



RUGBY BOROUGH COUNCIL

Budget and Resources Book 2014 / 2015



CLEAN, GREEN, SAFE



Our Strategic Objective

Clean, Green and Safe

Our Operating Principles are to provide:

- 1) High-quality services driven by innovation and delivering value for money.
- 2) Environmentally sustainable developments.
- 3) Support for services and initiatives delivered through informed and empowered communities.
- 4) Informed decision-making.
- 5) Accessible and responsive services that meet customer requirements.
- 6) Transparent decisions, activities and performance.

Together, they will help us to:

Get things right – first time, every time

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GENERAL FUND REVENUE BUDGETS - SUMMARY

2013/14 Budget £		2014/15 Budget £	Notes
	Portfolio Expenditure :-		
3,404,860	Economy, Development and Culture	3,737,870	
2,909,550	Resources and Corporate Governance	2,883,550	
6,215,030	Sustainable Environment	6,359,700	
1,786,780	Sustainable Inclusive Communities	1,716,470	
14,316,220	Portfolio Expenditure	14,697,590	*1
-200,000	Less Corporate Savings Target	-200,000	*2
-283,860	Less IAS 19 adjustment	-311,630	*3
-1,644,190	Less Capital Charge adjustment	-2,018,910	*4
12,188,170	Net Portfolio Expenditure	12,167,050	*5
456,700	Net Cost of Borrowing	568,060	*6
296,520	MRP adjustment	782,540	*7
0	Revenue Contribution to Capital Outlay	67,500	*8
0	Council Tax Rebate	127,140	*9
266,010	Contribution to Balances/Reserves	10,710	*10
-63,400	Contribution from Reserves for Single Status	0	*11
13,144,000		13,723,000	
661,920	Parish Council Precepts	677,650	*11
13,805,920	Total Expenditure	14,400,650	*12
	Income :-		
-6,120,750	Council Tax	-6,266,390	*14
-3,117,450	Revenue Support Grant	-2,473,140	*15
-2,654,880	Retained Business Rates (Net of Tariff)	-2,935,000	*16
-1,944,720	Government Grants	-2,417,230	*17
0	Contribution from Reserves	-208,520	*18
31,880	Collection Fund Surplus (-)/Deficit	-100,370	*19
-13,805,920	Total Income	-14,400,650	

GENERAL FUND REVENUE BUDGET ACTIVITY EXPLANATIONS

Page number 1 provides a summary of the Council's General Fund Revenue Budget for 2014/15 together with those approved for 2013/14

Some of the wording used is explained below.

Notes

*1 **Portfolio Expenditure**

The net cost of the Council's individual services is included within appropriate Portfolios. The cost of Portfolio Services is shown on page 1 as the first sub-heading for 2014/15 totalling **£14,697,590**. Detailed service budgets are shown in the colour-coded sections of the book.

Three specific budget items are deducted from the total of Portfolio spending being adjustments for the Corporate Savings Target, IAS 19 pension adjustments and Capital Charges.

*2 **Corporate Savings Target**

It has been assumed for budget setting purposes that savings will be realised across the Council in 2014/15. As it is not possible to identify which services these savings will be achieved from they are therefore dealt with as 'corporate' savings. The corporate savings target for 2014/15 is estimated to be **£200,000**.

*3 **IAS19 Pension Adjustment**

Under International Accounting Standard (IAS) 19, the Council must include in its service budgets the cost of retirement benefits when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge required for the overall budget and against council tax is based on the cash payable in the year. Therefore a notional charge is accounted for within service budgets to represent the real cost of retirement benefits and then it is reversed out within corporate adjustments; to deduct it from the overall budget leaving only the cash paid as a charge against council tax. The total amount reversed-out for 2014/15 will be **£311,630**.

*4 **Capital Charge Adjustment**

Portfolio budgets include capital charges to reflect within individual service budgets the allocation of cost the Council's assets, such as land, buildings or equipment, over their estimated useful life. However, as this is a notional accounting charge only, capital charges for all portfolio services are totalled and then deducted at a corporate level to ensure that the Council's overall budget includes only the real cash cost of financing capital expenditure, rather than the calculated notional capital charges reflecting the cost of using assets. The total amount reversed out for 2014/15 will be **£2,018,910**.

*5 The net cost of all the above activities of **£12,167,050** is shown as **Net Portfolio Expenditure**.

The following other corporate items need to be taken into account to determine Total Expenditure.

*6 **Net Cost of Borrowing**

Interest is earned by investing Council funds not required for spending purposes at a particular time, although this is more than offset by the cost of the Council's borrowing. For 2014/15 the cost of borrowing exceeds the level of interest earned. The net cost of borrowing has been estimated at **£568,060**.

*7 **MRP Adjustment**

The Council is required to set sums aside from revenue resources for the repayment of loans which have been used to finance capital investment. The amount to be set aside is calculated based on the estimated life of the assets for which borrowing has been undertaken. For 2014/15 the amount required is **£782,540**.

8* **Revenue Contribution to Capital Outlay**

Revenue Contributions to Capital Outlay are contributions from the revenue budget to finance capital expenditure. It is proposed from 2014/15 to introduce a **£67,500** contribution into the Council's base budget in order to finance the capital expenditure relating to the purchase of household waste bins.

Council Tax Rebate

In 2014/15 the Council is providing residents a one year 3% rebate on its relevant basic amount of Council Tax. For 2014/15 the cost of the rebate is **£127,140**.

*10 Contribution to Balances

In 2014/15 it is estimated that **£10,710** will be paid into general balances for future years spending.

*11 Contribution from Reserves for Single Status

For 2013/14 contributions from balances included an amount of £63,400 to cover an estimated pay spike following the implementation of the Single Status equal pay review. No further contributions shall be made for single status from 2014/15 onwards.

*12 Parish Council Precepts

Almost all the Borough's Parish Councils/Meetings request the Borough Council to collect specified amounts on their behalf to ensure Parish spending can take place. The total amount of these requests (i.e. 'precepts') is **£629,660** for 2014/15 and this amount must be taken into account to determine the Average Band D Council Tax for 2014/15. In addition, Parish Council's will also receive **£47,990** of Local Council Tax Support (LCTS) grant from the Council, resulting in total funding of **£677,650** for 2014/15. In comparison Parish Council's received £53,580 of LCTS grant and total funding, including Parish Precepts, of £661,920 for 2013/14.

*13 The net total of all the above activities is **£14,400,650** for 2014/15 and is shown as **Total Expenditure** on page 1.

Income

Specific income amounts must be calculated/taken into account to ensure all Total Expenditure can be funded from income to be raised or received.

*14 Council Tax

The amount of estimated income to be received from all the Borough's Council-taxpayers is **£6,266,390** for 2014/15. This is the gross amount expected to be collected before adjusting for the Council Tax rebate, as explained at section 9 above.

*15 Revenue Support Grant

Revenue Support Grant is a general grant that the Council receives from the Government, which the Council has discretion over its use to support total spending. In 2014/15 the Council will receive a **£2,473,140** Revenue Support Grant allocation.

*16 Retained Business Rates (Net of Tariff)

From 2013/14, under the new Business Rates Retention system councils retain a proportion of the business rates generated in their local economies. In 2014/15 Rugby expects to retain **£2,935,000** of its business rates.

*17 Government Grants

In 2014/15 the Council will receive a **£528,170** Housing Benefit and LCTS administration subsidy, **£62,000** for the 2014/15 Council Tax Freeze Grant, **£1,797,770** from the New Homes Bonus (NHB) scheme and a further **£29,290** of NHB adjustment grant.

*18 Contribution from Reserves

A contribution from the NHB earmarked reserve of **£208,520** has been included within the budget, to fund one-off expenditure items. The contributions will be used to fund the production and implementation of the Local Plan and the Community Infrastructure Levy (£141,000), costs associated with the City Deal (£17,520) and for initiatives to promote the borough, such as commemoration of the World War 1 centenary, preparations for the 2015 Rugby World Cup and free car parking for certain town centre events (£50,000).

*19 Collection Fund Surplus/Deficit

The Collection Fund surplus has arisen because the total amount of Council Tax due is estimated prior to the start of the financial year but the amount actually collected depends on circumstances at the time of collection, for example the number of discounts and exemptions awarded.

A section at the end of the booklet "An Explanation of Financial Terms" explains a number of other activities

THE COUNCIL TAX 2014/15

Expenditure Requirements	£	£
Rugby Borough Council Net Spending		13,723,000
Parish Council Precepts and Local Council Tax Support		677,650
Total Expenditure		14,400,650
Less:		
Government Grants	-4,890,370	
<i>(combines Revenue Support Grant, New Homes Bonus & Other Gov't Grants)</i>		
Retained Business Rates (Net of Tarrif)	-2,935,000	
Contribution from Reserves & Balances	-208,520	
Collection Fund Deficit re Council Tax	-100,370	
Total Income		-8,134,260
Net Borough Council Tax Requirement		6,266,390
Add:		
Warwickshire County Council Precept		39,247,924
Warwickshire Police Authority Precept		6,148,110
Total Council Tax Requirement		51,662,425

Council Tax for 2014/15	£
Effective Tax Base for Whole Area (number of Band D equivalent properties)	33,312.05
Warwickshire County Council Requirement	£ 39,247,924
Requirement divided by Tax Base =	1,178.19
Warwickshire Police Authority Requirement	£ 6,148,110
Requirement divided by Tax Base =	184.56
Rugby Borough Council Requirement (including Parishes)	£ 6,266,390
Requirement divided by Tax Base =	188.11
Total AVERAGE Band D Council Tax	1,550.86

THE COUNCIL TAX 2014/15

	£	£
Council Tax Requirement	5,636,730	
<i>(Including Town Area Special Expenses, excluding Parish Precepts (see below))</i>		
Divided by Tax Base of 33,312.05		
= Relevant Basic Amount of Council Tax		169.21
<i>(2012/13 restated relevant basic amount was £169.21)</i>		
Parish Precept	629,660	
Divided by Tax Base of 33,312.05		
= Parish Average		18.90
Total Borough Basic Amount		188.11

Special Expenses	£
Rugby Borough Council Town Area	
Parks, Recreation Grounds & Open Spaces	1,121,250
Town Centre Management & CCTV	259,710
Cemeteries	152,820
Allotments	25,260
Less: Local Council Tax Support Funding	- 175,258
Total Town Area Special Expenses	1,383,782

The Council Tax amount for Band D properties in each area using the figures calculated on page 4 and above are shown on pages 6 and 7.

Council Tax Valuation Bands (As at April 1991 property prices)	Ratio to Band D	Valuation from £	Valuation to £
Band A -	5/9	0	40,000
Band A	6/9	0	40,000
Band B	7/9	40,001	52,000
Band C	8/9	52,001	68,000
Band D	9/9	68,001	88,000
Band E	11/9	88,001	120,000
Band F	13/9	120,001	160,000
Band G	15/9	160,001	320,000
Band H	18/9	320,001	or more

COUNCIL TAX BANDS AND PARISHES 2014/15

	1	2	3	4	5	6	7
	Total Parish Funding*	Tax Base (Band D)	Special Expenses per Band D	Add Borough Basic Band D**	Add County Precept Band D	Add Police Precept Band D	Council Tax Band D cols 3+4+5+6
PARISH COUNCILS	£		£	£	£	£	£
Ansty	7,533	124.49	55.88	123.84	1,178.19	184.56	1,542.47
Binley Woods	39,000	955.05	38.23	123.84	1,178.19	184.56	1,524.82
Birdingbury	6,200	150.13	39.59	123.84	1,178.19	184.56	1,526.18
Bourton	5,000	129.22	37.85	123.84	1,178.19	184.56	1,524.44
Brandon & Bretford	17,830	277.49	58.80	123.84	1,178.19	184.56	1,545.39
Brinklow	27,291	421.67	59.96	123.84	1,178.19	184.56	1,546.55
Burton Hastings	1,093	94.97	11.05	123.84	1,178.19	184.56	1,497.64
Cawston	57,591	1,320.30	42.03	123.84	1,178.19	184.56	1,528.62
Church Lawford	5,600	140.39	37.20	123.84	1,178.19	184.56	1,523.79
Churchover	5,250	257.14	19.67	123.84	1,178.19	184.56	1,506.26
Clifton-upon-Dunsmore	22,685	501.44	42.95	123.84	1,178.19	184.56	1,529.54
Combe Fields	326	61.78	4.97	123.84	1,178.19	184.56	1,491.56
Copston Magna	-	20.59	-	123.84	1,178.19	184.56	1,486.59
Cosford	-	9.09	-	123.84	1,178.19	184.56	1,486.59
Dunchurch	72,800	1,277.26	53.36	123.84	1,178.19	184.56	1,539.95
Easehall	3,000	100.09	27.72	123.84	1,178.19	184.56	1,514.31
Frankton	4,466	161.70	26.66	123.84	1,178.19	184.56	1,513.25
Grandborough	5,250	201.10	24.62	123.84	1,178.19	184.56	1,511.21
Harborough Magna	7,302	171.62	38.83	123.84	1,178.19	184.56	1,525.42
Kings Newnham	-	24.40	-	123.84	1,178.19	184.56	1,486.59
Leamington Hastings	2,397	219.58	10.52	123.84	1,178.19	184.56	1,497.11
Little Lawford	1,133	20.92	53.69	123.84	1,178.19	184.56	1,540.28
Long Lawford	65,717	1,213.08	47.53	123.84	1,178.19	184.56	1,534.12
Marton	9,250	209.67	42.29	123.84	1,178.19	184.56	1,528.88
Monks Kirby	7,295	208.21	33.39	123.84	1,178.19	184.56	1,519.98
Newton & Biggin	8,395	213.83	37.56	123.84	1,178.19	184.56	1,524.15
Pailton	9,360	219.56	39.67	123.84	1,178.19	184.56	1,526.26
Princethorpe	7,500	155.89	42.59	123.84	1,178.19	184.56	1,529.18
Ryton-on-Dunsmore	58,640	627.68	85.47	123.84	1,178.19	184.56	1,572.06
Shilton	16,601	325.00	46.32	123.84	1,178.19	184.56	1,532.91
Stretton Baskerville	107	6.83	11.56	123.84	1,178.19	184.56	1,498.15
Stretton-on-Dunsmore	53,387	483.53	102.59	123.84	1,178.19	184.56	1,589.18
Stretton-under-Fosse	2,750	95.64	28.03	123.84	1,178.19	184.56	1,514.62
Thurlaston	3,900	195.97	19.51	123.84	1,178.19	184.56	1,506.10
Wibtoft	-	24.30	-	123.84	1,178.19	184.56	1,486.59
Willey	2,000	34.12	54.16	123.84	1,178.19	184.56	1,540.75
Willoughby	12,500	175.78	66.65	123.84	1,178.19	184.56	1,553.24
Withybrook	2,900	114.32	24.59	123.84	1,178.19	184.56	1,511.18
Wolfhampcote	3,000	146.00	20.07	123.84	1,178.19	184.56	1,506.66
Wolston	87,600	869.72	93.24	123.84	1,178.19	184.56	1,579.83
Wolvey	35,000	470.02	69.49	123.84	1,178.19	184.56	1,556.08
TOTAL	677,649	12,429.57					
BOROUGH COUNCIL							
Town Area	1,559,040	20,745.88	66.70	123.84	1,178.19	184.56	1,553.29
Contributions in Lieu (Ministry of Defence)	-	136.60					
OVERALL TOTALS	2,236,689	33,312.05					

* Includes Parish Precepts and Local Council Tax Support funding

** Includes 3% Council Tax rebate for 2014/15

COUNCIL TAX BANDS AND PARISHES 2014/15

	Band A- amount £	Band A amount £	Band B amount £	Band C amount £	Band D amount £	Band E amount £	Band F amount £	Band G amount £	Band H amount £
COUNCIL TAX CALCULATIONS									
Ansty	856.92	1,028.31	1,199.70	1,371.09	1,542.47	1,885.24	2,228.02	2,570.79	3,084.94
Binley Woods	847.12	1,016.55	1,185.97	1,355.40	1,524.82	1,863.67	2,202.52	2,541.38	3,049.64
Birdingbury	847.87	1,017.45	1,187.03	1,356.61	1,526.18	1,865.33	2,204.49	2,543.64	3,052.36
Bourton	846.91	1,016.29	1,185.68	1,355.06	1,524.44	1,863.20	2,201.97	2,540.74	3,048.88
Brandon & Bretford	858.55	1,030.26	1,201.97	1,373.69	1,545.39	1,888.81	2,232.23	2,575.66	3,090.78
Brinklow	859.19	1,031.03	1,202.88	1,374.72	1,546.55	1,890.22	2,233.91	2,577.59	3,093.10
Burton Hastings	832.04	998.45	1,164.86	1,331.27	1,497.67	1,830.48	2,163.30	2,496.13	2,995.34
Cawston	849.23	1,019.08	1,188.93	1,358.78	1,528.62	1,868.31	2,208.01	2,547.71	3,057.24
Church Lawford	846.55	1,015.86	1,185.17	1,354.49	1,523.79	1,862.41	2,201.03	2,539.66	3,047.58
Churchover	836.81	1,004.17	1,171.54	1,338.90	1,506.26	1,840.98	2,175.71	2,510.44	3,012.52
Clifton-upon-Dunsmore	849.74	1,019.69	1,189.65	1,359.60	1,529.54	1,869.43	2,209.34	2,549.24	3,059.08
Combe Fields	828.64	994.37	1,160.11	1,325.84	1,491.56	1,823.01	2,154.48	2,485.94	2,983.12
Copston Magna	825.88	991.06	1,156.24	1,321.42	1,486.59	1,816.94	2,147.30	2,477.66	2,973.18
Cosford	825.88	991.06	1,156.24	1,321.42	1,486.59	1,816.94	2,147.30	2,477.66	2,973.18
Dunchurch	855.52	1,026.63	1,197.74	1,368.85	1,539.95	1,882.16	2,224.38	2,566.59	3,079.90
Easehall	841.28	1,009.54	1,177.80	1,346.06	1,514.31	1,850.82	2,187.34	2,523.86	3,028.62
Frankton	840.69	1,008.83	1,176.98	1,345.12	1,513.25	1,849.52	2,185.81	2,522.09	3,026.50
Grandborough	839.56	1,007.47	1,175.39	1,343.30	1,511.21	1,847.03	2,182.86	2,518.69	3,022.42
Harborough Magna	847.45	1,016.95	1,186.44	1,355.94	1,525.42	1,864.40	2,203.39	2,542.38	3,050.84
Kings Newnham	825.88	991.06	1,156.24	1,321.42	1,486.59	1,816.94	2,147.30	2,477.66	2,973.18
Leamington Hastings	831.72	998.07	1,164.42	1,330.77	1,497.11	1,829.80	2,162.50	2,495.19	2,994.22
Little Lawford	855.71	1,026.85	1,198.00	1,369.14	1,540.28	1,882.56	2,224.85	2,567.14	3,080.56
Long Lawford	852.29	1,022.75	1,193.21	1,363.67	1,534.12	1,875.03	2,215.95	2,556.88	3,068.24
Marton	849.37	1,019.25	1,189.13	1,359.01	1,528.88	1,868.63	2,208.39	2,548.14	3,057.76
Monks Kirby	844.43	1,013.32	1,182.21	1,351.10	1,519.98	1,857.75	2,195.53	2,533.31	3,039.96
Newton & Biggin	846.75	1,016.10	1,185.45	1,354.81	1,524.15	1,862.85	2,201.55	2,540.26	3,048.30
Pailton	847.92	1,017.51	1,187.09	1,356.68	1,526.26	1,865.43	2,204.60	2,543.78	3,052.52
Princethorpe	849.54	1,019.45	1,189.37	1,359.28	1,529.18	1,868.99	2,208.82	2,548.64	3,058.36
Ryton-on-Dunsmore	873.36	1,048.04	1,222.72	1,397.39	1,572.06	1,921.40	2,270.76	2,620.11	3,144.12
Shilton	851.61	1,021.94	1,192.27	1,362.59	1,532.91	1,873.55	2,214.21	2,554.86	3,065.82
Stretton Baskerville	832.04	998.45	1,164.86	1,331.27	1,497.67	1,830.48	2,163.30	2,496.13	2,995.34
Stretton-on-Dunsmore	882.87	1,059.45	1,236.03	1,412.61	1,589.18	1,942.33	2,295.49	2,648.64	3,178.36
Stretton-under-Fosse	841.45	1,009.75	1,178.04	1,346.34	1,514.62	1,851.20	2,187.79	2,524.38	3,029.24
Thurlaston	836.72	1,004.07	1,171.41	1,338.76	1,506.10	1,840.79	2,175.48	2,510.18	3,012.20
Wibtoft	825.88	991.06	1,156.24	1,321.42	1,486.59	1,816.94	2,147.30	2,477.66	2,973.18
Wiley	855.97	1,027.17	1,198.36	1,369.56	1,540.75	1,883.14	2,225.53	2,567.93	3,081.50
Willoughby	862.91	1,035.49	1,208.08	1,380.66	1,553.24	1,898.40	2,243.57	2,588.74	3,106.48
Withybrook	839.54	1,007.45	1,175.37	1,343.28	1,511.18	1,846.99	2,182.82	2,518.64	3,022.36
Wolfhampcote	837.03	1,004.44	1,171.85	1,339.26	1,506.66	1,841.47	2,176.29	2,511.11	3,013.32
Wolston	877.68	1,053.22	1,228.76	1,404.30	1,579.83	1,930.90	2,281.98	2,633.06	3,159.66
Wolvey	864.49	1,037.39	1,210.29	1,383.19	1,556.08	1,901.87	2,247.67	2,593.48	3,112.16
RBC Town area	862.94	1,035.53	1,208.12	1,380.71	1,553.29	1,898.46	2,243.64	2,588.83	3,106.58

Note: The above figures include the 3% rebate on Rugby Borough Council's basic Council Tax for 2014/15

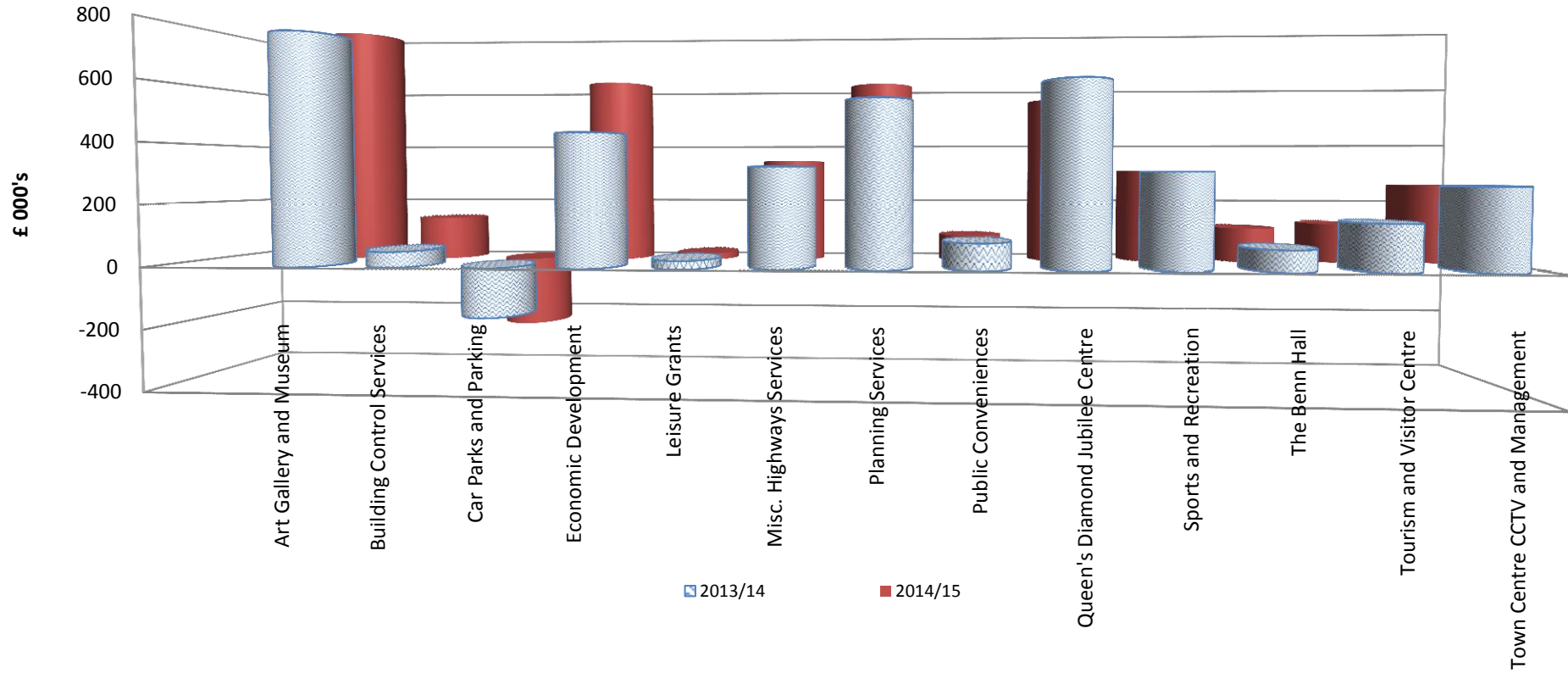
ECONOMY, DEVELOPMENT AND CULTURE

2013/14 Budget £		Budget Officer	2014/15 Budget £
750,300	Art Gallery and Museum	HCI/HPC	793,140
50,720	Building Control Services	HPC	141,720
-157,730	Car Parks and Parking	HES	-226,810
427,670	Economic Development	HPC	614,580
26,790	Leisure Grants	HPC	20,800
320,850	Miscellaneous Highways Services	HES	341,850
531,790	Planning Services	HPC	605,590
85,260	Public Conveniences	HES	86,140
589,470	Queen's Diamond Jubilee Centre	HPC	550,300
304,520	Sports and Recreation	HPC	308,790
68,510	The Benn Hall	HPC	114,190
147,130	Visitor Centre	HCI/HPC	127,870
259,580	Town Centre CCTV and Management	HES	259,710
<u>3,404,860</u>	Total Net Expenditure		<u>3,737,870</u>

Budget Officers

HCI	Head of Customer & Information services - R. Chand
HES	Head of Environmental Services - S. Lawson
HPC	Head of Planning and Cultural Services - A. Rose

ECONOMIC DEVELOPMENT & CULTURE BUDGETS 2013/14 AND 2014/15



**Net Expenditure Including Capital Charges
2013/14 £ 3,404,860; 2014/15 £3,737,870**

Budget Officer: A. Rose

Service Description

The Art Gallery, Museum and Library is a jointly funded venture with Warwickshire County Council. The Borough Council is directly responsible for operating the Art Gallery and Museum, in which the Council's collection of 20th century paintings and various items of historical interest are displayed. Additional works of art continue to be purchased

Staffing

The service currently employs 8.7 FTE staff.

Assets Used

The Art Gallery and Museum land and building currently has a book value of £4,235,140, fixtures and fittings have a book value of £36,570 and paintings/artworks have an insured value of £4,093,690.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
263,070	Employee Expenses	276,790
149,760	Property Expenses	128,770
730	Transportation Expenses	730
72,400	General Running Expenses	72,220
1,790	Other Running Expenses	1,790
487,750		480,300
	Internal Recharges:	
185,140	Charges to Art Gallery and Museum	190,060
122,400	Capital Charges	157,090
795,290		827,450
	Income :-	
-44,990	Contribution to Running Expenses and other income	-34,310
750,300	Net Expenditure	793,140

Budget Officer: A. Rose

Service Description

Enforcement of the Building Regulations, control of dangerous structures and demolitions and the Council's Access Officer function.

On 18th November 2013 Cabinet approved the principle of Warwick District Council taking over the management of Rugby Borough Council's Building Control service from 1st April 2014 for a trial period of up to 12 months, with a view to establishing permanent arrangements from April 2015 if considered appropriate. The budgets for these new arrangements are still being developed, but it is anticipated over the medium term that efficiency and cost savings will be generated primarily through the additional economies of scale.

Staffing

The service currently employs 5.2 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Building Control Services'.

Pricing/Marketing Policy

The Charges Regulations 2010 authorise local authorities to fix their own charges based upon the full recovery of their costs for carrying out their main building control function relating to building regulations. The new charges scheme was implemented between 1st April and 1st October 2010.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
206,550	Employee Expenses	212,680
17,440	Transportation Expenses	17,060
13,770	General Running Expenses	10,450
500	Other Running Expenses	18,670
<hr/> 238,260		<hr/> 258,860
86,220	Internal Recharges: Charges to Building Control Services	91,580
<hr/> 324,480		<hr/> 350,440
	Income :-	
-181,480	Other Income: Building Control Fees	-165,960
-92,280	Internal Recharges: Charges from Building Control Services	-42,760
<hr/> -273,760		<hr/> -208,720
<hr/> <u>50,720</u>	Net Expenditure	<hr/> <u>141,720</u>

Budget Officer: S. Lawson

Service Description

The provision, operation and maintenance of pay-and-display car parks mainly to serve the needs of motorists visiting the town centre and the implementation and enforcement of Traffic Regulation Orders following the transfer from the Police to Warwickshire County Council (Decriminalisation of Car Parking Enforcement).

The existing agreement with Warwickshire County Council for the operation of On-Street parking will terminate on 31st October 2014. Warwickshire County Council are to appoint an operator from the private sector to continue with this function from 1st November 2014.

Staffing

The service currently employs 18.5 FTE staff.

Assets Used

The Council owns a number of sites used for car parking, these currently have a book value of £4,646,410.

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Car Parks'

Pricing/Marketing Policy

The policy is to optimise income by balancing the level of charge with potential customer resistance whilst encouraging the vitality of the Town Centre. Usage of Car Parks is monitored and taken into account when charges are reviewed.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
447,190	Employee Expenses	278,550
127,670	Property and Land Maintenance	119,630
3,890	Transportation Expenses	3,610
50,510	General Running Expenses	49,470
557,680	Other Running Expenses	337,470
1,186,940		788,730
233,720	Internal Recharges:	
115,630	Charges to Car Parks	203,580
	Capital Charges	36,550
1,536,290		1,028,860
	Income :-	
-1,694,020	Car Parking Charges	-1,255,670
-1,694,020		-1,255,670
-157,730	Net Expenditure	-226,810

Budget Officer: A. Rose

Service Description

The active encouragement of residential and economic growth in the Borough through the development of local planning policy. The provision of business support and advice through various services to existing employers and those considering relocation to the Borough.

Staffing

The service currently employs 6.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Charges: Charges to Economic Development'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
239,500	Employee Expenses	247,560
70	Property Expenses	50
6,380	Transportation Costs	4,730
720	General Running Expenses	430
59,500	Economic Development Initiatives	112,020
52,000	Other Running Expenses	173,000
358,170		537,790
81,500	Internal Recharges: Charges to Economic Development	88,790
439,670		626,580
	Income :-	
-12,000	Grant Income	-12,000
-12,000		-12,000
427,670	Net Expenditure	614,580

Budget Officer: A. Rose

Service Description

The Council provides many local clubs and societies with financial assistance. This grant aid is administered by voluntary organisations in the Borough.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Grants and Subscriptions'

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
20,210	General Running Expenses	20,210
6,580	Internal Recharges: Charges to Grants and Subscriptions	590
<u>26,790</u>	Net Expenditure	<u>20,800</u>

Budget Officer: S. Lawson

Service Description

The provision and maintenance of facilities to improve the appearance and usefulness of the Borough's streets. The facilities include benches, litter and dog waste bins, non-primary route bus shelters, street nameplates and trees. A high standard of street furniture maintenance is provided in the town centre. The provision of the town centre christmas tree installation is also now included within this service.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Miscellaneous Highways Services'

Assets Used

The Council owns non primary route bus shelters, land and street furniture, these have a combined book value of £1,442,960.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
32,170	Property Expenses	6,270
38,730	General Expenses	36,820
90,980	Other Running Expenses	212,100
161,880		255,190
	Internal Recharges:	
29,090	Charges to Miscellaneous Highways	104,080
148,340	Capital Charges	108,160
339,310		467,430
	Income :-	
-18,460	Miscellaneous	-125,580
320,850	Net Expenditure	341,850

Budget Officer: A. Rose

Service Description

Responsible for the management of development, including the enforcement of planning legislation and the monitoring of Section 106 Agreements, the formulation of development strategy and the fostering of economic development.

Staffing

This service currently employs 20.5 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Planning Services'.

Pricing/Marketing Policy

Planning application fees are currently specified by statute.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
726,920	Employee Expenses	805,200
42,390	Transportation Costs	39,750
12,320	General Running Expenses	11,700
31,000	Other Running Expenses	31,000
812,630		887,650
564,360	Internal Recharges: Charges to Planning Services	617,000
1,376,990		1,504,650
	Income :-	
-655,660	Sales, Fees and Charges	-715,270
-189,540	Internal Recharges: Charges from Planning Services	-183,790
-845,200		-899,060
531,790	Net Expenditure	605,590

Budget Officer: S. Lawson

Service Description

The operation and maintenance of public conveniences in North Street and Caldecott Park.

Staffing

The staffing of this service is included within the Works Services Unit and is charged through Internal Recharges: Charges to Public Conveniences'

Assets Used

Public Conveniences land and buildings currently have a book value of £122,820.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
6,550	Property Expenses	6,510
10	General Running Expenses	10
54,910	Other Running Expenses	55,640
61,470		62,160
	Internal Recharges:	
23,000	Charges to Public Conveniences	23,190
2,290	Capital Charges	2,290
		87,640
	Income :-	
-1,500	Miscellaneous	-1,500
-1,500		-1,500
85,260	Net Expenditure	86,140

Budget Officer: A. Rose

Service Description

The Council's new Queen's Diamond Jubilee Centre opened in August 2013 and is a multi-purpose leisure facility and the Council's main indoor leisure provision. The Leisure Centre is managed by an external contractor.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Queen's Diamond Jubilee Centre'

Assets Used

The Queen's Diamond Jubilee Centre land, building and equipment currently have a combined book value of £12,592,620.

Marketing Policy

Prices were considered as part of the competitive tendering process to award the leisure centre contract. The Council keeps a clause within the Leisure Management specification document in order to ensure that prices do not increase out of control.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
3,920	Property Expenses	6,040
10,470	General Running Expenses	770
512,000	Other Running Expenses	20,000
526,390		26,810
	Internal Recharges:	
56,800	Charges to Queen's Diamond Jubilee Centre	35,520
6,280	Capital Charges	487,970
63,080		523,490
589,470	Net Expenditure	550,300

Budget Officer: A. Rose

Service Description

This service heading shows the provision of a range of recreational and leisure services.

Staffing

This service employs 6.2 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Sports and Recreation'. The Sports and Recreation minibus currently has a book value of £24,190.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
229,640	Employee Expenses	244,560
6,930	Transportation Expenses	7,270
17,170	General Running Expenses	28,930
40,710	Development Activities	8,880
1,000	Other Running Expenses	
295,450		289,640
	Internal Recharges:	
82,510	Charges to Sports and Recreation	92,610
3,320	Capital Charges	3,640
381,280		385,890
	Income :-	
-76,760	Grants, Fees and Charges	-77,100
-76,760		-77,100
304,520	Net Expenditure	308,790

Budget Officer: A. Rose

Service Description

The Benn Hall is the Council's main facility for the provision of arts and entertainment activities. Management of The Hall became the responsibility of Rugby Borough Council from April 2013

Staffing

This service employs 4.4 FTE staff.

Assets used

The Benn Hall land and building currently has a book value of £609,820.

Marketing Policy

2014/15 prices are based on past years' levels and structure and in accordance with market forces. These charges will be reviewed throughout the year and adjusted for future years as necessary

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
112,890	Employee Expenses	126,780
18,380	Property Expenses	23,280
32,720	General Running Expenses	38,960
0	Other Running Expenses	2,870
163,990		191,890
	Internal Recharges:	
47,620	Charges to the Benn Hall	87,900
22,500	Capital Charges	0
234,110		279,790
	Income :-	
-150,000	Sales, Fees & Charges	-150,000
-15,600	GC Benn Bequest	-15,600
-165,600		-165,600
68,510	Net Expenditure	114,190

Budget Officer: A. Rose

Service Description

The provision of a Visitor Centre to improve and co-ordinate tourism in Rugby. The Visitor Centre is located in the Art Gallery, Museum and Library building.

Staffing

This service currently employs 3.0 FTE staff.

Pricing/Marketing Policy

Gifts and souvenirs are sold at a small profit.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
80,870	Employee Expenses	76,530
260	Property Expenses	260
0	Transportation Expenses	110
22,630	General Running Expenses	22,510
800	Other Running Expenses	800
104,560		100,210
	Internal Recharges:	
54,540	Charges to Visitor Centre	53,310
13,680	Capital Charges	0
172,780		153,520
	Income :-	
-25,650	Contributions and Sales	-25,650
-25,650		-25,650
147,130	Net Expenditure	127,870

Budget Officer: S. Lawson

Service Description

This relates to services largely provided by the Rugby Town Centre Company which are jointly funded by the Council and the private sector to improve and co-ordinate the approach to the Town Centre.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Town Centre CCTV and Management'

2013/14 Budget £		2014/15 Budget £
259,190	Expenditure :-	
259,190	General Running Expenses	259,190
259,190		259,190
9,080	Internal Recharges:	
268,270	Charges to Town Centre CCTV and Management	9,210
268,270		268,400
-8,690	Income :-	
-8,690	Other Income	-8,690
-8,690		-8,690
<u>259,580</u>	Net Expenditure	<u>259,710</u>

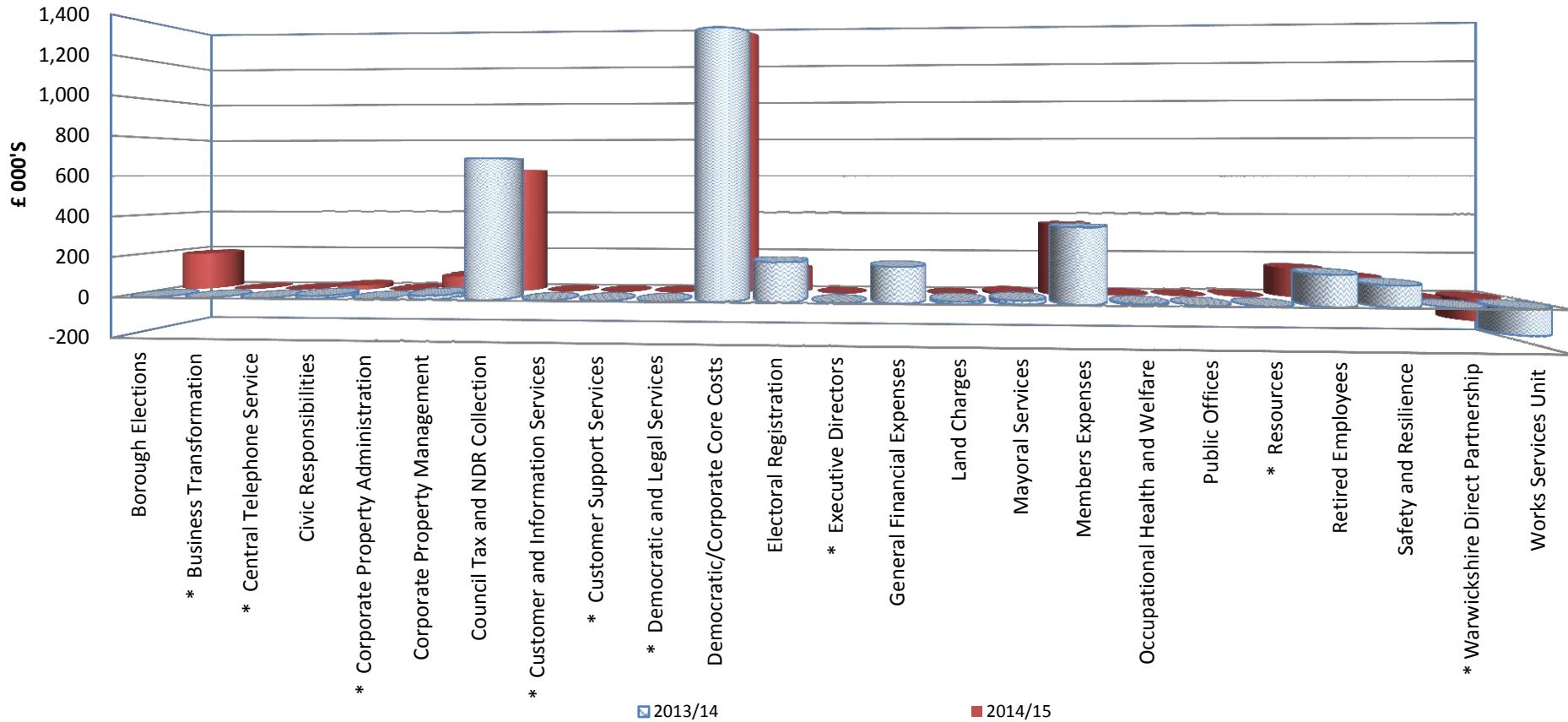
RESOURCES AND CORPORATE GOVERNANCE

2013/14 Budget £		Budget Officer	2014/15 Budget £
0	Borough Elections	HBT	186,450
0	Business Transformation	HBT	0
0	Central Telephone Service	HCI	0
12,880	Civic Responsibilities	HBT	21,720
0	Corporate Property Administration	HoH	0
17,840	Corporate Property Management	HoH	71,790
686,240	Council Tax and BR Collection	HoR	633,130
0	Customer and Information Services	HCI	0
700	Customer Support Services	HCI	0
0	Corporate Apprenticeship Scheme	HCI	0
0	Democratic and Legal Services	HBT	0
1,308,650	Democratic/Corporate Core	HoR	1,345,010
188,000	Electoral Registration	HBT	119,490
0	Executive Directors	CE	0
172,250	General Financial Expenses	HoR	0
11,250	Land Charges	HPC	-2,550
18,380	Mayoral Services	HBT	11,640
361,230	Members Expenses	HBT	359,810
5,180	Occupational Health and Welfare	HoR	5,190
0	Public Offices	HoH	0
0	Resources	HoR	0
148,700	Retired Employees	HoR	142,840
101,010	Safety and Resilience	HES	99,600
0	Warwickshire Direct Partnership	HCI	0
-122,760	Works Services Unit and Depot	HES	-110,570
<u>2,909,550</u>	Total Net Expenditure		<u>2,883,550</u>

Budget Officers

HBT	Head of Business Transformation - D. Jones
HCI	Head of Customer & Information Services - R. Chand
HES	Head of Environmental Services - S. Lawson
HoH	Head of Housing - S. Shanahan
HoR	Head of Resources - A. Norburn
HPC	Head of Planning and Cultural Services - A. Rose
CE	Executive Directors

RESOURCES & CORPORATE GOVERNANCE BUDGETS 2013/14 AND 2014/15



* All costs are charged to service users

**Net Expenditure Including Capital Charges
2013/14 £2,909,550; 2014/15 £2,883,550**

Budget Officer: D. Jones

Service Description

The preparation and conduct of Borough Council elections.

Staffing

The staffing of this service is included within Electoral Registration and is recharged to this service through 'Internal Recharges: Charges to Borough Elections'.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Borough Elections'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
0	Property Expenses	13,000
0	Transportation Expenses	0
0	General Running Expenses	103,420
<hr/> 0		<hr/> 116,420
	Internal Recharges:	
0	Charges to Borough Elections	70,030
<hr/> 0		<hr/> 186,450
	Income :-	
0	Reimbursements	0
<hr/> 0		<hr/> 0
<hr/> <hr/> 0	Net Expenditure	<hr/> <hr/> 186,450

Budget Officer: D. Jones

Service Description

This service drives transformational change across the Council in line with its agreed strategies and plans.

Staffing

This service currently employs 13.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Business Transformation'.

2013/14 Budget £	Expenditure :-	2014/15 Budget £
482,740	Employee Expenses	524,530
3,880	Transportation Expenses	3,020
184,750	General Running Expenses	147,470
14,610	Other Running Expenses	14,610
685,980		689,630
220,130	Internal Recharges: Charges to Business Transformation	220,430
906,110		910,060
	Income :-	
0	Reimbursements	-3,660
-906,110	Internal Recharges: Charges from Business Transformation	-906,400
-906,110		-910,060
0	Net Expenditure	0

Budget Officer: R. Chand

Service Description

The provision and management of the Council's telephone services including the purchase and maintenance of equipment and wiring, line and circuit rentals, call charges and information services. The total cost of this service is recharged to users throughout the Council.

Staffing

No staff are directly employed on this service.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Central Telephone Service'. The telephony equipment has a book value of £55,100.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
42,220	General Running Expenses	39,240
<hr/> 42,220		<hr/> 39,240
10,570	Internal Recharges:	
4,740	Charges to Central Telephone Service	9,860
	Capital Charges	12,000
<hr/> 57,530		<hr/> 61,100
	Income :-	
-2,080	Sales, Fees and Charges	-2,080
-55,450	Internal Recharges:	
	Charges from Central Telephone Service	-59,020
<hr/> -57,530		<hr/> -61,100
<hr/> <hr/> 0	Net Expenditure	<hr/> <hr/> 0

Budget Officer: D. Jones

Service Description

The production of the Council's year book and the organisation of civic events.

Staffing

No staff are directly employed on this service.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
6,500	Employee Expenses	6,500
0	Transportation Expenses	0
5,950	General Running Expenses	15,180
<hr/> 12,450		<hr/> 21,680
	Internal Recharges:	
430	Charges to Civic Responsibilities	440
<hr/> 12,880		<hr/> 22,120
	Income :-	
	Internal Recharges:	
0	Charges from Civic Responsibilities	-400
<hr/> 0		<hr/> -400
<hr/> <hr/> 12,880	Net Expenditure	<hr/> <hr/> 21,720

Budget Officer: S. Shanahan

Service Description

The administration and management of all corporate properties including repairs and maintenance, utility costs and energy efficiency improvements.

Staffing

This service currently employs 8.2 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Corporate Property Administration' .

2013/14 Budget £	Expenditure :-	2014/15 Budget £
258,970	Employee Expenses	270,560
474,850	Property Maintenance	462,820
8,120	Transportation Costs	1,830
6,850	General Running Expenses	3,850
748,790		739,060
	Internal Recharges:	
50,470	Charges to Corporate Property Administration	53,550
799,260		792,610
	Income :-	
	Internal Recharges:	
-660,400	Charges from Corporate Property Administration	-739,220
-138,860	Other Income	-53,390
-799,260		-792,610
0	Net Expenditure	0

Budget Officer: S. Shanahan

Service Description

The costs associated with properties owned (but not occupied) by the Council and land-holdings excluding council housing.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Corporate Property Management'.

Assets Used

Corporate Properties have a book value of £962,670.

Marketing Policy

Charges are set for the rental of corporate land and property based upon an assessment by the Council's valuer.

2013/14 Budget £	Expenditure :-	2014/15 Budget £
4,070	Property Expenses	1,030
11,200	General Running Expenses	10,140
2,310	Other Running Expenses	750
17,580		11,920
	Internal Recharges:	
21,490	Charges to Corporate Property Management	79,570
400	Capital Charges	400
39,470		91,890
	Income :-	
-21,630	Other Income	-20,100
17,840	Net Expenditure	71,790

Budget Officer: A. Norburn

Service Description

The billing, collection and recovery of amounts due for Council Tax and Business Rates (BR).

Staffing

This service currently employs 13.34 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Council Tax and BR Collection'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
383,970	Employee Expenses	407,920
8,760	Transportation Expenses	6,680
74,030	General Running Expenses	64,220
56,430	Other Running Expenses	0
<hr/> 523,190		<hr/> 478,820
495,420	Internal Recharges: Charges to Council Tax and BR Collection	478,520
<hr/> 1,018,610		<hr/> 957,340
	Income :-	
-174,660	Contribution from Collection Fund	-174,660
-134,780	Costs Recovered	-134,780
-22,930	Other Income	-14,770
<hr/> -332,370		<hr/> -324,210
<hr/> <hr/> 686,240	Net Expenditure	<hr/> <hr/> 633,130

Budget Officer: R. Chand

Service Description

This service leads the Council's approach to Customer Services, Corporate Support Services and Information Communication and Technology (ICT).

Staffing

This service currently employs 26.4 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Customer and Information Services'. In addition the service maintains a number of IT assets that currently have a book value of £346,270.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
901,580	Employee Expenses	947,330
16,100	Transportation Expenses	9,270
614,240	General Running Expenses	605,650
<hr/> 1,531,920		<hr/> 1,562,250
	Internal Recharges:	
262,920	Charges to Customer and Info. Services	233,360
174,000	Capital Charges	152,860
<hr/> 1,968,840		<hr/> 1,948,470
	Income :-	
-82,480	Other Income	-58,830
-1,886,360	Internal Recharges: Charges from Customer and Info. Services	-1,889,640
<hr/> -1,968,840		<hr/> -1,948,470
<hr/> <hr/> <u>0</u>		<hr/> <hr/> <u>0</u>

Budget Officer: R. Chand

Service Description

This incorporates a number of services providing support to both the external customer and the Council and includes the Customer Service Centre.

Staffing

This service currently employs 26.5FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Customer Support Services'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
649,100	Employee Expenses	658,510
940	Transportation Expenses	990
160,660	General Running Expenses	152,950
<hr/> 810,700		<hr/> 812,450
	Internal Recharges:	
374,410	Charges to Customer Support Services	351,560
<hr/> 1,185,110		<hr/> 1,164,010
	Income :-	
-8,300	Other Income	-8,300
-1,176,110	Internal Recharges:	
	Charges from Customer Support Services	-1,155,710
<hr/> -1,184,410		<hr/> -1,164,010
<hr/> <hr/> 700		<hr/> <hr/> 0

Budget Officer: R. Chand

Service Description

The corporate apprenticeship scheme is a mutually beneficial arrangement where apprentices gain meaningful paid work experience, qualifications and skills and the Council gains a degree of additional input across a range of areas.

Staffing

This service currently employs 6.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Corporate Apprenticeship Scheme'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
45,220	Employee Expenses	78,660
270	Transportation Expenses	270
50	General Running Expenses	70
45,540		79,000
2,820	Internal Recharges: Charges to Corporate Apprenticeship Scheme	7,890
48,360		86,890
	Income :-	
-38,360	Internal Recharges:	-48,570
-10,000	Other Internal Recharges	-38,320
-48,360		-86,890
0		0

Budget Officer: D. Jones

Service Description

This service takes the lead in ensuring that the Council complies with its legal obligations, that compliant means are found to deliver the Council's Corporate Strategy and that its governance arrangements are fit for purpose.

Staffing

This service currently employs 11.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Democratic and Legal Services'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
424,330	Employee Expenses	202,030
3,390	Transportation Expenses	380
25,730	General Running Expenses	1,280
<hr/> 453,450		<hr/> 203,690
149,230	Internal Recharges: Charges to Democratic and Legal Services	54,570
<hr/> 602,680		<hr/> 258,260
	Income :-	
-7,740	Other Income	0
-594,940	Internal Recharges: Charges from Democratic and Legal Services	-258,260
<hr/> -602,680		<hr/> -258,260
<hr/> <hr/> 0		<hr/> <hr/> 0

Budget Officer: A. Norburn

Service Description

The Corporate and Democratic Core comprises two divisions of service: Democratic Representation and Management (DRM) and Corporate Management (CM).

DRM concerns policy making and all other member based activities. CM concerns those activities and costs that provide the infrastructure that allows services to be provided, and the information that is required for public accountability.

The costs shown below are only part of the costs that are reported to the Government as 'Corporate and Democratic Core (CDC) Costs'. CDC costs include the cost of Civic Responsibilities, Mayoral Services, Members Expenses, General Financial Services (External Audit Fee, Bank Charges and Corporate Subscriptions), Parish Councils and Contributions and Overview & Scrutiny Management Board.

These costs are shown separately within this book so that members can see the true cost of these particular services.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Democratic/Corporate Core'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
	Internal Recharges:	
1,552,670	Charges to Democratic/Corporate Core	1,577,830
<hr/> 1,552,670		<hr/> 1,577,830
	Income :-	
-244,020	Recharge to HRA	-232,820
<hr/> -244,020		<hr/> -232,820
<hr/> <hr/> 1,308,650	Net Expenditure	<hr/> <hr/> 1,345,010

Budget Officer: D. Jones

Service Description

The co-ordination and conduct of the electoral canvass and the preparation, maintenance and publication of the Electoral Register. A proportion of the service cost is recharged to Borough Elections.

Staffing

This service currently employs 2.3 FTE staff.

Assets Used

A proportion of using the costs of the Town Hall buildings are included under 'Internal Recharges: Charges to Electoral Registration'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
60,360	Employee Expenses	63,720
340	Transportation Expenses	340
49,060	General Running Expenses	76,690
<hr/> 109,760		<hr/> 140,750
80,340	Internal Recharges: Charges to Electoral Registration	75,960
<hr/> 190,100		<hr/> 216,710
	Income :-	
-2,100	Other Income	-32,910
0	Internal Recharges: Charges from Electoral Registration	-64,310
<hr/> -2,100		<hr/> -97,220
<hr/> <hr/> 188,000	Net Expenditure	<hr/> <hr/> 119,490

Budget Officer: I. Davis / A. Gabbitas

Service Description

Previously called 'Chief Executive and Deputy Chief Executives' the service now only employs Executive Directors.

Staffing

This service currently employs 2.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Executive Directors'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
226,280	Employee Expenses	229,750
5,490	Transportation Expenses	1,580
2,580	General Running Expenses	2,040
<hr/> 234,350		<hr/> 233,370
	Internal Recharges:	
508,080	Charges to Executive Directors	516,050
<hr/> 742,430		<hr/> 749,420
	Income :-	
	Internal Recharges:	
-742,430	Charges from Executive Directors	-749,420
<hr/> -742,430		<hr/> -749,420
<hr/> <hr/> <u>0</u>	Net Expenditure	<hr/> <hr/> <u>0</u>

Budget Officer: A. Norburn

Service Description

This service deals mainly with the Council's audit fee, bank charges and subscriptions.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to General Financial Expenses'.

2013/14 Budget £	Expenditure :-	2014/15 Budget £
72,390	External Audit Fee	85,090
32,900	Bank Charges	32,900
11,000	Payment Card Costs	11,000
27,800	Subscriptions	24,550
17,100	Other Costs	23,460
161,190		177,000
66,480	Internal Recharges: Charges to General Financial Expenses	4,640
227,670		181,640
	Income :-	
-6,000	Other Income	-6,000
-49,420	Internal Recharges: Charges from General Financial Expenses	-175,640
-55,420		-181,640
172,250	Net Expenditure	0

Budget Officer: A. Rose

Service Description

The maintenance of the Register of Local Land Charges and the co-ordination of responses to searches of the Register and enquiries of Local Authorities.

Staffing

This service currently employs 1.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Land Charges'.

Marketing Policy

Charges are set to at least cover the costs of running the service based on the anticipated number of searches enquiries in the budget year. The fees are re-assessed each year in the light of the general trend in the number of searches/enquiries received.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
24,750	Employee Expenses	25,110
50	Transportation Expenses	50
36,030	General Running Expenses	41,630
<hr/> 60,830		<hr/> 66,790
67,250	Internal Recharges: Charges to Land Charges	55,660
<hr/> 128,080		<hr/> 122,450
	Income :-	
-116,830	Search Fees and Enquiries	-125,000
<hr/> <hr/> 11,250	Net Expenditure	<hr/> <hr/> -2,550

Budget Officer: D. Jones

Service Description

The administrative costs of the Mayor's office and mayoral car and expenditure on civic functions.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Mayoral Services'.

Assets Used

The civic regalia currently has a book value of £94,370, the garage and land have a book value of £20,000 and the mayoral car £9,850.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
2,450	Employee Expenses	2,240
2,270	Transportation Expenses	2,270
4,960	General Running Expenses	4,950
9,680		9,460
	Internal Recharges:	
6,540	Charges to Mayoral Services	6,600
2,160	Capital Charges	2,180
18,380		18,240
	Income :-	
	Internal Recharges:	
0	Charges from Mayoral Services	-6,600
0		-6,600
18,380	Net Expenditure	11,640

Budget Officer: D. Jones

Service Description

The calculation and payment of expenses/allowances due to councillors and the cost of administrative support. These costs are recharged to the Democratic/Corporate Core.

Staffing

No staff are directly employed on this service, but officer time is charged through Internal Recharges: Charges to Members Expenses'

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
13,730	Employee Expenses	17,490
2,190	Transportation Expenses	1,750
340,960	General Running Expenses	340,570
356,880		359,810
	Internal Recharges:	
4,350	Charges to Members Expenses	2,810
361,230		362,620
	Income :-	
	Internal Recharges:	
0	Charges from Members Expenses	-2,810
0		-2,810
361,230	Net Expenditure	359,810

Budget Officer: A. Norburn

Service Description

Miscellaneous expenditure for the occupational health and welfare of the Council's employees.

Staffing

No staff are directly employed on this service, but officer time is charged through Internal Recharges: Charges to Occupational Health and Welfare'

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
5,500	Occupational Health and Welfare	5,500
	Internal Recharges:	
160	Charges to Occupational Health and Welfare	170
<u>5,660</u>		<u>5,670</u>
	Income :-	
	Internal Recharges:	
-480	Charges from Occupational Health and Welfare	-480
<u><u>5,180</u></u>	Net Expenditure	<u><u>5,190</u></u>

Budget Officer: S. Shanahan

Service Description

The general running cost of the Town Hall and the Lawn and Retreat buildings.
The cost of Public Offices is fully recharged to services throughout the Council.

Staffing

No staff are directly employed on this service, these are now shown under 'Corporate Property Administration' but officer time is charged through Internal Recharges : Charges to Public Offices'.

Assets Used

The Town Hall land and buildings currently have a book value of £3,668,480 and fixtures and fittings have a value of £85,450. The cost of using these buildings is recharged through Internal Recharges based upon the useable floor area occupied by that service.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
191,230	Property Expenses	185,610
15,710	Running Expenses	18,990
5,050	Other Running Expenses	4,800
<hr/> 211,990		<hr/> 209,400
	Internal Recharges:	
162,930	Charges to Public Offices	134,920
94,390	Capital Charges	41,530
<hr/> 469,310		<hr/> 385,850
	Income :-	
	Internal Recharges:	
-469,310	Charges from Public Offices	-385,850
<hr/> <hr/> <u>0</u>	Net Expenditure	<hr/> <hr/> <u>0</u>

Budget Officer: A. Norburn

Service Description

This service takes strategic responsibility for the Council's resources, ensuring that these are available to deliver the Council's Corporate Strategy in a way which meets value for money criteria.

Staffing

This service currently employs 20.3 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Resources'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
824,510	Employee Expenses	849,000
7,020	Transportation Expenses	3,230
21,990	General Running Expenses	25,450
<hr/> 853,520		<hr/> 877,680
323,900	Internal Recharges: Charges to Resources	296,140
<hr/> 1,177,420		<hr/> 1,173,820
	Income :-	
0	Other Income	-2,290
-1,177,420	Internal Recharges: Charges from Resources	-1,171,530
<hr/> -1,177,420		<hr/> -1,173,820
<hr/> <hr/> 0		<hr/> <hr/> 0

Budget Officer: A. Norburn

Service Description

Annual contributions made to the Warwickshire County Council Pension Scheme in respect of Rugby Borough Council ex-employees. The cost of retirement benefits in respect of past service costs are not charged to services and are defined as Non Distributed Costs.

Staffing

No staff are directly employed on this service but officer time is charged through Internal Recharges : Charges to Retired Employees'.

2013/14 Budget £		2014/15 Budget £
145,100	Expenditure:-	
	Employee Expenses	139,250
145,100		139,250
3,600	Internal Recharges: Charges to Retired Employees	3,590
148,700	Net Expenditure	142,840

Budget Officer: S. Lawson

Service Description

Expenditure to meet the statutory requirements and responsibilities under the Civil Contingencies Act as well as staffing costs for corporate Health and Safety activities.

Staffing

This service currently employs 1.7 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Safety and Resilience'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
52,410	Employee Expenses	54,120
3,470	Transportation Expenses	3,960
11,600	General Running Expenses	10,870
67,480		68,950
41,480	Internal Recharges: Charges to Safety and Resilience	38,380
108,960		107,330
	Income :-	
-7,950	Internal Recharges: Charges from Safety and Resilience	-7,730
101,010	Net Expenditure	99,600

Budget Officer: R. Chand

Service Description

The IT costs associated with the Customer Services Centre are shown here and are recharged to service users.

Staffing

No staff are employed on this service.

Assets Used

This service utilises IT hardware the cost of which has been fully depreciated.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
67,140	General Running Expenses	49,320
13,210	Capital Charges	0
80,350		49,320
	Income:-	
	Internal Recharges:	
-80,350	Recharges from Warks. On-Line Partnership	-49,320
0	Net Expenditure	0

Budget Officer: S. Lawson

Service Description

All services intend to cover the operational costs of services delivered. These include Trade Waste, Waste Collection, Street Cleansing, Grounds Maintenance, Housing Maintenance, Drainage, Toilet Cleaning, Vehicle Maintenance and some residual Highways activities.

Staffing

This service currently employs 28.6 FTE staff within management and administration. The above operative services also employ a number of manual workers but due to the commercial sensitivity of this information the number of FTEs is not published.

Assets Used

The service is situated at the Works Depot on Newbold Road, the land and buildings currently have a book value of £732,190. In addition other assets, including CCTV, plant and machinery have a combined book value of £3,018,480.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
-683,300	Operational Expenses not Recharged	-730,000
560,540	Capital Charges	619,430
<u>-122,760</u>	Net Expenditure	<u>-110,570</u>

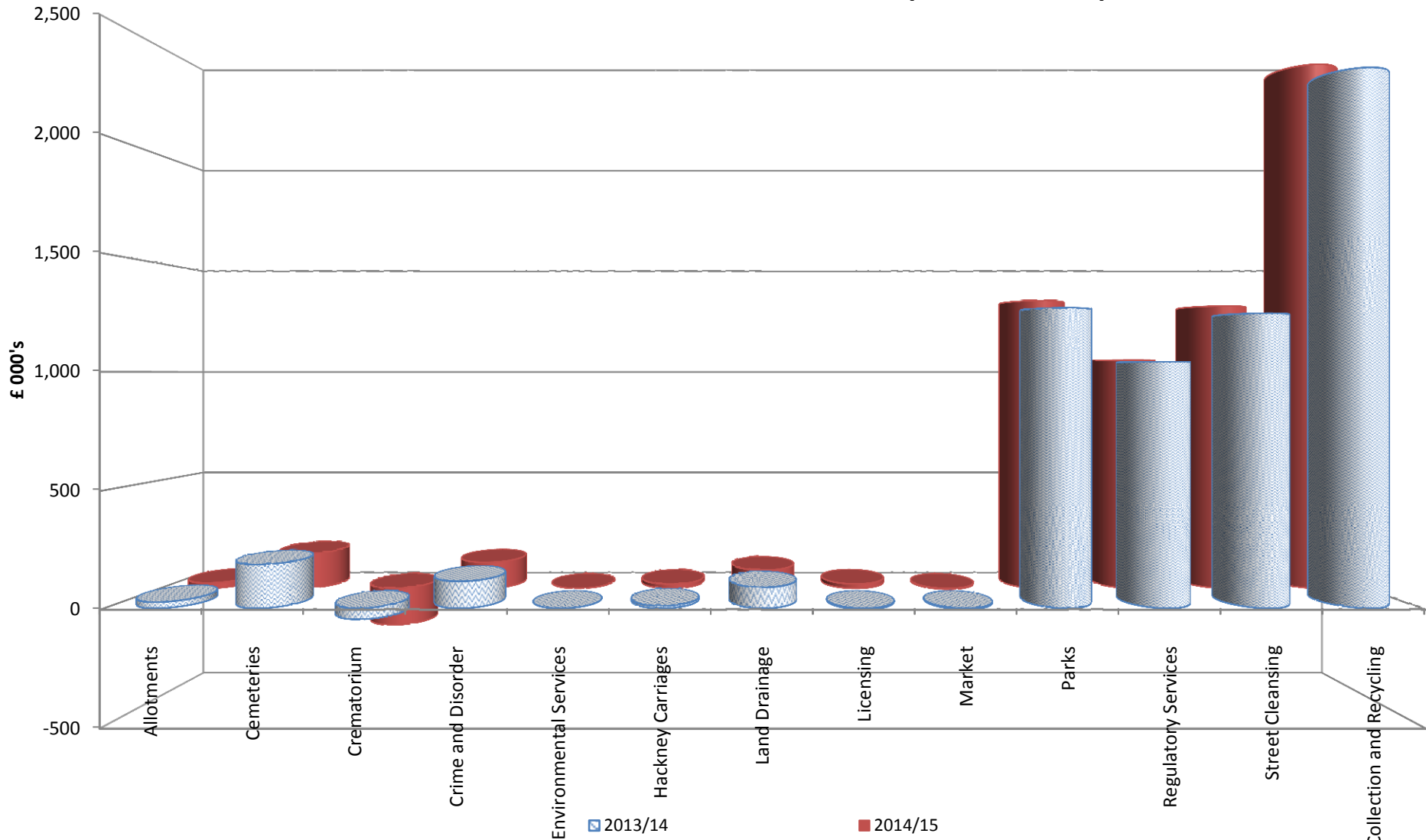
SUSTAINABLE ENVIRONMENT

2013/14 Budget £		Budget Officer	2014/15 Budget £
25,880	Allotments	HES	25,260
185,270	Cemeteries	HES	158,870
-47,000	Crematorium	HES	-169,620
114,270	Crime and Disorder	HES	120,480
0	Environmental Services	HES	0
10,140	Hackney Carriages and Private Hire Vehicles	HES	19,370
88,910	Land Drainage	HES	84,260
-4,130	Licensing	HES	20,630
-4,080	Market	HES	-4,000
1,270,530	Parks, Recreation Grounds & Open Spaces	HES	1,327,630
1,042,310	Regulatory Services	HES	1,054,520
1,247,530	Street Cleansing	HES	1,303,690
2,285,400	Waste Collection and Recycling	HES	2,418,610
<u>6,215,030</u>	Total Net Expenditure		<u>6,359,700</u>

Budget Officers

HES Head of Environmental Services - S. Lawson

SUSTAINABLE ENVIRONMENT BUDGETS 2013/14 AND 2014/15



Net Expenditure Including Capital Charges
2013/14 £6,215,030; 2014/15 £6,359,700

Budget Officer: S. Lawson

Service Description

The Council owns a number of allotment sites mostly within the urban area. The majority of plots are let to individual tenants for a yearly rental, but some sites are rented annually to local allotment associations.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Allotments'

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Allotments'. Currently land used as allotments has a book value of £247,250.

Marketing Policy

The charges continue to be kept at a modest level but the pricing structure has been simplified to have only four categories. Key deposits have been introduced and a rechargeable rotovation and weed killing service offered.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
9,870	Property Expenses	9,870
5,060	Other Running Expenses	5,270
14,930		15,140
20,450	Internal Recharges: Charges to Allotments	19,620
35,380		34,760
	Income :-	
-9,500	Rents	-9,500
25,880	Net Expenditure	25,260

Budget Officer: S. Lawson

Service Description

The Council has five cemeteries for burial purposes which it administers within the Borough. Clifton Road and Whinfield Cemetery are located in the centre of the Borough with Watts Lane to the east and Croop Hill to the west, with a fifth cemetery at the new Rainsbrook facility.

Staffing

This service currently employs 1.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Cemeteries'. The cemeteries land/assets have a value of £1,248,620.

Marketing Policy

Charges continue to reflect the sensitivity of the service provided. Non-residents of Rugby are subject to double fees in respect of burial charges and for the purchase of the Exclusive Right of Burial.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
7,000	Employee Expenses	29,920
12,050	Property Expenditure	11,960
1,030	General Running Expenses	3,950
159,880	Other Running Expenses	172,530
<hr/> 179,960		<hr/> 218,360
	Internal Recharges:	
131,830	Charges to Cemeteries	65,110
4,130	Capital Charges	6,050
<hr/> 315,920		<hr/> 289,520
	Income :-	
-130,140	Fees, Charges and Rents	-130,650
-510	Interest on Investments	0
<hr/> -130,650		<hr/> -130,650
<hr/> <hr/> 185,270	Net Expenditure	<hr/> <hr/> 158,870

Budget Officer: S. Lawson

Service Description

A new crematorium facility is being created and operated as part of a joint venture with Daventry District Council. The new crematorium is due to open in the spring of 2014 and will be located towards the northern part of the Hillmorton Grounds farm.

Staffing

This service currently employs 5.0 FTE staff.

Assets Used

A valuation of the new facility will be obtained upon completion.

Marketing Policy

Charges will be set to reflect the sensitivity of the service provided.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
0	Employee Expenses	140,980
88,580	Property Expenditure	97,900
47,000	Other Running Expenses	274,250
0	General Running Expenses	96,200
<hr/> 135,580		<hr/> 609,330
0	Internal Recharges: Charges to Crematorium	105,250
<hr/> 135,580		<hr/> 714,580
	Income :-	
-182,580	Fees, Charges and Rents	-884,200
<hr/> <hr/> -47,000	Net Expenditure	<hr/> <hr/> -169,620

Budget Officer: S. Lawson

Service Description

This budget is for community safety initiatives grant aided by the Warwickshire Police and Crime Commissioner.

Staffing

This service currently employs 1.7 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Crime and Disorder'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
40,880	Employee Expenses	61,380
2,680	Transportation Expenses	2,540
66,420	General Running Expenses	74,700
109,980		138,620
	Internal Recharges:	
22,310	Charges to Crime and Disorder	26,490
132,290		165,110
	Income :-	
-18,020	Grants	-44,630
114,270	Net Expenditure	120,480

Budget Officer: S. Lawson

Service Description

This service is primarily for the Head of Environmental Services, but includes the qualification training budget for Environmental Services.

Staffing

The service currently employs 1.0 FTE staff.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
88,880	Employee Expenses	90,070
4,000	Transportation Expenses	3,540
520	General Running Expenses	230
93,400		93,840
	Internal Recharges:	
137,960	Charges to Environmental Services	125,410
0	Capital Charges	
231,360		219,250
	Income :-	
0	Fees and Charges	
-231,360	Internal Recharges: Charges from Charges from Environmental Services	-219,250
-231,360		-219,250
0	Net Expenditure	0

Budget Officer: S. Lawson

Service Description

The monitoring of the standards of service provided for the public by issuing licences and enforcing statutory requirements.

Staffing

The staffing of this service is included within Regulatory Services but officer time is charged through 'Internal Recharges: Charges to Hackney Carriage and Private Hire Vehicles'.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Hackney Carriages and Private Hire Vehicles'.

Pricing/Marketing Policy

The policy seeks to administer the function at no cost to the Council by charging an appropriate level of licence fees, as allowed by legislation. Account is also taken of charges levied by comparable neighbouring authorities, though for reference only as licensing can only charge costs incurred. Enforcement cannot be charged on licence fees.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
6,080	General Running Expenses	5,550
3,300	Other Running Expenses	3,300
9,380		8,850
68,830	Internal Recharges: Charges to Hackney Carriages and Private Hire Vehicles	80,110
78,210		88,960
	Income :-	
-68,070	Licence Fees	-69,590
10,140	Net Expenditure	19,370

Budget Officer: S. Lawson

Service Description

Stretches of watercourse that run through Council-owned land are maintained. Flood prevention works take place in response to emergencies and multiple ownership lengths of watercourse.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Land Drainage'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
60,800	Other Running Expenses	20,000
68,910	Internal Recharges: Charges to Land Drainage	64,260
<u>129,710</u>		<u>84,260</u>
	Income :-	
-40,800	Reimbursements	0
<u><u>88,910</u></u>	Net Expenditure	<u><u>84,260</u></u>

Budget Officer: S. Lawson

Service Description

This service deals with the administration, issue and monitoring of nearly all of the licenses issued by the Council.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Licensing'.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Licensing'.

Pricing/Marketing Policy

Nearly all of the income from this service is from the licensing of public houses, the cost of which is set by the Government.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
2,280	Other Running Expenses	410
410	General Running Expenses	2,280
2,690		2,690
	Internal Recharges:	
94,190	Charges to Licensing	118,950
96,880		121,640
	Income :-	
-500	Reimbursements	-500
-100,510	Licenses	-100,510
-4,130	Net Expenditure	20,630

Budget Officer: S. Lawson

Service Description

The Market is situated in the town centre. Since late November 2002 the market has been operated by the Rugby Town Centre Company on behalf of the Council.

Staffing

No staff are directly employed on this service, but a small amount of officer time is charged through 'Internal Recharges: Charges to Market'.

Assets Used

The Market is currently situated on public highway and this has no book value.

2013/14 Budget £		2014/15 Budget £
22,720	Expenditure :-	
22,720	Property and Land Maintenance	22,710
2,880	Internal Recharges: Charges to Market	2,970
25,600		25,680
-29,680	Income :-	
-4,080	Sales, Fees and Charges	-29,680
<u>-4,080</u>	Net Expenditure	<u>-4,000</u>

Budget Officer: S. Lawson

Service Description

The Council provides parks, recreation grounds, children's play areas, playing fields and extensive areas of informal open space.

Staffing

The staffing of this service is included in the Works Services Unit and is charged through 'Internal Recharges: Charges to Parks, Recreation Grounds and Open Spaces'.

Assets Used

The staff time used to support this service and a proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Parks, Recreation Grounds and Open Spaces'. The book value of all Parks, Recreation Grounds and Open Spaces is £5,043,390.

Marketing Policy

The need to continue to support and promote organised sporting activity as part of a healthy lifestyle is recognised within the pricing structure agreed by members for hire of pitches and associated facilities. Charges are made for profit making organisations using green space whilst community groups and charitable organisations can use them free of charge. Land, building and property rents are based on current market rates.

2013/14 Budget £		2014/15 Budget £
66,020	Expenditure :-	
68,880	Property Expenditure	69,630
860,210	General Running Expenses	64,580
<hr/>	Other Running Expenses	894,530
995,110		<hr/>
		1,028,740
	 Internal Recharges:	
227,410	Charges to Parks, Recreation Grounds and Open Spaces	217,810
170,310	Capital Charges	203,380
<hr/>		<hr/>
1,392,830		1,449,930
	Income :-	
-121,300	Fees and Charges	-122,300
-1,000	Interest	0
<hr/>		<hr/>
-122,300		-122,300
<hr/> <hr/>	Net Expenditure	<hr/> <hr/>
1,270,530		1,327,630

Budget Officer: S. Lawson

Service Description

This includes a range of services aimed at protecting public health and safety and environmental protection, including food safety, occupational health and safety, noise, dog control and pest control.

Staffing

The service currently employs 29.2 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Regulatory Services'. Assets used include vehicles with a book value of £30,210.

Pricing/Marketing Policy

Different policies apply for different areas of income generation. These range from free provision to commercial market rates.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
969,030	Employee Expenses	995,600
170	Property Expenses	50
58,930	Transportation Expenses	47,460
29,490	General Running Expenses	26,800
16,760	Other Running Expenses	26,210
1,074,380		1,096,120
	Internal Recharges:	
355,440	Regulatory Services	327,730
9,810	Capital Charges	10,380
1,439,630		1,434,230
	Income :-	
-46,450	Fees and Charges	-45,400
-350,870	Internal Recharges: Charges from Regulatory Services	-334,310
-397,320		-379,710
1,042,310	Net Expenditure	1,054,520

Budget Officer: S. Lawson

Service Description

Keeping the Borough's streets in a clean condition by removing litter and emptying litter bins for the public to use; removing fly-tipped waste; controlling the growth of weeds and cutting grass verges in the Borough's streets in order to maintain a pleasant street scene.

Staffing

The staffing of this service is included within the Works Services Unit and is recharged through 'Internal Recharges: Charges to Street Cleansing'.

Assets Used

The assets used - plant and vehicles, are shown within the Works Services Unit and a proportion of using the assets is recharged through 'Internal Recharges: Charges to Street Cleansing Services'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
1,032,260	Other Running Expenses	1,064,490
214,180	Internal Recharges:	
1,090	Charges to Street Cleansing	238,070
	Capital Charges	1,130
<u>1,247,530</u>	Net Expenditure	<u>1,303,690</u>

Budget Officer: S. Lawson

Service Description

A new household collection service started in April 2009. For the majority of residents the recycling and refuse collections will be on the same day. Refuse will be collected one week, garden waste the following week and recyclables fortnightly.

Staffing

The staffing of this service is included within the Works Services Unit and is recharged through Internal Recharges: Charges to Waste Collection and Recycling'.

Assets Used

The assets used - plant and vehicles, are shown within Works Services Unit and a proportion of using the assets is recharged to this service through 'Internal Recharges: Charges to Waste Collection and Recycling'. In addition the current book value of the recycling equipment - including bins and store is £674,990.

2013/14 Budget £		2014/15 Budget £
2,298,440	Expenditure :-	
<hr/>		
2,298,440	Other Running Expenses	2,386,250
		<hr/>
		2,386,250
	Internal Recharges:	
345,020	Charges to Waste Collection and Recycling	403,720
136,980	Capital Charges	136,940
<hr/>		<hr/>
2,780,440		2,926,910
	Income :-	
-495,040	Sales, Fees and Charges	-508,300
<hr/>		<hr/>
<u>2,285,400</u>	Net Expenditure	<u>2,418,610</u>

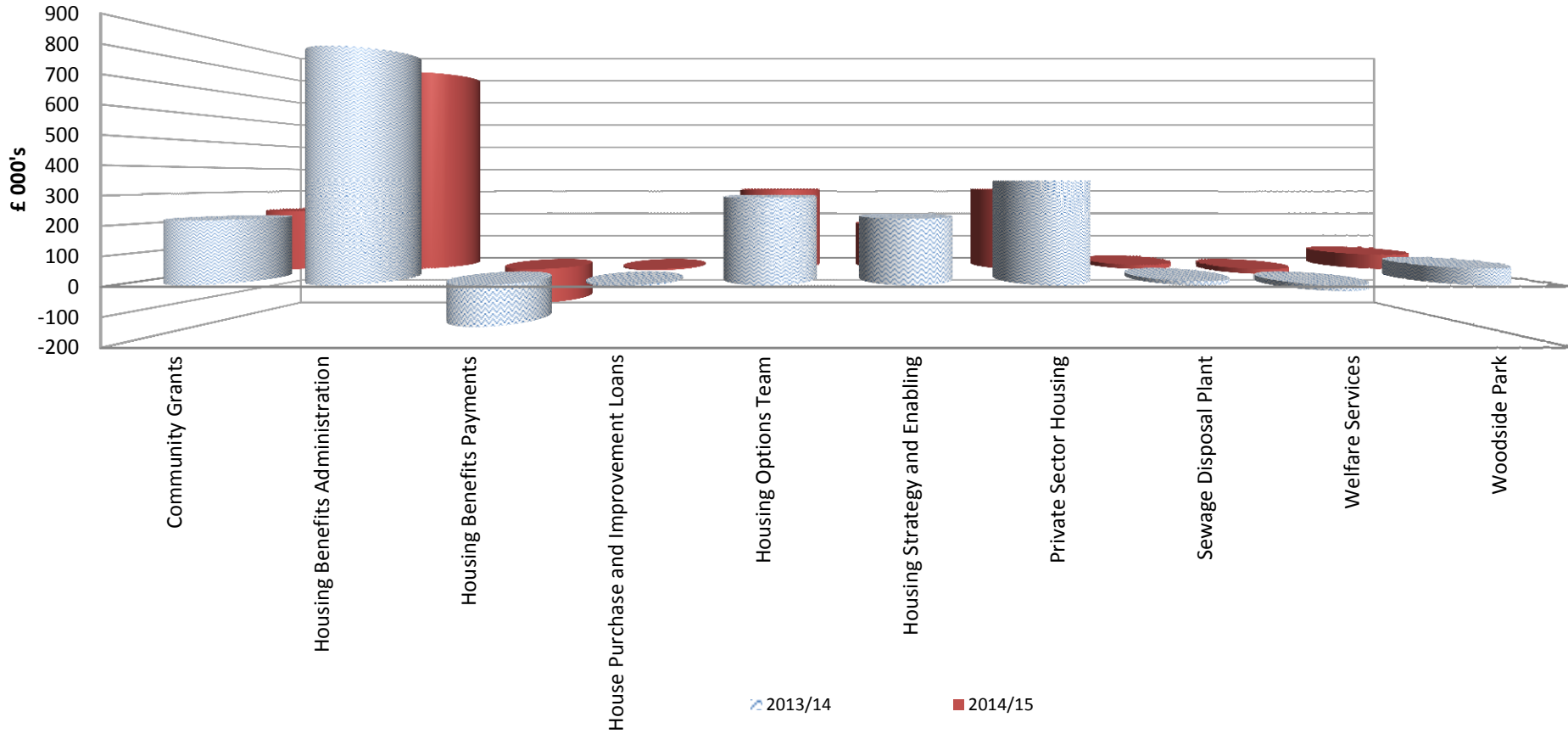
SUSTAINABLE INCLUSIVE COMMUNITIES

2013/14 Budget £		Budget Officer	2014/15 Budget £
216,840	Community Grants	HoH	228,660
800,290	Housing Benefits Administration	HoR	778,850
-138,640	Housing Benefits Payments	HoR	-133,470
	Housing (General Fund) Services:		
-4,700	House Purchase & Improvement Loans	HoH	-4,700
292,240	Housing Options Team	HoH	310,890
222,850	Housing Strategy and Enabling	HoH	171,930
348,230	Private Sector Housing	HoH	312,030
12,950	Sewage Disposal Plant	HES	15,750
-19,140	Welfare Services	HoH	-19,140
55,860	Woodside Park	HoH	55,670
1,786,780	Total Net Expenditure		1,716,470

Budget Officers

HES	Head of Environmental Services - S. Lawson
HoH	Head of Housing - S. Shanahan
HoR	Head of Resources - A. Norburn

SUSTAINABLE INCLUSIVE COMMUNITIES BUDGETS 2013/14 AND 2014/15



**Net Expenditure Including Capital Charges
2013/14 £1,786,780; 2014/15 £1,716,470**

Budget Officer: S. Shanahan

Service Description

The provision of grants to local voluntary organisations and village/community halls.

Staffing

No staff are directly employed on this service, but officer time is charged through 'Internal Recharges: Charges to Community Grants'

2013/14 Budget £		2014/15 Budget £
210,410	Expenditure :-	
210,410	General Running Expenses	222,410
6,430	Internal Recharges: Charges to Community Grants	6,250
216,840	Net Expenditure	228,660

Budget Officer: A. Norburn

Service Description

This service deals with the determination, award and payment of Housing Benefit and Council Tax Reduction.

Staffing

This service currently employs 18.23 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Housing Benefits Administration'.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
495,930	Employee Expenses	502,600
6,460	Transportation Expenses	1,410
25,210	General Running Expenses	24,520
<hr/> 527,600		<hr/> 528,530
327,890	Internal Recharges: Charges to Housing Benefit Administration	309,770
<hr/> 855,490		<hr/> 838,300
	Income :-	
0	Other Income	-2,520
-55,200	Internal Recharges: Charges from Housing Benefits Administration	-56,930
<hr/> -55,200		<hr/> -59,450
<hr/> <hr/> 800,290	Net Expenditure	<hr/> <hr/> 778,850

Budget Officer: A. Norburn

Service Description

This service deals with the determination, award and payment of Housing Benefit. Part of the cost of these payments is met by Government subsidy grant as shown below.

Staffing

The staffing for this service are shown within under Housing Benefits Administration.

Assets Used

The assets used for this service are shown within Housing Benefits Administration.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
23,677,200	General Running Expenses	24,033,270
<u>23,677,200</u>		<u>24,033,270</u>
	Income :-	
-23,392,840	Grants	-23,713,900
-423,000	Sundry Debtor Overpayments	-452,840
<u>-23,815,840</u>		<u>-24,166,740</u>
<u><u>-138,640</u></u>	Net Expenditure	<u><u>-133,470</u></u>

HOUSING (GENERAL FUND) SERVICES
HOUSE PURCHASE & IMPROVEMENT LOANS

Sustainable Inclusive Communities

Budget Officer: S. Shanahan

Service Description

The management and administration of loans outstanding for either house purchase or improvement.

Staffing

No staff are directly employed on this service.

2013/14 Budget £		2014/15 Budget £
	Income :-	
-1,000	Interest on Loans	-1,000
-3,700	Insurances Recharged	-3,700
<hr/>		<hr/>
-4,700		-4,700
<hr/>		<hr/>
<u>-4,700</u>	Net Income	<u>-4,700</u>

HOUSING OPTIONS TEAM

Budget Officer: S. Shanahan

Service Description

This represents the cost of funding a service for homeless people and housing advice for people housed privately and prior to being allocated a council house. It includes staff costs of the provision of two hostels for temporary accommodation.

Staffing

This service currently employs 8.86 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Housing Options Team'.

Pricing/Marketing Policy

Rents charged for the dwelling used for the homelessness function are charged at the same amount as would have been charged for those properties to a Housing Revenue Account tenant.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
293,460	Employee Expenses	294,060
67,070	Property Expenses	67,070
4,000	Transportation Expenses	1,090
30,490	General Running Expenses	27,410
395,020		389,630
155,190	Internal Recharges: Charges to Housing Options Team	176,700
550,210		566,330
	Income :-	
-11,200	Grants	-10,000
-72,340	Other Income	-72,340
-174,430	Internal Recharges: Charges from Housing Options Team	-173,100
-257,970		-255,440
292,240	Net Expenditure	310,890

Budget Officer: S. Shanahan

Service Description

This service includes the review of housing needs e.g. housing condition surveys, preparation of strategic plans, government initiative bids and liaising with external bodies.

Staffing

This service currently employs 5.0 FTE staff.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
192,850	Employee Expenses	194,500
8,060	Transportation Expenses	7,430
48,320	General Running Expenses	28,090
249,230		230,020
	Internal Recharges:	
56,970	Charges to Housing Strategy and Enabling	60,670
306,200		290,690
	Income :-	
0	Other Income	-11,640
-83,350	Internal Recharges:	
	Charges from Housing Strategy and Enabling	-107,120
-83,350		-118,760
222,850	Net Expenditure	171,930

PRIVATE SECTOR HOUSING

Budget Officer: S. Shanahan

Service Description

Renovation Grants are grants for the renovation of unfit homes in the private sector or the adaptation of property for disabled people, these grants are subject to a test of resources. This service now incorporates Renewal Areas. Renewal Areas are areas of housing where investment in both housing and environmental improvements takes place to secure the future of the areas.

Staffing

This service currently employs 1.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall buildings are included under 'Internal Recharges: Charges to Private Sector Housing'. In addition Council owned properties within the renewal area currently have a book value of £30,000

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
34,670	Employee Expenses	34,420
170	Transportation Expenses	0
17,070	General Running Expenses	17,030
	Internal Recharges:	
318,950	Charges to Private Sector Housing	264,630
<u>370,860</u>		<u>316,080</u>
	Income :-	
-12,530	Other Income	-4,050
	Internal Recharges:	
-10,100	Charges from Private Sector Housing	0
<u>-22,630</u>		<u>-4,050</u>
<u><u>348,230</u></u>	Net Expenditure	<u><u>312,030</u></u>

Budget Officer: S. Lawson

Service Description

The Council operates a disposal plants and pumping stations in rural areas. A charge is made to households connected to them.

Staffing

No staff are employed or charged to this service.

Assets Used

The pumping stations currently have a book value of £12,500.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
10,030	Property Expenses	9,810
0	General Running Expenses	220
10,030		10,030
	Internal Recharges:	
5,920	Charges to Sewage Disposal Plant	8,720
15,950		18,750
	Income :-	
-3,000	Sewerage Charges	-3,000
12,950	Net Expenditure	15,750

Budget Officer: S. Shanahan

Service Description

Welfare services provided by the Council e.g. lifeline alarm service.

Staffing

No FTE staff are employed or charged to this service.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
45,340	Running Expenses	45,340
<u>45,340</u>		<u>45,340</u>
	Income :-	
-64,480	Income from Lifeline Service	-64,480
<u><u>-19,140</u></u>	Net Expenditure	<u><u>-19,140</u></u>

Budget Officer: S. Shanahan

Service Description

This service shows the maintenance, security costs and rental income of Woodside Park Gypsy and Travellers Site.

Staffing

This service currently employs 1.0 FTE staff.

Assets Used

The Land and Buildings at Woodside Park have a book value of £1,351,630.

2013/14 Budget £		2014/15 Budget £
	Expenditure :-	
18,900	Employee Expenses	18,930
0	Transportation Expenses	700
32,180	Property Expenses	32,240
850	General Running Expenses	880
17,040	Other Running Expenses	17,040
68,970		69,790
	Internal Recharges:	
3,950	Charges to Woodside Park	4,000
17,390	Contribution for HRA staff	17,390
37,990	Capital Charges	36,930
128,300		128,110
	Income :-	
-72,440	Rental Income	-72,440
55,860	Net Expenditure	55,670

HOUSING REVENUE ACCOUNT

Service description

The provision, management, repair and maintenance of rented council houses, flats and sheltered accommodation throughout the Borough. The cost of this service is charged to tenants in weekly rents and service charges. This is solely used to account for the cost of council housing services and does not form part of General Fund expenditure.

2013/14 Budget £		2014/15 Budget £
	INCOME :-	
-15,513,970	Rent Income From Dwellings	-16,350,730
-186,810	Rent Income From Non - Dwellings	-186,810
-1,492,300	Charges For Services	-1,475,670
-189,170	Contributions Towards Expenditure	-189,170
<u>-17,382,250</u>	Total Income	<u>-18,202,380</u>
	EXPENDITURE :-	
2,874,000	Transfer to Housing Repairs Account	2,803,490
4,248,180	Supervision & Management	4,200,080
6,000	Rents, Rates, Taxes & Other Charges	6,000
2,717,580	Depreciation and Impairment	3,767,000
4,770	Debt Management Cost	4,770
239,290	Provision For Bad or Doubtful Debt	125,000
0	Amounts Set Aside for the Repayment of Debt	5,300,000
<u>10,089,820</u>	Total Expenditure	<u>16,206,340</u>
	NET COST OF SERVICES AS INCLUDED IN THE WHOLE AUTHORITY INCOME & EXPENDITURE ACCOUNT	
<u>-7,292,430</u>		<u>-1,996,040</u>
245,170	HRA Share of Corporate & Democratic Core Costs	232,820
<u>-7,047,260</u>	NET COST OF HRA SERVICES	<u>-1,763,220</u>
	HRA SHARE OF OPERATING INCOME & EXPENDITURE INCLUDED IN THE WHOLE AUTHORITY INCOME AND EXPENDITURE ACCOUNT	
1,326,660	Interest Payable & Similar Changes	1,326,660
-27,360	Interest & Investment Income	-61,310
<u>-5,747,960</u>	NET OPERATING EXPENDITURE	<u>-497,870</u>
5,747,960	Revenue Contributions to Capital Expenditure	497,870
<u>0</u>	Surplus(-)/Deficit for year	<u>0</u>

HOUSING REVENUE ACCOUNT BUDGET ACTIVITY EXPLANATIONS

The Housing Revenue Account (HRA) includes all council housing financial activity representing the landlord function of the Council. The HRA covers management, repair and maintenance of council houses, flats and sheltered accommodation within the Borough. The cost of this service is charged to tenants in weekly rents and service charges.

The HRA does not form any part of the General Fund and all its activities are 'ringfenced', i.e. council housing expenditure and income must be recorded within the HRA.

Some of the wording used in the Housing Revenue Account (HRA) is explained below:

Income – Service Description

Rent Income From Dwellings

Income from dwellings is calculated and charged to follow 'Rent Restructuring and Convergence' guidelines. This is a Government policy which aims to align local authority and housing association rents.

Rent Income From Non - Dwellings

Includes rent from other HRA property such as garages.

Charges For Services

Income from tenants for specific services such as lighting and cleaning in multi-storey flats or the provision of wardens in aged person dwellings.

Contributions Towards Expenditure

Other miscellaneous income.

Expenditure - Service Description

Transfer to Housing Repairs Account

The estimated annual cost of responsive and unplanned maintenance and repair for council-housing property is transferred into a separate 'Housing Repairs Account'. Actual costs of responsive and ad-hoc maintenance in the year are charged to the Housing Repairs Account and any ongoing balances are carried forward at the end of each financial year. The use of the Housing Repairs Account aims to equalise the cost of maintenance to the HRA over time.

Supervision and Management

This covers general property management and supervision and also the operational costs of sheltered accommodation and multi-story flats.

Government Subsidy

This is an amount paid to Central Government. The Council is in a negative subsidy position therefore payments are made from the HRA.

Depreciation and Impairment

Depreciation represents the value of an asset which has been 'used' during the year where an asset loses value over time (e.g. a car) or which represents the average cost of maintaining that asset to an acceptable standard (e.g. a building). The depreciation charge is mirrored by the Major Repairs Allowance income which is received through subsidy to maintain Council houses.

Debt Management Charges

These are the costs of managing the Housing Revenue Account's borrowing.

HOUSING REVENUE ACCOUNT

Provision For Bad or Doubtful Debt

An estimated annual provision is made on the possible (or probable) likelihood that not all council-housing rental income will be received during a financial year.

HRA share of Corporate and Democratic Core Costs

The cost of officer time spent on Corporate and Democratic Core activities, such as public accountability and corporate policy making.

Interest Payable and Similar Charges

Interest payable on any borrowing undertaken on behalf of the HRA.

Amortised Premia and Discounts

These are the net costs incurred or the income received when debt is repaid early and charged to the revenue account over a number of years.

Interest and Investment Income

Amounts received from investments and mortgages.

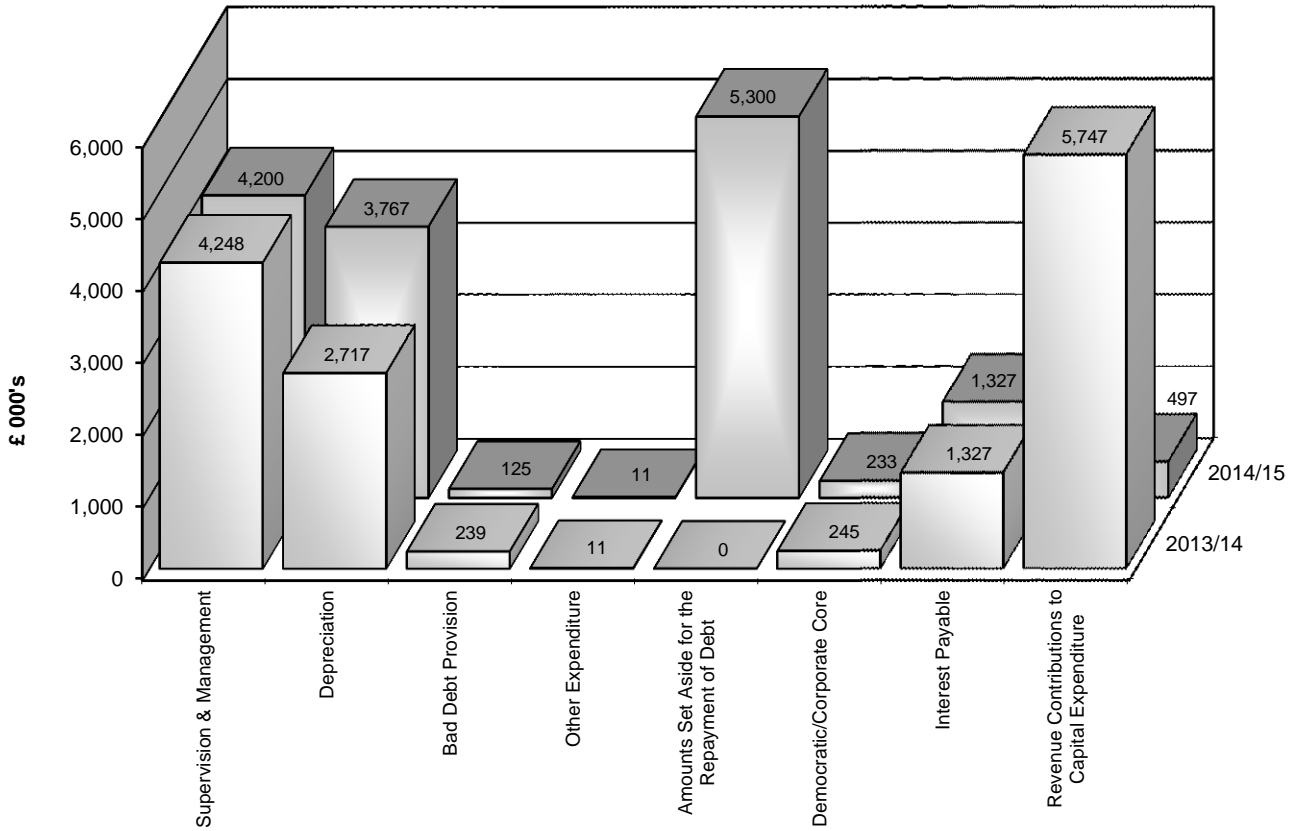
Revenue Contributions to Capital Expenditure

Amounts paid from revenue to fund the Housing Revenue (i.e. council-housing) Capital Programme.

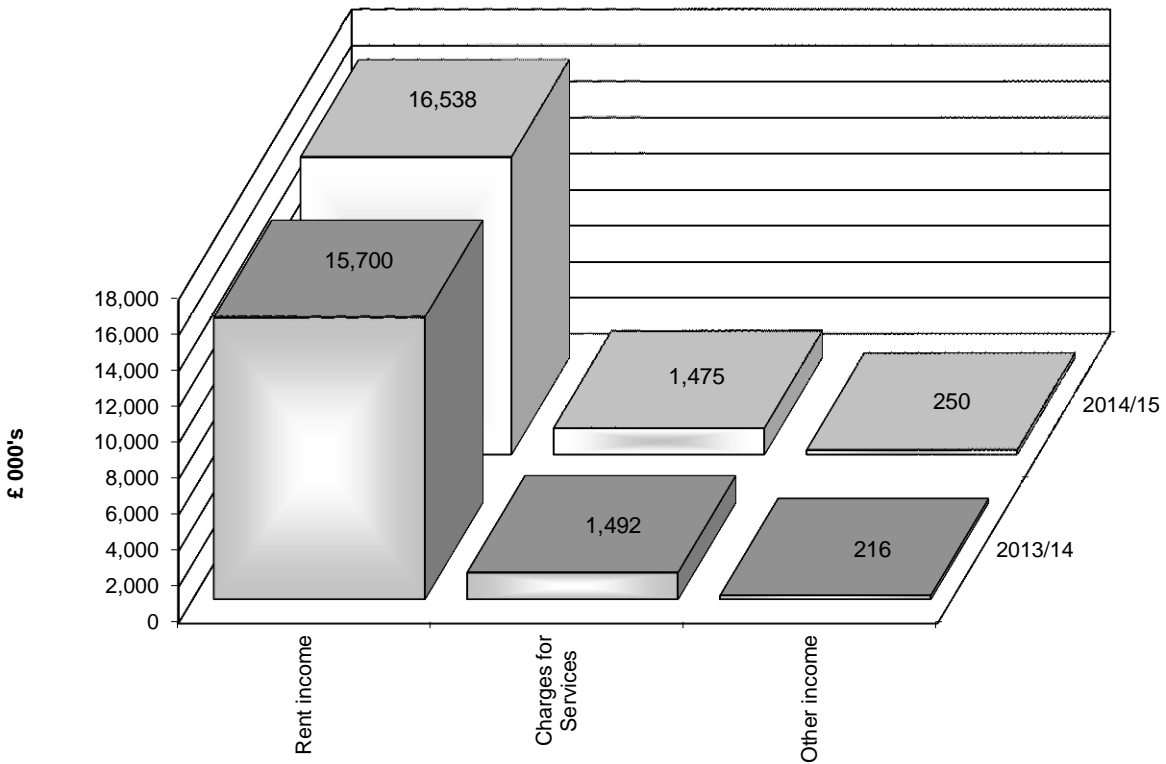
Any further clarification or information about the HRA can be obtained from the Financial Services Manager on request.

HOUSING REVENUE ACCOUNT

HRA expenditure 2013/14 and 2014/15



HRA income 2013/14 and 2014/15



Capital Programme 2014/15 - 2016/17

SERVICE PORTFOLIOS	Exp. to 31/03/13	2013/14 Amended Budget	2013/14 Budgets carried forward into 2014/15	2014/15 Original Budget	2015/16 Draft Budget	2016/17 Draft Budget	Total Scheme Cost
General Fund	£	£	£	£	£	£	£
ECONOMY, DEVELOPMENT & CULTURE	8,037,010	6,825,420	200,000	25,500	10,500	1,000,000	16,098,430
RESOURCES & CORPORATE GOVERNANCE	582,050	1,911,790	259,360	1,346,500	1,137,470	762,520	5,999,690
SUSTAINABLE ENVIRONMENT	2,903,340	4,216,000	0	509,880	473,670	321,980	8,424,870
SUSTAINABLE INCLUSIVE COMMUNITIES Housing General Fund	9,299,740	884,580	0	445,560	715,900	388,630	11,734,410
Total General Fund	20,822,140	13,837,790	459,360	2,327,440	2,337,540	2,473,130	42,257,400
SUSTAINABLE INCLUSIVE COMMUNITIES Housing Revenue Account	19,985,840	6,600,020	0	3,150,000	3,050,000	2,400,000	35,185,860
Total Capital Programme	40,807,980	20,437,810	459,360	5,477,440	5,387,540	4,873,130	77,443,260

Note

The Capital Programme shown above includes Housing Revenue Account and Housing General Fund activity.

Capital Programme 2014/15 - 2016/17

Code	Head of Service	ECONOMY, DEVELOPMENT & CULTURE Scheme	Forecast of Expenditure						
			Exp. to 31/03/13	2013/14 Amended Budget	2013/14 Budgets carried forward into 2014/15	2014/15 Original Budget	2015/16 Draft Budget	2016/17 Draft Budget	Total Scheme Cost
			£	£	£	£	£	£	£
DEC25	A Rose	Town Centre Christmas Lights	0	10,500	0	10,500	10,500	0	31,500
LEI03	A Rose	Queen's Diamond Jubilee Leisure Centre	7,919,010	5,792,920	200,000	0	0	0	13,911,930
MIG00	A Rose	Moving In Grants	118,000	22,000	0	15,000	0	0	155,000
PED00	A Rose	Pedestrianisation Scheme	0	1,000,000	0	0	0	1,000,000	2,000,000
Total			8,037,010	6,825,420	200,000	25,500	10,500	1,000,000	16,098,430

Financing Resources:	
External Funding	
Borrowings	
Capital Receipts	
Total Planned Financing	

0	0	0	500,000
200,000	0	0	500,000
0	25,500	10,500	0
200,000	25,500	10,500	1,000,000

Capital Programme 2014/15 - 2016/17

Code	Head of Service	RESOURCES & CORPORATE GOVERNANCE Scheme	Forecast of Expenditure						
			Exp. to 31/03/13	2013/14 Amended Budget	2013/14 Budgets carried forward into 2014/15	2014/15 Original Budget	2015/16 Draft Budget	2016/17 Draft Budget	Total Scheme Cost
			£	£	£	£	£	£	£
CMP00	R Chand	ICT renewal programme	on going	345,770	0	190,470	190,470	190,470	917,180
CMP14	R Chand	Payroll/HR System	121,420	1,000	3,580	3,200	0	0	129,200
CMP25	R Chand	Income Management and System Development	0	0	0	10,610	0	0	10,610
CMP26	R Chand	Income Retention and Disposal	0	0	0	19,080	0	0	19,080
CMP27	R Chand	New Telephone System Development	0	0	0	10,530	0	0	10,530
CMP28	R Chand	Website and Intranet	0	0	0	42,610	0	0	42,610
CMS00	A Norburn	Cattle Market	0	200,000	0	0	0	0	200,000
CPE00	A Norburn	Corporate Property Enhancement	460,630	461,290	0	0	0	0	921,920
OPR01	R Chand	OPENRevenues - Data Cleansing	0	6,760	8,140	0	0	0	14,900
PSN00	R Chand	Public Services Network Accreditation	0	0	0	70,000	0	0	70,000
RBB00	A Rose	CSW Superfast Broadband	0	26,000	118,640	0	75,000	21,550	241,190
VHC00	S Lawson	Vehicles	on going	870,970	129,000	1,000,000	872,000	550,500	3,422,470
Total			582,050	1,911,790	259,360	1,346,500	1,137,470	762,520	5,999,690

Financing Resources:
Borrowings
Capital Receipts
Total Planned Financing

129,000	0	1,137,470	762,520
130,360	1,346,500	0	0
259,360	1,346,500	1,137,470	762,520

Capital Programme 2014/15 - 2016/17

Code	Head of Service	SUSTAINABLE ENVIRONMENT Scheme	Forecast of Expenditure					Total Scheme Cost £	
			Exp. to 31/03/13	2013/14 Amended Budget	2013/14 Budgets carried forward into 2014/15	2014/15 Original Budget	2015/16 Draft Budget		2016/17 Draft Budget
			£	£	£	£	£		£
BUR04	S Lawson	Crematorium Project	311,820	2,997,280	0	0	0	0	3,309,100
BUR05	S Lawson	Cemetery Infrastructure Work	53,180	38,770	0	31,690	31,690	10,000	165,330
LCF00	A Rose	Low Carbon Fund	4,400	30,600	0	0	0	0	35,000
LCF01	A Rose	Carbon Management Plan	140,150	203,090	0	0	0	0	343,240
LEI08	S Lawson	Open Spaces Refurbishments	1,421,320	645,190	0	313,460	201,940	201,940	2,783,850
LEI14	S Lawson	Great Central Walk Bridge	760,240	263,300	0	42,540	172,540	42,540	1,281,160
PWB00	S Lawson	Purchase of Waste Bins	0	0	0	67,500	67,500	67,500	202,500
WCP00	S Lawson	Woodland Creation Project	212,230	37,770	0	54,690	0	0	304,690
Total			2,903,340	4,216,000	0	509,880	473,670	321,980	8,424,870

Financing Resources:	
External Funding	
Borrowings	
Direct Revenue Finance	
Government Grants	
Total Planned Financing	

0	100,000	0	0
0	292,380	473,670	321,980
0	67,500	0	0
0	50,000	0	0
0	509,880	473,670	321,980

Capital Programme 2014/15 - 2016/17

Code	Head of Service	SUSTAINABLE INCLUSIVE COMMUNITIES Scheme Housing General Fund	Forecast of Expenditure						
			Exp. to 31/03/13	2013/14 Amended Budget	2013/14 Budgets carried forward into 2014/15	2014/15 Original Budget	2015/16 Draft Budget	2016/17 Draft Budget	Total Scheme Cost
			£	£	£	£	£	£	£
CGR01	S Shanahan	Capital Partnership Fund	ongoing	30,110	0	0	37,670	0	67,780
CGR03	S Shanahan	Parish and Rural Capital Spending	ongoing	40,270	0	0	132,670	0	172,940
GRA03	S Shanahan	Home Safety Grants/Assessment and Handy Person	191,840	35,000	0	35,000	35,000	35,000	331,840
REN00	S Shanahan	Private Sector Decent Home Improvements	3,496,710	196,630	0	100,000	100,000	0	3,893,340
REN01	S Shanahan	Disabled Facilities Grants	2,951,190	468,760	0	253,630	353,630	353,630	4,380,840
REN07	S Shanahan	Empty Property Loans	1,860	106,980	0	56,930	56,930	0	222,700
RNA05	S Shanahan	Woodside Gypsy and Travellers Site	2,658,140	6,830	0	0	0	0	2,664,970
Sub-Total c/f			9,299,740	884,580	0	445,560	715,900	388,630	11,734,410

Capital Programme 2014/15 - 2016/17

			Forecast of Expenditure						
Code	Head of Service	SUSTAINABLE INCLUSIVE COMMUNITIES Sub-Total B/f Housing General Fund Scheme Housing Revenue Account Improvements and Capitalised Repairs	Exp. to 31/03/13	2013/14 Amended Budget	2013/14 Budgets carried forward into 2014/15	2014/15 Original Budget	2015/16 Draft Budget	2016/17 Draft Budget	Total Scheme Cost
			£	£	£	£	£	£	£
			9,299,740	884,580	0	445,560	715,900	388,630	11,734,410
EGE00	S Shanahan	Energy Efficiency	59,280	0	0	50,000	50,000	50,000	209,280
HCE08	R Chand	Housing Management System	701,280	149,610	0	60,000	60,000	60,000	1,030,890
HCE18	S Shanahan	Fire Risk Assessment	596,000	543,230	0	50,000	50,000	50,000	1,289,230
HCE20	S Shanahan	Rewiring	49,720	20,000	0	20,000	20,000	20,000	129,720
HCE21	S Shanahan	Lifeline renewal programme	0	30,000	0	30,000	30,000	30,000	120,000
HCR01	S Shanahan	Disabled Adaptations	1,356,660	150,000	0	150,000	150,000	150,000	1,956,660
HIK10	S Shanahan	Kitchen Improvements	6,751,720	700,000	0	400,000	400,000	400,000	8,651,720
HIM01	S Shanahan	Heating Upgrades	5,501,350	0	0	220,000	220,000	220,000	6,161,350
HIM04	S Shanahan	Heating to Replace Electric with Gas	1,146,480	600,000	0	500,000	500,000	0	2,746,480
HIS01	S Shanahan	Bathrooms	3,601,100	875,000	0	420,000	420,000	420,000	5,736,100
PCH00	S Shanahan	Pettiver Crescent Hillmorton	222,250	3,532,180	0	0	0	0	3,754,430
HCE23	S Shanahan	CCTV upgrades	0	0	0	50,000	50,000	0	100,000
HWR00	S Shanahan	Window Replacement	0	0	0	1,000,000	1,000,000	1,000,000	3,000,000
HCE24	S Shanahan	Finlock Gutter Improvements	0	0	0	50,000	50,000	0	100,000
HCE25	S Shanahan	Rebuilding Retaining Walls	0	0	0	50,000	50,000	0	100,000
HCE26	S Shanahan	Replacement of Extractor Fans Rounds Gardens	0	0	0	50,000	0	0	50,000
HCE27	S Shanahan	Lift Refurbishments	0	0	0	50,000	0	0	50,000
		Sub-Total Housing Revenue Account	19,985,840	6,600,020	0	3,150,000	3,050,000	2,400,000	35,185,860
		Total Overall Housing	29,285,580	7,484,600	0	3,595,560	3,765,900	2,788,630	46,920,270

Financing Resources:

Direct Revenue Financing

Revenue Contributions/Borrowing

Major Repairs Allowance (MRA)

Government Grant

Total Planned Financing

0	390,000	390,000	340,000
0	166,520	455,900	178,630
0	2,760,000	2,660,000	2,060,000
0	279,040	260,000	210,000
0	3,595,560	3,765,900	2,788,630

SUMMARY OF INTERNAL RECHARGES

Costs to be Allocated:-

2013/14 Charge £	Service Costs	2014/15 Charge £
92,280	Building Control Services	42,760
906,110	Business Transformation	906,400
0	Civic Responsibilities	400
660,400	Corporate Property Administration	739,220
1,886,360	Customer and Information Services	1,927,910
1,214,470	Customer Support Services	1,204,280
594,940	Democratic and Legal Services	575,110
244,020	Democratic and Corporate Core	232,820
0	Electoral Registration	64,310
231,360	Environmental Services	219,250
742,430	Executive Directors	749,420
83,350	Housing Strategy & Enabling	107,120
55,200	Housing Benefits Administration	56,930
174,430	Housing Options Team	173,100
0	Mayoral Services	6,600
0	Members Expenses	2,810
480	Occupational Health and Welfare	480
189,540	Planning Services	183,790
10,100	Private Sector Housing	0
350,870	Regulatory Services	334,320
1,177,420	Resources	1,171,530
7,950	Safety and Resilience	7,730
80,350	Warwickshire Direct Partnership	49,320
976,130	Works Services Unit - charges out	1,067,620
<u>9,678,190</u>		<u>9,823,230</u>
	Other Operational Costs	
49,420	General Financial Services	175,640
55,450	Central Telephone Service	59,020
469,310	Public Offices	385,850
<u>574,180</u>		<u>620,510</u>
<u>10,252,370</u>	Total Costs to be Allocated	<u>10,443,740</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2013/14 Charge £	Economy, Development and Culture	2014/15 Charge £
185,140	Art Gallery and Museum	190,060
86,220	Building Control Services	91,580
233,720	Car Parks and Parking	203,720
81,500	Economic Development	88,790
6,580	Grants and Subscriptions	590
29,090	Miscellaneous Highway Services	104,080
564,360	Planning Services	617,000
23,000	Public Conveniences	23,190
56,800	Queen's Diamond Jubilee Centre	35,520
82,510	Sports and Recreation	92,610
47,620	The Benn Hall	87,900
38,300	Tourism and Visitor Centre	37,070
9,080	Town Centre CCTV and Management	9,210
<u>1,443,920</u>		<u>1,581,320</u>

2013/14 Charge £	Non-General Fund Activity :-	2014/15 Charge £
1,594,310	Housing Revenue Account - charges in	1,544,750
-184,870	Housing Revenue Account - charges out	-143,130
<u>1,409,440</u>	Sub-Total Non-General Fund Activity	<u>1,401,620</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2013/14 Charge £		2014/15 Charge £
	Resources and Corporate Governance	
0	Borough Elections	70,030
220,130	Business Transformation	220,430
10,570	Central Telephone Service	9,860
430	Civic Responsibilities	400
50,470	Corporate Property Administration	53,550
21,490	Corporate Property Management	79,570
495,420	Council Tax and Business Rates Collection	478,520
262,920	Customer and Information Services	233,360
377,230	Customer Support Services	359,450
149,230	Democratic and Legal Services	124,780
1,552,670	Democratic and Corporate Core	1,577,840
80,340	Electoral Registration	75,960
508,080	Executive Directors	516,050
66,480	General Financial Expenses	4,640
67,250	Land Charges	55,660
6,540	Mayoral Services	6,600
4,350	Members Expenses	2,810
160	Occupational Health and Welfare	170
162,930	Public Offices	134,920
323,900	Resources	296,140
3,600	Retired Employees	3,590
41,480	Safety and Resilience	38,380
428,650	Works Services Unit - charges in	495,350
<hr/> 4,834,320		<hr/> 4,838,060

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2013/14 Charge £	Sustainable Environment	2014/15 Charge £
20,450	Allotments	19,620
131,830	Cemeteries	61,610
0	Crematorium	105,250
22,310	Crime and Disorder	26,490
137,960	Environmental Services	125,410
68,830	Hackney Carriages and Private Hire Vehicles	80,110
68,910	Land Drainage	64,260
94,190	Licensing	118,950
2,880	Market	2,970
227,410	Parks, Recreation Grounds and Open Spaces	217,810
355,440	Regulatory Services	327,730
214,180	Street Cleansing Services	238,070
345,020	Waste Collection and Recycling	403,720
<u>1,689,410</u>		<u>1,792,000</u>

2013/14 Charge £	Sustainable Inclusive Communities	2014/15 Charge £
6,430	Community Grants	6,250
327,890	Housing Benefits Administration	309,770
155,190	Housing Options Team	176,700
56,970	Housing Strategy and Enabling	60,670
318,930	Private Sector Housing	264,630
5,920	Sewage Disposal Plant	8,720
3,950	Woodside Park	4,000
<u>875,280</u>		<u>830,740</u>

<u><u>10,252,370</u></u>	Total Allocations	<u><u>10,443,740</u></u>
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EMPLOYEE ANALYSIS 2013/14 AND 2014/15

Estimated No. of Full-time Equivalents 2013/14 FTE	General Fund	Estimated No. of Full-time Equivalents 2014/15 FTE	Change	Notes
Economy, Development and Culture				
8.7	Art Gallery and Museum	8.7	0.0	
5.2	Building Control Services	5.2	0.0	
18.5	Car Parks and Parking	17.9	-0.6	*1
6.0	Economic Development	6.0	0.0	
19.5	Planning Services	20.5	1.0	*2
6.4	Sports and Recreation	6.2	-0.2	*3
3.3	Tourism and Visitor Centre	3.0	-0.3	*4
3.9	The Benn Hall	4.4	0.5	*5
<u>71.5</u>		<u>71.9</u>	0.4	
Resources and Corporate Governance				
11.7	Business Transformation	13.0	1.3	*6
7.6	Corporate Property Administration	8.2	0.6	*7
4.0	Corporate Apprenticeship Scheme	6.0	2.0	*8
13.1	Council Tax and Business Rates Collection	13.3	0.2	*9
26.2	Customer and Information Services	26.4	0.2	*10
26.6	Customer Support Services	26.5	-0.1	*11
11.1	Democratic and Legal Services	11.0	-0.1	*12
1.8	Electoral Registration	2.3	0.5	*13
2.0	Executive Directors	2.0	0.0	
1.0	Land Charges	1.0	0.0	
21.6	Resources	20.3	-1.3	*14
1.7	Safety and Resilience	1.7	0.0	
28.9	Works Services Unit (Administration)	28.6	-0.3	*15
<u>157.3</u>		<u>160.3</u>	3.0	
Sustainable Environment				
0.0	Cemeteries	1.0	1.0	*16
0.0	Crematorium	5.0	5.0	*17
1.0	Crime and Disorder	1.7	0.7	*18
1.0	Environmental Services	1.0	0.0	
29.0	Regulatory Services	29.2	0.2	*19
<u>31.0</u>		<u>37.9</u>	6.9	
Sustainable Inclusive Communities				
17.8	Housing Benefits Administration	18.2	0.4	*20
15.4	Housing (General Fund) Services	16.9	1.5	*21
1.0	Woodside Park	1.0	0.0	
<u>34.2</u>		<u>36.1</u>	1.9	
<u>294.0</u>	General Fund	<u>306.2</u>	12.2	
Housing Revenue Account				
28.5	Supervision and Management	33.0	4.5	*22
1.0	Multi Storey Flats	1.0	0.0	
9.3	Control Centre	8.3	-1.0	*23
16.4	Aged Persons Accommodation	14.9	-1.5	*24
<u>55.2</u>	Housing Revenue Account	<u>57.2</u>	2.0	
<u><u>349.2</u></u>		<u><u>363.4</u></u>	14.2	

General Notes

- i) A Full-time Equivalent (FTE) is an employee working a whole week. Where two employees each work for half a week only this is classed a 1.0 FTE.
- ii) This analysis shows the estimated number of employees in post as at 1st April in each year.
- iii) This analysis shows the areas where costs are recorded. A number of employees, e.g. those shown in the Customer Services Centre are recharged to front line services through Internal Recharges.
- iv) Manual employees working for the Council's Works Services Unit (WSU) are not shown in this analysis as numbers are subject to commercial confidentiality.
- v) Any additions to the establishment of the authority have to be approved by Council. Other long term changes that affect an employees working hours have to be approved by Leadership and Operations Team.
If an employee wishes to change their working hours careful consideration is given to the individual circumstances and the effects that this will have on service provision.

Notes

- *1 Car Parks and Parking - The decrease of 0.6 FTE staff is due to two Full Time members of staff reducing working hours.
- *2 Planning Services - The 1.0 FTE increase is due to the appointment of a FTE Senior Planning Officer, to be funded from increased planning fee income.
- *3 Sports and Recreation - The decrease of 0.2 FTE staff is due to:-
 - i) The removal of a 0.5 FTE Temporary post.
 - ii) There has been a minor increase of 0.3 FTE due to a Part Time member of staff becoming Full Time.
- *4 Tourism and Visitor Centre - There has been a minor reduction in working hours of 0.3 FTE staff.
- *5 The Benn Hall - The increase of 0.5 FTE is due to:-
 - i) The appointment of a 0.4 FTE Hall Attendant; and
 - ii) There has been a minor increase in working hours of 0.1 FTE staff.
- *6 Business Transformation - The increase of 1.3 FTE staff is due to:-
 - i) The appointment of a 1.0 FTE Procurement Officer, which replaces an aspect of the service that was previously provided via a shared service agreement, with the post being funded from the resulting
 - ii) The increase of 0.3 FTE is due to a Part Time post becoming Full Time.
- *7 Corporate Property Administration - The increase of 0.6 FTE staff is due to a Part Time member of staff becoming Full Time.
- *8 Corporate Apprentices - The increase of 2.0 FTE is due to the appointment of a two Corporate Apprentic
- *9 Council Tax and Business Rates Collection - The increase of 0.2 FTE staff is due to a Part Time member of staff becoming Full Time.
- *10 Customer and Information Services - The increase of 0.2 FTE is due to a Part Time post becoming Full T
- *11 Customer Support Services - The decrease of 0.1 FTE staff is due to:-
 - i) The increase of 0.2 FTE due to a Part Time post becoming Full Time; and
 - ii) There has been a minor reduction in working hours of 0.3 FTE for other Part Time staff.
- *12 Democratic and Legal Services - There has been a minor reduction in working hours of 0.1 FTE staff.

- *13** Electoral Registration - The increase of 0.5 FTE staff is due to:-
 i) The appointment of a 0.6 FTE Temporary Electoral Administration Assistant, to be funded from grant income; and
 ii) There has been a minor reduction of 0.1 FTE for a Part Time member of staff.
- *14** Resources - The decrease of 1.3 FTE staff is due to:-
 i) The removal of a 1.0 FTE vacant post;
 ii) The increase of 0.1 FTE staff is due to a Part Time member of staff becoming Full Time; and
 iii) The reduction of 0.4 FTE staff due to the voluntary redundancy of a member of staff.
- *15** Works Services Unit (Administration) The decrease of 0.3 FTE is due to:-
 i) The transfer of 1.0 FTE existing member of staff to the Cremeteries service;
 ii) The decrease of 0.6 FTE due to the reduction in working hours of two Full Time members of staff;
 iii) The transfer of 1.0 FTE existing member of staff to the WSU's front line Housing Maintenance service;
 iv) The increase of 0.5 FTE due to three Part Time members of staff becoming Full Time; and
 v) The appointment of two Management Assistants, resulting in a 1.8 FTE increase.
- *16** Cemeteries - The increase is due to the transfer of 1.0 FTE existing member of staff from the WSU.
- *17** Crematorium - The increase of 5.0 FTE staff within this service is due to opening of the new Crematorium
- *18** Crime and Disorder - The increase of 0.7 FTE staff is due to the appointment of a Temporary Eastern European Link Worker, to be funded from grant income.
- *19** Regulatory Services - The increase of 0.2 FTE staff is due to a Part Time member of staff becoming Full
- *20** Housing Benefits Administration - The increase of 0.4 FTE staff is due to:-
 i) The appointment of a 1.0 FTE Trainee Benefits Officer; and
 ii) The removal of a 0.6 FTE Benefits Officer.
- *21** Housing (General Fund) Services - The increase of 1.5 FTE staff is due to:-
 i) The creation of a 1.0 FTE Private Sector Officer post; and
 ii) The increase of 0.5 FTE due to a Part Time post becoming Full Time.
- *22** Supervision and Management - The increase of 4.5 FTE staff is due to:-
 i) The appointment of 3.5 FTE within the Voids Team.
 ii) The appointment of a 0.6 FTE Temporary Housing Officer;
 iii) The increase of 0.9 FTE staff is due to two Part Time members of staff becoming Full Time; and
 iv) A reduction of 0.5 FTE is due to a Full Time member of staff reducing their working hours.
- *23** Control Centre - The decrease of 1.0 FTE staff is due to the removal of a Temporary Night Control Operator fixed term post.
- *24** Aged Persons Accomodation - The decrease of 1.5 FTE is due to:-
 i) The removal of a 1.0 FTE Temporary Locality Warden; and
 ii) The reduction of 0.5 FTE is due to two Full Time members of staff becoming Part Time.

KEY FINANCIAL DATA 2013/14 AND 2014/15

	2013/14 £	2014/15 £	Change £	Change %
Special Expenses (town area)	1,537,610	1,559,040	21,430	1.39
Parish Council Precept	608,370	629,660	21,290	3.50
Rugby Borough Basic Band D <small>((restated) Including Special Expenses excluding Parish Precepts)</small>	169.21	169.21	0.00	0.00
Parish Average	18.67	18.90	0.23	1.22
RBC's Average Band D Council Tax	<u>187.88</u>	<u>188.11</u>	0.23	0.12
Average Band D Council Tax	1,524.09	1,550.86	26.78	1.76
Other Statistics				
Resident Population	100,100	100,496	396	0.40
Council Tax Base	32,577.95	33,312.05	734.10	2.25
NDR Multiplier	47.1	48.2	1.1p	2.3%
NDR Multiplier (small hereditaments)	46.2	47.1	0.9p	2.0%
Council Dwelling Stock at start of year	3,914	3,859 <small>estimate</small>	-55.00	-1.41
Average Council House Rent	£78.38	£82.89	4.51	5.75
% Rent Increase	6.29%	5.75%		

Expenditure Items:

Employee Expenses

Includes salaries and the employer's costs of national insurance, pension contributions and insurance. Other employee expenses included are qualification training, professional fees and subscriptions.

Transportation Expenses

Includes car leasing, car allowances and public transport costs.

Property Expenses

Includes repairs and maintenance, rates, cleaning and insurance costs.

Running Expenses

The day to day costs of a service excluding any costs of employment. Expenses include the purchase of supplies or services and other general operating costs.

Maintenance

Includes works to preserve existing land, building or equipment items.

Capital Charges

The charge for the use of the Council's assets in the provision of a service. The charge reflects the allocation of cost these assets, such as land, buildings or equipment, over their estimated useful life.

Internal Recharges

Overheads recharged to services from central services. These includes office costs such as heating, lighting, Business Rates and management and officer time chargeable to specific services.

Other Items:

Business Rates

Rates paid on commercial business and non-residential properties. Amounts due are calculated from the property's rateable value, multiplied by the rate in the £, as determined by the Government for each year. The rate for 2014/15 for small hereditaments is 47.1p, other businesses the rate is 48.2p.

Collection Fund

There is a statutory requirement for billing authorities to maintain a separate Collection Fund which shows the transactions of the authority in relation to business rates and council tax, and illustrates the way in which these have been distributed to preceptors (authorities for which the Council collects taxes) and the General Fund.

Formula Grant Allocation (FGA), Revenue Support Grant (RSG) & Retained Business Rates

Prior to 2013/14 local authorities received a Formula Grant Allocation (FGA), which combined Revenue Support Grant (RSG) and National Non-Domestic Rates (NNDR). From 2013/14, under the new Business Rates Retention system councils will now retain a proportion of the business rates generated in their local economies and also receive a revamped RSG allocation.

Net Cost of Borrowing

The Council earns interest income through the investment of cash receipts from land or asset disposal and also from any temporary surplus revenue income from the normal day-to-day management of Council finances. The Council also pays interest on any external borrowing that may be required, for example to finance investment in the Council's assets, as well as any temporary revenue deficits from the from the normal day-to-day management of Council finances.

Leasing

Rental payments for the provision and use of capital assets for a specific period of time.

Minimum Revenue Provision (MRP)

The Council is required to set sums aside a minimum amount from revenue resources for the repayment of loans which have been used to finance capital investment. The amount to be set aside is calculated based on the estimated life of the assets for which borrowing has been undertaken.

Precepts

The amount of money "requested" by the Borough, County and Parish Councils to meet part of the cost of services provided.

Replacement Reserves

The accumulated amounts to be used in the future to finance the replacement costs of vehicles or specified equipment items.

Revenue Contributions to Capital Expenditure

A means by which capital projects are paid for or "financed". This financing method enables capital costs to be charged to a revenue account in the year in which they are incurred.

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