemes as follows:					
Freedom House Purchase	8,985				
Mopsies Pk S106 Play Equipment	49				
Nethermayne Hotel Site	1,076				
Green roof Barn Norseywood	26				
Wat Tyler Bird Hyde	53				
Witchards Additional Car Parking	64				
Wickford High Street CCTV	24				
Queens Park Court Purchase	1,000				
The Chaseway Play Area	30				
	<u>11,307</u>				



## CAPITAL PROGRAMME - HOUSING REVENUE ACCOUNT

### SUMMARY

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

Item	Actual	Original Budget	Estimates				
	2017/18	2018/19	2019/20	2020/21	2021/22	Total Years 6-10	Total Years 1-10
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Internal Works	4,250	<b>3,425</b>	3,425	3,425	3,425	16,575	34,525
External Works	3,050	<b>6,500</b>	6,500	6,500	6,500	26,600	55,650
Common Parts Works	20	<b>1,610</b>	1,610	1,610	1,610	8,050	14,510
Associated Assets Works	75	<b>250</b>	250	250	250	1,250	2,325
<b>Sub- Total</b>	<b>7,395</b>	<b>11,785</b>	11,785	11,785	11,785	52,475	107,010
Future Major Works	530	<b>100</b>	100	100	100	770	1,700
Improvement Works	4,825	<b>1,190</b>	1,190	1,190	1,190	1,120	10,705
Estate Works	-	<b>100</b>	100	100	100	500	900
Contingent Major Works	-	<b>236</b>	236	236	236	1,180	2,124
Exceptional External Works	150	<b>100</b>	100	100	100	-	550
Other Capital Works	4,190	<b>1,950</b>	1,950	1,950	1,950	9,750	21,740
<b>Sub- Total</b>	<b>9,695</b>	<b>3,676</b>	3,676	3,676	3,676	13,320	37,719
<b>Capital Total (Excluding Inflation &amp; Fees)</b>	<b>17,090</b>	<b>15,461</b>	15,461	15,461	15,461	65,795	144,729
Inflation @ 2%	-	<b>309</b>	624	946	1,274	9,812	12,966
Fees on Capital @ 5%	853	<b>773</b>	773	773	773	3,290	7,236
<b>Capital Total (Including Inflation &amp; Fees)</b>	<b>17,943</b>	<b>16,543</b>	16,858	17,180	17,508	78,897	164,931
Acquisition & New Build	6,458	<b>9,000</b>	9,000	9,000	9,000	9,000	51,458
<b>Overall Programme</b>	<b>24,401</b>	<b>25,543</b>	25,858	26,180	26,508	87,897	216,389