



RUGBY BOROUGH COUNCIL

Budget and Resources Book 2016 / 17



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

2015/16 Budget £		2016/17 Budget £	Notes
	Portfolio Expenditure :-		
3,307,500	Economy, Development and Culture	3,327,040	
3,357,360	Resources and Corporate Governance	3,105,960	
6,539,580	Sustainable Environment	7,174,490	
1,896,770	Sustainable Inclusive Communities	1,876,380	
15,101,210	Portfolio Expenditure	15,483,870	*1
701,000	Rugby World Cup Celebrations	0	*2
15,802,210		15,483,870	
-200,000	Less Corporate Savings Target	-200,000	*3
-333,600	Less IAS 19 Pension Adjustment	-344,580	*4
-1,978,580	Less Capital Charge Adjustment	-2,126,560	*5
13,290,030	Net Expenditure	12,812,730	*6
612,330	Net Cost of Borrowing	670,110	*7
1,095,000	MRP Adjustment	1,191,580	*8
27,500	Revenue Contribution to Capital Outlay	87,500	*9
15,024,860	Total Expenditure (before Parish Precepts)	14,761,920	
695,760	Parish Council Precepts and Council Tax Support	715,180	*10
15,720,620	Total Expenditure	15,477,100	*11
	Income :-		
-6,428,900	Council Tax	-6,746,100	*12
-1,774,500	Revenue Support Grant	-1,098,450	*13
-3,895,450	Retained Business Rates (Net of Tariff)	-4,225,800	*14
-2,438,780	New Homes Bonus	-3,221,280	*15
-529,080	Other Government Grants	-426,810	*16
-958,290	Contribution from Reserves	-1,123,550	*17
304,380	Collection Fund Surplus (-)/Deficit	1,364,890	*18
-15,720,620	Total Income	-15,477,100	

GENERAL FUND REVENUE BUDGET ACTIVITY EXPLANATIONS

Page 1 provides a summary of the Council's General Fund Revenue Budget for 2016/17 together with those approved for 2015/16

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 2016/17 totalling **£15,483,870**. 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 included both revenue and capital budgets, required both new and some existing budgets and covered the 2014/15 and 2015/16 financial years. Now that these celebrations have concluded, there is no further budgetary provision in 2016/17.

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 2016/17. 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 2016/17 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 2016/17 will be **£344,580**.

***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 2016/17 will be **£2,126,560**.

***6** The net cost of all the above activities of **£12,812,730** 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 2016/17 the cost of borrowing exceeds the level of interest earned. Net cost of borrowing has been estimated at **£670,110**.

***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 2016/17 the amount required is **£1,191,580**.

***9 Revenue Contribution to Capital Outlay**
Revenue Contributions to Capital Outlay are contributions from the revenue budget to finance capital expenditure. For 2016/17 an **£87,500** revenue contribution has been included in the budget in order to part-fund the capital expenditure.

***10 Parish Council Precepts and Council Tax Support**

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 **£688,528** for 2016/17 and this amount must be taken into account to determine the Average Band D Council Tax for 2016/17. In addition, Parish Council's will also receive **£26,653** of Local Council Tax Support (LCTS) grant from the Council, resulting in total funding of **£715,181** for 2016/17. In comparison Parish Council's received £44,103 of LCTS grant and total funding, including Parish Precepts, of £695,756 for 2015/16.

***11 Total Expenditure**

The net total of all the above activities is **£15,477,100** for 2016/17.

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.

***12 Council Tax**

The amount of estimated income to be received from all the Borough's Council-taxpayers is **£6,746,100** for 2016/17.

***13 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 2016/17 the Council will receive a **£1,098,450** Revenue Support Grant allocation.

***14 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 2016/17 Rugby expects to retain **£4,225,800** of its business rates.

***15 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 2016/17 Rugby's total New Homes Bonus allocation will be **£3,221,280**. This grant income stream is currently under review with the results of the review expected during Summer 2016.

***16 Other Government Grants**

In 2016/17 the Council will receive **£426,810** in other grants, consisting of Transition grant, Housing Benefit Administration grant and Council Tax Support Administration Grant.

***17 Contribution from Reserves**

A contribution from earmarked reserves of **£1,123,550** has been identified within the budget, to fund one-off expenditure items including an item relating to the 2015/16 collection fund deficit, a review into income generation, alternative service delivery models and investment to enhance the Town Centre.

***18 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 2016/17

Expenditure Requirements	£	£
Rugby Borough Council Net Spending		14,551,920
Parish Council Precepts and Local Council Tax Support		715,180
Total Expenditure		15,267,100
Less:		
Government Grants	-4,746,540	
<i>(combines Revenue Support Grant, New Homes Bonus & Other Gov't Grants)</i>		
Retained Business Rates (Net of Tarrif)	-4,225,800	
Contribution from Reserves & Balances	-913,550	
Collection Fund Deficit re Council Tax	1,364,890	
Total Income		-8,521,000
Net Borough Council Tax Requirement		6,746,100
Add:		
Warwickshire County Council Precept		43,430,561
The Office of the Warwickshire Police & Crime Commissioner		6,675,465
Total Council Tax Requirement		56,852,126

Council Tax for 2016/17	£
Effective Tax Base for Whole Area (number of Band D equivalent properties)	34,771.71
Warwickshire County Council Requirement	£ 43,430,561
Requirement divided by Tax Base =	1,249.02
The Office of the Warwickshire Police & Crime Commissioner Requirement	£ 6,675,465
Requirement divided by Tax Base =	191.98
Rugby Borough Council Requirement (including Parishes)	£ 6,746,100
Requirement divided by Tax Base =	194.01
Total AVERAGE Band D Council Tax	1,635.01

THE COUNCIL TAX 2016/17

	£	£
Council Tax Requirement	6,057,574	
<i>(Including Town Area Special Expenses, excluding Parish Precepts (see below))</i>		
Divided by Tax Base of 34,771.71		
= Relevant Basic Amount of Council Tax		174.21
<i>(2015/16 restated relevant basic amount was £169.21)</i>		
Parish Precept	688,530	
Divided by Tax Base of 34,771.71		
= Parish Average		19.80
Total Borough Basic Amount		194.01

Special Expenses	£
Rugby Borough Council Town Area	
Parks, Recreation Grounds & Open Spaces	1,126,650
Town Centre Management & CCTV	141,780
Cemeteries	47,180
Allotments	286,080
Less: Local Council Tax Support Funding	-175,258
Total Town Area Special Expenses	1,426,432

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 2016/17

	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	7,188	128.27	56.04	131.42	1,249.02	191.98	1,628.46
Binley Woods	37,592	971.62	38.69	131.42	1,249.02	191.98	1,611.11
Birdingbury	6,050	155.17	38.99	131.42	1,249.02	191.98	1,611.41
Bourton & Draycote	5,041	133.42	37.78	131.42	1,249.02	191.98	1,610.20
Brandon & Bretford	17,606	283.54	62.09	131.42	1,249.02	191.98	1,634.51
Brinklow	27,036	438.91	61.60	131.42	1,249.02	191.98	1,634.02
Burton Hastings	1,061	94.10	11.27	131.42	1,249.02	191.98	1,583.69
Cawston	62,519	1,462.95	42.73	131.42	1,249.02	191.98	1,615.15
Church Lawford	5,901	153.35	38.48	131.42	1,249.02	191.98	1,610.90
Churchover	11,347	352.48	32.19	131.42	1,249.02	191.98	1,604.61
Clifton-upon-Dunsmore	22,469	510.00	44.06	131.42	1,249.02	191.98	1,616.48
Combe Fields	312	65.03	4.80	131.42	1,249.02	191.98	1,577.22
Copston Magna	-	20.07	-	131.42	1,249.02	191.98	1,572.42
Cosford	-	7.99	-	131.42	1,249.02	191.98	1,572.42
Dunchurch	72,965	1,276.03	57.18	131.42	1,249.02	191.98	1,629.60
Easehall	2,872	99.54	28.85	131.42	1,249.02	191.98	1,601.27
Frankton	4,672	164.33	28.43	131.42	1,249.02	191.98	1,600.85
Grandborough	5,131	204.18	25.13	131.42	1,249.02	191.98	1,597.55
Harborough Magna	6,699	172.89	38.74	131.42	1,249.02	191.98	1,611.16
Kings Newnham	-	25.68	-	131.42	1,249.02	191.98	1,572.42
Leamington Hastings	2,405	220.54	10.90	131.42	1,249.02	191.98	1,583.32
Long Lawford	63,617	1,258.88	50.53	131.42	1,249.02	191.98	1,622.95
Marton	9,187	211.57	43.42	131.42	1,249.02	191.98	1,615.84
Monks Kirby	7,529	217.69	34.59	131.42	1,249.02	191.98	1,607.01
Newton & Biggin	11,798	293.23	40.24	131.42	1,249.02	191.98	1,612.66
Pailton	9,015	220.11	40.96	131.42	1,249.02	191.98	1,613.38
Princethorpe	7,532	166.38	45.27	131.42	1,249.02	191.98	1,617.69
Ryton-on-Dunsmore	56,208	634.74	88.55	131.42	1,249.02	191.98	1,660.97
Shilton & Barnacle	16,921	331.60	51.03	131.42	1,249.02	191.98	1,623.45
Stretton Baskerville	97	6.59	14.79	131.42	1,249.02	191.98	1,587.21
Stretton-on-Dunsmore	51,560	494.24	104.32	131.42	1,249.02	191.98	1,676.74
Stretton-under-Fosse	2,957	97.29	30.39	131.42	1,249.02	191.98	1,602.81
Thurlaston	4,975	189.33	26.28	131.42	1,249.02	191.98	1,598.70
Wibtoft	-	23.07	-	131.42	1,249.02	191.98	1,572.42
Willey	1,967	38.35	51.29	131.42	1,249.02	191.98	1,623.71
Willoughby	12,715	187.06	67.97	131.42	1,249.02	191.98	1,640.39
Withybrook	2,466	114.46	21.54	131.42	1,249.02	191.98	1,593.96
Wolfhampcote	2,973	147.58	20.15	131.42	1,249.02	191.98	1,592.57
Wolston	91,498	967.34	94.59	131.42	1,249.02	191.98	1,667.01
Wolvey	36,647	491.37	74.58	131.42	1,249.02	191.98	1,647.00
TOTAL	688,528	13,030.97					
BOROUGH COUNCIL							
Town Area	1,487,940	21,611.64	68.85	131.42	1,249.02	191.98	1,641.27
Contributions in Lieu (Ministry of Defence)	-	129.10					
OVERALL TOTALS	2,176,468	34,771.71					

* 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 2016/17

	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	904.70	1,085.64	1,266.59	1,447.52	1,628.46	1,990.33	2,352.22	2,714.10	3,256.92
Binley Woods	895.06	1,074.07	1,253.09	1,432.10	1,611.11	1,969.13	2,327.16	2,685.18	3,222.22
Birdingbury	895.23	1,074.27	1,253.33	1,432.37	1,611.41	1,969.49	2,327.59	2,685.68	3,222.82
Bourton & Draycote	894.56	1,073.47	1,252.38	1,431.29	1,610.20	1,968.02	2,325.84	2,683.67	3,220.40
Brandon & Bretford	908.06	1,089.67	1,271.29	1,452.90	1,634.51	1,997.73	2,360.96	2,724.18	3,269.02
Brinklow	907.79	1,089.35	1,270.91	1,452.47	1,634.02	1,997.13	2,360.25	2,723.37	3,268.04
Burton Hastings	879.83	1,055.79	1,231.77	1,407.73	1,583.69	1,935.61	2,287.55	2,639.48	3,167.38
Cawston	897.31	1,076.77	1,256.23	1,435.69	1,615.15	1,974.07	2,332.99	2,691.92	3,230.30
Church Lawford	894.95	1,073.93	1,252.93	1,431.91	1,610.90	1,968.87	2,326.85	2,684.83	3,221.80
Churchover	891.45	1,069.74	1,248.04	1,426.32	1,604.61	1,961.18	2,317.77	2,674.35	3,209.22
Clifton-upon-Dunsmore	898.05	1,077.65	1,257.27	1,436.87	1,616.48	1,975.69	2,334.91	2,694.13	3,232.96
Combe Fields	876.24	1,051.48	1,226.73	1,401.98	1,577.22	1,927.71	2,278.20	2,628.70	3,154.44
Copston Magna	873.57	1,048.28	1,223.00	1,397.71	1,572.42	1,921.84	2,271.27	2,620.70	3,144.84
Cosford	873.57	1,048.28	1,223.00	1,397.71	1,572.42	1,921.84	2,271.27	2,620.70	3,144.84
Dunchurch	905.34	1,086.40	1,267.47	1,448.54	1,629.60	1,991.73	2,353.86	2,716.00	3,259.20
Easehall	889.60	1,067.51	1,245.44	1,423.35	1,601.27	1,957.10	2,312.94	2,668.78	3,202.54
Frankton	889.36	1,067.23	1,245.11	1,422.98	1,600.85	1,956.59	2,312.34	2,668.08	3,201.70
Grandborough	887.53	1,065.03	1,242.55	1,420.05	1,597.55	1,952.55	2,307.57	2,662.58	3,195.10
Harborough Magna	895.09	1,074.11	1,253.13	1,432.15	1,611.16	1,969.19	2,327.23	2,685.27	3,222.32
Kings Newnham	873.57	1,048.28	1,223.00	1,397.71	1,572.42	1,921.84	2,271.27	2,620.70	3,144.84
Leamington Hastings	879.63	1,055.55	1,231.48	1,407.40	1,583.32	1,935.16	2,287.01	2,638.87	3,166.64
Long Lawford	901.64	1,081.97	1,262.30	1,442.63	1,622.95	1,983.60	2,344.26	2,704.92	3,245.90
Marton	897.69	1,077.23	1,256.77	1,436.31	1,615.84	1,974.91	2,333.99	2,693.07	3,231.68
Monks Kirby	892.79	1,071.34	1,249.90	1,428.46	1,607.01	1,964.12	2,321.23	2,678.35	3,214.02
Newton & Biggin	895.93	1,075.11	1,254.30	1,433.48	1,612.66	1,971.02	2,329.39	2,687.77	3,225.32
Pailton	896.33	1,075.59	1,254.86	1,434.12	1,613.38	1,971.90	2,330.43	2,688.97	3,226.76
Princethorpe	898.72	1,078.46	1,258.21	1,437.95	1,617.69	1,977.17	2,336.66	2,696.15	3,235.38
Ryton-on-Dunsmore	922.76	1,107.31	1,291.87	1,476.42	1,660.97	2,030.07	2,399.18	2,768.28	3,321.94
Shilton & Barnacle	901.92	1,082.30	1,262.69	1,443.07	1,623.45	1,984.21	2,344.98	2,705.75	3,246.90
Stretton Baskerville	881.79	1,058.14	1,234.50	1,410.86	1,587.21	1,939.92	2,292.63	2,645.35	3,174.42
Stretton-on-Dunsmore	931.53	1,117.83	1,304.14	1,490.44	1,676.74	2,049.34	2,421.95	2,794.57	3,353.48
Stretton-under-Fosse	890.45	1,068.54	1,246.64	1,424.72	1,602.81	1,958.98	2,315.17	2,671.35	3,205.62
Thurlaston	888.17	1,065.80	1,243.44	1,421.07	1,598.70	1,953.96	2,309.23	2,664.50	3,197.40
Wibtoft	873.57	1,048.28	1,223.00	1,397.71	1,572.42	1,921.84	2,271.27	2,620.70	3,144.84
Willey	902.06	1,082.47	1,262.89	1,443.30	1,623.71	1,984.53	2,345.36	2,706.18	3,247.42
Willoughby	911.33	1,093.59	1,275.87	1,458.13	1,640.39	2,004.91	2,369.45	2,733.98	3,280.78
Withybrook	885.54	1,062.64	1,239.75	1,416.86	1,593.96	1,948.17	2,302.38	2,656.60	3,187.92
Wolfhampcote	884.76	1,061.71	1,238.67	1,415.62	1,592.57	1,946.47	2,300.38	2,654.28	3,185.14
Wolston	926.12	1,111.34	1,296.57	1,481.79	1,667.01	2,037.45	2,407.90	2,778.35	3,334.02
Wolvey	915.00	1,098.00	1,281.01	1,464.00	1,647.00	2,012.99	2,379.00	2,745.00	3,294.00
RBC Town area	911.82	1,094.18	1,276.55	1,458.91	1,641.27	2,005.99	2,370.72	2,735.45	3,282.54

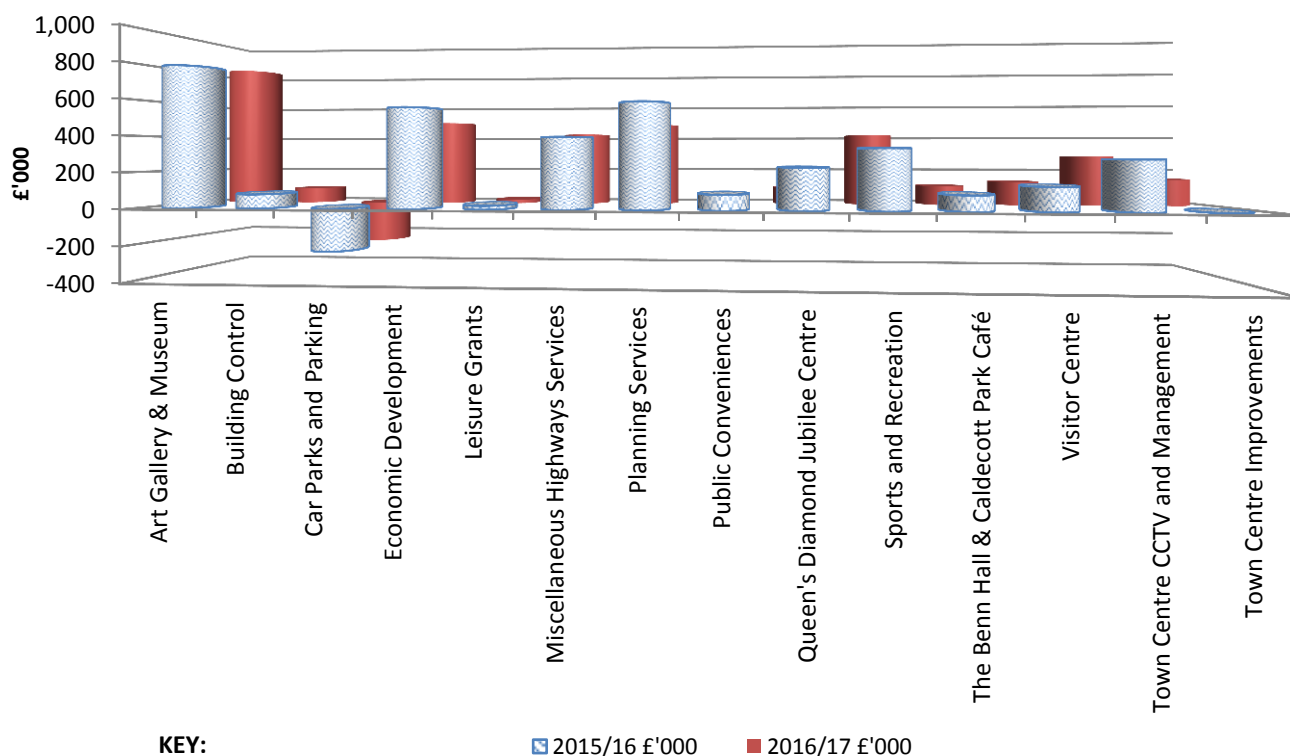
ECONOMY, DEVELOPMENT AND CULTURE

2015/16 Budget £		Budget Officer	2016/17 Budget £
789,080	Art Gallery and Museum	HCI	819,570
77,930	Building Control Services	HPR	87,030
-232,670	Car Parks and Parking	HES	-231,150
552,500	Economic Development	HPR	488,810
20,870	Leisure Grants	HPR	20,860
390,530	Miscellaneous Highways Services	HES	417,270
578,080	Planning Services	HPR	475,080
85,010	Public Conveniences	HES	60,210
228,220	Queen's Diamond Jubilee Centre	HPR	98,410
330,080	Sports and Recreation	HPR	410,750
86,180	The Benn Hall	HPR	109,090
130,460	Visitor Centre	HCI	135,030
271,230	Town Centre CCTV and Management	HES	286,080
0	Town Centre Improvements	TBC	150,000
<u>3,307,500</u>	Total Net Expenditure		<u>3,327,040</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

BUDGET COMPARISON 2015/16 AND 2016/17



Service:	2015/16 £'000	2016/17 £'000
Art Gallery & Museum	789	820
Building Control	78	87
Car Parks and Parking	-233	-231
Economic Development	553	489
Leisure Grants	21	21
Miscellaneous Highways Services	391	417
Planning Services	578	475
Public Conveniences	85	60
Queen's Diamond Jubilee Centre	228	98
Sports and Recreation	330	411
The Benn Hall & Caldecott Park Café	86	109
Visitor Centre	130	135
Town Centre CCTV and Management	271	286
Town Centre Improvements	0	150
Total Net Budgeted Expenditure	3,308	3,327

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

10.1 FTEs

Assets Used

The Art Gallery and Museum land and building currently has a value of £3,926,960 and paintings/artworks have a value of £4,123,210.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
267,130	Employee Expenses	291,300
128,460	Property Expenses	148,620
730	Transportation Expenses	730
66,910	General Running Expenses	62,150
1,790	Other Running Expenses	1,790
465,020		504,590
	Internal Recharges:	
200,780	Charges to Art Gallery and Museum	200,130
157,590	Capital Charges	157,590
823,390		862,310
	Income :-	
-34,310	Contribution to Running Expenses and other income	-42,740
789,080	Net Expenditure	819,570

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 transferred 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.

2015/16 Budget £		2016/17 Budget £
70,500	Expenditure :-	
70,500	Running Expenses	70,500
25,130	Internal Recharges: Charges to Building Control Services	34,230
95,630		104,730
	Income :-	
-17,700	Other Income	-17,700
-17,700		-17,700
<u>77,930</u>	Net Expenditure	<u>87,030</u>

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.

Staffing

3 FTEs

Assets Used

The Council owns a number of sites used for car parking, these currently have a value of £5,061,910.

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
67,950	Employee Expenses	75,040
108,120	Property Expenses	112,480
3,600	Transportation Expenses	4,440
7,890	General Running Expenses	8,940
25,560	Other Running Expenses	21,560
<hr/> 213,120		<hr/> 222,460
	Internal Recharges:	
119,670	Charges to Car Parks	98,020
34,980	Capital Charges	26,870
<hr/> 367,770		<hr/> 347,350
	Income :-	
-600,440	Car Parking Charges	-578,500
<hr/> -600,440		<hr/> -578,500
<hr/> <u>-232,670</u>	Net Expenditure	<hr/> <u>-231,150</u>

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

6 FTEs

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
244,780	Employee Expenses	255,860
50	Property Expenses	60
1,050	Transportation Costs	1,050
30	General Running Expenses	120
72,000	Economic Development Initiatives	109,500
212,000	Other Running Expenses	85,000
529,910		451,590
84,590	Internal Recharges: Charges to Economic Development	95,850
614,500		547,440
	Income :-	
-62,000	Grant Income	-58,630
-62,000		-58,630
552,500	Net Expenditure	488,810

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'

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
20,210	General Running Expenses	20,210
660	Internal Recharges: Charges to Grants and Subscriptions	650
<u>20,870</u>	Net Expenditure	<u>20,860</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 £1,561,200.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
6,100	Property Expenses	6,630
154,460	General Running Expenses	34,840
151,520	Other Running Expenses	262,070
312,080		303,540
	Internal Recharges:	
101,950	Charges to Miscellaneous Highways	105,550
113,800	Capital Charges	141,500
527,830		550,590
	Income :-	
-137,300	Miscellaneous	-133,320
390,530	Net Expenditure	417,270

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

21.8 FTEs

Pricing/Marketing Policy

Planning application fees are currently specified by statute.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
806,540	Employee Expenses	878,280
29,960	Transportation Costs	27,390
11,250	General Running Expenses	10,930
44,000	Other Running Expenses	44,000
891,750		960,600
617,200	Internal Recharges: Charges to Planning Services	605,790
1,508,950		1,566,390
	Income :-	
-750,970	Sales, Fees and Charges	-903,170
-179,900	Internal Recharges: Charges from Planning Services	-188,140
-930,870		-1,091,310
578,080	Net Expenditure	475,080

Budget Officer: S. Lawson

Service Description

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

Staffing

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

Assets Used

Public Conveniences land and buildings currently have a value of £208,080.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
6,510	Property Expenses	6,800
10	General Running Expenses	10
52,260	Other Running Expenses	25,600
58,780		32,410
	Internal Recharges:	
23,280	Charges to Public Conveniences	22,590
4,200	Capital Charges	6,460
		61,460
	Income :-	
-1,250	Miscellaneous	-1,250
-1,250		-1,250
85,010	Net Expenditure	60,210

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 £10,042,270

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
4,010	Property Expenses	6,350
580	General Running Expenses	860
0	Other Running Expenses	2,880
4,590		10,090
	Internal Recharges:	
30,470	Charges to Queen's Diamond Jubilee Centre	30,310
390,000	Capital Charges	359,860
420,470		390,170
	Income :-	
-196,840	Reimbursements	-301,850
-196,840		-301,850
228,220	Net Expenditure	98,410

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

14 FTEs

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
318,880	Employee Expenses	443,130
6,970	Transportation Expenses	14,870
36,700	General Running Expenses	9,410
4,880	Development Activities	59,060
367,430		526,470
	Internal Recharges:	
117,330	Charges to Sports and Recreation	179,190
2,530	Capital Charges	0
487,290		705,660
	Income :-	
-157,210	Grants, Fees and Charges	-294,910
-157,210		-294,910
330,080	Net Expenditure	410,750

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

5.1 FTEs

Assets used

The Benn Hall land, building and equipment have a value of £625,120.

Marketing Policy

2016/17 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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
122,600	Employee Expenses	171,760
20,240	Property Expenses	16,590
63,480	General Running Expenses	73,430
2,870	Other Running Expenses	4,000
209,190		265,780
	Internal Recharges:	
89,110	Charges to the Benn Hall	112,050
0	Capital Charges	2,510
298,300		380,340
	Income :-	
-196,520	Sales, Fees & Charges	-255,650
-15,600	GC Benn Bequest	-15,600
-212,120		-271,250
86,180	Net Expenditure	109,090

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

3.3 FTEs

Pricing/Marketing Policy

Gifts and souvenirs are sold at a small profit.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
76,330	Employee Expenses	81,120
260	Property Expenses	260
80	Transportation Expenses	80
22,510	General Running Expenses	17,690
800	Other Running Expenses	800
99,980		99,950
	Internal Recharges:	
56,130	Charges to Visitor Centre	44,490
0	Capital Charges	16,240
156,110		160,680
	Income :-	
-25,650	Contributions and Sales	-25,650
-25,650		-25,650
130,460	Net Expenditure	135,030

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'

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
30	Property Expenses	40
262,590	General Running Expenses	262,590
<hr/> 262,620		<hr/> 262,630
	Internal Recharges:	
8,610	Charges to Town Centre CCTV and Management	23,450
<hr/> 271,230		<hr/> 286,080
<hr/> <u>271,230</u>	Net Expenditure	<hr/> <u>286,080</u>

Budget Officer: tbc

Service Description

This relates to a commitment to enhance the Town Centre to promote businesses and increase tourism.

2015/16 Budget £		2016/17 Budget £
0	Expenditure :-	
0	General Running Expenses	150,000
0		<u>150,000</u>
<u>0</u>	Net Expenditure	<u>150,000</u>

RESOURCES AND CORPORATE GOVERNANCE

2015/16 Budget £		Budget Officer	2016/17 Budget £
0	Business Transformation	HBT	0
0	Central Telephone Service	HCI	0
12,200	Civic Responsibilities	HBT	11,880
0	Corporate Property Administration	HoH	0
58,440	Corporate Property Management	HoH	67,450
573,740	Council Tax and BR Collection	HoR	543,770
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
1,370,650	Democratic/Corporate Core	HoR	1,115,950
135,240	Electoral Registration	HBT	158,790
208,720	Electoral Services	HBT	172,510
0	Equality & Diversity	HCI	0
0	Executive Directors	ED	-40,000
0	General Financial Expenses	HoR	0
-15,450	Land Charges	HPR	-20,940
11,620	Mayoral Services	HBT	9,400
358,180	Members Expenses	HBT	353,650
0	Public Offices	HoH	0
0	Resources	HoR	100,000
613,940	Retired Employees	HoR	606,620
98,680	Safety and Resilience	HES	97,580
0	Warwickshire Direct Partnership	HCI	0
-68,600	Works Services Unit and Depot	HES	-70,700
3,357,360	Total Net Expenditure		3,105,960

Budget Officers

HBT	Head of Business Transformation
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

Budget Officer: Head of Business Transformation

Service Description

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

Staffing

8.0 FTE

Assets Used

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

2015/16 Budget £	Expenditure :-	2016/17 Budget £
345,470	Employee Expenses	335,390
3,780	Transportation Expenses	1,080
129,580	General Running Expenses	117,300
14,610	Other Running Expenses	17,420
<hr/> 493,440		<hr/> 471,190
178,380	Internal Recharges: Charges to Business Transformation	183,800
<hr/> 671,820		<hr/> 654,990
-671,820	Income :-	
	Internal Recharges: Charges from Business Transformation	-654,990
<hr/> -671,820		<hr/> -654,990
<hr/> <hr/> <u>0</u>	Net Expenditure	<hr/> <hr/> <u>0</u>

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 £86,330.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
87,760	General Running Expenses	116,570
<hr/> 87,760		<hr/> 116,570
15,700	Internal Recharges:	
23,380	Charges to Central Telephone Service	3,310
	Capital Charges	23,220
<hr/> 126,840		<hr/> 143,100
	Income :-	
-2,080	Sales, Fees and Charges	-2,080
-124,760	Internal Recharges:	
	Charges from Central Telephone Service	-141,020
<hr/> -126,840		<hr/> -143,100
<hr/> <hr/> <u>0</u>	Net Expenditure	<hr/> <hr/> <u>0</u>

Budget Officer: Head of Business Transformation

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
6,500	Employee Expenses	6,500
5,380	General Running Expenses	5,380
<hr/> 11,880		<hr/> 11,880
	Internal Recharges:	
720	Charges to Civic Responsibilities	860
<hr/> 12,600		<hr/> 12,740
	Income :-	
-400	Internal Recharges:	
	Charges from Civic Responsibilities	-860
<hr/> -400		<hr/> -860
<hr/> <hr/> 12,200	Net Expenditure	<hr/> <hr/> 11,880

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

6.9 FTE

Assets Used

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

2015/16 Budget £	Expenditure :-	2016/17 Budget £
297,020	Employee Expenses	249,070
1,200	Transportation Costs	1,070
479,240	Property Expenses	460,240
3,200	General Running Expenses	2,880
780,660		713,260
48,600	Internal Recharges: Charges to Corporate Property Administration	72,050
829,260		785,310
	Income :-	
-769,410	Internal Recharges: Charges from Corporate Property Administration	-725,460
-59,850	Other Income	-59,850
-829,260		-785,310
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 £3,678,880.

Marketing Policy

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

2015/16 Budget £	Expenditure :-	2016/17 Budget £
130	Property Expenses	0
10,140	General Running Expenses	10,140
750	Other Running Expenses	750
11,020		10,890
	Internal Recharges:	
65,220	Charges to Corporate Property Management	74,760
400	Capital Charges	0
76,640		85,650
	Income :-	
-18,200	Other Income	-18,200
58,440	Net Expenditure	67,450

Budget Officer: M. Ketley

Service Description

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

Staffing

12.3 FTE

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'.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
406,080	Employee Expenses	391,030
5,700	Transportation Expenses	5,500
41,040	General Running Expenses	40,280
21,820	Other Running Expenses	25,000
474,640		461,810
	Internal Recharges:	
421,140	Charges to Council Tax and BR Collection	429,340
895,780		891,150
	Income :-	
-174,660	Contribution from Collection Fund	-200,000
-134,780	Costs Recovered	-134,780
-12,600	Other Income	-12,600
-322,040		-347,380
573,740	Net Expenditure	543,770

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

25.9 FTE

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 £528,690.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
964,740	Employee Expenses	1,014,180
2,590	Property Expenses	2,670
7,620	Transportation Expenses	6,920
679,110	General Running Expenses	687,480
13,920	Other Running Expenses	17,000
1,667,980		1,728,250
	Internal Recharges:	
252,740	Charges to Customer and Info. Services	286,060
188,030	Capital Charges	264,310
2,108,750		2,278,620
	Income :-	
-39,640	Other Income	-67,140
-2,069,110	Internal Recharges: Charges from Customer and Info. Services	-2,211,480
-2,108,750		-2,278,620
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

26.6 FTE

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 £370,970.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
658,040	Employee Expenses	699,160
780	Transportation Expenses	1,030
137,540	General Running Expenses	131,880
2,080	Other Running Expenses	2,080
798,440		834,150
405,970	Internal Recharges: Charges to Customer Support Services	330,560
1,204,410		1,164,710
	Income :-	
-8,300	Other Income	-8,300
-1,196,110	Internal Recharges: Charges from Customer Support Services	-1,156,410
-1,204,410		-1,164,710
-		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

6.5 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
67,690	Employee Expenses	87,370
270	Transportation Expenses	270
130	General Running Expenses	40
68,090		87,680
	Internal Recharges:	
11,200	Charges to Corporate Apprenticeship Scheme	37,640
79,290		125,320
	Income :-	
	Internal Recharges:	
-48,690	Charges from Corporate Apprentice Scheme	-75,060
-27,940	Other Internal Recharges	-27,940
-2,660	Other Income	-22,320
-79,290		-125,320
0		0

Budget Officer: Head of Business Transformation

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

10.8 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
415,240	Employee Expenses	419,980
5,440	Transportation Expenses	3,760
20,440	General Running Expenses	27,700
7,000	Other Running Expenses	5,000
448,120		456,440
	Internal Recharges:	
138,420	Charges to Democratic and Legal Services	128,200
586,540		584,640
	Income :-	
-9,740	Other Income	-9,740
-576,800	Internal Recharges: Charges from Democratic and Legal Services	-574,900
-586,540		-584,640
0		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'.

2015/16 Budget £		2016/17 Budget £
1,626,480	Expenditure :-	
<hr/>	Internal Recharges:	
1,626,480	Charges to Democratic/Corporate Core	1,386,060
		<hr/>
		1,386,060
	Income :-	
-255,830	Recharge to HRA	-270,110
<hr/>		<hr/>
-255,830		-270,110
	Net Expenditure	<hr/>
<hr/> <hr/>		<hr/> <hr/>
1,370,650		1,115,950

Budget Officer: Head of Business Transformation

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

3 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
73,670	Employee Expenses	93,820
340	Transportation Expenses	340
78,560	General Running Expenses	78,540
<hr/> 152,570		<hr/> 172,700
	Internal Recharges:	
99,920	Charges to Electoral Registration	98,150
<hr/> 252,490		<hr/> 270,850
	Income :-	
-41,210	Other Income	-41,210
-76,040	Internal Recharges: Charges from Electoral Registration	-70,850
<hr/> -117,250		<hr/> -112,060
<hr/> <hr/> 135,240	Net Expenditure	<hr/> <hr/> 158,790

Budget Officer: Head of Business Transformation

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'.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
28,300	Property Expenses	7,000
186,130	General Running Expenses	79,420
<hr/> 214,430		<hr/> 86,420
	Internal Recharges:	
92,300	Charges to Electoral Services	86,090
<hr/> 306,730		<hr/> 172,510
	Income :-	
-98,010	Reimbursements	0
<hr/> -98,010		<hr/> 0
<hr/> <u>208,720</u>	Net Expenditure	<hr/> <u>172,510</u>

Budget Officer: R. Chand

Service Description

The Equality and Diversity service provides corporate advice and support for RBC Staff and Elected Members, ensuring equality of opportunities for all and equality of access to services the Council provides in line with the Corporate Plan.

Staffing

1 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
0	Employee Expenses	18,990
0	General Running Expenses	3,010
0	Other Running Expenses	8,000
0		30,000
	Internal Recharges:	
0	Charges to Equality & Diversity	3,360
0		33,360
	Income :-	
	Internal Recharges:	
0	Charges from Equality & Diversity	-33,360
0		-33,360
0	Net Expenditure	0

Budget Officer: I. Davis / A. Norburn

Service Description

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

Staffing

1.8 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
196,350	Employee Expenses	159,740
3,400	Transportation Expenses	4,130
1,870	General Running Expenses	3,170
<hr/> 201,620		<hr/> 167,040
507,210	Internal Recharges: Charges to Executive Directors	529,060
<hr/> 708,830		<hr/> 696,100
	Income :-	
-708,830	Internal Recharges: Charges from Executive Directors	-736,100
<hr/> -708,830		<hr/> -736,100
<hr/> <hr/> <u>0</u>	Net Expenditure	<hr/> <hr/> <u>-40,000</u>

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'.

2015/16 Budget £	Expenditure :-	2016/17 Budget £
54,350	General Running Expenses	56,350
122,650	Other Running Expenses	81,170
177,000		137,520
4,640	Internal Recharges: Charges to General Financial Expenses	3,770
181,640		141,290
-6,000	Income :- Other Income	-8,000
-175,640	Internal Recharges: Charges from General Financial Expenses	-133,290
-181,640		-141,290
0	Net Expenditure	0

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

1 FTE

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
24,530	Employee Expenses	22,690
50	Transportation Expenses	50
8,620	General Running Expenses	8,620
43,760	Other Running Expenses	43,760
<hr/> 76,960		<hr/> 75,120
42,590	Internal Recharges: Charges to Land Charges	38,940
<hr/> 119,550		<hr/> 114,060
	Income :-	
-135,000	Search Fees and Enquiries	-135,000
<hr/> <hr/> -15,450	Net Expenditure	<hr/> <hr/> -20,940

Budget Officer: Head of Business Transformation

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 £94,380, the garage and land have a value of £36,000 and the mayoral car £5,490.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
2,240	Employee Expenses	2,240
2,270	Transportation Expenses	2,340
4,820	General Running Expenses	4,820
<hr/> 9,330		<hr/> 9,400
	Internal Recharges:	
6,710	Charges to Mayoral Services	6,870
2,180	Capital Charges	0
<hr/> 18,220		<hr/> 16,270
	Income :-	
	Internal Recharges:	
-6,600	Charges from Mayoral Services	-6,870
<hr/> -6,600		<hr/> -6,870
<hr/> <hr/> 11,620	Net Expenditure	<hr/> <hr/> 9,400

Budget Officer: Head of Business Transformation

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'

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
15,260	Employee Expenses	13,580
1,580	Transportation Expenses	1,360
339,960	General Running Expenses	338,710
<hr/> 356,800		<hr/> 353,650
	Internal Recharges:	
1,670	Charges to Members Expenses	9,150
<hr/> 358,470		<hr/> 362,800
	Income :-	
-290	Internal Recharges:	
	Charges from Members Expenses	-9,150
<hr/> -290		<hr/> -9,150
<hr/> <u>358,180</u>	Net Expenditure	<hr/> <u>353,650</u>

Budget Officer: S. Shanahan

Service Description

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

Staffing

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

Assets Used

The Town Hall land, building, fixtures and fittings have a combined value of £3,596,220.

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
192,060	Property Expenses	194,030
27,170	General Running Expenses	27,140
5,250	Other Running Expenses	5,250
224,480		226,420
	Internal Recharges:	
139,330	Charges to Public Offices	140,240
41,530	Capital Charges	41,530
405,340		408,190
	Income :-	
	Internal Recharges:	
-405,340	Charges from Public Offices	-408,190
0	Net Expenditure	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

28.1 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
838,550	Employee Expenses	1,097,930
2,990	Transportation Expenses	4,520
9,510	General Running Expenses	27,580
16,880	Other Running Expenses	137,950
<hr/> 867,930		<hr/> 1,267,980
309,110	Internal Recharges: Charges to Resources	578,100
<hr/> 1,177,040		<hr/> 1,846,080
	Income :-	
-2,290	Other Income	-2,290
-1,174,750	Internal Recharges: Charges from Resources	-1,743,790
<hr/> -1,177,040		<hr/> -1,746,080
<hr/> <hr/> <u>0</u>		<hr/> <hr/> <u>100,000</u>

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'.

2015/16 Budget £		2016/17 Budget £
600,530	Expenditure:-	
	Employee Expenses	581,820
<hr/> 600,530		<hr/> 581,820
13,410	Internal Recharges: Charges to Retired Employees	24,800
<hr/> <hr/> 613,940	Net Expenditure	<hr/> <hr/> 606,620

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

1.7 FTE

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
52,960	Employee Expenses	60,230
590	Transportation Expenses	590
9,950	General Running Expenses	9,890
750	Other Running Expenses	750
64,250		71,460
	Internal Recharges:	
42,350	Charges to Safety and Resilience	33,920
106,600		105,380
	Income :-	
	Internal Recharges:	
-7,920	Charges from Safety and Resilience	-7,800
98,680	Net Expenditure	97,580

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.

2015/16 Budget £		2016/17 Budget £
29,420	Expenditure :-	
	General Running Expenses	35,220
<hr/> 29,420		<hr/> 35,220
	Income:-	
	Internal Recharges:	
-29,420	Recharges from Warks. On-Line Partnership	-35,220
<hr/>		<hr/>
<hr/> <u>0</u>	Net Expenditure	<hr/> <u>0</u>

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, Vehicle Maintenance and some residual Highways activities.

Staffing

29.6 FTEs

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 £791,000. In addition other assets, including plant and machinery have a combined value of £3,035,790.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
-589,840	Operational Expenses not Recharged	-653,200
521,240	Capital Charges	582,500
<u>-68,600</u>	Net Expenditure	<u>-70,700</u>

SUSTAINABLE ENVIRONMENT

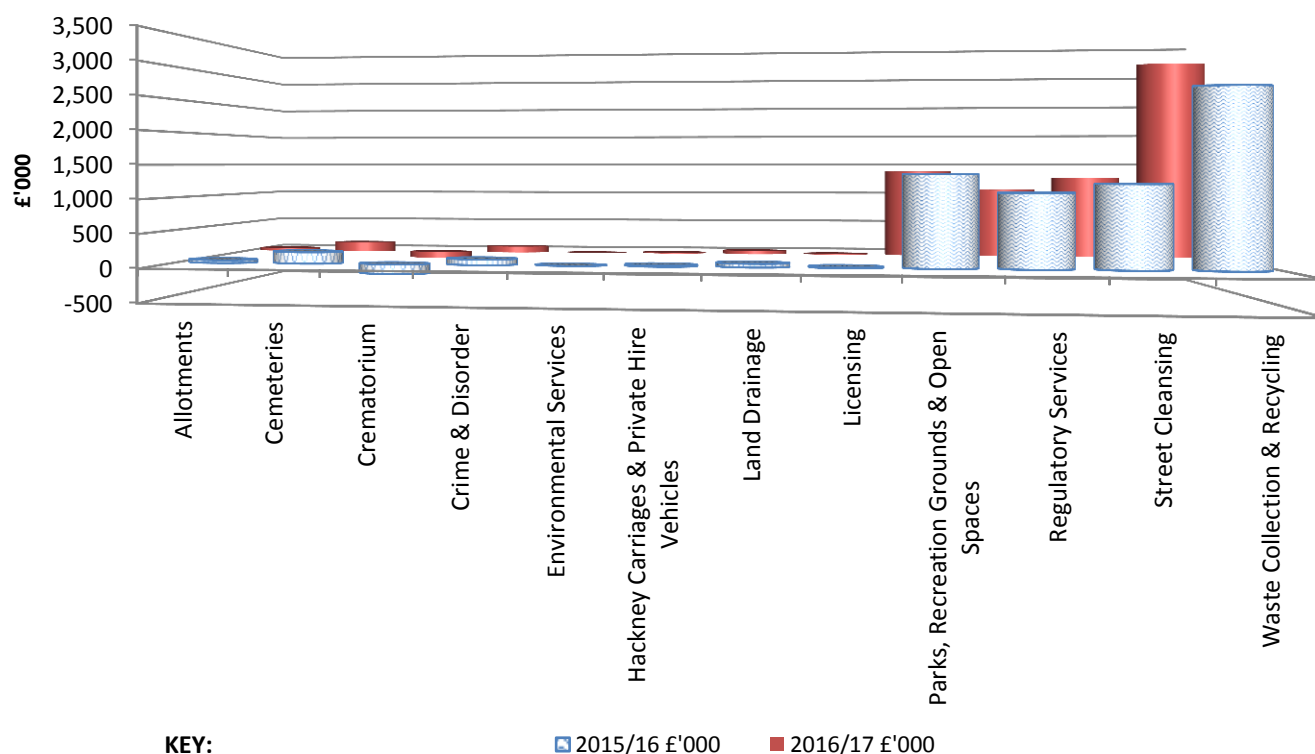
2015/16 Budget £		Budget Officer	2016/17 Budget £
42,630	Allotments	HES	47,180
172,920	Cemeteries	HES	154,170
-143,980	Crematorium	HES	-101,170
85,640	Crime and Disorder	HES	99,230
0	Environmental Services	HES	-50
16,760	Hackney Carriages and Private Hire Vehicles	HES	15,390
54,190	Land Drainage	HES	54,680
12,670	Licensing	HES	11,680
1,363,110	Parks, Recreation Grounds & Open Spaces	HES	1,385,930
1,094,600	Regulatory Services	HES	1,086,850
1,226,700	Street Cleansing	HES	1,284,170
2,614,340	Waste Collection and Recycling	HES	3,136,430
<u>6,539,580</u>	Total Net Expenditure		<u>7,174,490</u>

Budget Officers

HES Head of Environmental Services - S. Lawson

SUSTAINABLE ENVIRONMENT

BUDGET COMPARISON 2015/16 AND 2016/17



Service:	2015/16 £'000	2016/17 £'000
Allotments	43	47
Cemeteries	173	154
Crematorium	-144	-101
Crime & Disorder	86	99
Environmental Services	0	0
Hackney Carriages & Private Hire Vehicles	17	15
Land Drainage	54	55
Licensing	13	12
Parks, Recreation Grounds & Open Spaces	1,363	1,386
Regulatory Services	1,095	1,087
Street Cleansing	1,227	1,284
Waste Collection & Recycling	2,614	3,136
Total Net Budgeted Expenditure	6,540	7,174

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, plus a small charge for water usage. Key deposits have been introduced.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
9,870	Property Expenses	9,870
8,680	Other Running Expenses	8,350
18,550		18,220
33,580	Internal Recharges: Charges to Allotments	42,460
52,130		60,680
	Income :-	
-9,500	Rents	-13,500
42,630	Net Expenditure	47,180

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. The new Rainsbrook Cemetery will be opened for burial within the next few years.

Staffing

0.7 FTEs

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 £1,007,280.

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
22,660	Employee Expenses	23,420
11,370	Property Expenditure	11,340
3,390	General Running Expenses	3,340
175,550	Other Running Expenses	169,950
212,970		208,050
68,920	Internal Recharges:	
21,680	Charges to Cemeteries	64,380
	Capital Charges	12,390
303,570		284,820
	Income :-	
-130,650	Fees, Charges and Rents	-130,650
-130,650		-130,650
172,920	Net Expenditure	154,170

Budget Officer: S. Lawson

Service Description

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

Staffing

5.3 FTEs

Assets Used

The crematorium equipment, land and buildings have a value of £2,742,840

Marketing Policy

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
157,930	Employee Expenses	171,950
122,770	Property Expenditure	135,280
98,630	General Running Expenses	100,590
232,850	Other Running Expenses	164,260
612,180		572,080
	Internal Recharges:	
98,720	Charges to Crematorium	85,480
45,920	Capital Charges	23,750
756,820		681,310
	Income :-	
-900,800	Fees, Charges and Rents	-782,480
-143,980	Net Expenditure	-101,170

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

1.7 FTEs

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
46,710	Employee Expenses	47,460
2,540	Transportation Expenses	2,540
53,390	General Running Expenses	51,420
102,640		101,420
	Internal Recharges:	
29,230	Charges to Crime and Disorder	29,400
131,870		130,820
	Income :-	
-46,230	Grants	-31,590
85,640	Net Expenditure	99,230

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

1 FTEs

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
88,340	Employee Expenses	90,660
3,170	Transportation Expenses	2,800
120	General Running Expenses	40
91,630		93,500
	Internal Recharges:	
121,870	Charges to Environmental Services	77,700
213,500		171,200
	Income :-	
-213,500	Internal Recharges: Charges from Charges from Environmental Services	-171,250
-213,500		-171,250
0	Net Expenditure	-50

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
5,550	General Running Expenses	5,550
3,300	Other Running Expenses	3,300
8,850		8,850
74,650	Internal Recharges: Charges to Hackney Carriages and Private Hire Vehicles	73,280
83,500		82,130
	Income :-	
-66,740	Licence Fees	-66,740
16,760	Net Expenditure	15,390

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'.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
20,000	Running Expenses	20,000
34,190	Internal Recharges: Charges to Land Drainage	34,680
<hr/> 54,190		<hr/> 54,680
	Income :-	
0	Reimbursements	0
<hr/> <hr/> 54,190	Net Expenditure	<hr/> <hr/> 54,680

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

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
410	General Running Expenses	410
2,280	Other Running Expenses	2,280
2,690		2,690
110,990	Internal Recharges: Charges to Licensing	110,000
113,680		112,690
	Income :-	
-500	Reimbursements	-500
-100,510	Licences	-100,510
12,670	Net Expenditure	11,680

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 £5,827,270.

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.

2015/16 Budget £		2016/17 Budget £
68,900	Expenditure :-	
60,660	Property Expenditure	65,880
1,038,640	General Running Expenses	58,490
	Other Running Expenses	1,026,350
1,168,200		1,150,720
	Internal Recharges:	
254,290	Charges to Parks, Recreation Grounds and Open Spaces	275,150
198,070	Capital Charges	222,820
1,620,560		1,648,690
	Income :-	
-257,450	Fees and Charges	-262,760
0	Interest	
-257,450		-262,760
1,363,110	Net Expenditure	1,385,930

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

29.7 FTEs

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 £40,000.

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
1,003,690	Employee Expenses	992,040
40	Property Expenses	40
37,260	Transportation Expenses	36,930
24,660	General Running Expenses	24,660
26,210	Other Running Expenses	26,210
1,091,860		1,079,880
	Internal Recharges:	
367,840	Charges to Regulatory Services	388,540
10,380	Capital Charges	8,230
1,470,080		1,476,650
	Income :-	
-45,400	Fees and Charges	-45,400
-330,080	Internal Recharges: Charges from Regulatory Services	-344,400
-375,480		-389,800
1,094,600	Net Expenditure	1,086,850

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'.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
993,190	Running Expenses	987,950
233,510	Internal Recharges: Charges to Street Cleansing	296,220
<u>1,226,700</u>	Net Expenditure	<u>1,284,170</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

1 FTEs

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 £598,690.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
0	Employee Expenses	23,190
50,000	General Running Expenses	27,510
2,582,670	Other Running Expenses	3,039,580
2,632,670		3,090,280
	Internal Recharges:	
367,390	Charges to Waste Collection and Recycling	431,140
130,780	Capital Charges	132,510
3,130,840		3,653,930
	Income :-	
-516,500	Sales, Fees and Charges	-517,500
2,614,340	Net Expenditure	3,136,430

SUSTAINABLE INCLUSIVE COMMUNITIES

2015/16 Budget £		Budget Officer	2016/17 Budget £
238,750	Community Grants	HoH	210,940
791,630	Housing Benefits Administration	HoR	805,510
2,020	Housing Benefits Payments	HoR	-89,980
	Housing (General Fund) Services:		
-4,700	House Purchase & Improvement Loans	HoH	-4,700
349,470	Housing Options Team	HoH	349,330
468,890	Housing Strategy and Enabling	HoH	533,480
14,270	Sewage Disposal Plant	HES	15,820
-19,140	Welfare Services	HoH	-25,000
55,580	Woodside Park	HoH	80,980
1,896,770	Total Net Expenditure		1,876,380

Budget Officers

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

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'

2015/16 Budget £		2016/17 Budget £
233,410	Expenditure :-	
	General Running Expenses	205,410
<hr/> 233,410		<hr/> 205,410
	Internal Recharges:	
5,340	Charges to Community Grants	5,530
<hr/> 238,750	Net Expenditure	<hr/> 210,940
<hr/> <hr/>		<hr/> <hr/>

Budget Officer: M. Ketley

Service Description

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

Staffing

16 FTEs

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
498,330	Employee Expenses	498,520
1,040	Transportation Expenses	1,010
19,490	General Running Expenses	21,630
4,430	Other Running Expenses	3,750
523,290		524,910
	Internal Recharges:	
387,380	Charges to Housing Benefit Administration	352,850
910,670		877,760
	Income :-	
-42,160	Other Income	0
-76,880	Internal Recharges:	
	Charges from Housing Benefits Administration	-72,250
-119,040		-72,250
791,630	Net Expenditure	805,510

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 is shown within Housing Benefits Administration.

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
70,000	General Running Expenses	100,000
24,531,720	Other Running Expenses	23,547,120
24,601,720		23,647,120
	Income :-	
-24,162,020	Grants	-23,299,420
-437,680	Sundry Debtor Overpayments	-437,680
-24,599,700		-23,737,100
2,020	Net Expenditure	-89,980

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 or charged to this service.

2015/16 Budget £		2016/17 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

9.5 FTEs

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.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
273,100	Employee Expenses	314,900
208,040	Property Expenses	284,040
880	Transportation Expenses	880
5,210	General Running Expenses	4,930
20,780	Other Running Expenses	20,780
508,010		625,530
186,630	Internal Recharges: Charges to Housing Options Team	175,440
694,640		800,970
	Income :-	
-208,360	Other Income	-296,200
-136,810	Internal Recharges: Charges from Housing Options Team	-155,440
-345,170		-451,640
349,470	Net Expenditure	349,330

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

7.7 FTEs

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
229,830	Employee Expenses	279,880
1,300	Transportation Expenses	1,300
4,170	General Running Expenses	4,070
40,940	Other Running Expenses	40,940
276,240		326,190
	Internal Recharges:	
324,530	Charges to Housing Strategy and Enabling	343,970
600,770		670,160
	Income :-	
-13,230	Other Income	-13,230
	Internal Recharges:	
-118,650	Charges from Housing Strategy and Enabling	-123,450
-131,880		-136,680
468,890	Net Expenditure	533,480

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 directly employed or charged to this service.

Assets Used

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

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
9,810	Property Expenses	9,810
220	General Running Expenses	0
10,030		9,810
	Internal Recharges:	
7,240	Charges to Sewage Disposal Plant	8,010
17,270		17,820
	Income :-	
-3,000	Sewerage Charges	-2,000
14,270	Net Expenditure	15,820

Budget Officer: S. Shanahan

Service Description

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

Staffing

No staff are directly employed or charged to this service.

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
45,340	Running Expenses	75,000
45,340		75,000
	Income :-	
-64,480	Income from Lifeline Service	-100,000
-19,140	Net Expenditure	-25,000

Budget Officer: S. Shanahan

Service Description

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

Staffing

1 FTE

Assets Used

The land, buildings and infrastructure at Woodside Park have a combined value of £2,181,400

2015/16 Budget £		2016/17 Budget £
	Expenditure :-	
22,880	Employee Expenses	23,630
37,330	Property Expenses	33,360
700	Transportation Expenses	500
180	General Running Expenses	180
17,040	Other Running Expenses	17,040
78,130		74,710
	Internal Recharges:	
4,360	Charges to Woodside Park	18,510
4,000	Contribution for HRA staff	4,000
49,890	Capital Charges	78,510
136,380		175,730
	Income :-	
-80,800	Rental Income	-94,750
55,580	Net Expenditure	80,980

RUGBY WORLD CUP

2015/16 Original Budget £		Budget Officer	2016/17 Original Budget £
416,000	Fanzone	HPR	0
85,000	City Dressing	HPR	0
44,000	Festival Programme	HPR	0
20,000	Education	HCI	0
6,000	Sports	HPR	0
20,000	Town Centre	HES	0
35,000	Marketing	HPR	0
20,000	Trophy Tour	HPR	0
30,000	Volunteering and Visitor Centre	HPR	0
25,000	Education Support & Co-ordination	HPR	0
<u>701,000</u>	Total Net Expenditure		<u>0</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

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.

2015/16 Budget £		2016/17 Budget £	Notes
	INCOME :-		
-16,517,320	Rent Income From Dwellings	-16,347,600	*1
-282,810	Rent Income From Non - Dwellings	-280,640	*2
-1,376,610	Charges For Services	-1,408,750	*3
-185,200	Contributions Towards Expenditure	-274,980	*4
<u>-18,361,940</u>	Total Income	<u>-18,311,970</u>	
	EXPENDITURE :-		
2,697,780	Transfer to Housing Repairs Account	3,286,070	*5
4,199,000	Supervision & Management	4,859,080	*6
6,000	Rents, Rates, Taxes & Other Charges	3,000	
3,697,350	Depreciation and Impairment	3,816,630	*7
4,770	Debt Management Cost	7,000	*8
125,000	Provision For Bad or Doubtful Debt	131,250	*9
0	Amounts Set Aside for the Repayment of Debt	6,900,000	*10
0	Less: Corporate Savings/Income Generation Target	-800,930	*11
<u>10,729,900</u>	Total Expenditure	<u>18,202,100</u>	
	NET COST OF SERVICES AS INCLUDED IN THE WHOLE AUTHORITY INCOME & EXPENDITURE ACCOUNT		
<u>-7,632,040</u>		<u>-109,870</u>	
229,350	HRA Share of Corporate & Democratic Core Costs	209,630	*12
<u>-7,402,690</u>	NET COST OF HRA SERVICES	<u>99,760</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	*13
-78,670	Interest & Investment Income	-76,420	*14
<u>-6,154,700</u>	NET OPERATING EXPENDITURE	<u>1,350,000</u>	
6,154,700	Revenue Contributions to Capital Expenditure	0	
0	Contributions to (+) / from (-) Reserves	-1,350,000	*11
<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 has been calculated to include a 1% rent reduction in accordance with the Welfare Reform and Work Bill.
- *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).
- *8 Debt Management Costs**
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.

***10 Amounts Set Aside for the Repayment of Debt**

The HRA medium term financial plan assumes that all in-year surpluses will be utilised in the repayment of debt except where major capital expenditure relating to new build has been programmed.

***11 Contributions to/from Reserves / Corporate Savings/Income Generation**

To ensure only the required amount is taken from reserves to maintain a prudent HRA revenue working balance (£1.2m) it will be necessary for the HRA to identify in year savings or generate additional income. Possible examples include: efficiencies arising from the introduction of the new Integrated Repairs software with Repairs and Maintenance in 2016/17 and the implementation of an affordable rent Policy.

***12 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.

***13 Interest Payable and Similar Charges**

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

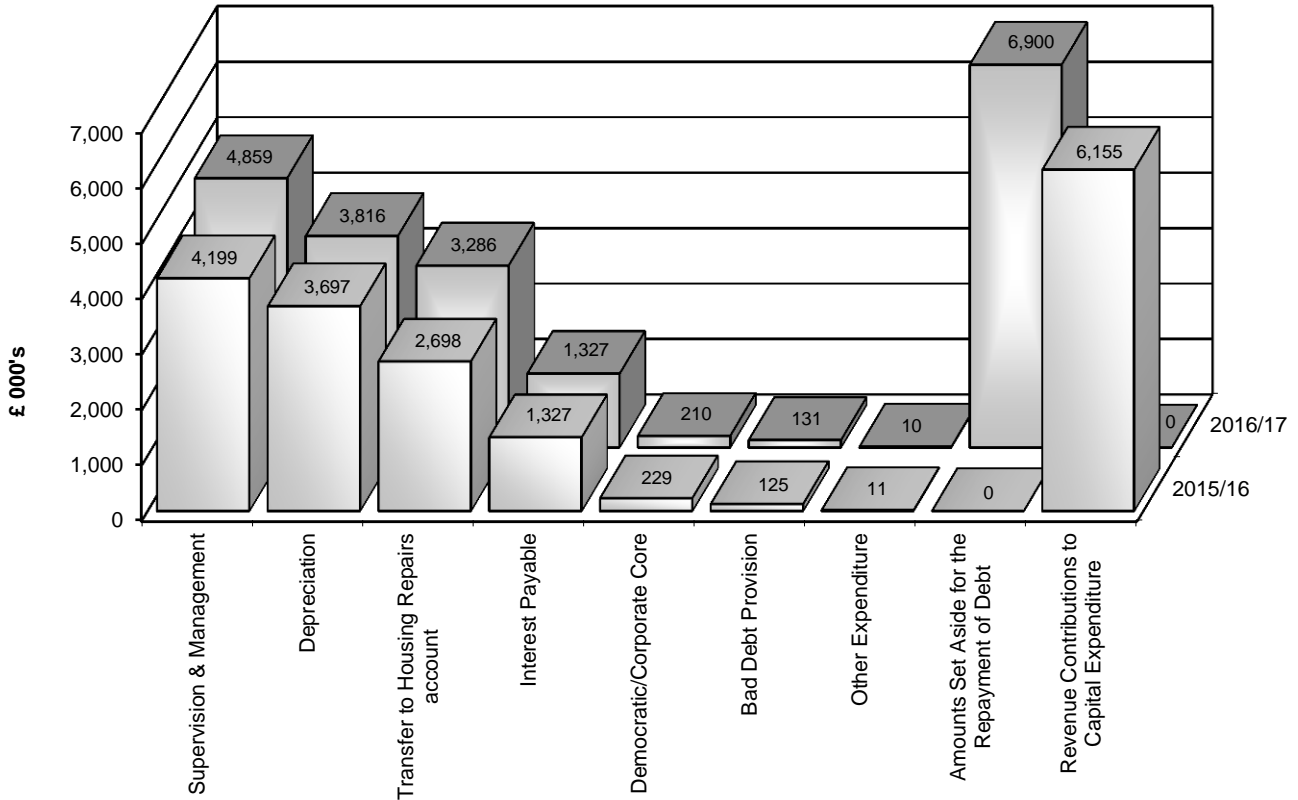
***14 Interest and Investment Income**

Amounts received from investments and mortgages.

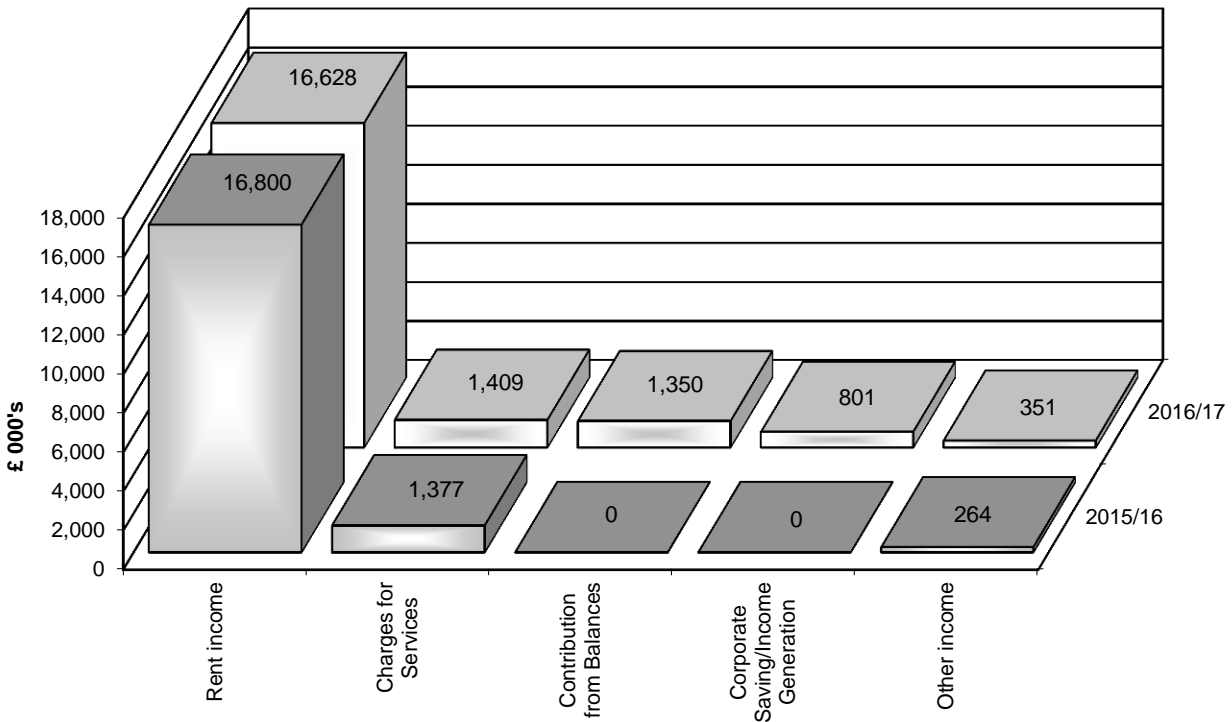
Any further clarification or information about the HRA can be obtained from the Financial Services Manager on request.

HOUSING REVENUE ACCOUNT

HRA Expenditure 2015/16 and 2016/17



HRA Income 2015/16 and 2016/17



Capital Programme 2016/17 - 2018/19

SERVICE PORTFOLIOS	Expenditure to	2015/16	2015/16	2016/17	2017/18	2018/19	Total Scheme Cost
	31/03/15	Amended Budget	Budgets carried forward into 2016/17	Original Budget	Draft Budget	Draft Budget	
General Fund	£	£	£	£	£	£	£
RUGBY WORLD CUP	4,850	107,120	5,000	0	0	0	116,970
ECONOMY, DEVELOPMENT & CULTURE	13,671,590	135,760	0	15,000	15,000	15,000	13,852,350
RESOURCES & CORPORATE GOVERNANCE	1,686,240	2,541,390	28,390	1,400,460	1,065,750	1,053,640	7,775,870
SUSTAINABLE ENVIRONMENT	6,769,050	2,004,520	314,600	639,770	842,530	472,530	11,043,000
SUSTAINABLE INCLUSIVE COMMUNITIES Housing General Fund	10,219,980	1,335,700	0	386,000	386,000	386,000	12,713,680
Total General Fund	32,351,710	6,124,490	347,990	2,441,230	2,309,280	1,927,170	45,501,870
SUSTAINABLE INCLUSIVE COMMUNITIES Housing Revenue Account	27,414,370	10,549,390	1,574,670	5,880,950	7,515,000	3,425,000	56,359,380
Total Capital Programme	59,766,080	16,673,880	1,922,660	8,322,180	9,824,280	5,352,170	101,861,250

Note

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

Capital Programme 2016/17 - 2018/19

Code	Head of Service	RUGBY WORLD CUP Scheme Housing General Fund	Forecast of Expenditure					Total Scheme Cost £	
			Expenditure to 31/03/15	2015/16 Amended Budget	2015/16 Budgets carried forward into 2016/17	2016/17 Original Budget	2017/18 Draft Budget		2018/19 Draft Budget
			£	£	£	£	£		£
RWC00	S Lawson	Pathway of Fame	4,160	28,810	5,000	0	0	0	37,970
RWC01	S Lawson	Gateways into Rugby	0	0	0	0	0	0	0
RWC02	S Lawson	Town Centre Improvements and Enhancements	0	50,000	0	0	0	0	50,000
RWC03	S Lawson	Rugby World Cup: Art	690	28,310	0	0	0	0	29,000
Sub-Total c/f			4,850	107,120	5,000	0	0	0	116,970

Financing Resources:
Replacement Reserves
Total Planned Financing

5,000	0	0	0
5,000	0	0	0

Capital Programme 2016/17 - 2018/19

Code	Head of Service	ECONOMY, DEVELOPMENT & CULTURE Scheme	Forecast of Expenditure						Total Scheme Cost £
			Expenditure to 31/03/15	2015/16 Amended Budget	2015/16 Budgets carried forward into 2016/17	2016/17 Original Budget	2017/18 Draft Budget	2018/19 Draft Budget	
			£	£	£	£	£	£	
BHE00	R Back	Benn Hall projection and PA equipment	22,630	0	0	0	0	0	22,630
BHR00	R Back	Benn Hall refurbishment	0	61,000	0	0	0	0	61,000
DEC25	R Back	Town Centre Christmas Lights	18,610	9,760	0	0	0	0	28,370
LEI03	R Back	Queen's Diamond Jubilee Leisure Centre	13,490,350	50,000	0	0	0	0	13,540,350
MIG00	R Back	Moving In Grants	140,000	15,000	0	15,000	15,000	15,000	200,000
Total			13,671,590	135,760	0	15,000	15,000	15,000	13,852,350

Financing Resources:	
Borrowings	
Capital Receipts	
Total Planned Financing	

0	0	15,000	15,000
0	15,000	0	0
0	15,000	15,000	15,000

Capital Programme 2016/17 - 2018/19

Code	Head of Service	RESOURCES & CORPORATE GOVERNANCE Scheme	Forecast of Expenditure						Total Scheme Cost £
			Expenditure to 31/03/15	2015/16 Amended Budget	2015/16 Budgets carried forward into 2016/17	2016/17 Original Budget	2017/18 Draft Budget	2018/19 Draft Budget	
			£	£	£	£	£	£	
AGE00	R Chand	Agresso Enhancements	380	0	0	0	0	0	380
ART00	R Back	Purchase of Artwork	4,100	0	0	0	0	0	4,100
CMP00	R Chand	ICT renewal programme - Desktop	on going	210,910	0	77,100	64,880	41,830	394,720
CMP01	R Chand	ICT renewal programme - Infrastructure	0	0	0	94,960	137,870	146,810	379,640
CMP14	R Chand	iTRENT system development	129,200	8,250	0	0	0	0	137,450
CMP24	R Chand	Benn Hall ICT	14,910	0	0	0	0	0	14,910
CMP25	R Chand	Income Management and System Development	1,380	9,000	0	0	0	0	10,380
CMP26	R Chand	Income Retention and Disposal	0	19,080	0	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	33,880	8,730	0	0	0	0	42,610
CMP29	R Chand	Cartology.NET system	7,500	9,280	0	0	0	0	16,780
CMP30	R Chand	ICT Computer System (Service Desk)	0	21,440	0	0	0	0	21,440
CMP32	R Chand	Business Continuity - Supporting Technology Update	0	0	0	60,350	0	0	60,350
CMS00	S Shanahan	Market Quarter Development	295,650	100,000	0	0	0	0	395,650
CPE00	S Shanahan	Corporate Property Enhancement	766,130	183,310	0	285,000	75,000	100,000	1,409,440
CPC02	S Lawson	Upgrade pay and display machines	0	0	0	25,000	0	0	25,000
CPC03	S Lawson	Refurbishment of surface car parks	0	0	0	0	0	0	0
ERG01	R Chand	Electoral Registration Hardware	4,800	5,600	0	0	0	0	10,400
FST00	S Lawson	Fuel storage tanks	0	0	0	36,000	0	0	36,000
GAU00	R Chand	Gauge Software	0	8,000	0	0	0	0	8,000
MBA00	A Norburn	Municipal Bonds Agency	20,000	0	0	0	0	0	20,000
OPR01	R Chand	OPENRevenues - Data Cleansing	6,750	0	0	0	0	0	6,750
PSN00	R Chand	Public Services Network Accreditation	71,650	0	0	0	0	0	71,650
RBB00	R Back	CSW Superfast Broadband	155,640	144,000	0	101,550	80,000	0	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	1,360	15,140	0	0	0	0	16,500
VHC00	S Lawson	Vehicles	on going	1,733,330	0	720,500	708,000	765,000	3,926,830
VMR00	S Lawson	Vending Machine Replacement	3,790	5,510	0	0	0	0	9,300
VWE00	S Lawson	Vehicle Workshop Extension	131,320	46,000	28,390	0	0	0	205,710
Total			1,686,240	2,541,390	28,390	1,400,460	1,065,750	1,053,640	7,775,870

Financing Resources:	
Borrowings	
Capital Receipts	
Total Planned Financing	

0	1,400,460	1,065,750	1,053,640
28,390	0	0	0
28,390	1,400,460	1,065,750	1,053,640

Capital Programme 2016/17 - 2018/19

Code	Head of Service	SUSTAINABLE ENVIRONMENT Scheme	Forecast of Expenditure						Total Scheme Cost £
			Expenditure to 31/03/15	2015/16 Amended Budget	2015/16 Budgets carried forward into 2016/17	2016/17 Original Budget	2017/18 Draft Budget	2018/19 Draft Budget	
			£	£	£	£	£	£	
BUR04	S Lawson	Crematorium Project	2,846,810	122,000	0	0	0	0	2,968,810
BUR05	S Lawson	Cemetery Infrastructure Work	94,190	32,290	0	10,000	10,000	10,000	156,480
BUR06	S Lawson	Rainsbrook Cemetery preparation	0	0	0	204,410	0	0	204,410
GAT00	S Lawson	Gateways	35,460	11,570	0	0	0	0	47,030
LCF01	R Back	Carbon Management Plan	190,580	877,400	0	0	0	0	1,067,980
LEI08	S Lawson	Open Spaces Refurbishments	2,220,480	514,480	0	115,470	580,900	210,900	3,642,230
LEI14	S Lawson	Great Central Walk Bridge	1,038,540	105,300	205,300	164,130	164,130	164,130	1,841,530
LEI19	S Lawson	Open Spaces - Town Centre Improvements	0	150,000	0	0	0	0	150,000
LUV15	S Lawson	Caldecott Park Tennis Court Refurbishment	0	60,000	60,000	0	0	0	120,000
PWB00	S Lawson	Purchase of Waste Bins	87,600	82,180	0	87,500	87,500	87,500	432,280
WCP00	S Lawson	Woodland Creation Project	255,390	49,300	49,300	58,260	0	0	412,250
Total			6,769,050	2,004,520	314,600	639,770	842,530	472,530	11,043,000

Financing Resources:	
External Funding	
Borrowings	
Capital Projects Reserve	
DRF	
Government Grant	
Total Planned Financing	

0	0	50,000	50,000
243,560	494,010	344,560	335,030
30,000	0	0	0
0	87,500	87,500	87,500
41,040	58,260	360,470	0
314,600	639,770	842,530	472,530

Capital Programme 2016/17 - 2018/19

Code	Head of Service	SUSTAINABLE INCLUSIVE COMMUNITIES Scheme	Forecast of Expenditure							
			Expenditure to 31/03/15	2015/16 Amended Budget	2015/16 Budgets carried forward into 2016/17	2016/17 Original Budget	2017/18 Draft Budget	2018/19 Draft Budget	Total Scheme Cost	
			£	£	£	£	£	£	£	
		Housing General Fund								
CGR01	S Shanahan	Capital Partnership Fund	ongoing	0	0	0	0	0	0	0
CGR03	S Shanahan	Parish and Rural Capital Spending	ongoing	0	0	0	0	0	0	0
GRA03	S Shanahan	Home Safety Grants/Assessment and Handy Person	261,840	35,000	0	35,000	35,000	35,000	35,000	401,840
EBC00	R Chand	Electronic Benefits Claim	71,360	0	0	0	0	0	0	71,360
IBS00	R Chand	IBS Development	3,000	0	0	0	0	0	0	3,000
REN00	S Shanahan	Private Sector Decent Home Improvements	3,550,660	163,650	0	0	0	0	0	3,714,310
REN01	S Shanahan	Disabled Facilities Grants	3,437,860	445,440	0	351,000	351,000	351,000	351,000	4,936,300
RNA05	S Shanahan	Woodside Gypsy and Travellers Site	2,895,260	691,610	0	0	0	0	0	3,586,870
		Sub-Total c/f	10,219,980	1,335,700	0	386,000	386,000	386,000	386,000	12,713,680

Capital Programme 2016/17 - 2018/19

Code	Head of Service	SUSTAINABLE INCLUSIVE COMMUNITIES Sub-Total B/f Housing General Fund Scheme Housing Revenue Account Improvements and Capitalised Repairs	Forecast of Expenditure					Total Scheme Cost	
			Expenditure to 31/03/15	2015/16 Amended Budget	2015/16 Budgets carried forward into 2016/17	2016/17 Original Budget	2017/18 Draft Budget		2018/19 Draft Budget
			£	£	£	£	£		£
			10,219,980	1,335,700	0	386,000	386,000	386,000	12,713,680
EGE00	S Shanahan	Energy Efficiency	70,640	0	0	0	0	0	70,640
CMP31	R Chand	Housing Repairs Service - IT system	0	210,000	0	36,920	0	0	246,920
HCE08	R Chand	Housing Management System	750,520	109,460	0	60,000	60,000	60,000	1,039,980
HCE18	S Shanahan	Fire Risk Assessment	1,240,870	66,190	0	41,190	25,000	25,000	1,398,250
HCE20	S Shanahan	Rewiring	94,790	0	0	0	0	0	94,790
HCE21	S Shanahan	Lifeline renewal programme	24,260	30,000	0	30,000	30,000	30,000	144,260
HCE23	S Shanahan	CCTV upgrades	1,430	99,670	0	50,920	50,000	0	202,020
HCE24	S Shanahan	Finlock Gutter Improvements	2,370	27,960	0	27,960	25,000	25,000	108,290
HCE25	S Shanahan	Rebuilding Retaining Walls	850	86,000	0	50,000	50,000	50,000	236,850
HCE27	S Shanahan	Lift Refurbishments	50,160	0	0	0	0	0	50,160
HCE28	S Shanahan	Roof Refurbishments - Rounds Gardens	0	283,930	283,930	0	0	0	567,860
HCE29	S Shanahan	Roof Refurbishments - Biart Place	0	204,860	204,860	0	0	0	409,720
HCE30	S Shanahan	Roof Refurbishments - Lesley Souter House	0	70,000	70,000	0	0	0	140,000
HCR01	S Shanahan	Disabled Adaptations	1,666,910	226,060	0	256,190	250,000	250,000	2,649,160
HIK10	S Shanahan	Kitchen Improvements	7,607,080	422,390	0	467,390	470,000	480,000	9,446,860
HIM01	S Shanahan	Heating Upgrades	5,508,430	340,550	0	250,000	350,000	450,000	6,898,980
HIM04	S Shanahan	Heating to Replace Electric with Gas	1,772,480	1,000,080	0	0	70,000	70,000	2,912,560
HIS01	S Shanahan	Bathrooms	4,779,040	518,950	0	0	450,000	300,000	6,047,990
HPS00	S Shanahan	Patterdale Sheltered Scheme Improvements	0	262,500	262,500	0	0	0	525,000
HWI00	S Shanahan	Energy Efficiency Long Lawford external cladding	0	400,000	0	0	0	0	400,000
HWR00	S Shanahan	Window Replacement	562,850	4,753,380	753,380	4,025,380	4,000,000	0	14,094,990
LCF02	S Shanahan	Carbon Management Plan	0	132,400	0	0	0	0	132,400
PCH00	S Shanahan	Pettiver Crescent Hillmorton	2,807,120	40,610	0	0	0	0	2,847,730
PUR00	S Shanahan	Purchase of Council Houses	474,570	564,400	0	585,000	1,685,000	1,685,000	4,993,970
SLA01	S Shanahan	Strategic Land Acquisition	0	700,000	0	0	0	0	700,000
		Sub-Total Housing Revenue Account	27,414,370	10,549,390	1,574,670	5,880,950	7,515,000	3,425,000	56,359,380
		Total Overall Housing	37,634,350	11,885,090	1,574,670	6,266,950	7,901,000	3,811,000	69,073,060

Financing Resources:	
Capital Receipts	
DRF	
Borrowings	
Major Repairs Allowance (MRA)	
Government Grant	
Total Planned Financing	

	0	175,500	505,500	505,500
	662,500	520,420	1,289,500	1,239,500
	0	111,000	111,000	111,000
	912,170	5,185,030	5,720,000	1,680,000
	0	275,000	275,000	275,000
	1,574,670	6,266,950	7,901,000	3,811,000

SUMMARY OF INTERNAL RECHARGES

Costs to be Allocated:-

2015/16 Charge £	Service Costs	2016/17 Charge £
872,300	Business Transformation	654,990
400	Civic Responsibilities	860
769,410	Corporate Property Administration	725,460
2,069,110	Customer and Information Services	2,244,840
1,244,800	Customer Support Services	1,231,470
576,810	Democratic and Legal Services	574,900
255,830	Democratic and Corporate Core	270,110
76,040	Electoral Registration	70,850
213,500	Environmental Services	171,250
708,830	Executive Directors	736,100
76,880	Housing Strategy & Enabling	123,450
136,810	Housing Benefits Administration	72,250
118,650	Housing Options Team	155,440
6,670	Mayoral Services	6,870
290	Members Expenses	9,150
179,890	Planning Services	188,140
330,080	Regulatory Services	344,400
1,174,960	Resources	1,743,790
7,920	Safety and Resilience	7,800
29,420	Warwickshire Direct Partnership	35,220
1,153,490	Works Services Unit - charges out	1,250,060
<u>10,002,090</u>		<u>10,617,400</u>
	Other Operational Costs	
175,250	General Financial Services	133,290
124,760	Central Telephone Service	141,020
405,340	Public Offices	408,190
<u>705,350</u>		<u>682,500</u>
<u>10,707,440</u>	Total Costs to be Allocated	<u>11,299,900</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2015/16 Charge £	Economy, Development and Culture	2016/17 Charge £
200,780	Art Gallery and Museum	200,130
25,110	Building Control Services	34,230
119,670	Car Parks and Parking	98,020
84,390	Economic Development	95,850
660	Grants and Subscriptions	650
101,950	Miscellaneous Highway Services	105,550
617,200	Planning Services	605,790
23,280	Public Conveniences	22,590
30,470	Queen's Diamond Jubilee Centre	30,310
117,330	Sports and Recreation	179,190
89,110	The Benn Hall	112,050
44,670	Tourism and Visitor Centre	44,490
8,610	Town Centre CCTV and Management	23,450
<u>1,463,230</u>		<u>1,552,300</u>

2015/16 Charge £	Non-General Fund Activity :-	2016/17 Charge £
1,718,980	Housing Revenue Account - charges in	2,034,080
-181,420	Housing Revenue Account - charges out	-191,140
<u>1,537,560</u>	Sub-Total Non-General Fund Activity	<u>1,842,940</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2015/16 Charge £		2016/17 Charge £
	Resources and Corporate Governance	
230,700	Business Transformation	183,800
15,700	Central Telephone Service	3,310
690	Civic Responsibilities	860
48,600	Corporate Property Administration	72,050
65,220	Corporate Property Management	74,760
421,140	Council Tax and Business Rates Collection	429,340
252,740	Customer and Information Services	289,420
417,170	Customer Support Services	368,200
138,430	Democratic and Legal Services	128,200
1,626,480	Democratic and Corporate Core	1,386,060
99,920	Electoral Registration	98,150
92,300	Electoral Services	86,090
507,210	Executive Directors	529,060
4,250	General Financial Expenses	3,770
42,590	Land Charges	38,940
6,800	Mayoral Services	6,870
1,750	Members Expenses	9,150
139,330	Public Offices	140,240
309,330	Resources	558,100
13,410	Retired Employees	24,800
42,350	Safety and Resilience	33,920
522,550	Works Services Unit - charges in	630,330
<u>4,998,660</u>		<u>5,095,420</u>

SUMMARY OF INTERNAL RECHARGES

Allocation of Costs to Services :-

2015/16 Charge £	Sustainable Environment	2016/17 Charge £
33,580	Allotments	42,460
65,420	Cemeteries	60,880
98,720	Crematorium	85,480
29,230	Crime and Disorder	29,400
121,870	Environmental Services	77,700
74,650	Hackney Carriages and Private Hire Vehicles	73,280
34,190	Land Drainage	34,680
110,990	Licensing	110,000
254,800	Parks, Recreation Grounds and Open Spaces	275,150
367,840	Regulatory Services	388,540
233,510	Street Cleansing Services	296,220
367,390	Waste Collection and Recycling	431,140
<u>1,792,190</u>		<u>1,904,930</u>

2015/16 Charge £	Sustainable Inclusive Communities	2016/17 Charge £
5,660	Community Grants	5,530
387,380	Housing Benefits Administration	352,850
186,630	Housing Options Team	175,440
324,530	Housing Strategy and Enabling	343,970
7,240	Sewage Disposal Plant	8,010
4,360	Woodside Park	18,510
<u>915,800</u>		<u>904,310</u>

<u><u>10,707,440</u></u>	Total Allocations	<u><u>11,299,900</u></u>
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EMPLOYEE ANALYSIS 2015/16 AND 2016/17

Estimated No. of Full-time Equivalents 2015/16 FTE	General Fund	Estimated No. of Full-time Equivalents 2016/17 FTE	Change	Notes
Economy, Development and Culture				
8.7	Art Gallery and Museum	10.1	1.4	*1
3.0	Car Parks and Parking	3.0	0.0	
6.0	Economic Development	6.0	0.0	
22.0	Planning Services	21.8	-0.2	*2
8.9	Sports and Recreation	14.0	5.1	*3
4.4	The Benn Hall	5.1	0.6	*5
3.0	Tourism and Visitor Centre	3.3	0.3	*4
56.0		63.4	7.3	
Resources and Corporate Governance				
12.0	Business Transformation	8.0	-4.0	*6
7.9	Corporate Property Administration	6.9	-1.0	*7
6.0	Corporate Apprenticeship Scheme	6.5	0.5	*8
13.4	Council Tax and Business Rates Collection	12.3	-1.1	*9
26.4	Customer and Information Services	26.9	0.5	*10
26.0	Customer Support Services	26.6	0.6	*11
11.0	Democratic and Legal Services	10.8	-0.2	*12
2.5	Electoral Registration	3.0	0.5	*13
1.8	Executive Directors	1.8	0.0	
1.0	Land Charges	1.0	0.0	
20.3	Resources	28.1	7.8	*14
1.7	Safety and Resilience	1.7	0.0	
33.1	Works Services Unit (Administration)	29.6	-3.5	*15
163.1		163.3	0.1	
Sustainable Environment				
0.7	Cemeteries	0.7	0.0	
5.3	Crematorium	5.3	0.0	
1.7	Crime and Disorder	1.7	0.0	
1.0	Environmental Services	1.0	0.0	
30.2	Regulatory Services	30.7	0.5	*16
38.9		39.4	0.5	
Sustainable Inclusive Communities				
17.8	Housing Benefits Administration	16.0	-1.9	*17
14.5	Housing (General Fund) Services	17.2	2.7	*18
1.0	Woodside Park	1.0	0.0	
33.4		34.2	0.8	
291.4	General Fund	300.2	8.8	
Housing Revenue Account				
68.7	Supervision and Management	75.6	6.9	*19
1.0	Multi Storey Flats	1.0	0.0	
9.3	Control Centre	9.3	0.0	
14.4	Aged Persons Accommodation	14.4	0.0	
93.4	Housing Revenue Account	100.3	6.9	
384.8		400.4	15.7	

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 Art Gallery and Museum - The increase of 1.4 FTE staff is due to:-
 - i) There has been a minor reduction in working hours of 0.1 FTE;
 - ii) The appointment of a 0.3 FTE Collections Assistant;
 - iii) The appointment of a 0.6 FTE Research & Marketing Officer; and
 - iv) The appointment of a 0.6 FTE Education Development Assistant.
- *2 Planning Services - The decrease of 0.2 FTE staff is due to:-
 - i) The decrease of 0.8 FTE due to Two Full Time members of staff becoming Part Time; and
 - ii) The appointment of a 1.0 FTE Principal Planning Officer.
- *3 Sports & Recreation - The increase of 5.1 FTE staff is due to:-
 - i) The appointment of Five Family Lifestyle Advisors, resulting in an increase of 3.6 FTE;
 - ii) The appointment of a 0.4 FTE Play Ranger;
 - iii) The appointment of a 0.4 FTE On Track Sports Leader;
 - iv) The increase of 0.3 FTE due to a Part Time member of staff becoming Full Time; and
 - v) There has been a minor increase in working hours of 0.4 FTE staff.
- *4 Tourism and Visitor Centre - There has been a minor increase in working hours of 0.3 FTE staff.
- *5 The Benn Hall - The increase of 0.6 FTE staff is due to:-
 - i) The increase of 0.5 FTE due to a Part Time post becoming Full Time;
 - ii) There has been a minor reduction in working hours of 0.1 FTE; and
 - iii) The appointment of a 0.2 FTE Research & Marketing Officer.
- *6 Business Transformation - The transfer of 4.0 FTE existing members of staff to Resources. (see note *14)
- *7 Corporate Property Administration - The decrease of 1.0 FTE staff is due to a post being transferred to the Housing (General Fund) Service.
- *8 Corporate Apprenticeship Scheme - The increase of 0.5 FTE Staff is due to the appointment of a Part Time Administration Apprentice.
- *9 Council Tax and Business Rates Collection - The decrease of 1.1 FTE staff is due to:-
 - i) The reduction in working hours for Two Full Time members of staff becoming Part Time, resulting in a 0.7 FTE decrease;
 - ii) The reduction of 0.8 FTE staff is due to the redundancy of the Revenues Assistant post; and
 - iii) There has been a minor change in working hours of 0.4 FTE staff.

- *10 Customer and Information Services - The increase of 0.5 FTE staff is due to:-
 - i) The appointment of a 0.4 FTE Equality & Diversity Officer; and
 - ii) There has been a minor increase in working hours of 0.1 FTE.

- *11 Customer Support Services - There has been a minor increase in working hours of 0.6 FTE staff.

- *12 Democratic and Legal Services - The decrease of 0.2 FTE staff is due to a Full Time member of staff becoming Part Time.

- *13 Electoral Registration - The increase of 0.5 FTE is due:-
 - i) The increase of 0.1 FTE staff is due to a Part Time member of staff becoming Full Time;
 - ii) The appointment of a 1.0 Trainee Electoral Services Assistant; and
 - iii) The removal of a 0.6 FTE Electoral Administration Assistant- IER Grant Funded post.

- *14 Resources - The increase of 7.8 FTE is due to:-
 - i) The transfer of 2.7 FTE existing members of staff from Works Services Unit (Administration)
 - ii) The appointment of a 1.0 FTE Temporary Accountancy Assistant;
 - iii) The transfer of 4.0 FTE existing members of staff from Business Transformation (see note *6) ; and
 - iv) There has been a minor increase of 0.1 FTE for a Part Time member of staff.

- *15 Works Services Unit (Administration) - The decrease of 3.5 FTE staff is due to:-
 - i) The transfer of 2.7 FTE existing members of staff to Resources (see note *14)
 - ii) The removal of a 1.0 FTE vacant post;
 - iii) The decrease of 0.3 FTE due to a Full Time member of staff becoming Part Time; and
 - iv) The appointment of a 0.5 FTE Park Ranger.

- *16 Regulatory Services - The increase of 0.5 FTE staff is due to:-
 - i) The decrease of 0.5 FTE staff due to a Full Time member of staff becoming Part Time; and
 - ii) The appointment of a 1.0 FTE Environmental Education Officer.

- *17 Housing Benefits Administration -The decrease of 1.9 FTE staff is due to:-
 - i) The removal of a 1.0 FTE vacant Trainee Benefits Officer post; and
 - ii) The removal of a 0.8 FTE vacant Benefits Officer post.

- *18 Housing (General Fund) Services - The increase of 2.7 FTE staff is due to:-
 - i) The increase of 1.0 FTE staff is due to a post being transferred from Corporate Property Administration (See note *7)
 - ii) The appointment of a 1.0 FTE Trainee Homes and Advice Officer; and
 - iii) The appointment of a 0.7 FTE Eastern European Link Worker.

- *19 Supervision and Management - The increase of 6.9 FTE staff is due to:-
 - i) The transfer of 6.0 FTE existing members of staff from Work Services Unit;
 - ii) The appointment of a 0.5 FTE Intensive Housing Management Officer;
 - iii) The appointment of a 1.0 FTE Tenancy Sustainment Officer; and
 - iv) The decrease of 0.6 FTE is due to a Full Time member of staff becoming Part Time.

KEY FINANCIAL DATA 2015/16 AND 2016/17

	2015/16 £	2016/17 £	Change £	Change %
Special Expenses (town area)	1,418,405	1,487,940	69,535	4.90
Parish Council Precept	651,650	688,530	36,880	5.66
Rugby Borough Basic Band D <small>((restated) Including Special Expenses excluding Parish Precepts)</small>	169.21	174.21	5.00	2.95
Parish Average	19.09	19.80	0.71	3.72
RBC's Average Band D Council Tax	<u>188.30</u>	<u>194.01</u>	5.71	3.03
Average Band D Council Tax	1,577.67	1,635.01	57.34	3.63
Other Statistics				
Resident Population	100,751	102,500	1,749	1.74
Council Tax Base	34,142.52	34,771.71	629.19	1.84
NDR Multiplier	49.3	49.7	1.1p	0.8%
NDR Multiplier (small hereditaments)	48.0	48.4	0.9p	2.0%
Council Dwelling Stock at start of year	3,848	3,816	-32.00	-0.83
Average Council House Rent	£84.68	£84.11	-0.57	-0.67
% Rent Increase/Decrease (-)	2.20%	-0.67%		

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 2016/17 for small hereditaments is 48.4p, other businesses the rate is 49.7p.

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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