

BABERGH DISTRICT COUNCIL

FROM: Service and Financial Planning Group

REPORT NUMBER **F137**

TO: Joint Overview and Scrutiny Committee

DATES OF MEETING 11 December 2006

BUDGET 2007/08

1. **SUMMARY**

1.1 Proposals are submitted on key aspects of next year's budget following detailed consideration by the Member Service and Financial Planning (SFP) Group. Subject to confirmation on Government Grant and the finalisation of other areas of the detailed budget, these proposals will support the development of the Council's priorities and the achievement of a Council Tax increase at no more than the rate of inflation.

2. **RECOMMENDATIONS**

2.1 That the Strategy Committee be recommended to reflect the following items in the budget for 2007/08:-

- General Fund and Council Housing Capital Programmes (Appendix 1).
- New General Fund Revenue Budget Service Priorities (Appendix 4)
- Proposed efficiencies, savings & additional income for next year (Appendix 5).
- The CAST budget and funding arrangements set out in the table in paragraph 4.22.

2.2 That the other areas considered by the SFP Group on lower priority work and Value for Money be noted.

3. **FINANCIAL IMPLICATIONS**

3.1 These proposals form the foundation for the budget for 2007/08.

4. **KEY INFORMATION**

4.1 The SFP Group's work programme and aim for this year has been to make proposals for next year's budget that support the development of the Council's priorities and the delivery of the Corporate Plan, whilst at the same time achieving a Council Tax increase for this authority of no more than the rate of inflation.

4.2 From the outset it was accepted that this would only be achievable if significant savings and additional income could be found again this year, and the group recognised that it was likely that at least £500,000 would have to be found. With this prospect, the group set a target of £600,000 in order to provide a safety net to allow for unforeseen items.

4.3 The group has met with officers on five occasions and in that period has developed information and proposals for the Committees' joint consideration in the following areas:-

- Draft Capital Programme for the General Fund.
- Financial commitments
- General Fund priorities for additional revenue expenditure and areas where efficiencies, revenue savings and additional income have been identified for next year

The draft Council Housing Capital Programme is also attached – this has no impact on the General Fund budget or Council Tax.

4.4 Key aspects of the above are highlighted later in the report. Revised charges for services in 2007/08 will also be presented to the Strategy Committee and details on some of these are brought to Members attention. In addition, the group has considered other areas that will feed into future SFP rounds and that will require further consideration by Members in due course. Brief details in relation to this are set out in Appendix 6:

- Lower priority work
- Value For Money comparisons

4.5 The budget will reflect the decision made by Council on the 31 October in relation to the CAST project.

General Fund Capital Programme

4.6 The draft capital programme for the General Fund is attached at Appendix 1. This includes new service priority bids that the group feel assist in delivering the Council's corporate priorities. It reflects an initial review of the timing and realism of the expenditure plans as requested by the SFP Group and the O&S (Stewardship) Committee. More thought will be given to this next year, specifically in relation to Housing PSR grants/loans.

4.7 There is a substantial provision for ICT and E-Government projects and these reflect the E-Government Steering Group's recommendations and prioritisation. Only the highest priority items are being recommended for inclusion in the budget.

4.8 The most significant project relates to the provision for the LAMP Phase 2 project with a substantial provision of £1m over the next 2-3 years. A substantial amount of work has been put into the business case for this project and both the E-Government Steering Group and the SFP Group are recommending the full solution.

4.9 The CAST project is covered later in this report, which reflects the Council's priority of improved Customer Access and the Transformation Agenda.

4.10 As regards the overall financing of the capital programme, it was recognised in last year's budget round that there would be a need to borrow again in future years. That was always anticipated as other sources of capital finance, and particularly income from the sale of Council houses as the Government reduces the proportion of those receipts that the Council can spend, falls.

4.11 There will of course be a revenue cost of borrowing in future years which will need to be paid for and will put pressure on future years' budgets. An indication is given below of the estimated borrowing costs and without borrowing the Council would have a very restricted General Fund capital programme:

	2007/08 £000	2008/09 £000	2009/10 £000
Existing capital programme (excl. CAST)	-	21	89
LAMP	7	36	66
Other new ICT/E-Govt. projects	-	1	7
	7	58	162
CAST	14	30	44
Total	21	88	206

- 4.12 Details of the LAMP and other new ICT/E-Govt. projects are shown in Appendix 2. It should be noted that forecast efficiency savings from the LAMP project, to the extent that these are 'cashable', would offset the ongoing borrowing costs from 2010.
- 4.13 The SFP Group note the additional pressures on the revenue budget from borrowing (although CAST is covered by the use of reserves and the ongoing savings from BPR/DIP in Planning and Revs & Bens). Some or all of the increased costs, specifically those relating to LAMP, could be temporarily met from reserves.

General Fund Revenue Budget

- 4.14 A summary of the potential overall position based on our proposals is set out below. It is emphasised that this is not the final, very detailed budget that officers are preparing for consideration by the Strategy Committee in January, but a picture of the key changes from last year's budget and the implications for Council Tax.

	Financial Projection 2007/08 £000
• Base budget (Net Revenue Expenditure) for 2006/07	10,000
• Pay awards and inflation	+350
• Commitments	+467
• New expenditure on priorities	+100
• Prudential Borrowing	+10
• Efficiencies, savings and additional income	-372
• CAST – reduced expenditure	-237
• Potential gap	-7
	10,311
• Use of Reserves	-400
• Surplus/Deficit on Collection Fund	?
• Government support	-5,836
• Council Taxpayers	4,075
	32,250
• Council Taxbase	32,250
• Council Tax for Band D property (with a 3% inflation increase)	£126.36

- 4.15 Detailed information on Commitments, New Revenue Service Priorities and Efficiencies, Savings & Additional Income are provided in the Appendices.

4.16 Key aspects of the above and items referred to in the appendices are brought to Members attention:

- Commitments (see Appendix 3)

The two most significant items, £233,000 or over half of the total amount, relate to the new joint refuse contract with Mid Suffolk DC and the proposed new combined Street Cleansing and Grounds maintenance contract next year. On the refuse contract, however, the cost of the joint contract is at least £130,000 less than would have been the case if Babergh had tendered for the service itself.

In addition there is the cost of next year's elections of £65,000 (to be met from additional reserves) and a forecast increase of £57,000 in the cost of the Concessionary Fares Schemes.

It will be seen from the appendix that the SFP Group have asked for a number of items to be absorbed within current budgets.

- Service Priorities (see Appendix 4)

The SFP Group recommends that these, as listed in the appendix, are included in the budget. Some of these items have been reduced from the initial bids submitted by officers and/or base budgets can be used to meet some of the cost.

- Efficiencies, savings and additional income (see Appendix 5)

Although the total amount shown is less than the SFP Group anticipated would be necessary, this is because £120,000 more can be taken from reserves to fund the one-off election costs next year and to support the budget generally. This is due to actual net expenditure being less than the budget in 2005/06 (and the forecast is that will happen again in 2006/07) leaving more in reserves than previously anticipated.

4.17 The budget projection does not allow for income that the council will receive from the Government's Business Rates Growth Incentive Scheme (LABGI). Babergh received £40,000 last year and on a comparable basis is likely to receive a minimum of £65,000 this year. However, this could rise to as much as £200,000 depending on the approach that the Government takes to any 'scaling' of amounts payable to councils. Next year's amount could be at similar levels, depending on actual growth. A further factor is the potential alignment/pooling of this money to LAA targets and outcomes. A report on this will be submitted to the Strategy Committee next year, once the amounts and LAA position are clearer.

4.18 The potential budget gap will be affected by any changes in detailed aspects of the budget and the scope/extent for using additional reserves to support the budget generally or for other purposes. A further area that still needs finalising is the Taxbase and the Collection Fund, which could show a stronger position/surplus.

Council Tax

4.19 So, based on all of this, the SFP Group are able to put forward the various proposals on the basis that these will enable the council to set a Council Tax increase for next year in line with the rate of inflation. That has only been possible because of the hard work that has again gone into finding considerable efficiencies, savings and additional income.

- 4.20 In relation to the Council Tax increase, Members on the SFP Group considered this and whether a less than inflation increase was appropriate. On balance, it was concluded that this should not be recommended, on the basis and understanding that the actual RPI increase that is used by the council is less than 3%.
- 4.21 Since the final meeting of the SFP Group on the 14 November, it has been established that the published RPI rate for September is 3.6%, which is the one that the council has used in the past for Council Tax increases and is used for Business Rates multiplier set by the Government. It should be noted, however, that the Government adjusts the headline RPI for other factors and that the average increase in the two multipliers that derive from that is, in fact 3%. It will be for the Strategy Committee to determine what RPI basis it wishes to apply but the SFP Member Group would like to see an increase of just below 3% ie 2.9%.

CAST Project

- 4.22 On the 31 October, the council approved the revised business case for the CAST project. The position both in terms of the cost and the availability of funding is summarised in the table below:-

	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	Total £000
Capital costs	158	194	162	123	-	637
Revenue						
- Costs	208	236	226	95	106	871
- Projected net savings from BPR & DIP	- 4	-64	-115	-193	-195	-571
Net cost or saving	204	172	111	-98	-89	300
Met by Housing Revenue Account	-51	-59	-56	-24	-28	-218
Met by General Fund	153	113	55	-122	-117	82
Use of General Fund Reserves	-153	-113	-55	-		-321
Effect on General Fund/Council Tax	-	-	-	-122	-117	-239

The capital costs and net revenue cost to be met from reserves are less than the provision in the current approved budget. The draft capital programme reflects a slightly different, and what might be seen as more realistic, timing of expenditure in relation to the current year. The revenue costs shown above include the cost of financing the capital expenditure.

- 4.23 There will be regular updates on progress on the three streams of activity – Customer Access, BPR/savings and Organisational Development – to the CAST Group, and 6-monthly reports to the Strategy Committee and Council for decisions to be made as the project progresses.

Review of Charges

- 4.24 Part of the service and financial planning process is to consider charges for services in 2007/08. The SFP Group did not feel that there was any significant scope to increase charges for next year. Officers will submit a full list of the proposed charges for next year to the Strategy Committee. Existing charges are attached at Appendix 7.

4.25 The following are drawn to the Committees attention:

- Land Charge searches (statutory fees) – there are Government proposals that some of these should, in future, be set locally. Officers are currently considering this and the impact of deregulation in mid-2007
- Trade/Garden Waste – these are being reviewed in the light of the tenders received under the joint waste collection contract proposals
- Any other areas will be drawn to the attention of the Strategy Committee

Other Issues

4.26 Members will see from Appendix 5 that there is a reduction in grant in relation to the Leisure Trust but that this will be a little less than anticipated due to increased energy costs that are not allowed for in the base grant agreed a year ago. That is a condition of the Funding and Management agreement between the Trust and the Council.

4.27 This also affects the grant for the current year, which needs to increase by an estimated £25,000. Strategy Committee approval to this is required.

5. **APPENDICES**

- General Fund and Council Housing Capital Programmes Appendix 1
- LAMP and other new ICT/E-Govt. projects Appendix 2
- General Fund Revenue Budget
 - Commitments Appendix 3
 - New revenue Service Priorities Appendix 4
 - Efficiencies, savings and additional Income Appendix 5
- Lower priorities and Value for Money Appendix 6
- Existing Charges for services Appendix 7

6. **BACKGROUND PAPERS REFERRED TO**

Agendas and notes of the SFP Group meetings held between July and November.

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APPENDIX 1

General Fund - Capital Programme

OD, ICT and E. Government

	Cost to 31/3/06 £	-----Planned Expenditure-----				Total Cost of Schemes £	Contributions/ Grants £	Net Cost to Babergh £
		2006/07 £	2007/08 £	2008/09 £	2009/10 £			
OD, ICT and E. GOVERNMENT								
Committed Schemes								
1	473,120	7,700				480,820	430,000	50,820
2		100,000	194,000	162,000	180,500	636,500	130,000	506,500
3		4,000				4,000		4,000
4	5,040	5,000				10,040	5,040	5,000
5	26,040	1,500				27,540	26,040	1,500
6	21,130					21,130		21,130
7	3,240					3,240		3,240
8	55,830	8,680				64,510	55,830	8,680
9		6,040				6,040		6,040
10	27,670	55,330				83,000	52,670	30,330
11		23,330	35,000	20,000	10,000	88,330		88,330
12		41,340				41,340		41,340
13		31,000	32,000	29,000	26,000	118,000		118,000
14		26,000	19,000	19,000	36,000	100,000		100,000
15		12,000	-	-		12,000		12,000
16		60,000	-	-		60,000		60,000
17		21,000	21,000	21,000	-	63,000		63,000
18		5,000	-	-		5,000		5,000
19		10,000	-	-		10,000		10,000
20		20,000	20,000	20,000	20,000	80,000		80,000
21		15,000	7,500	7,500		30,000		30,000
22		6,500	-	-		6,500		6,500
Non-Committed Schemes								
23			10,000			10,000	10,000	-
24		14,000				14,000		14,000
25		15,000	15,000	12,000		42,000		42,000
26		-	20,000	20,000		40,000		40,000
27		-	30,000	20,000		50,000		50,000
28		-	400,000	406,000	200,000	1,006,000		1,006,000
29		-	20,000	20,000	25,000	65,000		65,000
30		10,000	9,000	-		19,000		19,000
31		5,000	5,000	10,000		20,000		20,000
32		20,000	15,000	10,000		45,000		45,000
33			5,000			5,000		5,000
34			21,000	20,000	19,000	60,000		60,000
35			25,000	25,000	25,000	75,000		75,000
36			10,000	10,000	20,000	40,000		40,000
37 TOTAL ICT SCHEMES	612,070	523,420	913,500	831,500	561,500	3,441,990	709,580	2,732,410

Note: The implementation of Non-Committed Schemes is delegated to the Chief Executive in consultation with the E-Government Steering Group.

General Fund - Capital Programme
Contract & Asset Management

	Cost to 31/3/06 £	-----Planned Expenditure-----				Total Cost of Schemes £	Contributions/ Grants/ Leasing £	Net Cost to Babergh £	
		2006/07 £	2007/08 £	2008/09 £	2009/10 £				
Contract & Asset Management									
Committed Schemes									
38	8,500	6,700				15,200		15,200	
39		3,500	5,000			8,500		8,500	
40	288,190					288,190	88,400	199,790	
41		30,300	27,700	28,700	33,700	120,400		120,400	
42		1,000				1,000		1,000	
43	26,000	9,600				35,600	2,100	33,500	
44	37,300	36,700				74,000		74,000	
45	19,200	800				20,000		20,000	
46		20,000	10,000			30,000		30,000	
49		10,000				10,000	10,000		
Non-Committed Schemes									
50			3,500	5,000		8,500		8,500	
51				3,500	5,000	8,500		8,500	
52					3,500	3,500		3,500	
53		30,400	30,000	40,000	67,000	167,400		167,400	
54		46,570	60,000	75,000	80,000	261,570		261,570	
55		20,750	46,000	72,000	70,000	208,750		208,750	
56	700	4,600	20,000			25,300		25,300	
57		-	22,300	15,000		37,300	17,300	20,000	
58				2,000,000	1,250,000	3,250,000		3,250,000	
59		90,000	68,000	238,000	50,000	446,000		446,000	
60	TOTAL CONTRACT & ASSET MANAGEMENT	379,890	310,920	292,500	2,477,200	1,559,200	5,019,710	117,800	4,901,910

A number of annual rolling programmes are included in non-committed schemes - the budget for 2006/07 has, therefore, already been committed. Non-committed schemes are subject to approval by Strategy Committee, where this is deemed to be required, before implementation. Certain schemes can be implemented under delegation arrangements. The Hadleigh Pool new build scheme is shown to illustrate the potential cost and timing of this should resources be found to proceed. The net cost to Babergh DC currently assumes that no grants/contributions are available to offset this total cost.

General Fund - Capital Programme
Community Development / Natural & Built Environment

	Community Development Committed Schemes	Cost to 31/3/06 £	-----Planned Expenditure-----					Total Cost of Schemes £	Contributions/ Grants/ Leasing £	Net Cost to Babergh £
			2006/07 £	2007/08 £	2008/09 £	2009/10 £	2009/10 £			
61	Farthing Rd. Sproughton - Industrial Estate Imps. Sports Facilities/Village Hall -		6,600					6,600	6,600	
62	new facilities and imp. grants -2002/03	59,100	9,600				68,700			68,700
63	-2004/05	122,500	7,220				129,720			129,720
64	-2005/06	62,700	9,380	18,200			90,280			90,280
65	-2006/07		12,960	42,300	40,000		95,260			95,260
66	Leisure Trust Grant	26,400	143,600				170,000			170,000
67	Anglia Estates Arts Project		43,660	30,000			73,660	33,840		39,820
68	Grant to Hadleigh Community Minibus (funded from S106)		43,550				43,550	20,700		22,850
Non-Committed Schemes										
Sports Facilities/Village Hall -										
69	new facilities and imp. grants -2007/08			20,000	40,000	40,000	100,000			100,000
70	-2008/09				20,000	40,000	60,000			60,000
71	-2009/10					20,000	20,000			20,000
72	TOTAL COMMUNITY DEVELOPMENT	270,700	276,570	110,500	100,000	100,000	857,770	61,140		796,630
Natural & Built Environment Committed Schemes										
73	Sudbury HERS - Buildings Repair/Enhancement works-Years 1 & 2	112,000	100,800				212,800	149,300		63,500
74	Sudbury HERS - Buildings Repair/Enhancement works-Year 3		-	200,000			200,000	135,000		65,000
75	Environmental Protection		8,500				8,500			8,500
76	Waste & Recycling Initiatives		34,500	36,500			71,000	69,500		1,500
77	TOTAL NATURAL & BUILT ENVIRONMENT	112,000	143,800	236,500			492,300	353,800		138,500

A number of annual rolling programmes are included in non-committed schemes - the budget for 2006/07 has, therefore, already been committed. Non-committed schemes are subject to approval by Strategy Committee, where this is deemed to be required, before implementation. Certain schemes can be implemented under delegation arrangements.

General Fund - Capital Programme
Private Sector Housing

	Cost to 31/3/06	-----Planned Expenditure-----					Total Cost of Schemes £	Contributions/ Grants/ Leasing £	Net Cost to Babergh £
		2006/07 £	2007/08 £	2008/09 £	2009/10 £				
PRIVATE SECTOR RENEWAL GRANTS									
Committed Schemes									
2004/05 approvals									
78	Disabled Facilities (Mandatory)	185,800	800				186,600	111,960	74,640
2005/06 approvals									
79	Disabled Facilities (Mandatory)	211,100	74,600				285,700	171,420	114,280
80	Other Grants/Loans	133,200	113,400				246,600		246,600
81	Home Repair Assistance Loans	52,400	11,800				64,200		64,200
82	Energy Efficiency Grants	23,800	13,300				37,100		37,100
Non-Committed Schemes									
2006/07 approvals									
83	Disabled Facilities (Mandatory)		100,000	74,300			174,300	109,000	65,300
84	Disabled Facilities (not funded by DFG)			100,000			100,000	60,000	40,000
85	Other Grants/Loans		60,000	140,000	425,000		625,000	52,700	572,300
86	Home Repair Assistance Loans		30,000	10,000			40,000		40,000
87	Energy Efficiency Grants		15,000	5,000			20,000		20,000
2007/08 approvals									
88	Disabled Facilities (Mandatory)			100,000	130,400		230,400	138,240	92,160
89	Other Grants/Loans			188,500	187,700		376,200	112,700	263,500
90	Home Repair Assistance Loans			40,000	25,000		65,000		65,000
91	Energy Efficiency Grants			25,000	5,000		30,000		30,000
2008/09 approvals									
92	Disabled Facilities (Mandatory)				100,000	156,700	256,700	154,000	102,700
93	Other Grants/Loans				205,000	187,700	392,700	112,700	280,000
94	Home Repair Assistance Loans				40,000	25,000	65,000		65,000
95	Energy Efficiency Grants				25,000	5,000	30,000		30,000
2009/10 approvals									
96	Disabled Facilities (Mandatory)					100,000	100,000	60,000	40,000
97	Other Grants/Loans					205,000	205,000	50,000	155,000
98	Home Repair Assistance Loans					40,000	40,000		40,000
99	Energy Efficiency Grants					25,000	25,000		25,000
100	TOTAL PRIVATE SECTOR RENEWAL GRANTS	606,300	418,900	682,800	1,143,100	744,400	3,595,500	1,132,720	2,462,780

This covers grants to Housing Associations for new schemes and grants to individuals for Private Sector Housing Renewal. From 2006/07, these grants will be managed as a single pot and they do not require Strategy Committee approval as they are approved under Delegation arrangements.

Total General Fund Capital Programme - Proposed Financing

	2006/07	2007/08	2008/09	2009/10
	£	£	£	£
101 Borrowing - non-supported	100,000	487,200	3,499,900	2,242,400
102 Borrowing - supported	-	-	-	
103 Revenue	44,800			
104 Capital Receipts	1,009,110	1,307,800	801,000	456,000
105 Leasing				
106 Grants/External Contributions- Other	519,700	440,800	250,900	266,700
107 TOTAL	1,673,610	2,235,800	4,551,800	2,965,100

Note : PSA grant of £35k has been taken into account in the financing for 2006/07 but this is not shown against any scheme in the detail as it can be used for any purpose.
 2008/09 borrowing includes £2m, and 2009/10 includes £1.25m for Hadleigh Pool, but these amounts will be dependant on the extent of grants and contributions received from other organisations and approval of this project.

Council Housing - Capital Programme

		-----Planned Expenditure-----					
		Cost to 31/3/06	2006/07	2007/08	2008/09	2009/10	Total Cost of Schemes
		£	£	£	£	£	£
COUNCIL HOUSING SCHEMES							
Planned Maintenance Programmes							
108	Rewiring		76,900	219,700	219,700	219,700	736,000
109	Roofing		102,630	368,910	368,910	368,910	1,209,360
110	Windows		174,580	61,600	61,600	61,600	359,380
111	Doors		145,590	154,060	154,060	154,060	607,770
112	Central Heating		123,970	278,070	278,070	278,070	958,180
113	Kitchens/bathrooms		341,600	820,180	820,180	820,180	2,802,140
114	Garage doors		32,300	45,150	45,150	45,150	167,750
115	Fences/Gates		48,920	169,360	169,360	169,360	557,000
116	Paths/Walls		53,760	176,130	176,130	176,130	582,150
117	Common Areas			41,840	41,840	41,840	125,520
118	Disabled Adaptations		206,000	223,720	223,720	223,720	877,160
119	Electrical Works		-	20,000			20,000
120	Internal Plumbing		-	10,000			10,000
121	Asbestos Removal		9,940				9,940
122	Dampness and Condensation		-	20,000			20,000
123	Decent Homes - Improvements		521,940	100,000	100,000	40,000	761,940
124	Contingent Major Repairs			19,650	203,880	289,550	513,080
125	Total Planned Maintenance		1,838,130	2,728,370	2,862,600	2,888,270	10,317,370

Council Housing - Capital Programme

COUNCIL HOUSING SCHEMES Other Programmes		Cost to 31/3/06 £	-----Planned Expenditure-----				Total Cost of £
			2006/07 £	2007/08 £	2008/09 £	2009/10 £	
126	Sandringham Court	779,700	888,600	10,000			1,678,300
127 *	Stour House	1,400	9,620	158,230			169,250
128 *	Conversions/Adaptations		56,800	35,580	35,580	35,580	163,540
129 *	Sheltered Units - General Imps.		124,520	29,340	29,340	29,340	212,540
130 *	Smoke Alarms (Babergh Standard)		99,400	60,000	60,000	60,000	279,400
131 *	Insulation Improvements (Babergh Standard)			52,000	52,000	52,000	156,000
132 *	Street parking improvements		90,800	38,680	38,680	38,680	206,840
133 *	Anglia Estate Imps. and Drainage Gt. Cornard	324,970	30,940				355,910
134 *	Badly Neglected Properties		20,000	20,000			60,000
135 *	Parking areas/Estate imp./Estate maintenance		221,540	71,430	71,430	71,430	435,830
136 *	Structural Works		141,740	180,670	180,670	180,670	683,750
137 *	Sewage Treatment works		6,500				6,500
138 *	Software/Surveys		44,100	19,000	19,000	41,000	123,100
139	Additional ICT Projects		22,000	62,000	22,000		106,000
140 *	Regeneration Schemes		9,700	20,000	20,000	20,000	69,700
141	Allowance for slippage/underspend		(100,000)	(100,000)	(100,000)	(100,000)	(400,000)
142	TOTAL COUNCIL HOUSING SCHEMES	1,106,070	3,504,390	3,385,300	3,311,300	3,316,970	14,624,030

Total Investment Programme - Proposed Financing

PROPOSED FINANCING		2006/07	2007/08	2008/09	2008/09	
		£	£	£	£	
143	Borrowing - non-supported	-	8,000	55,300	28,970	
144	Borrowing - supported	550,000	550,000	550,000	550,000	
145	Revenue	491,000	563,000	550,000	550,000	???????
146	Capital Receipts	313,400				
147	Grants/External Contributions		-	-	-	
148	TOTAL CAPITAL EXPENDITURE	1,354,400	1,121,000	1,155,300	1,128,970	
149	Major Repairs Allowance	2,149,990	2,264,300	2,156,000	2,188,000	these figures need checking
150	TOTAL INVESTMENT	3,504,390	3,385,300	3,311,300	3,316,970	

Schemes marked " * " to be subject to a detailed report before implementation except where already fully approved in the 3 year Housing Strategy or as provided under financial regulations or delegation arrangements.

LAMP and other new E-Govt/ICT proposals

- **LAMP Phase 2**

This covers the wider implementation phase of the integration of our Land and Property systems, particularly the automation of Land Charge searches end-to-end so that requests can be raised electronically. LAMP Phase 1, which is nearly complete, is a study phase which examines what will be needed to improve the use of our land and property data, what this will cost to achieve and what the benefits will be.

This phase also included cleansing activities on our Land and Property Gazetteer (LLPG) to prepare it for being the central repository for our land and property data. Based on work completed to-date by MacDonald Dettwiler Associates (MDA), who are the company employed to undertake the LAMP project, we have included an estimate of the likely costs – these should be the worst case. Because MDA have now examined our systems and data in more detail, the expected figures are significantly higher than were predicted last year. Several options for LAMP Phase 2 (referred to as Building Blocks) have been discussed within the EGSG, and the recommended approach is to undertake the full proposal (referred to as the “Fully Spatial Solution (Building Block 5)”).

It is currently estimated that this solution will cost £1 million over 2 years (from 2007/8) with savings of the order of £175K pa (non-cashable and cashable) from 2009/10 onwards. Such savings are based on improved efficiency of processes.

A “do nothing” option will mean that all of our historical data that needs to be searched within the Land Charge search process remains paper-based and therefore not accessible to automated processes, and the maintenance and consistency of address-based information between all of our IT systems that use such data is compromised. This will also have an impact on services we can provide to the public in an automated way, either directly or through a Customer Contact Centre, as manual information cannot be made available. A halfway-house solution that captures the paper-based information, provides links between our systems that use address-based information, and further improves our existing systems is estimated to cost £795K, again spread over 2007/8 and 2008/9. This is referred to as the “Embedded GIS (Building Block 3)”. This solution provides less savings (£121K pa non-cashable / cashable from 2009/10 onwards). This alternative option is offered by the EGSG if the SFP Member Group is unable to support the Fully Spatial Solution. Any lesser solution is not supported by the EGSG.

- Other projects

Details of these are shown below:

Recommended Capital Projects (Infrastructure Maintenance)

CAPITAL - General Fund	Priority	One-off costs £,000s					Recurring (revenue) costs £,000s					Notes
		07/08	08/09	09/10	10/11	11/12	07/08	08/09	09/10	10/11	11/12	
INFRASTRUCTURE MAINTENANCE (recommended) Contd.												
Laptop refresh for Members with fast (Citrix) connectivity.	2	21	20	19	7	7	0	0	0	0	0	Assume a 3-year refresh for Members from 2007 and add in Office as well. Assume the need for extra resource to set up the laptops (1 day per 5 laptops @ £200 per day). From 2010/11 onwards, move to a standard 5-year refresh policy. This item also now includes remote (Citrix) connections for Members - assumed to be included over the first 3 years for all Members. No recurring costs.

Recommended Capital Projects (Service Transformation)

CAPITAL - General Fund	Priority	One-off costs £,000s					Recurring (revenue) costs £,000s					Notes
		07/08	08/09	09/10	10/11	11/12	07/08	08/09	09/10	10/11	11/12	
SERVICE TRANSFORMATION (recommended)												

onesuffolk projects	0	20	20	25	25	25	0	4	8	13	18	<p>Already approved up to 2008/9 but 2007/8 spend now spread over future years. Ongoing capital requirement expected for subsequent years. Combination of onesuffolk projects – e.g. Government Connect . Assume a recurring charge for any capital in following years. Government Connect could become mandatory.</p>
Citrix for staff & suppliers	0	15	0	0	0	0	0	0	0	0	0	<p>Already approved up to 2008/9. After the 2005/6 pilot and set up, then up to 60 further staff and suppliers (for remote support), spread over 2006/7 and 2007/8. Assume cost neutral case for further users (through their own budget contributions) from 2008/9 onwards. No recurring costs (would be in "refresh" projects). This would allow at least 25% of Babergh staff to be working from home / remotely at any one time.</p>
General mobile / handhelds	0	15	0	0	0	0	0	0	0	0	0	<p>Already approved up to 2008/9. No ongoing capital / revenue requirement for subsequent years. This project covers initial technology investment for products such as Appswing in 2006/7 + 2007/8. It assumes that subsequently there will be at least a cost neutral business case for any further requirements.</p>
Handhelds (tough books) for BC	0	10	0	0	0	0	0	0	0	0	0	<p>Already approved up to 2008/9. No ongoing capital / revenue requirement for subsequent years. This project covers initial investment for rugged mobile technology for Building Control inspectors. It assumes that subsequently there will be at least a cost neutral business case for any further requirements.</p>

CAPITAL - General Fund	Priority	One-off costs £,000s					Recurring (revenue) costs £,000s					Notes
		07/08	08/09	09/10	10/11	11/12	07/08	08/09	09/10	10/11	11/12	
SERVICE TRANSFORMATION (recommended)												
Contd												
LAMP Phase 2	2	503	503	0	0	0	0	8	8	8	8	Already approved up to 2008/9, but using lower figures (£100K / £150K pa). Assume a fully spatial solution which gives a higher overall cost but better savings (savings estimated at £175K pa). Note: a lesser solution is a fallback position (£795K spread over 2007/8 and 2008/9; the revenue stream reduces to £7K pa)
Intranet redevelopment	2	20	0	20	0	0	2	2	4	4	4	Redevelopment of the Intranet using Sharepoint and other tools. Estimate based on supplier initial quotations, and phased developments. Will include a review of Members' requirements for access to committee papers / markup for online use at meetings.

CAPITAL - General Fund	Priority	One-off costs £,000s					Recurring (revenue) costs £,000s					Notes
		07/08	08/09	09/10	10/11	11/12	07/08	08/09	09/10	10/11	11/12	
SERVICE TRANSFORMATION (recommended)												
Small project development fund	3	25	25	25	25	25	0	0	0	0	0	This is a capital fund for the use of small IT project initiatives that appear over the year, and which have either a very short payback period or can be used for "proof of concept" pilots. This overcomes the lag due to the fast pace of technological change and the SFP annual submission cycle.

“Application” Projects

CAPITAL - General Fund	Priority	One-off costs £,000s					Recurring (revenue) costs £,000s					Notes
		07/08	08/09	09/10	10/11	11/12	07/08	08/09	09/10	10/11	11/12	
APPLICATION IMPROVEMENTS												
IBS - essential application enhancements	0	21	0	0	0	0	4	4	4	5	5	Already approved up to 2008/9. Essential items from the application list - ad-hoc query / reporting tool; visit management. The cost has been spread over current year (2006/7) and 2007/8.
MVM Proactive upgrade	0	40	0	0	0	0	9	9	9	9	9	Already approved up to 2008/9, although the budget figure has now been brought forward from 2008/9 to 2007/8. Requirement to replace or upgrade the Environmental Health system over the next 2 years as support for the current version will be withdrawn.

Replacement of HR system	0	50	0	0	0	0	11	11	11	11	11	Already approved up to 2008/9. Requirement to replace or upgrade the Delphi Personnel and Payroll system over the next 2 years as support for the current version is likely to be withdrawn.
Upgrade of Electoral Registration system	1	5	0	0	0	0	0	0	0	0	0	Supplier has notified us that the system needs to be upgraded and support for the current system will be withdrawn.

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Appendix 3

Budget Commitments

Where appropriate, the amounts shown are the General Fund share only, with the HRA bearing around 25% of the total amount involved.

Area	Amount £	Comments
Existing agreements		
Arts Development Officer	-	Third and final year contribution of £2,000 to be funded from existing budgets
Savings in 2006/07 base budget		
South Suffolk Leisure Trust	23,000	One-off Salary budget saving in 2006/07 from secondment of Chief Executive to the Trust - requires reinstatement in 2007/08.
Use of car loan indemnity reserve	15,000	One-off use in 2006/07 that will not be repeated in 2007/08.
DIP/E-Procurement savings	26,300	Now reflected in revised CAST Business Case and Review of Organisation savings
New Items		
New joint refuse contract	100,000	Tenders now evaluated and likely cost in 2007/08 will be within this allowance. Joint contract is saving at least £130,000 p.a. Significant future savings will arise if/when joint depot proposal materialises
Cleansing and Grounds Maintenance contracts	68,000	7 months extension of the street cleansing contract between April and October 2007. Reflects saving of over £60,000 due to joining together the two contracts. VFM review to be undertaken.

District Elections in 2007	56,000	Proposed that this net cost, after an expected £9,000 from the Government, is funded from the additional reserves.
Planning adverts	-	£5,000 more needed based on expenditure year-to-date and costs in 2005/06.but Members looking for this to be met from current budgets.
Bed & Breakfast Accommodation	-	£5,000 estimated cost increase to be recovered through Housing Benefit
E-Government/ICT capital programme – licence fees (borrowing costs are additional)	12,000	Full year revenue cost of existing and new proposals of £16,000 (x 75%)
Concessionary Fares Scheme	57,000	Estimated increase in cost (after inflation) due to higher take-up and usage. Actual costs could be higher if take-up grows further
Members Allowances	-	There will be a cost if SRA's are given to Member Champions and there is a review due by the Independent Remuneration Panel. The SFP Group feel that no allowance should be made in the budget and any additional costs should be met from reserves
Planning Delivery Grant	40,000	Current grant is used to support Planning budgets generally and this needs to be phased out as the grant ceases after next year
PSA Reward Grant	35,000	This has been received for the last two years but ceases in 2007/08
Age Discrimination Act	-	Health Care for all staff required from 1 October 2006 will cost £4,200 a year (£5,700 x 75%). Proposed that this is funded from current base budgets
Additional refuse contract properties	11,000	Annual estimated addition.

Audit Commission and Banking fees	4,000	Increase in audit requirements for Whole of Government Accounts + end of discounts under banking contract. Joint banking contract commissioning proposals for April 2008
Business Rates Growth	10,000	Removal of income from base budget to enable actual income to be used for appropriate spending priorities and future alignment/pooling for Local Area Agreement
Public conveniences	-	£3,000 required for additional repairs. SFP Group looking for this to be contained within existing budgets
HB/CTB Administration grant	10,000	Reduction in Govt. grant
Total	467,300	

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Service Priorities for 2007/08 Budget

Priority	£000	Details (Further details on each area will be available at the meeting)
<p>Contract & Asset Management</p> <ul style="list-style-type: none"> • Tree Surveys 	-	Additional £7,000 needed to achieve over 4 year planned period. Not seen as high priority.
<p>Natural & Built Environment</p> <ul style="list-style-type: none"> • Housing Market Assessment (Haven Gateway local authorities) • Strategic Flood Risk Assessment • Open Space / Recreation (BDC, IBC, SCDC) • Retail Needs • Haven Gateway Employment Land Study • Haven Gateway Strategic Greenspace Study 	<p>-</p> <p>20,000</p> <p>15,000</p> <p>10,000</p> <p>10,000</p> <p>5,000</p>	<p>These contribute towards the Local Development Framework and the Housing Market Assessment links to the Council's Affordable Housing plans. The estimated cost is £40,000, which can be funded in 2006/07 from current budgets.</p> <p>The remaining areas involve a total cost of £60,000 but there is a base budget of £21,000 available. The net addition to the 2007/08 Budget will, therefore amount to £39,000. The assessments are or will be undertaken with other partner organisations where possible to achieve the maximum cost-effectiveness.</p>

<p>Community Development</p> <ul style="list-style-type: none"> • Haven Gateway Partnership - Increased subscription • Greater Haven Gateway - Housing co-ordinator • Suffolk Safeguarding Children Board • Babergh Communities Together • Sudbury Town Centre Partnership – Project Officer • Sudbury CAB • Dual Use sports centres 	<p>5,000</p> <p>5,000</p> <p>10,000</p> <p>35,000</p> <p>8,000</p> <p>3,300</p> <p>22,000</p>	<p>Both of these are seen as essential to support the Council’s key priorities. The first item can be funded from existing partnership budgets</p> <p>Contribution in relation to meeting the Council’s statutory obligations under the Children’s Act</p> <p>To enhance the voluntary sector’s role and contribution in meeting community needs, This will help to deliver the Council’s corporate plans in relation to community development and sustainable communities. Funding of £22,000 is available from the existing Community Energy Project</p> <p>One-off contribution to enable the delivery of projects such as the Bus Station site redevelopment with local partners</p> <p>Bid for £5,000 to enable the bureaux to meet the high demands it is facing, specifically on debt advice. Seen as desirable not essential. Assumed that Suffolk County Council will fund one-third of this cost</p> <p>Third year of additional funding agreement would add to what has already been achieved such as reducing obesity schemes, GP referral, activities for hard to reach group and stronger links with the Be-Active Project. Money only allocated based on bids from each centre.</p>
<p>Customer Services</p> <ul style="list-style-type: none"> • Revs & Bens software 	<p>-</p>	<p>£12,000 bid initially - now withdrawn</p>

Corporate Services		
• ICT cross-skilling/training	-	Bid for £7,500 - only supported by E-Govt. Steering Group if funds available
Sub-Total	148,300	
<u>Less:</u> included in base/carry forward budgets	-48,000	
Total additional cost	100,300	

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Appendix 5

Efficiencies, savings and additional income

The following table summarises what has been identified by Service Heads. Where appropriate, the amounts shown are the General Fund share only, with the HRA benefiting from around 25% of the total amount involved.

Area	Amount	Comments
Budget Review		
Leisure Trust	13,000	Anticipated reduction in grant of £29,000 likely to change as a result of higher energy costs
Investment income	75,000	Higher surplus funds and interest rates resulting in more interest gained on investments (net of use of reserves)
Waste Collection & Recycling (net of increased gate fees, etc.)	12,500	From increased tonnage and numbers of bins in the District.
Land Charges income	25,000	Increased number of searches carried out so far this year, which it is assumed will continue to next year, although there are risks to this assumption
Sudbury Bus Station Feasibility Study	15,000	Babergh contribution to the feasibility study was one-off (and not required)
Partnership Fund	6,000	Annual Fund no longer required but £5,000 required for increased Haven Gateway subscription and £6,000 retained for new areas that could arise during the year.
Rent Rebates	15,000	Estimated increase of £30,000 in overpayment recoveries this year but no guarantee this will continue at that level next year.
Leasing costs	25,000	Leasing rentals, principally on IT equipment, that cease in 2007/08.
Mapping information	2,300	Temporary parallel running cost

		not required in 2007/08.
Postage Charges (Including review of Member post arrangements also)	7,500	Includes savings in postage charges following procurement review (Min. £10,000 x 75%)
Canteen Contract	1,500	One-off cost of retendering in 2006/07.
Environmental Services (net)	17,000	A variety of areas where savings and additional income is possible including on street cleansing and abandoned vehicles.
Finance Division – salary budget saving (£3,000 x 75%)	2,300	Post filled at a lower cost.
Customer satisfaction surveys	6,000	Reduction possible as the statutory surveys are only done every 3 years
Civil protection/emergencies	6,000	Adequate budget to enable this reduction to be made
Car Parks	12,000	One-off cost of advertising in the budget
Standards Board/Legal Partnership	5,000	Potential saving in these two areas although the actual amount of savings is uncertain.
Service Transformation, efficiencies and additional income		
Corporate Restructure (£28,000 x 75%)	21,000	Net savings following the Organisational Review Restructure. In addition there has been substantial redirection of resources to corporate priorities
Car Allowances (£37,000 x 75% less £5,000 in current budget)	23,000	Agreed by Strategy Committee on 29 September.
Insurance premiums (£6,000 x 75%)	4,500	Following recent renewals. Could be future savings from higher self-insurance levels
Finance Division staffing (£14,000 x 75%)	10,500	Planned Efficiency Review including the introduction of E-Procurement

Investment Income	10,000	Potential additional income if external managers appointed to manage surplus funds – based on a fund of £5m and an additional 0.25% interest rate achieved.
Car parking – advertising etc	4,000	Prudent estimate. More may be possible
Canteen Contract – bring in-house	2,600	Estimated saving of £7,000 p.a (x 75%). From October 2007 at the earliest
Joint Refuse Contract	13,000	Reduced client staffing costs
ICT running costs (£3,000 x 75%)	2,300	Cancel Escrow agreements. Agreed by EGSG.
Council Tax collection	3,500	Increase in fee for summonses and liability orders
Discretionary Rate Relief	-	Up to £8,000 could be saved if relief totalling £33,000 was removed. If Members wish to look at this now, the saving could be made next year.
Business Rates Growth Income	8,000	Additional income in 2006/07 – use a proportion to fund the one-off cost of the Sudbury Town Centre Project Officer
LAMP officer (£20,000 x 75%)	15,000	Capitalise as part of project
Recruitment costs	8,000	75% of procurement saving from using alternative supplier for advertising (after cost of new Age Discrimination requirements met)
Total	371,500	

Lower priorities and Value for Money

1. The SFP Group have given initial consideration to these two issues and the O&S (Stewardship) Committee considered the latter at their meeting on the 28 October Paper F131 refers.
2. The SFP Group has indicated that officers should try to identify those activities/services that make the lowest 10% contribution to the council's corporate priorities.
3. An initial indication has been given by Service Heads for each of their services on relative priorities and these will then be linked to the council's corporate priorities. At this early stage, the following criteria have been used:
 - Priority 1 – Statutory, non-negotiable, core service areas
 - Priority 2 – Statutory service areas with less severe consequences for non-compliance
 - Priority 3 – Discretionary but high profile services carrying significant contribution to corporate objectives
 - Priority 4 – Discretionary services that directly support corporate objectives
 - Priority 5 – Discretionary services that indirectly support corporate objectives
4. **These criteria will need further thought and it must be emphasised that the categorisation of services into each priority area needs further thought and consideration.**
5. This work will be taken forward in 2007 to support and inform next year's SFP process and address the VFM issues indicated.

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Discretionary Charges				
Licences (see note 1)				
Dog Breeding Establishments				
- Annual		70.00		75.00
Pet Shops				
- Annual		96.00		100.00
Riding Establishments				
- Annual		110.00		115.00
		+ Vets' Fees		+ Vets' Fees
Dangerous Wild Animals				
- Annual		145.00		150.00
		+ Vets' Fees		+ Vets' Fees
Game Dealers				
- Annual		20.00		25.00
Dermal Treatment Establishments				
- Annual		70.00		75.00
Pleasure Boats				
- Annual		40.00		40.00
		+ surveyors' fees		+ surveyors' fees
Boatmen				
- Annual		16.00		20.00
Hypnotists				
- Annual		222.00		230.00
Animal Boarding Establishments				
- Annual		100.00		105.00
Street Trading (see note 2)				
- Band A (5 or more days a week)		2,070.00		2,260.00
- Band B (3 or 4 days a week)		1,380.00		1,510.00
- Band C (1 or 2 days a week)		690.00		755.00
Processing Export Certifications				
- Annual		60.00		65.00
Motor Salvage Operators				
- Three-year licence		75.00		85.00

note 1

See further details under 'Statutory Charges'

note 2

Fixed fee for 3 years. New charge applies from 01 April 2006, with the next review date 01 April 2009

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Environmental Services				
Pest Control (see note 3)				
- Insect Pests (per non-refundable call out charge)	30.64	36.00	33.19	39.00
- Eradication of mice / rats	30.64	36.00	30.64	36.00
Trade Waste (see note 4)				
- 240 litre bin	302.00	354.85	331.91	390.00
- 360 litre bin	315.00	370.13	348.94	410.00
- 660 litre bin weekly collection	385.00	452.38	425.53	500.00
- 660 litre bin fortnightly collection	206.00	242.05	229.79	270.00
- 1100 litre bin	430.00	505.25	472.34	555.00
Bulky Refuse Collections				
- Per visit for up to 5 items		16.00		20.00
- Per additional item thereafter		3.00		5.00
Garden Waste Collection				
Brown Bin Scheme				
- For those on Benefit		15.00		15.00
- For those not on Benefit		30.00		30.00
- Charge for the delivery of the bin:				
- For those on Benefit		5.00		5.00
- For those not on Benefit		10.00		10.00
Bulky Bag: for each collection				
- For those on Benefit		12.50		13.00
- For those not on Benefit		25.00		27.50
Special Refuse Collections				
- Contractors Rates + Council's admin Charge	Actual Cost	+ VAT	Actual Cost	+ VAT
Public Conveniences				
- Shotley Gate (use of WC)		-	0.085	0.10
- Gaol Lane, Sudbury (per visit)	0.17	0.20	0.17	0.20
Street Cleansing				
- Sale of Litter/Dog Dirt Bins	Actual Cost +15% Admin	+ VAT	Actual Cost +15% Admin	+ VAT
- Emptying of all bins installed after the 1st January 2001	50% of Actual Cost	+ VAT	50% of Actual Cost	+ VAT
Abandoned Vehicles				
- Voluntary surrender of vehicle	27.23	32.00	29.79	35.00
Food Hygiene Courses				
- Basic Course (Per Candidate) (group discounts negotiable)		50.00		50.00
- Intermediate Course (Per Candidate)		125.00		125.00
Surrendered Food Certification				
- Inspection	51.06	60.00	55.32	65.00
- Special Removal (Hourly)	Actual Cost	+VAT	Actual Cost	+VAT
Water Sampling				
- Collection & Analysis of Water Samples	25.53	30.00	27.66	32.50
		+Analysts Fee		
Env. Protection Act - general enquiries/register info				
- Small Application or Part Thereof	17.02	20.00		-
- Large Application or Part Thereof	34.04	40.00		-
- Request for a Complete File	64.68	76.00		-
- From 2006/07 onwards, a minimum charge will be applied, with an hourly rate then charged for time spent in excess of one half hour				£35 minimum, plus £50 per hour
Other Registers				
- Per Photocopy Sheet	1.87	2.50	2.55	3.00
Food Register				
- Copy of a Single Entry	1.87	2.50	2.55	3.00
- Copy of Whole Register	318.30	375.00	340.43	400.00

note 3

Those on income related benefits pay one third of this charge.

note 4

These are standard rates. Trade waste charges vary according to the service provided. Price on application.

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Leisure and Recreation Services				
Sudbury - Tennis (per court, per hour)				
- Adults	3.66	4.30	3.40	4.00
- Children	1.83	2.15	1.70	2.00
- Advance block booking, minimum of 10 occasions (35% discount)		2.40		2.20
Sudbury - Putting				
- Adults	0.85	1.00	1.02	1.20
- Children	0.43	0.50	0.51	0.60
Hire of Friars Meadow				
- Caravans - per weekend (2 nights)		12.50		12.50
- Caravans - per additional night		6.25		6.25
- Small Circus - per operating day		90.00		90.00
- Small Circus - per non operating day		40.00		40.00
- Small Circus - deposit (for damage)		250.00		250.00
- Large Circus/Fair - per operating day		200.00		200.00
- Large Circus - per non operating day		80.00		80.00
- Large Circus - deposit (for damage)		600.00		600.00
- Non-Charity Fund Raising Events				
- per operating day		65.00		65.00
- per non operating day		25.00		25.00
- deposit (for damage)		350.00		350.00
Hire of East House Meadow				
- Small Circus - per operating day		90.00		90.00
- Small Circus - per non operating day		40.00		40.00
- Small Circus - deposit (for damage)		250.00		250.00
- Large Circus/Fair - per operating day		200.00		200.00
- Large Circus - per non operating day		80.00		80.00
- Large Circus - deposit (for damage)		600.00		600.00
Tourism				
- Commission on Accommodation Bookings.	10% of the value of the first night.		10% of the value of the first night.	
- Commission on National Express Bookings.	11% of the ticket value £1.50 - 1yr Coach Card £2.00 - 3yr Coach Card		11% of the ticket value £1.50 - 1yr Coach Card £2.00 - 3yr Coach Card	
Advertising Charges - Accommodation Section:				
- mono entry	50.00	58.75	-	-
- colour entry	100 or 200	117.5 or 235	-	-
- 1/20 page, no photo, with 25 words	-	-	60.00	70.50
- 1/8 page, with photo and 30 words	-	-	120.00	141.00
- 1/4 page, with up to 2 photos and 50 words	-	-	240.00	282.00
- 1/2 page, with up to 4 photos and 100 words	-	-	480.00	564.00
Sports & Leisure Promotion				
- Holiday Clubs/Courses	Various		Various	
	Depending on the course and current market rates		Depending on the course and current market rates	

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Other Discretionary Charges				
Council Tax / Business Rates (see note 5)				
- Summons Costs		43.00		44.00
- Liability order		9.00		12.00
Senior Citizen Railcards (see note 6)				
- Cost of Railcard		Actual Cost		Actual Cost
Local Land Charges				
Searches in respect of a single parcel of land (see note 7).				
Paper/printed requests:				
- Official Certificate of Search & Replies to Part 1 Enquiries.		140.00		149.00
- Charge for searches relating to commercial premises		-		170.00
- Part 1 Enquiries only (less Statutory fee for Certificate of Search)		134.00		143.00
- Search of the Land Charges register only		6.00		6.00
Enquiries made via the National Land and Information Service:				
- Official Certificate of Search & Replies to Part 1 Enquiries.		115.00		122.00
- Charge for searches relating to commercial premises		-		139.00
- Part 1 Enquiries only (less Statutory fee for Certificate of Search)		111.00		118.00
- Search of the Land Charges register only		4.00		4.00
- Part II Enquiries - per printed enquiry (note 7)		11.40		12.00
- Additional Enquiries		33.60		35.75
Search for additional parcels of Land				
- Part 1 Enquiries only		15.00		16.00
Hackney Carriage & Private Hire Vehicles (note 5)				
- Operator's licence (add CRB fee if required)		90.00		90.00
- Vehicle Licence (valid for 1 year, inc test and free plates)		145.00		145.00
- Vehicle Licence - First Application (inc test & plates)		175.00		175.00
- Change of vehicle mid licence (same expiry date, inc test & plates)		120.00		120.00
- Change of vehicle mid licence (Full Year Licence, inc test & plates)		145.00		145.00
- Plate (exterior) deposit or replacement		22.00		22.00
- Plate (interior) deposit or replacement		8.00		8.00
- Driver's Licence NEW (inc CRB, DVLA checks & Badge)		74.50		74.50
- Driver's Licence RENEWAL		40.00		40.00
- Driver's Licence REPLACEMENT		15.00		15.00
- Driver's Badge deposit or replacement		10.00		10.00
- CRB Check		33.00		33.00
Footpath Diversions				
- Legal Notices & Adverts				
- To Developers/Public	Actual Cost	+ VAT	Actual Cost	+ VAT
- To Parish Councils	50% of Actual Cost	+ VAT	50% of Actual Cost	+ VAT
- Administration Charges				
- Estimated average cost per application	794.04	933.00	817.02	960.00
- Additional Paths	104.68	123.00	108.09	127.00
Technical advice (relating to land drainage and flooding)		actual cost		actual cost

note 5

Subject to further review for 2006/07 charges.

note 6

Passes sold at cost price, based on the charge made by the Rail Companies

note 7

Includes charge made by Suffolk County Council. Any increase above inflation not reflected will be added if appropriate.

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Other Discretionary Charges (cont'd)				
Contact Care (see note 8)				
- Private Sector (3000's per annum)	146.88	172.58	150.72	177.10
- Private Sector (400's per annum)	124.80	146.64	128.16	150.59
- External bodies (monitoring & maintenance per annum)		100.80		103.20
- One-off Installation Charge (free for those on Housing Benefits)	18.30	21.50	18.72	22.00
Car Parking (see note 9)				
- Excess Parking Charge		45.00		45.00
- Excess Parking Charge (if paid within 10 days)		15.00		15.00
- Pin Mill Car Parking Charge				
Per hour between 8am & 5pm	0.26	0.30	0.26	0.30
- Pin Mill Residents Licence		106.00		106.00
Building Control (see note 10)				
- Fees (BRFE)				
		Charge varies in relation to size & type of development		Charge varies in relation to size & type of development
		Charges are applied for disbursements (e.g. photocopying, postage etc) therefore vary on a case-by-case basis. Please also see note 10		Charges are applied for disbursements (e.g. photocopying, postage etc) therefore vary on a case-by-case basis. Please also see note 10
Requests under the Freedom of Information Act (see note 11)				
Planning				
Copies of :-				
- Tree Preservation Orders	8.72	10.25	10.21	12.00
- Section 106 Agreements	8.72	10.25	10.21	12.00
- Dyeline Copying on Plans (A1 size)	8.72	10.25	10.21	12.00
- Decision Notices	4.47	5.25	5.11	6.00
- Complete copy of the Local Plan	45.11	53.00	46.38	54.50
- Summary of the Local Plan	4.47	5.25	5.11	6.00
- OS Map Charges & Admin Fee				
Admin Fee (for 4 copies)	6.89	8.50	7.19	8.45
- Charge for A4 Photocopies	0.21	0.25	0.85	1.00
- Charge for A3 Photocopies			1.70	2.00
- Charge for A4 Listing copies	4.25	5.25	5.11	6.00
Complaints regarding high hedges		300.00		300.00
Planning Agreements and legal advice to public bodies		actual cost		actual cost

note 8

Those who cannot afford to pay the full annual charge pay a reduced amount.

note 9

The increase to £45 has been approved, and is subject to implementation.

note 10

Full details can be provided on request

note 11

If the cost of complying with a request for information will be below £450, we will only charge for disbursements. If the cost of assembling the information will be more than £450 (on the basis of at least 18 hours of admin time collating the information at the rate of £25 per hour, being the rate set out in the fees guidelines issued by the Department of Constitutional Affairs), the Council is not obliged to provide that information.

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Statutory Charges (see note 12)				
Sale of Electoral Register				
- Complete copy of whole register (Paper Copy & Posted)		355.00		365.00
- Complete copy of whole register (Paper Copy & Collected)		345.00		355.00
- Complete copy of whole register (on disc)		208.00		208.00
- Edited copy (Paper & Posted)		295.00		260.00
- Edited copy (Paper & Collected)		285.00		250.00
- Edited copy (on disc)		191.50		185.50
- Copy of 1 Parish - Depends on Number of Electors.		15.00		15.00
		to £30.00		to £30.00
- e-mail full register		203.00		203.00
- e-mail edited register		186.50		180.50
- e-mail monthly updates		193.50		193.50
- Overseas electors' list		21.50		21.50
Licences:				
Betting, Gaming & Lotteries				
- Lottery Initial Registration Fee		35.00		35.00
- Lottery Annual Renewal		17.50		17.50
- Gaming Machine Licence (for 3 years)		32.00		32.00
Butchers Licence				
- Annual		100.00		Discontinued
New Licensing Arrangements:				
Applications relating to premises' licences and club premises' certificates (including new applications, conversions and variations)				
- Village halls, church halls and premises of a similar nature licensed only for the provision of regulated entertainment		Nil		Nil
- Premises (initial fee), based on:				
- Rateable value nil - £4,300		100.00		100.00
- Rateable value £4,301 - £33,000		190.00		190.00
- Rateable value £33,001 - £87,000		315.00		315.00
- Rateable value £87,001 - £125,000		450.00		450.00
- Rateable value over £125,000		635.00		635.00
- Premises (annual payment), based on:				
- Rateable value nil - £4,300		70.00		70.00
- Rateable value £4,301 - £33,000		180.00		180.00
- Rateable value £33,001 - £87,000		295.00		295.00
- Rateable value £87,001 - £125,000		320.00		320.00
- Rateable value over £125,000		350.00		350.00
Additional fee to vary		20 - 120		20 - 120
- Application for a personal licence		37.00		37.00
Additional fee for exceptionally large events of a temporary nature requiring a premises' licence:				
- Attendance 5,000 - 9,999		1,000.00		1,000.00
- Attendance 10,000 - 14,999		2,000.00		2,000.00
- Attendance 15,000 - 19,999		4,000.00		4,000.00
- Attendance 20,000 - 29,999		8,000.00		8,000.00
- Attendance 30,000 - 39,999		16,000.00		16,000.00
- Attendance 40,000 - 49,999		24,000.00		24,000.00
- Attendance 50,000 - 59,999		32,000.00		32,000.00
- Attendance 60,000 - 69,999		40,000.00		40,000.00
- Attendance 70,000 - 79,999		48,000.00		48,000.00
- Attendance 80,000 - 89,999		56,000.00		56,000.00
- Attendance 90,000 and over		64,000.00		64,000.00
- Application for making a provisional statement		195.00		195.00
- Application for a copy of a licence or summary		10.50		10.50
- Notification of change of name or address		10.50		10.50
- Temporary event notice		21.00		21.00
- Notice of interest in any premises		21.00		21.00
- Application to vary or specify individual as premises supervisor		23.00		23.00
- Interim authority notice		23.00		23.00
- Application to transfer premises' licence		23.00		23.00
Development Control (see note 13)				
- Planning Application & Other Fees		Various		Various

note 12

All of these charges are set by the Government and any increases for 2006/07 will be implemented automatically from the effective date, along with any new statutory charges that come into being.

note 13

Full details can be provided on request.

PROPOSED GENERAL FUND CHARGES FOR 2006/07

Service/Charge	2005/06 Charge		2006/07 Charge	
	Charge Less VAT	Charge to the Public	Charge Less VAT	Charge to the Public
Statutory Charges (Cont'd) - see note 12 on previous page				
Env. Protection Act Authorisation				
- Initial Registration Fee		1,409.00		1,409.00
- Small waste oil burners		132.00		132.00
- Unloading of petrol into storage tanks at service stations		132.00		132.00
- Scheduled dry cleaning establishment		132.00		132.00
- Substantial Changes		899.00		899.00
- Small waste oil burners		88.00		88.00
- Unloading of petrol into storage tanks at service stations		88.00		88.00
- Scheduled dry cleaning establishment		88.00		88.00
- Implementation of an upgrading plan		132.00		132.00
- Annual Subsistence		879.00		879.00
- If paid in quarterly instalments		911.00		911.00
- Small waste oil burners		134.00		134.00
- Unloading of petrol into storage tanks at service stations		134.00		134.00
- Scheduled dry cleaning establishment		134.00		134.00
- Odourising of natural gas		324.00		324.00
Mobile Crushing and Screening Plant				
(Where the process comprises mobile crushing and screening plant, the application fee and subsistence charge payable will be dependent upon the number of authorisations held by the operator.)				
- 1-2 Authorisations				
- Application Fee		1,409.00		1,409.00
- Subsistence Charge		879.00		879.00
- 3-7 Authorisations				
- Application Fee		843.00		843.00
- Subsistence Charge		524.00		524.00
- 8+ Authorisations				
- Application Fee (per additional authorisation)		426.00		426.00
- Subsistence Charge (per additional authorisation)		265.00		265.00
Dog Control (see note 14)				
- First Offence (dog with Identification)		15.00		15.00
- First Offence (dog without Identification)		25.00		25.00
- Second & Subsequent Offences		25.00		25.00
- Transportation fee (up to a maximum of)	38.30	45.00	38.30	45.00
Abandoned Vehicles				
- Removal costs		105.00		105.00
- Disposal costs		50.00		50.00
- Storage		12.00		12.00

note 14

Transportation fee is a non-statutory charge.