

Supplementary Council Agenda



**Epping Forest
District Council**

Council Thursday, 18th February, 2016

Place: Council Chamber, Civic Offices, High Street, Epping

Room: Council Chamber

Time: 7.30 pm

Committee Secretary: Council Secretary: Simon Hill
Tel: 01992 564249 Email:
democraticservices@eppingforestdc.gov.uk

7.1 Portfolio Holder report to Council (Pages 3 - 4)

To receive a report or any announcement from Assets and Economic Development Portfolio Holder.

12.1 Supplementary - Updated Council Budget Appendices (Pages 5 - 12)

(Finance Portfolio Holder) To consider the amended appendices.

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Report to the Council

Committee: Cabinet

Date: 18 February 2016

Subject: Assets and Economic Development

Portfolio Holder: Councillor A Grigg

Recommending:

That the report of the Assets and Economic Development Portfolio Holder be noted.

Tourism

The Visit Epping Forest 2016 Tourism Conference is confirmed as taking place at the Marriott Hotel Waltham Abbey on 4th March at the start of English Tourism Week. Key speakers have been booked including Michael Veasey of Eastern Plateau/ BEST Growth Hub, Del Goddard of Vibrant Partnerships and George Kieffer of Visit Essex.

Town Centres

EDOs, working closely with Waltham Abbey Town Partnership, have been successful in acquiring funding from Essex County Council's Community Initiatives Fund to commission consultancy support to design a wayfinding project for Waltham Abbey town centre.

Business Support

The Economic Development Team is working with the BEST Growth Hub to promote and encourage take-up of its services by our local business community. We are promoting its suite of free workshops for start-up and established businesses across Essex from January to March and it has been confirmed that a number of these sessions will be at Epping Rugby Club and Epping Forest College.

BEST will also have presence at the Tourism Conference and we are exploring opportunities for some different format events i.e. drop-in surgery session for businesses or a Pop-up Business Café. The premise of the latter is to secure an informal setting for businesses to come and get some free advice from BEST Growth Hub and the private sector.

Partner Liaison

The Economic Development Team was represented at a new grouping in January termed the West Essex Economic & Investment Officer Forum. This new group has been well received by partners and has been established to help communication, foster a stronger common understanding of the issues and projects across West Essex and, and to ensure that West Essex has a joined-up voice (when inputting into LSCC, SE LEP etc).

Major Projects

Progress on the Council's major development projects is reported regularly at the Asset Management and Economic Development Cabinet Committee. The next meeting is due to take place on the 11 February where the Council's Project Managers and Marketing/Lettings Consultants, will give a detailed update. However, I can report that due to the initial lack of response to the Tendering of the main construction contract, this has had to be re-advertised. The delay will mean that the target date for completion of the shopping park is now Easter 2017 as opposed to Christmas 2016.

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DISTRICT DEVELOPMENT FUND

Directorate	Service	Description	Estimate	B/F from	Revised	Estimate	Estimate	Estimate	Estimate		
			2015/16 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's		
Chief Executive	Chief Executive Policy Group Corporate Policy Making Corporate Policy Making	Transformation Programme	75	75	33	77					
		LLPG staffing	16		17						
		LLPG staffing HRA Contribution	(4)		(4)						
		Total Chief Executive	87	75	46	77	0	0	0		
Communities	Communities Communities Communities Communities Grants to Voluntary Orgs Homelessness Private Sector Housing Private Sector Housing Private Sector Housing Private Sector Housing Safeguarding Safeguarding Safer Communities Safer Communities Safer Communities Youth Council	Externally Funded Projects	153		197	86					
		Externally Funded Projects	(153)		(197)	(86)					
		Get Active Epping Forest			10						
		Museum Store License (Lease)			52	17					
		VAEF transport scheme		5	5						
		Legal Fees	20	7	27	20	20				
		Landlord Accreditation Scheme	3	3	1	1					
		Energy Efficiency Works		3	3						
		Works in default	5		5						
		Works in default	(5)		(5)						
		Safeguarding audit	47		47						
		Recharge to the HRA	(27)		(31)						
		Analysts post	27		26	34	4				
		Analysts post				(30)					
		CCTV Trainee Assistant post				19	19	19			
		Enabling Fund				8					
		Total Communities	70	18	140	69	43	19	0		
		Governance	Building Control Building Control Building Control Group Building Control Group Development Control Development Control Development Control Group Development Control Group Development Management Development Management Development Management Development Management Electoral Registration Electoral Registration Enforcement & Planning Appeals Legal Services Legal Services Local Land Charges Local Land Charges Planning Appeals Planning Appeals Tree Preservation & Landscape	Fees & Charges			(45)				
				Ringfenced Account			34				
Salary saving re vacant posts (net of Consultants)	(57)										
Salary saving re vacant posts Ring Fenced Element	41										
Pre Application Consultation Fees					(20)	(10)					
Fees & Charges					(200)	(75)					
Trainee Contaminated Land Officer						22	26				
Trainee Planning Officer						45	51				
Administrative Assistant				10	8	10	12				
Additional Temporary staffing	25				25	27	23				
Document Scanning				23	34	68					
Savings to fund document scanning project				19	19						
Individual Registration Costs	49			27	72						
Individual Registration Costs	(49)				(37)						
Income					(27)						
Transformation Programme					13	27					
Additional Income					(10)						
Additional Income	(20)										
New Burdens Grant					(103)						
Professional Fees			(5)								
Contingency for Appeals	35	1	36	45	45						
Technical Assistant - Conservation	10		2	11	12						
Total Governance	34	80	(204)	170	169	0	0				

Neighbourhoods

Contaminated Land & Water Quality	Contaminated land investigations	64			64			
Countrycare	Protected species/habitat related consultation	10		10				
Countrycare	Staffing	7		7				
Countrycare	BRIE - SLA	4		4	4		4	
Economic Development	Economic Development Strategy	5	4	1	4		4	
Economic Development	Tourism Task Force	15		18	35			
Economic Development	Town Centres Support	0	28	48	50			
Economic Development	Portas Funding	9			9			
Estates & Valuations	Property Valuations				20			
Asset Rationalisation	Council Asset Rationalisation	188	111	273	27			
Asset Rationalisation	New Development Project Officer	90	(8)	82	16			
Food Safety	Inspections	3	1	4				
Forward Planning	Local Plan	250	(34)	435	552	232	254	
Forward Planning	Neighbourhood Planning		9	9				
Highways General Fund	Roundabout maintenance		7					
Highways General Fund	Contribution to ECC				50			
Land and Property	Rental Income - Shops			10				
Leisure Management	Contract set up costs	46		46				
Leisure Management	Contribution from SLM	(23)		(23)				
Licensing	Additional Staff Premises Licences	4		4				
North Weald Airfield	Safety of Bund	3	1	4				
North Weald Airfield	Consultancy Exercise		20	20				
North Weald Airfield	Loss of Market rent			73				
Off street parking	Payment to NEPP for redundancies		31	31				
Off street parking	Traffic orders and information boards	15		15				
Off street parking	Sale of old pay and display machines			(6)				
Parks & Grounds	Roding Valley Lake - Disabled Projects		5	5				
Parks & Grounds	Open Spaces - Tree Planting		10		10			
Parks & Grounds	Survey of River Roding erosion	15		15				
Town Centre Regeneration	Waltham Abbey Regeneration Projects	45		45				
Waste Management	Replacement Bins			53	53			
Waste Management	Waste Contract mobilisation		5					
Waste Management	SHWM Ltd Dividend			(100)				
Total Neighbourhoods		750	190	1,103	874	240	254	0
Accounts Payable	Implementation of E-Invoicing	3	4	5	2			
Building Maintenance - Non HRA	Planned Building Maintenance Programme	129	58	74	110	74	156	76
Civic Offices	Vending Machine Rental saving	(5)						
Council Tax Benefits	Previous Year Clawback	(35)		(50)	(15)			
Council Tax Collection	Professional Fees			4				
Council Tax Collection	Collection Investment	(47)		(47)	(47)	(47)		
Council Tax Collection	Local Council Tax New Burdens Expenditure	32	13					
Council Tax Collection	Local Council Tax New Burdens Expenditure - Mobile Working			20				
Council Tax Collection	Local Council Tax New Burdens Expenditure - E-Services			15	108			
Council Tax Collection	Local Council Tax New Burdens Expenditure - Single Persons Discount Review			4				
Council Tax Collection	Technical Agreement Contributions	(197)		(316)	(316)	(316)		
Council Tax Collection	New Burdens Grant			(23)				
Housing Benefits Administration	Hardship & Compliance	(5)		(82)	(82)	(82)		
Housing Benefits Administration	Benefits Grants	55	43					
Housing Benefits Administration	Benefits Specific Grants - Online Forms			30				
Housing Benefits Administration	Benefits Specific Grants - Data Matching				60			
Housing Benefits Administration	Benefits Specific Grants - Unallocated				18	20		
Housing Benefits Administration	Benefits Specific Grants			(20)				
Housing Benefits	Hardship & Compliance - Benefits Officers				62	62	62	
Housing Benefits	Benefits Specific Grants - Furniture			5				
Human Resources	Savings to fund redundancy		14	14				
ICT	Savings to fund Social Media Management Application (PR)		10	10				
Revenues	Temporary Additional Staffing	190	1	125	234	211		
Sundry Non Distributable Costs	Emergency Premises Works	18	(1)	9	8			
Total Resources		138	142	(223)	143	(78)	218	76
Total Service Specific District Development Fund		1,079	505	862	1,333	374	491	76

Capital Expenditure Charged to Revenue		12	50	49		
Council Tax Freeze		(83)		(83)		
Transitional Grant					(54)	(53)
Lost Investment Interest		115		115		
New Homes Bonus					(581)	(62)
Parish Council's		6		6		148
Support Grants						
Total District Development Fund		<u>1,129</u>	<u>555</u>	<u>949</u>	<u>698</u>	<u>259</u>
						<u>639</u>
						<u>76</u>

REVENUE EXPENDITURE, INCOME AND FINANCING

2015/16 ORIGINAL ALL REVENUE ITEMS £	2015/16 REVISED ALL REVENUE ITEMS £		GENERAL FUND ACCOUNT £	2016/17 ORIGINAL HOUSING REVENUE ACCOUNT £	ALL REVENUE ITEMS £
		Gross Expenditure			
1,171,590	1,123,650	Office of the Chief Executive	5(a) 1,174,360	0	1,174,360
5,850,130	4,783,720	Governance	5(b) 4,858,260	0	4,858,260
15,231,810	17,213,070	Neighbourhoods	5(c) 17,300,450	0	17,300,450
42,704,410	41,510,490	Resources	5(d) 41,136,250	0	41,136,250
32,567,550	32,625,820	Communities	5(e) 5,214,250	28,065,650	33,279,900
233,550	242,640	Internal Trading Organisations	5(f) 240,990	0	240,990
97,759,040	97,499,390	Total Expenditure on Services	69,924,560	28,065,650	97,990,210
5,601,000	5,630,750	Interest Payable (Inc HRA)	204,000	5,452,150	5,656,150
16,881,000	17,597,000	Revenue Contribution to Capital	70,000	23,040,000	23,110,000
245,984	245,984	Parish Support Grants	201,252		201,252
3,159,675	3,159,675	Precepts Paid to Parish Councils	3,274,089	0	3,274,089
123,646,699	124,132,799	Total Gross Expenditure	9a 73,673,901	56,557,800	130,231,701
		Gross Income			
39,902,390	38,109,540	Government Subsidies	37,491,180	0	37,491,180
32,177,460	32,291,420	Rents from Dwellings	0	32,031,530	32,031,530
5,150,260	5,047,140	Miscellaneous Rents, Trading Operations etc.	4,576,680	886,250	5,462,930
5,018,950	6,617,600	Fees and Charges	4,406,800	1,661,290	6,068,090
470,250	528,200	Interest on Mortgages and Investments	378,000	250	378,250
6,023,050	6,093,060	Grants and Reimbursements by other Bodies	6,333,710	0	6,333,710
88,742,360	88,686,960	Total Operational Income	53,186,370	34,579,320	87,765,690
(10,512)	1,757,105	Contribution from/(to) Revenue Reserves	35,708	450,480	486,188
(154,000)	291,000	FRS 17 Adjustment	291,000	0	291,000
1,129,000	949,000	Contribution from/(to) District Development Fund	698,000	0	698,000
(3,102,000)	(2,818,000)	Contribution from/(to) Other Reserves	171,000	0	171,000
50,000	(41,561)	Contribution from/(to) Collection Fund	(269,336)		(269,336)
20,337,000	17,772,000	Contribution from/(to) Capital Reserves	2,599,000	21,528,000	24,127,000
5,878,702	6,760,146	Exchequer Support	5,913,677		5,913,677
112,870,550	113,356,650	Total Gross Income	9b 62,625,419	56,557,800	119,183,219
10,776,149	10,776,149	To be met from Local Taxation	9c 11,048,482	0	11,048,482
		Financed by:			
7,616,474	7,616,474	District Precept			7,774,393
3,159,675	3,159,675	Parish Council Precepts	9e		3,274,089
10,776,149	10,776,149	Total Financing			11,048,482

Non Service Budgets

Programme 2016/17

General Fund £	2015/16 Original Housing Revenue £	Total £	General Fund £	2015/16 Probable Housing Revenue £	Total £	Revenue Expenditure	General Fund £	2016/17 Original Housing Revenue £	Total £
(470,000)		(470,000)	(528,000)		(528,000)	Interest & Investment Income	(378,000)		(378,000)
12,000	16,869,000	16,881,000	3,123,000	14,474,000	17,597,000	Revenue Contribution to Capital	70,000	23,040,000	23,110,000
(2,176,000)		(2,176,000)	(2,179,000)		(2,179,000)	Other Items	(2,731,000)		(2,731,000)
457,000	5,144,000	5,601,000	330,000	5,300,750	5,630,750	Interest Payable (Inc HRA)	204,000	5,452,150	5,656,150
(2,320,000)	(34,000)	(2,354,000)	(2,551,000)	(28,000)	(2,579,000)	Depreciation Reversals & Other Adjs.	(2,599,000)	(25,000)	(2,624,000)
(4,497,000)	21,979,000	17,482,000	(1,805,000)	19,746,750	17,941,750		(5,434,000)	28,467,150	23,033,150
-	18,017,000	18,017,000	-	15,221,000	15,221,000	Transferred to Housing Summary	-	21,528,000	21,528,000
(4,497,000)	39,996,000	35,499,000	(1,805,000)	34,967,750	33,162,750		(5,434,000)	49,995,150	44,561,150
		(42,048)			(1,673,915)	Contribution (from)/to Revenue Reserves			(35,708)
		154,000			(291,000)	FRS 17 Adjustment			(291,000)
		2,000			(183,000)	Contribution (from)/to Other Reserves			(171,000)
		(3,100,000)			(3,001,000)	Transfer (from)/to Housing Revenue Account			-
		(50,000)			41,561	Contribution (from)/to the Collection Fund			269,336
		(1,129,000)			(949,000)	Contribution from District Development Fund			(698,000)
		31,333,952			27,106,396	Reduction in Amount to be met from Government Grant and Local Taxation & other Housing Revenue Account items			43,634,778

GENERAL FUND MEDIUM TERM FINANCIAL STRATEGY 2015/16 - 2019/20

ORIGINAL 2015/16	REVISED FORECAST 2015/16	FORECAST 2016/17	FORECAST 2017/18	FORECAST 2018/19	FORECAST 2019/20
£'000 NET REVENUE EXPENDITURE	£'000	£'000	£'000	£'000	£'000
13,921 Continuing Services Budget	13,280	12,714	13,813	13,523	12,910
329 CSB - Growth	578	949	8	515	0
-902 CSB - Savings	-1,212	-411	-464	-1,390	-360
0 Additional Savings Target	0	0	-250	-150	-100
13,348 Total C.S.B	12,646	13,252	13,107	12,498	12,450
1,129 One - off Expenditure	1,132	869	259	639	76
14,477 Total Net Operating Expenditure	13,778	14,121	13,366	13,137	12,526
-2 Contribution to/from (-) Other Res	-183	-171	0	0	0
-1,129 Contribution to/from (-) DDF Balances	-949	-698	-259	-639	-76
-42 Contribution to/from (-) Balances	1,449	-36	-345	-31	-3
13,304 Net Budget Requirement	14,095	13,216	12,762	12,467	12,447
FINANCING					
2,204 RSG-Parish Support Grant	2,205	1,329	571	108	-133
3,434 District Non-Domestic Rates Precept	3,616	3,982	4,300	4,350	4,450
0 Section 31 Grant	700	400	0	0	0
7,616 District Council Tax Precept	7,616	7,774	7,891	8,009	8,130
50 Collection Fund Adjustment	-42	-269	0	0	0
To be met from Government 13,304 Grants and Local Tax Payers	14,095	13,216	12,762	12,467	12,447
Band D Council Tax	148.77	148.77	148.77	148.77	148.77
Percentage Increase %		0	0	0	0

GENERAL FUND MEDIUM TERM FINANCIAL STRATEGY 2015/16 - 2019/20

	REVISED FORECAST 2015/16	FORECAST 2016/17	FORECAST 2017/18	FORECAST 2018/19	FORECAST 2019/20
REVENUE BALANCES	£'000	£'000	£'000	£'000	£'000
Balance B/forward	9,293	7,742	7,706	7,361	7,330
RCCO	-3,000	0	0	0	0
Surplus/Deficit(-) for year	1,449	-36	-345	-31	-3
Balance C/Forward	7,742	7,706	7,361	7,330	7,327
DISTRICT DEVELOPMENT FUND					
Balance B/forward	3,599	2,650	1,952	1,693	1,054
Transfer Out	-949	-698	-259	-639	-76
Balance C/Forward	2,650	1,952	1,693	1,054	978
CAPITAL FUND (inc Cap Receipts)					
Balance B/forward	19,534	7,520	7,023	4,708	2,985
New Usable Receipts	4,359	7,695	2,733	2,769	2,806
Use of Capital Receipts	-16,373	-8,192	-5,048	-4,492	-2,294
Balance C/Forward	7,520	7,023	4,708	2,985	3,497
TOTAL BALANCES	17,912	16,681	13,762	11,369	11,802

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