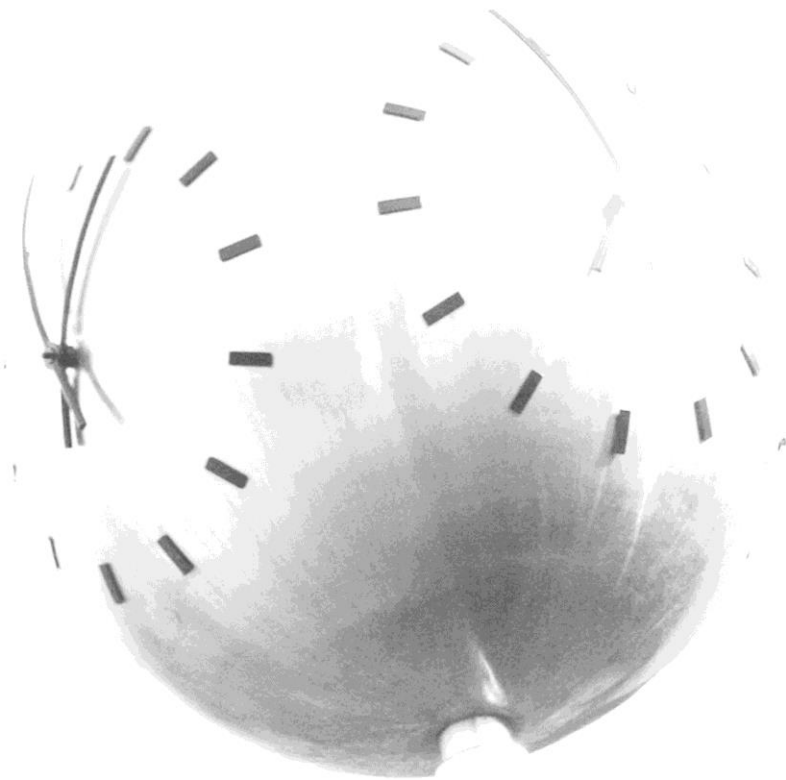


BUDGET & FINANCIAL FORECAST 2019-2020



BUDGET - 2019/20

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DETAILED BUDGETS - 2019/20

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BUDGET 2019/20

GENERAL FUND BUDGET

On 14 February 2019, the Council approved the 2019/20 budget for Borough Council services of £27.4m, which represents net spending of £26.1m and use of reserves of £1.3m.

The Council Tax Requirement for 2019/20 is £17.0m, producing a Band D Council Tax of £278.91. This represents an increase of 2.99% compared to 2018/19 and summary supporting information is given on the pages that follow this introduction.

HOUSING REVENUE ACCOUNT (HRA)

The HRA Budget was also approved on 14 February 2019. It provides for expenditure on services of £43.2 million and Capital financing of £11.4 million. The average rent for 2019/20 is £85.30 (1% less than 2018/19). The Capital programme in 2018/20 includes a £18.9 million investment in existing stock and £9 million in new stock.

THE MEDIUM TERM FINANCIAL STRATEGY (MTFS)

The fundamental aims of the Council's MTFS are to:

- Maintain a sustainable financial position against a background of continuing financial uncertainty and reduced government funding.
- Support the delivery of the promises in the Corporate Plan.

The MTFS continues to forecast a gap between the council's need to spend and the available resources. While the budget for 2019/20 has been balanced there remains a deficit in future years rising from £2.0m in 2020/21 to £3.0m in 2022/23.

COUNCIL TAX

The following information summarises the elements of the Council Tax for 2019/20:

- The 2019/20 basic amount of Council Tax for Basildon Borough Council at Band D is £278.91, an increase of 2.99% compared to 2018/19. This represents about 15% of the total Council Tax bill (ignoring amounts for Town and Parish Councils).
- In the Parish, Town and Village Council areas of the Borough, the combined Basildon and Parish Council Tax levels at Band D range from £291.06 to £380.70.
- Essex County Council's precept at Band D is £1,270.44, an increase of 3.99% from 2018/19. This amounts to 70% of the total bill.
- Police Fire & Crime Commissioner for Essex's precept at Band D is £192.96, a 14.16% increase from 2018/19. This amounts to 11% of the total bill.
- Essex PFCC Fire and Rescue Authority's precept at Band D is £72.45, a 2.94% increase from 2018/19. This amounts to 4% of the total bill.
- The total basic amount of Council Tax is £1,814.76 at Band D, which is £82.80 (4.78%) above the overall 2018/19 level, again before allowing for Parish, Town and Village Council precepts.

FURTHER INFORMATION

Further information on the Council's budgets for 2019/20 can be found on the Council's website.

COUNCIL TAX & BUSINESS RATES 2019/20

COUNCIL TAX LEVEL

	2018/19		2019/20	
	Collection Fund Requirement £'000	Council Tax Band D Equivalent £	Collection Fund Requirement £'000	Council Tax Band D Equivalent £
Basildon Borough Council	16,285	270.81	16,992	278.91
Essex County Council	73,470	1,221.75	77,400	1,270.44
Police Fire & Crime Commissioner for Essex	10,164	169.02	11,756	192.96
Essex PFCC Fire and Rescue Authority	4,232	70.38	4,414	72.45
Basic Amount of Council Tax	104,151	1,731.96	110,562	1,814.76
Parish, Town & Village Precepts	423	7.03	462	7.59
Total funded from Council Tax	<u>104,574</u>	<u>1,738.99</u>	<u>111,024</u>	<u>1,822.35</u>

COUNCIL TAX BASE

Number of Band D equivalent properties for 2019/20 (see page 15 for further detail)	60,924
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BASIC AMOUNTS OF COUNCIL TAX FOR 2019/20

Tax Band	Basildon Borough Council £	Essex County Council £	Police Fire & Crime Commissioner for Essex £	Essex PFCC Fire and Rescue Authority £	Total £
A	185.94	846.96	128.64	48.30	1,209.84
B	216.93	988.12	150.08	56.35	1,411.48
C	247.92	1,129.28	171.52	64.40	1,613.12
D	278.91	1,270.44	192.96	72.45	1,814.76
E	340.89	1,552.76	235.84	88.55	2,218.04
F	402.87	1,835.08	278.72	104.65	2,621.32
G	464.85	2,117.40	321.60	120.75	3,024.60
H	557.82	2,540.88	385.92	144.90	3,629.52

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

BUSINESS RATES

		2018/19	2019/20
Rate Poundage -	Small Businesses	48.0p	49.1p
	Other	49.3p	50.4p
Number of Properties (at 31 December in prior financial year)		4,936	4,979
Rateable Value (at 31 December in prior financial year)		£194m	£194m

PARISH, TOWN & VILLAGE COUNCIL PRECEPTS AND TAX AMOUNTS 2019/20

PARISH, TOWN & VILLAGE COUNCIL PRECEPTS AND SPECIFIC TAX AMOUNTS

There are eight Parish, Town and Village Councils within the Basildon Borough. They operate independently and Basildon Borough Council and the other principal Essex authorities have no influence over their activities or spending. They carry out a number of functions in their particular areas and the cost falls on the Council Tax payers resident in those areas.

Town/ Parish/ Village	Total Precept £	Tax Base for Area Band D equivalent	Council Tax Band							
			A £	B £	C £	D £	E £	F £	G £	H £
Billericay Town	282,125	12,293.0	15.30	17.85	20.40	22.95	28.05	33.15	38.25	45.90
Bowers Gifford & North Benfleet	16,042	718.7	14.88	17.36	19.84	22.32	27.28	32.24	37.20	44.64
Great Burstead & South Green	29,885	2,459.7	8.10	9.45	10.80	12.15	14.85	17.55	20.25	24.30
Little Burstead	6,611	200.2	22.02	25.69	29.36	33.03	40.37	47.71	55.05	66.06
Noak Bridge	44,420	1,024.7	28.92	33.74	38.56	43.38	53.02	62.66	72.30	86.76
Ramsden Bellhouse	43,973	432.0	67.86	79.17	90.48	101.79	124.41	147.03	169.65	203.58
Ramsden Crays	11,859	495.5	15.96	18.62	21.28	23.94	29.26	34.58	39.90	47.88
Shotgate	27,493	1,262.2	14.52	16.94	19.36	21.78	26.62	31.46	36.30	43.56

TOTAL COUNCIL TAX FOR PARISH, TOWN & VILLAGE COUNCIL AREAS

Town/Parish/Village	Total Number of Properties in the Area	Council Tax Band							
		A £	B £	C £	D £	E £	F £	G £	H £
Billericay Town	12,022	1,225.14	1,429.33	1,633.52	1,837.71	2,246.09	2,654.47	3,062.85	3,675.42
Bowers Gifford & North Benfleet	758	1,224.72	1,428.84	1,632.96	1,837.08	2,245.32	2,653.56	3,061.80	3,674.16
Great Burstead & South Green	2,700	1,217.94	1,420.93	1,623.92	1,826.91	2,232.89	2,638.87	3,044.85	3,653.82
Little Burstead	158	1,231.86	1,437.17	1,642.48	1,847.79	2,258.41	2,669.03	3,079.65	3,695.58
Noak Bridge	1,283	1,238.76	1,445.22	1,651.68	1,858.14	2,271.06	2,683.98	3,096.90	3,716.28
Ramsden Bellhouse	296	1,277.70	1,490.65	1,703.60	1,916.55	2,342.45	2,768.35	3,194.25	3,833.10
Ramsden Crays	522	1,225.80	1,430.10	1,634.40	1,838.70	2,247.30	2,655.90	3,064.50	3,677.40
Shotgate	1,378	1,224.36	1,428.42	1,632.48	1,836.54	2,244.66	2,652.78	3,060.90	3,673.08

BUDGET SUMMARY - BOROUGH COUNCIL SERVICES

	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates			
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
Community	1,857	1,783	1,670	1,679	1,686	1,698
Development & Regulation	(1,034)	(935)	(858)	(849)	(917)	(757)
Environment	8,145	8,345	8,733	8,694	8,818	9,072
Housing	1,951	2,132	2,352	2,254	2,121	2,144
Leisure	7,318	7,419	7,531	7,657	7,793	7,903
Regeneration & Partnerships	2,671	3,196	3,521	2,733	2,762	2,786
Corporate & Central	7,137	3,624	2,448	7,655	(1,164)	540
Management and Administration	-	-	-	-	-	-
Contingency	-	200	675	900	1,100	1,300
General Fund Expenditure on Services	28,045	25,764	26,072	30,723	22,199	24,686
Housing Revenue Account	(1,105)	1,359	2,831	2,894	2,016	2,000
TOTAL EXPENDITURE ON SERVICES	26,940	27,123	28,903	33,617	24,215	26,686
Transfers to/(from) Reserves:						
- General Fund Activities	(1,270)	(700)	(1,000)	-	-	-
- General Fund Earmarked Reserves	1,015	4,906	2,323	(6,564)	2,182	261
- Housing Revenue Account Balances	1,105	(1,359)	(2,831)	(2,894)	(2,016)	(2,000)
BOROUGH COUNCIL NET EXPENDITURE	27,790	29,970	27,395	24,159	24,381	24,947
Government Grants	(2,005)	(955)	(286)	525	539	554
Business Rates Income	(7,822)	(7,181)	(8,135)	(6,583)	(6,697)	(6,811)
New Homes Bonus	(3,439)	(1,767)	(1,599)	(643)	(273)	(269)
Net deficit/(surplus) on Collection Fund:						
- Council Tax	(287)	11	(166)	-	-	-
- Business Rates	1,401	(3,793)	(217)	-	-	-
COUNCIL TAX REQUIREMENT	15,638	16,285	16,992	17,458	17,950	18,421
Number of Band D dwellings	59,466	60,135	60,924	61,387	61,881	62,269
AVERAGE COUNCIL TAX AT BAND D						
Basildon Borough only	£262.98	£270.81	£278.91	£284.40	£290.07	£295.83
Budgeted/Forecast Council Tax increase/decrease	1.99%	2.98%	2.99%	1.97%	1.99%	1.99%

RESERVES & BALANCES

	Estimated balance b/fwd 1 April £'000	Net Contributions to/(from) Reserves £'000	Estimated balance c/fwd 31 March £'000
(i) 2018/19 FORECAST OUTTURN			
General Fund Activities	10,168	(6,168)	4,000
Contingency Reserve	3,545	1,025	4,570
Insurance Pool Reserve	4,255	-	4,255
Other Earmarked:			
Invest to Save/Spend to Grow	1,695	(895)	800
Employment Rationalisation	1,242	(742)	500
IT Initiatives	3,580	(1,343)	2,237
Treasury Management	500	-	500
Asset Management	2,657	(1,633)	1,024
Sempra Equalisation	714	(500)	214
Commercial Asset Acquisition Equalisation	300	-	300
Development Equalisation	-	753	753
Business Rates Equalisation	4,213	6,265	10,478
Total General Fund Reserves	32,869	(3,238)	29,631
Housing Revenue Account Reserves:			
General	8,533	(4,533)	4,000
Earmarked	20,783	1,518	22,301
Total Reserves	62,185	(6,253)	55,932
(ii) 2019/20 ESTIMATE			
General Fund Activities	4,000	(1,000)	3,000
Contingency Reserve	4,570	967	5,537
Insurance Pool Reserve	4,255	(180)	4,075
Other Earmarked:			
Invest to Save/Spend to Grow	800	(200)	600
Employment Rationalisation	500	250	750
IT Initiatives	2,237	(351)	1,886
Treasury Management	500	-	500
Asset Management	1,024	-	1,024
Sempra Equalisation	214	1,007	1,221
Commercial Asset Acquisition Equalisation	300	-	300
Development Equalisation	753	-	753
Business Rates Equalisation	10,478	830	11,308
Total General Fund Reserves	29,631	1,323	30,954
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	22,301	(2,831)	19,470
Total Reserves	55,932	(1,508)	54,424
(iii) 2020/21 ESTIMATE			
General Fund Activities	3,000	-	3,000
Contingency Reserve	5,537	(4,049)	1,488
Insurance Pool Reserve	4,075	-	4,075
Other Earmarked:			
Invest to Save/Spend to Grow	600	(200)	400
Employment Rationalisation	750	250	1,000
IT Initiatives	1,886	447	2,333
Treasury Management	500	-	500
Asset Management	1,024	-	1,024
Sempra Equalisation	1,221	701	1,922
Commercial Asset Acquisition Equalisation	300	-	300
Development Equalisation	753	-	753
Business Rates Equalisation	11,308	(3,713)	7,595
Total General Fund Reserves	30,954	(6,564)	24,390
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	19,470	(2,894)	16,576
Total Reserves	54,424	(9,458)	44,966

RESERVES & BALANCES

	Estimated balance b/fwd 1 April £'000	Net Contributions to/(from) Reserves £'000	Estimated balance c/fwd 31 March £'000
(iv) 2021/22 ESTIMATE			
General Fund Activities	3,000	-	3,000
Contingency Reserve	1,488	2,080	3,568
Insurance Pool Reserve	4,075	-	4,075
Other Earmarked:			
Invest to Save/Spend to Grow	400	(200)	200
Employment Rationalisation	1,000	-	1,000
IT Initiatives	2,333	161	2,494
Treasury Management	500	-	500
Asset Management	1,024	-	1,024
Sempra Equalisation	1,922	2,046	3,968
Commercial Asset Acquisition Equalisation	300	-	300
Development Equalisation	753	-	753
Business Rates Equalisation	7,595	(1,905)	5,690
Total General Fund Reserves	24,390	2,182	26,572
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	16,576	(2,016)	14,560
Total Reserves	44,966	166	45,132
(v) 2022/23 ESTIMATE			
General Fund Activities	3,000	-	3,000
Contingency Reserve	3,568	2,080	5,648
Insurance Pool Reserve	4,075	-	4,075
Other Earmarked:			
Invest to Save/Spend to Grow	200	(200)	-
Employment Rationalisation	1,000	-	1,000
IT Initiatives	2,494	507	3,001
Treasury Management	500	-	500
Asset Management	1,024	-	1,024
Sempra Equalisation	3,968	(401)	3,567
Commercial Asset Acquisition Equalisation	300	-	300
Development Equalisation	753	-	753
Business Rates Equalisation	5,690	(1,725)	3,965
Total General Fund Reserves	26,572	261	26,833
Housing Revenue Account Reserves:			
General	4,000	-	4,000
Earmarked	14,560	(2,000)	12,560
Total Reserves	45,132	(1,739)	43,393

COLLECTION FUND ESTIMATES - COUNCIL TAX

COUNCIL TAX - IN YEAR

	2017/18 Actual £'000	2018/19		2019/20 Estimate £'000
		Original £'000	Projected £'000	
Expenditure (Precepts)				
Essex County Council	69,201	73,470	73,470	77,400
Police Fire & Crime Commissioner for Essex	9,339	10,164	10,164	11,756
Essex PFCC Fire and Rescue Authority	4,105	4,232	4,232	4,414
Basildon Borough, Town, Parish & Village Councils	16,020	16,708	16,708	17,454
	98,665	104,574	104,574	111,024
Income				
Council Tax	(99,537)	(104,574)	(105,269)	(111,024)
Deficit/(Surplus)	(872)	-	(695)	-

MOVEMENT ON COUNCIL TAX BALANCES - CUMULATIVE

	2017/18 Actual £'000	2018/19		2019/20 Estimate £'000
		Original £'000	Projected £'000	
Deficit/(Surplus) brought forward	(1,154)	69	(275)	(1,039)
Less prior year adjustment				
Essex County Council	1,226	(48)	(48)	730
Police Fire & Crime Commissioner for Essex	165	(7)	(7)	101
Essex PFCC Fire and Rescue Authority	73	(3)	(3)	42
Basildon Borough Council	287	(11)	(11)	166
	597	-	(344)	-
Balance remaining to be recovered	(872)	-	(695)	-
Deficit/(Surplus) for year				
Deficit/(Surplus) carried forward	(275)	-	(1,039)	-

COLLECTION FUND ESTIMATES - BUSINESS RATES

BUSINESS RATES - IN YEAR

	2017/18 Actual £'000	2018/19		2019/20 Estimate £'000
		Original £'000	Projected £'000	
Expenditure (central and local shares)				
Central Government	38,377	40,016	40,016	39,297
Essex County Council	6,908	7,203	7,203	7,073
Essex PFCC Fire and Rescue Authority	767	800	800	786
Basildon Borough Council	30,701	32,013	32,013	31,437
	76,753	80,032	80,032	78,593
Income				
Business Rates	(77,909)	(80,032)	(79,900)	(78,593)
Deficit/(Surplus)	(1,156)	-	132	-

MOVEMENT ON BUSINESS RATES BALANCES - CUMULATIVE

	2017/18 Actual £'000	2018/19		2019/20 Estimate £'000
		Original £'000	Projected £'000	
Deficit/(Surplus) brought forward	(5,500)	(9,484)	(10,159)	(543)
Less prior year adjustment				
Central Government	(1,752)	4,742	4,742	272
Essex County Council	(315)	854	854	49
Essex PFCC Fire and Rescue Authority	(35)	95	95	5
Basildon Borough Council	(1,401)	3,793	3,793	217
Balance remaining to be recovered	(9,003)	-	(675)	-
Deficit/(Surplus) for year	(1,156)	-	132	-
Deficit/(Surplus) carried forward	(10,159)	-	(543)	-

RETAINED INCOME, BASILDON BOROUGH

	2017/18 Actual £'000	2018/19		2019/20 Estimate £'000
		Original £'000	Projected £'000	
Business Rates income (Basildon local share)	31,163	32,013	31,967	31,449
Add Section 31 compensation	1,701	1,539	1,744	2,518
Less Tariff	(32,864)	(24,693)	(24,692)	(25,258)
Funding	-	8,859	9,019	8,709
Less Levy	(1,784)	(1,697)	(1,774)	(1,553)
Retained rates income, General Fund	(1,784)	7,162	7,245	7,156
Contribution from/(to) Collection Fund	(1,401)	3,793	3,793	217
Net retained rates income	(3,185)	10,955	11,038	7,373

COUNCIL TAX BASE 2019/20

COUNCIL TAX BASE CALCULATION

Tax Band	Value Range		Properties in Band		Number of Property Discounts	Net Amount	Proportion	Relevant Amount of Band D Properties
			No.	%				
A	Disabled		11	0.0	2	9	5/9	5
A	Up to £40,000		8,912	11.3	1,674	7,238	6/9	4,825
B	£40,001 -	£52,000	16,140	20.5	1,894	14,246	7/9	11,080
C	£52,001 -	£68,000	24,490	31.1	2,254	22,236	8/9	19,766
D	£68,001 -	£88,000	14,796	18.9	1,079	13,717	9/9	13,717
E	£88,001 -	£120,000	7,541	9.6	418	7,123	11/9	8,706
F	£120,001 -	£160,000	4,639	5.9	187	4,452	13/9	6,431
G	£160,001 -	£320,000	1,965	2.5	62	1,903	15/9	3,172
H	£320,000 +		156	0.2	4	152	18/9	304
TOTAL			<u>78,650</u>	<u>100.0</u>	<u>7,574</u>	<u>71,076</u>		<u>68,006</u>
Less net impact of Local Council Tax Support Scheme								<u>(6,498)</u>
								61,508
Less : Allowance for irrecoverables								<u>(584)</u>
Overall Council Tax Base								<u>60,924</u>

A breakdown of the number of property discounts and exemptions is set out below.

	Number of Properties	Relevant Discount (%)	Number of Property Discounts
The Council Tax base property discounts of 7,574 are as follows:-			
(a) No discount or exemption	51,516	-	-
(b) Exempt from Council Tax	918	100	918
(c) Single Adult discount	24,776	25	6,194
(d) Empty Property (3 month) discount	509	50	255
(e) Disregard - all but one resident	783	25	196
(f) Disregard - all residents	73	50	37
(g) Second Home (job related)	-	50	-
(h) Empty Homes Premium	63	50	(32)
(i) Family Annexe	12	50	6
	<u>78,650</u>		<u>7,574</u>

GENERAL INFORMATION

GENERAL STATISTICS

	2018/19	2019/20
Area		
Basildon Borough	42.5 sq miles (11,000 hectares)	42.5 sq miles (11,000 hectares)
Population		
Estimate from Office for National Statistics (ONS) (as at date shown)	183,400 (June 2016)	184,500 (June 2017)
Council Tax		
Total Number of Properties	78,116	78,650
Taxable Base	60,135	60,924
Number of Employees		
Budgeted Posts - Full-Time Equivalent (including an allowance for temporary and casual staff)	934	923
Number of Council Houses		
Estimate at 1st April	10,648	10,673
Debt (average outstanding)	£m	£m
Traditional Loans	237.6	272.6
Finance Leases	4.1	3.9
Investments	(27.9)	(41.1)
Net Debt	213.8	235.4

EXPENDITURE & INCOME ANALYSIS

	Gross Expenditure £'000	Gross Income £'000	Estimate 2019/20 £'000
Community	2,272	(602)	1,670
Development & Regulation	65,205	(66,063)	(858)
Environment	13,028	(4,295)	8,733
Housing	3,184	(832)	2,352
Leisure	9,904	(2,373)	7,531
Regeneration & Partnerships	4,032	(511)	3,521
Corporate & Central	10,564	(8,116)	2,448
Contingency	675	-	675
General Fund	108,864	(82,792)	26,072
Housing Revenue Account	49,746	(46,915)	2,831
TOTAL EXPENDITURE ON SERVICES	158,610	(129,707)	28,903
Net Transfers from Reserves	-	(1,508)	(1,508)
Parish, Town & Village Precepts	462	-	462
BOROUGH COUNCIL NET EXPENDITURE	159,072	(131,215)	27,857

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

COMMUNITY

COMMUNITY

SUMMARY

Item	Actual	Original Budget	Estimates			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Community Facilities	685	824	741	745	748	754
2. Community Centres & Halls	396	313	288	290	292	295
3. Community Involvement	643	647	641	644	646	649
TOTAL NET COST	1,724	1,784	1,670	1,679	1,686	1,698

COMMUNITY

COMMUNITY FACILITIES

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

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	565	541	566	572	578	584	
2. Premises	229	143	155	158	160	162	
3. Transport	-	1	1	1	1	1	
4. Supplies & Services	63	81	59	60	61	65	
5. Recharge from Other Council Services	17	17	17	17	17	17	A
6. Management & Administration							
(a) Operational Administration Costs	64	40	36	36	37	38	
(b) Support Costs	134	140	167	167	167	167	
7. Capital Charges	60	282	178	178	177	177	
Less:	1,132	1,245	1,179	1,189	1,198	1,211	
8. Income	(405)	(379)	(396)	(402)	(408)	(415)	
9. Recharge to Other Council Services	(42)	(42)	(42)	(42)	(42)	(42)	B
TOTAL NET COST	685	824	741	745	748	754	

Notes:

A Item 5 reflects recharges from Community Centres & Halls and recharges between Community Facilities services in respect of joint use of facilities.

B Item 9 reflects recharges to Community Involvement in respect of appropriate voluntary group arrangements and recharges between Community Facilities services in respect of joint use of facilities.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	19.5	19.7

COMMUNITY

COMMUNITY CENTRES & HALLS

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	148	139	141	142	143	145	
2. Premises	166	99	93	95	97	99	
3. Transport	6	10	9	9	9	9	
4. Supplies & Services	14	14	14	14	15	15	
5. Management & Administration							
(a) Accommodation Costs	1	2	2	2	2	2	
(b) Operational Administration Costs	53	48	46	47	48	48	
(c) Support Costs	111	119	123	124	125	127	
6. Capital Charges	99	76	68	68	68	68	
Less:	598	507	496	501	507	513	
7. Income	(200)	(192)	(206)	(209)	(213)	(216)	
8. Recharge to Other Council Services	(2)	(2)	(2)	(2)	(2)	(2)	A
TOTAL NET COST	396	313	288	290	292	295	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.3	4.3

This service is responsible for:

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

Directly Managed Community Halls

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

Leased Halls

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

COMMUNITY

COMMUNITY INVOLVEMENT

The Community Involvement Team works in partnership with other Council departments, statutory agencies, residents, voluntary and community groups.

Organisations currently receiving funding include: Citizens Advice Bureau (CAB), Basildon Community Transport Service, Basildon, Billericay and Wickford Council for Voluntary Service (BBWCVS) and the Basildon Borough Twinning Association.

This estimate also reflects support/grants provided in the Borough for voluntary and community sector groups and organisations for older people and other community projects.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	172	208	212	214	217	219	
2. Transport	1	3	3	3	3	3	
3. Supplies & Services							
(a) Grants to Organisations - Grant Funding Agreement	307	305	305	305	305	305	A
(b) Grants to Organisations - Project Funding	15	17	17	16	16	16	A
(c) Grants - Older People	4	6	6	6	6	6	A
(d) Children's Grants	-	2	2	2	2	2	A
(e) Other	40	23	18	20	18	19	A
4. Recharge from Other Council Services	52	52	52	52	52	52	B
5. Management & Administration							
(a) Accommodation Costs	12	7	5	5	5	5	
(b) Operational Administration Costs	10	10	5	5	5	5	
(c) Support Costs	38	19	21	21	22	22	
Less:	651	652	646	649	651	654	
6. Recharge to Other Council Services	(8)	(5)	(5)	(5)	(5)	(5)	C
TOTAL NET COST	643	647	641	644	646	649	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.2	6.2

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

**DEVELOPMENT &
REGULATION**

DEVELOPMENT & REGULATION

SUMMARY

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates			
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Development Management	969	750	679	688	699	712
2. Building Control	192	229	222	218	214	214
3. Land Charges	(128)	(66)	(85)	(84)	(82)	(81)
4. Parking & Enforcement	(150)	(255)	(213)	(217)	(215)	(226)
5. Taxi & Private Hire Licensing	8	10	29	27	15	13
6. Trading Operations	(2,889)	(2,821)	(2,729)	(2,721)	(2,713)	(2,708)
7. Council Tax & Business Rates Cost of Collection	625	1,084	983	961	981	1,004
8. Housing Benefit & Council Tax Support	105	(212)	(159)	(147)	(133)	(115)
9. Electoral Expenses	235	346	415	416	307	421
TOTAL NET SURPLUS	(1,033)	(935)	(858)	(859)	(927)	(766)

DEVELOPMENT & REGULATION

DEVELOPMENT MANAGEMENT

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	942	823	885	894	904	913	
2. Transport	14	14	14	14	14	14	
3. Supplies & Services	415	275	203	201	201	202	
4. Management & Administration							
(a) Accommodation Costs	38	17	19	19	19	20	
(b) Operational Administration Costs	69	91	122	123	124	126	
(c) Support Costs	216	134	177	177	177	177	
(d) Customer Service Centre	64	187	126	127	128	129	
Less:	1,758	1,541	1,546	1,555	1,567	1,581	
5. Income	(789)	(791)	(867)	(867)	(868)	(869)	A
TOTAL NET COST	969	750	679	688	699	712	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	17.7	18.3

This service is responsible for:

- Determining planning and other applications, including listed building, conservation area and advertisement applications.
- Preparing applications for committees to determine major planning applications and called in cases.
- Contesting planning appeals.
- Reviewing new development.
- Taking enforcement action when appropriate.
- Providing site-specific advice on planning proposals through the pre-application or planning performance agreement route.

DEVELOPMENT & REGULATION

BUILDING CONTROL

This service is responsible for ensuring the health and safety of people in or around buildings by enforcing the Building Regulations and allied legislation. It is also responsible for the examination of plans and proposals for building works, the inspection of construction sites and scrutiny of materials on sites throughout the borough. The service also enforces various sections of the Building Act 1984, provides energy certification as required under Energy Performance in Buildings Directive and completes Environmental Returns as required by government.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	524	541	571	577	582	588	
2. Transport	18	17	17	17	17	17	
3. Supplies & Services	61	33	57	57	57	57	
4. Management & Administration							
(a) Accommodation Costs	21	18	17	16	18	18	
(b) Operational Administration Costs	44	55	19	20	20	20	
(c) Support Costs	50	50	75	75	75	75	
(d) Customer Service Centre	-	2	2	2	2	2	
Less:	718	716	758	764	771	777	
5. Income	(526)	(487)	(536)	(546)	(557)	(563)	A
TOTAL NET COST	192	229	222	218	214	214	

Notes:

A Item 5 reflects the income received for building regulation works and disabled facilities grant works from private sector housing.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	12.0	13.0

Approximately 1,300 schemes estimated for submission for Building Regulation consent and 6200 inspections in 2019/20.

This service is responsible for:

- responding to all applications under Building Regulations within an average 9 working days;
- carrying out approximately 5,500 site visits a year;
- providing construction, design and management consultancy (CDMC) service for Council projects;
- carrying out Access Audits on Council premises as required;
- carrying out structural fire risk assessments on Council premises;
- responding to approximately 200 Environmental Information Regulation (EIR) searches with associated queries and 2,000 land charges queries;
- administering approximately 250 initial notice submissions by approved inspectors per annum;
- providing a design and supervisory service for adaptations to approximately 150 homes per annum for people with disabilities;
- working with local schools to provide guidance on fire risk assessments and general building work;
- carrying out energy assessments for both Basildon Borough Council and Castle Point Borough Council;
- dealing with approximately 25 demolition notices.

DEVELOPMENT & REGULATION

LAND CHARGES

This service is responsible for the administration of land charges and house-sale 'searches' for the Borough.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	92	79	95	95	96	97	
2. Supplies & Services	(7)	54	53	53	53	53	
3. Management & Administration							
(a) Accommodation Costs	4	2	3	3	3	3	
(b) Operational Administration Costs	88	85	67	68	69	70	
(c) Support Costs	19	10	5	5	5	5	
Less:	196	230	223	224	226	228	
4. Income	(324)	(296)	(308)	(308)	(308)	(309)	A
TOTAL NET SURPLUS	(128)	(66)	(85)	(84)	(82)	(81)	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.6
Average number of official full searches received per month	230	230
Land Charge Search Fee (VAT exclusive)	£145.00	£148.25

This service is responsible for:

- responding to searches made from prospective purchasers wanting to discover information about a property, including conservation areas, tree preservation orders, conditional planning permission, listed buildings and light obstruction notices;
- performing the role of custodian for the Local Land and Property Gazetteer which is an address based database maintained by all UK local authorities;
- supplying information to internal functions such as Council Tax and Electoral Registration, as well as Police, Fire and Ambulance services.

DEVELOPMENT & REGULATION

PARKING & ENFORCEMENT

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	132	127	128	130	131	132	
2. Premises	113	115	118	120	123	124	
3. Transport	20	21	32	34	42	43	
4. Supplies & Services	72	59	46	47	48	50	
5. Management & Administration							
(a) Accommodation Costs	4	4	4	4	4	5	
(b) Operational Administration Costs	55	58	38	38	39	39	
(c) Support Costs	42	37	34	34	34	34	
6. Capital Charges	-	6	6	6	6	-	
Less:	438	427	406	413	427	427	
7. Income	(588)	(682)	(619)	(630)	(642)	(653)	A
TOTAL NET SURPLUS	(150)	(255)	(213)	(217)	(215)	(226)	

Notes

A Item 7 reflects the income received from season tickets, pay and display car parking and pay by phone parking.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.5	3.5

Location and Number of Parking Spaces

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

DEVELOPMENT & REGULATION

TAXI & PRIVATE HIRE LICENSING

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	105	105	126	127	117	118	
2. Transport	58	64	68	70	72	74	
3. Supplies & Services	53	29	29	29	29	29	
4. Management & Administration							
(a) Accommodation Costs	5	5	7	7	7	7	
(b) Operational Administration Costs	22	43	24	24	25	25	
(c) Support Costs	22	23	33	33	34	34	
(d) Customer Service Centre	1	1	2	2	2	2	
Less:	266	270	289	292	286	289	
5. Income	(258)	(260)	(260)	(265)	(271)	(276)	A
TOTAL NET COST	8	10	29	27	15	13	

Notes

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.7	3.0
Types of Licences		
No. of Private Hire Vehicle Licences issued	324	305
No. of Operator's Licences	41	41
No. of Hackney Carriage Licences issued	187	181
No. of Drivers currently being licensed	677	646

DEVELOPMENT & REGULATION

TRADING OPERATIONS

This service is responsible for the management of Council assets including acquisitions and disposals of property, valuation, commercial asset management, asset review, support to development projects, professional property advice and asset data management.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	-	-	222	222	223	224	A
2. Premises	746	743	739	744	748	749	
3. Supplies & Services	291	200	408	408	408	408	A
4. Management & Administration							
(a) Support Costs	150	228	286	289	292	295	
(b) Customer Service Centre	-	-	2	2	2	2	
5. Capital Charges	739	743	881	881	881	881	
Less:	1,926	1,914	2,538	2,546	2,554	2,559	
6. Income							
(a) Neighbourhood Shops	(1,749)	(1,649)	(1,973)	(1,973)	(1,973)	(1,973)	
(b) Garages	(1,807)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	
(c) Other Commercial Premises & Income	(1,259)	(1,316)	(1,524)	(1,524)	(1,524)	(1,524)	
TOTAL NET SURPLUS	(2,889)	(2,821)	(2,729)	(2,721)	(2,713)	(2,708)	

Notes:

A Items 1 and 3 include increased costs in respect of shared service activity from 2019/20. This is funded by additional income included in item 6(c).

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	-	4.0

This service is responsible for:

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

DEVELOPMENT & REGULATION

COUNCIL TAX & BUSINESS RATES COST OF COLLECTION

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	1,204	1,166	1,186	1,199	1,212	1,225	
2. Supplies & Services	474	235	232	231	230	232	
3. Management & Administration							
(a) Accommodation Costs	14	46	42	42	43	44	
(b) Operational Administration Costs	58	49	28	28	29	29	
(c) Support Costs	199	297	337	338	338	338	
(d) Customer Service Centre	507	807	751	756	762	768	
Less:	2,456	2,600	2,576	2,594	2,614	2,636	
4. Income	(1,602)	(1,276)	(1,353)	(1,393)	(1,393)	(1,392)	A
5. Cost of Collection Allowance	(229)	(240)	(240)	(240)	(240)	(240)	B
TOTAL NET COST	625	1,084	983	961	981	1,004	

Notes:

- A Item 4 includes income received from court costs and income received ongoing in respect of Brentwood SLA
 B Item 5 is an allowance towards the cost of collecting Business Rates, a proportion of which is passed to Government. Future forecast makes no provision for any changes in this allowance, following the implementation of localisation of Business Rates.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual & agency staff)	34.4	35.0
Council Tax		
Total number of properties	78,116	78,650
Taxable base	60,135	60,716
Business Rates		
Rate Poundage - Small Businesses	48.0p	49.1p
Rate Poundage - Other	49.3p	50.4p
Number of Properties	4,936	4,979
Rateable Value	£194m	£194m
Rating Reliefs - Number of Properties		
Discretionary Relief only	11	5
Mandatory plus Discretionary Relief	18	12
Mandatory Relief only	150	208
Community Amateur Sports Clubs	12	12
	<u>191</u>	<u>237</u>

DEVELOPMENT & REGULATION

HOUSING BENEFIT & COUNCIL TAX SUPPORT

Housing Benefit relates to Housing Revenue Account rent rebates, rent of private sector dwellings (including Housing Association), charges for board, lodging and accommodation charges for homeless persons. Council Tax Support relates to Housing Revenue Account properties, private sector dwellings (including Housing Association properties) and owner occupiers.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	1,272	1,149	1,191	1,204	1,217	1,230	
2. Supplies & Services	686	373	367	365	363	364	
3. Benefit Granted	58,988	54,266	54,266	54,266	54,266	54,266	A
4. Management & Administration							
(a) Accommodation Costs	65	45	42	42	42	43	
(b) Operational Administration Costs	41	20	28	28	28	28	
(c) Support Costs	159	215	238	238	237	237	
(d) Customer Service Centre	458	341	345	347	350	353	
Less:	61,669	56,409	56,477	56,490	56,503	56,521	
5. Benefit Subsidy	(58,064)	(53,672)	(53,672)	(53,672)	(53,672)	(53,672)	A
6. Administration Grant	(928)	(835)	(835)	(835)	(835)	(835)	B
7. Income	(2,544)	(2,113)	(2,128)	(2,129)	(2,128)	(2,128)	C
8. Recharge to Other Council Services	(28)	(1)	(1)	(1)	(1)	(1)	D
TOTAL NET COST/(SURPLUS)	105	(212)	(159)	(147)	(133)	(115)	

Notes:

- A Item 3 reflects the level of Benefit payments made by Basildon Borough Council and the subsidy received relating to this is reflected in Item 5.
- B Item 6 reflects the grant received from the Department for Work & Pensions in relation to the administration of the Housing Benefits service and the New Burdens grant for the Localisation of Council Tax Support.
- C Item 7 includes income received ongoing in respect of Brentwood shared services and for carrying out reviews on Single Residency.
- D Item 8 reflects the Council's contribution from the Housing Options service for Housing Benefit regarding non-Housing Revenue Account rent rebates.

Service Statistics

	Original 2018/19	Estimate 2019/20		
Employees				
Full-Time Equivalent (including an allowance for temporary, casual & Agency staff)	34.4	35.5		
Average number/amount of benefits granted/paid per week			Original 2018/19	Estimate 2019/20
			Benefit £	Caseload
Private Sector Dwellings (including Housing Associations & Registered Social Landlords)	110	5,984	113	4,700
Housing Revenue Account Properties	80	6,051	81	5,219

DEVELOPMENT & REGULATION

ELECTORAL EXPENSES

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	86	93	100	100	101	103	
2. Supplies & Services	117	161	191	191	71	191	A
3. Management & Administration							
(a) Accommodation Costs	3	2	3	3	3	3	
(b) Operational Administration Costs	2	14	19	19	20	20	
(c) Support Costs	27	15	26	26	26	26	
(d) Customer Service Centre	42	70	109	110	111	112	
Less:	277	355	448	449	332	455	
4. Income	(42)	(2)	(2)	(2)	(2)	(2)	
5. Recharge to the Housing Revenue Account	-	(7)	(31)	(31)	(23)	(32)	A
TOTAL NET COST	235	346	415	416	307	421	

Notes:

A Items 2 & 5 reflect a reduction in budget in 2021/22 due to no scheduled elections.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.0	3.0

Electorate as at Dec 2018 - 137,868

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

ENVIRONMENT

ENVIRONMENT

SUMMARY

Item	Actual	Original Budget	Estimates			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Refuse Collection & Recycling	4,325	4,222	4,464	4,549	4,612	4,761
2. Street Cleansing	1,603	1,641	1,751	1,776	1,798	1,838
3. Environmental Health	1,231	1,288	1,301	1,312	1,326	1,339
4. Churchyard Burial Grounds & Cemeteries	73	100	65	66	66	90
5. Other Environment	861	905	957	793	814	839
6. Central Stores	-	-	-	-	-	-
7. Transport & Plant	141	189	195	198	202	205
TOTAL NET COST	8,234	8,345	8,733	8,694	8,818	9,072

ENVIRONMENT

REFUSE COLLECTION & RECYCLING

The main functions of this service are the provision of statutory domestic refuse, kitchen waste and recycling collections as well as provision of a trade waste and recycling service to businesses across the Borough.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	3,579	3,500	3,743	3,777	3,811	3,846	A,B
2. Premises	-	5	5	5	5	5	
3. Transport	1,945	2,050	2,111	2,170	2,205	2,322	A,B
4. Supplies & Services	900	841	768	772	778	786	B
5. Recharge from Other Council Services	115	124	132	134	137	138	C
6. Third Party Payments	689	640	640	640	640	640	D
7. Management & Administration							
(a) Accommodation Costs	20	22	23	23	24	24	
(b) Operational Administration Costs	161	122	108	109	110	111	
(c) Support Costs	275	256	288	290	292	294	
(d) Customer Service Centre	132	73	123	124	125	126	
8. Capital Charges	63	63	63	63	63	63	
Less:	7,879	7,696	8,004	8,107	8,190	8,355	
9. Income	(3,418)	(3,347)	(3,409)	(3,424)	(3,440)	(3,456)	A
10. Recharge to Other Council Services	(37)	(26)	(26)	(26)	(26)	(26)	E
11. Recharge to the Housing Revenue Account	(99)	(101)	(105)	(108)	(112)	(112)	
TOTAL NET COST	4,325	4,222	4,464	4,549	4,612	4,761	

Notes:

- A A grant paid by Essex County Council offsets the total revenue expenditure relating to the Joint Essex Waste strategy scheme. Included in these lines are the costs for the weekly food and garden waste collections and the income is reflected in Item 9.
- B Items 1, 3 and 4 includes costs associated with the investment for enforcement officers in 2019/20 as approved at the Corporate Resources committee on 12 July 2018.
- C Item 5 reflects a charge for the use of Central Stores.
- D Item 6 reflects charges to contractors for dry recycling.
- E Item 10 reflects recharges to various other Council services in respect of Trade Waste collection services provided by the Refuse service.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	113.2	117.2
Collection Statistics		
Average number of domestic premises served	77,080	78,000
Average number of special collections (removal of bulky items)	9,000	10,000
Total household waste collected (tonnes)	79,346	77,773
Combined recycling and compost target (%)	51.0	51.0

ENVIRONMENT

STREET CLEANSING

The main functions of this service are street cleansing, gully sweeping, graffiti removal and the cleaning of town centres and neighbourhood shops. The service mechanically sweeps highways once every six weeks and litter picks highways a minimum of once every two weeks.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	1,508	1,542	1,620	1,635	1,651	1,666	
2. Premises	7	9	9	9	9	9	
3. Transport	456	448	475	501	522	543	
4. Supplies & Services	74	75	69	70	72	73	
5. Recharge from Other Council Services	51	55	58	59	60	61	A
6. Third Party Payments	81	77	77	77	77	77	
7. Management & Administration							
(a) Operational Administration Costs	59	62	54	54	55	55	
(b) Support Costs	151	125	155	156	157	158	
(c) Customer Service Centre	70	59	70	71	71	72	
8. Capital Charges	2	1	1	1	1	1	
Less:	2,459	2,453	2,588	2,633	2,675	2,715	
9. Income	(231)	(182)	(182)	(182)	(182)	(182)	
10. Recharge to Other Council Services	(390)	(391)	(427)	(440)	(453)	(453)	B
11. Recharge to the Housing Revenue Account	(235)	(239)	(228)	(235)	(242)	(242)	B
TOTAL NET COST	1,603	1,641	1,751	1,776	1,798	1,838	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	60.3	60.3

ENVIRONMENT

ENVIRONMENTAL HEALTH

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	881	934	947	957	967	977	
2. Transport	42	50	46	47	51	52	
3. Supplies & Services	184	146	131	130	130	131	
4. Third Party Payments	13	12	12	12	12	12	
5. Management & Administration							
(a) Accommodation Costs	42	24	26	26	26	27	
(b) Operational Administration Costs	97	91	66	67	68	68	
(c) Support Costs	96	90	148	148	147	147	
(d) Customer Service Centre	71	77	70	70	71	72	
Less:	1,426	1,424	1,446	1,457	1,472	1,486	
6. Income	(195)	(136)	(145)	(145)	(146)	(147)	
TOTAL NET COST	1,231	1,288	1,301	1,312	1,326	1,339	

Service Statistics

	Original 2018/19	Estimate 2019/20
--	---------------------	---------------------

Employees

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

22.2

22.3

This service is responsible for:

- inspecting and regulating 1,350 food businesses, employee health and safety of 2,000 commercial premises and 425 houses in multiple occupation;
- responding to anticipated 5,000 requests for service, of which 1,200 will relate to noise;
- receiving notification and investigating where appropriate approximately 150 accidents under health and safety legislation;
- dealing with 200 infectious disease and food poisoning notifications;
- issuing 80 licences for lotteries and amusements;
- assisting in 1,000 calls regarding stray dogs;
- administering 550 premises licenses under the Liquor Licensing Act 2003;
- administering 1,700 personal licenses under the Liquor Licensing Act 2003;
- administering 110 licenses and permits under the Gambling Act 2005;
- administering 70 animal welfare licenses.

ENVIRONMENT

CHURCHYARD BURIAL GROUNDS & CEMETERIES

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	241	227	234	236	238	241	
2. Premises	118	44	45	46	46	47	
3. Transport	54	25	52	55	58	58	
4. Supplies & Services	59	66	74	74	75	75	A
5. Recharge from Other Council Services	13	14	15	15	15	15	B
6. Management & Administration							
(a) Operational Administration Costs	50	51	54	55	55	56	
(b) Support Costs	32	34	44	44	44	44	
7. Capital Charges	8	9	-	-	-	-	
Less:	575	470	518	525	531	536	
8. Income	(502)	(370)	(453)	(459)	(465)	(446)	A
TOTAL NET COST	73	100	65	66	66	90	

Notes:

- A Items 4 and 8 reflect that Basildon Council administers burial fees on behalf of Castle Point Borough Council. This agreement commenced on 19 April 2012, and will run until 31 March 2022.
- B Item 5 reflects a charge for the use of Central Stores.

Service Statistics

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

Churchyard Burial Grounds (Closed)

St. Michaels, Pitsea
 St. Mary Magdalene, Billericay
 St. Nicholas, Laindon
 Holy Cross, Basildon
 All Saints Church, Vange

Cemeteries (Open)

Wickford
 Pitsea
 Great Burstead

ENVIRONMENT

OTHER ENVIRONMENT

This service covers the provision of environmental maintenance which includes land drainage issues, Community Related Asset (CRA) hard surface maintenance supervision, winter gritting requirements and Council-owned street lighting costs.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	67	70	73	73	74	75	
2. Premises	393	434	471	372	373	373	A
3. Transport	6	8	7	8	9	10	
4. Supplies & Services	207	194	207	138	154	175	A
5. Management & Administration							
(a) Accommodation Costs	14	14	17	18	18	18	
(b) Operational Administration Costs	107	110	87	88	89	90	
(c) Support Costs	31	15	15	15	16	16	
(d) Customer Service Centre	28	59	73	74	74	75	
6. Capital Charges	12	13	7	7	7	7	
Less:	865	917	957	793	814	839	
7. Income	(4)	(12)	-	-	-	-	
TOTAL NET COST	861	905	957	793	814	839	

Notes:

A Items 2 and 4 include investment items in 2019/20.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0

This service is responsible for:

Maintenance of the following facilities

- 174,000m² of Hard Surface;
- 2006 Street Lights;
- 380 Litter Bins;
- 215 Dog Waste Bins;
- 92 Bus Shelters;
- 50 Bench Seats.

ENVIRONMENT

CENTRAL STORES

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	119	114	124	125	127	128	
2. Premises	1	2	2	2	2	2	
3. Transport	87	68	68	68	71	71	A
4. Supplies & Services	42	19	18	18	18	18	A
5. Management & Administration							
(a) Accommodation Costs	94	91	95	97	98	100	
(b) Operational Administration Costs	10	4	6	7	7	7	
(c) Support Costs	14	41	50	50	50	50	
Less:	367	339	363	367	373	376	
6. Income	(112)	(64)	(66)	(66)	(67)	(66)	A
7. Recharge to Other Council Services	(255)	(275)	(297)	(301)	(306)	(310)	B
TOTAL NET COST	-	-	-	-	-	-	

Notes:

- A Items 3, 4 and 6 include the issue of fuel and stores items and recovery of income to/from partnership organisations including Idverde, South Essex Parking Partnership, Riverside Truck Rental Ltd and Morgan Sindall.
- B Item 7 reflects recharges to other Council services (Cleansing, Parks, Churchyards & Cemeteries, and Refuse Collection & Recycling) in respect of their use of the Stores service.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.5	3.5

ENVIRONMENT

TRANSPORT & PLANT

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	28	27	27	28	28	28	
2. Transport	68	42	44	45	45	46	
3. Supplies & Services	1	3	3	3	3	3	
4. Third Party Payments							
(a) Contractor Payments (GF)	1,748	1,864	2,012	2,083	2,127	2,224	A
(b) Contractor Payments (HRA)	23	22	32	36	39	41	A
(c) Taxi Testing	51	62	66	68	70	72	
5. Management & Administration							
(a) Accommodation Costs	114	112	116	118	120	122	
(b) Operational Administration Costs	21	22	20	20	21	21	
(c) Support Costs	13	7	10	10	10	10	
6. Capital Charges	2	16	14	14	14	14	
Less:	2,069	2,177	2,344	2,425	2,477	2,581	
7. Income	(40)	(40)	(40)	(40)	(40)	(40)	B
8. Recharge to Other Council Services	(1,865)	(1,926)	(2,077)	(2,151)	(2,196)	(2,295)	C
9. Recharge to the Housing Revenue Account	(23)	(22)	(32)	(36)	(39)	(41)	C
TOTAL NET COST	141	189	195	198	202	205	

Notes:

- A Items 4(a) and 4(b) reflects the payments made to Riverside Truck Rental Ltd to procure and maintain vehicles.
- B Item 7 reflects the minimum income committed by Riverside Truck Rental Ltd as part of the workshops tender and other reimbursements.
- C Items 8 and 9 reflect the transport charge provided to other Council services and Housing Revenue Account services that require vehicles to carry out their work across the Borough.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	0.5	0.5

**BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23**

HOUSING

HOUSING

SUMMARY

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates			
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Housing Options	1,743	1,924	2,010	1,921	1,936	1,957
2. Private Sector Housing	(32)	-	-	-	-	-
3. Community Safety	240	208	342	333	185	187
TOTAL NET COST	1,951	2,132	2,352	2,254	2,121	2,144

HOUSING

HOUSING OPTIONS

This service provides the statutory function in respect of homelessness and prevention, administration and delivery of the allocations policy and management of government grants.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	1,124	1,218	1,270	1,182	1,197	1,213	
2. Supplies & Services							
(a) Bed & Breakfast Services	26	178	178	178	178	178	A
(b) Grants to Organisations	131	141	139	136	134	134	B
(c) Other	451	214	204	204	203	205	B
3. Recharge from Other Council Services	33	12	12	12	12	12	C
4. Management & Administration							
(a) Accommodation Costs	50	40	48	48	50	50	
(b) Operational Administration Costs	134	118	113	114	115	116	
(c) Support Costs	133	106	198	197	196	196	
(d) Customer Service Centre	233	284	235	237	238	240	
Less:	2,315	2,311	2,397	2,308	2,323	2,344	
5. Housing Benefit received	(12)	-	-	-	-	-	A
6. Income	(46)	(32)	(32)	(32)	(32)	(32)	D
7. Government Grants	(265)	-	-	-	-	-	E
8. Recharge to the Housing Revenue Account	(249)	(355)	(355)	(355)	(355)	(355)	F
TOTAL NET COST	1,743	1,924	2,010	1,921	1,936	1,957	

Notes:

- A Item 5 reflects Housing Benefit relating to Bed & Breakfast payments in item 2(a) above.
- B Items 2(b) and 2(c) relate to expenses incurred on Homelessness Initiatives and other general expenditure
- C Item 3 reflects Basildon's contribution to the cost of Housing and Council Tax Support for homeless persons.
- D Item 6 reflects income received and costs recovered from individuals for storage of furniture.
- E Item 7 reflects grant income received from Ministry of Housing, Community & Local Government (MHCLG) for the funding of Domestic Abuse services.
- F Item 8 reflects a recharge to the Housing Revenue Account for Rehousing Services.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	32.6	33.7

The service is responsible for several types of lets and anticipates the following volumes:

Permanent lets (Council properties)	576	548
Permanent lets (Housing Association)	192	198
Temporary lets (Council properties)	252	250
Temporary lets (Housing Association)	12	36
Mutual exchanges	95	176
Private Rented Sector	135	200
Approaches for Housing Register	3,480	5,040
	4,742	6,448

In addition a number of clients will be accommodated in hostels and Bed & Breakfast accommodation on a temporary basis if it proves necessary.

HOUSING

PRIVATE SECTOR HOUSING

This budget reflects the financial support provided to enable improvements to private sector housing stock throughout the Borough, including the provision of Disabled Facility Grants.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Disabled Facility Grants	901	800	800	800	800	800	A
2. Other Grants for Improvement Works	38	-	-	-	-	-	
Less:	939	800	800	800	800	800	
3. Government Grants	(939)	(800)	(800)	(800)	(800)	(800)	A
4. Income	(32)	-	-	-	-	-	
TOTAL NET COST	(32)	-	-	-	-	-	

Notes:

A Item 1 and part of Item 3 reflect the funding for Disabled Facilities Grants (DFGs), funded by Government Grant.

Service Statistics

Approximate Number of Disabled Facilities Grant per annum - 130

HOUSING

COMMUNITY SAFETY

Community Safety Partnerships are statutory and required by the Crime and Disorder Act 1998 to formulate a strategy to reduce crime and disorder, combat substance misuse and reduce re-offending in the local area.

The Council has safeguarding responsibilities through the Children's Act 1989 and the Care Act 2014 to protect children and adults with care and support needs from abuse, harm or exploitation, the function for which sits within the Community Safety service.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	135	118	122	123	124	126	A
2. Transport	2	2	2	2	2	2	A
3. Supplies & Services							
(a) Core Services	23	36	6	6	6	6	A
(b) Grant Funded Services	51	-	-	-	-	-	
(c) Crime & Disorder Activities	-	-	162	152	2	2	B
4. Management & Administration							
(a) Accommodation Costs	5	6	4	4	4	4	
(b) Operational Administration Costs	29	13	16	16	16	16	
(c) Support Costs	46	33	30	30	31	31	
Less:							
5. Income	(51)	-	-	-	-	-	
TOTAL NET COST	240	208	342	333	185	187	

Notes:

- A Items 1, 2 and 3(a) relates to delivery of the Council's Community Safety and Safeguarding responsibilities.
- B Item 3(c) relates to investment items as per budget setting for 2019/20 and 2020/21.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.6	2.6

**BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23**

LEISURE

LEISURE

SUMMARY

Item	Actual	Original Budget	Estimates			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Parks, Open Spaces & Recreation Grounds	3,256	3,100	3,148	3,216	3,297	3,385
2. Country Parks	842	790	806	814	824	835
3. Sporting Village	1,541	1,799	1,757	1,784	1,807	1,793
4. Leisure Facilities & Services	772	995	1,041	1,057	1,073	1,090
5. Towngate Theatre	866	728	752	757	762	768
6. Catering & Bar	41	7	27	29	30	32
TOTAL NET COST	7,318	7,419	7,531	7,657	7,793	7,903

LEISURE

PARKS, OPEN SPACES & RECREATION GROUNDS

This service is responsible for various parks, open spaces and recreation grounds throughout the Borough totalling 677 hectares. It includes the 7 allotment sites across the borough, which have a total of 513 plots. The Council manages 3 of these sites and the other 4 are run by allotment associations under a devolved management arrangement. A wide range of sports facilities are also provided, as detailed below.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	813	777	799	806	814	822	
2. Premises	694	478	481	484	486	486	
3. Transport	143	160	168	184	202	209	
4. Supplies & Services	324	355	255	276	308	347	
5. Recharge from Other Council Services	51	55	59	60	60	61	A
6. Third Party Payments	1,602	1,591	1,656	1,687	1,719	1,752	B
7. Management & Administration							
(a) Accommodation Costs	18	18	12	12	12	12	
(b) Operational Administration Costs	136	149	132	133	135	136	
(c) Support Costs	169	189	189	190	191	192	
(d) Customer Service Centre	96	-	4	5	5	5	
8. Capital Charges	104	115	185	185	185	185	
Less:	4,150	3,887	3,940	4,022	4,117	4,207	
9. Income	(537)	(428)	(423)	(426)	(429)	(431)	C
10. Recharge to Other Council Services	(5)	(5)	(5)	(5)	(5)	(5)	D
11. Recharge to the Housing Revenue Account	(352)	(354)	(364)	(375)	(386)	(386)	D
TOTAL NET COST	3,256	3,100	3,148	3,216	3,297	3,385	

Notes:

- A Item 5 reflects recharges for works carried out by Street Cleansing services and a recharge from the Central Stores service.
- B Item 6 includes the contractor payments to Idverde relating to the grounds maintenance, shrub pruning and grass cutting.
- C Item 9 reflects income received for work completed for outside bodies e.g. rent of land and roundabout sponsorship. This also includes the income received from Essex County Council for grass cutting and shrub pruning on CRA (Community Related Asset) Land.
- D Items 10 and 11 reflects recharges to other Council services in respect of Grounds Maintenance works. This also includes recharges made to the Housing Revenue Account.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	26.6	26.6

Sports Facilities

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

LEISURE

COUNTRY PARKS

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	485	545	569	575	580	586	
2. Premises	344	201	206	207	208	209	
3. Transport	32	34	32	33	35	36	
4. Supplies & Services	89	108	101	105	110	116	
5. Management & Administration							
(a) Operational Administration Costs	38	30	27	27	27	28	
(b) Support Costs	122	151	186	186	187	187	
6. Capital Charges	126	75	66	66	66	66	
Less:	1,236	1,144	1,187	1,199	1,213	1,228	
7. Income	(383)	(343)	(370)	(374)	(378)	(382)	
8. Recharge to Other Council Services	(11)	(11)	(11)	(11)	(11)	(11)	A
TOTAL NET COST	842	790	806	814	824	835	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.5	15.7

Country Parks

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

Nature Reserves

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

Key Partnerships

The Royal Society for the Protection of Birds (RSPB)
Essex County Council (ECC)
Environment Agency
Veolia Environmental Services Limited
Essex Wildlife Trust
Natural England
Essex Field Club
The Conservation Volunteers
8 local 'Friends' groups associated with countryside sites

LEISURE

SPORTING VILLAGE

The Sporting Village is managed under contract on behalf of the Council by Community Solutions for Leisure Basildon Limited (CSL), the consortia created to deliver the centre. The Leisure Operator within that consortia is Sports and Leisure Management Ltd (SLM) who operate under the brand 'Everyone Active'. The contract with CSL is for 25 years.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Contractor Payments	168	164	176	188	195	204	
2. Contract Provision for Lifecycle Costs	530	549	559	573	589	604	A
3. Management & Administration							
(a) Operational Administration Costs	30	35	42	43	43	44	
(b) Support Costs	13	7	1	1	1	1	
4. Capital Charges	800	1,044	979	979	979	940	
TOTAL NET COST	1,541	1,799	1,757	1,784	1,807	1,793	

Notes:

A Item 2 reflects lifecycle costs for special repairs, replacement and renewals within this Council asset to ensure longer term viability.

Service Statistics

This facility includes:

- 50 metre swimming pool: able to split into two 25m pools with seating for over 400 spectators;
- teaching pool;
- 8 badminton court sports hall;
- regional gymnastics centre and home to the South Essex Gymnastics Club;
- fitness suite and multi-purpose studios;
- climbing wall;
- 6 floodlit artificial five-a-side football pitches;
- meeting rooms, crèche and café;
- athletics grandstand for 750 spectators;
- floodlit netball courts;

Service Outcomes

- 1,300,000 visits per year

For more information visit: www.everyoneactive.com/centre/basildon-sporting-village

LEISURE

LEISURE FACILITIES & SERVICES

This service is responsible for the Leisure facilities provided within the Borough including the Golf Course, Billericay Pool and the sites contracted out to Sports Leisure Management Ltd (SLM) (excluding the Sporting Village which is shown separately). Leisure initiatives such as Community Sports Network, Sports Development Grant and Arts Development Grant are also reflected here.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	-	-	21	21	22	22	
2. Premises	105	1	1	1	1	1	
3. Supplies & Services	23	28	29	29	29	30	
4. Third Party Payments	453	461	481	497	511	525	A
5. Management & Administration							
(a) Operational Administration Costs	57	56	56	56	57	58	
(b) Support Costs	25	23	13	13	13	14	
6. Capital Charges	212	431	445	445	445	445	
Less:	875	1,000	1,046	1,062	1,078	1,095	
7. Income	(103)	(5)	(5)	(5)	(5)	(5)	
TOTAL NET COST	772	995	1,041	1,057	1,073	1,090	

Notes:

A Item 4 reflects the payments made to Sports and Leisure Management Ltd under the Leisure Contract.

Service Statistics

Original Estimate

Employees

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

- 1.0

Swimming Pools leased to First Strokes

Billericay

Sports and Leisure Management Ltd (SLM) managed sites

Eversley Leisure Centre
Wickford Swim and Fitness Centre

Service Outcomes

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

LEISURE

TOWNGATE THEATRE

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	459	543	563	568	573	578	
2. Premises	212	140	151	155	159	163	
3. Transport	-	1	1	1	1	1	
4. Supplies & Services	999	804	813	813	814	814	
5. Management & Administration							
(a) Operational Administration Costs	37	24	36	37	37	38	
(b) Support Costs	105	164	182	182	182	183	
(c) Customer Service Centre	-	2	2	2	2	2	
6. Capital Charges	365	372	342	342	342	342	
Less:	2,177	2,050	2,090	2,100	2,110	2,121	
7. Income	(1,214)	(1,236)	(1,252)	(1,257)	(1,262)	(1,267)	
8. Recharge to Other Council Services	(97)	(86)	(86)	(86)	(86)	(86)	A
TOTAL NET COST	866	728	752	757	762	768	

Notes:

A Item 8 reflects recharges to other Council services in respect of room bookings and to Catering & Bar in respect of rent & electricity.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	16.2	16.3

Service Outcomes

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

LEISURE

CATERING & BAR

This service is responsible for the provision of the café at Wat Tyler, the restaurant and bar at the Towngate Theatre as well as the accompanying bar operations and refreshments in the Basildon Centre for meetings and presentations.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	142	141	147	149	148	150	
2. Supplies & Services	122	156	161	161	162	162	
3. Recharge from Other Council Services	44	44	44	44	44	44	A
4. Management & Administration							
(a) Operational Administration Costs	23	9	11	11	12	12	
(b) Support Costs	26	21	38	38	38	38	
Less:	357	371	401	403	404	406	
5. Income	(316)	(364)	(374)	(374)	(374)	(374)	
TOTAL NET COST	41	7	27	29	30	32	

Notes:

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

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.1	6.1

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

**REGENERATION &
PARTNERSHIPS**

REGENERATION & PARTNERSHIPS

SUMMARY

Item	Actual	Original Budget	Estimates			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Planning Policy, Housing & Regeneration Strategy	799	1,263	1,383	779	785	792
2. Development & Investment	388	392	413	416	422	429
3. Economic Development	461	538	642	495	499	502
4. Basildon Town Centre	236	206	214	217	221	220
5. Regeneration Delivery	815	797	819	826	835	843
TOTAL NET COST	2,699	3,196	3,471	2,733	2,762	2,786

REGENERATION & PARTNERSHIPS

PLANNING POLICY, HOUSING AND REGENERATION STRATEGY

This service supports the production, review and monitoring of a responsive integrated Housing Strategy, Regeneration Strategies and development of the Local Plan and Community Infrastructure Levy, as well as monitoring and implementing national legislative and policy changes.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	465	434	491	497	503	508	
2. Transport	2	2	2	2	2	2	
3. Supplies & Services	58	27	87	27	27	27	
4. Planning Policy and Local Plan	318	709	694	144	144	144	A
5. Management & Administration							
(a) Accommodation Costs	-	9	9	9	9	10	
(b) Operational Administration Costs	7	32	27	27	27	27	
(c) Support Costs	58	92	116	116	116	117	
(d) Customer Service Centre	-	1	1	1	1	1	
Less:	908	1,306	1,427	823	829	836	
6. Income	(58)	-	-	-	-	-	B
7. Recharge to Other Council Services	(5)	-	-	-	-	-	
8. Recharge to the Housing Revenue Account	(46)	(43)	(44)	(44)	(44)	(44)	
TOTAL NET COST	799	1,263	1,383	779	785	792	

Notes:

- A Item 4 reflects the anticipated costs required to develop the Local Plan. The Local Plan investment of £1.5m was established in 2009, and was supplemented in subsequent years to meet increases in the cost of delivery. The budget assumes adoption from 2019/20.
- B Item 6 reflects income received from other local authorities for work done on their behalf, predominantly Castle Point Borough Council. This is under review to establish whether this can become a formalised arrangement with a guaranteed income stream in future years, subject to having sufficient resources available.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	9.0	9.5

This service is responsible for:

- the regular surveying of the area's economic, social and environmental characteristics;
- the production, review and monitoring of the statutory Development Plan documents, Supplementary Planning documents, Development Briefs, and a Community Infrastructure Levy;
- monitoring national legislative, policy and guidance changes and ensuring other services are aware of them to make changes as necessary, as well as respond to national, regional and local consultations;
- supporting the Housing Service and Regeneration delivery teams to develop and review policy, strategies and action plans;
- delivery of statutory Neighbourhood Planning and Strategic Planning functions for the Local Planning Authority.

REGENERATION & PARTNERSHIPS

DEVELOPMENT & INVESTMENT

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	328	262	349	353	356	360	
2. Transport	-	2	2	2	2	2	
3. Supplies & Services	159	244	337	337	338	339	
4. Management & Administration							
(a) Accommodation Costs	13	4	6	6	6	6	
(b) Operational Administration Costs	17	-	50	50	51	51	
(c) Support Costs	102	93	213	215	217	219	
Less:	619	605	957	963	970	977	
5. Income	(231)	(213)	(366)	(369)	(370)	(370)	A
6. Recharge to the Housing Revenue Account	-	-	(178)	(178)	(178)	(178)	B
TOTAL NET COST	388	392	413	416	422	429	

Notes:

- A Item 5 relates to external income received relating to housing regeneration projects from Swan Housing and a contribution from Sempra Homes.
- B Item 6 relates to a portion of the cost of resources recharged to HRA for work carried out relating to the Council's housing stock.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	6.0	8.0

REGENERATION & PARTNERSHIPS

ECONOMIC DEVELOPMENT

The Economic Development service lead on implementing Basildon Council's Economic Policy and related action plan. The key areas of activity include supporting local residents to access local employment opportunities, promoting apprenticeships and school/business partnerships, assisting local companies to trade, innovate and grow, attracting new investment, promoting the Borough and attracting external income to the Council.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	286	234	244	246	250	252	
2. Transport	1	2	2	2	2	2	
3. Supplies & Services	123	189	288	138	138	138	A
4. Third Party Payments	6	14	-	-	-	-	
5. Management & Administration							
(a) Accommodation Costs	8	6	6	6	6	6	
(b) Operational Administration Costs	38	56	55	56	56	57	
(c) Support Costs	66	62	58	58	58	58	
Less:	528	563	653	506	510	513	
6. Income	(67)	(25)	(11)	(11)	(11)	(11)	A
TOTAL NET COST	461	538	642	495	499	502	

Notes:

- A Items 3 & 6 include 2017/18 actual income and expenditure for grant funding received from EU Partnerships in respect of Go Trade project.
Item 3 also includes investment items as per budget setting for 2019/20.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	4.4	4.4

REGENERATION & PARTNERSHIPS

BASILDON TOWN CENTRE

This service is responsible for the ongoing maintenance of Basildon Town Square and St. Martin's Square. The costs also reflect Town Centre management activities including provision for Christmas lighting.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Premises	187	182	189	192	197	198	
2. Supplies & Services	31	16	16	16	16	15	
3. Management & Administration							
(a) Operational Administration Costs	34	24	27	28	28	28	
(b) Support Costs	12	2	2	2	2	2	
4. Capital Charges	37	39	39	39	39	39	
Less:	301	263	273	277	282	282	
5. Income	(65)	(57)	(59)	(60)	(61)	(62)	A
TOTAL NET COST	236	206	214	217	221	220	

Notes:

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

REGENERATION & PARTNERSHIPS

REGENERATION DELIVERY

This service consists of a specialist team designed to support all of the major regeneration and development projects across the Borough including Pitsea, Wickford, Laindon and Billericay Town Centre regeneration programmes, the Basildon Town Centre Masterplan and the borough wide Health Regeneration Programme. The Basildon Town Centre masterplan sets out a comprehensive programme of improvements that will transform the Town Centre to 2030 and beyond in partnership with Barratt Homes and Wilson Bowden Developments.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	383	298	358	362	367	370	
2. Supplies & Services	78	63	78	78	78	78	
3. Management & Administration							
(a) Accommodation Costs	14	8	8	8	8	9	
(b) Operational Administration Costs	79	103	168	169	171	173	
(c) Support Costs	342	325	281	283	285	287	
(d) Customer Service Centre	-	-	1	1	1	1	
Less:	896	797	894	901	910	918	
4. Income	(81)	-	(75)	(75)	(75)	(75)	A
TOTAL NET COST	815	797	819	826	835	843	

Notes:

A Item 4 relates to expenditure to be recovered either via recharges to capital projects or from external contributions.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	5.6	6.6

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

**CORPORATE &
CENTRAL**

CORPORATE & CENTRAL

SUMMARY

Item	Actual	Original Budget	Estimates			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Democratic Representation	1,028	954	1,009	1,019	1,030	1,042
2. General Administration & Corporate Core	3,120	2,292	3,292	1,538	1,511	978
3. Emergency Planning & Business Continuity	136	141	138	139	140	142
4. Central Expenses	273	1,332	1,369	1,352	1,349	1,346
5. Corporate Staffing	5,036	893	969	7,904	333	336
6. Insurance Pool	(1,583)	-	-	-	-	-
7. Capital Financing	(1,848)	(1,450)	659	1,988	2,981	2,479
8. Investing Activities	231	(1,357)	(5,445)	(6,785)	(9,004)	(6,280)
9. Other Corporate Expenses	757	819	509	509	508	509
TOTAL NET COST	7,150	3,624	2,500	7,664	(1,152)	552

CORPORATE & CENTRAL

DEMOCRATIC REPRESENTATION

This budget covers the cost of managing and administering the Council's decision making processes, various allowances paid to Members of the Council in accordance with the approved Members Allowances Scheme, provision for the Mayor's travel and hospitality and for Member Training and Development.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	12	21	22	26	30	35	
2. Premises	2	3	3	3	3	3	
3. Members' Allowances & Training	373	394	412	412	412	412	
4. Supplies & Services	134	33	33	32	32	32	
5. Management & Administration							
(a) Accommodation Costs	137	-	-	-	-	-	
(b) Operational Administration Costs	398	516	630	636	642	648	
(c) Support Costs	186	201	123	124	125	126	
Less:	1,242	1,168	1,223	1,233	1,244	1,256	
6. Recharge to the Housing Revenue Account	(214)	(214)	(214)	(214)	(214)	(214)	
TOTAL NET COST	1,028	954	1,009	1,019	1,030	1,042	

Service Statistics

	Estimate 2018/19	Estimate 2019/20
Number of Councillors	42	42

CORPORATE & CENTRAL

GENERAL ADMINISTRATION & CORPORATE CORE

This budget includes administration and other support costs together with provisions for various initiatives and functions not directly attributable to particular services at the time the budget was agreed.

It also reflects the costs associated with corporate management of the organisation including all activities undertaken by the Council as an elected multi-purpose organisation. Such functions include overall strategic policy making, representing local interests and duties arising from public accountability.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Central Provision for Salaries Changes	1,068	916	739	1,246	1,744	2,214	A
2. Central Provision for Legislative Changes	-	500	500	500	500	500	
3. Supplies & Services	40	(24)	1,355	1,103	1,103	605	
4. Management & Administration							
(a) Accommodation Costs	9	4	4	4	4	4	
(b) Operational Administration Costs	491	558	576	581	586	592	
(c) Support Costs	1,262	1,250	956	963	971	981	
(d) Customer Service Centre	173	205	244	246	248	251	
(e) Other	806	(47)	38	(48)	(49)	(47)	
5. Efficiency Savings	-	-	-	(2,016)	(2,551)	(3,071)	
Less:	3,849	3,362	4,412	2,579	2,556	2,029	
6. Income	(729)	(650)	(570)	(487)	(487)	(487)	B
7. Recharge to the Housing Revenue Account	-	(420)	(550)	(554)	(558)	(564)	
TOTAL NET COST/(SURPLUS)	3,120	2,292	3,292	1,538	1,511	978	

Notes:

- A Item 1 includes provisions for salary related expenditure such as pay award, increments, and performance related pay.
- B Item 6 relates to income received from Essex County Council as part of Sharing Agreement.

CORPORATE & CENTRAL

EMERGENCY PLANNING & BUSINESS CONTINUITY

This budget supports the Council's responsibilities in respect of the Civil Contingencies Act 2004. Basildon Council has an important role to play in the event of an emergency occurring within the Borough and the Emergency Planning service works with frontline emergency services and other local authorities in Essex to ensure that the Council is prepared to respond and assist the community in time of need.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	131	127	130	131	132	133	
2. Transport	3	4	4	4	4	4	
3. Supplies & Services	17	19	18	18	18	19	
4. Management & Administration							
(a) Accommodation Costs	6	11	5	5	5	5	
(b) Operational Administration Costs	5	5	-	-	-	-	
(c) Support Costs	17	10	16	16	16	16	
Less:	179	176	173	174	175	177	
5. Recharge to the Housing Revenue Account	(35)	(35)	(35)	(35)	(35)	(35)	
6. Income	(8)	-	-	-	-	-	
TOTAL NET COST	136	141	138	139	140	142	

Service Statistics

	Estimate 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	2.0	2.0

CORPORATE & CENTRAL

CENTRAL EXPENSES

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Bank Charges	148	107	155	155	155	155	
2. External Audit Fees	97	96	72	72	72	72	A
3. Repairs & Maintenance	-	898	886	882	879	875	B
4. Postages	-	162	162	162	162	162	C
5. Printing & Photocopying	77	112	85	72	72	72	D
6. Furniture	7	14	14	14	14	14	D
7. Stationery	17	8	8	8	8	8	D
8. Mobile Phones	43	28	37	37	37	37	D
9. Gov.Delivery	-	-	13	13	13	13	
10. Recharge from Other Council Services	26	28	30	30	30	31	
11. Management & Administration							
(a) Operational Administration Costs	1	4	4	4	4	4	
(b) Support Costs	25	9	9	9	9	9	
Less:	441	1,466	1,475	1,458	1,455	1,452	
12. Recharge to the Housing Revenue Account	(168)	(134)	(106)	(106)	(106)	(106)	
TOTAL NET COST	273	1,332	1,369	1,352	1,349	1,346	

Notes:

- A Item 2 comprises of two elements; the audit fee which covers the audit of the financial statements and value for money conclusion and the certification fee that relates to certification of the housing benefit claim.
- B Item 3 reflects the centralisation of the Repairs & Maintenance budget; this budget is allocated out with actual expenditure each year to individual services where the costs are incurred.
- C Item 4 reflects the centralisation of the postages budget and includes Hybrid Mail. The budget is allocated out with actual expenditure each year to individual services where the costs are incurred.
- D Items 5 to 8 reflect a number of central budgets previously held within other service budgets.

CORPORATE & CENTRAL

CORPORATE STAFFING

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

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Corporate Pension Contributions	7,445	450	377	8,317	742	731	A
2. Corporate Training Expenses	258	288	288	287	287	287	B
3. Recruitment & Welfare	69	90	90	90	90	90	B
4. Staff Car Parking	160	155	173	178	184	189	C
5. Apprentices	290	279	296	298	299	301	D
6. Management & Administration							
(a) Accommodation Costs	-	-	9	9	9	10	
(b) Operational Administration Costs	-	-	31	31	32	32	
(c) Support Costs	57	49	77	78	78	78	
(d) Customer Service Centre	8	-	-	-	-	-	
Less:	8,287	1,311	1,341	9,288	1,721	1,718	
7. Income	(26)	-	-	-	-	-	
8. Recharge to the Housing Revenue Account	(3,225)	(418)	(372)	(1,384)	(1,388)	(1,382)	E
TOTAL NET COST	5,036	893	969	7,904	333	336	

Notes:

- A Item 1 includes a higher deficit payment in 2021/21 as it was evaluated to be more cost effective than other payment profiles. The charge to the General Fund balance of this payment will be managed through the contingency reserve such that the charge will effectively be spread across the relevant years.
- B Items 2 & 3 relate to Corporate Training and Staff Welfare expenses, including the centralisation of all training budgets.
- C Item 4 relates to the cost of providing staff car parking.
- D Item 5 relates to the staffing costs of the Council's Apprentice programme, and the cost of Apprenticeship Levy.
- E Item 8 reflects the recharge to the Housing Revenue Account in respect of pension related expenses, training expenses and staff car parking.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	8.0	8.0

CORPORATE & CENTRAL

INSURANCE POOL

The Insurance Pool provides flexibility in addressing Basildon Council's insurance requirements within the context of general risk management, leading to net savings for the Council through self-insurance and other initiatives. Insurance costs are recharged to other Council services.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	151	132	136	138	139	141	
2. Premiums Payable	1,589	1,771	1,938	2,249	2,611	3,038	
3. Adjustment to Provision	(796)	412	274	274	274	274	
4. Supplies & Services	10	23	13	13	23	13	A
5. Management & Administration							
(a) Accommodation Costs	7	7	4	4	4	4	
(b) Operational Administration Costs	8	8	24	24	24	25	
(c) Support Costs	27	27	31	32	32	32	
(d) Customer Service Centre	-	-	1	1	1	1	
Less:	996	2,380	2,421	2,735	3,108	3,528	
6. Charges to Other Council Services	(1,953)	(1,711)	(1,661)	(1,904)	(2,203)	(2,543)	B
7. External Charges							
(a) Premiums	(601)	(644)	(733)	(804)	(878)	(958)	
(b) Castle Point Borough Council	(25)	(25)	(25)	(25)	(25)	(25)	
(c) Sempra Homes	-	-	(2)	(2)	(2)	(2)	
TOTAL NET SURPLUS	(1,583)	-	-	-	-	-	C

Notes:

- A Item 4 includes an adjustment in 2021/22 for the actuarial review which occurs every three years.
- B Item 6 reflects charges made to Services in respect of premiums and expenses on claims.
- C Any surplus/deficit on this budget is appropriated to/from the Insurance Pool Reserve.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.5	3.5

CORPORATE & CENTRAL

CAPITAL FINANCING

This page brings together debt and asset related activities after allowing for recharges to services elsewhere in the Council's budget. Interest earned on cash balances is netted off against interest charges here. The budget reflects the split of debt between the General Fund and Housing Revenue Account as part of the implementation of HRA self financing on 1 April 2012.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
TREASURY MANAGEMENT ACTIVITIES							
1. Traditional Borrowing	9,662	10,197	10,412	11,417	12,582	12,295	A
2. Less: Investment Income	(438)	(131)	(10)	(32)	(49)	(31)	A
Net Borrowing	9,224	10,066	10,402	11,385	12,533	12,264	
3. Conventional Debt Repayment	1,281	654	605	695	731	748	B
4. Other Interest Payable	951	32	36	34	33	31	C
	11,456	10,752	11,043	12,114	13,297	13,043	
Less Recharges to:							
5. Housing Revenue Account	(9,831)	(8,803)	(7,256)	(6,678)	(7,473)	(7,206)	D
Net Treasury Management	1,625	1,949	3,787	5,436	5,824	5,837	
ASSET MANAGEMENT ACTIVITIES							
6. Direct Revenue Financing of Assets							
- Investment Items	1,026	140	330	-	606	-	
Net Asset Management	1,026	140	330	-	606	-	
CAPITAL CHARGES TO SERVICES							
7. Depreciation on Council assets	(3,076)	(3,539)	(3,458)	(3,448)	(3,449)	(3,358)	E
8. Deferred charges	(1,423)	-	-	-	-	-	E
Net Capital Charges	(4,499)	(3,539)	(3,458)	(3,448)	(3,449)	(3,358)	
TOTAL NET COST/(SURPLUS)	(1,848)	(1,450)	659	1,988	2,981	2,479	

Notes:

- A Items 1 and 2 relate to the net interest payable on all the Council's outstanding debt reduced by any expecting income earned from surplus cash balances.
- B Item 3 relates to borrowing for General Fund capital purposes.
- C Item 4 refers mainly to interest payable on internal ring-fenced accounts such as the Housing Revenue Account.
- D Item 5 is the net contribution from the Housing Revenue Account for interest on outstanding housing-related debt. It also includes amortised premiums and discounts on debt repaid prematurely.
- E Items 7 & 8 relate to costs charged elsewhere in the Council's budget which are not required to be met from Council Tax. They are therefore reversed out of the net budget here.

Service Statistics

	Actual 2017/18	Original 2018/19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23
Capital Financing Requirement	£m	£m	£m	£m	£m	£m
HRA	206.2	205.5	203.8	203.8	203.7	203.6
Non Housing	37.1	32.9	159.0	182.0	195.3	194.9
	243.3	238.4	362.8	385.8	399.0	398.5
Average rates of interest:	%	%	%	%	%	%
Borrowing Rate	5.16	4.91	4.17	3.83	3.79	3.68
Investment Return	0.44	0.30	1.05	1.30	1.45	1.55

CORPORATE & CENTRAL

INVESTING ACTIVITIES

This page includes the costs and income related to the Councils commercial activity. It is therefore the net budget position for Commercial Asset Acquisitions, Sempra Homes and the Commercial Team.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	168	157	157	159	161	162	
2. Supplies & Services	63	173	223	244	264	265	A
3. Management and Administration							
(a) Accommodation Costs	-	6	1	1	1	1	
(b) Support Costs	-	92	66	67	67	68	
(c) Operational Administration Costs	-	52	25	25	25	25	
Less:	231	480	472	496	518	521	
4. Recharges to Other Services	-	(405)	(50)	(50)	(50)	(50)	
5. External Recharges	-	(260)	(288)	(294)	(300)	(76)	B
6. Rent	-	(810)	(2,550)	(3,300)	(4,000)	(4,000)	C
7. Investment Income	-	(362)	(3,029)	(3,637)	(5,172)	(2,675)	D
TOTAL NET SURPLUS	231	(1,357)	(5,445)	(6,785)	(9,004)	(6,280)	

Notes:

- A Item 2 includes sums for management and maintenance of properties.
- B Item 5 is a recharge to Sempra Homes Ltd for services provided by the Council.
- C Item 6 is target rental income for commercial properties.
- D Item 7 includes dividends and interest payable to the Council.

Service Statistics

	Original 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	3.0	3.0

Estimated financing costs for these services are as follows:

	2019/20	2020/21	2021/22	2022/23
Commercial Asset Acquisition	1,530	1,980	2,400	2,400
Sempra Homes	1,685	2,605	2,801	2,527
	<u>3,215</u>	<u>4,585</u>	<u>5,201</u>	<u>4,927</u>

From these activities, resources will be transferred to an equalisation reserve to smooth out the effect on the General Fund balance. This reserve will be utilised for the forecast period as follows:

	2019/20	2020/21	2021/22	2022/23
Commercial Asset Acquisition	600	750	750	750
Sempra Homes	403	403	403	403
	<u>1,003</u>	<u>1,153</u>	<u>1,153</u>	<u>1,153</u>

CORPORATE & CENTRAL

OTHER CORPORATE EXPENSES

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Supplies & Services							
(a) Contribution to Partnerships	5	15	15	15	15	15	A
(b) IT Initiatives	45	147	-	-	-	-	B
(c) CCTV	34	106	50	50	49	50	
(d) Investment Projects	248	143	-	-	-	-	
(e) Other	65	65	65	65	65	65	C
(f) Contribution to HRA	356	365	365	365	365	365	D
2. Management & Administration							
(a) Accommodation Costs	8	-	-	-	-	-	
(b) Operational Administration Costs	38	-	-	-	-	-	
(c) Support Costs	41	26	14	14	14	14	
Less:	840	867	509	509	508	509	
3. Income	(35)	-	-	-	-	-	
4. Recharge to the Housing Revenue Account	(48)	(48)	-	-	-	-	B
TOTAL NET COST	757	819	509	509	508	509	

Notes:

- A Item 1(a) relates to various partnership contributions including Essex On-Line Partnership and Basildon Renaissance Partnership.
- B Item 1(b) and Item 5 relates to corporate IT initiatives and from 2019/20 included in the ICT Strategy as part of the capital programme.
- C Item 1(e) includes a general provision for sundry debtor write offs.
- D Item 1(f) relates to a General Fund contribution to the HRA in respect of amenity maintenance and the Anti Social Behaviour Team.

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

**MANAGEMENT &
ADMINISTRATION**

MANAGEMENT & ADMINISTRATION

SUMMARY

Item	Actual	Original Budget	Estimates			
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
1. Management & Administration Support	15,069	13,558	13,971	13,992	14,063	14,151
2. Customer Service Centre	2,781	2,541	2,576	2,507	2,527	2,549
3. Office Accommodation	2,269	1,816	1,791	1,800	1,819	1,837
	20,119	17,915	18,338	18,299	18,409	18,537
Less:						
4. Income	(1,055)	(914)	(910)	(911)	(912)	(912)
5. Recharge to Other Council Services	(15,579)	(13,870)	(14,129)	(14,127)	(14,223)	(14,335)
6. Recharge to the Housing Revenue Account	(3,485)	(3,131)	(3,299)	(3,261)	(3,274)	(3,290)
TOTAL NET COST	-	-	-	-	-	-

The above summary represents the costs of the following Council services:

- Executive Leadership Team
- Corporate Finance
- Legal, Procurement & Corporate Governance
- Audit & Risk Management
- Property & Regeneration Services
- Revenues & Benefits Support
- Customer Services, ICT & Facilities
- Customer Service Centre
- Policy, Performance & Review
- Human Resources, Organisational Design & Payroll
- Democratic Services
- Environment & Community Services Support
- Street Scene & Leisure Services Support
- Housing Services Support
- Marketing & Communications
- Office Accommodation

MANAGEMENT & ADMINISTRATION

MANAGEMENT & ADMINISTRATION SUPPORT

This budget represents the salaries and associated costs relating to Council Management & Administration services which are subsequently charged direct to Services.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	9,444	9,005	8,701	8,742	8,835	8,929	
2. Supplies & Services	5,625	4,553	5,270	5,250	5,228	5,222	
Less:	15,069	13,558	13,971	13,992	14,063	14,151	
3. Income	(296)	(183)	(179)	(179)	(180)	(180)	
4. Recharge to Other Council Services	(11,867)	(10,776)	(11,047)	(11,059)	(11,121)	(11,198)	
5. Recharge to the Housing Revenue Account	(2,906)	(2,599)	(2,745)	(2,754)	(2,762)	(2,773)	
TOTAL NET COST	-	-	-	-	-	-	

Service Statistics

	Original 2018/19		Estimate 2019/20	
	F.T.E.*	£'000	F.T.E.*	£'000
Employees				
Communities	22.0	1,061	22.0	1,095
Corporate Services	56.0	2,479	44.1	2,152
Engagement	9.0	392	8.0	465
Executive Team	3.0	560	3.0	583
Growth	4.8	328	4.8	337
People & Change	34.5	1,439	33.9	1,468
Public Spaces	21.8	856	19.1	731
Resources	43.3	1,890	42.2	1,870
	<u>194.5</u>	<u>9,005</u>	<u>177.2</u>	<u>8,701</u>

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

MANAGEMENT & ADMINISTRATION

CUSTOMER SERVICE CENTRE

This budget represents the salaries and associated costs relating to the Customer Service Centre to provide a single point-of-contact for customers of Basildon Council.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	1,828	1,927	1,919	1,851	1,871	1,891	A
2. Supplies & Services	211	186	170	169	169	172	
3. Management & Administration							
(a) Accommodation Costs	160	111	83	83	85	86	
(b) Operational Administration Costs	74	78	43	44	44	44	
(c) Support Costs	290	234	358	357	355	353	
(d) Customer Service Centre	218	5	3	3	3	3	
Less:	2,781	2,541	2,576	2,507	2,527	2,549	
4. Recharge to Other Council Services	(2,412)	(2,181)	(2,171)	(2,149)	(2,166)	(2,185)	
5. Recharge to the Housing Revenue Account	(369)	(360)	(405)	(358)	(361)	(364)	
TOTAL NET COST	-	-	-	-	-	-	

Notes:

- A Item 1 includes budget for the core and flex staffing structure of the service area. The CSC work on the basis of a core structure with an additional budget to fund flexible staffing resource when required.

Service Statistics

	Original 2018/19	Estimate 2019/20
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Employees

Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	68.0	65.9
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The service is responsible for:

- handling all entry level enquiries to the Council via telephone through the golden telephony number for Council Tax, Housing Benefits, Housing Allocations, Streetcare, Planning, Environmental Health, Payments, Collections, Homelessness, Web Assist, Invoices, Elections, Transfers, Complaints and Compliments and Councillor enquiries;
- responding to all entry level emails received to the Council in relation to the services mentioned above, equates to in excess of 9,000 per month;
- handling upwards of 28,000 telephony enquiries per month;
- handling enquiries to the Council face-to-face for Council Tax, Housing Benefits, Housing Advice and Assessments, Homelessness and Payments;
- handling upwards of 11,000 face to face transactions per month;
- processing in excess of 30,000 inbound and outbound white mail correspondence for the Council per month;
- process 4,600 online forms & 30 social media enquiries per month;
- facilitating all face to face payment transactions;
- facilitating all scanning services for Revenues & Benefits and Housing services;
- collating satisfaction figures on behalf of the Council.

MANAGEMENT & ADMINISTRATION

OFFICE ACCOMMODATION

This budget relates to the Basildon Centre and Barleylands Depot.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
1. Employees	544	461	487	492	496	501	
2. Premises	1,100	959	893	903	913	922	
3. Transport	5	5	5	5	5	5	
4. Supplies & Services	117	89	89	92	95	98	
5. Management & Administration							
(a) Operational Administration Costs	40	26	17	17	18	18	
(b) Support Costs	125	122	139	140	141	142	
6. Capital Charges	338	154	161	151	151	151	
Less:	2,269	1,816	1,791	1,800	1,819	1,837	
7. Income	(759)	(731)	(731)	(732)	(732)	(732)	
8. Recharge to Other Council Services	(1,300)	(913)	(911)	(919)	(936)	(952)	
9. Recharge to the Housing Revenue Account	(210)	(172)	(149)	(149)	(151)	(153)	
TOTAL NET COST	-	-	-	-	-	-	

Service Statistics

	Estimate 2018/19	Estimate 2019/20
Employees		
Full-Time Equivalent (including an allowance for temporary, casual and agency staff)	15.8	16.8

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

**HOUSING REVENUE
ACCOUNT**

HOUSING REVENUE ACCOUNT

SUMMARY

The Housing Revenue Account includes all the income and expenditure associated with the Council's function as a social housing landlord. The items that can be debited and credited to the account are determined by statute.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates			
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
EXPENDITURE						
1. Management	15,361	13,492	14,466	15,969	16,260	17,463
2. Repairs	10,218	11,130	11,567	11,569	11,572	11,576
3. Debt Management Expenses	57	86	88	88	88	88
4. Depreciation	13,173	13,100	16,400	16,400	16,400	16,400
5. Other Expenses	374	655	660	665	665	665
	39,183	38,463	43,181	44,691	44,985	46,192
RESOURCES						
6. Rent Income	(48,518)	(47,492)	(46,915)	(48,054)	(49,019)	(50,210)
7. Charges for Services and Facilities	(4,625)	(4,207)	(4,471)	(4,530)	(4,563)	(4,595)
8. General Fund Contribution	(356)	(421)	(365)	(365)	(365)	(365)
	(53,499)	(52,120)	(51,751)	(52,949)	(53,947)	(55,170)
NET COST OF SERVICES	(14,316)	(13,657)	(8,570)	(8,258)	(8,962)	(8,978)
9. Net Interest	9,940	8,670	8,354	8,105	7,931	7,931
10. Other Capital Financing Costs	84	46	47	47	47	47
11. (Surplus)/Deficit for the year	(4,292)	(4,941)	(169)	(106)	(984)	(1,000)
12. Revenue Contribution to Capital Outlay	3,187	6,300	3,000	3,000	3,000	3,000
TOTAL NET COST/(SURPLUS)	(1,105)	1,359	2,831	2,894	2,016	2,000

Balances

Opening Balances						
HRA	4,760	4,000	4,000	4,000	4,000	4,000
Asset Management Reserve	22,851	20,579	21,701	18,870	15,976	13,960
Treasury Management Reserve	600	600	600	600	600	600
Total HRA Reserves	28,211	25,179	26,301	23,470	20,576	18,560
Closing Balances						
HRA	8,533	4,000	4,000	4,000	4,000	4,000
Asset Management Reserve	20,183	19,220	18,870	15,976	13,960	11,960
Treasury Management Reserve	600	600	600	600	600	600
Total HRA Reserves	29,316	23,820	23,470	20,576	18,560	16,560

Service Statistics

	Actual 2017/18	Estimate 2018/19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23
Number of dwellings						
Average for year						
Council Stock	10,717	10,538	10,563	10,431	10,421	10,406
Shared Ownership	110	110	110	110	110	110
Average Rent per council stock dwelling per week	£86.81	£86.16	£85.30	£87.86	£90.50	£93.20

HOUSING REVENUE ACCOUNT

FURTHER ANALYSIS

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Notes
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	
INCOME							
RENTS & SERVICE CHARGES							
1. Rents - Dwellings	(48,518)	(47,492)	(46,915)	(48,054)	(49,019)	(50,210)	
2. Service Charges - Leaseholders	(1,061)	(1,310)	(1,338)	(1,380)	(1,408)	(1,436)	
3. Service Charges - Cleaning	(197)	(222)	(200)	(202)	(204)	(207)	
4. Service Charges - Block Lighting	(75)	(82)	(87)	(89)	(90)	(92)	
5. Service Charges - Sheltered Scheme Charge	(1,994)	(1,926)	(2,030)	(2,055)	(2,055)	(2,055)	
6. Service Charges - Heating	(548)	(519)	(632)	(620)	(620)	(620)	
7. Service Charges - Water	(20)	(20)	(21)	(21)	(22)	(22)	
Subtotal	(52,413)	(51,571)	(51,223)	(52,421)	(53,418)	(54,642)	
OTHER CHARGES/INCOME							
8. Rechargeable Works	(31)	(20)	(20)	(20)	(20)	(20)	
9. General Fund Contribution	(356)	(421)	(365)	(365)	(365)	(365)	
10. Other	(699)	(108)	(143)	(143)	(144)	(143)	
Subtotal	(1,086)	(549)	(528)	(528)	(529)	(528)	
Total Income	(53,499)	(52,120)	(51,751)	(52,949)	(53,947)	(55,170)	
EXPENDITURE							
11. Employee Costs	4,982	5,426	5,873	6,159	6,320	6,746	
12. Support Services	5,199	5,287	5,526	5,515	5,552	5,584	
13. Office Accommodation	171	172	172	173	173	174	
14. Insurances	935	741	715	823	952	1,097	
15. Bad Debts	374	655	660	665	665	665	
16. Other Management Costs	1,639	1,770	2,121	2,230	2,195	2,806	
17. Repairs	8,636	9,723	10,065	10,066	10,066	10,066	
18. Utilities	945	1,124	1,286	1,286	1,286	1,286	
19. Council Tax	(1)	150	100	100	100	100	
20. Pensions	3,130	316	263	1,274	1,276	1,268	
21. Treasury and Capital Charges	23,197	21,815	24,801	24,552	24,378	24,378	
22. Revenue contribution to capital	3,187	6,300	3,000	3,000	3,000	3,000	
Total Expenditure	52,394	53,479	54,582	55,843	55,963	57,170	
TOTAL NET COST/(SURPLUS)	(1,105)	1,359	2,831	2,894	2,016	2,000	
Estimated Average Service Charge volumes							
General Needs - Cleaning	2,300	2,300	2,140	2,140	2,140	2,140	
General Needs - Block Lighting	2,300	2,300	2,250	2,250	2,250	2,250	
Sheltered - Scheme Charge	1,708	1,710	1,708	1,708	1,708	1,708	
General Needs & Sheltered - Heating	930	930	930	930	930	930	

BUDGET 2019/20
AND THREE YEAR FORWARD
FINANCIAL FORECAST TO 2022/23

**CAPITAL
PROGRAMME**

CAPITAL PROGRAMME - HOUSING REVENUE ACCOUNT

SUMMARY

The Council's General Programme covers improvements to the housing stock and estates.

The New Build Programme covers acquisitions and development schemes.

Item	Actual 2017/18 £'000	Original Budget 2018/19 £'000	Estimates				Total Years 6-10 £'000	Total Years 1-10 £'000
			2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000		
General Programme								
1. Internal Works	3,598	3,425	4,410	3,710	3,710	3,710	22,260	37,800
2. External Works	3,165	6,500	2,000	6,100	5,300	5,300	25,900	44,600
3. Common Parts Works	53	1,610	1,320	1,610	1,610	1,610	9,660	15,810
4. Associated Assets Works	9	250	200	200	200	200	200	1,000
Sub- Total	6,825	11,785	7,930	11,620	10,820	10,820	58,020	99,210
5. Future Major Works	485	100	3,055	3,305	1,305	305	380	8,350
6. Improvement Works	658	1,190	4,645	3,575	875	875	2,750	12,720
7. Estate Works	-	100	-	100	100	100	600	900
8. Contingent Major Works	-	236	-	-	-	-	-	-
9. Exceptional External Works	258	100	550	200	200	200	1,050	2,200
10. Other Capital Works	1,039	1,950	1,496	1,500	1,500	1,500	9,000	14,996
Sub- Total	2,440	3,676	9,746	8,680	3,980	2,980	13,780	39,166
Capital Total (Excluding Inflation & Fees)	9,265	15,461	17,676	20,300	14,800	13,800	71,800	138,376
11. Inflation @ 2%	-	309	354	820	906	1,138	11,419	14,637
12. Fees on Capital @ 5%	-	773	884	1,015	740	690	7,609	6,919
Capital Total (Including Inflation & Fees)	9,265	16,543	18,914	22,135	16,446	15,628	90,828	159,931
New Build Programme								
13. Acquisition & New Build	4,981	9,000	9,000	9,000	9,000	9,000	-	36,000
Overall Programme	14,246	25,543	27,914	31,135	25,446	24,628	90,828	195,931

