



RUGBY BOROUGH COUNCIL

Budget and Resources Book 2015 / 2016



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

2014/15 Budget £		2015/16 Budget £	Notes
	Portfolio Expenditure :-		
3,737,870	Economy, Development and Culture	3,307,500	
2,883,550	Resources and Corporate Governance	3,357,360	
6,359,700	Sustainable Environment	6,539,580	
1,716,470	Sustainable Inclusive Communities	1,896,770	
<u>14,697,590</u>	Portfolio Expenditure	<u>15,101,210</u>	*1
0	Rugby World Cup Celebrations	701,000	*2
<u>14,697,590</u>		<u>15,802,210</u>	
-200,000	Less Corporate Savings Target	-200,000	*3
-311,630	Less IAS 19 Pension Adjustment	-333,600	*4
-2,018,910	Less Capital Charge Adjustment	-1,978,580	*5
<u>12,167,050</u>	Net Expenditure	<u>13,290,030</u>	*6
568,060	Net Cost of Borrowing	612,330	*7
782,540	MRP Adjustment	1,095,000	*8
67,500	Revenue Contribution to Capital Outlay	27,500	*9
127,140	Council Tax Rebate	0	*10
10,710	Contribution to Balances	0	*11
<u>13,723,000</u>	Total Expenditure (before Parish Precepts)	<u>15,024,860</u>	
677,650	Parish Council Precepts and Council Tax Support	695,760	*12
<u>14,400,650</u>	Total Expenditure	<u>15,720,620</u>	*13
	Income :-		
-6,266,390	Council Tax	-6,428,900	*14
-2,473,140	Revenue Support Grant	-1,774,500	*15
-2,935,000	Retained Business Rates (Net of Tariff)	-3,895,450	*16
-1,797,770	New Homes Bonus	-2,438,780	*17
-619,460	Other Government Grants	-529,080	*18
-208,520	Contribution from Reserves	-958,290	*19
-100,370	Collection Fund Surplus (-)/Deficit	304,380	*20
<u>-14,400,650</u>	Total Income	<u>-15,720,620</u>	

GENERAL FUND REVENUE BUDGET ACTIVITY EXPLANATIONS

Page 1 provides a summary of the Council's General Fund Revenue Budget for 2015/16 together with those approved for 2014/15

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 2015/16 totalling **£15,101,210**. Detailed service budgets are shown in the colour-coded sections of the book.

***2 World Cup Celebrations**
On 5th January 2015 Cabinet underwrote a programme of spending for the Rugby World Cup celebrations totalling £1.095m. The programme of spend includes both revenue and capital budgets, requires both new and some existing budgets and covers the 2014/15 and 2015/16 financial years.

Within the above total, the net revenue budget for 2015/16 is **£701,000** as shown on page 1. Further details of World Cup revenue and capital 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.

***3 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 2015/16 is estimated to be **£200,000**.

***4 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 2015/16 will be **£333,600**.

***5 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 2015/16 will be **£1,978,580**.

***6** The net cost of all the above activities of **£13,290,030** is shown as **Net Expenditure**.

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

***7 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 2015/16 the cost of borrowing exceeds the level of interest earned. Net cost of borrowing has been estimated at **£612,330**.

***8 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 2015/16 the amount required is **£1,095,000**.

- *9 Revenue Contribution to Capital Outlay**
Revenue Contributions to Capital Outlay are contributions from the revenue budget to finance capital expenditure. For 2015/16 a **£27,500** revenue contribution has been included in the budget in order to part-fund the capital expenditure.
- *10 Council Tax Rebate**
In 2014/15 the Council provided residents a one-off one year 3% rebate on its relevant basic amount of Council Tax.
- *11 Contribution to Balances**
The Council has not included a contribution to balances in the 2015/16 budget.
- *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 **£651,650** for 2015/16 and this amount must be taken into account to determine the Average Band D Council Tax for 2015/16. In addition, Parish Council's will also receive **£44,100** of Local Council Tax Support (LCTS) grant from the Council, resulting in total funding of **£695,760** for 2015/16. In comparison Parish Council's received £47,990 of LCTS grant and total funding, including Parish Precepts, of £677,650 for 2014/15.
- *13** The net total of all the above activities is **£15,720,620** for 2015/16 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 **£6,428,900** for 2015/16.
- *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 2015/16 the Council will receive a **£1,774,500** Revenue Support Grant allocation.
- *16 Retained Business Rates (Net of Tariff)**
Under the Business Rates Retention system councils retain a proportion of the business rates generated in their local economies. Business rates therefore may now be considered to be a locally generated source of income, as per Council Tax, rather than a form of government support. In 2015/16 Rugby expects to retain **£3,895,450** of its business rates.
- *17 New Homes Bonus**
The government introduced the New Homes Bonus in April 2011. The bonus was designed to ensure that the economic benefits of housing growth are returned to the councils and communities where that growth takes place. For every new home built and occupied in Rugby, and every long-term empty home brought back into use, the government allocates a non-ring fenced New Homes Bonus grant each year for six years. In 2015/16 Rugby's total New Homes Bonus allocation will be **£2,438,780**.
- *18 Other Government Grants**
In 2015/16 the Council will receive **£529,080** in other grants, consisting of:
- Housing Benefit Admin - £373,810
 - Council Tax Support Admin – £90,980
 - 2015/16 Council Tax Freeze – £64,290
- *19 Contribution from Reserves**
A contribution from earmarked reserves of **£958,290** has been identified within the budget, to fund one-off expenditure items including the Rugby World Cup Celebrations (£764,290) and the production and implementation of the Local Plan and the Community Infrastructure Levy (£150,000).
- *20 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 2015/16

Expenditure Requirements	£	£
Rugby Borough Council Net Spending		14,980,860
Parish Council Precepts and Local Council Tax Support		695,760
Total Expenditure		15,676,620
Less:		
Government Grants	-4,742,360	
<i>(combines Revenue Support Grant, New Homes Bonus & Other Gov't Grants)</i>		
Retained Business Rates (Net of Tarrif)	-3,895,450	
Contribution from Reserves & Balances	-914,290	
Collection Fund Deficit re Council Tax	304,380	
Total Income		-9,247,720
Net Borough Council Tax Requirement		6,428,900
Add:		
Warwickshire County Council Precept		41,009,946
The Office of the Warwickshire Police & Crime Commissioner		6,426,780
Total Council Tax Requirement		53,865,627

Council Tax for 2015/16	£
Effective Tax Base for Whole Area (number of Band D equivalent properties)	34,142.52
Warwickshire County Council Requirement	£ 41,009,946
Requirement divided by Tax Base =	1,201.14
The Office of the Warwickshire Police & Crime Commissioner Requirement	£ 6,426,780
Requirement divided by Tax Base =	188.23
Rugby Borough Council Requirement (including Parishes)	£ 6,428,900
Requirement divided by Tax Base =	188.30
Total AVERAGE Band D Council Tax	1,577.67

THE COUNCIL TAX 2015/16

	£	£
Council Tax Requirement	5,777,250	
<i>(Including Town Area Special Expenses, excluding Parish Precepts (see below))</i>		
Divided by Tax Base of 34,142.52		
= Relevant Basic Amount of Council Tax		169.21
<i>(2013/14 restated relevant basic amount was £169.21)</i>		
Parish Precept	651,650	
Divided by Tax Base of 34,142.52		
= Parish Average		19.09
Total Borough Basic Amount		<u>188.30</u>

Special Expenses	£
Rugby Borough Council Town Area	
Parks, Recreation Grounds & Open Spaces	1,121,250
Town Centre Management & CCTV	271,230
Cemeteries	151,240
Allotments	42,630
Less: Local Council Tax Support Funding	- 175,258
Total Town Area Special Expenses	<u>1,411,092</u>

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 2015/16

	1	2	3	4	5	6	7
	Total	Tax Base	Special	Add	Add	Add	Council
	Parish	(Band D)	Expenses	Borough	County	Police	Tax Band D
	Funding*		per	Basic	Precept	Precept	cols
			Band D	Band D	Band D	Band D	3+4+5+6
	£		£	£	£	£	£
PARISH COUNCILS							
Ansty	7,533	129.12	54.84	127.67	1,201.14	188.23	1,571.88
Binley Woods	39,000	977.19	37.71	127.67	1,201.14	188.23	1,554.75
Birdingbury	6,200	153.83	38.68	127.67	1,201.14	188.23	1,555.72
Bourton	5,000	132.05	37.16	127.67	1,201.14	188.23	1,554.20
Brandon & Bretford	17,830	279.56	59.02	127.67	1,201.14	188.23	1,576.06
Brinklow	27,291	430.72	59.31	127.67	1,201.14	188.23	1,576.35
Burton Hastings	1,093	94.25	11.04	127.67	1,201.14	188.23	1,528.08
Cawston	60,005	1,375.64	42.10	127.67	1,201.14	188.23	1,559.14
Church Lawford	5,745	142.33	37.87	127.67	1,201.14	188.23	1,554.91
Churchover	6,800	327.24	20.15	127.67	1,201.14	188.23	1,537.19
Clifton-upon-Dunsmore	23,252	504.47	43.79	127.67	1,201.14	188.23	1,560.83
Combe Fields	320	62.50	4.83	127.67	1,201.14	188.23	1,521.87
Copston Magna	-	19.96	-	127.67	1,201.14	188.23	1,517.04
Cosford	-	6.66	-	127.67	1,201.14	188.23	1,517.04
Dunchurch	74,250	1,298.59	53.91	127.67	1,201.14	188.23	1,570.95
Easehall	3,000	101.70	27.47	127.67	1,201.14	188.23	1,544.51
Frankton	4,686	161.61	27.99	127.67	1,201.14	188.23	1,545.03
Grandborough	5,250	200.38	25.08	127.67	1,201.14	188.23	1,542.12
Harborough Magna	7,302	172.62	38.78	127.67	1,201.14	188.23	1,555.82
Kings Newnham	-	25.68	-	127.67	1,201.14	188.23	1,517.04
Leamington Hastings	2,397	222.65	10.48	127.67	1,201.14	188.23	1,527.52
Long Lawford	66,850	1,245.39	47.47	127.67	1,201.14	188.23	1,564.51
Marton	9,250	208.67	42.02	127.67	1,201.14	188.23	1,559.06
Monks Kirby	7,295	223.00	31.41	127.67	1,201.14	188.23	1,548.45
Newton & Biggin	10,056	264.64	36.66	127.67	1,201.14	188.23	1,553.70
Pailton	9,360	219.45	39.83	127.67	1,201.14	188.23	1,556.87
Princethorpe	7,500	158.29	42.29	127.67	1,201.14	188.23	1,559.33
Ryton-on-Dunsmore	59,470	631.21	86.38	127.67	1,201.14	188.23	1,603.42
Shilton	16,976	326.22	47.47	127.67	1,201.14	188.23	1,564.51
Stretton Baskerville	107	8.01	11.82	127.67	1,201.14	188.23	1,528.86
Stretton-on-Dunsmore	53,387	493.46	102.25	127.67	1,201.14	188.23	1,619.29
Stretton-under-Fosse	3,000	97.37	30.25	127.67	1,201.14	188.23	1,547.29
Thurlaston	4,500	197.24	22.45	127.67	1,201.14	188.23	1,539.49
Wibtoft	-	23.69	-	127.67	1,201.14	188.23	1,517.04
Willey	2,000	36.65	51.43	127.67	1,201.14	188.23	1,568.47
Willoughby	13,000	180.50	68.90	127.67	1,201.14	188.23	1,585.94
Withybrook	2,500	116.15	20.99	127.67	1,201.14	188.23	1,538.03
Wolfhampcote	3,000	150.06	19.60	127.67	1,201.14	188.23	1,536.64
Wolston	93,550	926.35	94.59	127.67	1,201.14	188.23	1,611.63
Wolvey	37,000	476.34	73.12	127.67	1,201.14	188.23	1,590.16
TOTAL	695,755	12,801.44					
BOROUGH COUNCIL							
Town Area	1,577,350	21,206.27	66.89	127.67	1,201.14	188.23	1,583.93
Contributions in Lieu (Ministry of Defence)	-	134.80					
OVERALL TOTALS	2,273,105	34,142.51					

* Includes Parish Precepts and Local Council Tax Support funding

NB With effect from 1st December 2013 the parishes of Little Lawford and Long Lawford merged to become Long Lawford PC

COUNCIL TAX BANDS AND PARISHES 2015/16

	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	873.27	1,047.92	1,222.57	1,397.23	1,571.88	1,921.19	2,270.49	2,619.80	3,143.77
Binley Woods	863.75	1,036.50	1,209.25	1,382.00	1,554.75	1,900.25	2,245.75	2,591.25	3,109.51
Birdingbury	864.29	1,037.15	1,210.00	1,382.86	1,555.72	1,901.44	2,247.15	2,592.87	3,111.45
Bourton	863.44	1,036.13	1,208.82	1,381.51	1,554.20	1,899.58	2,244.96	2,590.33	3,108.41
Brandon & Bretford	875.59	1,050.71	1,225.82	1,400.94	1,576.06	1,926.30	2,276.53	2,626.77	3,152.13
Brinklow	875.75	1,050.90	1,226.05	1,401.20	1,576.35	1,926.65	2,276.95	2,627.25	3,152.71
Burton Hastings	848.93	1,018.72	1,188.51	1,358.29	1,528.08	1,867.65	2,207.23	2,546.80	3,056.17
Cawston	866.19	1,039.43	1,212.66	1,385.90	1,559.14	1,905.62	2,252.09	2,598.57	3,118.29
Church Lawford	863.84	1,036.61	1,209.37	1,382.14	1,554.91	1,900.45	2,245.98	2,591.52	3,109.83
Churchover	853.99	1,024.79	1,195.59	1,366.39	1,537.19	1,878.79	2,220.39	2,561.98	3,074.39
Clifton-upon-Dunsmore	867.13	1,040.55	1,213.98	1,387.40	1,560.83	1,907.68	2,254.53	2,601.38	3,121.67
Combe Fields	845.48	1,014.58	1,183.68	1,352.77	1,521.87	1,860.06	2,198.26	2,536.45	3,043.75
Copston Magna	842.80	1,011.36	1,179.92	1,348.48	1,517.04	1,854.16	2,191.28	2,528.40	3,034.09
Cosford	842.80	1,011.36	1,179.92	1,348.48	1,517.04	1,854.16	2,191.28	2,528.40	3,034.09
Dunchurch	872.75	1,047.30	1,221.85	1,396.40	1,570.95	1,920.05	2,269.15	2,618.25	3,141.91
Easehall	858.06	1,029.67	1,201.29	1,372.90	1,544.51	1,887.73	2,230.96	2,574.18	3,089.03
Frankton	858.35	1,030.02	1,201.69	1,373.36	1,545.03	1,888.37	2,231.71	2,575.05	3,090.07
Grandborough	856.73	1,028.08	1,199.43	1,370.77	1,542.12	1,884.81	2,227.51	2,570.20	3,084.25
Harborough Magna	864.32	1,037.19	1,210.05	1,382.92	1,555.78	1,901.51	2,247.24	2,592.97	3,111.57
Kings Newnham	842.80	1,011.36	1,179.92	1,348.48	1,517.04	1,854.16	2,191.28	2,528.40	3,034.09
Leamington Hastings	848.62	1,018.35	1,188.07	1,357.80	1,527.52	1,866.97	2,206.42	2,545.87	3,055.05
Long Lawford	869.17	1,043.01	1,216.84	1,390.68	1,564.51	1,912.18	2,259.85	2,607.52	3,129.03
Marton	866.14	1,039.37	1,212.60	1,385.83	1,559.06	1,905.52	2,251.98	2,598.43	3,118.13
Monks Kirby	860.25	1,032.30	1,204.35	1,376.40	1,548.45	1,892.55	2,236.65	2,580.75	3,096.91
Newton & Biggin	863.17	1,035.80	1,208.43	1,381.07	1,553.70	1,898.97	2,244.23	2,589.50	3,107.41
Pailton	864.93	1,037.91	1,210.90	1,383.88	1,556.87	1,902.84	2,248.81	2,594.78	3,113.75
Princethorpe	866.29	1,039.55	1,212.81	1,386.07	1,559.33	1,905.85	2,252.37	2,598.88	3,118.67
Ryton-on-Dunsmore	890.79	1,068.95	1,247.10	1,425.26	1,603.42	1,959.74	2,316.05	2,672.37	3,206.85
Shilton	869.17	1,043.01	1,216.84	1,390.68	1,564.51	1,912.18	2,259.85	2,607.52	3,129.03
Stretton Baskerville	849.37	1,019.24	1,189.11	1,358.99	1,528.86	1,868.61	2,208.35	2,548.10	3,057.73
Stretton-on-Dunsmore	899.61	1,079.53	1,259.45	1,439.37	1,619.29	1,979.13	2,338.97	2,698.82	3,238.59
Stretton-under-Fosse	859.61	1,031.53	1,203.45	1,375.37	1,547.29	1,891.13	2,234.97	2,578.82	3,094.59
Thurlaston	855.27	1,026.33	1,197.38	1,368.44	1,539.49	1,881.60	2,223.71	2,565.82	3,078.99
Wibtoft	842.80	1,011.36	1,179.92	1,348.48	1,517.04	1,854.16	2,191.28	2,528.40	3,034.09
Willey	871.37	1,045.65	1,219.92	1,394.20	1,568.47	1,917.02	2,265.57	2,614.12	3,136.95
Willoughby	881.08	1,057.29	1,233.51	1,409.72	1,585.94	1,938.37	2,290.80	2,643.23	3,171.89
Withybrook	854.46	1,025.35	1,196.25	1,367.14	1,538.03	1,879.81	2,221.60	2,563.38	3,076.07
Wolfhampcote	853.69	1,024.43	1,195.16	1,365.90	1,536.64	1,878.12	2,219.59	2,561.07	3,073.29
Wolston	895.35	1,074.42	1,253.49	1,432.56	1,611.63	1,969.77	2,327.91	2,686.05	3,223.27
Wolvey	883.42	1,060.11	1,236.79	1,413.48	1,590.16	1,943.53	2,296.90	2,650.27	3,180.33
RBC Town area	879.96	1,055.95	1,231.95	1,407.94	1,583.93	1,935.91	2,287.90	2,639.88	3,167.87

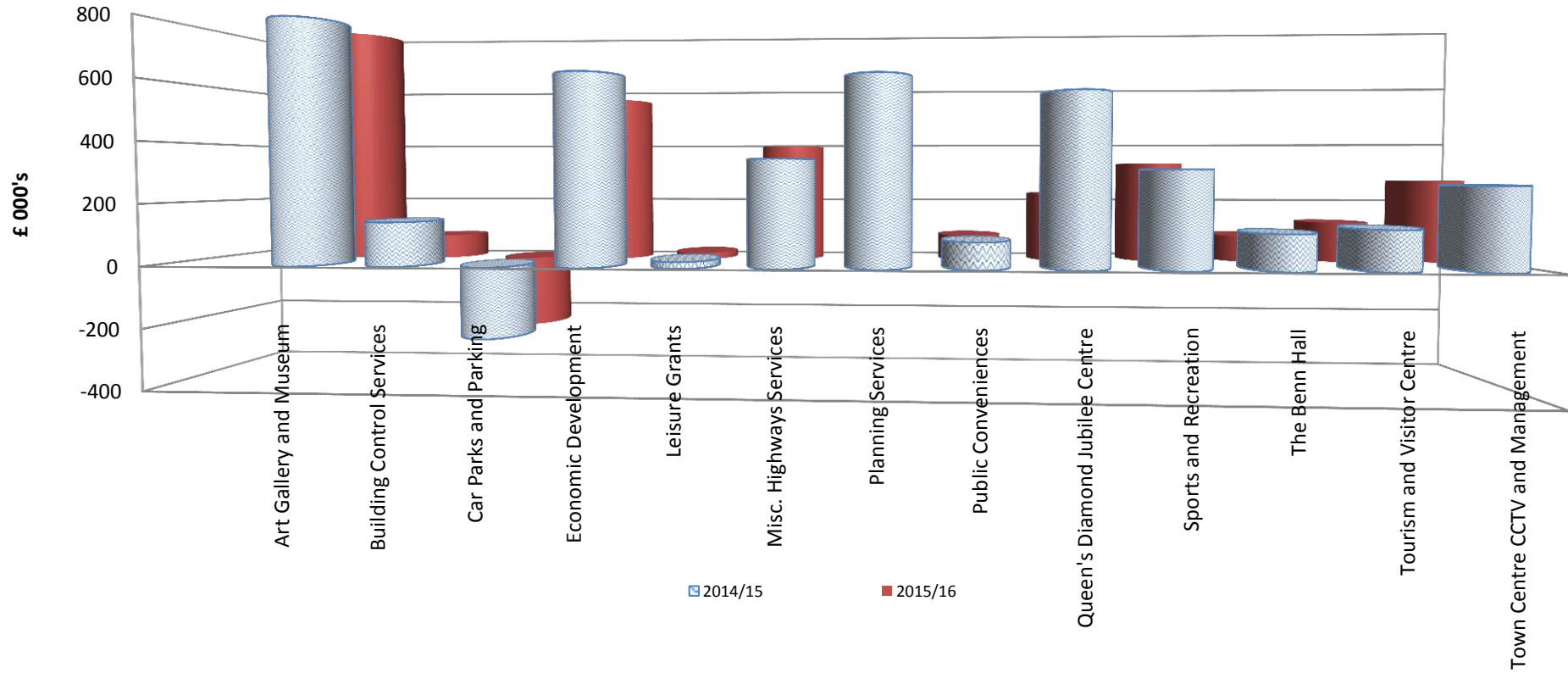
ECONOMY, DEVELOPMENT AND CULTURE

2014/15 Budget £		Budget Officer	2015/16 Budget £
793,140	Art Gallery and Museum	HCI	789,080
141,720	Building Control Services	HPR	77,930
-226,810	Car Parks and Parking	HES	-232,670
614,580	Economic Development	HPR	552,500
20,800	Leisure Grants	HPR	20,870
341,850	Miscellaneous Highways Services	HES	390,530
605,590	Planning Services	HPR	578,080
86,140	Public Conveniences	HES	85,010
550,300	Queen's Diamond Jubilee Centre	HPR	228,220
308,790	Sports and Recreation	HPR	330,080
114,190	The Benn Hall	HPR	86,180
127,870	Visitor Centre	HCI	130,460
259,710	Town Centre CCTV and Management	HES	271,230
<u>3,737,870</u>	Total Net Expenditure		<u>3,307,500</u>

Budget Officers

HCI	Head of Customer & Information services - R. Chand
HES	Head of Environmental Services - S. Lawson
HPR	Head of Planning and Recreation Services - R. Back

ECONOMIC DEVELOPMENT & CULTURE BUDGETS 2014/15 AND 2015/16



**Net Expenditure Including Capital Charges
2014/15 £3,737,870; 2015/16 £3,307,500**

Budget Officer: R. Chand

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 value of £4,660,000, fixtures and fittings have a value of £178,010 and paintings/artworks have a value of £4,287,100.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
276,790	Employee Expenses	267,130
128,770	Property Expenses	128,460
730	Transportation Expenses	730
72,220	General Running Expenses	66,910
1,790	Other Running Expenses	1,790
480,300		465,020
	Internal Recharges:	
190,060	Charges to Art Gallery and Museum	200,780
157,090	Capital Charges	157,590
827,450		823,390
	Income :-	
-34,310	Contribution to Running Expenses and other income	-34,310
793,140	Net Expenditure	789,080

Budget Officer: R. Back

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 12 months.

Following this on 20th October 2014 Cabinet approved the permanent transfer of the Building Control service to Warwick District Council from 1st April 2015.

Financial responsibility for the Building Regulation fee earning function will transfer to Warwick District Council from this date. The Shared Services Agreement makes provision for Warwick District Council to charge Rugby Borough Council for Building Regulation non-fee earning work such as dangerous structures and demolitions.

Assets Used

The Building Control Service will continue to occupy office space within the Town Hall Building.

A proportion of these costs are included under 'Internal Recharges: Charges to Building Control Services'.

Pricing/Marketing Policy

From 1st April 2015 fees and charges for Building Control fee earning work will be fixed and collected by Warwick District Council as laid down in the Building Control Joint Services Agreement.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
212,680	Employee Expenses	0
17,060	Transportation Expenses	0
10,450	General Running Expenses	0
18,670	Other Running Expenses	70,500
258,860		70,500
91,580	Internal Recharges: Charges to Building Control Services	25,130
350,440		95,630
	Income :-	
-165,960	Other Income	-17,700
-42,760	Internal Recharges: Charges from Building Control Services	0
-208,720		-17,700
141,720	Net Expenditure	77,930

Budget Officer: S. Lawson

Service Description

The provision, operation and maintenance of Council owned off-street car parks mainly to serve the needs of motorists visiting the town centre and other council owned or managed sites.

The partnership agreement with Warwickshire County Council for the operation of on-street parking terminated on 31st October 2014. Warwickshire County Council appointed an operator from the private sector to continue with this function from 1st November 2014.

Staffing

The service currently employs 3 FTE staff.

Assets Used

The Council owns a number of sites used for car parking, these currently have a value of £5,293,000.

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
278,550	Employee Expenses	67,950
119,630	Property and Land Maintenance	108,120
3,610	Transportation Expenses	3,600
49,470	General Running Expenses	7,890
337,470	Other Running Expenses	25,560
788,730		213,120
	Internal Recharges:	
203,580	Charges to Car Parks	119,670
36,550	Capital Charges	34,980
1,028,860		367,770
	Income :-	
-1,255,670	Car Parking Charges	-600,440
-1,255,670		-600,440
-226,810	Net Expenditure	-232,670

Budget Officer: R. Back

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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
247,560	Employee Expenses	244,780
50	Property Expenses	50
4,730	Transportation Costs	1,050
430	General Running Expenses	30
112,020	Economic Development Initiatives	72,000
173,000	Other Running Expenses	212,000
<hr/> 537,790		<hr/> 529,910
88,790	Internal Recharges: Charges to Economic Development	84,590
<hr/> 626,580		<hr/> 614,500
	Income :-	
-12,000	Grant Income	-62,000
<hr/> -12,000		<hr/> -62,000
<hr/> <hr/> 614,580	Net Expenditure	<hr/> <hr/> 552,500

Budget Officer: R. Back

Service Description

The provision of grants to local clubs and societies, aimed at developing and maintaining projects whilst increasing participation.

Staffing

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

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
20,210	General Running Expenses	20,210
590	Internal Recharges: Charges to Grants and Subscriptions	660
<u>20,800</u>	Net Expenditure	<u>20,870</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 a number of non primary route bus shelters, benches, bins and other street furniture. The combined value of these assets is £1,894,680.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
6,270	Property Expenses	6,100
36,820	General Expenses	154,460
212,100	Other Running Expenses	151,520
255,190		312,080
	Internal Recharges:	
104,080	Charges to Miscellaneous Highways	101,950
108,160	Capital Charges	113,800
467,430		527,830
	Income :-	
-125,580	Miscellaneous	-137,300
341,850	Net Expenditure	390,530

Budget Officer: R. Back

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 22 FTE staff.

Pricing/Marketing Policy

Planning application fees are currently specified by statute.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
805,200	Employee Expenses	806,540
39,750	Transportation Costs	29,960
11,700	General Running Expenses	11,250
31,000	Other Running Expenses	44,000
887,650		891,750
617,000	Internal Recharges: Charges to Planning Services	617,200
1,504,650		1,508,950
	Income :-	
-715,270	Sales, Fees and Charges	-750,970
-183,790	Internal Recharges: Charges from Planning Services	-179,900
-899,060		-930,870
605,590	Net Expenditure	578,080

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 value of £221,000.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
6,510	Property Expenses	6,510
10	General Running Expenses	10
55,640	Other Running Expenses	52,260
62,160		58,780
	Internal Recharges:	
23,190	Charges to Public Conveniences	23,280
2,290	Capital Charges	4,200
		86,260
	Income :-	
-1,500	Miscellaneous	-1,250
-1,500		-1,250
86,140	Net Expenditure	85,010

Budget Officer: R. Back

Service Description

The Queen's Diamond Jubilee Centre opened in August 2013 and is a multi-purpose leisure facility and the Council's only large leisure and sports venue. 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 value of £11,168,030.

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 Contract document in order to ensure that prices do not increase above inflation. All price increases have to be agreed by the council before being implemented.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
6,040	Property Expenses	4,010
770	General Running Expenses	580
20,000	Other Running Expenses	0
26,810		4,590
	Internal Recharges:	
35,520	Charges to Queen's Diamond Jubilee Centre	30,470
487,970	Capital Charges	390,000
523,490		420,470
	Income :-	
0	Reimbursements	-196,840
0		-196,840
550,300	Net Expenditure	228,220

Budget Officer: R. Back

Service Description

Providing a wide range of sporting and play opportunities for children and young people in the borough. Offering funding and facility advice to sports clubs and community groups. A number of events are held throughout the year for the borough.

Staffing

This service employs 8.9 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 £17,450.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
244,560	Employee Expenses	318,880
7,270	Transportation Expenses	6,970
28,930	General Running Expenses	36,700
8,880	Development Activities	4,880
289,640		367,430
	Internal Recharges:	
92,610	Charges to Sports and Recreation	117,330
3,640	Capital Charges	2,530
385,890		487,290
	Income :-	
-77,100	Grants, Fees and Charges	-157,210
-77,100		-157,210
308,790	Net Expenditure	330,080

Budget Officer: R. Back

Service Description

The Benn Hall provides conference and event facilities with a bar and catering. 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, building equipment have a value of £616,170.

Marketing Policy

2015/16 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

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
126,780	Employee Expenses	122,600
23,280	Property Expenses	20,240
38,960	General Running Expenses	63,480
2,870	Other Running Expenses	2,870
<hr/> 191,890		<hr/> 209,190
87,900	Internal Recharges:	
0	Charges to the Benn Hall	89,110
	Capital Charges	
<hr/> 279,790		<hr/> 298,300
	Income :-	
-150,000	Sales, Fees & Charges	
-15,600	GC Benn Bequest	-196,520
<hr/> -165,600		<hr/> -15,600
<hr/> <hr/> 114,190		<hr/> <hr/> -212,120
	Net Expenditure	<hr/> <hr/> 86,180

Budget Officer: R. Chand

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
76,530	Employee Expenses	76,330
260	Property Expenses	260
110	Transportation Expenses	80
22,510	General Running Expenses	22,510
800	Other Running Expenses	800
100,210		99,980
	Internal Recharges:	
53,310	Charges to Visitor Centre	56,130
0	Capital Charges	
153,520		156,110
	Income :-	
-25,650	Contributions and Sales	-25,650
-25,650		-25,650
127,870	Net Expenditure	130,460

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'

2014/15 Budget £		2015/16 Budget £
259,190	Expenditure :-	
<hr/>		
259,190	General Running Expenses	262,620
		<hr/>
		262,620
9,210	Internal Recharges:	
<hr/>	Charges to Town Centre CCTV and Management	8,610
268,400		<hr/>
		271,230
	Income :-	
-8,690	Other Income	0
<hr/>		<hr/>
-8,690		0
<hr/>		<hr/>
259,710	Net Expenditure	<hr/>
<hr/>		<hr/>
		271,230

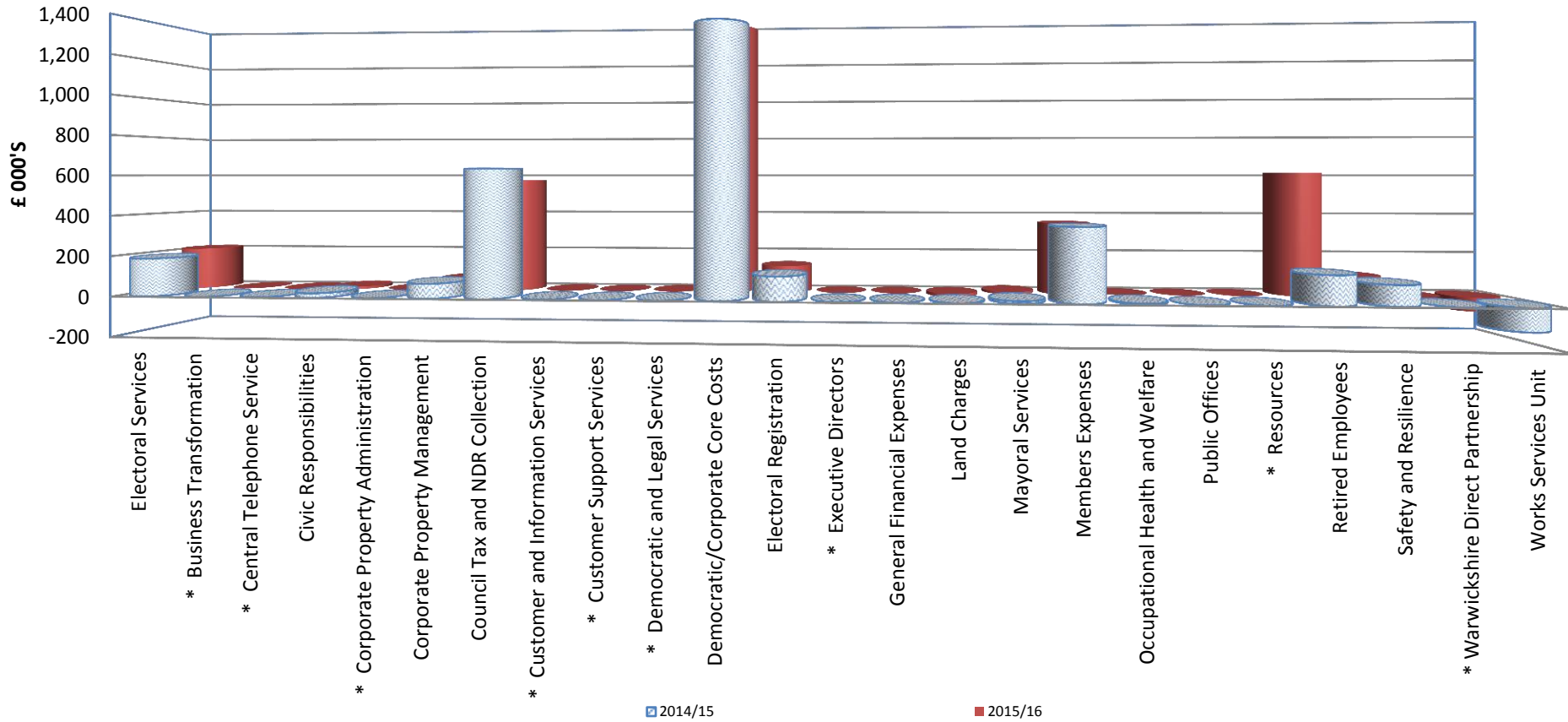
RESOURCES AND CORPORATE GOVERNANCE

2014/15 Budget £		Budget Officer	2015/16 Budget £
186,450	Electoral Services	HBT	208,720
0	Business Transformation	HBT	0
0	Central Telephone Service	HCI	0
21,720	Civic Responsibilities	HBT	12,200
0	Corporate Property Administration	HoH	0
71,790	Corporate Property Management	HoH	58,440
633,130	Council Tax and BR Collection	HoR	573,740
0	Customer and Information Services	HCI	0
0	Customer Support Services	HCI	0
0	Corporate Apprenticeship Scheme	HCI	0
0	Democratic and Legal Services	HBT	0
1,345,010	Democratic/Corporate Core	HoR	1,370,650
119,490	Electoral Registration	HBT	135,240
0	Executive Directors	ED	0
0	General Financial Expenses	HoR	0
-2,550	Land Charges	HPR	-15,450
11,640	Mayoral Services	HBT	11,620
359,810	Members Expenses	HBT	358,180
5,190	Occupational Health and Welfare	HoR	0
0	Public Offices	HoH	0
0	Resources	HoR	0
142,840	Retired Employees	HoR	613,940
99,600	Safety and Resilience	HES	98,680
0	Warwickshire Direct Partnership	HCI	0
-110,570	Works Services Unit and Depot	HES	-68,600
<u>2,883,550</u>	Total Net Expenditure		<u>3,357,360</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 - M. Ketley
HPR	Head of Planning and Recreation - R. Back
ED	Executive Directors - I. Davis / A. Norburn

RESOURCES & CORPORATE GOVERNANCE BUDGETS 2014/15 AND 2015/16



* All costs are charged to service users

**Net Expenditure Including Capital Charges
2014/15 £2,883,550; 2015/16 £3,357,360**

Budget Officer: D. Jones

Service Description

This service shows the cost of the preparation and administration of all elections held in the Borough. Some costs are recoverable in respect of elections held on behalf of other organisations, reimbursements are shown as an income to the service.

Staffing

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

Assets Used

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

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
13,000	Property Expenses	28,300
0	Transportation Expenses	0
103,420	General Running Expenses	186,130
<hr/> 116,420		<hr/> 214,430
70,030	Internal Recharges: Charges to Electoral Services	92,300
<hr/> 186,450		<hr/> 306,730
	Income :-	
0	Reimbursements	-98,010
<hr/> 0		<hr/> -98,010
<hr/> <hr/> 186,450	Net Expenditure	<hr/> <hr/> 208,720

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 12.0 FTE staff.

Assets Used

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

2014/15 Budget £	Expenditure :-	2015/16 Budget £
524,530	Employee Expenses	345,470
3,020	Transportation Expenses	3,780
147,470	General Running Expenses	129,580
14,610	Other Running Expenses	14,610
689,630		493,440
220,430	Internal Recharges: Charges to Business Transformation	178,380
910,060		671,820
	Income :-	
-3,660	Reimbursements	
-906,400	Internal Recharges: Charges from Business Transformation	-671,820
-910,060		-671,820
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 value of £166,480.

2014/15 Budget £		2015/16 Budget £
39,240	Expenditure :-	
39,240	General Running Expenses	87,760
9,860	Internal Recharges:	
12,000	Charges to Central Telephone Service	15,700
61,100	Capital Charges	23,380
		126,840
	Income :-	
-2,080	Sales, Fees and Charges	-2,080
-59,020	Internal Recharges:	
-61,100	Charges from Central Telephone Service	-124,760
0		-126,840
0	Net Expenditure	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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
6,500	Employee Expenses	6,500
0	Transportation Expenses	
15,180	General Running Expenses	5,380
<hr/> 21,680		<hr/> 11,880
	Internal Recharges:	
440	Charges to Civic Responsibilities	720
<hr/> 22,120		<hr/> 12,600
	Income :-	
	Internal Recharges:	
-400	Charges from Civic Responsibilities	-400
<hr/> -400		<hr/> -400
<hr/> <hr/> 21,720	Net Expenditure	<hr/> <hr/> 12,200

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 7.9 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' .

2014/15 Budget £	Expenditure :-	2015/16 Budget £
270,560	Employee Expenses	297,020
462,820	Property and Land Maintenance	479,240
1,830	Transportation Costs	1,200
3,850	General Running Expenses	3,200
739,060		780,660
53,550	Internal Recharges: Charges to Corporate Property Administration	48,600
792,610		829,260
	Income :-	
-739,220	Internal Recharges: Charges from Corporate Property Administration	-769,410
-53,390	Other Income	-59,850
-792,610		-829,260
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 value of £3,587,190.

Marketing Policy

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

2014/15 Budget £	Expenditure :-	2015/16 Budget £
1,030	Property Expenses	130
10,140	General Running Expenses	10,140
750	Other Running Expenses	750
11,920		11,020
	Internal Recharges:	
79,570	Charges to Corporate Property Management	65,220
400	Capital Charges	400
91,890		76,640
	Income :-	
-20,100	Other Income	-18,200
71,790	Net Expenditure	58,440

Budget Officer: M. Ketley

Service Description

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

Staffing

This service currently employs 14.6 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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
407,920	Employee Expenses	406,080
6,680	Transportation Expenses	5,700
64,220	General Running Expenses	62,860
478,820		474,640
478,520	Internal Recharges: Charges to Council Tax and BR Collection	421,140
957,340		895,780
	Income :-	
-174,660	Contribution from Collection Fund	-174,660
-134,780	Costs Recovered	-134,780
-14,770	Other Income	-12,600
-324,210		-322,040
633,130	Net Expenditure	573,740

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 value of £1,144,360.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
947,330	Employee Expenses	964,740
0	Property Expenses	2,590
9,270	Transportation Expenses	7,620
605,650	General Running Expenses	693,030
1,562,250		1,667,980
	Internal Recharges:	
233,360	Charges to Customer and Info. Services	252,740
152,860	Capital Charges	188,030
1,948,470		2,108,750
	Income :-	
-58,830	Other Income	-39,640
	Internal Recharges:	
-1,889,640	Charges from Customer and Info. Services	-2,069,110
-1,948,470		-2,108,750
0		0

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 26.0 FTE staff.

Assets Used

A proportion of the costs of using the Town Hall building are included under 'Internal Recharges: Charges to Customer Support Services'. The customer service equipment and software has a value of £212,690.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
658,510	Employee Expenses	658,040
990	Transportation Expenses	780
152,950	General Running Expenses	139,620
<hr/> 812,450		<hr/> 798,440
351,560	Internal Recharges: Charges to Customer Support Services	405,970
<hr/> 1,164,010		<hr/> 1,204,410
	Income :-	
-8,300	Other Income	-8,300
-1,155,710	Internal Recharges: Charges from Customer Support Services	-1,196,110
<hr/> -1,164,010		<hr/> -1,204,410
<hr/> <hr/> -		<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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
78,660	Employee Expenses	67,690
270	Transportation Expenses	270
70	General Running Expenses	130
79,000		68,090
7,890	Internal Recharges: Charges to Corporate Apprenticeship Scheme	11,200
86,890		79,290
	Income :-	
-48,570	Internal Recharges:	-76,630
-38,320	Other Internal Recharges	-2,660
-86,890		-79,290
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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
202,030	Employee Expenses	415,240
380	Transportation Expenses	5,440
1,280	General Running Expenses	27,440
<hr/> 203,690		<hr/> 448,120
54,570	Internal Recharges: Charges to Democratic and Legal Services	138,420
<hr/> 258,260		<hr/> 586,540
	Income :-	
0	Other Income	-9,740
-258,260	Internal Recharges: Charges from Democratic and Legal Services	-576,800
<hr/> -258,260		<hr/> -586,540
<hr/> <hr/> 0		<hr/> <hr/> 0

Budget Officer: M. Ketley

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 building is included under 'Internal Recharges: Charges to Democratic/Corporate Core'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
	Internal Recharges:	
1,577,830	Charges to Democratic/Corporate Core	1,626,480
<hr/> 1,577,830		<hr/> 1,626,480
	Income :-	
-232,820	Recharge to HRA	-255,830
<hr/> -232,820		<hr/> -255,830
<hr/> <hr/> 1,345,010	Net Expenditure	<hr/> <hr/> 1,370,650

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 2.5 FTE staff.

Assets Used

A proportion of using the costs of the Town Hall buildings are included under 'Internal Recharges: Charges to Electoral Registration'. In addition this service has polling station booths worth £23,870.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
63,720	Employee Expenses	73,670
340	Transportation Expenses	340
76,690	General Running Expenses	78,560
<hr/> 140,750		<hr/> 152,570
75,960	Internal Recharges: Charges to Electoral Registration	99,920
<hr/> 216,710		<hr/> 252,490
	Income :-	
-32,910	Other Income	-41,210
-64,310	Internal Recharges: Charges from Electoral Registration	-76,040
<hr/> -97,220		<hr/> -117,250
<hr/> <hr/> <u>119,490</u>	Net Expenditure	<hr/> <hr/> <u>135,240</u>

Budget Officer: I. Davis / A. Norburn

Service Description

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

Staffing

This service currently employs 1.8 FTE staff.

Assets Used

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

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
229,750	Employee Expenses	196,350
1,580	Transportation Expenses	3,400
2,040	General Running Expenses	1,870
233,370		201,620
	Internal Recharges:	
516,050	Charges to Executive Directors	507,210
749,420		708,830
	Income :-	
	Internal Recharges:	
-749,420	Charges from Executive Directors	-708,830
-749,420		-708,830
0	Net Expenditure	0

Budget Officer: M. Ketley

Service Description

This service deals mainly with the Council's audit fee, bank charges, payment card costs and general financial subscriptions.

Staffing

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

2014/15 Budget £	Expenditure :-	2015/16 Budget £
85,090	External Audit Fee	85,090
32,900	Bank Charges	32,900
11,000	Payment Card Costs	11,000
24,550	Subscriptions	24,550
23,460	Other Costs	23,460
<hr/> 177,000		<hr/> 177,000
4,640	Internal Recharges: Charges to General Financial Expenses	4,250
<hr/> 181,640		<hr/> 181,250
-6,000	Income :- Other Income	-6,000
-175,640	Internal Recharges: Charges from General Financial Expenses	-175,250
<hr/> -181,640		<hr/> -181,250
<hr/> <u>0</u>	Net Expenditure	<hr/> <u>0</u>

Budget Officer: R. Back

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
25,110	Employee Expenses	24,530
50	Transportation Expenses	50
41,630	General Running Expenses	52,380
<hr/> 66,790		<hr/> 76,960
55,660	Internal Recharges: Charges to Land Charges	42,590
<hr/> 122,450		<hr/> 119,550
	Income :-	
-125,000	Search Fees and Enquiries	-135,000
<hr/> <hr/> <u>-2,550</u>	Net Expenditure	<hr/> <hr/> <u>-15,450</u>

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 value of £94,730, the garage and land have a value of £36,000 and the mayoral car £22,690.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
2,240	Employee Expenses	2,240
2,270	Transportation Expenses	2,270
4,950	General Running Expenses	4,820
9,460		9,330
	Internal Recharges:	
6,600	Charges to Mayoral Services	6,710
2,180	Capital Charges	2,180
18,240		18,220
	Income :-	
	Internal Recharges:	
-6,600	Charges from Mayoral Services	-6,600
-6,600		-6,600
11,640	Net Expenditure	11,620

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'

2014/15 Budget £		2014/15 Budget £
	Expenditure :-	
17,490	Employee Expenses	15,260
1,750	Transportation Expenses	1,580
340,570	General Running Expenses	339,960
359,810		356,800
	Internal Recharges:	
2,810	Charges to Members Expenses	1,670
362,620		358,470
	Income :-	
	Internal Recharges:	
-2,810	Charges from Members Expenses	-290
-2,810		-290
359,810	Net Expenditure	358,180

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, building, fixtures and fittings have a combined value of £4,385,370.

The cost of using these buildings is recharged through Internal Recharges based upon the useable floor area occupied by that service.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
185,610	Property Expenses	192,060
18,990	Running Expenses	27,620
4,800	Other Running Expenses	4,800
<hr/> 209,400		<hr/> 224,480
134,920	Internal Recharges:	
41,530	Charges to Public Offices	139,330
	Capital Charges	41,530
<hr/> 385,850		<hr/> 405,340
	Income :-	
-385,850	Internal Recharges:	
	Charges from Public Offices	-405,340
<hr/> <hr/> 0	Net Expenditure	<hr/> <hr/> 0

Budget Officer: M. Ketley

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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
849,000	Employee Expenses	838,550
3,230	Transportation Expenses	2,990
25,450	General Running Expenses	26,390
<hr/> 877,680		<hr/> 867,930
296,140	Internal Recharges: Charges to Resources	309,110
<hr/> 1,173,820		<hr/> 1,177,040
	Income :-	
-2,290	Other Income	-2,290
-1,171,530	Internal Recharges: Charges from Resources	-1,174,750
<hr/> -1,173,820		<hr/> -1,177,040
<hr/> <hr/> 0		<hr/> <hr/> 0

Budget Officer: M. Ketley

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'.

2014/15 Budget £		2015/16 Budget £
139,250	Expenditure:-	
<hr/>	Employee Expenses	600,530
139,250		<hr/>
	Internal Recharges:	
3,590	Charges to Retired Employees	13,410
<hr/>	Net Expenditure	<hr/>
<u>142,840</u>		<u>613,940</u>

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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
54,120	Employee Expenses	52,960
3,960	Transportation Expenses	590
10,870	General Running Expenses	10,700
68,950		64,250
38,380	Internal Recharges: Charges to Safety and Resilience	42,350
107,330		106,600
	Income :-	
-7,730	Internal Recharges: Charges from Safety and Resilience	-7,920
99,600	Net Expenditure	98,680

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
49,320	General Running Expenses	29,420
0	Capital Charges	
49,320		29,420
	Income:-	
	Internal Recharges:	
-49,320	Recharges from Warks. On-Line Partnership	-29,420
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, Arboricultural Services, Drainage, Toilet Cleaning, Vehicle Maintenance and some residual Highways activities.

Staffing

This service currently employs 33.1 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 value of £790,970. In addition other assets, including plant and machinery have a combined value of £3,985,980.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
-730,000	Operational Expenses not Recharged	-589,840
619,430	Capital Charges	521,240
<u>-110,570</u>	Net Expenditure	<u>-68,600</u>

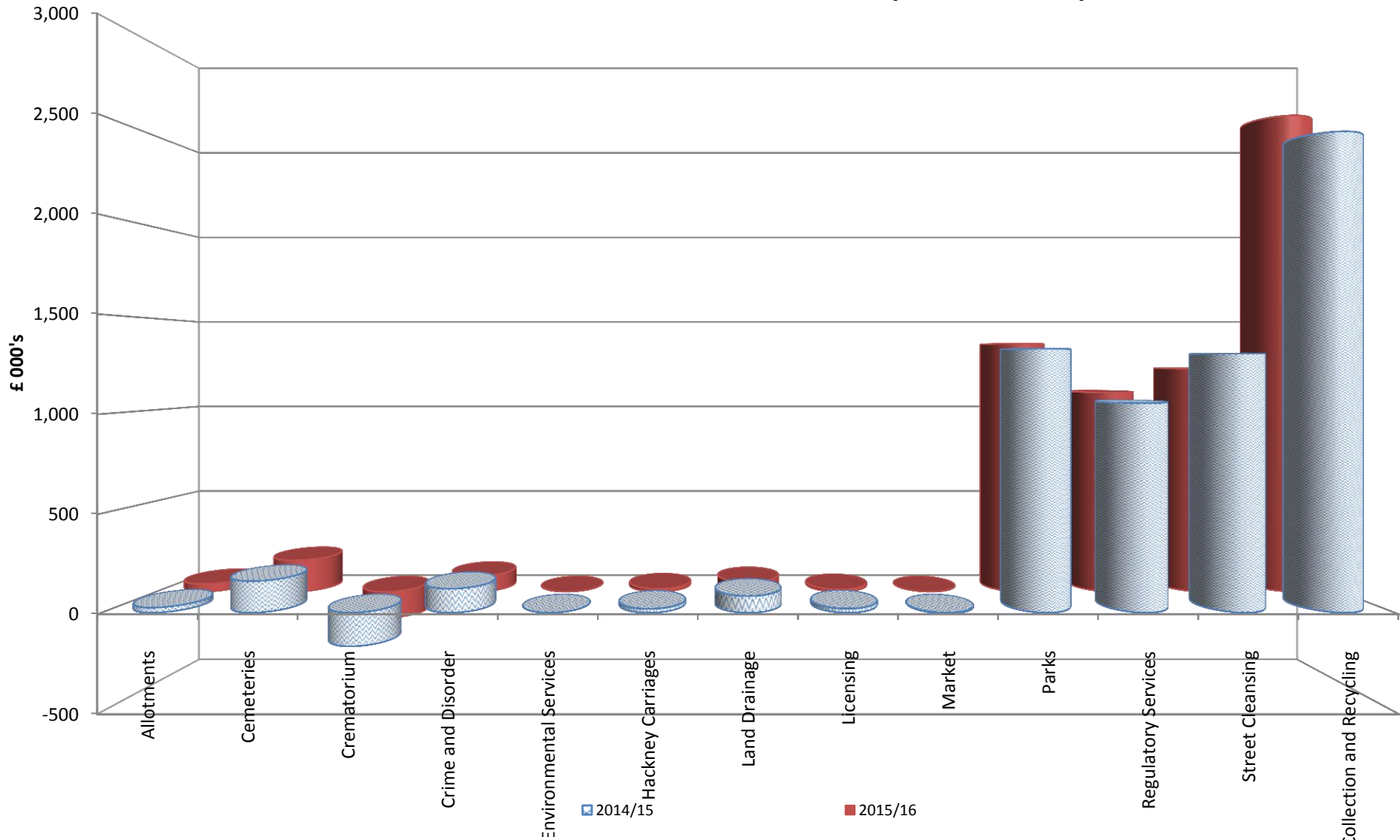
SUSTAINABLE ENVIRONMENT

2014/15 Budget £		Budget Officer	2015/16 Budget £
25,260	Allotments	HES	42,630
158,870	Cemeteries	HES	172,920
-169,620	Crematorium	HES	-143,980
120,480	Crime and Disorder	HES	85,640
0	Environmental Services	HES	0
19,370	Hackney Carriages and Private Hire Vehicles	HES	16,760
84,260	Land Drainage	HES	54,190
20,630	Licensing	HES	12,670
-4,000	Market	HES	0
1,327,630	Parks, Recreation Grounds & Open Spaces	HES	1,363,110
1,054,520	Regulatory Services	HES	1,094,600
1,303,690	Street Cleansing	HES	1,226,700
2,418,610	Waste Collection and Recycling	HES	2,614,340
<u>6,359,700</u>	Total Net Expenditure		<u>6,539,580</u>

Budget Officers

HES Head of Environmental Services - S. Lawson

SUSTAINABLE ENVIRONMENT BUDGETS 2014/15 AND 2015/16



Net Expenditure Including Capital Charges
2014/15 £6,359,700; 2015/16 £6,539,580

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 value of £210,250.

Marketing Policy

The charges continue to be kept at a modest level (currently under review) 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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
9,870	Property Expenses	9,870
5,270	Other Running Expenses	8,680
15,140		18,550
19,620	Internal Recharges: Charges to Allotments	33,580
34,760		52,130
	Income :-	
-9,500	Rents	-9,500
25,260	Net Expenditure	42,630

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 0.7 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 £1,452,330.

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
29,920	Employee Expenses	22,660
11,960	Property Expenditure	11,370
3,950	General Running Expenses	3,390
172,530	Other Running Expenses	175,550
218,360		212,970
	Internal Recharges:	
65,110	Charges to Cemeteries	68,920
6,050	Capital Charges	21,680
289,520		303,570
	Income :-	
-130,650	Fees, Charges and Rents	-130,650
0	Interest on Investments	
-130,650		-130,650
158,870	Net Expenditure	172,920

Budget Officer: S. Lawson

Service Description

The new Crematorium opened in the spring of 2014 and is operated as part of a joint venture with Daventry District Council and is located towards the northern part of the Hilmorton Grounds Farm.

Staffing

This service currently employs 5.3 FTE staff.

Assets Used

A valuation of the new facility will be obtained during 2015/16.

Marketing Policy

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

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
140,980	Employee Expenses	157,930
97,900	Property Expenditure	122,770
274,250	Other Running Expenses	232,850
96,200	General Running Expenses	98,630
<hr/> 609,330		<hr/> 612,180
	Internal Recharges:	
105,250	Charges to Crematorium	98,720
0	Capital Charges	45,920
<hr/> 714,580		<hr/> 756,820
	Income :-	
-881,200	Fees, Charges and Rents	-900,800
<hr/> <hr/> -166,620	Net Expenditure	<hr/> <hr/> -143,980

Budget Officer: S. Lawson

Service Description

This budget is for community safety initiatives to support the Council's priorities and is 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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
61,380	Employee Expenses	46,710
2,540	Transportation Expenses	2,540
74,700	General Running Expenses	53,390
138,620		102,640
	Internal Recharges:	
26,490	Charges to Crime and Disorder	29,230
165,110		131,870
	Income :-	
-44,630	Grants	-46,230
120,480	Net Expenditure	85,640

Budget Officer: S. Lawson

Service Description

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

Staffing

The service currently employs 1.0 FTE staff.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
90,070	Employee Expenses	88,340
3,540	Transportation Expenses	3,170
230	General Running Expenses	120
93,840		91,630
	Internal Recharges:	
125,410	Charges to Environmental Services	121,870
0	Capital Charges	
219,250		213,500
	Income :-	
0	Fees and Charges	0
-219,250	Internal Recharges: Charges from Charges from Environmental Services	-213,500
-219,250		-213,500
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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
5,550	General Running Expenses	5,550
3,300	Other Running Expenses	3,300
8,850		8,850
80,110	Internal Recharges: Charges to Hackney Carriages and Private Hire Vehicles	74,650
88,960		83,500
	Income :-	
-69,590	Licence Fees	-66,740
19,370	Net Expenditure	16,760

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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
20,000	Other Running Expenses	20,000
64,260	Internal Recharges: Charges to Land Drainage	34,190
<u>84,260</u>		<u>54,190</u>
	Income :-	
0	Reimbursements	0
<u><u>84,260</u></u>	Net Expenditure	<u><u>54,190</u></u>

Budget Officer: S. Lawson

Service Description

This service deals with the administration, issue and monitoring of nearly all of the licences 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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
410	Other Running Expenses	410
2,280	General Running Expenses	2,280
<hr/> 2,690		<hr/> 2,690
118,950	Internal Recharges: Charges to Licensing	110,990
<hr/> 121,640		<hr/> 113,680
	Income :-	
-500	Reimbursements	-500
-100,510	Licences	-100,510
<hr/> <hr/> 20,630	Net Expenditure	<hr/> <hr/> 12,670

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.

2014/15 Budget £		2015/16 Budget £
22,710	Expenditure :-	
22,710	Property and Land Maintenance	0
2,970	Internal Recharges: Charges to Market	0
25,680		0
	Income :-	
-29,680	Sales, Fees and Charges	0
-4,000	Net Expenditure	0

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 value of all Parks, Recreation Grounds and Open Spaces is £5,529,860.

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.

2014/15 Budget £		2015/16 Budget £
69,630	Expenditure :-	
64,580	Property Expenditure	68,900
894,530	General Running Expenses	60,660
<hr/>	Other Running Expenses	1,038,640
1,028,740		<hr/>
	Internal Recharges:	
217,810	Charges to Parks, Recreation Grounds and Open Spaces	254,290
203,380	Capital Charges	198,070
<hr/>		<hr/>
1,449,930		1,620,560
	Income :-	
-122,300	Fees and Charges	-257,450
0	Interest	
<hr/>		<hr/>
-122,300		-257,450
<hr/>		<hr/>
<u>1,327,630</u>	Net Expenditure	<u>1,363,110</u>

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, private housing, anti-social behaviour, fly tipping and littering, air quality and contaminated land, noise, dog control and pest control.

Staffing

The service currently employs 30.2 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 value of £52,060.

Pricing/Marketing Policy

Different policies apply for different areas of income generation. These range from free provision to commercial market rates. Licence fees also apply to some activities which are set in accordance with government guidelines.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
995,600	Employee Expenses	1,003,690
50	Property Expenses	40
47,460	Transportation Expenses	37,260
26,800	General Running Expenses	24,660
26,210	Other Running Expenses	26,210
1,096,120		1,091,860
	Internal Recharges:	
327,730	Regulatory Services	367,840
10,380	Capital Charges	10,380
1,434,230		1,470,080
	Income :-	
-45,400	Fees and Charges	-45,400
-334,310	Internal Recharges: Charges from Regulatory Services	-330,080
-379,710		-375,480
1,054,520	Net Expenditure	1,094,600

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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
1,064,490	Other Running Expenses	993,190
238,070	Internal Recharges:	
1,130	Charges to Street Cleansing	233,510
	Capital Charges	0
<u>1,303,690</u>	Net Expenditure	<u>1,226,700</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 equipment used by this service, including bins, store and weighbridge have a combined value of £1,576,330.

2014/15 Budget £		2015/16 Budget £
0	Expenditure :-	
2,386,250	General Running Expenses	50,000
2,386,250	Other Running Expenses	2,582,670
403,720	Internal Recharges:	
136,940	Charges to Waste Collection and Recycling	367,390
2,926,910	Capital Charges	130,780
-508,300	Income :-	
2,418,610	Sales, Fees and Charges	-516,500
	Net Expenditure	2,614,340

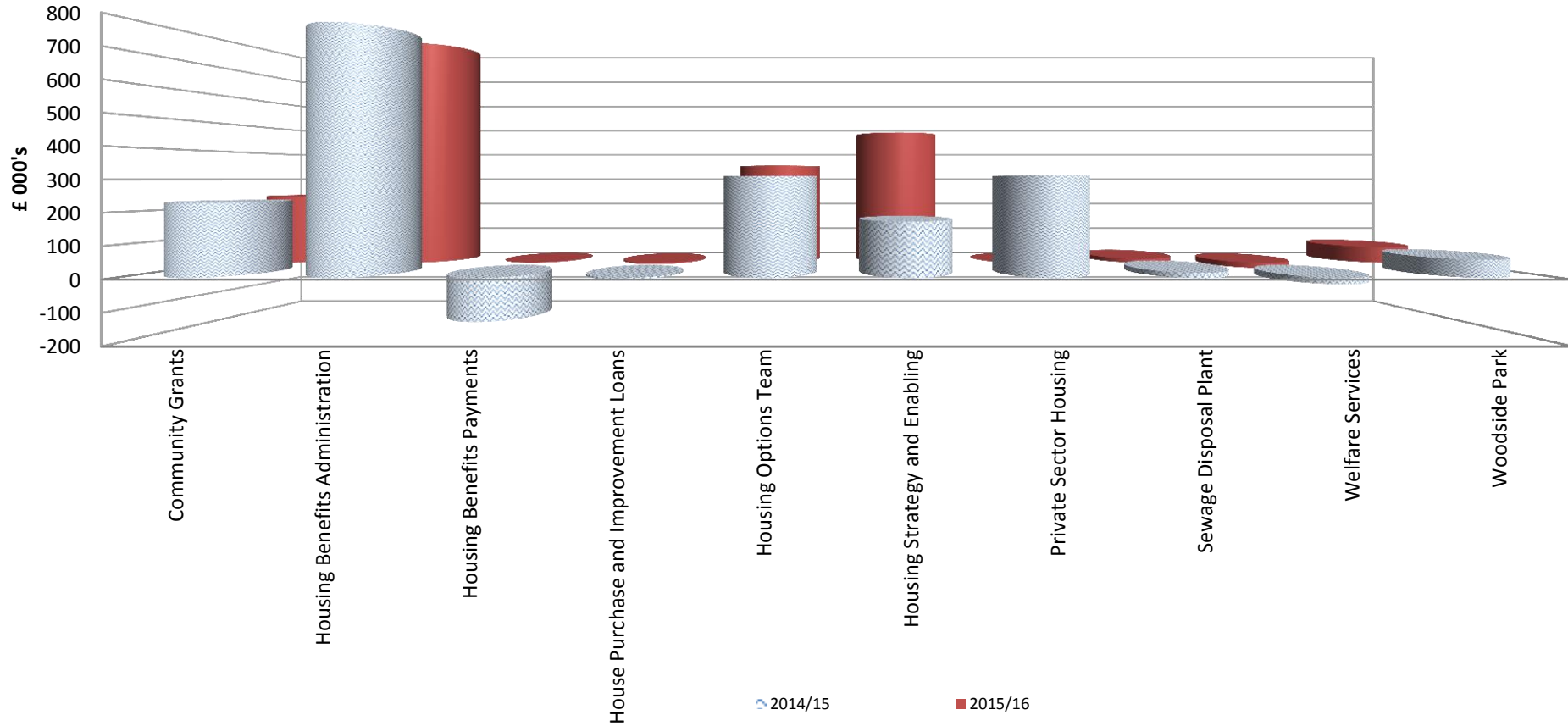
SUSTAINABLE INCLUSIVE COMMUNITIES

2014/15 Budget £		Budget Officer	2015/16 Budget £
228,660	Community Grants	HoH	238,750
778,850	Housing Benefits Administration	HoR	791,630
-133,470	Housing Benefits Payments	HoR	2,020
	Housing (General Fund) Services:		
-4,700	House Purchase & Improvement Loans	HoH	-4,700
310,890	Housing Options Team	HoH	349,470
171,930	Housing Strategy and Enabling	HoH	468,890
312,030	Private Sector Housing	HoH	0
15,750	Sewage Disposal Plant	HES	14,270
-19,140	Welfare Services	HoH	-19,140
55,670	Woodside Park	HoH	55,580
1,716,470	Total Net Expenditure		1,896,770

Budget Officers

HES	Head of Environmental Services - S. Lawson
HoH	Head of Housing - S. Shanahan
HoR	Head of Resources - M. Ketley

SUSTAINABLE INCLUSIVE COMMUNITIES BUDGETS 2014/15 AND 2015/16



**Net Expenditure Including Capital Charges
2014/15 £1,716,470; 2015/16 £1,896,770**

Budget Officer: S. Shanahan

Service Description

The provision of grants to local voluntary organisations and village/community halls for use to enhance or develop activities delivered to the participants.

Staffing

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

2014/15 Budget £		2015/16 Budget £
222,410	Expenditure :-	
222,410	General Running Expenses	233,410
6,250	Internal Recharges: Charges to Community Grants	5,340
228,660	Net Expenditure	238,750

Budget Officer: M. Ketley

Service Description

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

Staffing

This service currently employs 18.8 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'.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
502,600	Employee Expenses	498,330
1,410	Transportation Expenses	1,040
24,520	General Running Expenses	23,920
528,530		523,290
	Internal Recharges:	
309,770	Charges to Housing Benefit Administration	387,380
838,300		910,670
	Income :-	
-2,520	Other Income	-42,160
-56,930	Internal Recharges: Charges from Housing Benefits Administration	-76,880
-59,450		-119,040
778,850	Net Expenditure	791,630

Budget Officer: M. Ketley

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
24,033,270	General Running Expenses	24,601,720
<u>24,033,270</u>		<u>24,601,720</u>
	Income :-	
-23,713,900	Grants	-24,162,020
-452,840	Sundry Debtor Overpayments	-437,680
<u>-24,166,740</u>		<u>-24,599,700</u>
<u><u>-133,470</u></u>	Net Expenditure	<u><u>2,020</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.

2014/15 Budget £		2015/16 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

The cost of funding a service for the provision of housing options advice across housing tenures. This will include options on accessing the councils waiting list, private rented housing and other housing options including shared ownership and supported housing. The service also deals with homeless applicants and where possible prevents homelessness from taking place by early intervention and partnership working. Where this isn't possible the Housing Options Team can provide (for eligible households) temporary accommodation, which includes a block within the councils own stock.

Staffing

This service currently employs 8.54 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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
294,060	Employee Expenses	273,100
67,070	Property Expenses	208,040
1,090	Transportation Expenses	880
27,410	General Running Expenses	25,990
389,630		508,010
176,700	Internal Recharges: Charges to Housing Options Team	186,630
566,330		694,640
	Income :-	
-10,000	Grants	0
-72,340	Other Income	-208,360
-173,100	Internal Recharges: Charges from Housing Options Team	-136,810
-255,440		-345,170
310,890	Net Expenditure	349,470

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. This service now incorporates Renewal Areas, which 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 6.0 FTE staff.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
194,500	Employee Expenses	229,830
7,430	Transportation Expenses	1,300
28,090	General Running Expenses	45,110
230,020		276,240
	Internal Recharges:	
60,670	Charges to Housing Strategy and Enabling	324,530
290,690		600,770
	Income :-	
-11,640	Other Income	-13,230
-107,120	Internal Recharges:	
	Charges from Housing Strategy and Enabling	-118,650
-118,760		-131,880
171,930	Net Expenditure	468,890

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

No staff are employed or charged to this service.

Assets Used

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

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
34,420	Employee Expenses	0
0	Transportation Expenses	0
17,030	General Running Expenses	0
	Internal Recharges:	
264,630	Charges to Private Sector Housing	0
316,080		0
	Income :-	
-4,050	Other Income	0
	Internal Recharges:	
0	Charges from Private Sector Housing	0
-4,050		0
312,030	Net Expenditure	0

Please Note - This service has now merged with 'Housing Strategy & Enabling' - see page 74

Budget Officer: S. Lawson

Service Description

The Council operates 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 value of £12,500.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
9,810	Property Expenses	9,810
220	General Running Expenses	220
10,030		10,030
	Internal Recharges:	
8,720	Charges to Sewage Disposal Plant	7,240
18,750		17,270
	Income :-	
-3,000	Sewerage Charges	-3,000
15,750	Net Expenditure	14,270

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.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
45,340	Running Expenses	45,340
<hr/> 45,340		<hr/> 45,340
	Income :-	
-64,480	Income from Lifeline Service	-64,480
<hr/> <hr/> -19,140	Net Expenditure	<hr/> <hr/> -19,140

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 value of £1,533,770.

2014/15 Budget £		2015/16 Budget £
	Expenditure :-	
18,930	Employee Expenses	22,880
700	Transportation Expenses	700
32,240	Property Expenses	37,330
880	General Running Expenses	180
17,040	Other Running Expenses	17,040
69,790		78,130
	Internal Recharges:	
4,000	Charges to Woodside Park	4,360
17,390	Contribution for HRA staff	4,000
36,930	Capital Charges	49,890
128,110		136,380
	Income :-	
-72,440	Rental Income	-80,800
55,670	Net Expenditure	55,580

RUGBY WORLD CUP

2014/15 Revised Budget £		Budget Officer	2015/16 Original Budget £	2015/16 Revised Budget £
0	Fanzone	HPR	416,000	426,000
15,000	City Dressing	HPR	85,000	85,000
46,000	Festival Programme	HPR	44,000	44,000
0	Education	HCI	20,000	20,000
0	Sports	HPR	6,000	6,000
75,000	Town Centre	HES	20,000	20,000
10,000	Marketing	HPR	35,000	45,000
0	Trophy Tour	HPR	20,000	20,000
0	Volunteering and Visitor Centre	HPR	30,000	35,000
0	Education Support & Co-ordination	HPR	25,000	25,000
<u>146,000</u>	Total Net Expenditure		<u>701,000</u>	<u>726,000</u>

Budget Officers

HES Head of Environmental Services - S. Lawson
 HCI Head of Customer & Information Services - R. Chand
 HPR Head of Planning & Recreation - R. Back

Budget Officer: R. Back

Service Description

During Rugby World Cup 2015 a Rugby Village will be located in the town centre including a covered area with a giant screen, food & drink and fan activities. On non-match days the space will be used for cultural events and on match days the venue will become an official England 2015 Fanzone to screen games. The area will be dressed in a spectacular way and will provide a unique experience to its visitors.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
0	General Running Expenses	480,000	490,000
<u>0</u>		<u>480,000</u>	<u>490,000</u>
	Income : -		
0	S106 Funding	-64,000	-64,000
<u>0</u>	Net Expenditure	<u>416,000</u>	<u>426,000</u>

Budget Officer: R. Back

Service Description

In the build-up and during Rugby World Cup 2015, the town will be dressed in official tournament branding. The purpose of this is to excite local people and welcome visitors, creating a unique look & feel to the town. Some initial banners, lamppost banners and temporary flagpoles were installed in early 2015, including a vinyl display on the glass frontage of the Art Gallery & Musuem showing an image of the Webb Ellis Cup. The full town dressing programme will be in place by August 2015.

2014/15 Revised Budget £	2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-	
15,000	85,000	85,000
<hr/> 15,000	<hr/> 85,000	<hr/> 85,000

Budget Officer: R. Back

Service Description

Throughout the duration of Rugby World Cup 2015 a cultural festival will take place in the town. This will include events in the Rugby Village on non-match days involving a range of local businesses and organisations. The support and coordination of the programme is involving external project management services.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
46,000	General Running Expenses	44,000	44,000
<hr/> 46,000		<hr/> 44,000	<hr/> 44,000

Budget Officer: R. Chand

Service Description

During Rugby World Cup 2015, a education programme will involve schools based in Rugby and the wider Warwickshire area. This will include tag rugby sessions in the Rugby Village, screening of education films and tours of exhibitions at the Art Gallery & Museum alongside workshops giving pupils the experience to stitch their own rugby ball to take away.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
0	General Running Expenses	20,000	20,000
<hr/> 0		<hr/> 20,000	<hr/> 20,000

Budget Officer: R. Back

Service Description

Rugby clubs in the borough are being encouraged to be part of the town's world cup plans and this funding is available to help them engage with the community.

2014/15 Revised Budget £	2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-	
0	General Running Expenses	6,000
0	6,000	6,000

Budget Officer: S. Lawson

Service Description

A number of improvements will be made to the town centre to ensure the town is welcoming to visitors in the build up and during Rugby World Cup 2015.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
0	Employee Expenses	20,000	20,000
75,000	General Running Expenses	0	0
75,000		20,000	20,000
75,000	Net Expenditure	20,000	20,000

Budget Officer: R. Back

Service Description

The council is working with a range of local, regional and national partners to promote the town ahead of Rugby World Cup 2015. A physical festival programme will be created which will be printed and distributed in the local area. The council will deliver a marketing plan for its world cup activities and benefit from a number of key PR opportunities.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
0	Employee Expenses	30,000	30,000
10,000	General Running Expenses	5,000	15,000
<hr/> 10,000		<hr/> 35,000	<hr/> 45,000
<hr/> <hr/> 10,000	Net Expenditure	<hr/> <hr/> 35,000	<hr/> <hr/> 45,000

Budget Officer: R. Back

Service Description

The Webb Ellis Cup will visit the town as part of the national Trophy Tour in the 100 days leading up to Rugby World Cup 2015. A number of events will be planned around this to involve local people and increase Rugby's exposure in the media.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
0	Expenditure :-		
	General Running Expenses	20,000	20,000
<hr/> 0		<hr/> 20,000	<hr/> 20,000

Budget Officer: R. Back

Service Description

A number of volunteer opportunities are being made available through Rugby's world cup celebrations. This includes official tournament ambassadors and support for local events, but also a town guides programme which will be in place after the tournament has finished. Additional resources will be required to the Visitor Centre to support the increased number of visitors expected in the town during the year.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
0	Employee Expenses	7,200	11,200
0	General Running Expenses	22,800	23,800
<hr/> 0		<hr/> 30,000	<hr/> 35,000
<hr/> <hr/> 0	Net Expenditure	<hr/> <hr/> 30,000	<hr/> <hr/> 35,000

Budget Officer: R. Back

Service Description

Additional resources could be require to support or enhance the education programme, planned during Rugby World Cup 2015.

2014/15 Revised Budget £		2015/16 Original Budget £	2015/16 Revised Budget £
	Expenditure :-		
0	General Running Expenses	25,000	25,000
<hr/> 0		<hr/> 25,000	<hr/> 25,000
<hr/> <hr/> 0	Net Expenditure	<hr/> <hr/> 25,000	<hr/> <hr/> 25,000

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.

2014/15 Budget £		2015/16 Budget £	Notes
	INCOME :-		
-16,350,730	Rent Income From Dwellings	-16,517,320	*1
-186,810	Rent Income From Non - Dwellings	-282,810	*2
-1,475,670	Charges For Services	-1,376,610	*3
-189,170	Contributions Towards Expenditure	-185,200	*4
<u>-18,202,380</u>	Total Income	<u>-18,361,940</u>	
	EXPENDITURE :-		
2,803,490	Transfer to Housing Repairs Account	2,697,780	*5
4,200,080	Supervision & Management	4,199,000	*6
6,000	Rents, Rates, Taxes & Other Charges	6,000	
3,767,000	Depreciation and Impairment	3,697,350	*7
4,770	Debt Management Cost	4,770	
125,000	Provision For Bad or Doubtful Debt	125,000	*8
5,300,000	Amounts Set Aside for the Repayment of Debt	0	
<u>16,206,340</u>	Total Expenditure	<u>10,729,900</u>	*9
	NET COST OF SERVICES AS INCLUDED IN THE WHOLE AUTHORITY INCOME & EXPENDITURE ACCOUNT		
<u>-1,996,040</u>		<u>-7,632,040</u>	
232,820	HRA Share of Corporate & Democratic Core Costs	229,350	*10
<u>-1,763,220</u>	NET COST OF HRA SERVICES	<u>-7,402,690</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	*11
-61,310	Interest & Investment Income	-78,670	*12
<u>-497,870</u>	NET OPERATING EXPENDITURE	<u>-6,154,700</u>	
497,870	Revenue Contributions to Capital Expenditure	6,154,700	*13
<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:

Notes :

Income – Service Description

***1 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.

***2 Rent Income From Non - Dwellings**

Includes rent from other HRA property such as garages.

***3 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.

***4 Contributions Towards Expenditure**

Other miscellaneous income.

Expenditure - Service Description

***5 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.

***6 Supervision and Management**

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

***7 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.

***8 Debt Management Charges**

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

***9 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.

HOUSING REVENUE ACCOUNT

***10 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.

***11 Interest Payable and Similar Charges**

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

***12 Interest and Investment Income**

Amounts received from investments and mortgages.

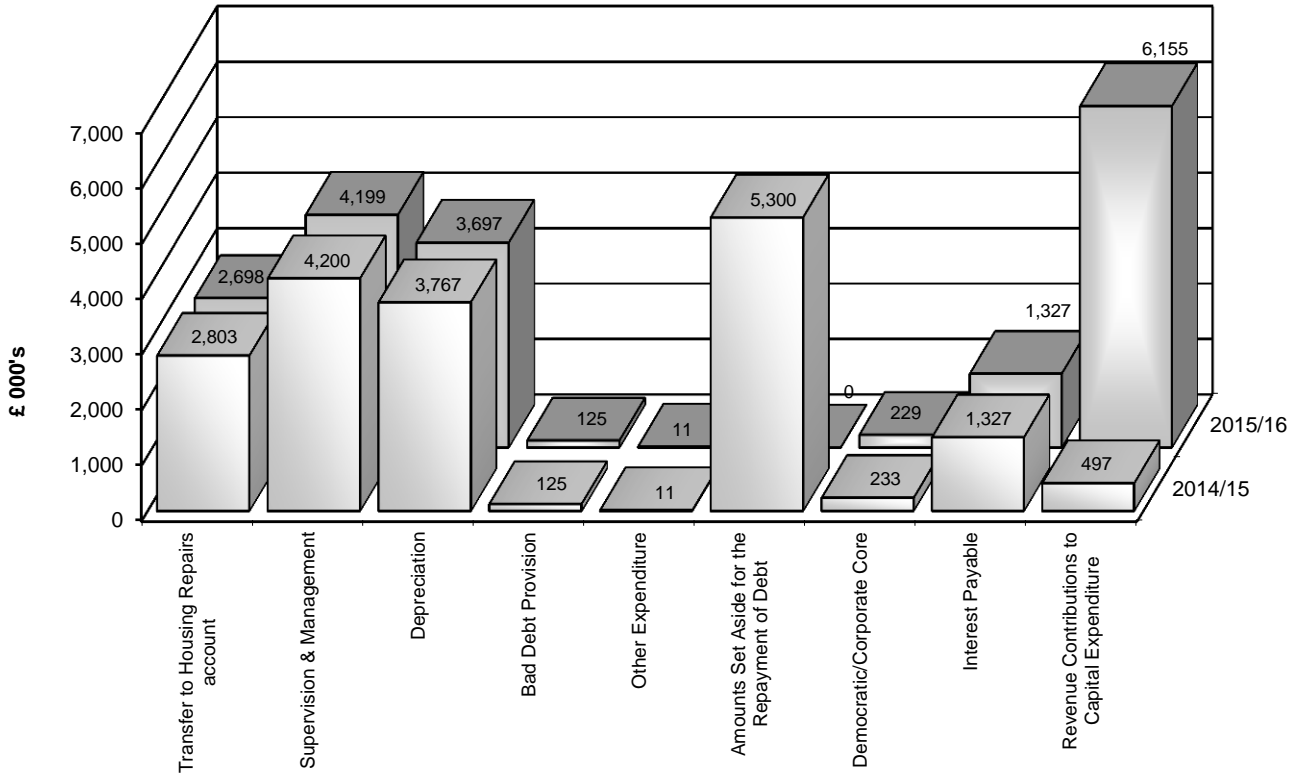
***13 Revenue Contributions to Capital Expenditure**

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

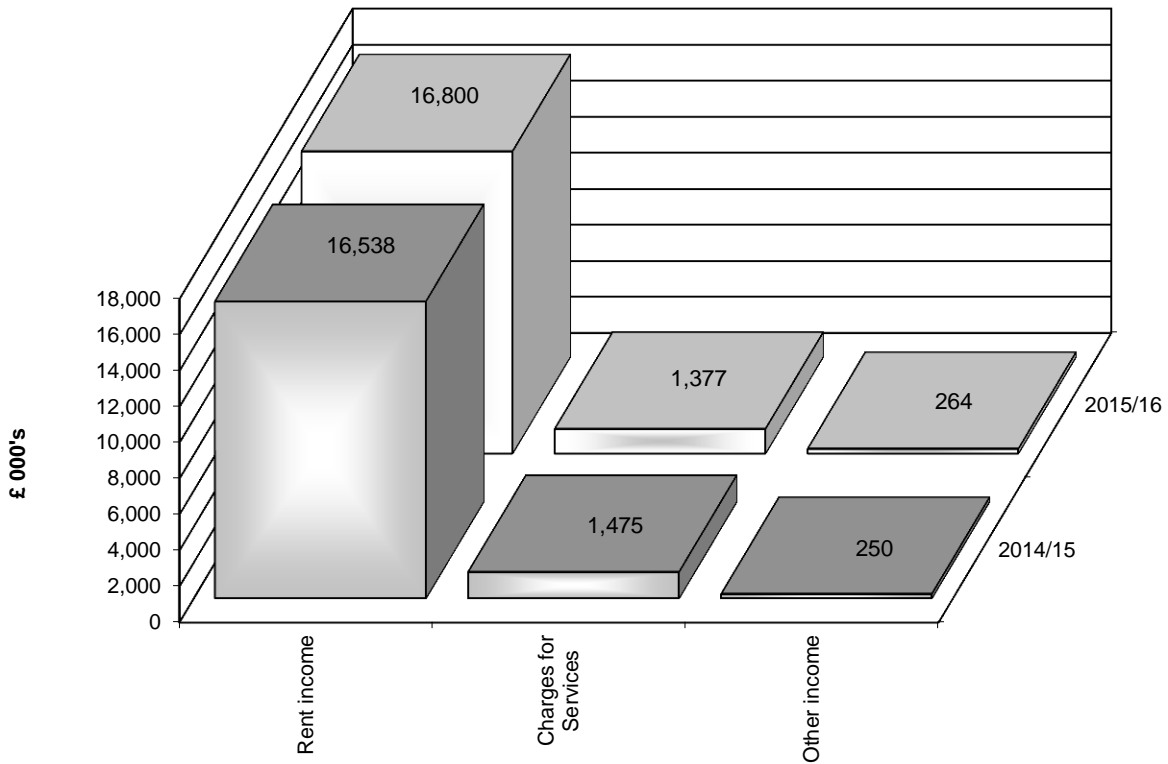
Any further clarification or information about the HRA can be obtained from the Financial Services Manager on request.

HOUSING REVENUE ACCOUNT

HRA expenditure 2014/15 and 2015/16



HRA income 2014/15 and 2015/16



Capital Programme 2015/16 - 2017/18

SERVICE PORTFOLIOS	Exp. to	2014/15	2014/15	2015/16	2016/17	2017/18	Total Scheme Cost
	31/03/14	Amended Budget	Budgets carried forward into 2015/16	Original Budget	Draft Budget	Draft Budget	
General Fund	£	£	£	£	£	£	£
RUGBY WORLD CUP	0	130,000	0	29,000	0	0	159,000
ECONOMY, DEVELOPMENT & CULTURE	13,364,280	542,580	0	86,500	15,000	15,000	14,023,360
RESOURCES & CORPORATE GOVERNANCE	1,385,110	2,009,600	381,330	1,225,890	843,500	590,450	6,435,880
SUSTAINABLE ENVIRONMENT	6,226,030	1,377,240	46,610	742,210	333,860	456,880	9,182,830
SUSTAINABLE INCLUSIVE COMMUNITIES Housing General Fund	9,677,310	1,562,670	0	464,710	388,630	388,630	12,481,950
Total General Fund	30,652,730	5,492,090	427,940	2,519,310	1,580,990	1,450,960	42,124,020
SUSTAINABLE INCLUSIVE COMMUNITIES	23,811,630	6,048,220	38,720	7,110,000	6,090,000	5,866,010	48,964,580
Total Capital Programme	54,464,360	11,540,310	466,660	9,629,310	7,670,990	7,316,970	91,088,600

Note

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

Capital Programme 2015/16 - 2017/18

Code	Head of Service	RUGBY WORLD CUP Scheme Housing General Fund	Forecast of Expenditure					Total Scheme Cost £	
			Exp. to 31/03/14	2014/15 Amended Budget	2014/15 Budgets carried forward into 2015/16	2015/16 Original Budget	2016/17 Draft Budget		2017/18 Draft Budget
			£	£	£	£	£		£
RWC00	S Lawson	Pathway of Fame	0	40,000	0	0	0	0	40,000
RWC01	S Lawson	Gateways into Rugby	0	40,000	0	0	0	0	40,000
RWC02	S Lawson	Town Centre Improvements and Enhancements	0	50,000	0	0	0	0	50,000
RWC03	S Lawson	Rugby World Cup: Art	0	0	0	29,000	0	0	29,000
Sub-Total c/f			0	130,000	0	29,000	0	0	159,000

Financing Resources:

Borrowings
Capital Receipts
Earmarked Reserves
Total Planned Financing

0	0	0	0
0	0	0	0
0	29,000	0	0
0	29,000	0	0

Capital Programme 2015/16 - 2017/18

Code	Head of Service	ECONOMY, DEVELOPMENT & CULTURE Scheme	Forecast of Expenditure						
			Exp. to 31/03/14 £	2014/15 Amended Budget £	2014/15 Budgets carried forward into 2015/16 £	2015/16 Original Budget £	2016/17 Draft Budget £	2017/18 Draft Budget £	Total Scheme Cost £
BHE00	R Back	Benn Hall projection and PA equipment	0	20,000	0	0	0	0	20,000
BHR00	R Back	Benn Hall refurbishment	0	0	0	61,000	0	0	61,000
DEC25	R Back	Town Centre Christmas Lights	9,430	10,500	0	10,500	0	0	30,430
LEI03	R Back	Queen's Diamond Jubilee Leisure Centre	13,214,850	497,080	0	0	0	0	13,711,930
MIG00	R Back	Moving In Grants	140,000	15,000	0	15,000	15,000	15,000	200,000
Total			13,364,280	542,580	0	86,500	15,000	15,000	14,023,360

Financing Resources:

Borrowings
Capital Receipts
Earmarked Reserves
Total Planned Financing

0	61,000	15,000	15,000
0	25,500	0	0
0	0	0	0
0	86,500	15,000	15,000

Capital Programme 2015/16 - 2017/18

Code	Head of Service	RESOURCES & CORPORATE GOVERNANCE Scheme	Forecast of Expenditure						
			Exp. to 31/03/14	2014/15 Amended Budget	2014/15 Budgets carried forward into 2015/16	2015/16 Original Budget	2016/17 Draft Budget	2017/18 Draft Budget	Total Scheme Cost
			£	£	£	£	£	£	£
AGE00	R Chand	Agresso Enhancements	0	2,200	0	0	0	0	2,200
ART00	R Back	Purchase of Artwork	0	4,100	0	0	0	0	4,100
CMP00	R Chand	ICT renewal programme	on going	220,290	0	191,450	191,450	191,450	794,640
CMP14	R Chand	iTRENT system development	121,420	5,530	2,250	6,000	0	0	135,200
CMP24	R Chand	Benn Hall ICT	14,910	0	0	0	0	0	14,910
CMP25	R Chand	Income Management and System Development	0	10,610	0	0	0	0	10,610
CMP26	R Chand	Income Retention and Disposal	0	0	19,080	0	0	0	19,080
CMP27	R Chand	New Telephone System Development	0	10,530	0	0	0	0	10,530
CMP28	R Chand	Website and Intranet	0	42,610	0	0	0	0	42,610
CMP29	R Chand	Cartology.NET system	0	9,650	0	0	0	0	9,650
CMP30	R Chand	ICT Computer System (Service Desk)	0	0	0	21,440	0	0	21,440
CMS00	A Norburn	Market Quarter Development	295,650	100,000	0	0	0	0	395,650
CPE00	A Norburn	Corporate Property Enhancement	748,010	166,430	0	0	0	0	914,440
ERG01	R Chand	Electoral Registration Hardware	0	10,400	0	0	0	0	10,400
MBA00	A Norburn	Municipal Bonds Agency	0	20,000	0	0	0	0	20,000
OPR01	R Chand	OPENRevenues - Data Cleansing	5,870	8,140	0	0	0	0	14,010
PSN00	R Chand	Public Services Network Accreditation	0	70,000	0	0	0	0	70,000
RBB00	R Back	CSW Superfast Broadband	40,250	104,390	0	155,000	101,550	80,000	481,190
RSI00	R Chand	Replacement Sundry Income system	37,800	3,280	0	0	0	0	41,080
RTV00	R Chand	CCTV for Reception Area	0	16,500	0	0	0	0	16,500
VHC00	S Lawson	Vehicles	on going	1,131,370	360,000	852,000	550,500	319,000	3,212,870
VMR00	S Lawson	Vending Machine Replacement	2,540	6,760	0	0	0	0	9,300
VWE00	S Lawson	Vehicle Workshop Extension	118,660	66,810	0	0	0	0	185,470
Total			1,385,110	2,009,600	381,330	1,225,890	843,500	590,450	6,435,880

Financing Resources:
Borrowings
Total Planned Financing

381,330	1,225,890	843,500	590,450
381,330	1,225,890	843,500	590,450

Capital Programme 2015/16 - 2017/18

Code	Head of Service	SUSTAINABLE ENVIRONMENT Scheme	Forecast of Expenditure						Total Scheme Cost £
			Exp. to 31/03/14	2014/15 Amended Budget	2014/15 Budgets carried forward into 2015/16	2015/16 Original Budget	2016/17 Draft Budget	2017/18 Draft Budget	
			£	£	£	£	£	£	
BUR04	S Lawson	Crematorium Project	2,758,180	610,630	0	0	0	0	3,368,810
BUR05	S Lawson	Cemetery Infrastructure Work	88,790	1,000	0	31,690	10,000	10,000	141,480
LCF01	R Back	Carbon Management Plan	190,580	158,290	0	0	0	0	348,870
LEI08	S Lawson	Open Spaces Refurbishments	1,912,750	447,510	0	264,360	214,360	210,720	3,049,700
LEI14	S Lawson	Great Central Walk Bridge	1,028,570	0	46,610	168,660	42,000	168,660	1,454,500
LEI19	S Lawson	Open Spaces - Town Centre Improvements	0	0	0	150,000	0	0	150,000
LUV15	S Lawson	Caldecott Park Tennis Court Refurbishment	0	0	0	60,000	0	0	60,000
PWB00	S Lawson	Purchase of Waste Bins	0	102,280	0	67,500	67,500	67,500	304,780
WCP00	S Lawson	Woodland Creation Project	247,160	57,530	0	0	0	0	304,690
Total			6,226,030	1,377,240	46,610	742,210	333,860	456,880	9,182,830

Financing Resources:
External Funding
Borrowings
Total Planned Financing

0	147,500	117,500	117,500
46,610	594,710	216,360	339,380
46,610	742,210	333,860	456,880

Capital Programme 2015/16 - 2017/18

Code	Head of Service	SUSTAINABLE INCLUSIVE COMMUNITIES Scheme	Forecast of Expenditure					Total Scheme Cost	
			Exp. to 31/03/14	2014/15 Amended Budget	2014/15 Budgets carried forward into 2015/16	2015/16 Original Budget	2016/17 Draft Budget		2017/18 Draft Budget
			£	£	£	£	£		£
		Housing General Fund							
CGR01	S Shanahan	Capital Partnership Fund	ongoing	0	0	0	0	0	0
CGR03	S Shanahan	Parish and Rural Capital Spending	ongoing	0	0	0	0	0	0
GRA03	S Shanahan	Home Safety Grants/Assessment and Handy Person	226,840	35,000	0	35,000	35,000	35,000	366,840
EBC00	R Chand	Electronic Benefits Claim	0	76,220	0	0	0	0	76,220
IBS00	R Chand	IBS Development	0	3,180	0	0	0	0	3,180
REN00	S Shanahan	Private Sector Decent Home Improvements	3,531,660	106,570	0	76,080	0	0	3,714,310
REN01	S Shanahan	Disabled Facilities Grants	3,249,780	423,860	0	353,630	353,630	353,630	4,734,530
RNA05	S Shanahan	Woodside Gypsy and Travellers Site	2,669,030	917,840	0	0	0	0	3,586,870
		Sub-Total c/f	9,677,310	1,562,670	0	464,710	388,630	388,630	12,481,950

SUMMARY OF INTERNAL RECHARGES

Costs to be Allocated:-

2014/15 Charge £	Service Costs	2015/16 Charge £
42,760	Building Control Services	0
906,400	Business Transformation	872,300
400	Civic Responsibilities	400
739,220	Corporate Property Administration	769,410
1,927,910	Customer and Information Services	2,069,110
1,204,280	Customer Support Services	1,244,800
575,110	Democratic and Legal Services	576,810
232,820	Democratic and Corporate Core	255,830
64,310	Electoral Registration	76,040
219,250	Environmental Services	213,500
749,420	Executive Directors	708,830
107,120	Housing Strategy & Enabling	76,880
56,930	Housing Benefits Administration	136,810
173,100	Housing Options Team	118,650
6,600	Mayoral Services	6,670
2,810	Members Expenses	290
480	Occupational Health and Welfare	0
183,790	Planning Services	179,890
0	Private Sector Housing	0
334,320	Regulatory Services	330,080
1,171,530	Resources	1,174,960
7,730	Safety and Resilience	7,920
49,320	Warwickshire Direct Partnership	29,420
1,067,620	Works Services Unit - charges out	1,153,490
<u>9,823,230</u>		<u>10,002,090</u>
	Other Operational Costs	
175,640	General Financial Services	175,250
59,020	Central Telephone Service	124,760
385,850	Public Offices	405,340
<u>620,510</u>		<u>705,350</u>
<u>10,443,740</u>	Total Costs to be Allocated	<u>10,707,440</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2014/15 Charge £	Economy, Development and Culture	2015/16 Charge £
190,060	Art Gallery and Museum	200,780
91,580	Building Control Services	25,110
203,720	Car Parks and Parking	119,670
88,790	Economic Development	84,390
590	Grants and Subscriptions	660
104,080	Miscellaneous Highway Services	101,950
617,000	Planning Services	617,200
23,190	Public Conveniences	23,280
35,520	Queen's Diamond Jubilee Centre	30,470
92,610	Sports and Recreation	117,330
87,900	The Benn Hall	89,110
37,070	Tourism and Visitor Centre	44,670
9,210	Town Centre CCTV and Management	8,610
<u>1,581,320</u>		<u>1,463,230</u>

2014/15 Charge £	Non-General Fund Activity :-	2015/16 Charge £
1,544,750	Housing Revenue Account - charges in	1,718,980
-143,130	Housing Revenue Account - charges out	-181,420
<u>1,401,620</u>	Sub-Total Non-General Fund Activity	<u>1,537,560</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2014/15 Charge £		2015/16 Charge £
	Resources and Corporate Governance	
70,030	Borough Elections	92,300
220,430	Business Transformation	230,700
9,860	Central Telephone Service	15,700
400	Civic Responsibilities	690
53,550	Corporate Property Administration	48,600
79,570	Corporate Property Management	65,220
478,520	Council Tax and Business Rates Collection	421,140
233,360	Customer and Information Services	252,740
359,450	Customer Support Services	417,170
124,780	Democratic and Legal Services	138,430
1,577,840	Democratic and Corporate Core	1,626,480
75,960	Electoral Registration	99,920
516,050	Executive Directors	507,210
4,640	General Financial Expenses	4,250
55,660	Land Charges	42,590
6,600	Mayoral Services	6,800
2,810	Members Expenses	1,750
170	Occupational Health and Welfare	0
134,920	Public Offices	139,330
296,140	Resources	309,330
3,590	Retired Employees	13,410
38,380	Safety and Resilience	42,350
495,350	Works Services Unit - charges in	522,550
4,838,060		4,998,660

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2014/15 Charge £	Sustainable Environment	2015/16 Charge £
19,620	Allotments	33,580
61,610	Cemeteries	65,420
105,250	Crematorium	98,720
26,490	Crime and Disorder	29,230
125,410	Environmental Services	121,870
80,110	Hackney Carriages and Private Hire Vehicles	74,650
64,260	Land Drainage	34,190
118,950	Licensing	110,990
2,970	Market	0
217,810	Parks, Recreation Grounds and Open Spaces	254,800
327,730	Regulatory Services	367,840
238,070	Street Cleansing Services	233,510
403,720	Waste Collection and Recycling	367,390
<u>1,792,000</u>		<u>1,792,190</u>

2014/15 Charge £	Sustainable Inclusive Communities	2015/16 Charge £
6,250	Community Grants	5,660
309,770	Housing Benefits Administration	387,380
176,700	Housing Options Team	186,630
60,670	Housing Strategy and Enabling	324,530
264,630	Private Sector Housing	0
8,720	Sewage Disposal Plant	7,240
4,000	Woodside Park	4,360
<u>830,740</u>		<u>915,800</u>

<u>10,443,740</u>	Total Allocations	<u>10,707,440</u>
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EMPLOYEE ANALYSIS 2014/15 AND 2015/16

Estimated No. of Full-time Equivalents 2014/15 FTE	General Fund	Estimated No. of Full-time Equivalents 2015/16 FTE	Change	Notes
Economy, Development and Culture				
8.7	Art Gallery and Museum	8.7	0.0	
5.2	Building Control Services	0.0	-5.2	*1
17.9	Car Parks and Parking	3.0	-14.9	*2
6.0	Economic Development	6.0	0.0	
20.5	Planning Services	22.0	1.5	*3
6.2	Sports and Recreation	8.9	2.7	*4
3.0	Tourism and Visitor Centre	3.0	0.0	
4.4	The Benn Hall	4.4	0.0	
<u>71.9</u>		<u>56.0</u>	-15.9	
Resources and Corporate Governance				
13.0	Business Transformation	12.0	-1.0	*5
8.2	Corporate Property Administration	7.9	-0.3	*6
6.0	Corporate Apprenticeship Scheme	6.0	0.0	
13.3	Council Tax and Business Rates Collection	13.4	0.1	*7
26.4	Customer and Information Services	26.4	0.0	
26.5	Customer Support Services	26.0	-0.5	*8
11.0	Democratic and Legal Services	11.0	0.0	
2.3	Electoral Registration	2.5	0.2	*9
2.0	Executive Directors	1.8	-0.2	*10
1.0	Land Charges	1.0	0.0	
20.3	Resources	20.3	0.0	
1.7	Safety and Resilience	1.7	0.0	
28.6	Works Services Unit (Administration)	33.1	4.5	*11
<u>160.3</u>		<u>163.1</u>	2.8	
Sustainable Environment				
1.0	Cemeteries	0.7	-0.3	*12
5.0	Crematorium	5.3	0.3	*13
1.7	Crime and Disorder	1.7	0.0	
1.0	Environmental Services	1.0	0.0	
29.2	Regulatory Services	30.2	1.0	*14
<u>37.9</u>		<u>38.9</u>	1.0	
Sustainable Inclusive Communities				
18.2	Housing Benefits Administration	17.8	-0.4	*15
16.9	Housing (General Fund) Services	14.5	-2.4	*16
1.0	Woodside Park	1.0	0.0	
<u>36.1</u>		<u>33.4</u>	-2.7	
<u>306.2</u>	General Fund	<u>291.4</u>	-14.8	
Housing Revenue Account				
33.0	Supervision and Management	68.7	35.7	*17
1.0	Multi Storey Flats	1.0	0.0	
8.3	Control Centre	9.3	1.0	*18
14.9	Aged Persons Accommodation	14.4	-0.5	*19
<u>57.2</u>	Housing Revenue Account	<u>93.4</u>	36.2	
<u><u>363.4</u></u>		<u><u>384.8</u></u>	21.4	

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 Building Control Services - The decrease of 5.2 FTE staff is due to Warwick District Council taking over the management of Rugby Borough Council's Building Control service from 1st April 2015 under a Shared Services Agreement.
- *2 Car Parks and Parking - The decrease of 14.9 FTE is due to the termination of the partnership agreement with WCC relating to on-street parking enforcement and the transfer of staff under TUPE to NSL/WCC. 3.0 FTE staff were retained to continue the off-street parking function.
- *3 Planning Services - The increase of 1.5 FTE staff is due to:-
 - i) The increase of 0.5 FTE is due to a Part Time post becoming Full Time; and
 - ii) The appointment of a 1.0 FTE Planning Officer.
- *4 Sports & Recreation - The increase of 2.7 FTE staff is due to:-
 - i) The appointment of four On Track Sports Leaders, resulting in a 2.0 FTE increase;
 - ii) The appointment of two Sports Activators, resulting in a 1.1 FTE increase; and
 - iii) The removal of a 0.4 FTE vacant Contract & Compliance Officer post.
- *5 Business Transformation - The decrease of 1.0 FTE is due to the transfer of the Counter Fraud Specialist to DWP in April 2015.
- *6 Corporate Property Administration- The reduction in 0.3 FTE staff is due to the replacement of the Corporate Property & Building Control Manager post with a new Property Manager post that is shared 0.50/0.50 FTE between Corporate Property & HRA.
- *7 Council Tax and Business Rates Collection- There has been a minor increase in working hours of 0.1 FTE staff.
- *8 Customer Support Services - The decrease of 0.5 FTE staff is due to:-
 - i) The removal of a 0.8 FTE Fixed Term post;
 - ii) The increase of 0.2 FTE due to a Part Time post becoming Full Time; and
 - iii) There has been a minor increase in working hours of 0.1 FTE staff.
- *9 Electoral Registration - There has been a minor increase in working hours of 0.2 FTE staff.
- *10 Executive Directors - The decrease of 0.2 FTE staff is due to a Full Time member of staff reducing working hours.

- *11 Works Services Unit (Administration) The increase in 4.5 FTE is due to:-
 - i) The appointment of a 1.0 FTE Management Assistant;
 - ii) The appointment of a 1.0 FTE Green Spaces Officer (Operational);
 - iii) The transfer of a 1.0 FTE existing member of staff from Grounds Maintenance;
 - iv) The appointment of a 0.5 FTE Park Ranger; and
 - v) The transfer of a 1.0 FTE existing member of staff from the Arboricultural Team.

- *12 Cemeteries - There has been an adjustment in working hours split between Cemeteries & Crematorium.

- *13 Crematorium - There has been a minor increase of 0.3 FTE staff due to working hours split between two services. (see note 12)

- *14 Regulatory Services- The increase of 1.0 FTE is due to the appointment of a Environmental Enforcement Warden.

- *15 Housing Benefits Administration - There has been a minor reduction in working hours of 0.4 FTE staff.

- *16 Housing (General Fund) Services - The decrease of 2.4 FTE is due to:-
 - i) The removal of two Temporary posts, resulting in a 2.0 FTE decrease; and
 - ii) There has been a minor reduction of 0.4 FTE due to a Full Time post becoming Part Time.

- *17 Supervision and Management - the increase of 35.7 FTE staff is due to:-
 - i) The appointment of a 1.0 FTE Trainee Housing Officer post;
 - ii) The removal of a 0.6 FTE Fixed Term post;
 - iii) The increase of 38.0 FTE staff due to the recommendation to Cabinet that Property Repairs Service transfers from Works Services Unit to Housing & Property from 1st April 2015. The recommendation is subject to approval at the time of printing;
 - iv) The removal of two vacant posts, resulting in a reduction of 2.0 FTE staff;
 - v) There has been a minor reduction in working hours of 0.2 FTE ; and
 - vi) The reduction of 0.5 FTE is due to the Property Manager post being split 50/50 with Corporate Property & HRA. (See note 6)

- *18 Control Centre - The increase of 1.0 FTE staff is due to the appointment of a Mobile Control Operator.

- *19 Aged Persons Accomodation - The decrease of 0.5 FTE staff is due to a Full Time member of staff becoming Part Time.

KEY FINANCIAL DATA 2014/15 AND 2015/16

	2014/15 £	2015/16 £	Change £	Change %
Special Expenses (town area)	1,559,040	1,418,405	-140,635	-9.02
Parish Council Precept	629,660	651,650	21,990	3.49
Rugby Borough Basic Band D (restated) Including Special Expenses excluding Parish Precepts)	169.21	169.21	0.00	0.00
Parish Average	18.90	19.09	0.19	1.00
RBC's Average Band D Council Tax	<u>188.11</u>	<u>188.30</u>	0.19	0.10
Average Band D Council Tax	1,550.86	1,577.67	26.81	1.73
Other Statistics				
Resident Population	100,496	100,751	255	0.25
Council Tax Base	33,312.05	34,142.52	830.47	2.49
NDR Multiplier	48.2	49.3	1.1p	2.3%
NDR Multiplier (small hereditaments)	47.1	48.0	0.9p	2.0%
Council Dwelling Stock at start of year	3,854	3,848 estimate	-6.00	-0.16
Average Council House Rent	£82.92	£84.75	1.83	2.20
% Rent Increase	5.75%	2.20%		

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 include 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 2015/16 for small hereditaments is 48.0p, other businesses the rate is 49.3p.

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 Business Rates Retention system councils 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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